# TOWN OF MEDFIELD
# MEETING
# NOTICE

Posted:

Town Clerk

Posted in accordance with the provisions of MGL Chapter 39 Section 23A, as amended

Due to the COVID-19 emergency, this meeting will take place remotely. Members of the public who wish to view or listen to the meeting may do so by joining via the web, or a conference call.

1. To join online, use this link:
   a. https://zoom.us/j/93219505660?pwd=a2JaTUtzZkRzWFdPVm5xVzJQUnI0UT09
   b. Enter Password: 538575

2. To join through a conference call, dial 929-436-2866 or 312-626-6799 or 253-215-8782 or 301-715-8592 or 346-248-7799 or 669-900-6833
   a. Enter the Webinar ID: 932 1950 5660
   b. Enter the password: 538575

## Board of Selectmen
**Board or Committee**

| PLACE OF MEETING | DAY, DATE, AND TIME |
|---|---|
| Remote Meeting held on Zoom | Tuesday, August 11, 2020 at 7:00 pm |

## Agenda (Subject to Change)

**7:00 PM Call to Order**

Disclosure of video recording

We want to take a moment of appreciation for our Troops serving around the globe in defense of our country

**Appointments**

Chief Guerette requests the appointment of Mark Sterling to the position of special police officer and fill-in dispatcher

Jean Mineo to discuss UCC use of Medfield State Hospital

Jeff Marble, Medfield Food Cupboard, to discuss new location

**Discussion (potential votes)**

**Action Items**

Vote to call the Special Town Meeting

Vote to open the Special Town Meeting Warrant

Approve Warrant for 2020 State Primary Election

Appoint Election Wardens and Inspectors, per request of Interim Town Clerk James G. Mullen, Jr.

Approve Chapter 90 Reimbursement Requests:

- $297,447.28 rubber chip seal
- $66,320.90 for South Street Extension

Approve Change Order for Additional Insurance Costs and Time Extension for Mt. Nebo maintenance project

Approve Lease Purchase Finance Agreement

**Town Administrator Updates**

**Next Meeting Dates**

**Selectmen Reports**

**Informational**
Assistance to Firefighters Grant Program Award of $211,428.57
Shared Streets Grant Award of $11,500

# COMMONWEALTH OF MASSACHUSETTS
# TOWN OF MEDFIELD

**WARRANT FOR 2020 STATE PRIMARY**

**SS.**
To the Constables of the Town of Medfield

**GREETINGS:**
In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at:

Precinct One
Precinct Two
Precinct Three
Precinct Four

Center at Medfield, Ice House Road

on **TUESDAY, THE FIRST DAY OF SEPTEMBER, 2020,** from 6:00 AM to 8:00 AM for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

| | | |
|---|---|---|
| SENATOR IN CONGRESS | | FOR THIS COMMONWEALTH |
| REPRESENTATIVE IN CONGRESS | | FOURTH DISTRICT |
| COUNCILLOR | | SECOND DISTRICT |
| SENATOR IN GENERAL COURT | | BRISTOL AND NORFOLK DISTRICT |
| REPRESENTATIVE IN GENERAL COURT | (Precinct 3 & 4) | NINTH NORFOLK DISTRICT |
| REPRESENTATIVE IN GENERAL COURT | (Precinct 1 & 2) | THIRTEENTH NORFOLK DISTRICT |
| REGISTER OF PROBATE | | NORFOLK COUNTY |
| COUNTY COMMISSIONERS (TWO) | | NORFOLK COUNTY |
| COUNTY TREASURER | | NORFOLK COUNTY |
| SHERIFF | | NORFOLK COUNTY |

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this _____ day of _____, 2020.

_____

_____

_____

Selectmen of: MEDFIELD

POSTED IN THE PRECINCTS

_____ _____, 2020.
Constable (month and day)

# TOWN OF MEDFIELD
*Office of*
# TOWN CLERK
459 Main Street
Medfield, Massachusetts

(508) 906-3024
Fax: (508) 359-6182
mbonoldi@medfield.net


August 5, 2020

Dear Board of Selectmen:

In accordance with Massachusetts General Law, Chapter 54, Section 12, I request that the Board vote to re-appoint Ms. Tracey Klenk as Election Warden for the Town of Medfield for the next year.

I also request a vote to appoint the following as Inspectors for Early Voting (to be held August 22 through August 28, 2020) and Election Day voting of September 1, 2020:

Ms. Christine Alessi
Ms. Susan Bernstein
Mr. Matthew Bucci
Ms. Robert Costello
Ms. Cheryl Dunlea
Ms. Heidi Erickson
Mr. James Feeney
Mr. Paul Foscaldo
Ms. Linda Frawley
Ms. Barbara Gips
Ms. Debra Hedges
Ms. Jill Herrick
Ms. Sharon Ingliss
Ms. Linda Kimball
Ms. Theresa Knapp
Ms. Joanne LaFrancesca
Ms. Kathleen Leader
Ms. Kerri McManama
Ms. Laura Mulready
Ms. Mary Patch
Ms. Elizabeth Sandeman
Ms. Megan Sullivan
Ms. Rose Thibault

The Town of Medfield is providing 60.5 hours for casting ballots in addition to early voting by mail.

Sincerely,

James G. Mullen, Jr.
Interim Town Clerk

*Submit this Form to District Highway Director*

massDOT
Massachusetts Department of Transportation
Highway Division

# CHAPTER 90 - FINAL REPORT

updated 8/2012

**CONTRACT#** _____

City/Town Medfield Project Rubber Chip Seal
Location(s) Various Roadways
Length _____ Feet Width _____ Feet
Work was Started 6/8/2020 and Completed 6/19/2020
Work was Suspended / / and Resumed / /
Done by: Force Account _____ Advertised Contract _____ Other _____

*** REMARKS:**

**EXPENDITURES:**

| | |
|---|---|
| State Funds @ 100% | $297,447.28 |
| Municipal Funds | $ |
| Other Funds | $ |
| TOTAL PROJECT EXPENDITURES | $297,447.28 |

**SCOPE OF WORK:**

## CERTIFICATION

The undersigned hereby certify under penalties of perjury that documentation to substantiate the above expenditures is available for examination in accordance with Executive Order No. 195 (April 27,1981) and Chapter 11, Section 12.

We further certify that all equipment rental costs are within the approved limits established by the MassDOT Highway Division, that the Municipality has complied with all applicable statutes and regulations, that the requests for reimbursements for allowable project expenses actually incurred are in conformance with the "Chapter 90" Project Request, and that the Municipality will be responsible for the future maintenance of this project including the cost thereof.

Copies of the notification published in the Central Register and notice in a newspaper of local circulation required by Chapter 149, Section 44J, and the prevailing wages as determined by the Department of Labor and Industries obtained in compliance with Chapter 149, Section 27F, of the General Laws, as applicable, must be attached.

| PREPARED & REVIEWED BY | | Signed: | |
|---|---|---|---|
| Maurice Goulet | | | |
| DPW DIRECTOR | 7/28/2020 | | |
| Highway Officer's Title | Date | | |
| Joy A Riccuiti | 7/30/20 | | |
| Accounting Officer's Title | Date | Duly Authorized Municipal Officials | Date |

- Include additional Contract Nos. if other Chapter 90 Funds were also used. List street names, total amounts charged to each location, extra work orders, etc. Use back if necessary, or attach supporting papers.

C90FR(R1)

massDOT
Massachusetts Department of Transportation
Highway Division

# CHAPTER 90 – REIMBURSEMENT REQUEST

City/Town: MEDFIELD Project: 50878-18

Project request was approved on 5/10/2020 for $ 300,000

at 100% Reimbursement Rate = $ 300,000.

1) Attached are forms which document payment of approved expenditures totaling $ 297447.28 for which we are requesting $ 297447.28 at the approved reimbursement rate of 100%.

2) The amount expended to date on this project is $297,447.28.

3) Is this request for a FINAL payment on this project? x Yes No

4) Remarks:

## CERTIFICATION

**A. I hereby certify under the pains and penalties of perjury that the charges for labor, materials, equipment, and services itemized and summarized on the attached forms are true and correct, and were incurred on this project in conformance with the MassDOT Highway Division Policies and established Municipal Standards that were approved for this project.**

Maurice Goulet (Signed) DPW DIRECTOR (Municipal Highway Official - Title) 7/28/2020 (Date)

**B. I/we certify under the pains and penalties of perjury that the items as listed or summarized on the attached forms were examined; that they are in conformity with our existing wage schedule, equipment rates, and all applicable statutes and regulations; that they are properly chargeable to the appropriation(s) designated for this work; and that Executive Order No. 195, dated April 27, 1981 is acknowledge as applicable.**

**REVIEWED AND APPROVED FOR TRANSMITTAL**

**by** Joy A Rocco

TOWN ACCOUNTANT
(Accounting Officer's Title)

**Signed:**

(Duly Authorized)

DATE

*Submit this Chapter 90 Form to the District Highway Director

MASS HIGHWAY

*City / Town of* **Medfield**

*MATERIALS for period beginning* 06/01/20 *and ending* 06/30/20 *both inclusive, on account with the Highway Department, under Section 34, Clause 2(a). of Chapter 90 of the General Laws.*

| VENDOR NAME | ITEM | Qty. | Unit | Unit Price $ | AMOUNTS $ | CHECK No. | Remarks |
|---|---|---|---|---|---|---|---|
| All State Asphalt | 20% AR Stone Sea | 60,212 | SY | $5.00 | $301,060.00 | 035695 | |
| All State Asphalt | Escalation | 60,212 | SY | ($0.06) | ($3,612.72) | 035695 | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| **TOTAL** | | | | | **$297,447.28** | | |

*"To the best of my knowledge the purchases of materials or services appearing on this sheet are not in conflict with Chapter 779 of the Acts of 1962. Signed under the penalty of perjury."*

Maurice Goulet
Supervisor / Foreman

Joy A Riccuite
Town/Accountant Approval

HED-454 (R)

# All States Asphalt, Inc.
All States Materials Group ®

PO Box 91
Sunderland, MA 01375
413-665-7021

**This Invoice Was Prepared For You By:**
**Crystal McCormick**
**ar@asmg.com**

**Where the Rubber *is* the Road ! ™**

To: **Town of Medfield MA**
**55 North Neadows Road**
**Medfield, MA 02052**

**Invoice: 1109725**
**Date:** 06/19/20
**Payment Terms:** Net 30
**Invoice Due Date:** 07/19/20
**Pay Application No:** 1

**Customer :** 51529

Contract: 200056- T/O Medfield, MA: 20% ARST w/ Sweeping

| Item | Description | | Current Quantity | UM | Unit Price | Current Total |
|---|---|---|---|---|---|---|
| 112-04 | 20% AR Stone Seal w/ Sweeping | | 60,212.000 | SY | 5.000 | 301,060.00 |
| 112-99 | Escalation | | 60,212.000 | SY | -0.060 | -3,612.72 |

**Contract 200056- Billing Summary**

| | |
|---|---|
| Total Billed: | 297,447.28 |
| Less Retainage: | 0.00 |
| Amount Due: | $297,447.28 |

An Equal Opportunity Employer

ROCKLAND

7/27/2020 8:52 AM

# PREMIER MUNICIPAL VENDOR

DDA-XXXXX0551

**TOWN OF MEDFIELD**
459 Main Street
Medfield, MA 02052
508-359-8505

CHECK NO. 035695

53-447
113

35695 Rockland Trust Massachusetts

| VENDOR | CHECK DATE | CHECK AMOUNT |
|---|---|---|
| 370 | 07/14/2020 | $297,447.28 |

****297,447 DOLLARS AND 28 CENTS

PAY TO THE ORDER OF

ALL STATES ASPHALT, INCORPORATED
P.O. BOX 91
SUNDERLAND MA 01375

⑈035695⑈ ⑆011304478⑆ 7479000551⑈

ENDORSE HERE

For Deposit Only
<accountnumber>
Capture Date 07/22/2020
PAY TO THE ORDER OF
People's United Bank
Bridgeport CT
221172186
FOR DEPOSIT ONLY
All States Asphalt Inc
DBA Tri State Materials
65[illegible]
DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE
RESERVED FOR FINANCIAL INSTITUTION USE

* FEDERAL RESERVE BOARD OF GOVERNORS REG. CC

**Amount:** -297447.28
**Description:** CHECK
**Check Number:** 35695
**Posted Date:** 7/23/2020
**Type:** Debit
**Status:** Posted

massDOT
Massachusetts Department of Transportation
Highway Division

# CHAPTER 90 – REIMBURSEMENT REQUEST

City/Town: MEDFIELD Project: 50878-16

Project request was approved on 7/17/2019 for $ 373,000

at 100% Reimbursement Rate = $ 373,000.

1) Attached are forms which document payment of approved expenditures totaling $ 66,320.90 for which we are requesting $ 66,320.90 at the approved reimbursement rate of 100%.

2) The amount expended to date on this project is $ 66,320.90.

3) Is this request for a FINAL payment on this project? ☐ Yes xNo

4) Remarks:

## CERTIFICATION

**A. I hereby certify under the pains and penalties of perjury that the charges for labor, materials, equipment, and services itemized and summarized on the attached forms are true and correct, and were incurred on this project in conformance with the MassDOT Highway Division Policies and established Municipal Standards that were approved for this project.**

Maurice Goulet (Signed) DPW DIRECTOR (Municipal Highway Official - Title) 8/3/2020 (Date)

**B. I/we certify under the pains and penalties of perjury that the items as listed or summarized on the attached forms were examined; that they are in conformity with our existing wage schedule, equipment rates, and all applicable statutes and regulations; that they are properly chargeable to the appropriation(s) designated for this work; and that Executive Order No. 195, dated April 27, 1981 is acknowledge as applicable.**

**REVIEWED AND APPROVED FOR TRANSMITTAL**

by Joy A Riccuti

TOWN ACCOUNTANT
(Accounting Officer's Title)

Signed:

(Duly Authorized)

DATE 8/6/20

*Submit this Chapter 90 Form to the District Highway Director*

massDOT
Massachusetts Department of Transportation
Highway Division

# CHAPTER 90 – REIMBURSEMENT REQUEST

City/Town: MEDFIELD Project: 50878-16

Project request was approved on 7/17/2019 for $ 373,000

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Maurice Goulet (Signed) DPW DIRECTOR (Municipal Highway Official - Title) 8/3/2020 (Date)

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**REVIEWED AND APPROVED FOR TRANSMITTAL**

**by** Jay A Ricciuti

TOWN ACCOUNTANT
(Accounting Officer's Title)

**Signed**:

(Duly Authorized)

DATE 8/6/20

**Submit this Chapter 90 Form to the District Highway Director*

MASS HIGHWAY

*City / Town of* **Medfield**

*MATERIALS for period beginning* 06/01/20 *and ending* 06/30/20 *both inclusive, on account with the Highway Department, under Section 34, Clause 2(a). of Chapter 90 of the General Laws.*

| VENDOR NAME | ITEM | Qty. | Unit | Unit Price $ | AMOUNTS $ | CHECK No. | Remarks |
|---|---|---|---|---|---|---|---|
| Aggreate Industries | Cold Planing | 27044 | TD2 | $2.61 | $67,055.60 | 035541 | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| | | | | $0.00 | $0.00 | | |
| **TOTAL** | | | | | **$67,055.60** | | |

*"To the best of my knowledge the purchases of materials or services appearing on this sheet are not in conflict with Chapter 779 of the Acts of 1962. Signed under the penalty of perjury."*

Maurice Goulet
Supervisor / Foreman

Joy A Riccuiti
Town Accountant Approval

HED-454 (R)

AGGREGATE
INDUSTRIES

# Invoice

MEDFIELD, TOWN OF/HIGHWAY
459 MAIN STREET
MEDFIELD MA 02052

| | |
|---|---|
| Invoice No.: | 290802323 |
| Invoice Date: | Jun 25, 2020 |

| | |
|---|---|
| Customer No.: | 38407 |
| Purchase Order No.: | |

Remit to: Aggregate Indusries - NER, Inc
1715 Broadway
Saugus MA 01906

Contact Number: 781-941-7200

| | |
|---|---|
| Project Name: | MEDFIELD, SERSG |
| Project Location: | MEDFIELD, TOWN OF/HIGHWAY<br>ZONE E MEDFIELD, MA<br>MEDFIELD MA 02052 |
| Estimator: | |

| | |
|---|---|
| Project No.: | X60C700200012 |
| Contract No.: | 9548465 |
| Note 1: | |
| Note 2: | |

| Item No. | Decription | Unit | Unit Rate | Quantity Billed This Period | Amount Due |
|---|---|---|---|---|---|
| 5 | Cold Planing | YD2 | 2.61 | 27,044 | 70,584.84 |
| | LAST DATE PAVED 6/11/2020 | | | | |

| | | |
|---|---|---|
| | Work Completed | 70,584.84 |
| Less: | Holdback/Retainage | 3,529.24 |
| | **Net Amount due** | **67,055.60** |
| Add: | Taxes | |
| | **Amount Due this Invoice** | **67,055.60** |

Terms: "Signed quote / contract terms including payment terms apply to this invoice"

ROCKLAND

7/20/2020 10:30 AM

# PREMIER MUNICIPAL VENDOR

DDA-XXXXX0551

**TOWN OF MEDFIELD**
459 Main Street
Medfield, MA 02052
508-359-8505

CHECK NO. 035541

53-447
119

35541 Rockland Trust Massachusetts

| VENDOR | CHECK DATE | CHECK AMOUNT |
|---|---|---|
| 2659 | 06/30/2020 | $67,055.60 |

*****67,055 DOLLARS AND 60 CENTS

PAY TO THE ORDER OF

AGGREGATE INDUSTRIES NORTHEAST
P.O. BOX 28903
NEW YORK NY 10087-8903

⑈035541⑈ ⑆011304478⑆ 7479000551⑈ ⑈0006705560⑈

JPMORGANCHASE BK NA CR TO NMD
071420 >074909962 PAYEE ALL
35000759 0028903 RTS RSVD
00855106 146 0000000657589052

**Amount:** -67055.60
**Description:** CHECK
**Check Number:** 35541
**Posted Date:** 7/14/2020
**Type:** Debit
**Status:** Posted

Gmail

**Nicholas Milano <nmilano@medfield.net>**

# FW: Mt Nebo Tank Rehabilitation - CO #2 Reasoning

**Eric A. Kelley** <eak@envpartners.com> Thu, Aug 6, 2020 at 2:32 PM
To: Maurice Goulet <mgoulet@medfield.net>, Nicholas Milano <nmilano@medfield.net>
Cc: "Ryan J. Paul" <rjp@envpartners.com>

Moe and Nick,

Here is the background on the applicability of the additional insurance costs for the Mt. Nebo Tank Rehabilitation Change Order:

The additional cost of $33,396 shown in Change Order #2 is for project insurance premiums requested by the contractor, Inspec Coatings, Inc. The costs include 12 additional months insurance coverage from March 2020 to March 2021 due to the contract schedule being extended thru the end of 2020 as part of Change Order #1. The one year delay in the project schedule has been due to the telecommunication companies (AT&T, T-Mobile, and Sprint) needing time to discuss, formulate a plan to remove antennas and related equipment from the Mt. Nebo Tank, and execute the plan prior to Inspec Coatings mobilizing to the site in September 2020. The original estimated completion time for the Mt. Nebo Rehabilitation project was the end of 2019. Now, the revised schedule is for completion by the end of 2020 (12-month delay).

The insurance costs have been verified to be direct costs for Inspec Coatings to perform the project as documented by their insurance agent, Kerman Insurance Agency of Powell, OH. Inspec Coatings original contract price included one year of project insurance premiums. Environmental Partners confirmed the $33,396 in insurance premium costs are for the liability coverages (General, Commercial, and Automobile) specified by the contract.

Please contact me directly if you need any additional information prior to the Select Board's meeting on August 11th.

Take care,

ENVIRONMENTAL PARTNERS

**Eric A. Kelley, PE, CHMM, LEED GA**
Project Manager | Associate
O: 617.657.0282 | C: 781.910.4090
Environmental Partners
envpartners.com

ENVIRONMENTAL
PARTNERS

# LETTER OF TRANSMITTAL

To Department of Public Works
55 North Meadows Road
Medfield, MA 02052

Date 7/21/2020
Job No. 138-1804
Attn. Maurice Goulet
Re: CO#02 – Mt. Nebo Tank

Trans No. 01

**We are sending you the following items Via US Mail :**

☐ Prints ☐ Invoices ☐ Shop Drawings ☐ Specifications
☐ Reports ☐ Disk(s) ☒ Copy of Letter/Memo ☒ Other

| Copies | Date | Review | Description |
|---|---|---|---|
| 3 | 7/20/20 | | Change Order #02: Additional Insurance Cost and Time Extension |
| | | | |
| | | | |
| | | | |
| | | | |

**These are transmitted:**

☒ For Approval ☐ For Your Use ☐ As Requested ☐ For Review & Comment

**Moe, Please find attached 3 copies of CO#02. If acceptable, please sign and return one copy to Inspec Coatings and one copy to Environmental Partners.**

**From** Environmental Partners Group, Inc. **Copy To** FILE

Ryan Paul
Project Manager
P: 617-657-0260
E: rjp@envpartners.com

ENVIRONMENTAL
PARTNERS

July 20, 2020

Mr. Maurice Goulet, Director of Public Works
Medfield Department of Public Works
55 North Meadows Road
Medfield, MA 02052

**RE: Change Order #02: Additional Insurance Costs and Time Extension**
**Mt. Nebo Tank Rehabilitation Project**

Dear Mr. Goulet,

Environmental Partners (EP) has prepared this change order (Change Order #03) for the following items:

1. Inspec Coatings, Inc. has requested additional payment to maintain insurance throughout the remainder of the project. A change order was issued for this project dated March 3, 2020 that postpones work until September 2020. The delay was needed to allow time for telecommunication companies to formulate a plan to remove antennas and other related equipment from the tank. This delay has caused Inpec Coatings to incur additional costs to maintain their insurance policy through the end of the updated policy term of March 30, 2021, an additional 12-months.

   A change order was prepared by EP in April 2020. However, the Board of Water Commissioners needed additional information on the breakdown of insurance costs from Inspec Coatings, Inc. Inspec Coatings, through their insurance agent, Kerman Insurance Agency, Powell, OH, confirmed to EP that there are two current insurance policies specific to the Mt. Nebo Tank Rehabilitation Project for General and Employers Liability, and Auto Liability. The annual premium of the two policies to Inspec Coatings is $2,783 per month.

   Therefore, the updated total cost to maintain insurance for an additional 12-months at $2,783 per month is an increase in contract cost of **Thirty Three Thousand Three Hundred Ninety Six Dollars and Zero Cents ($33,396.00).** Attached to this change order is the change order form (EJCDC C-941), and backup invoicing information from Inspec Coatings.

2. The Town of Medfield has chosen to postpone the rehabilitation work from Spring 2020 until Late Summer 2020. This change is required to provide additional time for telecommunication companies to formulate a plan to remove antennas and other related equipment from the tank. EP estimates the start of work by Inspec Coatings will begin on September 14, 2020. Therefore, the new Contract Substantial Completion Date shall be extended to November 13, 2020.

Please feel free to contact me at (617) 657-0200 or rjp@envpartners.com with any questions or concerns.

Sincerely,

Environmental Partners
Ryan J. Paul, P.E.
Project Manager
P: 617.657.0260
E: rjp@envpartners.com

CC: David O'Toole, Medfield Department of Public Works
Eric Kelley, Environmental Partners

Attachments:

1. Change Order Form (EJCDC C-941)
2. Inspec Coating Email Change Request (4/12/2020)
3. Invoice – Insurance Policy (5/1/2020)
4. Updated Insurance Certificates (4/14/2020)
5. Kerman Insurance Agency Email (6/29/2020)

# Change Order

**No. 02**

Date of Issuance: July 7, 2020 Effective Date: April 16, 2020

| | | |
|---|---|---|
| Project: Mt. Nebo Tank Rehabilitation | Owner: Town of Medfield | Owner's Contract No.: 1 |
| Contract: 1 | | Date of Contract: June 28, 2019 |
| Contractor: Inspec Coatings, Inc. | | Engineer's Project No.: 134-1804 |

**The Contract Documents are modified as follows upon execution of this Change Order:**

***Additional costs to maintain insurance. Time extension to allow telecom providers time to move antennas.***

**Attachments (list documents supporting change):**

EP Cover Letter; Inspec Coating Email Change Request (4/12/2020); Invoice – Insurance Policy (5/1/2020); Inspec Coatings Bank Statement; Updated Insurance Certificates (4/14/2020); Kerman Insurance Agency Email (6/29/2020)

| CHANGE IN CONTRACT PRICE: | CHANGE IN CONTRACT TIMES: |
|---|---|
| Original Contract Price:<br>$513,900.00 | Original Contract Times: ☐ Working days ☒ Calendar days<br>Substantial completion (days): 45<br>Ready for final payment (days): 45 |
| [Increase] [Decrease] from previously approved Change Orders No. 1 to No. 2:<br>$0.00 | [Increase] [Decrease] from previously approved Change Orders No. 1 to No. 1:<br>Substantial completion (date): 0<br>Ready for final payment (date): 0 |
| Contract Price prior to this Change Order:<br>$513,900.00 | Contract Times prior to this Change Order:<br>Substantial completion (date): 45<br>Ready for final payment (date): 45 |
| [**Increase**] [Decrease] of this Change Order:<br>$33,396.00 | [**Increase**] [Decrease] of this Change Order:<br>Substantial completion (date): November 13, 2020<br>Substantial completion (date): November 13, 2020 |
| Contract Price incorporating this Change<br>$547,296.00 | Contract Times with all approved Change Orders:<br>Substantial completion (date): November 13, 2020<br>Ready for final payment (date): November 13, 2020 |

| RECOMMENDED: | ACCEPTED: | ACCEPTED: |
|---|---|---|
| By: [signature] | By: | By: [signature] MICHAEL MALLIS-VP |
| Engineer (Authorized Signature) | Owner (Authorized Signature) | Contractor (Authorized Signature) |
| Date: 7/20/20 | Date: | Date: 7/13/2020 |

Inspec Coatings Inc. Delaware

Approved by Funding Agency (if applicable):

Date:

**From:** INSPEC COATINGS INC.
**To:** Ryan J. Paul; Eric A. Kelley
**Subject:** Mt Nebo Tank Extra Insurance Costs
**Date:** Sunday, April 12, 2020 6:17:44 PM
**Attachments:** Erie Account Status 2020.pdf
Huntington National Bank April 2020 to date April 12.pdf

---

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To: Environmental Partners
Subj: Mt Nebo Tank Extra Insurance Costs
Eric-Ryan:
Please see the attached Erie Insurance general insurance account status for 2020.
Please note that the annual cost for 2020 totals: $33,412.00
We paid on April 7, 2020 the monthly premium of $3711.18, as can be seen on our Huntington Bank statement which is attached.
and as can be see the balance due on the total annual cost is: $29,700.12
Hence the 6 months delay of the start up and hence extra insurance cost based on average $3711.88 per x 6 months= $22,271.28
Please review and proceed with issuing a change order for this amount.
Please reply if any questions.
Sincerely.
Mike Maillis
Inspec Coatings,Inc.

**Policy/Account Billing Number: 3021336**

**Minimum Due $3,716.89**
**Due on : 5/1/2020**
**Total Due $29,700.12**

| Policy/Account Billing Number | Minimum Due |
|---|---|
| 3021336 | $3,716.89 |

Due Date: 5/1/2020

Billing Details

Close

⚠ Only use letters and numbers. For example do not use ' . / -

**Pay $3,716.89**
Minimum Due

**on 4/12/2020**
Payment Date

**Using Checking**
Enter Checking Account

Check Type

Personal

Bank Account Holder Name | Routing # | Account # | Confirm Account #

**Total Payment Details**

| | |
|---|---|
| Amount Selected | $3,716.89 |
| **Total Amount** | **$3,716.89** |

**Where can we send your confirmation?**

Email Address (optional)

ACORD®

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/14/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Kernan Insurance Agency, Inc.
9932 Brewster Lane
Powell OH 43065

CONTACT NAME: Kernan, Brad
PHONE (A/C, No, Ext): (614)764-0121 FAX (A/C, No): (614)764-0310
E-MAIL ADDRESS: Certificates@kernaninsurance.com

| INSURER(S) AFFORDING COVERAGE | NAIC # |
|---|---|
| INSURER A : Erie Insurance Group | 000000 |
| INSURER B : | |
| INSURER C : | |
| INSURER D : | |
| INSURER E : | |
| INSURER F : | |

INSURED
Inspec Coatings, Inc
464 Sycamore Dr
Campbell OH 44405

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | [X] COMMERCIAL GENERAL LIABILITY<br>[ ] CLAIMS-MADE [X] OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>[ ] POLICY [X] PRO-JECT [ ] LOC<br>OTHER: | Y | | Q39-3050793 | 03/30/2020 | 03/30/2021 | EACH OCCURRENCE | $ 1,000,000 |
| | | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | $ 1,000,000 |
| | | | | | | | MED EXP (Any one person) | $ 5,000 |
| | | | | | | | PERSONAL & ADV INJURY | $ 1,000,000 |
| | | | | | | | GENERAL AGGREGATE | $ 2,000,000 |
| | | | | | | | PRODUCTS - COMP/OP AGG | $ 2,000,000 |
| | | | | | | | | $ |
| A | AUTOMOBILE LIABILITY<br>[X] ANY AUTO<br>[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS<br>[X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY | | | Q03-8030239 | 03/30/2020 | 03/30/2021 | COMBINED SINGLE LIMIT (Ea accident) | $ 1,000,000 |
| | | | | | | | BODILY INJURY (Per person) | $ |
| | | | | | | | BODILY INJURY (Per accident) | $ |
| | | | | | | | PROPERTY DAMAGE (Per accident) | $ |
| | | | | | | | | $ |
| | [ ] UMBRELLA LIAB [ ] OCCUR<br>[ ] EXCESS LIAB [ ] CLAIMS-MADE<br>[ ] DED [ ] RETENTION $ | | | | | | EACH OCCURRENCE | $ |
| | | | | | | | AGGREGATE | $ |
| | | | | | | | | $ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N [ ]<br>(Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N / A | | Q39-3050793 | 03/30/2020 | 03/30/2021 | [ ] PER STATUTE [ ] OTH-ER | Ohio Stop Gap |
| | | | | | | | E.L. EACH ACCIDENT | $ 1,000,000 |
| | | | | | | | E.L. DISEASE - EA EMPLOYEE | $ 1,000,000 |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | $ 1,000,000 |
| A | Leased/Rented Contractors Equipment | | | Q39-3050793 | 03/30/2020 | 03/30/2021 | $185,000.00 Limit | $500 Deductible |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project: Mt Nebo Tank Project for the Town of Medfield, MA.
Town of Medfield, MA is additional insured as respects General Liability.

CERTIFICATE HOLDER

Town of Medfield, MA
459 Main Street
Medfield MA 02052

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Fax: Email:

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| | |
|---|---|
| **From:** | INSPEC COATINGS INC. |
| **To:** | Ryan J. Paul; Eric A. Kelley |
| **Subject:** | Fwd: Mt. Nebo - Change Order Info |
| **Date:** | Monday, June 29, 2020 11:04:54 AM |
| **Attachments:** | Inspec Coatings-Medfield, MA COI.pdf |

Sent from my iPhone

Begin forwarded message:

**From:** Jerry Kernan <jkernan@kernaninsurance.com>
**Date:** June 29, 2020 at 9:53:11 AM CDT
**To:** "rip@envpartners.com" <rip@envpartners.com>
**Cc:** Inspec Coatings Inc <inspec2012@gmail.com>
**Subject: RE: Mt. Nebo - Change Order Info**

Ryan:

In follow up to our conversation I have attached the Certificate of Insurance provided on behalf of
Inspect Coatings for the Mt. Nebo tank project.

The COI references 2 current policies for Inspec which are Erie Insurance Co. policies Q39-3050793
which includes General Liability and Employers Liability as required by their contract with the
Town of Medfield. The contract also requires Auto Liability which is evidenced as policy Q03-8030239.
The annual premium of these two policies is $14,753 and $18,654, respectively.

The premium expense of these two policies to Inspec Coatings is $2,783 per month.

If I can provide any additional information please don't hesitate to call me.

Sincerely,

Jerry Kernan
President
Kernan Insurance Agency
9932 Brewster Lane
Powell, Ohio 43065
(800) 718-BOND (2663)

# Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

William Carrico
MEDFIELD, TOWN OF
459 MAIN ST
MEDFIELD, MA 02052

EMW-2019-FG-00904

Dear William Carrico,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2019 Assistance to Firefighters Grant (AFG) Grant funding opportunity has been approved in the amount of $211,428.57 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 5.00% of the Federal funds awarded, or $10,571.43 for a total approved budget of $222,000.00. Please see the FY 2019 AFG Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2019 AFG Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

Christopher Logan
Acting Assistant Administrator
Grant Programs Directorate

# Summary Award Memo

**Program:** Fiscal Year 2019 Assistance to Firefighters Grant
**Recipient:** MEDFIELD, TOWN OF
**DUNS number:** 073798068
**Award number:** EMW-2019-FG-00904

## Summary description of award

The purpose of the Assistance to Firefighters Grant program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards. After careful consideration, FEMA has determined that the recipient`s project or projects submitted as part of the recipient`s application and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the Assistance to Firefighters Grant Program`s purpose and was worthy of award.

Except as otherwise approved as noted in this award, the information you provided in your application for FY2019 Assistance to Firefighters Grants funding is incorporated into the terms and conditions of this award. This includes any documents submitted as part of the application.

## Amount awarded

The amount of the award is detailed in the attached Obligating Document for Award.

The following are the budgeted estimates for object classes for this award (including Federal share plus your cost share, if applicable):

| Object Class | Total |
| --- | --- |
| Personnel | $0.00 |
| Fringe benefits | $0.00 |
| Travel | $0.00 |
| Equipment | $222,000.00 |
| Supplies | $0.00 |
| Contractual | $0.00 |
| Construction | $0.00 |
| Other | $0.00 |
| Indirect charges | $0.00 |
| Federal | $211,428.57 |
| Non-federal | $10,571.43 |
| Total | $222,000.00 |
| Program Income | $0.00 |

## Approved scope of work

After review of your application, FEMA has approved the below scope of work. Justifications are provided for any differences between the scope of work in the original application and the approved scope of work under this award. You must submit scope or budget revision requests for FEMA`s prior approval, via an amendment request, as appropriate per 2 C.F.R. § 200.308 and the FY2019 AFG NOFO.

**Approved request details:**

## Personal Protective Equipment (PPE)

## SCBA: SCBA Unit includes: Harness/Backpack, Face Piece and 2 cylinders

DESCRIPTION

Purchase 7 - 4500 psi SCBA with mask and integrated TIC . Also includes 14 - 45 minute 4500 psi bottles. These are for each officer seat

| | QUANTITY | UNIT PRICE | TOTAL | BUDGET CLASS |
|---|---|---|---|---|
| Cost 1 | 7 | $7,000.00 | $49,000.00 | Equipment |

CHANGE FROM APPLICATION

Cost 1 **Price** from **$8,956.00** to **$7,000.00**

JUSTIFICATION

This reduction is because the cost you requested for SCBA exceeds the average price range calculated from market research and prior awards for the same item

## SCBA: SCBA Unit includes: Harness/Backpack, Face Piece and 2 cylinders

DESCRIPTION

3 RIT bags with mask and 2 - 4500 psi 60 minute bottles per bag

| | QUANTITY | UNIT PRICE | TOTAL | BUDGET CLASS |
|---|---|---|---|---|
| Cost 1 | 3 | $4,000.00 | $12,000.00 | Equipment |

CHANGE FROM APPLICATION

Cost 1 **Price** from **$10,121.67** to **$4,000.00**

JUSTIFICATION

This reduction is because the cost you requested for RIT PACKS exceeds the average price range calculated from market research and prior awards for the same item

## SCBA: SCBA Unit includes: Harness/Backpack, Face Piece and 2 cylinders

DESCRIPTION

SCBA with 4500psi with mask and 2 bottles

| | QUANTITY | UNIT PRICE | TOTAL | BUDGET CLASS |
|---|---|---|---|---|
| Cost 1 | 23 | $7,000.00 | $161,000.00 | Equipment |

CHANGE FROM APPLICATION

Cost 1 **Price** from **$8,052.00** to **$7,000.00**

JUSTIFICATION

This reduction is because the cost you requested for SCBA exceeds the average price range calculated from market research and prior awards for the same item

# Agreement Articles

**Program:** Fiscal Year 2019 Assistance to Firefighters Grant
**Recipient:** MEDFIELD, TOWN OF
**DUNS number:** 073798068
**Award number:** EMW-2019-FG-00904

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|---|---|
| **Article 1** | **Assurances, Administrative Requirements, Cost Principles, Representations and Certifications**<br>DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non-Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the DHS FAO if you have any questions. DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200, and adopted by DHS at 2 C.F.R. Part 3002. |
| **Article 2** | **DHS Specific Acknowledgements and Assurances**<br>All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff. 1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS. 2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance. 3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports. 4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance. 5. Recipients of federal financial assistance from DHS must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award or, for State Administering Agencies, thirty (30) days from receipt of the DHS Civil Rights Evaluation Tool from DHS or its awarding component agency. Recipients are required to provide this information once every two (2) years, not every time an award is made. After the initial submission for the first award under which this term applies, recipients are only required to submit updates every two years, not every time a grant is awarded. Recipients should submit the completed tool, including supporting materials to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool. 6. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline. |

| | |
|---|---|
| **Article 3** | **Acknowledgement of Federal Funding from DHS**<br>Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds. |
| **Article 4** | **Activities Conducted Abroad**<br>Recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained. |
| **Article 5** | **Age Discrimination Act of 1975**<br>Recipients must comply with the requirements of the Age Discrimination Act of 1975, Pub. L. No. 94-135 (1975) (codified as amended at Title 42, U.S. Code, § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance. |
| **Article 6** | **Americans with Disabilities Act of 1990**<br>Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101–12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities. |
| **Article 7** | **Best Practices for Collection and Use of Personally Identifiable Information (PII)**<br>Recipients who collect PII are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively. |
| **Article 8** | **Civil Rights Act of 1964 – Title VI**<br>Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7. |

| | |
|---|---|
| **Article 9** | **Civil Rights Act of 1968**<br>Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. No. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. § 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.) |
| **Article 10** | **Copyright**<br>Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards. |
| **Article 11** | **Debarment and Suspension**<br>Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3000. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities. |
| **Article 12** | **Drug-Free Workplace Regulations**<br>Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. §§ 8101-8106). |
| **Article 13** | **Duplication of Benefits**<br>Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions. |

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|---|---|
| **Article 14** | **Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX**<br>Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. No. 92-318 (1972) (codified as amended at 20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19. |
| **Article 15** | **Energy Policy and Conservation Act**<br>Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. No. 94- 163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act. |
| **Article 16** | **False Claims Act and Program Fraud Civil Remedies**<br>Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§ 3729-3733, which prohibits the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.) |
| **Article 17** | **Federal Debt Status**<br>All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.) |
| **Article 18** | **Federal Leadership on Reducing Text Messaging while Driving**<br>Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government. |
| **Article 19** | **Fly America Act of 1974**<br>Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942. |
| **Article 20** | **Hotel and Motel Fire Safety Act of 1990**<br>In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a, recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, (codified as amended at 15 U.S.C. § 2225.) |

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| **Article 21** | **Limited English Proficiency (Civil Rights Act of 1964, Title VI)**<br>Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. § 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: https://www.dhs.gov/guidance- published-help-department- supported-organizations-provide-meaningful-access-people-limited and additional resources on http://www.lep.gov. |
| **Article 22** | **Lobbying Prohibitions**<br>Recipients must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification. |
| **Article 23** | **National Environmental Policy Act**<br>Recipients must comply with the requirements of the National Environmental Policy Act of 1969 (NEPA), Pub. L. No. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq.) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans. |
| **Article 24** | **Nondiscrimination in Matters Pertaining to Faith-Based Organizations**<br>It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statues, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs. |
| **Article 25** | **Non-supplanting Requirement**<br>Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources. |
| **Article 26** | **Notice of Funding Opportunity Requirements**<br>All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO. |

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| **Article 27** | **Patents and Intellectual Property Rights**<br>Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14. |
| **Article 28** | **Procurement of Recovered Materials**<br>States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. § 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition. |
| **Article 29** | **Rehabilitation Act of 1973**<br>Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. No. 93-112 (1973), (codified as amended at 29 U.S.C. § 794,) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. |
| **Article 30** | **Reporting of Matters Related to Recipient Integrity and Performance**<br>If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds $10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions. |
| **Article 31** | **Reporting Subawards and Executive Compensation**<br>Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions. |
| **Article 32** | **SAFECOM**<br>Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications. |

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| **Article 33** | **Terrorist Financing**<br>Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws. |
| **Article 34** | **Trafficking Victims Protection Act of 2000 (TVPA)**<br>Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. § 7104. The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated here by reference. |
| **Article 35** | **Universal Identifier and System of Award Management (SAM)**<br>Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference. |
| **Article 36** | **USA Patriot Act of 2001**<br>Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), Pub. L. No. 107-56, which amends 18 U.S.C. §§ 175–175c. |
| **Article 37** | **Use of DHS Seal, Logo and Flags**<br>Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials. |
| **Article 38** | **Whistleblower Protection Act**<br>Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310. |
| **Article 39** | **Acceptance of Post Award Changes**<br>In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@dhs.gov if you have any questions. |

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| **Article 40** | **Prior Approval for Modification of Approved Budget**<br>Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. § 200.308. DHS/FEMA is also utilizing its discretion to impose an additional restriction under 2 C.F.R. § 200.308(e) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the Federal share is greater than the simplified acquisition threshold (currently $250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval. |
| **Article 41** | **Disposition of Equipment Acquired Under the Federal Award**<br>When original or replacement equipment acquired under this award by the recipient or its subrecipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. § 200.313. |
| **Article 42** | **Environmental Planning and Historic Preservation**<br>DHS/FEMA funded activities that may require an EHP review are subject to FEMA's Environmental Planning and Historic Preservation (EHP) review process. This review does not address all Federal, state, and local requirements. Acceptance of Federal funding requires recipient to comply with all Federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize Federal funding.DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP Review process, as mandated by the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and, any other applicable laws and Executive Orders. To access the FEMA's Environmental and Historic Preservation (EHP) screening form and instructions go to the DHS/FEMA website at: https://www.fema.gov/media-library/assets/documents/90195. In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. Failure to provide requisite information could result in delays in the release of grant funds.If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archeological resources are discovered, applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA. |

# Obligating document

| 1.Agreement No. | 2. Amendment No. | 3. Recipient No. | 4. Type of Action | 5. Control No. |
|---|---|---|---|---|
| EMW-2019-FG-00904 | N/A | 046001216 | AWARD | WX02929N2020T |

| 6. Recipient Name and Address | 7. Issuing FEMA Office and Address | 8. Payment Office and Address |
|---|---|---|
| MEDFIELD, TOWN OF<br>459 MAIN ST<br>MEDFIELD, MA 02052 | Grant Programs Directorate<br>500 C Street, S.W.<br>Washington DC, 20528-7000<br>1-866-927-5646 | FEMA, Financial Services Branch<br>500 C Street, S.W., Room 723<br>Washington DC, 20742 |

| 9. Name of Recipient Project Officer | 9a. Phone No. | 10. Name of FEMA Project Coordinator | 10a. Phone No. |
|---|---|---|---|
| William Carrico | 5084983570 | Assistance to Firefighters Grant Program | 1-866-274-0960 |

| 11. Effective Date of This Action | 12. Method of Payment | 13. Assistance Arrangement | 14. Performance Period |
|---|---|---|---|
| 07/30/2020 | OTHER - FEMA GO | COST SHARING | 08/06/2020 to 08/05/2021<br>**Budget Period**<br>08/06/2020 to 08/05/2021 |

**15. Description of Action a. (Indicate funding data for awards or financial changes)**

| Program Name Abbreviation | Assistance Listings No. | Accounting Data(ACCS Code) | Prior Total Award | Amount Awarded This Action + or (-) | Current Total Award | Cumulative Non-Federal Commitment |
|---|---|---|---|---|---|---|
| AFG | 97.044 | 2020-F9-GB01 - P431-xxxx-4101-D | $0.00 | $211,428.57 | $211,428.57 | $10,571.43 |
| | | Totals | $0.00 | $211,428.57 | $211,428.57 | $10,571.43 |

**b. To describe changes other than funding data or financial changes, attach schedule and check here:**
N/A

~~**16.FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)**~~
This field is not applicable for digitally signed grant agreements

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| **17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)** | **DATE** |
| **18. FEMA SIGNATORY OFFICAL (Name and Title)**<br>**Christopher Logan, Acting Assistant Administrator Grant Programs Directorate** | **DATE**<br>**07/30/2020** |

EMERGENCY ALERTS

## Coronavirus Update

Stay informed about COVID-19: Latest on cases, guidance, regulations *Aug. 6th, 2020, 9:00 am*

Read more

Travel Order: Requirements for individuals entering Massachusetts *Aug. 1st, 2020, 12:00 am*

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Reopening Massachusetts: Learn more about the phased approach *Aug. 7th, 2020, 12:00 pm*

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Mass.gov

NEWS

# MassDOT announces $1.3 million in Shared Streets & Spaces program funding awards

**Fourth round of awards will support better facilities for bus riders, safe walking and biking to schools, traffic calming to reduce speeds and protect pedestrians, and reimagined roadways and parking areas for safe outdoor dining and recreation.**

7/31/2020

Massachusetts Department of Transportation

**BOSTON — BOSTON -** The Massachusetts Department of Transportation (MassDOT) is announcing the award of more than $1.3 million for the fourth round of funding in the Baker-Polito Administration's Shared Streets & Spaces program. The program, which was launched on June 10, provides technical and funding assistance to help Massachusetts cities and towns conceive, design, and implement tactical changes to curbs, streets, on-street parking spaces and off-street parking lots in support of public health, safe mobility, and renewed commerce. This new round will provide $1.3 million to projects in 17 municipalities, of which 64% are Environmental Justice communities.

The quick-build grant program provides grants as small as $5,000 and as large as $300,000 for municipalities to quickly launch changes to sidewalks, curbs, streets, on-street parking spaces and off-street parking lots in support of public health, safe mobility - including safe walking and biking to schools - and renewed commerce. These improvements can be intentionally temporary, in the style of tactical urbanism, or can be pilots of potentially permanent changes to streets and sidewalks. With the award of this new round of funding, the program will have given out a total of $3 million to fund 38 projects in municipalities across the Commonwealth, of which 71% are Environmental Justice communities.

## Cities and towns receiving fourth round Shared Streets & Spaces Program funding

- **Adams received $22,500** to fund the installation of tables, chairs, umbrellas, dividers, and hand-sanitizer stations at two central locations: (1) Armory Court, recently renovated as an open plaza, and (2) near the Adams Visitors Center, which is located adjacent to the Ashuwillticook Rail Trail. All tables will be open for use by anyone, and the Town will provide historic and tourist information.
- **Bedford received $62,666** to support (1) new and improved pedestrian signals near the Narrow Gauge Rail Trail and on a school route, with connections to the library,

Town Hall, and the VA hospital, (2) add delineators to mark off bicycle and pedestrian lanes, (3) provide cones and temporary paint to three neighborhoods to help residents mark out shared travel space, and (4) install parklets on Bedford Common and in other locations.

- **Dalton received $70,441** to install solar-powered flashing safety beacons and new crosswalk markings on Main Street to improve pedestrian safety at the two pedestrian crossings at River Street and Depot Street, proximate to a school, senior housing, low-income housing, recreational fields, and a bus stop.
- **Dennis received $25,000** to calm traffic and improve parking and pedestrian access to the village center, allow adjacent businesses to expand into private parking areas for outdoor dining and retail sales; and provide benches and tables to promote greater access for restaurants.
- **Edgartown received $20,000** to temporarily support restaurants to create and/or expand seating areas on either private or public property, including in public roadways.
- **Great Barrington received $69,955** to erect temporary barriers and signage to create a shared street on Railroad Street in downtown Great Barrington. The project will eliminate all on-street parking in favor of space for outdoor dining and entertainment in the street, which will in turn allow room on the sidewalks for retail racks and additional dining.
- **Holden received $165,000** to install (1) three new ADA-compliant crosswalks and LED School Zone signs to serve Dawson Elementary School and (2) a flashing safety beacon to serve the Holden Pool Complex.
- **Lenox received $29,989** to convert on- and off-street parking into outdoor dining areas, to include the pilot of traffic calming measures such as speed humps and new signage.
- **Lexington received $30,200** to make a well-used walking route across Maple Street to Harrington Elementary School better and safer by adjusting the curb ramp to be ADA-compliant, installing a flashing safety beacon, and installing new signage. In addition to getting students safely across Maple Street, the improvements will provide individuals and families safe access to nearby fields, playground, and trails.

- **Maynard received $31,525** to temporarily extend outdoor dining on private property, in a parking lot, and in a municipal parklet, and also calm traffic with the installation of speed radar signs and speed humps.
- **Medfield received $11,500** to purchase materials for outdoor dining locations in public parks, sidewalks, and the front lawn of Town Hall. A local non-profit partner, Cultural Alliance of Medfield, will organize public art components, including painted murals.
- **Medford received $223,000** to improve transit access to jobs and healthcare by connecting workers, especially essential workers and vulnerable populations, to the MBTA Orange Line in Environmental Justice areas of Medford and Somerville. Extending from Main Street in Medford to McGrath Highway (Route 28) in Somerville, this project will provide a dedicated inbound bus lane on Mystic Avenue (Route 38). The project will temporarily transform either a travel lane or a parking shoulder into a bus lane. The project, which is a partnership between Medford and Somerville, is a quick-build proof of concept with the potential to become permanent.
- **Melrose received two grants for a total of $55,200** to create public parklets proximate to businesses and the MBTA Commuter Rail stations and to implement sidewalk extensions and traffic calming on residential streets.
- **Montague received $35,300** to support (1) a temporary (painted) pedestrian sidewalk with refuge islands/curb extensions, (2) an improved crosswalk connecting Unity Park to the adjacent footpath, including solar-powered speed feedback signs to slow traffic, (3) temporary bumpouts at the 3rd and L Street intersection to calm traffic, and (4) a traffic calming 'gateway' using temporary curbs, planters, paint, and barriers.
- **New Bedford received two grants for a total of $148,395** to create multiple outdoor dining destinations and safe pedestrian spaces within the city.
- **Quincy received $188,938** to calm traffic along Quincy Avenue and provide new, safe bicycle and pedestrian connections to the Harbor, Weymouth Landing MBTA Station, Quincy Center MBTA Station, and commercial areas within Quincy Center, and improve conditions for MBTA buses using new Transit Signal Priority technology.
- **Wellesley received $61,312** to support increased biking and walking by creating bike parking along Washington Street, and connecting the Fuller Brook Path to the Crosstown Trail. It will also enable greater physical separation by expanding the

sidewalk areas and by transforming the on-street metered parking along the park at Washington Street and Worcester Street into ADA-compliant parklets for outdoor seating for dining, retail, and community activities.

The Baker-Polito Administration's Shared Streets & Spaces program will continue to make awards on a rolling basis for projects that can be implemented and used this summer and fall. MassDOT has allocated a total of $5 million for this 100-day program. Applications are being accepted through September 29 and projects must be mostly or completely implemented by October 9. Preference will be given to projects that can be operational within 15-30 days of award, projects in designated Environmental Justice areas, and projects that show potential to be made permanent.

Types of projects may include:

- Shared Streets and Spaces: supporting increased rates of walking and/or biking by increasing safety and enabling social distancing.
- Outdoor Dining and Commerce: calming roadways, modifying sidewalks and streets, and/or repurposing on- or off-street parking to better support curbside/sidewalk/street retail and dining.
- Better Buses: supporting safer and more reliable bus transit, including expanded bus stops and lanes dedicated for bus travel, (extra scoring credit will be granted for dedicated bus lanes).
- Safe Routes to School: creating safe routes to schools and other programs for children and youth, including safer walking and biking networks with lowered vehicle speeds.

The Baker-Polito Administration launched the Shared Streets & Spaces program to support quick-build projects that can bring meaningful benefits to cities and towns. The program is modeled after the Administration's Complete Streets Funding Program, created in February 2016, which, as of January 2020, has awarded a total $46 million to cities and towns for municipal projects improving infrastructure to improve safety for pedestrians, bicyclists, motorists and public transportation customers. The Administration included $20 million for the Complete Streets Program as part of the Administration's $18 billion transportation bond bill which was filed in July 2019.

Additional information about the Shared Streets & Spaces program can be found at: **https://www.mass.gov/shared-streets-and-spaces-grant-program** (/shared-streets-and-spaces-grant-program).

## Massachusetts Department of Transportation

(/orgs/massachusetts-department-of-transportation)

Our mission is to deliver excellent customer service to people traveling in the Commonwealth by providing transportation infrastructure which is safe, reliable, robust and resilient. We work to provide a transportation system which can strengthen the state's economy and improve the quality of life for all.

**More** (/orgs/massachusetts-department-of-transportation)