

# Dane County Contract Cover Sheet

Revised 01/2026

Res 037  
significant

<b>Dept./Division</b>	Highway		
<b>Vendor Name</b>	City of Madison	<b>MUNIS #</b>	1384
<b>Brief Contract Title/Description</b>	Accepting SS4A Grant Funds from the City of Madison for the County Highway Comprehensive Safety Action Plan		
<b>Contract Term</b>	06/01/26 - 01/31/28		
<b>Contract Amount</b>	\$400,000 (revenue)		

<b>Contract #</b> Admin will assign	16376
<b>Type of Contract</b>	
<input type="checkbox"/>	Dane County Contract
<input checked="" type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
<b>Name</b>	Tricia Rast	<b>Name</b>	Alexandra Andros - MPO
<b>Phone #</b>	608-266-4065	<b>Phone #</b>	608-266-9115
<b>Email</b>	rast@danecounty.gov	<b>Email</b>	panoros@cityofmadison.com
<b>Purchasing Officer</b>			

<b>Purchasing Authority</b>	<input type="checkbox"/> \$13,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$13,000 – \$46,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$46,000 (\$25,000 Public Works) (Formal RFB/RFP required)	<b>RFB/RFP #</b>
	<input type="checkbox"/> Bid Waiver – \$46,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$46,000 (N/A to Public Works)	
	<input type="checkbox"/> Cooperative Contract	<b>Contract Name &amp; #</b>
	<input checked="" type="checkbox"/> N/A - Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

<b>MUNIS Req.</b>	<b>Req #</b>	<b>Org:</b> HWCONCAP	<b>Obj:</b> 80221	<b>Proj:</b>	\$ 400,000.00
	<b>Year</b>	<b>Org:</b>	<b>Obj:</b>	<b>Proj:</b>	\$
		<b>Org:</b>	<b>Obj:</b>	<b>Proj:</b>	\$

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

<b>Resolution</b> Required if contract exceeds \$100,000	<input type="checkbox"/> Contract does not exceed \$100,000	<b>Res #</b>	037
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 – resolution required.		<b>Year</b>
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input checked="" type="checkbox"/> Modifications and reviewed by: Christian Farina	<input type="checkbox"/> Non-standard Contract

APPROVAL	
<b>Dept. Head / Authorized Designee</b>	
Rast, Tricia	Digitally signed by Rast, Tricia Date: 2026.06.08 06:33:47 -05'00'

APPROVAL – Contracts Exceeding \$100,000	
<b>Director of Administration</b>	<b>Corporation Counsel</b>
Slaven, Shelby	David Gault
Digitally signed by Slaven, Shelby Date: 2026.06.11 10:32:42 -05'00'	

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
<b>DOA:</b>	<b>Date In:</b> 6/8/26	<b>Date Out:</b> _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

## Goldade, Michelle

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**From:** Goldade, Michelle  
**Sent:** Tuesday, June 9, 2026 9:16 AM  
**To:** Hicklin, Charles; Patten, Peter; Farina, Christian; Cotillier, Joshua  
**Cc:** Oby, Joe  
**Subject:** Contract #16376  
**Attachments:** 16376.pdf

<b>Tracking:</b>	<b>Recipient</b>	<b>Read</b>	<b>Response</b>
	Hicklin, Charles	Read: 6/9/2026 10:17 AM	Approve: 6/9/2026 10:17 AM
	Patten, Peter	Read: 6/9/2026 10:59 AM	Approve: 6/9/2026 10:59 AM
	Farina, Christian		Approve: 6/10/2026 10:56 AM
	Cotillier, Joshua	Read: 6/9/2026 9:21 AM	Approve: 6/9/2026 9:27 AM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #16376

Department: Highway

Vendor: City of Madison

Contract Description: Subrecipient agreement for accepting SS4A Grant Funds for Highway Comprehensive Safety Action Plan (Res 037)

Contract Term: 6/1/26 – 1/31/28

Contract Amount: \$400,000.00

*Michelle Goldade*

Administrative Manager

Dane County Department of Administration

Room 425, City-County Building

210 Martin Luther King, Jr. Boulevard

Madison, WI 53703

PH: 608/266-4941

Fax: 608/266-4425

TDD: Call WI Relay 711

Please Note: I currently have a modified work schedule...I am in the office Mondays and Wednesdays and working remotely Tuesdays, Thursdays and Fridays.

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**2026 RES-037**

**ACCEPTING SS4A GRANT FUNDS FROM THE CITY OF MADISON FOR THE COUNTY  
HIGHWAY COMPREHENSIVE SAFETY ACTION PLAN**

The Dane County Highway & Transportation Department is a subrecipient of the Safe Streets and Roads for All (SS4A) Federal Highway Administration grant from the City of Madison. These funds will be used for the development of a County Highway Comprehensive Safety Action Plan that will provide a strategic framework to identify, address and mitigate traffic and roadway safety hazards. This will serve as an integral component of the Greater Madison MPO Regional Safety Action Plan aimed at enhancing roadway safety across multiple jurisdictions.

The total grant award of \$500,000 requires a 20% local match up to \$100,000. Both the local match and these SS4A grant funds have been budgeted by the Highway Department in HWCONCAP 51087 and HWCONCAP 80221 and no budgetary change is required due to entering into this agreement.

NOW THEREFORE BE IT RESOLVED that Dane County Board of Supervisors approves the grant agreement and the County Executive and County Clerk are authorized to execute this grant agreement.

BE IT FINALLY RESOLVED that any unexpended funds as of December 31, 2026, in the above-mentioned accounts be carried forward to 2027.



## CITY OF MADISON – SUBRECIPIENT AGREEMENT

1. **PARTIES.**

This is a contract (hereinafter, "Contract" or "Agreement") between the City of Madison, Wisconsin (hereinafter "City", "Madison", or "Recipient") and Dane County (hereinafter "Contractor" or "Subrecipient"). When used herein, Contractor shall mean Subrecipient as defined in 2 CFR 200.

2. **PURPOSE.**

The purpose of this Agreement is to allow the distribution of federal grant funds and ensure that relevant grant requirements and compliance are performed by the parties.

3. **SCOPE OF SERVICES AND SCHEDULE OF PAYMENTS.**

Contractor will perform the following services and be paid according to the following Exhibits:

**Exhibit 1:** SS4A Grand Agreement Federal Award  
No. 693JJ32640276

**Exhibit 2:** FY 2024 Safe Streets and Roads for All  
Planning and Demonstration Grant, p. 3 Activity #5  
Dane County Highway Comprehensive Safety  
Action Plan

**Federal Assistance Notice:** This Contract is a subrecipient agreement funded with a federal assistance award to the City of Madison from the U.S. Department of Transportation Federal Highway Administration. Contractor agrees to comply with the applicable requirements, including but not limited to those outlined in the attached Exhibits. Contractor will comply with all other applicable federal statutes, regulations, and legally enforceable executive orders.

As a material obligation and as a condition of continued payment, Contractor will provide necessary quarterly reports to the appropriate City staff 14 days in advance of federal deadlines.

4. **TERM AND EFFECTIVE DATE.**

This contract shall become effective upon execution by the Mayor, (or the Purchasing Agent, if authorized) on behalf of Madison, unless another effective date is specified in the attachment(s) incorporated in Section 3, however in no case shall work commence before execution by the City of Madison. The term of this contract shall be January 31, 2028.

5. **COMPENSATION.**

It is expressly understood and agreed that in no event will the total compensation under this Agreement exceed \$400,000.

6. **DEFAULT/TERMINATION.**

- a. In the event Contractor shall default in any of the covenants, agreements, commitments, or conditions herein contained, and any such default shall continue unremedied for a period of fourteen (14) days after written notice thereof to Contractor, the City may, at its option and in addition to all other rights and remedies which it may have at law or in equity against Contractor, including expressly the specific enforcement hereof, forthwith have the cumulative right to immediately terminate this Contract and all rights of Contractor under this Contract.
- b. Notwithstanding paragraph A., above, the City may in its sole discretion and without any reason terminate this Agreement at any time by furnishing the Contractor with thirty (30) days' written notice of termination. In the event of termination under this subsection, the City will pay for all work satisfactorily completed by the Contractor and accepted by the City.

7. **ENTIRE AGREEMENT.**

This Agreement, including any and all exhibits or other documents referenced in Section 3, is the entire agreement of the parties with regard to the subject matter contained herein and supersedes any and all oral contracts and negotiations between the parties for the subject matter.

8. **ASSIGNABILITY/SUBCONTRACTING.**

Contractor shall not assign or subcontract any interest or obligation under this Contract without the City's prior written approval. All of the services required hereunder will be performed by Contractor and employees of Contractor, except as set forth herein, including any exhibit(s) in Section 3. Subcontractors will be required to follow all relevant federal laws, rules, and regulations, including providing all necessary certifications, assurances, and other acts of compliance.

9. **AMENDMENT.**

This Contract shall be binding on the parties hereto, their respective heirs, devisees, and successors, and cannot be varied or waived by any oral representations or promise of any agent or other person of the parties hereto. Any other change in any provision of this Contract may only be made by a written amendment, signed by the duly authorized agent or agents of the parties and subject to all

applicable rules governing grant funds from the funding federal agency.

**10. INDEPENDENT CONTRACTOR.**

Each party of this Agreement is an independent contractor with respect to all services performed under this Agreement. Nothing contained in this Agreement nor shall any act of Madison or Contractor be deemed or construed to create any third-party beneficiary or principal and agent association or relationship involving the other party. Neither party is agent of the other party and neither party has authority to take any action or execute any documents on behalf of the other party.

**11. NO WAIVER.**

No failure to exercise, and no delay in exercising, any right, power or remedy hereunder on the part of the City or Contractor shall operate as a waiver thereof, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise thereof or the exercise of any other right, power or remedy. No express waiver shall affect any event or default other than the event or default specified in such waiver, and any such waiver, to be effective, must be in writing and shall be operative only for the time and to the extent expressly provided by the City or Contractor therein. A waiver of any covenant, term or condition contained herein shall not be construed as a waiver of any subsequent breach of the same covenant, term or condition.

**12. NONDISCRIMINATION.**

- a. The parties agree to abide by their own respective non-discrimination policies and procedures during the term of this agreement. Further, the parties agree that this agreement does not subject either party to the other's jurisdiction for the administration of such matters.
- b. For work described in this Agreement and funded in whole or in part by federal funds, a Disadvantaged Business Enterprise ("DBE") will be afforded every opportunity to participate. If certain components of the are assigned DBE goals, City and Contractor will make good faith efforts to utilize certified DBE firms in carrying out their respective duties and obligations under this Agreement.

**13. SEVERABILITY.**

It is mutually agreed that in case any provision of this Contract is determined by any court of law to be unconstitutional, illegal or unenforceable, it is the intention of the parties that all other provisions of this contract remain in full force and effect.

**14. NOTICES.**

All notices to be given under the terms of this Contract shall be in writing and signed by the person serving the notice and shall be sent registered or certified mail, return receipt requested, postage prepaid, or hand delivered to the addresses of the parties listed below:

FOR THE CITY:

Alexandra Andros

(Department or Division Head)

Greater Madison MPO

100 State Street, Suite #400

Madison, WI 53703

FOR THE CONTRACTOR:

**15. AUDIT AND RETAINING OF DOCUMENTS.**

In addition to the requirements in the exhibits listed in Section 3, Contractor agrees to provide all reports requested by the City including, but not limited to, financial statements and reports, reports and accounting of services rendered, and any other reports or documents requested. Financial and service reports shall be provided according to a schedule (when applicable) or upon request. All records and documents generated under this Contract, including payroll records and any other documents relating to the performance of services hereunder shall be retained by the Contractor for not less than five (5) years after completion of all work under this Contract, in order to be available for audit by the City or the federal agency providing funding. In the event of a conflict between this section, the exhibits attached hereto, and the laws, regulations and other requirements of the federal agency providing funding, the more strict provision and the longer retention requirement shall control, unless prohibited by federal law or regulation.

**16. CHOICE OF LAW AND FORUM SELECTION.**

This Contract shall be governed by and construed, interpreted and enforced in accordance with the laws of the State of Wisconsin. The parties agree, for any claim or suit or other dispute relating to this Contract that cannot be mutually resolved, the venue shall be a court of competent jurisdiction within the State of Wisconsin and the parties agree to submit themselves to the jurisdiction of said court, to the exclusion of any other judicial district that may have jurisdiction over such a dispute according to any law.

**17. COMPLIANCE WITH APPLICABLE LAWS.**

The Contractor shall become familiar with, and shall at all times comply with and observe all federal, state, and local laws, ordinances, and regulations which in any manner affect the services or conduct of the Contractor and its agents and employees. This includes but is not limited to all of the federal laws, rules, regulations and guidance in or referenced within the exhibits to this Contract listed in section 3.

**18. CONFLICT OF INTEREST.**

City and Contractor each certify that no officer or employee of Madison or Contractor has, or will have, a direct or indirect financial interest in this Agreement which is incompatible with the officer's or employee's discharge of official duties in the public interest, and that no officer or employee of Madison or Contractor, or member of such officer's or employee's immediate family, either has negotiated, or has or will have an arrangement, concerning employment to perform services on behalf of Madison or Contractor in this Agreement.

**19. INSURANCE.**

The parties to this Agreement shall follow their own respective policies and regulations regarding insurance requirements.

**20. LIABILITY.**

Each party shall be responsible for its own acts, errors or omissions and for the acts, errors or omissions of its employees, officers, officials, agents, boards, committees and commissions, and shall be responsible for any losses, claims, and liabilities that are attributable to such acts, errors, or omissions including providing its own defense, arising out of this Agreement. In situations involving joint liability, each party shall only be responsible for such losses, claims, and liabilities that are attributable to its own acts, errors, or omissions and the acts, errors or omissions of its employees, officers, officials, agents, boards, committees and commissions. It is not the intent of either party to waive, limit or otherwise modify the protections and limitations of liability found in Wis. Stat. 893.80 or any other protections available to the parties by law. This paragraph shall survive the termination or expiration of this agreement.

**21. IT NETWORK CONNECTION POLICY.**

If this Contract includes services such as software support, software maintenance, network services, and/or system development services and will require a Network Connection the City Network (as defined in the following link), the City's Network Connection Policy found at this link: <http://www.cityofmadison.com/attorney/documents/posNetworkConnection.doc> is hereby incorporated and made a part of this Contract and Contractor agrees to comply with all of its requirements.

**22. AUTHORITY.**

Contractor represents that it has the authority to enter into this Contract. If the Contractor is not an individual, the person signing on behalf of the Contractor represents and warrants that he or she has been duly authorized to bind the Contractor and sign this Contract on the Contractor's behalf.

**23. NO GRATUITIES AND KICKBACKS.**

- a. Gratuities. No party to this Agreement has or will offer or give any Madison or Contractor employee or officer a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation or preparation of any part of a contract requirement or purchase request, influencing the content of any specification or procurement standard rendering of advice, investigation, auditing or any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any contract or subcontract, or to any solicitation or proposal therefor;
- b. Kickbacks. Madison and Contractor certify that no payment, gratuity, offer of employment or benefit has been or will be made by or on behalf of or solicited from any third party contractor under a contract to Madison or Contractor as an inducement for the award of a subcontract or order in connection with the subject matter of this Agreement.

**24. PROHIBITION AGAINST CONTINGENT FEES.**

No party to this Agreement will employ or retain any person to solicit or secure this Agreement upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies. For breach or violation of this warranty, Madison and Contractor shall each have the right to annul this Agreement without liability or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.

**25. RIGHTS AND REMEDIES CUMULATIVE AND NOT EXCLUSIVE.**

All rights and remedies granted to the parties herein and any other rights and remedies which any party may have at law and in equity are hereby declared to be cumulative and not exclusive and the fact that such party may have exercised any remedy without terminating this Agreement shall not impair that party's rights thereafter to terminate or to exercise any other remedy herein granted or to which such party may be otherwise entitled.

**26. COUNTERPARTS, ELECTRONIC SIGNATURE AND DELIVERY.**

This Contract may be signed in counterparts, each of which shall be taken together as a whole to comprise a single document. Signatures on this Contract may be exchanged between the parties by facsimile, electronic scanned copy (.pdf) or similar technology and shall be as valid as original; and this Contract may be converted into electronic format and signed or given effect with one or more electronic signature(s) if the electronic signature(s) meets all requirements of Wis. Stat. ch. 137 or other applicable Wisconsin or Federal law. Executed copies or counterparts of this Contract may be delivered by facsimile or email and upon receipt will be deemed original and binding upon the parties hereto, whether or not a hard copy is also delivered. Copies of this Contract, fully executed, shall be as valid as an original.

IN WITNESS WHEREOF, the parties hereto have set their hands at Madison, Wisconsin.

**CONTRACTOR:**

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name and Title of Person Signing)

Date: \_\_\_\_\_

**CITY OF MADISON, WISCONSIN  
a municipal corporation**

By: \_\_\_\_\_  
Satya Rhodes-Conway, Mayor

Date: \_\_\_\_\_

**Approved:**

\_\_\_\_\_  
David P. Schmiedicke, Finance Director

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Maribeth Witzel-Behl, City Clerk

Date: \_\_\_\_\_

**Approved as to Form:**

\_\_\_\_\_  
Eric T. Veum, Risk Manager

Date: \_\_\_\_\_

\_\_\_\_\_  
Michael Haas, City Attorney

Date: \_\_\_\_\_



**U.S. DEPARTMENT OF TRANSPORTATION**  
**GRANT AGREEMENT UNDER THE**  
**FISCAL YEAR 2024 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM**

This agreement is between the United States Department of Transportation's (the "USDOT") Federal Highway Administration (the "FHWA") and the City of Madison (the "Recipient").

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All ("SS4A") Grant for the Greater Madison MPO Regional Safe Streets Community Safety Enhancement Partnership.

The parties therefore agree to the following:

**ARTICLE 1**  
**GENERAL TERMS AND CONDITIONS**

**1.1 General Terms and Conditions.**

- (a) In this agreement, "**General Terms and Conditions**" means the content of the document titled "General Terms and Conditions Under the Fiscal Year 2024 Safe Streets and Roads for All ("SS4A") Grant Program," dated November 04, 2025, which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements> under "Fiscal Year 2024." Articles 7–33 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient acknowledges that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (IIJA, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient's non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the FHWA the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

**ARTICLE 2  
APPLICATION, PROJECT, AND AWARD**

**2.1 Application.**

Application Title: Greater Madison MPO Regional Safe Streets Community Safety Enhancement Partnerships

Application Date: 8/19/2024

**2.2 Award Amount.**

SS4A Grant Amount: \$1,000,000

**2.3 Federal Obligation Information.**

Federal Obligation Type: Single

**2.4 Budget Period.**

Budget Period: See Block 6 of Page 1

**2.5 Grant Designation.**

Designation: Planning and Demonstration

**ARTICLE 3  
SUMMARY PROJECT INFORMATION**

**3.1 Summary of Project's Statement of Work.**

The project will be completed in one phase as follows:

Greater Madison MPO Regional Safe Streets Community Safety Enhancement Partnership: The award will be used to build upon the existing Regional Safety Action Plan and address active transportation, school travel and countywide and localized high injury network evaluation. The MPO will oversee and support the effort involving five agencies doing the following planning work: 1) Active Transportation Plan (Village of Cottage Grove), Safe Routes to School Plan (City of Verona), Comprehensive Safety Action Plan (City of Fitchburg), Safety Action Plan (Village of Shorewood Hills), and County Highway Comprehensive Safety Action Plan (Dane County).

### 3.2 Project's Estimated Schedule.

#### Action Plan Schedule

Milestone	Schedule Date
Planned Final Plan Publicly Available Date:	October 2028
Planned SS4A Final Report Date:	January 2028

#### Supplemental Planning Schedule

Milestone	Schedule Date
Planned Final Plan Publicly Available Date:	October 2028
Planned SS4A Final Report Date:	January 2028

#### Project's Estimated Costs.

(a) Eligible Project Costs

<b>Eligible Project Costs</b>	
SS4A Grant Amount:	\$1,000,000
Other Federal Funds:	\$0
State Funds:	\$0
Local Funds:	\$250,000
In-Kind Match:	\$0
Other Funds:	\$0
<b>Total Eligible Project Cost:</b>	<b>\$1,250,000</b>

(b) Reserved

(c) Indirect Costs

Indirect costs are allowable under this Agreement in accordance with 2 CFR part 200 and the Recipient's approved Budget Application. In the event the Recipient's indirect cost rate changes, the Recipient will notify FHWA of the planned adjustment and provide supporting documentation for such adjustment. This Indirect Cost provision does not operate to waive the limitations on Federal funding provided in this document. The Recipient's indirect costs are allowable only insofar as they do not cause the Recipient to exceed the total obligated funding.

**ARTICLE 4**

**CONTACT INFORMATION**

**4.1 Recipient Contact(s).**

Alexandra Andros, AICP  
Director/Transportation Manager  
Greater Madison MPO  
100 State Street, Suite 400  
Madison, WI 53703  
608-266-9115  
pandros@cityofmadison.com

**4.2 Recipient Key Personnel.**

Name	Title or Position
Alexandra Andros	MPO Director
William Holloway	Transportation Planner
Prasad Packirisamy	Transportation Planner

**4.3 USDOT Project Contact(s).**

Safe Streets and Roads for All Program Manager  
Federal Highway Administration  
Office of Safety  
HSSA-1, Mail Stop: E71-117  
1200 New Jersey Avenue, S.E.  
Washington, DC 20590  
202-366-2822  
[SS4A.FHWA@dot.gov](mailto:SS4A.FHWA@dot.gov)

and

Agreement Officer (AO)  
Federal Highway Administration  
Office of Acquisition and Grants Management  
HCFA-42, Mail Stop E62-310  
1200 New Jersey Avenue, S.E.  
Washington, DC 20590  
202-493-2402  
[HCFASS4A@dot.gov](mailto:HCFASS4A@dot.gov)

and

Division Administrator – Wisconsin  
Agreement Officer’s Representative (AOR)  
525 Junction Road, Suite 8000 Madison, WI 53717  
(608) 829-7505  
[Wisconsin.FHWA@dot.gov](mailto:Wisconsin.FHWA@dot.gov)

and

Jason Nordberg  
Federal Highway Administration, Wisconsin Division  
Transportation Planner  
525 Junction Road, Suite 8000 Madison, WI 53717  
(608) 829-7523  
[Jason.nordberg@dot.gov](mailto:Jason.nordberg@dot.gov)

## **ARTICLE 5 USDOT ADMINISTRATIVE INFORMATION**

### **5.1 Office for Subaward and Contract Authorization.**

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition and Grants Management

#### **SUBAWARDS AND CONTRACTS APPROVAL**

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the Agreement Officer (the “AO”) are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327. Note:

In accordance with 2 CFR 200.308(f)(6), the recipient or subrecipient shall obtain prior written approval from the USDOT agreement officer for the subaward, if the subaward activities were not proposed in the application or approved in the Federal award. This provision is in accordance with 2 CFR 200.308 (f) (6) and does not apply to procurement transactions for goods and services. Approval will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

### **5.2 Reimbursement Requests**

- (a) The Recipient may request reimbursement of costs incurred within the budget period of this agreement if those costs do not exceed the amount of funds obligated and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.
- (b) The Recipient shall use the DELPHI iSupplier System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF-270 (Request for Advance

or Reimbursement) or SF-271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.

- (c) The Recipient's supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient's share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the Agreement Officer's Representative (the "AOR") may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the AOR reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) In the rare instance the Recipient is unable to receive electronic funds transfers (EFT), payment by EFT would impose a hardship on the Recipient because of their inability to manage an account at a financial institution, and/or the Recipient is unable to use the DELPHI iSupplier System to submit their requests for disbursement, the FHWA may waive the requirement that the Recipient use the DELPHI iSupplier System. The Recipient shall contact the Division Office Lead Point of Contact for instructions on and requirements related to pursuing a waiver.
- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

## **ARTICLE 6 SPECIAL GRANT TERMS**

- 6.1** SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section 2.4 in this agreement.
- 6.2** The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.3** SS4A Funds will be allocated to the Recipient and made available to the Recipient in accordance with FHWA procedures.
- 6.4** The Recipient of a Planning and Demonstration Grant acknowledges that the Action Plan will be made publicly available and agrees that it will publish the final Action Plan on a publicly available website.
- 6.5** There are no other special grant requirements.

**ATTACHMENT A  
PERFORMANCE MEASUREMENT INFORMATION**

**Study Area:** MPO Planning Area and geography outside of MPO planning area within Dane County boundary.

**Table 1: Performance Measure Table**

<b>Measure</b>	<b>Category and Description</b>	<b>Measurement Frequency and Reporting Deadline</b>
Costs	Project Costs: Quantification of the cost of each eligible project carried out using the grant	Within 120 days after the end of the period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects or strategies to prevent death and serious injury on roads and streets.	Within 120 days after the end of the period of performance

**ATTACHMENT B  
CHANGES FROM APPLICATION**

Describe all material differences between the scope, schedule, and budget described in the application and the scope, schedule, and budget described in Article 3. The purpose of Attachment B is to clearly and accurately document any differences in scope, schedule, and budget to establish the parties' knowledge and acceptance of those differences. See Article 11 for the Statement of Work, Schedule, and Budget Changes. If there are no changes, please insert "N/A" after "Scope," "Schedule," or "Budget." If there are changes to the budget, please complete the table below. Otherwise, leave the table below blank.

**Scope:** N/A

**Schedule:** N/A

**Budget:** N/A

The table below provides a summary comparison of the project budget.

Fund Source	Application		Section 3.3	
	\$	%	\$	%
<b>Previously Incurred Costs (Non-Eligible Project Costs)</b>				
Federal Funds				
Non-Federal Funds				
Total Previously Incurred Costs				
<b>Future Eligible Project Costs</b>				
SS4AFunds				
Other Federal Funds				
Non-Federal Funds				
Total Future Eligible Project Costs				
Total Project Costs				

**ATTACHMENT C**  
**[RESERVED]**

**ATTACHMENT D**  
**[RESERVED]**

**ATTACHMENT E  
LABOR AND WORK**

**1. Efforts to Support Good-Paying Jobs and Strong Labor Standards**

The Recipient states that rows marked with “X” in the following table are accurate:

	The Recipient or a project partner promotes robust job creation by supporting good-paying jobs directly related to the project with free and fair choice to join a union. <i>(Describe robust job creation and identify the good-paying jobs in the supporting narrative below.)</i>
	The Recipient or a project partner will invest in high-quality workforce training programs such as registered apprenticeship programs to recruit, train, and retain skilled workers, and implement policies such as targeted hiring preferences. <i>(Describe the training programs in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with high-quality workforce development programs with supportive services to help train, place, and retain workers in good-paying jobs or registered apprenticeships including through the use of local and economic hiring preferences, linkage agreements with workforce programs, and proactive plans to prevent harassment. <i>(Describe the supportive services provided to trainees and employees, preferences, and policies in the supporting narrative below.)</i>
	The Recipient or a project partner will partner and engage with local unions or other worker-based organizations in the development and lifecycle of the project, including through evidence of project labor agreements and/or community benefit agreements. <i>(Describe the partnership or engagement with unions and/or other worker-based organizations and agreements in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with communities or community groups to develop workforce strategies. <i>(Describe the partnership and workforce strategies in the supporting narrative below.)</i>
X	The Recipient or a project partner has taken other actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards. <i>(Describe those actions in the supporting narrative below.)</i>
	The Recipient or a project partner has not yet taken actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards but, before beginning construction of the Project, will take relevant actions described in Attachment B. <i>(Identify the relevant actions from Attachment B in the supporting narrative below.)</i>
	The Recipient or a project partner has not taken actions related to the Project to improve good-paying jobs and strong labor standards and will not take those actions under this award.

**2. Supporting Narrative.**

The City of Madison has allowed, to the full extent of Wisconsin Statute, to create good paying jobs, have high labor standards and when possible, allow the choice to join a union. Labor Compliance and Contracts are on the City of Madison Human Resources website online at: <https://www.cityofmadison.com/human-resources/labor-contracts>

The City of Madison Department of Civil Rights also works to inform people of their rights related to arrest and conviction records, harassment and fair employment rights. Information is online at: <https://www.cityofmadison.com/civil-rights/know-your-rights>

The City of Madison Department of Civil Rights monitors compliance on Public Works projects. Information is available online at: <https://www.cityofmadison.com/civil-rights/contract-compliance/compliance-reporting>

The City of Madison Engineering Division has an infrastructure trainee program called Madison Infrastructure Training – Engineering Program to prepare trainees for a career in Public Works with the City and create a pathway to permanent positions. More information is online at: <https://www.cityofmadison.com/engineering/about/join-our-team/internships-and-training-programs/mi-te-madison-infrastructure>

The City of Madison has an affirmative action ordinance and requires an Affirmative Action Plan for contractors that do business with the City. The ordinance is online at: [https://library.municode.com/wi/madison/codes/code\\_of\\_ordinances?nodeId=COORMAWIVOIVC\\_H32--45\\_CH39DECIRI\\_39.02AFACOR](https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOIVC_H32--45_CH39DECIRI_39.02AFACOR)

**ATTACHMENT F**  
**CRITICAL SECURITY INFRASTRUCTURE AND RESILIENCE**

**1. Efforts to strengthen the Security and Resilience of Critical Infrastructure against both Physical and Cyber Threats.**

The Recipient states that rows marked with “X” in the following table are accurate:

	The Recipient demonstrates, prior to the signing of this agreement, effort to consider and address physical and cyber security risks relevant to the transportation mode and type and scale of the activities.
	The Recipient appropriately considered and addressed physical and cyber security and resilience in the planning, design and oversight of the project, as determined by the Department and the Department of Homeland Security.
	The Recipient complies with 2 CFR 200.216 and the prohibition on certain telecommunications and video surveillance services or equipment.

**2. Supporting Narrative.**

N/A. This grant will not fund the purchase of Information Technology and/or Operational Technology.

**ATTACHMENT G**  
**[RESERVED]**

**U.S. Department of Transportation  
and  
City of Madison, Wisconsin  
Safe Streets and Roads for All Grant Program  
Federal Award No. 693JJ32640276  
Receiving grant funds of \$1,000,000.00**

**City of Madison additional signatures:**

**By:**



Lydia A. McComas, City Clerk

**Date:**

02/06/2026

**Approved:**



David Schmiedicke, Finance Director

**Date:**

02/06/2026

**Approved:**

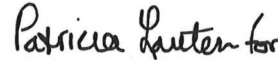


Eric T. Veum, Risk Manager

**Date:**

02/06/2026

**Approved as to Form:**



Michael Haas, City Attorney

**Date:**

02/16/2026

Execution of this Agreement by City was authorized by Resolution Enactment No. RES-24-00661, ID No. 86176, adopted by the Common Council of the City of Madison on November 26, 2024.

**EXHIBIT 2:** Greater Madison MPO Regional Safe Streets – Community Safety  
Enhancement Partnership Grant Application Project Narrative



# Greater Madison MPO Regional Safe Streets - Community Safety Enhancement Partnership

## FY 2024 Safe Streets and Roads for All Planning and Demonstration Grant Application

**Project Type:** Planning & Demonstration

**Project Cost:** \$1,250,000

**SS4A Request:** \$1,000,000 (80 percent)

**Local Match:** \$250,000 (20 percent)

**Primary Contact:**

Alexandra Andros  
 Greater Madison MPO  
 100 State St, Suite 400  
 Madison, WI 53703  
 MPO Director/Transportation Manager  
[pandros@cityofmadison.com](mailto:pandros@cityofmadison.com) | 608-266-9115

**Supporting information can be found at:**

<https://www.srfconsulting.com/madison-mpo-ss4a/>



**Greater Madison MPO Regional Safe Streets Community Safety Enhancement Partnership**

The Greater Madison Metropolitan Planning Organization (herein known as the MPO)<sup>1</sup>, located in Wisconsin, is requesting **\$1,000,000** through the FY 2024 SS4A Planning and Demonstration Grant Program to conduct five activities within the region to support and enhance their existing Regional Safety Action Plan (RSAP) (adopted in June 2024). As a part of this joint application, the MPO will oversee and support the effort involving five agencies pursuing developing safety action plans/supplemental activities as identified in the table below and in the Location Map.

These efforts will support the existing RSAP, which aims to identify regional priorities for all agencies. That said, the MPO is not an implementing agency therefore, **local agency activities** such as the development of an active transportation plan, safe routes to school plan, and local safety plan to complete a targeted safety analysis and identify local priority safety projects **are imperative to reach the MPO’s goal of zero fatalities and serious injuries by 2040**. The plans’ findings from these activities will be incorporated and referenced in the RSAP. Letters of Support/Resolutions from each of the agencies and MPO can be found via the MPO’s Website.

#	Agency	Activity Description	Total Cost	Funding Request	Local Match	Fatalities (2017-2021)	Total Pop.*	Fatality Rate
1	Village of Cottage Grove	Active Transportation Plan	\$150,000	\$120,000	\$30,000	0	7,400	0
2	City of Verona	Safe Routes to School Plan	\$150,000	\$120,000	\$30,000	3	14,100	4.26
3	City of Fitchburg	Comprehensive Safety Action Plan	\$300,000	\$240,000	\$60,000	4	29,600	2.70
4	Village of Shorewood Hills	Safety Action Plan	\$150,000	\$120,000	\$30,000	0	2,200	0
5	Dane County**	County Highway Comprehensive Safety Action Plan	\$500,000	\$400,000	\$100,000	<b>177</b>	542,500	<b>6.53</b>
		Total for MPO	\$1,250,000	\$1,000,000	\$250,000	124	500,100	4.96

\* Some tracts from the ETCE Tool overlap into adjacent non-applicant neighboring agency which inflates population data. Therefore, all populations except for Dane County were obtained from the 2020 U.S. Census American Community Survey (ACS) 5-year population estimate.

\*\*Dane County expands beyond the MPO boundary.

<sup>1</sup>The City of Madison is the fiscal and administrative agent for the Greater Madison MPO. Although they share the same EIN, this application is submitted by the MPO.

### Selection Criteria #1: Safety Impact

- Total roadway fatalities (2017-2021) within the project area = 177 ([FARS Data](#))
- The average annual fatality rate (2017-2021) for the project area = 6.53 fatalities per 100,000 persons. ([FARS Data](#))

### Selection Criteria #2: Equity

- 10% of the population resides in an Underserved Community Census tract.

### Selection Criteria #3: Additional Safety Context

The five agencies will hire transportation safety consultants to assist in developing their activities (described below) over a 24-month period (see [schedule](#) and corresponding [detailed budget](#)).

#### Activity #1 – Village of Cottage Grove Active Transportation Plan

The RSAP acknowledges that vulnerable roadway users account for a growing share of all roadway fatalities within recent years. Within the MPO, **more than 90% of crashes involving a bicyclist or pedestrian resulted in an injury** compared to 23% of vehicular crashes. The Village emphasizes the need to develop a Plan to identify non-motorized safety improvements that are essential for their community and further promote healthier lifestyles and enhance environmental sustainability. In recent years, the Village has diversified their housing significantly, bringing hundreds of new residents to the community. The Plan will foster equity, **furthering the MPO’s Goals to “elevate the need to address safety improvements for all users across the regional transportation system” and “invest in equitable transportation safety improvements.”** This activity will also include robust engagement and a crash analysis, as well as identification of potential projects to develop dedicated routes for pedestrians and cyclists.

#### Activity #2 – City of Verona Safe Routes to School

**The RSAP highlights Safe Routes to School Studies (SRTS)** as an important countermeasure to consider. SRTS studies not only promote walking and biking access near schools but identifies potential infrastructure and non-engineering strategies to ensure safe access to schools and parks. In 2019, a child in the City of Verona was struck and injured crossing a street in front of a School. The City sprang into action and analyzed various intersection safety improvements. As a result, an RRFB was installed to notify drivers when a pedestrian is crossing. The City is pursuing a SRTS study to continue to identify solutions for the eight schools within the city. The City will focus on intersections with multi-threat pedestrian and bicycle crossings. One intersection experienced four crashes involving bicycles/pedestrians (2017-2021), two of which resulted in serious injuries. The City’s SRTS plan will enhance the RSAP by collecting vehicular and pedestrian volume data along the school corridors, with the goal to identify safety countermeasures that can ensure safety for children walking/biking to/from school. The City will be completing their Comprehensive Plan, opening up opportunities for considerable public engagement with the schools and community members.

#### **Activities #3 through #5 – Safety Action Plans**

The City of Fitchburg, Dane County, and the Village of Shorewood Hills are pursuing local Safety Action Plans. For each of the three agencies, the scope of work reflects the [traditional eight](#)

components of plan development. These Plans will also **provide updated safety analyses with the most recent crash data.**

- The City of Fitchburg is a fast-growing City balancing the needs of agricultural and suburban communities. The City experiences heavy commuter traffic and would like to focus on proactive systemic analysis in addition to existing crashes. Between 2017 and 2021, 52 serious injury crashes occurred, four of which resulted in fatalities. Common crash themes include distracted driving, pedestrian and bicycle safety, speeding and impaired driving. These crash themes align with those emphasis areas identified in the RSAP. These key themes will be analyzed further, identifying specific locations for safety improvements, and referenced in the RSAP.
- With over 500 centerline miles, Dane County has experienced 1,223 serious injury crashes between 2017-2021 (177 fatalities). The Dane County Traffic Safety Commission has made great strides to prevent fatal and serious injury crashes by implementing focused enforcement to combat driving while impaired, slowing down for students, collaboration with the Latino Academy of Workforce Development and more! The County continues to pursue more ways to address safety, which expands beyond the MPO's boundary. They have a strong working relationship with each of the communities and the MPO. A County Safety Action Plan will be crucial to align safety needs not only at the county-level, but with each of those communities within.
- Located centrally within the MPO, the Village of Shorewood Hills shares critical connections to the City of Madison and Univ. of Wisconsin campus. Between 2017-2021, the Village saw four serious injury crashes all involving a bicyclist or pedestrian. In 2015, a Shorewood Hills Elementary School student was killed crossing University Avenue to attend swim team practice. The Village's top priority is safety and continues to address the critical corridors that serve to connect and allow mobility for their entire community.

### **Roadway Safety Issues**

The FARS data reveals a total of 984 fatal and serious injury crashes (2017-2021) within the MPO (1,223 for the project area of Dane County). Factors like speeding, failure to yield right-of-way, and lane departures often contributed to these incidents. Inadequate pedestrian and bicycle infrastructure, high-speed roadways, impaired and distracted driving and trail/sidewalk gaps are also common safety issues.

### **Development of Action Plan/Identification of Projects and Strategies**

The tasks funded by this SS4A grant will lead to the development of an Active Transportation Plan, SRTS Plan and local Safety Actions Plans based on the Safe System Approach. The MPO and agencies fully support this initiative and commit to reducing and eliminating all roadway fatalities and serious injuries and continuing to improve infrastructure that makes the transportation system safe for all users. Low-cost, high-impact safety countermeasures recommended by FHWA and NHSTA will be prioritized and implemented based on safety analysis and the local High-Injury Networks. Equity, engagement, and collaboration will help shape the list of high priority locations and evidence-based strategies to be included in each activity and incorporated back into the RSAP.