



Jon Kaplan, P.E.
Bicycle and Pedestrian Program Manager
State of Vermont
Municipal Assistance Bureau
1 National Life Drive
Montpelier, VT 05633
www.vtrans.vermont.gov

jon.kaplan@vermont.gov

Agency of Transportation

[phone] 802-498-4742
[ttd] 800-253-0191

August 27, 2019

Valerie Capels
Town of Bristol
P.O. Box 249
Bristol, VT 05443

RE: Bristol Main Street Sidewalk Improvement Project

Dear Valerie Capels:

Congratulations on your project's successful application for funding to the 2019 VTrans Bicycle & Pedestrian Program. Your project was approved for \$42,000 in state funds to construct a small-scale project in your community. Your project was selected from among twelve applications statewide with funding requests totaling over \$340,000 in state funds.

In accordance with the requirements of the program your award is capped at the amount of the award, so it will be important for the Municipality to monitor the project budget closely. Funding will be available once a grant agreement with the Agency of Transportation (VTrans) is executed. Therefore, reimbursable work cannot begin until the grant agreement is executed. We expect that you will move the project forward expeditiously.

As you know, this is a reimbursement program and not a direct grant. The Municipality will be responsible for 50% of the total construction costs. The offering of this award should not be construed as approval of all work, methods, terms or other specifics proposed in your application. Your award will be governed by the terms of the Grant Agreement with VTrans, including all applicable VTrans, State, and Federal permitting requirements.

In the coming weeks, an Agency project manager and project supervisor will be assigned to your project and an initial project meeting will be scheduled. At this meeting you will discuss the project development process, typical project schedule and next steps.

If you have any questions do not hesitate to contact me at 802-498-4742. We look forward to working with you and your community towards successful implementation of your project.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Kaplan".

Jon Kaplan, P.E.
Bicycle and Pedestrian Program Manager
Local Projects Section, Municipal Assistance Bureau

cc: Addison Co. RPC
Amy Bell, VTrans Planning Coordinator
Project File