

MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Bryan Gruesbeck, Town Manager

**SUBJECT: Project Agreement with North Carolina Department of Transportation (NCDOT) Project – Pittsboro East Street Sidewalk Extension**

DATE: January 14, 2013

**Background:** Attached please find the project agreement with NCDOT to provide a \$136,000 grant to extend sidewalk from Chatham Business Park Drive to White's Mobile Home Park. If you approve it, the Project Agreement would obligate the Town of Pittsboro to provide a \$34,000 match (an 80%/20% split), bringing the total cost of the project to \$170,000. The Project Agreement also directs the Town to complete an Environmental Document, gather NCDOT approval of engineering and design costs (if we seek grant funds for engineering costs) and certify that it owns the required right of way to construct the project. As we previously discussed, the project will need to be complete by 12/31/14.

**Action Requested:** Authorize the Town Manager to provide necessary signatures to the NDOT Project Agreement, thereby extending sidewalk on the south side of East Street.