



4800 Ashford Dunwoody Road  
Dunwoody, Georgia 30338  
dunwoodyga.gov | 678.382.6700

**MEMORANDUM**

**To:** Mayor and City Council  
**From:** Michael Smith, Public Works Director  
**Date:** May 25, 2026  
**Subject:** **Agreement with the Federal Highway Administration for a Safe Streets For All Grant**

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**ACTION**

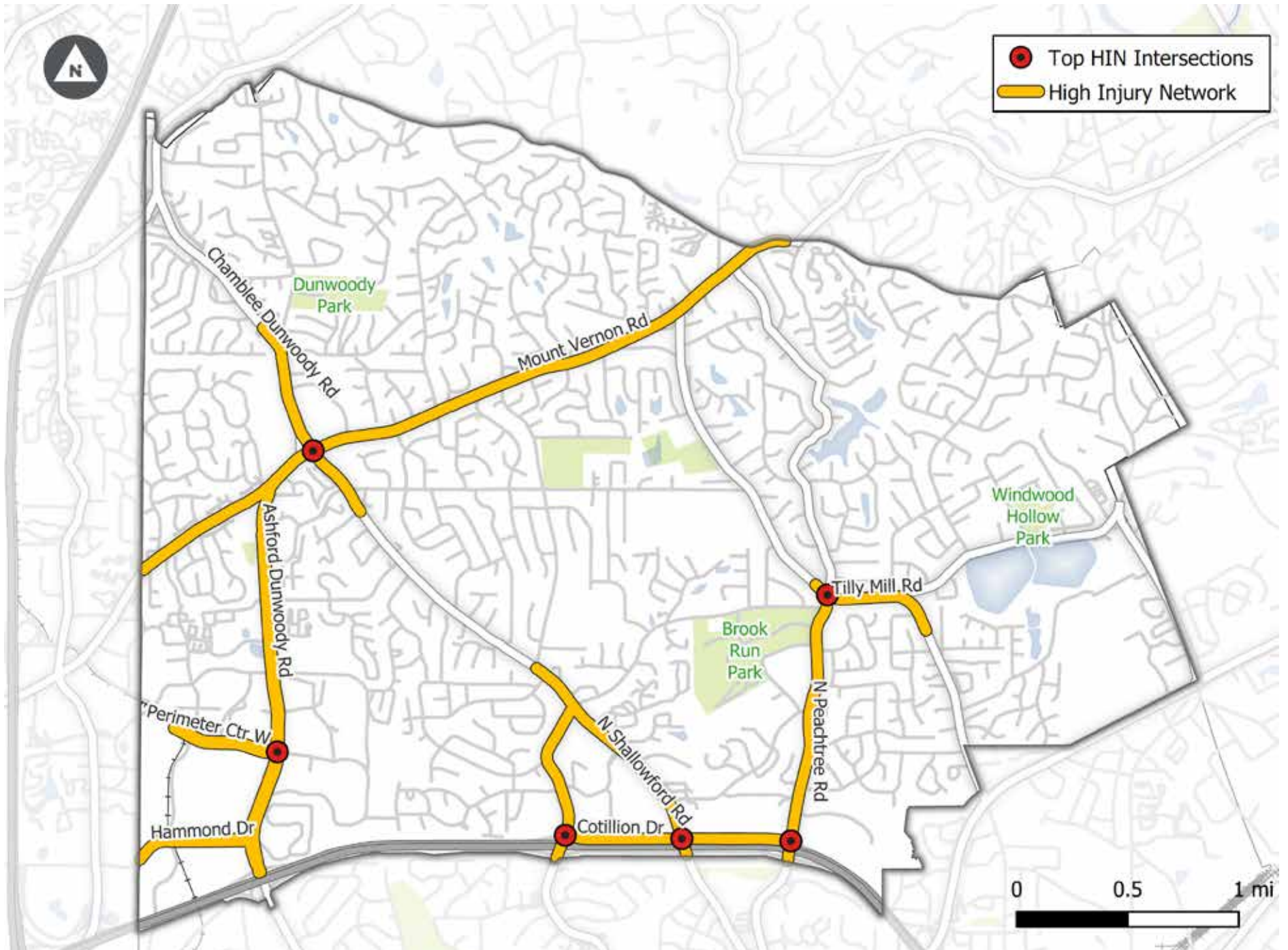
Authorize the Mayor, City Manager, or designee to execute all documents necessary and proper for an agreement with the Federal Highway Administration (FHWA) to receive a Safe Streets For All (SS4A) Planning Grant.

**SUMMARY**

The city has been awarded a \$200,000 grant through FHWA's Safe Streets For All program. The funding will be used to conduct safety studies on the high injury network (map attached) identified in the city's Road Safety Action Plan (RSAP). The studies will include walking audits (RSAP Action Item H1) and analysis of the frequent crash types, travel speeds, multimodal facilities, crosswalk usage and spacing and lighting (Action Item H2). These evaluations will be used to identify corridor-specific strategies and improvements to be implemented. The grant requires a \$50,000 local match which can be included in the 2027 budget.

**RECOMMENDED ACTION**

Authorize the Mayor, City Manager, or designee to execute all documents necessary and proper for an agreement with the Federal Highway Administration (FHWA) to receive a Safe Streets For All (SS4A) Planning Grant.



Map 7: Dunwoody High Injury Network and Top HIN Intersections



## High Injury Network

The HIN is a tool for focusing city resources on locations with reoccurring crashes or prominent crash risks. The HIN helps determine priority locations for detailed corridor studies, project identification, and community outreach. HIN actions provide next steps for the Road Safety Program to begin addressing the highest risk locations.

|           | Action   | Timeframe     | Major Needs |       |             |             | Funding | Emphasis Area |
|-----------|--|---------------|-------------|-------|-------------|-------------|---------|---------------|
|           |  |               | Staffing    | Study | Partnership | Legislation |         |               |
| <b>H1</b> | Conduct walking audits with the Road Safety Committee (Community Development, Communications, Police, and Public Works) and key stakeholders along the entire High Injury Network.               | <b>Short</b>  | X           |       |             |             | \$      |               |
| <b>H2</b> | Develop corridor studies focusing on safety for the High Injury Network, including frequent crash types, travel speeds, multimodal facilities, crossing frequencies and distances, and lighting. | <b>Medium</b> |             | X     |             |             | \$\$    |               |
| <b>H3</b> | Mark crossings consistently along the High Injury Network.   | <b>Medium</b> | X           | X     |             |             | \$\$    | +             |
| <b>H4</b> | Install lighting consistently along the High Injury Network.   | <b>Medium</b> | X           | X     |             |             | \$\$\$  |               |
| <b>H5</b> | Utilize best practices for reducing speeds along arterials on the High Injury Network with a goal of 35 MPH or less.   | <b>Medium</b> | X           | X     |             | X           | \$\$    | +             |
| <b>H6</b> | Build a complete and connected pedestrian network on the High Injury Network, including pedestrian refuge islands at locations with long crossing distances.                                     | <b>Long</b>   | X           | X     |             |             | \$\$\$  | +             |
| <b>H7</b> | Integrate the HIN into project and development reviews.  | <b>Long</b>   | X           |       | X           |             |         |               |

**1. Federal Award No.**

**2. Effective Date**  
See No. 15 Below

**3. Assistance Listings No.**  
20.939

**4. Award To**  
City of Dunwoody, GA  
4800 Ashford Dunwoody Rd  
Dunwoody, GA 30338

**5. Sponsoring Office**  
U.S. Department of Transportation  
Federal Highway Administration  
Office of Safety  
1200 New Jersey Avenue, SE  
HSSA-1, Mail Drop W56-485  
Washington, DC 20590

Unique Entity Id.: LL1ANRLLTLP9  
TIN No.: 26-3687535

**6. Period of Performance**  
Effective Date of Award – 36 months

|                        |           |
|------------------------|-----------|
| <b>7. Total Amount</b> |           |
| Federal Share:         | \$200,000 |
| Recipient Share:       | \$50,000  |
| Other Federal Funds:   | \$0       |
| Other Funds:           | \$0       |
| Total:                 | \$250,000 |

**8. Type of Agreement**  
Grant

**9. Authority**  
Section 24112 of the Infrastructure Investment and Jobs Act (IIJA, Pub. L. 117–58, November 15, 2021)

**10. Procurement Request No.**  
[insert PR Number]

**11. Federal Funds Obligated**  
\$200,000

**12. Submit Payment Requests To**  
See Article 5.

**13. Description of the Project**  
Safety audits and study of high injury network corridors identified in the city’s road safety action plan.

**RECIPIENT**

**FEDERAL HIGHWAY ADMINISTRATION**

**14. Signature of Person Authorized to Sign**

**15. Signature of Agreement Officer**

\_\_\_\_\_  
Signature Date  
Name:  
Title:

\_\_\_\_\_  
Signature Date  
Name:  
Title: Agreement Officer

**U.S. DEPARTMENT OF TRANSPORTATION**  
**GRANT AGREEMENT UNDER THE**  
**FISCAL YEAR 2025 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 Dunwoody, GA (the “Recipient”).

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All (“SS4A”) Grant for the Safety Audits and Study of High Injury Network Corridors.

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 2025 Safe Streets and Roads for All (“SS4A”) Grant Program,” dated January 22, 2026 which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements> under “Fiscal Year 2025.” 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: Safety Audits and Study of High Injury Network Corridors

Application Date: 6/17/25

**2.2 Award Amount.**

SS4A Grant Amount: \$200,000

**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.**

Narrative: This award is for a supplemental planning activity.

The grant will be used to conduct road safety audits along the HIN corridors with the goal of identifying opportunities to improve overall safety which will reduce the risk of fatality and serious injury crashes. The audits will prioritize low-cost, high-impact, proven safety countermeasures that will address the focus areas identified in the city’s road safety plan.

The project will be completed in one phase.

**3.2 Project’s Estimated Schedule.**

**Supplemental Planning Schedule**

| <b>Milestone</b>                            | <b>Schedule Date</b> |
|---|----------------------|
| Planned Final Plan Publicly Available Date: | 8/1/2029             |
| Planned SS4A Final Report Date:             | 12/1/2029            |

**3.3 Project’s Estimated Costs.**

(a) Eligible Project Costs

| <b>Eligible Project Costs</b>       |                  |
|-------------------------------------|------------------|
| SS4A Grant Amount:                  | \$200,000        |
| Other Federal Funds:                | 0                |
| State Funds:                        | 0                |
| Local Funds:                        | \$50,000         |
| In-Kind Match:                      |                  |
| Other Funds:                        |                  |
| <b>Total Eligible Project Cost:</b> | <b>\$250,000</b> |

(b) Cost Classification Table

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).**

Michael Smith  
Public Works Director  
City of Dunwoody, GA  
4800 Ashford Dunwoody Rd  
Dunwoody, GA 30338  
(678) 382-6852  
[Michael.smith@dunwoodyga.gov](mailto:Michael.smith@dunwoodyga.gov)

**4.2 Recipient Key Personnel.**

| Name            | Title or Position                     |
|-----------------|---------------------------------------|
| Richard Platto  | Finance Director                      |
| Michelle Hirose | Public Works Deputy Director          |
| Debbie Wright   | Public Works Administrative Assistant |

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

Safe Streets and Roads for All Program Manager  
 Federal Highway Administration  
 Office of Safety  
 HSSA-1, Mail Stop: W56-485  
 1200 New Jersey Avenue, S.E.  
 Washington, DC 20590  
[SS4A.FHWA@dot.gov](mailto:SS4A.FHWA@dot.gov)

and

Agreement Officer (AO)  
 Federal Highway Administration  
 Office of Competitive Grants and Workforce Programs  
 HACG-30, Mail Stop W51-232  
 1200 New Jersey Avenue, S.E.  
 Washington, DC 20590  
[HCFASS4A@dot.gov](mailto:HCFASS4A@dot.gov)

and

Division Administrator- Georgia  
 Agreement Officer's Representative (AOR)  
 75 Ted Turner Drive, SW  
 Suite 1000  
 Atlanta, GA 30303  
 (404) 562-3630  
[Georgia.FHWA@fhwa.dot.gov](mailto:Georgia.FHWA@fhwa.dot.gov)

And

Sarah Lamothe  
 Georgia Division Office Lead Point of Contact  
 Transportation Specialist-Safety & Operations  
 75 Ted Turner Drive, SW, Suite 1000  
 Atlanta, GA 30303  
 (404) 562-3934  
[Sarah.laothe@dot.gov](mailto:Sarah.laothe@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 Competitive Grants and Workforce Programs

#### 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.

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.

### 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 Supplemental Plan will be made publicly available and agrees that it will publish the final Supplemental Plan on a publicly available website.
- 6.5** There are no other special grant requirements.

**ATTACHMENT A  
PERFORMANCE MEASUREMENT INFORMATION**

**Study Area:** City of Dunwoody

**Baseline Measurement Date:** N/A

**Baseline Report Date:** N/A

**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:<br>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**

**Scope:** N/A

**Schedule:** N/A

**Budget:** N/A

**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 align with the application:

|   |  |
|---|--|
| x | 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 union participation or project labor agreements which promote cost-effectiveness and open competition. <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>  |
|   | 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 schedule B. <i>(Identify the relevant actions from schedule 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 will use a qualifications-based selection process to select the consultant for the supplemental planning. This supports good-paying jobs by fostering competition based on qualifications and experience rather than cost.

**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.  |
| <b>x</b> | Not applicable. Grant does not require the purchase of information technology or operational technology.   |

**2. Supporting Narrative.**

N/A