FY17 Community Compact Best Practices Crosswalk to Statewide Contracts

PRACTICE AREA	RELEVANT STATEWIDE CONTRACTS
EDUCATION Best Practices	
1. Map community's priorities, funding and assessments for children from birth to age eight in order to better align resources and achieve greater impact.	PRF61 – Management Consultants, Program Coordinators, and Planners Services
2. Focus on college and career planning beginning in middle school and continuing through high school in order to ensure that all students have access to the opportunities that provide both experience and help to foster informed decisions about college and career pathways.	
3. Maximize opportunities for students to access specialized vocational education through collaborations between regional vocational technical schools, comprehensive high schools and community colleges.	
4. Understand projected changes in student enrollment and demographics and the impact of those changes on the school district's budget and operations in order to provide a district with the needed information to develop a strategic plan for its future.	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF63 – Foreign Language Translation and Interpretation
5. Coordinate and communicate key student- and school-level data in real-time in order to inform decision-making and reporting.	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists PRF61 – Management Consultants, Program Coordinators, and Planners Services
Energy and Environment Best Practices	
1. Energy Efficiency and Renewal Energy	PRF62 – Energy Consultant Services
A. Become a Green Community	
1. Adopt Zoning for Renewable Energy	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF62 – Energy Consultant Services FAC83DesignatedDCAMM – Renewable/Alternative Energy Credit FAC91DesignatedDCAMM – Solar PV Inspection Services
2. Expedite Permitting for Renewable Energy	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF62 – Energy Consultant Services
3. Complete an Energy Use Baseline	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF62 – Energy Consultant Services
4. Produce an Energy Use Reduction Plan	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF62 – Energy Consultant Services
5. Purchase Fuel-Efficient or Electric Vehicles	VEH98 - Purchase of Light Duty Vehicles - Passenger Cars, SUVs, Trucks, Vans, SSVs and PPVs VEH102Designated DOER – Advanced Vehicle Technology Equipment, Supplies and Services

PRACTICE AREA	RELEVANT STATEWIDE CONTRACTS
Energy and Environment Best Practices	
6. Encourage or Require Energy Efficient & Sustainable Construction	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF62 – Energy Consultant Services FAC76 – Maintenance, Repair & Operations (MRO) Products, Supplies and Equipment FAC94 – Maintenance, Repair & Operations (MRO) Products, Supplies and Small Hand & Power Tools
B. Realize or Exceed a Green Community Obligation	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF62 – Energy Consultant Services VEH98 - Purchase of Light Duty Vehicles - Passenger Cars, SUVs, Trucks, Vans, SSVs and PPVs VEH102Designated DOER – Advanced Vehicle Technology Equipment, Supplies and Services
C. Obtain Green Community 2.0 Status	
D. Construct Zero Energy Buildings (or communities):	PRF62 – Energy Consultant Services PRF67DesignatedDCAMM – Environmental Engineering, Testing, and Diagnostics
E. Provide Electric Vehicle Infrastructure	VEH102Designated DOER – Advanced Vehicle Technology Equipment, Supplies and Services
F. Complete a Community Wide Energy Audit & Manage Energy Consumption	PRF62 – Energy Consultant Services
G. Undertake a Behavioral Based Effort to Reduce Energy Use	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF67DesignatedDCAMM – Environmental Engineering, Testing, and Diagnostics
2. Climate Change Mitigation	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF62 – Energy Consultant Services PRF67DesignatedDCAMM – Environmental Engineering, Testing, and Diagnostics
A. Plan Ahead	PRF61 – Management Consultants, Program Coordinators, and Planners Services
B. Use Renewable Energy	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF62 – Energy Consultant Services FAC83DesignatedDCAMM – Renewable/Alternative Energy Credit FAC91DesignatedDCAMM – Solar PV Inspection Services
C. Increase Energy Efficiency	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF62 – Energy Consultant Services PRF67DesignatedDCAMM – Environmental Engineering, Testing, and Diagnostics FAC76 – Maintenance, Repair & Operations (MRO) Products, Supplies and Equipment FAC94 – Maintenance, Repair & Operations (MRO) Products, Supplies and Small Hand & Power Tools ITC47 – IT Hardware and Services
D. Promote Fuel Efficient Transportation	VEH98 - Purchase of Light Duty Vehicles - Passenger Cars, SUVs, Trucks, Vans, SSVs and PPVs
E. Encourage Sustainable Development	ITS65DesignatedITD – ESRI GIS Software and Services PRF61 – Management Consultants, Program Coordinators, and Planners Services

PRACTICE AREA	RELEVANT STATEWIDE CONTRACTS
Energy and Environment Best Practices	
F. Protect and Manage Natural Resources	ITS65DesignatedITD – ESRI GIS Software and Services
G. Reduce Municipal Solid Waste	FAC81 – Janitorial Services, Environmentally Preferable FAC85 – Environmentally Preferable Cleaning Products, Program, Equipment and Supplies FAC86 – Solid Waste and Recycling Services FAC87DesignatedDEP – Recycling Containers, Compost Bins, and Rain Barrels FAC90DesignatedDEP – Carpet and Mattress Recycling Services
H. Conserve Water and Increase the Energy Efficiency of Municipal Water/Wastewater Systems	FAC80 – Water Treatment Chemicals and Systems FAC94 – Maintenance, Repair & Operations (MRO) Products, Supplies and Small Hand & Power Tools
3. Climate Change Adaptation/Community Resilience	PRF61 – Management Consultants, Program Coordinators, and Planners Services
A. Protect Vulnerable Populations	PRF61 – Management Consultants, Program Coordinators, and Planners Services
B. Inventory Existing Resources and Assess Climate Vulnerabilities	ITS65DesignatedITD – ESRI GIS Software and Services PRF61 – Management Consultants, Program Coordinators, and Planners Services
C. Plan for Climate Change Adaptation	PRF61 – Management Consultants, Program Coordinators, and Planners Services
D. Implement Structural Improvements & Nature Based Approaches to Protect Buildings and Infrastructure	FAC77 – Landscaping Services, Tree Trimming, Catch Basin Cleaning, Snow Removal and Related Services FAC92 – Integrated Pest Management
E. Encourage Sound Land Use	PRF61 – Management Consultants, Program Coordinators, and Planners Services
F. Prepare for Emergencies	PRF61 – Management Consultants, Program Coordinators, and Planners Services
4. Sustainable Development and Land Protection	
A. Plan for the Future	
1. Complete a Master Plan	ITS65DesignatedITD – ESRI GIS Software and Services PRF61 – Management Consultants, Program Coordinators, and Planners Services
2. Complete an Open Space and Recreation Plan (OSRP)	VEH102Designated DOER – Advanced Vehicle Technology Equipment, Supplies and Services
B. Use Zoning and Other Land Use Regulations to Conserve Land, Protect natural Resources, and Promote Smart Growth	
1. Adopt Natural Resource Protection Zoning (NRPZ)	
2. Adopt Transfer of Development Rights	
3. Adopt Traditional Neighborhood Development (TND)	
4. Adopt Transit Oriented Development	
5. Adopt a Tree Retention Bylaw/Ordinance	

PRACTICE AREA	RELEVANT STATEWIDE CONTRACTS
Energy and Environment Best Practices	
C. Invest Consistent with the Massachusetts Sustainable Development Principles	
1. Invest in Land Conservation or Park Creation/Improvement	
2. Enhance Consistency with a Land Use Priority Plan	
5. Water Resource Management	PRF67DesignatedDCAMM – Environmental Engineering, Testing, and Diagnostics
A. Flooding and Stormwater	PRF61 – Management Consultants, Program Coordinators, and Planners Services
1. Require Localized Flood Protection Best Practices	
2. Implement Stormwater Management Measures	
B. Water and Wastewater Systems	PRF61 – Management Consultants, Program Coordinators, and Planners Services
1. Manage Water System Assets	
2. Complete Water Audits and Mitigate Leaks	
3. Protect Public Water Sources	ITS65DesignatedITD – ESRI GIS Software and Services
4. Implement Water Conservation Measures	
5. Address Infiltration and Inflow (I&I)	
6. Implement Energy Efficiency Measures and Generate Clean Energy	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF62 – Energy Consultant Services FAC83DesignatedDCAMM – Renewable/Alternative Energy Credit FAC91DesignatedDCAMM – Solar PV Inspection Services
C. Operations and Management	PRF61 – Management Consultants, Program Coordinators, and Planners Services
1. Utilize Advanced Financing Tools	
2. Establish Full Cost Pricing	
3. Institute an Inter-Municipal Agreement	
6. Waste Management	FAC82 – Hazardous/Universal, Medical, Electronic Waste Disposal and Emergency Response PRF67DesignatedDCAMM – Environmental Engineering, Testing, and Diagnostics
A. Enhance Waste Ban Compliance	
B. Develop Waste Contracts – Contracting for Municipal Solid Waste and Recycling Services	FAC86 – Solid Waste and Recycling Services

PRACTICE AREA	RELEVANT STATEWIDE CONTRACTS
Energy and Environment Best Practices	
C. Reduce Municipal Solid Waste and Increase Recycling	FAC82 – Hazardous/Universal, Medical, Electronic Waste Disposal and Emergency Response FAC85 – Environmentally Preferable Cleaning Products, Program, Equipment and Supplies FAC86 – Solid Waste and Recycling Services FAC90DesignatedDEP – Carpet and Mattress Recycling Services SSP1502 – Sale and Removal of Scrap Metals VEH103 – Windshield and Glass Replacement for Vehicles
7. Site Cleanup	FAC82 – Hazardous/Universal, Medical, Electronic Waste Disposal and Emergency Response PRF67DesignatedDCAMM – Environmental Engineering, Testing, and Diagnostics
A. Complete a Brownfields Inventory	
B. Conduct Site Assessments	
C. Clean Sites	
D. Offer Tax Incentives	
E. Update Regulations	
F. Track Cleaned Sites with Activity and Use Limitations	
G. Engage and Educate Property Owners and the Public	
8. Local Agriculture and Silviculture	
A. Adopt a Right to Farm Bylaw	
B. Establish an Agricultural Commission	
C. Establish a Local Farmer's Market	
D. Support Sustainable Forestry	FAC76 – Maintenance, Repair & Operations (MRO) Products, Supplies and Equipment
E. Increase Agriculture Marketing	
F. Support Aquaculture	
G. Promote Urban Agriculture	
H. Conserve Farm and Commercial Forest Land	ITS65DesignatedITD – ESRI GIS Software and Services
I. Source Locally Grown or Produced Foods for Local Schools	GRO30 – Prime Grocers GRO32 – Dairy Products GRO33 – Baked Goods
J. Support Local Horticulture and Floriculture	FAC79 – Landscaping and Green Roof Products, Playground Equipment, Site Amenities and Related Products

PRACTICE AREA	RELEVANT STATEWIDE CONTRACTS
Energy and Environment Best Practices	
K. Plant Trees	FAC79 – Landscaping and Green Roof Products, Playground Equipment, Site Amenities and Related Products
Financial management Best Practices	
1. Establish a Budget document that details all revenues and expenditures, provides a narrative describing priorities and challenges, and offers clear and transparent communication of financial policies to residents and businesses.	PRF61 – Management Consultants, Program Coordinators, and Planners Services
2. Develop, document and implement Financial Policies and Practices including reserve levels, capital financing, and use of Free Cash. Such policies should identify the responsible parties and procedural steps necessary to carrying out the directed strategy or action.	PRF61 – Management Consultants, Program Coordinators, and Planners Services
3. Develop and utilize a Long-range Planning/Forecasting Model that assesses both short-term and long-term financial implications of current and proposed policies, programs and assumptions over a multi-year period.	PRF61 – Management Consultants, Program Coordinators, and Planners Services
4. Prepare a Capital Improvement Plan that reflects a community's needs, is reviewed and updated annually, and fits within a financing plan that reflects the community's ability to pay.	PRF61 – Management Consultants, Program Coordinators, and Planners Services
5. Review and evaluate Financial Management Structure to ensure that the structure and reporting relationships of the community's finance offices support accountability and a cohesive financial team process.	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF65 – Business Process Redesign
6. Utilize Financial Trend Monitoring, modeled after the ICMA's Financial Trend Monitoring System (FTMS).	PRF61 – Management Consultants, Program Coordinators, and Planners Services
Housing and Economic Development Best Practices	
1. **Preparing for Success**	
A. Create an Economic Development Plan that engages diverse stakeholders, leverages local and regional economic strengths and assets, encourages innovation and entrepreneurship, and/or promotes workforce development planning and implementation.	PRF61 – Management Consultants, Program Coordinators, and Planners Services
B. Align Land Use Regulations, especially zoning, capital investments, and other municipal actions with Housing Development, Economic Development, Master, Land Use Priority or other plans for future growth. Promote development and reuse of previously developed sites.	
C. Create and Distribute an Economic Development Guide/Manual to not only promote development goals and priorities, but also specifically and clearly outlines the community's policies and procedures related to zoning and permitting.	PRF60 – Advertising, Marketing and Event Planning Services PRF63 – Foreign Language Translation and Interpretation

PRACTICE AREA	RELEVANT STATEWIDE CONTRACTS
Housing and Economic Development Best Practices	
D. Create Opportunities for Engaging Diverse Stakeholders in economic development efforts, such as to assist with identification of priority development projects, improve local permitting processes, and proactively address obstacles to housing/job creation.	PRF63 – Foreign Language Translation and Interpretation
E. Create Cross-Sector Partnerships to help carry out community-driven responses to community-defined issues and opportunities for economic development.	
F. Create a District Management Entity that engages public/private stakeholders to develop and support downtown revitalization efforts.	
G. Adopt as-of-Right Zoning and/or Streamlined Permitting to promote development in priority districts.	
H. Adopt Zoning for Mixed-Use Development, including Transit Oriented Development, where appropriate.	
I. Adopt Chapter 40R Smart Growth zoning to facilitate the creation of dense residential or mixed-use smart growth zoning districts, including a high percentage of affordable housing units, to be located near transit stations, in areas of concentrated development such as existing city and town centers, and in other highly suitable locations.	ITS65DesignatedITD – ESRI GIS Software and Services
2. **Competitiveness**	PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF65 – Business Process Redesign
A. Engage in an Economic Development Self-Assessment exercise to identify strengths, weaknesses, and areas of opportunity	
B. Establish and Utilize Performance Data to evaluate the competitiveness of the community, conduct year to year comparisons, and measure performance against comparable communities.	
C. Create a Public Dashboard to benchmark, monitor, and communicate to the public regarding various housing and economic development performance measures.	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists
3. **Housing**	PRF61 – Management Consultants, Program Coordinators, and Planners Services
A. Create a Housing Production Plan (HPP) that accounts for changing demographics, including young families, changing workforce, and an aging population.	
B. Amend Zoning By-Laws to allow for increased density and housing opportunities in a manner that is consistent with neighborhood character.	

PRACTICE AREA	RELEVANT STATEWIDE CONTRACTS
Housing and Economic Development Best Practices	
C. Develop Sector Strategies and Plans in collaboration with various providers and stakeholders to address homelessness for specific high need population groups, such as homeless youth, veterans, and/or families.	
D. Complete an Assessment of Fair Housing Report, including strategic goals in alignment with HUD's new rules to affirmatively further fair housing. Using HUD data, local data and knowledge, a significant community participation process, and the assessment tool provided by HUD, the community will prepare, complete, and submit its AFH to HUD.	
4. **Urban Renewal Planning**	PRF61 – Management Consultants, Program Coordinators, and Planners Services
A. Determine need and appropriateness of establishing an Urban Renewal Entity in accordance with MGL chapter 121B. If prepared to proceed, develop action plan and timeline for the creation of the urban renewal entity.	
B. Prepare an Urban Renewal Plan Application in accordance with MGL chapter 121B in partnership with the urban renewal entity.	
Human Resources Best Practices	PRF57 – Enterprise Temporary Help Services PRF61 – Management Consultants, Program Coordinators, and Planners Services
1. Cost-Out Collective Bargaining proposals so that the impact of the total package is known. This provides the municipality with a clear understanding of both short-term and long-term budgetary impacts.	
2. Develop a Workplace Safety program so that the risk of on-the-job injuries is minimized.	
3. Develop a formal Wage and Classification Plan that details, at a minimum, job descriptions, employee grades, and salary ranges, thereby providing the municipality with a tool to make pay decisions that are reasonable in comparison to similar work being carried out in all areas of city/town government.	
4. Develop Employee Policies and Procedures for things such as discrimination, sexual harassment, information technology use, drug and alcohol, use of social media, and town-owned vehicles.	PRF60 – Advertising, Marketing and Event Planning Services PRF61 – Management Consultants, Program Coordinators, and Planners Services PRF63 – Foreign Language Translation and Interpretation
5. Manage employee benefit costs such as health insurance, dental insurance, unemployment insurance, and worker's compensation/111F; includes eligibility review and evaluation of insurance choices.	
6. Prepare a Succession Plan to help address the pending wave of retirements that will challenge a municipality's ability to maintain service levels.	PRF61 – Management Consultants, Program Coordinators, and Planners Services

PRACTICE AREA	RELEVANT STATEWIDE CONTRACTS
Human Resources Best Practices	
7. Explore Centralized Human Resources/Personnel Operations to improve service delivery and build efficiencies.	PRF57 – Enterprise Temporary Help Services PRF61 – Management Consultants, Program Coordinators, and Planners Services
Information Technology Best Practices	
1. **Strategic Planning**	
A. Develop a Long-Term IT Financial Strategy to include capital and operating expenses.	PRF61 – Management Consultants, Program Coordinators, and Planners Services
B. Develop a Municipal IT Consolidation Strategy that maximizes technology investments across schools, public safety and municipal buildings.	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists
C. Develop a Regional Shared IT Services Program that leads to productive partnerships across multiple communities and/or school districts to maximize regional technology investments.	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists
D. Develop a Comprehensive IT Strategy focused on better aligning technology investment with short and long-term organizational priorities.	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists
E. Implement a Cyber Security Training Program that ensures staff is aware of, know how to prevent and know how to respond to cyber security threats.	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists
2. **Transparency and Data Standards**	
A. Develop an Open Data Policy or Ordinance that increases transparency and makes electronic data available in a machine-readable format.	
B. Deploy an Open Checkbook and/or Open Budget Solution that is easily consumed by the public and promotes transparency	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists
C. Implement Address and Parcel Data Standards that lead to better quality mapping, facilitate the deployment of NextGen911, create a foundation for system integration and open opportunities for collaboration with peer communities and state government.	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists ITS65DesignatedITD – ESRI GIS Software and Services
D. Deploy Municipal Data Standards that lead to municipal system integration leading to performance management capabilities.	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists
E. Deploy a Regional Data Sharing Program that promotes better communication, collaboration or benchmarking with other communities.	
F. Deploy a Public Information Request Solution that improves the public request intake and tracking process.	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists
3. **Business Continuity**	
A. Perform an IT Assessment that results in a written evaluation and recommendations, including a review of organizational structure and staffing.	PRF61 – Management Consultants, Program Coordinators, and Planners Services

PRACTICE AREA	RELEVANT STATEWIDE CONTRACTS
Information Technology Best Practices	
B. Implement an Offsite Backup Solution that results in municipal data being stored safely offsite, and includes relevant policies and procedures to ensure effective ongoing backup.	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists
C. Implement a Solution to Digitize Paper Records that results in operational efficiencies and improved responsiveness to the public.	OFF27 – Document Solutions, Microfiche, Microfilm and Imaging Equipment, Software, Supplies and Services ITC66 – Copier, Printers, Scanning Services FAC96 – Records Management, Storage and Archiving Services and Moving Services
D. Develop Resiliency, Recovery and Contingency Plans that are aligned with community realities and position the community to effectively manage unforeseen events.	PRF61 – Management Consultants, Program Coordinators, and Planners Services
E. Perform a Cyber Security Assessment to analyze whether there is risk of unauthorized access, implement or improve policies and procedures appropriate for the technology environment and identify steps to remediate any problems identified.	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists ITT46 – Network Services
4. **Citizen Engagement**	
A. Implement a Citizen Engagement Communication Plan that leverages technology to engage the public through basic electronic communication channels and ensures that internal staff is positioned to support these initiatives.	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists ITT46 – Network Services
B. Implement a Citizen Engagement Transactional Plan focused on on-demand services and interaction with the public.	ITS53ProjServSP – IT Project Services, Solution Providers ITS53ProjServTS – IT Project Services, Technical Specialists ITT46 – Network Services ITT50 – Converged Voice and Data Communications Systems, Services and Equipment
C. Implement a Citizen Engagement Co-Creation Plan focused on enhancing residents' ability to participate in and influence decisions made by their local government.	PRF61 – Management Consultants, Program Coordinators, and Planners Services
Public Accessibility Best Practices	
1. Undertake an Americans with Disabilities Act (ADA) Self-Evaluation and Develop a Transition Plan to comply with Federal civil rights laws that require public buildings to be accessible to persons with disabilities.	PRF61 – Management Consultants, Program Coordinators, and Planners Services
2. Conduct Active Shooter Preparedness and Response Training in collaboration with the Massachusetts State Police Tactical Operations (STOP) Team, onsite with local law enforcement.	FAC93 – Security Services, Private Investigative Services, and Fence Rental
3. Establish an Emergency Preparedness Plan in partnership with the Massachusetts Emergency Management Agency (MEMA) to develop and enhance a community's disaster and emergency response capabilities.	FAC97 – Equipment Rental HLS05 – Homeland Security, Public Safety, Traffic Safety Supplies HLS02 and HLS03 – Disaster Management, Disaster Monitoring

PRACTICE AREA	RELEVANT STATEWIDE CONTRACTS
Public Accessibility Best Practices	
4. Establish Hazardous Material Response Protocols in conjunction with Regional Hazardous Materials Response Teams under the Department of Fire Services, to enable cities and towns to protect their citizens, the environment, and property during incidents involving a release or potential release of hazardous materials.	FAC82 – Hazardous/Universal, Medical, and Electronic Waste Disposal and Emergency Response
5. Hold In-service Training Programs for Municipal Police to better prepare local police officers and first responders for incidents involving domestic violence, mental health disorders, and substance abuse.	
6. Convene an opioid task force, consisting of key stakeholders, to identify, implement, coordinate and improve strategies around the prevention, intervention, treatment and recovery of substance use disorders.	MED47 – Pharmaceutical Prime Vendor, including Naloxone
7. Adopt Standardized Tools for Domestic Violence Cases by partnering law enforcement with local domestic violence organizations to adopt a best practice policy on training and implementation of standardized, evidence informed danger and strangulation tools. Municipalities are encouraged to apply individually or as a collective.	
Regionalization Best Practices	
Regionalize services and share resources among municipalities for efficient and effective service delivery to residents and taxpayers in this era of shrinking budgets, loss of seasoned employees to retirement, and increased need for service improvements.	**PRF61** – Management Consultants, Program Coordinators, and Planners Services
Transportation/Public Works Best Practices	
1. **Citizen Safety**	
A. Develop a Safe and Mobile Older Drivers plan for the aging of the population by proactively addressing older driver issues, including education for older road users, infrastructure improvements, and transportation options.	
B. Enhance citizen safety by establishing community-based programs to increase pedestrian, automobile and motorcycle safety. The community will demonstrate participation in the Commonwealth's Office of Public Safety and Security's trainings and conferences as well as the dissemination of public safety information to citizens.	

PRACTICE AREA	RELEVANT STATEWIDE CONTRACTS
Transportation/Public Works Best Practices	
C. Ensure Safe Infrastructure so as to provide a safer environment for all users and modes by implementing traffic engineering enhancements. The municipality will demonstrate regular and routine improvements on locally-funded roads, such as cutting back vegetation at intersections where it is known to interfere with sight distance, clearing brush that obscures traffic signage, renewing or installing pavement markings, conducting nighttime surveys to check visibility and retro reflectivity, implementing traffic calming measures at known high crash locations.	FAC77 – Landscaping Services, Tree Trimming, Catch Basin Cleaning, Snow Removal and Related Services HLS05 – Homeland Security, Public Safety, Traffic Safety Supplies VEH95 – Sodium Chloride (Road Salt)
2. **Active Transportation**	
A. Implement the Complete Streets Program by becoming certified through MassDOT and demonstrate the regular and routine inclusion of complete streets design elements and infrastructure on locally-funded roads.	
B. Utilize Transit-Oriented Development (TOD) fundamentals to create zoning around transit centers that maximizes bike, pedestrian, and transit use and which allows for lower levels of required parking and mixed use to put needed amenities near population centers.	
C. Develop a Safe Routes to School program that also includes student education on pedestrian safety.	
3. **Training**	
A. Participate in the Bay State Roads, which provides on-going training and helps municipalities share ideas and information with other communities about state of the art planning, design, and operational information for city and town public works managers.	
4. **ASSET AND INFRASTRUCTURE MANAGEMENT**	
A. Inventory and Geo-Code all public works assets so that a database of every public works asset is created, geocoded and condition rated, which is used to inform capital planning, as well as emergency repair.	ITS65DesignatedITD – ESRI GIS Software and Services
B. Develop a Pavement Condition Index that rates street condition for the municipality.	
C. Develop a Multi-Year Vehicle Maintenance and Replacement Plan for their municipal vehicle fleet.	VEH84A – Vehicle Maintenance Management Services & Accident Subrogation Services VEH99 – Fleet Information Management System (FIMS)
D. Develop a Bridge / Culvert Preventative Maintenance plan to help prolong the life of these critical transportation assets.	