



CITY OF SALEM BRICK SIDEWALK REPAIR, REPLACEMENT AND BEAUTIFICATION PROGRAM

PROGRAM DESCRIPTION

The City of Salem will provide the brick for sidewalk repairs, as long as materials and funding are available, in exchange for residents paying for the labor and any other associated costs (including, but not necessarily limited to materials, engineering services, etc.) of the repair work.

PROGRAM GUIDELINES

- 1) All brick sidewalk repair projects must be approved by the City of Salem and property owners immediately adjacent to sidewalk.
- 2) Priority will be given to projects addressing serious safety hazards and/or accessibility issues.
- 3) If American with Disability Act (ADA) issues exist in the area of the repair project, the City of Salem may require the applicant to provide a construction plan, stamped by a Massachusetts Professional Civil Engineer, to demonstrate compliance.
- 4) Project approval is subject to available funding and the availability of materials. If funding and/or materials are no longer available, eligible projects may be deferred.
- 5) Repairs must be done by a licensed drainlayer or city-approved contractor. A city-approved contractor must carry the same level of insurance and provide three current letters of recommendations from similar communities for similar repair projects, as required of any licensed drainlayer.
- 6) Eligible projects must be either: a) replacement of existing brick sidewalk or b) extension of existing brick sidewalk.
- 7) A program application must be completed and submitted from April 1st to October 1st for a project to be considered.

PROCESS

- 1) MEASURE the area you are interested in repairing or replacing to determine the estimated square feet.
- 2) Identify the CONTRACTOR that you would like to use to do the project.
- 3) Fill out the attached form to REQUEST APPROVAL and submit via email to dduhamel@salem.com. Applications must be submitted between April 1st and October 1st
- 4) If approved, SCHEDULE the repair work. City, property owner, and contractor must all agree on the overall cost and the length of time the project will take to complete.
- 5) The property may be required to provide a 100% performance bond, or other acceptable surety, to ensure the work is completed as agreed.
- 6) Contractor is responsible for implementing all appropriate SAFETY measures in the proposed work area.
- 7) Individuals are fully responsible for all PAYMENTS to contractor for completion of work.
- 8) Once complete, the City must INSPECT the repair or replacement work and approve of the quality of work. Upon acceptance of the City, the performance bond, or other surety, if required shall be released.



**CITY OF SALEM
BRICK SIDEWALK REPAIR, REPLACEMENT AND
BEAUTIFICATION PROGRAM**

APPLICATION

NAME: _____

ADDRESS: _____

EMAIL: _____

PHONE: _____

EXACT LOCATION OF WORK _____

DESCRIPTION OF WORK (PLEASE INCLUDE WHETHER NEW OR REPLACEMENT OF
BRICKS)

CONTRACTOR NAME, CONTACT PERSON & TELEPHONE NUMBER

IS THE CONTRACTOR A LICENSED DRAINLAYER Y / N

*(IF NO, CERTIFICATE OF INSURANCE AND LETTERS OF RECOMMENDATION MUST BE
ATTACHED TO THIS APPLICATION, OR ON FILE WITH THE CITY)*

PROJECTED START AND FINISH DATE _____

ESTIMATED SQ. FT. _____

I have read all of the above and agree to the City of Salem's Brick Sidewalk
Repair, Replacement and Beautification Program terms as stated above.

APPLICANT/OWNER SIGNATURE _____ DATE _____

FINAL INSPECTION DATE _____ INSPECTED BY _____