



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Planning for Our Region's Future

Bethany Branford East Haven Guilford Hamden Madison Meriden Milford
New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

To: Transportation Committee and Transportation Technical Committee

From: William Dickinson, Chairman, Transportation Committee

Date: October 7, 2013

Subject: **Wednesday October 16, 2013**
Special Meeting of the Transportation Committee and Transportation Technical Committee at 12:00, in the offices of SCRCOG

Agenda

Action Items:

1. Meeting Minutes of September 11, 2013 Pages 4
2. 2012-2015 Transportation Improvement Program Amendment Nineteen Pages 5-9
Recommend to SCRCOG adoption of Amendment – James Rode

Informational Items:

3. New Haven-Meriden STP-Urban Program and LOTCIP Attached
Stephen Dudley

The agenda and attachments for this meeting are available on our website at www.scrkog.org. Please contact SCRCOG for copy of agenda in a language other than English. Auxiliary aids/services and limited English proficiency translators will be provided with two week's notice.

"Necesidades especiales: a las personas con discapacidad auditiva se les proveerá con medios auditivos y/o intérpretes de signos. Igualmente intérpretes para personas que hablan poco inglés, pero será preciso avisar con dos semanas de antelación. Se puede solicitar la agenda en otro idioma que no sea inglés comunicándose con SCRCOG".

127 Washington Avenue, 4th Floor West, North Haven, CT 06473

www.scrkog.org **T** (203) 234-7555 **F** (203) 234-9850 camento@scrkog.org



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Planning for Our Region's Future

Bethany Branford East Haven Guilford Hamden Madison Meriden Milford
New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

Transportation and Transportation Technical Committee Distribution List

All Receiving Agenda Notice via Email or Fax

Agenda at SCRCOG's Web Site: www.scrkog.org

October 16, 2013

Municipalities

Bethany: S. Huxley, A. Marek, A.Green¹

Branford: A. DaRos, S. Rasmussen, C. Andres, J. Plaziak¹

East Haven: J. Maturo, K. White¹

Guilford: J. Mazza, G. Kral, M. Damiani, J. Portley¹

Hamden: S. Jackson, L. Creane, R. Roscow, E. Fuller, T. Wydra, B. Brinton¹

Madison: F. McPherson, M. Ott¹

Meriden: M. Rohde, D. Caruso, L. Kendzior, D. Brunet, A. Swanson, B. Bass¹

Milford: B. Blake, D. Sulkis, B. Kolwicz, D. Holden, G. Wassmer¹

New Haven: J. DeStefano, K. Murphy, R. Miller¹, K. Gilvarg, B. Notghi, M Piscitelli, J Travers

North Branford: K. Weiss¹, C. Zebb, M. Paulhus

North Haven: M. Freda, A. Fredricksen, B. Cummings, J Bodwell¹

Orange: P. Dinice, S. Savarese

Wallingford: W. Dickinson, J. Thompson¹

West Haven: M. Allen, A. Quadir¹, B. Sabo,

Woodbridge: J. Hellauer, P. Rubens-Dahl, W. Connors¹

¹*voting Technical Transportation Committee member appointed by chief elected official*

Others

The Advisor

Amity Observer

Center for Disability Rights: M. Gallucci

ConnDOT: M. Rolfe, G. Wright, D. Larosa, J Redeker, R. Etuka, K. Chukwa, M. Salter,
P. Zapattrick

Connecticut League of Women Voters (New Haven Chapter): N. Ciarleglio

Connecticut Post

Connecticut Public Broadcasting

Connecticut Transit: P. Fry, S. Willis, B. Diggs

CTRIDES: P. Hypolite

Fay, Spofford & Thorndike: G. Lindsay

FHWA: Eloise Powell, Amy Jackson-Grove

Fox Connecticut

Greater New Haven Chamber of Commerce: T. Rescigno, L. DiCocco-Beauton

Greater New Haven Convention and Visitors Bureau: G. Kozlowski



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Planning for Our Region's Future

Bethany Branford East Haven Guilford Hamden Madison Meriden Milford
New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

Distribution List (Continued)

October 16, 2013

Greater New Haven Transit District: D. Carter, L. Richards, A. Naudus

Hamden Community News

Hamden Journal

Hartford Courant

Inner City News

Integrated Management Controls: S. Gale

LaVoz

Luchs Associates: R. Dagan

Meriden Transit District: J. Zajac

Milford Mirror

Milford- Orange Bulletin

Milford Transit District: H. Jadach

My Record Journal

New Haven Advocate

New Haven Independent

New Haven Parking Authority: J. Staniewicz, W. Kilpatrick, M. Fortunata

New Haven Register: M. Zaretsky

Northeast Transportation Company: J. Spina

Office of Congresswoman Rosa DeLauro: L. Mangini

Orange Patch

PBAmericas (Glastonbury): A. Moretti,

Post Chronicle

Shoreline Times

Shore Publishing

Technical Planning Associates: B. Sacco

Totokett Times

United Illuminating Company: S. Saczynski,

Wallingford Public Access

West Haven Chamber of Commerce: N. DeMatties

West Haven Voice

WVIT Channel 30 News

WTNH Channel 8 News

WTIC 1080 news

WRYM 840 AM La Gigante

WFSB Channel 3 News

WQUN 1220 AM

127 Washington Avenue, 4th Floor West, North Haven, CT 06473

www.scrcog.org T (203) 234-7555 F (203) 234-9850 camento@scrcog.org



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Planning for Our Region's Future

Bethany Branford East Haven Guilford Hamden Madison Meriden Milford
New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

Minutes Transportation Committee September 11, 2013

Transportation Committee Members

Wallingford, Mayor William Dickinson, Chair,
Guilford, FS Joseph Mazza
Branford, Janice Plaziak proxy for First Selectman
Unk DaRos
Madison, FS Fillmore McPherson
New Haven, James Travers, Proxy for Mayor John
DeStefano
SCRCOG
Stephen Dudley, James Rode, Chris Rappa
Guests Edgar Wynkoop, CDOT
Lou Mangini, Congresswoman DeLauro's office
Erik Shortell, FHWA

Transportation Technical Committee

Guilford, Jim Portley
Hamden, Robert Brinton
Meriden, Bob Bass
Milford, Gary Wassmer
North Branford, Kurt Weiss
North Haven, Jonathan Bodwell
Orange, Steve Savarese
Wallingford, John Thompson
West Haven, Abdul Quadir

Mayor William Dickinson called the meeting to order at 12:10 PM.

Action Item #1

Minutes of the August 14, 2013 meeting were adopted on a motion by FS McPherson seconded by J. Portley.

Action Item #2

J Rode presented Amendment 18 which included 11 projects. After a brief discussion J. Portley made a motion to recommend approval, G. Wassmer seconded and motion passed unanimously. Project #0083-0263 Replace Br# 06755 Rte 162 over Turtle Creek was also discussed. CDOT made a request to add this project to utilize STP-Urban funds in Milford. This project was not approved and not included in the amendment.

Informational Item #3

S. Dudley gave an update on the new LOTCIP program. He reported that much had happened since the last meeting. An email was sent to CDOT and the other RPOs describing the committee's concerns with the LOTCIP program. S. Dudley spoke about the response to that email. CDOT distributed draft guidelines for the program, copies of which were sent to committee members. The guidelines were discussed and S. Dudley spoke about 2 meetings held at CDOT. The committee discussed at length about their concerns and the need to simplify the program. Based on the discussion, FS McPherson made a motion to establish a subcommittee to edit the program guidelines. J. Portley seconded and motion was approved.

J Plaziak made a motion to adjourn. J. Portley seconded, meeting was adjourned at 1:27 PM.

South Central Regional Council of Governments
2012-2015 TRANSPORTATION IMPROVEMENT PROGRAM
Amendment Number 19

Project	0092-0668 2013-A19-1 Rehab BR 03093 O/ Quinnipiac RV	Page 6
Changes	Amendment 19 adds project	
Reason	Project is for the rehabilitation of Bridge #03093 which carries I-91 over North Front Street and the Quinnipiac River. It involves retrofitting the existing pin and hangers, performing steel repairs and spot painting of the structural steel.	

South Central Regional Council of Governments
FFY2012-FFY2015 Transportation Improvement Program
Amendment 19

State Project 0092-0668

SCRCOG # 2013-A19-1

Municipality New Haven

Proposed

Project Name Rehab BR 03093 O/ Quinnipiac RV

Description Structural Steel repairs at pin and hangers and spot painting of Bridge #03093 which carries I-91 over North Front Street and the Quinnipiac River.

Current TIP Funding (In Thousands)

Proposed TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>		<i>Prior</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>FYI</i>
NHPP-BRX	PD	Federal				180		
		State				20		
	FD	Federal					540	
		State					60	
	ROW	Federal					45	
		State					5	
	CON	Federal						12,780
		State						1,420
<i>TIP Funds</i>	\$15,050		0	0	0	200	650	14,200

Amendment Notes

FY12 TIP Amend 19 adds project



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Planning for Our Region's Future

Bethany Branford East Haven Guilford Hamden Madison Meriden Milford
New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

Resolution

***Fiscal Year 2012-Fiscal Year 2015 Transportation Improvement Program Amendment
Nineteen***

Whereas: U.S. Department of Transportation “Metropolitan Planning Regulations” (23 *CFR* 450) prescribe that each metropolitan planning organization maintain a financially constrained multi-modal transportation improvement program consistent with a *State Implementation Plan for Air Quality (SIP)* conforming to both U.S. Environmental Protection Administration-established air quality guidelines and *SIP*-established mobile source emissions budgets; and

Whereas: The Council, per 23 *CFR* 450.324 and in cooperation with the Connecticut Department of Transportation (ConnDOT) and public transit operators and relying upon financial constraints offered by ConnDOT, adopted a *Fiscal Year 2012-Fiscal Year 2015 Transportation Improvement Program* on January 25, 2012, after finding the *Program* conforming per U.S. Environmental Protection Administration (U.S. EPA) final conformity rule (40 *CFR* 51 and 93) and relevant Connecticut Department of Transportation air quality conformity determinations: *Air Quality Conformity Reports: Fiscal Year 2012-2015 Transportation Improvement Program* and the Region’s *Long-Range Transportation Plans—2011 to 2040, (April, 2011)*; and

Whereas: The Council, on January 25, 2012, indicated that periodic *Program* adjustment or amendment was possible; and

Whereas: Projects referenced in the *Program* amendment (below) are consistent with the region’s long-range transportation plan (*South Central Regional Long Range Transportation Plan—2011 to 2040, (April, 2011)*); and

Whereas: Council *Public Participation Guidelines: Transportation Planning* have been observed during the development of the proposed *Program* amendment (below); and

Whereas: By agreement between the Council and the Connecticut Department of Transportation, public involvement activities carried out by the South Central Regional Council of Governments in response to U.S. Department of Transportation metropolitan planning requirements are intended to satisfy the requirements associated with development of a *Statewide Transportation Improvement Program* and/or its amendment; and

Whereas: Council of Governments’ review of transportation goals, projects and opportunities may result in further adjustment or amendment of the *Program*.



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Planning for Our Region's Future

Bethany Branford East Haven Guilford Hamden Madison Meriden Milford
New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

Resolution

***Fiscal Year 2012-Fiscal Year 2015 Transportation Improvement Program Amendment
Nineteen (continued)***

Now, Therefore, Be It Resolved By the Council of Governments:

The *Program Amendment Nineteen* shall be transmitted to the Connecticut Department of Transportation, for inclusion in the *State Transportation Improvement Program*

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the South Central Regional Council of Governments on **October 23, 2013**

Date: **October 23, 2013.**

By: _____
First Selectman Michael Freda, *Secretary*
South Central Regional Council of Governments

South Central Regional Council of Governments
FFY2012-FFY2015 Transportation Improvement Program

Project Requested by CDOT to Utilize Urban Funds Attributed to Milford

State Project 0083-0263

SCRCOG # 2013-A18-8

Municipality Milford

STP Urban

Project Name Replace BR 06755 Rte 162 over Tuttle Brook

Description Replacement of bridge #06755 which carries State Route 162 over Tuttle Brook.
Bridge is Structurally deficient due to Serious condition of existing metal pipe arches

Current TIP Funding (In Thousands)

Proposed TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>FYI</i>	
STPBS	PD	Federal			60			
		State			15			
	FD	Federal				60		
		State				15		
	ROW	Federal				40		
		State				10		
	CON	Federal					1,280	
		State					320	
<i>TIP Funds</i>	<i>\$1,800</i>		0	0	0	75	125	1,600

Amendment Notes

FY12 TIP Amend 18 introduces project

CONNECTICUT DEPARTMENT OF TRANSPORTATION

Local Transportation Capital Improvement Program (LOTCIP)

2013

SCRCOG Edits 9-26-13

Table of Contents

Introduction

Application Process/Preliminary Project Submittals

Preliminary Engineering/Project Design

Rights of Way

Construction

Financials

Contacts

Appendices

 LOT/CIP Flow Chart

 LOT/CIP Application

 Bicycle and Pedestrian Travel Needs Assessment Form

 Town Buy Package Checklists

 Sample Waiver of Compensation and Appraisal

 LOT/CIP Expenditure Summary Form

 Regional Quarterly Status Report

 Final Submission Documentation and Master Certification Checklist

 2014 Regional Allocations Spreadsheet

Introduction to the Local Transportation Capital Improvement Program Connecticut Department of Transportation

Draft Guidelines September 2013

The purpose of the new Local Transportation Capital Improvement Program (LOTICIP) is to provide state monies to urbanized area town governments in lieu of federal funds otherwise available through the federal transportation legislation. The new LOTICIP program is established with substantially fewer constraints and requirements, set forth herein, than currently exist when using Federal Title 23 USC funds. The Connecticut Department of Transportation (Department) envisions two main benefits to this proposal:

1. The ability of the municipalities to perform capital improvements with less burdensome requirements, i.e. do it their way and
2. Better utilization of state resources (staff) in the federal-aid program on more regionally significant improvements on state owned facilities. The federal monies typically used for improvements on town owned facilities in the Surface Transportation Program (STP) Urban program will be utilized by the Department for eligible activities on state owned assets.

Background

In order to administer the 40-50 million dollar Federal Highway Administration's (FHWA) STP-Urban program, the Department historically has devoted a significant amount of resources that include staff from the Project Development Unit, Local Roads section, and four district MSAT groups. Much of this effort is expended to ensure Federal Title 23 requirements are met as a condition for the use of federal funds. In simple terms, Federal Title 23 requirements are designed so that a thorough, well thought out, and lengthy process is followed to ensure that when any given project is built all interrelated issues such as design reviews, public involvement, environmental concerns, contracting requirements, etc. are properly vetted prior to construction. The Department regularly designs and oversees projects that meet these requirements on the state owned highway system. Under the current FHWA STP-Urban program many municipalities are not familiar with and find it burdensome, time consuming and expensive to execute projects that meet Title 23 requirements on small town owned roadways that qualify for Federal-aid. The recent 2009 Federal ARRA legislation and subsequent large number of municipal projects also brought focus to the project delivery difficulties facing municipalities. Time spent by these resources, both town and state, could be better utilized on the programs they are most familiar with.

These guidelines have been developed in a joint and cooperative effort by members of the Department, Regional Planning Organizations (RPO), and Municipalities of the State. The guidelines in their draft form were distributed to the urbanized RPO's for review and comment prior to the effective date of the LOTICIP program. Our guiding charge was to develop a program whose parameters reasonably satisfy the Department's, RPOs' and Municipalities' needs. Our goals are to ensure a quality long term capital improvement, minimal oversight by the Department, to maintain flexibility, and to review and modify these guidelines as necessary to achieve these objectives.

Introduction:

The RPOs across Connecticut will be responsible for the solicitation, ranking, and prioritizing of their member town's initial project submittals. Each RPO will develop their own respective ranking process and are encouraged to share ways and means with each other. Periodic solicitations will be done on an as needed basis to develop a sufficient level of participation commensurate with their respective funding allocation. Upon receipt of a project package the Department will screen submittals resulting from the RPO process, to ensure the proposed purpose and need is met with a reasonable solution.

By participation in this program, the responsibility for design standards, oversight, rights of way acquisition, environmental permitting and quality assurance/quality control during construction are with municipal officials and not the Department. Screening of the Town's plans by State personnel are intended to determine eligibility and service life and we rely on the Town for both the actual correct design and complete checking of every aspect of the design by their personnel.

Application Process/Preliminary Project Submittals

General:

Projects to be funded under the LOTCIP will require that an application be prepared and submitted to the Department through the RPO. The blank LOTCIP application is included in the Appendix.

Project Selection/Eligibility:

The LOTCIP is intended primarily to address regional transportation priorities through capital improvement projects prioritized and endorsed by the RPOs, not maintenance-type work. The LOTCIP was not conceived as a town-aid or sub-allocation program. RPOs should select projects based on regional transportation priorities, deficiencies identified in their long range plans, and the specific merits of the individual projects.

Projects must meet the eligibility requirements of the federal STP-Urban Program, with the following modifications:

The RPOs will be allowed to allocate a maximum of 15% of their annual STP Urban funds or \$500,000 total project cost, whichever is greater, to pavement preservation, pavement rehabilitation and exclusive (stand-alone) sidewalk projects covered by these guidelines. Note that full-depth reconstruction, where warranted, is exempt from this cap. Although recreational trail projects will be eligible for LOTCIP funding, it is expected that the RPOs will limit funding allocation to such projects to a reasonable level.

Application Solicitation:

RPOs should solicit and prioritize projects as necessary to ensure there are a reasonable number of candidate projects available to fully utilize the LOTCIP funding allocation.

RPOs may work with member towns to pre-screen project proposals prior to submitting a formal application to the RPO to evaluate the likelihood of regional endorsement.

Party Responsible for Application Preparation:

The municipality is responsible for preparing the LOTCIP application and any required supporting documentation.

Application Review by RPO:

Upon completion of the LOTCIP application by the municipality, the municipality must forward the application and all supporting documentation to the RPO. The RPO will be responsible for performing a thorough review of each application package and requesting from the municipality any additional information necessary to fully evaluate the project being proposed.

The RPO, through staff review, municipal peer review, or consultant supported review, should thoroughly evaluate each application for:

1. Project eligibility
2. Valid project purpose and need
3. How the project will address the purpose and need
4. Accuracy of proposed impacts, including environmental, rights of way, utilities, etc.
5. Accuracy of estimated project costs
6. Inclusion of supporting documentation

Use of Consultants:

Municipalities and the RPOs may elect to use consultants in the preparation and evaluation of the LOTCIP application and supporting materials.

Submission of Application to Department:

The RPO will be responsible for forwarding application(s) it supports for inclusion into the LOTCIP to the Department.

Endorsement / Recommendation of LOTCIP Application:

LOTCIP applications submitted to the Department by the RPO are to include the following in the appropriate place in the application:

1. Signature and seal of the Professional Engineer preparing the application and supporting documentation.
2. Signature of the municipal Chief Elected Official indicating the municipality's support and recommendation of the project for inclusion in the LOTCIP.
3. Signature of the Executive Director or equivalent of the RPO indicating the RPO's endorsement and recommendation of the project for inclusion into the LOTCIP.

Cost Participation:

All costs associated with preparing, reviewing and submitting the LOTCIP application and any required supporting documentation by the municipality and the RPO are not eligible for LOTCIP participation. This includes the cost of any consultant services procured by the municipality and/or RPO in the application process. This is considered part of the municipality's share of the project costs.

Application Review by Department:

Subsequent to submission of the LOTCIP application by the RPO, each application will be screened by the Department. This screening will consist of:

1. Confirmation of completeness of application package
2. Confirmation of project eligibility

NOTE: The Department will not perform any detailed technical reviews of project scope, cost estimates or any other supporting documentation etc. Under the LOTCIP, such reviews are the responsibility of the Municipality, with the assistance of the RPO

Projects on or Affecting State Facilities:

During the application screening process and in coordination with the RPO, it may be determined that the design, right of way, and/or construction phase(s) of a project proposed on or otherwise affecting State facilities may be administered by the Department. Consultation with the RPO and municipality shall be undertaken to agree on the desirable process for the project to proceed. Minor connection improvements with a state facility shall be allowed and will be handled under the normal process of an encroachment permit.

Information Provided by the Department

For projects approved for funding by the Department under the LOTCIP, the Department will perform an environmental screening review based on information provided in the LOTCIP application. The purpose of this review is to assist the municipality in identifying items relative to natural resources, historic/archaeological resources, etc. that are to be investigated and/or addressed during the design phase. Upon completion of the environmental review, the results will be provided to the municipality through the RPO. This screening shall be provided within a maximum 30 day timeframe from the date the application is received by the Department.

Application Approval/Commitment to Fund/Authorization to Proceed with Design:

Upon conclusion of the Department's screening and approval of the LOTCIP application, the municipality and the RPO will be informed in writing of the approval along with a project funding commitment. This approval denotes the beginning of the preliminary engineering/project design phase, and the municipality may then proceed with project design activities. It is anticipated that this process will be concluded in no less than 30 days.

Preliminary Engineering/Project Design

General:

Projects approved for funding under the LOTCIP will require that a complete project design be prepared in accordance with local or good engineering design standards. Certain procedures must be followed and documentation submitted to the Department as described in these guidelines.

Party Responsible for Preliminary Engineering/Project Design:

For projects funded under the LOTCIP, all design activities necessary to advance the project to construction will be the responsibility of the municipality. Design and design-related activities include, but are not limited to:

1. Survey
2. Stage development of design for all elements of the project as applicable, including roadway, hydraulics, drainage, traffic, structures, etc.
3. Environmental permitting
4. Utility coordination
5. Right of way mapping
6. Hazardous/contaminated material identification/remediation
7. Coordination with Federal, State and local agencies as necessary
8. Compliance with Connecticut Environmental Policy Act (CEPA), as applicable
9. Development of final plans, specifications, estimate, and related contract documents

NOTE: The Department will not perform any detailed technical reviews of project design and related documents during the preliminary engineering phase. Under the LOTCIP, such reviews are the responsibility of the Municipality with assistance from the RPO.

Municipalities may utilize municipal staff or consultants (or a combination thereof) to perform the project design activities.

Consultant Selection, Fee Negotiations, Contracts:

If the municipality elects to use a consultant to perform all or part of the design, it is recommended that the municipality utilize its established local procedures to procure the design services, establish the fee and execute a contract with the consultant. The Department will not be reviewing consultant selection materials, scopes of services, fee negotiation materials, or contracts/agreements etc. relative to the design phase. However, it is strongly recommended that municipalities and RPOs employ a peer review process whereby individuals with expertise in these areas are consulted to ensure that scopes of services are complete, design fees are reasonable and contracts/agreements are sound.

Design Standards/General Design Requirements:

Municipally Owned Facilities:

Projects on locally owned roadways are to be designed in accordance with local or good engineering design standards. These standards can be formally established municipal geometric and/or other applicable design standards. In the absence of formally established municipal geometric and other applicable design standards, projects shall be designed in accordance with local design practice and good engineering judgment to meet the needs of the project. The municipality, at its sole option, may choose to use the latest edition of the American Association of State Highway and Transportation Officials (AASHTO) Policy on Geometric Design of Highways and Streets or the Department's Highway Design Manual and all other applicable Department standards.

State Owned Facilities:

Projects on state owned roadways or project components to be constructed within the State Right of Way shall be designed in accordance with the Department's Highway Design Manual and all other applicable Department standards.

Deviations from Design Standards

Any deviations from the design standards utilized for the project must be authorized by the municipality, be fully documented and retained in the project records. All deviations from design standards must be based on sound engineering judgment.

Service Life of Proposed Improvements:

Projects funded under the LOTCIP must be designed to provide a 20-year service life of the proposed improvements.

Exceptions:

1. Pavement rehabilitation projects may target a 15-year design life, however cost-effectiveness is diminished for shorter design periods.
2. Pavement preservation – which is limited to structurally sound pavements only, is exempt from a service life requirement.

Public Involvement:

It is the Department's policy to engage in effective public involvement efforts during the planning, design and construction of transportation improvement projects. Projects in the LOTCIP will therefore require public involvement opportunities. Public involvement is the principal mechanism for identifying stakeholders and their concerns. Early coordination improves the opportunity for meaningful consideration of issues and their efficient resolution. Encountering a significant concern late in the process is inherently problematic since modifications are more disruptive and expensive. To avoid this situation, public outreach should be initiated at the onset of the development of any project, and must certainly be made by the 30% design stage.

The extent and specific timing of public outreach for each project depends on the project's scope, location and other factors such as the municipality's normal public involvement process. A public informational meeting is generally provided for typical projects. The municipality may elect to have this as an agenda item on a regularly scheduled meeting of

boards, councils or other governing bodies to provide public involvement. Sufficient public notice prior to the meeting and an opportunity for public comment after the meeting is normally provided. Abutting property owners impacted by the construction may be notified by direct mailing. For very minor projects with no ROW or permit involvement, such as paving projects and traffic signal replacements, a press release to local media outlets and posting on the town website of information identifying the basic project information and a contact for further inquiry/comment may suffice.

Technical Reviews of the Design:

All elements of the project design should be thoroughly reviewed throughout the design phase to ensure the design is complete and correct and to minimize the potential for significant cost increases during construction. Because the municipality will assume full responsibility for the completeness and accuracy of all aspects of the design, it is highly recommended that a technical review of the design be performed by an independent party.

Technical reviews of the design can be performed by:

1. Municipal staff
2. RPO technical staff
3. Peer review
4. Third-party consultant

The Department will not be reviewing any design-related or technical information during the design phase. No interim submissions or design information will be required to be submitted to the Department until the design is complete and the project is ready to advertise for construction bids. However, if there is a change in project scope and/or 20% change in cost, documentation outlining the changes will be submitted to the Department through the RPO for review if additional funding is requested under LOTCIP to accomplish the changes. Once a project is initiated, the submission of a revised documentation shall not be utilized by the Department as a means to stop the project.

Eligible/Ineligible Costs, Cost Participation:

1. Project Design
Costs associated with actual project design and related activities by municipal staff and/or consultants, etc. are not eligible for participation under the LOTCIP. These costs are to be 100% municipally funded.
2. Design Reviews
Costs associated with design reviews performed by third-party consultants during the development of the design are eligible costs under the LOTCIP.

Certifications and Project Records:

The municipality and project designer (as applicable) will be required to certify that various aspects and elements of the project have been thoroughly vetted, addressed and included in the design as applicable. These certifications will be part of the final submission to be made to the Department through the RPO upon completion of design and prior to the disbursement of construction funds. A Master Certification Checklist is included in the Appendix.

The municipality must maintain complete and accurate project records. The Department, at its discretion, may audit project records to ensure compliance with these guidelines.

Final Submission to the Department:

When the project design is completed and the municipality is ready to advertise the project for construction bids, the municipality must forward to the Department through the RPO:

1. Complete set of final project plans, specifications, and contract documents, including the signature and seal of the Professional Engineer preparing the project documents (Designer of Record)
2. Final construction cost estimate
3. Completed Master Certification Checklist

The Department will screen the project plans and cost estimate to confirm that the project scope and cost is consistent with the scope and cost approved as part of the application process.

Project Authorization Letter (Municipal/State Agreement):

Upon screening of the final submission and confirmation of the project scope and cost, the Department will forward to the municipality for signature the Project Authorization Letter (PAL). The PAL will serve as the project agreement between the State and the Municipality for the construction phase and will specify the approved project construction cost based on the final submission and will also specify any other requirements such as maintenance of project-specific features, etc. If the approved low bid amount exceeds the amount specified in the PAL, a supplemental PAL will be issued. The RPO will be copied on the transmittal of the PAL to the municipality. The PAL shall be forwarded to the municipality within 30 days of receipt of the final submission by the Department.

The municipality must sign the PAL and return it to the Department before authorization to advertise the project will be issued by the Department.

The amount specified in the original PAL sent to the municipality will be based on the final estimate submitted with the final submission. It is not to be confused with the actual payment at low bid. The grant payment to the municipality will reflect the approved low bid amount plus an additional 10% of low bid for incidentals and 10% of low bid for contingencies.

Authorization to Advertise:

Upon receipt of the signed PAL from the municipality, the Department will issue authorization to advertise the project to the municipality within 10 days.

Project Advertising:

The municipality is responsible for advertising the project for construction bids. A 28-day advertising period is recommended; a 21-day minimum advertising period is required. Small Business Enterprise (SBE) goals will not apply to any construction contracts.

Receipt of Bids/Bid Opening:

The municipality will be responsible receiving and publicly opening bids received for the project.

Submission of Bid Results/Request for Construction Funds:

After the bid opening, the following information needs to be submitted to the Department through the RPO:

1. Date of bid opening
2. Number of bidders
3. Bid tabulation of lowest three bids
4. Approval from RPO Executive Director (or equivalent) for award of project
5. Anticipated award date

The Department shall issue the grant payment to the municipality within 30 days of receipt of the above summary.

Rights of Way

General:

Projects being funded under the LOTCIP may or may not require the acquisition of right-of-way. Whether or not right-of-way is required for the project, certain procedures must be followed and documentation submitted to the Department as described in these guidelines.

Party Responsible for Right-of-Way Acquisitions:

For projects where it has been determined that right-of-way acquisitions are required, acquisition activities may be performed by either:

1. The municipality
2. A consultant hired by the municipality, if LOTCIP funds are to be used to pay for consultant services, State procurement regulations will apply, as outlined in General Letter 71 (see appendix), SBE goals will not apply to any consultant contracts.
3. The State, if:
 - a. Formally requested of the Department in writing by the municipality
 - b. Determined by the State, after consultation with the municipality and RPO, to be in its best interestThe LOTCIP project application submitted by the municipality through the RPO must indicate who the municipality anticipates will perform the right of way activities (i.e. the municipality, a consultant hired by the municipality, or the State).

Eligible Costs:

Costs associated with right of way acquisitions are considered eligible project costs under the LOTCIP. This includes the cost of the acquired property as well as the cost of professional services incurred to acquire the property such as title searches, appraisals, negotiations, closings, etc. This applies when either the municipality or the state performs the right of way acquisition activities.

Cost Participation:

Eligible right of way costs can be funded with:

1. 100% LOTCIP participation with no municipal share, OR
2. 100% municipal funds with no participation from LOTCIP.

For projects where right-of-way is to be acquired by the municipality or a consultant hired by the municipality, the municipality may elect to perform the right-of-way acquisition either:

1. Without funding participation from LOTCIP
All costs associated with required acquisitions to be the sole responsibility of the municipality
2. With funding participation from LOTCIP
100% of eligible documented municipal costs for right-of-way acquisition will be reimbursed by the state

For projects where right of way will be acquired by the State, the cost of all acquisitions will be funded with 100% LOTCIP funds.

For Projects Where Right Of Way Is Not Required

When it has been determined by the municipality that right-of-way acquisitions are not required for the project, the municipality must:

1. Advise the Department that there are no right of way acquisition activities required as part of the proposed project.
2. Advise the Department if it is discovered during the design phase that right of way acquisitions will in fact be required.

For Projects Where Right Of Way Is Required

When it has been determined by the municipality that right-of way is required for the project, one of the following cases will apply:

1. Case 1: Municipality elects to perform right of way acquisition activities for the project at its own cost with no participation from LOTCIP.

- a. The municipality shall acquire all rights of way necessary for the project in accord with municipal practice.

*Waivers of Compensation and Appraisal may be requested if property is donated to the Municipality. See Appendix for sample.

- b. Agreements: No municipal/State ROW Agreement will be required under Case 1.

2. Case 2: Municipality performs right-of-way acquisition activities for the project with 100% participation from LOTCIP.

- a. The municipality shall acquire all rights of way necessary for the project in accord with municipal practice.
- b. Municipality must submit the following for approval prior to disbursement of project construction funds to the municipality by the State: Documentation package for each property acquired, including:
 1. Appraisal*
 2. Written offer*
 3. Recorded deed
 4. Record of payment*

Appraisals, payments to property owners and reasonable attorney's fees and expenses shall be reimbursable costs and shall be paid to the municipality within 30 days of submittal for reimbursement to the Department.

3. Case 3: State performs right of way acquisition activities for the project

- a. The municipality will be responsible for providing to the State:
 1. Schedule of Property Owners
 2. Title Mylar
 3. All required Property Maps
 - 4.
- b. Agreements: A municipal/State ROW Agreement will be required. This Agreement will be prepared by the Department and will be forwarded to the municipality for signature.

Construction

General:

Administration and inspection of the project will be performed in accordance with LOTCIP guidelines.

Party Responsible for Construction Phase:

For projects funded under the LOTCIP, responsibility for all construction activities will rest with the municipality. Construction and construction related activities include, but are not limited to:

1. Construction
2. Contract administration
3. Materials testing
4. Inspection
5. Quality Assurance
6. Recordkeeping
7. Final certification of completion of construction

The municipality is also responsible for providing design services during construction (shop drawing review, change order preparation, design revisions, etc.).

Cost Participation:

The construction phase will be funded under the LOTCIP at:

100% of accepted low bid

10% of low bid for contingencies to provide an allowance for normal quantity adjustments and minor unforeseen field conditions

10% of low bid for incidentals to provide an allowance for inspection and materials testing services

A grant payment will be issued to the municipality for the total of the above items in accordance with the LOTCIP guidelines. All construction phase costs above the grant payment amount are the sole responsibility of the municipality, unless the municipality requests additional funding and such request is approved by the RPO and Department.

Costs associated with design services during construction are eligible under the LOTCIP.

Standards and Specifications

Local standards and specifications may be used.

Inspection:

Inspection must be adequate to satisfy the Professional Engineer overseeing construction (PE licensed in CT), as well as to adequately document that the project was built substantially in accordance with the final plans and specifications.

Municipal Staffing:

The Municipality must assign a municipal employee to act in the capacity of Municipal Administrator to be in responsible charge of the LOTCIP project at all times. This individual need not be assigned solely to the project. Responsibilities of the Municipal Administrator must include but are not limited to:

- Be thoroughly knowledgeable of the day-to-day operations of the project, contractors and the inspection forces
- Be aware of and involved in decisions relative to changed conditions, which require construction orders agreements
- Visit the project, as needed, commensurate with the magnitude and complexity of the project and project activity
- Be responsible and in charge of the consultant/inspection staff during all stages of the project
- Attend all project meetings as warranted/requested
- Review the project records for accuracy and compliance with applicable requirements

Inspection Staffing

Municipalities may utilize municipal staff or consultants (or a combination of both) to perform construction inspection activities. Staffing levels must be appropriate for the size and complexity of the project.

Quality Assurance Procedures

The Municipality and/or their consultant must possess and maintain Quality Assurance procedures that will be employed to monitor the Contractor's performance.

Quality Control:

Quality Control is the responsibility of the Contractor and should be a contractual requirement.

Material Testing:

Materials testing shall be in accord with the plans and specifications.

Recordkeeping

Recordkeeping shall include, but is not limited to:

1. Standard municipal inspection reports
2. Payments to the Contractor
3. Payments to Consultants and Materials Testing services.

Project Updates and Final Package:

The municipality must submit the following completed certifications and forms to the Department through the RPO:

1. Status of Work Updates: Start, Suspend, Resume, Completed – signed by Municipal Official (copy of respective letters to the Contractor will satisfy this requirement)
2. Acceptance of Project signed by RPO Official, Municipal Official and Professional Engineer overseeing construction (PE licensed in CT). A sample of this form can be found in the Appendix.

Project Authorization Letter (Municipal/State Agreement):

The municipality will be required to execute a Project Authorization Letter (PAL) for the project prior to the disbursement of the grant payment for construction. Refer to the Preliminary Engineering/Project Design section for additional information.

Financials

Sub allocation of the LOTCIP Funding

The state funded LOTCIP is being implemented to provide state funding to municipalities in place of federal STP funds. Funding will, therefore, be suballocated to the RPOs using the same method that has been followed under the federal STP program. MAP-21, like prior federal highway legislation, requires suballocation of fifty percent of each State's STP apportionment to areas based on their relative share of the total State population, while the other fifty percent can be used in any area of the state. The population based STP funds are provided to three areas as listed below:

1. Major urbanized areas with a population over 200,000 (STP Urban - STPU),
2. areas with a population of 5,001 to 200,000 (STP Other Urban - STPO),
3. and areas with a population of 5,000 or less (STP Rural - STPR).

The state LOTCIP funds are available to the urbanized areas that are eligible for federal STPU or STPO funding. The federal STP Rural program will continue to fund projects outside of the urbanized areas. The following table provides a breakdown of the urbanized area population by planning region:

TABLE 1

2010 URBANIZED AREA POPULATION BY PLANNING REGION		
Planning Region	Urban Population	% Total Urban Pop.
SWRPA	354,855	11.3
HVCEO	191,380	6.1
LHCEO	45,295	1.4
COGCNV	260,231	8.3
VCOG	88,249	2.8
GBRC	310,446	9.9
SCRCOG	553,840	17.6
CCRPA	222,955	7.1
CRCOG	701,200	22.3
MRPA	84,996	2.7
CRERPA	42,946	1.4
SECCOG	197,620	6.3
WINCOG	48,808	1.6
NECCOG	36,697	1.2
TOTAL:	3,139,651	100.0
Note: The CT River Estuary RPA and the Midstate RPA have merged to form the Lower Connecticut River Valley Council of Governments or River COG		

The percentages noted in TABLE 1 will be applied annually (according to state fiscal year) to the funding level approved in the final adopted budget for the LOTCIP. These percentages will require updating when the next decennial census figures are published. The most recent census was performed in 2010.

Population Data Used to Calculate Suballocations by RPO

The suballocation by RPO for the state funded LOTCIP will be based on the most recent urban population numbers as published by the Department of Commerce, Bureau of the Census in the latest decennial census for the qualifying urban areas. Qualifying urban areas for the 2010 census are published in the Federal Register/Volume 77, Number 59. Population data can be accessed through the Department of Commerce, Bureau of the Census website at <http://www.census.gov>.

Notification of Funding Amounts by RPO

Included in Public Act 13-239, is authorization for \$45,000,000 of special tax obligation bonds for each of the first two years of the LOTCIP (state fiscal years 2014 and 2015). The percentages found in Table 1 – 2010 Urbanized Area Population by Planning Region on the previous page, are to be applied to the \$45,000,000 for fiscal years 2014 and 2015, after a set-aside is deducted for Department personnel for program administration. For state fiscal years 2016 and beyond, the RPOs will be provided with an “estimated” allocation of funding based on the Capital Budget request submitted by the Department as part of the biennial budget process. The “estimated” funding amounts will be confirmed or revised based upon the final adopted budget.

(Note: funding is not available for use until allocated by the State Bond Commission)

Disbursement of Funds

The LOTCIP does not become effective until November 1, 2013. Therefore, allocation of funding authorized under P.A. 13-239 for state fiscal year 2014 will be requested by the Department at the first meeting of the State Bond Commission to be held after the program's effective date of November 1, 2013. In future fiscal years, an allocation request for the full amount of funding authorized in the Department's Capital Budget will become part of the annual July bond package submission by the Department.

Under the federal STP Urban program, individual projects had to be established for each transportation improvement, which is labor and time intensive. To eliminate delays caused by the project initiation process and allow for prompt payments to municipalities, one blanket project will be established in Core-CT for each RPO under the LOTCIP. On a yearly basis after funds have been allocated by the State Bond Commission, a request will be submitted to the Office of Policy and Management (OPM) for approval to allot each RPO's share of funding to these blanket projects. Payments will be made from the appropriate regional project to the member municipalities for each individual transportation improvement supported by the Department as outlined below.

Project phases are eligible for funding as follows:

Preliminary Engineering/Project Design – Actual project design costs are not eligible for LOTCIP funding. Design review costs are eligible for 100% funding through the LOTCIP and will be reimbursed upon receipt of required documentation by the Department. See Preliminary Engineering section for more detail regarding required documentation.

Rights Of Way – If right of way acquisitions are required, these costs can be funded with either 100% municipal funds or 100% LOTCIP funds. One of three scenarios will apply, as determined by the RPOs and municipalities through the application process. The three scenarios include:

1. The municipality elects to perform the right-of-way acquisition activities for the project at its own cost with no participation from the LOTCIP.
2. The municipality performs right-of-way acquisition activities for the project with 100% participation from the LOTCIP. Under this scenario, the municipality will receive reimbursement of costs incurred after all required documentation has been received by the Department. See ROW section for detail regarding required documents.
3. The municipality determines that it would like the Department to perform right-of-way acquisition activities. Under this scenario, the Department's ROW personnel and acquisition charges will appear as expenditures against the appropriate regional project. See ROW section for more detail regarding required documents from the municipality.

Construction – Construction phases are to be funded 100% with LOTCIP funds. A grant payment will be made within thirty days to the municipality after the Low Bid amount and supporting documentation is received from the RPO by the Department. The grant payment will include an additional 10% for contingency and 10% for incidentals. The intent of the 10% contingencies is to provide an allowance for normal quantity adjustments and minor unforeseen field conditions. The intent of the 10% incidentals is to provide an allowance for inspection and materials testing services. It is not the intent of the contingency and incidental allowances to provide for increasing project scope, extending project limits, etc. Engineering costs incurred during the construction phase are not eligible under the LOTCIP. See Construction section for more details. Any costs incurred above the grant payment are the responsibility of the municipality

Funding

Accumulation/Carryover

Funding for this program will not lapse at the end of each state fiscal year, therefore, funds may be accumulated from year to year. Municipalities are, however, strongly encouraged to minimize their accumulation of rollover funds. Balances will be monitored by the Department and the Department with work with the RPOs to minimize accumulation of unprogrammed funds.

Use of Funds as Match for Federal Funding

The LOTCIP was initiated partly in response to long standing concerns from the RPOs regarding the complexity and length of the project initiation process for capital improvements funded with federal aid. The intent of this new state funded program is for it to be a stand-alone program to replace the use of federal STP Urban funding by the municipalities, resulting in a speedier and simpler process for completing capital improvements. Funding received under this program, therefore, is not eligible to be used as local matching funds for receipt of other federal or state funds. However, in cooperation with the RPO, LOTCIP

funds can be used as a source of construction funds for larger Department sponsored federally funded projects. Such use of LOTCIP funds will not relieve federal aid requirements and will not be administered under these guidelines.

Unexpended Project Funds

Funds awarded to a municipality have been provided for a specific project that has received approval from the RPO and the Department, therefore, unexpended funds cannot be used for any other purpose or project. Unexpended funds will be returned to the Department through the audit process as described below. Funds returned to the Department will be returned to the RPO's LOTCIP allocation and will be available for use on future LOTCIP projects within the RPO.

Audit

Requirements

Municipalities must adhere to audit requirements specified in the Municipal Auditing Act (Chapter 111 of the Connecticut General Statutes) and the State Single Audit Act (Chapter 55b of the Connecticut General Statutes). These requirements are referenced in the Municipal/State Project Agreement. If a municipality's annual audit will be a single audit, the independent auditor must be notified by the municipality that it has received funds under the LOTCIP. Expenditures directly related to the LOTCIP must be identified separately by the auditor from other state financial assistance using the Local Transportation Capital Improvement Program Expenditure Summary Form and submitted to the Department with a copy of the single audit. A copy of this form will be provided to the municipality upon execution of the Municipal/State Project Agreement (a sample of this form can be found in the Appendix). Failure to provide an audit is an event of default under the Municipal/State Project Agreement and may result in the Department requesting the return of the grant and may impact the municipality's future eligibility in the LOTCIP.

The Department's Office of External Audits will review all Local Transportation Capital Improvement Program Expenditure Summary Forms for completed projects to determine if a reimbursement is due the State. If it is determined that a balance is due the State, the Department's Accounts Receivable unit will send an invoice to the municipality. It is the goal of the Department to conduct any audits, if necessary, as soon as practicable after the completion of a project.

Quarterly Status

Reports

In accordance with the Municipal/State Project Agreement, it is expected that projects will commence and be completed in a timely manner. In order for the Department to monitor project progress, quarterly updates are to be provided to the Department in the format provided in the Appendix. The RPO must compile and submit the necessary information from their member towns for all approved projects under the LOTCIP, as this information is critical to program monitoring and program transparency. Project progress, quarterly estimated design completion, cost, and advertising schedule updates will be critical

to program monitoring. Quarterly Reports should be submitted to the contact listed in these guidelines within two weeks after the end of a quarter.

The Department will provide a quarterly report to each RPO that will identify payments made and funds available to program as of the date of the report. Please note that preparation of quarterly reports by the Department will require use of the information to be provided by the RPOs in their required quarterly status report. It is therefore important that prompt submission of the quarterly status report be adhered to by each RPO. The Department will provide a quarterly report to each RPO within two weeks after receipt of the quarterly status report from the RPO.

Contacts

General LOTCIP Program and Pre-Construction Questions

Hugh H. Hayward, P.E.

Principal Engineer

Highway Design, Local Roads

860-594-3219

hugh.hayward@ct.gov

Right of Way Questions

Robert W. Ike

Supervising Property Agent

Division of Rights of Way

860-594-2444

robert.ike@ct.gov

Construction Questions

Francis Kaminski

Transportation Supervising Engineer (Construction) Office Construction

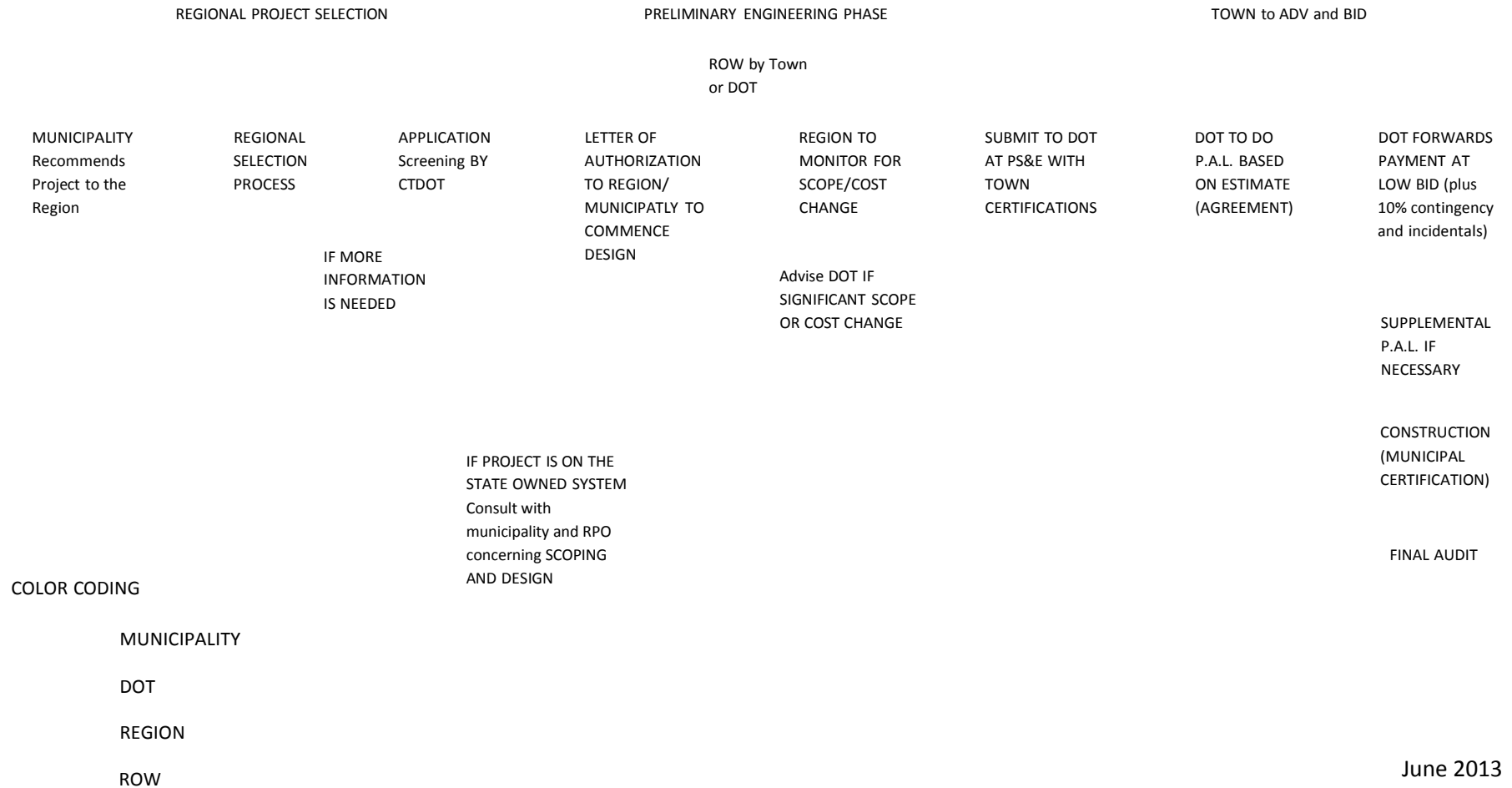
860-258-4616

francis.kaminski@ct.gov

Appendices

Flow Chart

DRAFT LOCAL TRANSPORTATION CAPITAL IMPROVEMENT PROGRAM



June 2013

LOTCIP Application

SCRCOG

LOTICIP Application

Town or Agency: _____

Street: _____ Route No.: _____

Project Title or Name: _____

Contact Person: _____ Phone Number: _____

Each proposal must include the following:

- ☐ **Letter from Chief Elected Official indicating she/he will seek support project and provide design and related funding to accomplish the project**
- ☐ **Project description** (see Part 1 of the application)
- ☐ **Project cost estimate** (see Part 2 of the application)

General requirements:

- ☐ **Roads must be on the Federal-Aid system**
(Check your federal functional classification map or call SCRCOG)
 - Urban areas: federal functional classification of *collector* or higher
 - Rural areas: federal functional classification of *major collector* or higher

Return to: Carl Amento
Executive Director
SCRCOG
127 Washington Ave.,
4th Floor West
North Haven, CT 06473

Part 1:

Project Description

Each proposal must be fully and clearly defined. At a minimum the applicant must supply the following materials for each proposal:

I. Written Description of Proposed Improvement

Provide a brief written description of the proposed improvement and why it is needed.

II. Project Location Map

Indicate the general location of the project on a suitable map. (an 8 1/2 x 11 sheet is adequate)

III. Preliminary Project Plans

Preliminary project plans, drawn at a scale of 1" = 100 feet or larger, should be submitted. The following items should be depicted on the plan or plans.

- All proposed improvements
 - drainage
 - culverts
 - sidewalks
 - traffic signals, etc.
- Existing edge of pavement
- Proposed new edge of pavement
- Project limits
- Existing property lines
- Proposed new property lines
- Utilities

This plan should be considered as a "conceptual" or "sketch" plan in which a high degree of accuracy is not required. An adequate base map for the plan would be your town assessor's maps (usually available on an air photo base at 1" = 100 feet).

IV. Preliminary Cross-Section

Provide one or more typical cross-sections (not to scale) depicting the following:

1. Pavement width (federal guidelines require at least 30 feet)
2. Sidewalk location and width
3. Utility pole placement
4. Snow shelf location and width
5. Right-of-way lines

V. Roadway Data

Provide the following information: (SCRCOG staff can help provide this information)

1. Traffic volumes: daily and peak hour

2. Speed data: posted speed, average vehicle speed, 85th percentile speed
3. Accident data: latest 3 years available
4. Local design standards

VI. General

Provide the following information:

1. Any reports or engineering studies
2. Any news articles or public comments on the problem or project

VII. Additional Questions

In addition to the basic materials requested above, the applicant should answer the questions below which are intended to address basic issues about existing conditions, project management, impacts on private property, utilities, wetlands, etc. You may provide your answer in the space provided below or submit separate answer sheets.

(a) Functional Classification

Indicate the functional classification of the road as designated for the Federal-Aid system.

Urban Areas		Rural Areas	
<input type="checkbox"/>	Principal Arterial	<input type="checkbox"/>	Principal Arterial
<input type="checkbox"/>	Minor Arterial	<input type="checkbox"/>	Minor Arterial
<input type="checkbox"/>	Collector	<input type="checkbox"/>	Major Collector
<input type="checkbox"/>	Local (not eligible)	<input type="checkbox"/>	Minor Collector (not eligible)
		<input type="checkbox"/>	Local (not eligible)

(SCRCOG staff can assist in providing the above information)

(b) Design

1. Has any survey or design work already been done? Explain

2. Will the design be done by town forces or by a consulting firm?

(c) Rights-of-Way

1. Existing ROW (feet):
Proposed ROW (feet):
(50 feet is the minimum allowed in most federal projects)

2. Generally describe the nature and extent of the ROW impacts (e.g. 10-15 strip takes, 1 total)

3. If you anticipate that there will be ROW impacts, please supply the following:
 - a. a copy of the zoning map for the area, and
 - b. a copy of the assessor's map for the project area (including the parcel numbers)
4. How many takings will result in nonconforming lots that will require a zoning variance?
5. Do you anticipate any problems obtaining the zoning variance?
6. How many families and/or businesses will be displaced ?

(d) Pavement

1. Existing pavement type and width:
2. Will existing pavement be left as is, overlaid, reconstructed or recycled?
3. Proposed new pavement structure. Describe type & depth of each course including the base.

(e) Utilities

1. List all utilities and their owners within the project area (gas, water, sewer, electric, telephone, cable TV, etc.)
2. If any of these utilities are likely to be affected by the project, please explain the nature and extend of the impact.
3. Are there any plans to expand or improve existing utilities within the next five years?

(f) Storm Water Drainage System and Under Drains

If you propose to modify, replace, or install a system, please indicate the nature and extent of improvements. Provide a rough estimate of the improvements needed (e.g. length of new storm sewer pipe, number of new catch basins, etc.)

(g) Culverts, Bridges & Other Crossings

Identify any existing crossings that are likely to be modified (e.g. extended), rehabilitated, or replaced as part of the project. Indicate the type of improvement needed and the reason for it. If any existing crossings have inadequate hydraulic capacity, please indicate:

(h) Railroad Grade Crossings

Identify any existing crossings and indicate if any modifications are needed.

(i) Sidewalks

Provide a rough estimate of the number of linear feet of sidewalk to be replaced or constructed. Specify the type of material.

What percentage of the above is for "replacement" of existing sidewalk?

(j) Parks, Cemeteries, Historic Structures

Identify any parks, cemeteries, or historic structures that are likely to be affected by the project.

(k) Wetlands

Identify any wetlands that are likely to be affected by the project (Locate them on a map if that is more appropriate).

(l) Hazardous or Contaminated Sites

Identify any known or suspected sites that are likely to be affected by the project. If the project includes work in the vicinity of a gas station or other facility with underground storage tanks, the locations should be identified. (Locate them on a map if that is more appropriate).

(m) Traffic Signals

Identify any intersections where traffic signals will need to be modified, replaced, or installed. If it is an old signal you should consider replacement rather than modification in your cost estimate. Indicate who is responsible for maintenance, ownership, and electrical cost.

(n) Curbing

Providing a rough estimate of the number of linear feet of new curbing to be installed. Specify the type of curbing. If you are going to reuse existing granite curb, please indicate.

(o) Retaining Walls

If you anticipate using retaining walls, please provide a rough estimate of the height, length, and type of materials.

(p) Transit, Pedestrians, and Bicyclists

Identify if the proposed project supports the region's transit system and, if it is supportive, explain why.

Identify how pedestrian mobility and safety issues may be improved by the proposed project.

Indicate if the proposed project supports bicycle mobility and safety and, if it is supportive, explain why.

Part 2:

Cost Estimates

All proposals for SCRCOG's LOTICIP Program must include a cost estimate based on the general procedures provided below.

In order to develop a program of projects that we can finance within the limits of available funds, we must receive project cost estimates that are reasonably accurate and not subject to significant increases upon completion of design.

Therefore, we are requiring the following:

1. **Design costs.** Design costs are the responsibility of the municipality.
2. **Right of way costs.** A preliminary estimate of the number of properties impacted and the extent of right of way required should be included. An estimate of the market value of the anticipated acquisitions should be provided if donations are not envisioned. Your local assessor can provide information to assist in the preparation of these estimates. Right of way activities shall be accomplished in accord with the LOTICIP Guidelines.
3. **Detailed Estimate Required.** All estimates must be developed from a detailed list of construction contract items, estimated quantities of those items, and unit prices based on recent bid prices for similar projects. The sample cost data supplied in this document are in **English units**, however, a town may prepare its quantity and cost estimate using **metric units**.
 - *Individual Unit Costs.* The recommended unit prices included in this part are based on average unit prices for road improvement projects awarded by the Connecticut Department of Transportation (CDOT). If a town chooses to use a different set of unit prices it must document that the prices are based on recent bids for projects that are similar in nature and scale.
4. **Include Itemized Cost Sheet with Application.** An itemized cost estimate sheet must be included as part of the proposal. The latest CDOT unit process are on the CDOT web site www.ct.gov/dot/cwp/view.asp?a=2288&q=259474.
 - A town may substitute its own cost estimating form for the list of contract items included with documentation as noted above.
5. **Use Cost Factors.** All estimates must include minor items, inflation, contingencies, incidentals, and traffickperson hourly rates.
 - *Inflation (10% per year – assume 3 years or to the estimated year of construction)*

- *Contingencies and Incidentals:* Utilize 10% of the estimated construction items for contingency and 10% for incidentals. Incidentals include construction inspection, materials testing, & miscellaneous items.
- *Trafficperson :* In many instances this item is largely underestimated. During the estimating process, Towns need to first determine who will be on site during construction (Police Officers or Uniformed Flaggers) and how long their services will be needed. The estimated hours need to be multiplied by the following rates: State, Town (City) Police Officer - \$75 per hour; Uniformed Flagger - \$55 per hour.

Example: Assume a construction duration of 5 months (100 working days) and a need for 1 Police Officer and 1 Flagger.

Police Officer: $(100 \text{ days}) \times (8 \text{ hrs/day}) \times (\$75/\text{hr}) = \$60,000$

Flaggers: $(100 \text{ days}) \times (8 \text{ hrs/day}) \times (\$55/\text{hr}) = \$44,000$

Total Trafficperson Cost = \$104,000

- *Other Underestimated items:* Many projects show large increases in the following items at project completion. Careful consideration of these items during estimating is critical to accurate estimates of the costs of the project.

Underestimated items:

Controlled Material Handling

Disposal of controlled material

Rock Excavation

Turf Establishment

Pavement Markings

- *Utilities:* The cost of utility work is often difficult to ascertain prior to design. Projects on local roads requiring utility work may not require payment to the utility for relocation work. Work performed by the South Central Regional Water Authority is part of the project costs. It is suggested that SCRCOG be contacted after a preliminary assessment of the utility work to insure reimbursable costs are included in the estimate.

Bicycle and Pedestrian Travel Needs Assessment Form

CONNECTICUT DEPARTMENT OF TRANSPORTATION
BICYCLE AND PEDESTRIAN TRAVEL NEEDS ASSESSMENT FORM

In accordance with Connecticut General Statutes, Section 13a-153f, and the Department's focus on accommodating non-motorized travel modes, accommodation of all users shall be a routine part of the planning, design, construction and operating activities of all highways. The need for inclusion of accommodations for bicyclists and pedestrians, including those with disabilities, must be reviewed for every project. This form provides the documentation and information needed to make decisions on the need and extent of bicycle and pedestrian features. This form is not intended to dictate what features should be included in a project design - guidance on those questions can be found in numerous other reference documents. This form should be completed to the extent practical (at least Sections 1-3) during the project design phase and fully completed by the design engineer and reviewed and concurred by the appropriate municipal official.

Project Number(s): _____
Type of work: _____
Municipality(s): _____
Route(s): _____
Planning Region(s): _____

SECTION 1 - APPLICABILITY

Although bicycle and pedestrian accommodations should be considered for all projects, certain types of projects (e.g. bridge deck patching, culvert re-lining, projects on expressway mainlines) do not typically provide reasonable opportunity to provide improvements for these travel modes. If this project falls into this category, please explain why below, then skip to Conclusions section on the last page, sign the form, and file this form with the project documents. For all other projects, skip this section, go to Section 2 and complete the rest of the form.

CONNECTICUT DEPARTMENT OF TRANSPORTATION
BICYCLE AND PEDESTRIAN TRAVEL NEEDS ASSESSMENT FORM

SECTION 2 – EXISTING CONDITIONS

1. What is the suitability of the project area for bicycle travel according to the ConnDOT Bicycle Map website (<http://www.ctbikemap.org/bikemap.html>)? For town roads, is any portion of the project located on a road identified in a Regional Planning Organization, or Municipal Bicycle Plan? If the route is designated as “less suitable” or “least suitable”, would it be feasible to include improvements in the project to improve these ratings?

2. Describe any existing bicycle and pedestrian facilities within or just beyond the project limits, including features such as sidewalks (include width and material type), shoulder widths, bicycle markings/signs, and bike racks. Also describe any current or proposed features that hinder bicycle or pedestrian travel and the practicality of removing any such obstacles.

3. Is the project located on, or in close proximity to, a route identified in the Department’s Americans with Disabilities Act (ADA) Transition Plan?
http://www.ct.gov/dot/lib/dot/documents/ddbe/ADATransition_Plan_March_2011.pdf

4. Is there a history of bicycle or pedestrian crashes/incidents in the project area? If so, provide details. In addition to ConnDOT crash records, crash information can be found at ctcrash.uconn.edu.

CONNECTICUT DEPARTMENT OF TRANSPORTATION
BICYCLE AND PEDESTRIAN TRAVEL NEEDS ASSESSMENT FORM

SECTION 3 – ASSESSMENT OF CURRENT AND FUTURE NEEDS

Using a location map or aerial photograph, indicate the location of any of the following currently existing or planned typical bicycle and/or pedestrian generators, using the letters indicated (for planned facilities, precede the letter with a P). If the preparer's knowledge of the area is insufficient, consult with appropriate municipal officials. Generally, any facilities adjacent to the project limits should be noted. Use this information to answer the following questions.

Residential Areas (R): Indicate any general areas of dense residential housing
Parks (P): Include areas that would attract people, whether officially designated as a park or not

Recreational Areas (RA): Examples include athletic fields, dog parks

Religious Facilities (C)

Schools (S)

Town Centers (TC): typically would include areas where Town Halls, Libraries and other public facilities exist

Shopping Centers (M): especially centers with businesses where non-motorized customers might be expected (restaurants, bookstores, drug stores, etc.)

Large Employment Businesses (E): Factories, large office buildings, hospitals, government offices

Bus Stops (B)

Public Transit Facilities (T): train/bus stations, airports

Other (O): other known facilities expected to generate or attract non-motorized users

5. Does the project provide unique or primary access (defined as access which is not otherwise available adjacent to the project):

- | | | |
|---|--------------------------|--------------------------|
| | Yes | No |
| a. Across a river, highway corridor or other natural and/or man-made barrier? | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Into or out of any of the bicycle and pedestrian generators listed above? | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Between communities? | <input type="checkbox"/> | <input type="checkbox"/> |

6. Characterize the existing and future anticipated pedestrian and bicycle travel within the study area, with emphasis on locations and corridors of high demand.

CONNECTICUT DEPARTMENT OF TRANSPORTATION
BICYCLE AND PEDESTRIAN TRAVEL NEEDS ASSESSMENT FORM

**SECTION 4 – EVALUATION OF BICYCLE AND
PEDESTRIAN ACCOMMODATION**

7. Describe any bicycle/pedestrian accommodation features that were considered for inclusion in the project, including benefits, approximate costs and other factors that were considered (e.g. environmental effects, feasibility).
8. Summarize the results of any coordination with stakeholders and general public outreach with regards to bicycle and pedestrian needs, including accommodations proposed during construction. Some of the stakeholder organizations that may be considered for coordination include: Regional Planning Organization, and other local organizations within the municipality.

SECTION 5 - CONCLUSION

Describe how the anticipated bicycle/pedestrian travel, including those with disabilities, will be accommodated through existing infrastructure, project-proposed features and features that are planned for the future. If no bicycle/pedestrian features are proposed to be included, explain the reasons for not including them (e.g. project scope applicability from Section 1, excessive environmental or social impacts or costs, safety concerns, etc.).

Prepared by: _____ Date Prepared: _____
Project Engineer

Approved by: _____ Date Approved: _____
Project Manager

CONNECTICUT DEPARTMENT OF TRANSPORTATION
BICYCLE AND PEDESTRIAN TRAVEL NEEDS ASSESSMENT FORM

GUIDELINES FOR COMPLETING THE FORM:

Section 1: If the type of improvement does not lend itself to including bicycle and/or pedestrian improvements, describe that condition in this section. This section does not apply to reasons such as the project limits are felt to be too short to include meaningful improvements, there is an absence of need, the cost would be too high or the impacts would be too severe.

Section 2, Question 1: For projects on roads that are deemed suitable, designers should consider that the volume of bike traffic is already likely to be significant. For projects on roads deemed “less suitable” or “least suitable”, designers should consider what factors have led to this rating and consider whether the project could improve these ratings.

Question 2: Describe in general terms the existing bicycle and pedestrian facilities (i.e. “Five foot wide concrete sidewalks are provided throughout the project limits with the exception of _____ to _____ where no sidewalks exist”). Also, describe any existing hindrances to bicycle and/or pedestrian travel (such as a narrow bridge, steep side slopes, busy commercial driveways, etc.) and the feasibility of removing or improving the hindrances.

Question 3: If the project is on or close to a route identified in the Department’s ADA Transition Plan, coordination with those improvements is advisable. Leo Fontaine is in charge of the Department’s Transition Plan. Note: ADA related improvements are still required even if the project is not on one of these routes.

Section 3, Question 6: Based on the information provided on the map, describe where it can be reasonably expected that pedestrians and bicyclists will travel to and from and a general expectation of where these volumes will be high. For example, in an area of dense residential development relatively close to a school, high pedestrian volumes would be expected if sidewalks are present and high volumes of bicyclists could be expected between residential developments and large businesses.

Question 7: List bicycle and/or pedestrian features that were considered for inclusion in the project, regardless of whether or not they were actually included in the design. Describe why these features were, or were not, included.

Question 8: List the stakeholders the designers coordinated with regarding bicycle and pedestrian accommodations. The stakeholders listed are some suggestions. It is not necessary to contact all of these groups and there also may be other groups that could provide useful information.

Section 5: Summarize the results of this form by describing the methods in which bicycle and pedestrian travel is accommodated. For projects described in Section 1 as not being conducive to including these accommodations, describe why.

The following forms are only applicable when LOTCIP funds are being used by the municipality

[illegible]

Sample Waiver of Compensation and Appraisal

Town of Redding

100 Hill Road, PO Box 126
Redding, Connecticut 06875

Nata/it Keu;ham
First St/dtnQIO

Z0J-9382002
FAX 20J.9J8-8816

WAIVER OF COMPENSATION & APPRAISALS

Whereas, _____ is the owner of certain real property located in the Town of Redding, County of Fairfield, State of Connecticut, upon which the Town of Redding requires certain permanent and temporary easements for a sidewalk, and easement for right to grade, easement for temporary work area for the purpose of accessing the subject area during site construction.

Whereas, _____ has been informed of its right to receive any and all just compensation for permanent and temporary easements in compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970; and

Now therefore, said _____ does hereby waive its right to receive any and all just compensation for said acquisition of permanent and temporary easements described on the map entitled:

"TOWN OF REDDING MAP SHOWING EASEMENTS ACQUIRED FROM

No. 116.013, Serial No. 1, Sheet 1 of 1.

I hereby provide proof that _____ is the owner of the property described above.

that you are an authorized representative of the owner.

By: _____

Date

Town of Redding

Witness: _____

Date

CERTIFICATE OF ACCEPTANCE OF PROJECT

STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION
*Bureau of Engineering and
Construction*

DESCRIPTION OF CONTRACT		TOWN(S)
NAME OF HIGHWAY / ROUTE NO.	BEGINNING AT (Specific Location - No Station Nos.)	ENDING AT (Specific Location - No Station Nos.)
TO CONTRACTOR (Street Address Only - No PO Boxes)		DATE OF AWARD
TYPE OF IMPROVEMENT		DATE WORK ACCEPTED

All work and administrative requirements under the above described contract has been completed substantially in accordance with the plans, specifications, and special provisions of the contract, and is recommended for acceptance in fulfillment of the terms of said contract.

REVIEWED BY REGION OFFICIAL (Signature in BLUE Ink) NAME / TITLE DATE

MUNICIPAL OFFICIAL (Signature In BLUE Ink) NAME / TITLE DATE

THE ABOVE DESCRIBED PROJECT IS HEREBY ACCEPTED AS OF

The payment of a certified final estimate of the full amount owing, including the reserved amount.

BY Professional Engineer overseeing construction r PE licensed in CT) (Signature In BLUE Ink) NAME DATE

CUT LINE

Instructions:

Addresses:

Include street addresses - not PO Boxes.
:

Location:

BEGINNING AT / ENDING AT
Include a physical description in addition to available Milepoints - Do NOT use stations.

EX: 1	EX: 2
BEGINNING AT East Main Street @ School Street	BEGINNING AT I-91 @ EX 3 BR. 1234 MP .04
ENDING AT East Main Street @ Harris Hill	ENDING AT I-91 @ EX 6 MP 20.4

Municipality to fill out form and submit to Region for Review. Region returns to sign Review By and return to Municipality
Municipality sends to Professional Engineer overseeing construction (PE, licensed in CT) to sign Certified by
Professional Engineer overseeing construction Returns to Municipality for their signature Municipality to send completed original form to
contractor with copy to ConnDOT

LOTICIP Expenditure Summary Form

CONNECTICUT DEPARTMENT OF TRANSPORTATION

LOCAL TRANSPORTATION CAPITAL IMPROVEMENT PROGRAM EXPENDITURE SUMMARY FORM

REGION: Capitol Region Council of Governments

MUNICIPALITY: Manchester

CTDOT PROJECT NO.: (regional project # to be established)

STATE GRANT ID NO.: Fund_DOT57000_SID (still to be assigned)

PERIOD COVERED: July 1, 2011 to June 30, 2012

Note: The audit period covers the state fiscal year, although a project may not span the entire fiscal year.

Route/Road	Project Title ¹	Phase ²	Current Period Expenditures ³	Total Expenditures to Date ⁴	Final Expenditures ⁵
CT44	Realign W. Middle Tpke @ Center & New State	CN	\$1,000,000	\$3,000,000	<input checked="" type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>

¹Should be the same project title listed on the LOTCIP Application.

²ROW (if municipality received reimbursement from the LOTCIP program for right-of-way costs) or CN for construction.

³These costs should agree with those in the municipal annual audit.

⁴For projects that span multiple fiscal years.

⁵Important - check box if project is complete and these are final expenditures. The final expenditures will be audited by the CTDOT External Audit Unit against the Project Authorization Letter/grant payment made for the project under review to determine if funds are due the Department.

Regional Quarterly Status Report

LOCAL TRANSPORTATION CAPITAL IMPROVEMENT PROGRAM

REGIONAL QUARTERLY STATUS REPORT

REGION: CAPITOL REGION COUNCIL OF GOVERNMENTS

AS OF¹: March 31, 2014

AWARDED PROJECTS:							
TOWN	ROUTE/ROAD	PROJECT DESCRIPTION	LOTICIP AWARD	PROJECT AWARD DATE	ESTIMATED COMPLETION DATE	PAYMENTS TO DATE BY MUNICIPALITY	ACTUAL COMPLETION DATE
Bloomfield	CT 189	Intersection Improvements @ Gabb Rd	\$ 2,975,000	01/09/12	08/01/13	\$ 1,705,405	

PROJECTS RECEIVING AUTHORIZATION TO PROCEED WITH DESIGN:						
TOWN	ROUTE/ROAD	PROJECT DESCRIPTION	ESTIMATED COST	ESTIMATED DESIGN COMPLETION	ESTIMATED ADV DATE	
South Windsor	Avery Street	Recon & Minor Widening on Avery St	\$ 2,620,000	01/28/15	02/25/15	

Note: ¹Quarterly Status Reports should be completed as of September 30, December 31, March 31, and June 30th.

Final Submission Documentation and
Master Certification Checklist

Final Submission is hereby made by the Town/City/Borough of _____ for funding under the provisions and regulations of the LOTCIP for the following project:

Project Title: _____

Project Location: _____

CT Professional Engineer Responsible for Project Design (Engineer of Record): Name: _____

_____ Firm: _____

_____ License No.: _____

Telephone: _____ FAX: _____ Street Address: _____

_____ City, State, ZIP: _____

E-Mail: _____

Municipal Information:

Name & Title of Official Contact: _____

Street Address: _____

City, State, ZIP: _____

Telephone Number: _____ FAX: _____

E-Mail: _____

RPO Information:

Name & Title of Official Contact: _____

Street Address: _____

City, State, ZIP: _____

Telephone Number: _____ FAX: _____

E-Mail: _____

Project Schedule:

Final Design (Accepted by Municipality) _____

Rights-of-Way (Acquisition Complete) _____

Utilities (Coordination Completion) _____

Public Involvement (Completed) _____

Anticipated Construction Advertising

Anticipated Construction Contract Award _____

Anticipated Construction Start

Anticipated Construction Completion

Items to be submitted as part of the final package

_____ Plans

_____ Specifications

_____ Contract Documents

_____ Engineer's Final Estimates

_____ Master Certification Checklist

Project Cost Data Summary

	<u>Initial Application</u>	<u>Final Submission</u>
Rights-of-Way Cost (If Applicable)	\$ _____	\$ _____
Estimated Construction Costs (Include Detailed Estimate)	\$ _____	\$ _____
Incidentals (10% of Construction Costs Only)	\$ _____	\$ _____
Contingencies (10% of Construction Costs Only)	\$ _____	\$ _____
Eligible Utility Relocation Costs	\$ _____	\$ _____
Total Estimated Project Cost	\$ _____	\$ _____

Local Transportation Capital Improvement Program

GENERAL MUNICIPAL CERTIFICATION

Project Title: _____

I, _____, _____, duly authorized
name title

by the (Town, City, Borough) of _____ do certify
and attest to the following:

1. That the project plans, specifications and estimates have been reviewed and accepted. Any deviations from the design criteria utilized, as applicable, have been authorized by the municipality and are documented and retained in the project records.
2. That the Municipality owns or has the responsibility for maintaining the facility for which funding is sought and will be responsible for all future maintenance of the facility.
3. That all public and private utility relocations have been addressed.
4. That all permits required from Federal, State, and local agencies have been or will be obtained, and all applicable permits, permit conditions, and regulations will be complied with.
5. Local public involvement process has been completed.
- 6.
- 7.
8. An encroachment permit will be obtained from the Department for all work within the State right of way.

Plans and specifications are complete and signed and sealed by the Engineer of Record.

- . That separate accounts have been established specifically for this project and all additions or disbursements will be made therefrom.

Signed _____ Date _____

Title _____

LocalTransportationCapitalImprovementProgram

MunicipalCertificationforRightofWayAcquisition

Project Title:_____

I, _____, _____, duly
name title

authorized by the (Town, City, Borough) of _____ as so
signified by the attached authorization, do certify and attest to the following:(Option A
or B must be signed)

OptionA

There are no right of way acquisition activities required as part of the proposed project.

Signed_____
Date_____

OptionB

All right of way activities associated with the project have been completed in accord with
the LOTCIP guidelines.

Signed_____
Date_____

Local Transportation Capital Improvement Program

CERTIFICATION BY DESIGNER OF RECORD

Project Title: _____

I, _____, do hereby certify:
name

1. That the project is designed to provide an approximate service life of:
Not Applicable (Pavement Preservation Projects Only)
15 Years (Pavement Rehabilitation Projects Only)
20 Years (All Other Projects)
- 2.
3. That the design complies with the design criteria utilized . Any deviations from the above standards are based on sound engineering judgment, have been authorized by the municipality, and are documented and retained in the project records.

Signed _____ Date _____

Title _____

Conn. P. E. Registration _____

(Stamp or Seal)

Local TransportationCapital ImprovementProgram

RPOENDORSEMENT

Project Title:_____

I, _____, _____, duly authorized
name title

by the _____

name of RPO

do certify and attest to the following:

1. That the final submission package for the project is complete.
2. That the RPO has selected this project as a regional priority and has authorized the use of the RPO's LOTCIP funds for construction activities.
3. That based on the information contained in the final submission package and by virtue of this endorsement, the RPO hereby fully supports the proposed project.

Signed _____Date _____

Title _____

(Executive Director or Equivalent)

2014 Regional Allocation Spreadsheet

CT Total Pop. = 3,574,097

2010 Urbanized Area Population by Planning Region

Planning Region	SWRPA	HVCEO	NWCCOG	LHCEO	COGCVN	VCOG	GBRC	SCRCOG	CCRPA	CRCOG	MRPA	CRERPA	SECCOG	WINCOG	NECCOG	Total
Bridgeport-Stamford Urbanized Area	354,741	30,181	9	0	31,767	88,249	310,446	62,237	0	0	0	0	0	0	0	877,630
Colchester Urban Cluster	0	0	0	0	0	0	0	0	0	975	453	0	8,670	0	0	10,098
Danbury Urbanized Area	0	161,199	124	0	0	0	0	0	0	0	0	0	0	0	0	161,323
Hartford Urbanized Area	0	0	0	2,541	7,487	0	0	0	222,875	604,933	67,884	0	0	19,139	0	924,859
Jewett City Urban Cluster	0	0	0	0	0	0	0	0	0	0	0	0	6,350	0	3,769	10,119
Lake Pocotopaug Urban Cluster	0	0	0	0	0	0	0	0	0	0	9,267	0	183	0	0	9,450
New Haven Urbanized Area	0	0	0	0	27,144	0	0	490,981	0	0	7,392	37,322	0	0	0	562,839
New York-Newark Urbanized Area	114	0	0	0	0	0	0	0	0	0	0	0	0	0	0	114
Norwich-New London Urbanized Area	0	0	0	0	0	0	0	0	0	0	0	5,624	182,417	0	0	188,041
Springfield Urbanized Area	0	0	0	0	0	0	0	0	0	89,711	0	0	0	0	0	89,711
Stafford Springs Urban Cluster	0	0	0	0	0	0	0	0	0	5,581	0	0	0	0	0	5,581
Torrington Urban Cluster	0	0	0	42,754	0	0	0	0	0	0	0	0	0	0	0	42,754
Waterbury Urbanized Area	0	0	0	0	193,833	0	0	622	80	0	0	0	0	0	0	194,535
Willimantic Urban Cluster	0	0	0	0	0	0	0	0	0	0	0	0	0	29,669	0	29,669
Worcester Urbanized Area	0	0	0	0	0	0	0	0	0	0	0	0	0	0	32,928	32,928
Total Urban	354,855	191,380	133	45,295	260,231	88,249	310,446	553,840	222,955	701,200	84,996	42,946	197,620	48,808	36,697	3,139,651
% Total urban Population	0.1130237	0.0609558	0.0000424	0.0144268	0.0828853	0.0281079	0.0988791	0.1764018	0.0710127	0.2233369	0.0270718	0.0136786	0.0629433	0.0155457	0.0116882	1.0000000

Percentage (rounded):	0.113	0.061	0	0.014	0.083	0.028	0.099	0.176	0.071	0.223	0.027	0.014	0.063	0.016	0.012	1
FY2014 Allocation:	\$ 4,972,000	\$ 2,684,000	\$ -	\$ 616,000	\$ 3,652,000	\$ 1,232,000	\$ 4,356,000	\$ 7,744,000	\$ 3,124,000	\$ 9,812,000	\$ 1,188,000	\$ 616,000	\$ 2,772,000	\$ 704,000	\$ 528,000	\$ 44,000,000
	44,000,000															

Recalculate with no CDOT deduction

[1] suballocation excludes the Litchfield (2,590) and Moodus (2,701) Urban clusters because their total population is less than 5,000, therefore, these areas do not qualify for STP Other Urban federal funding.

[2] suballocation excludes 429,155 people located in rural areas. These areas receive funding under the federal STP Rural program.