

To: Elected Officials
Local Traffic Authorities
From: Jillian Massey, Senior Transportation Planner
Date: May 4, 2016
C: Town Engineers
CRCOG Transportation Committee
Jennifer Carrier, Director of Transportation Planning
Subject: Request for Proposals – Local Road Accident Reduction Program

The Connecticut Department of Transportation (CTDOT) is accepting proposals for funding under the Local Road Accident Reduction Program. CRCOG has been asked to coordinate the proposal selection process within our region. As such, I am notifying you of the availability of funds and asking you to submit one proposal if you are interested.

Before submitting a proposal, you should carefully evaluate the key submittal requirements identified below. Please note that the program guidelines continue to support the funding of systematic improvements aimed at addressing roadway sections with significant lane departure potential. Improvements that include improved warning signs or pavement markings at hazardous locations should be considered as well as spot hazard locations.

Submissions should include the following:

Crash History – A collision diagram and crash data identifying such items as the number of crashes, crash type, severity, time of day, etc. must be submitted. The most recent three (3) years of available data is preferred.

For those proposals that address lane departure crashes on a systematic basis, the submittal does not require crash data. The proposal should, however, include a brief description of the proposed treatment, a copy or reference to FHWA research providing a basis for the recommended treatment, a list of locations where the treatment is being proposed, and a description of how the locations meet the research criteria.

Project Costs – An itemized list of construction items and costs will need to be submitted. The final cost needs to include incidental costs at 25% and contingency costs at 10%. The total estimated project cost should be between \$50,000 and \$500,000. Projects that exceed \$500,000 will still be reviewed for benefit/cost analysis; if the project is determined to be cost effective, the Department may consider funding the project under this program.

The Town will be responsible for all design and right-of-way costs and 10% of the contract cost. CRCOG can provide suggested unit pricing upon request.

Concept Plan – A scaled concept plan of the proposed improvements needs to be submitted. This should, at a minimum, include the existing roadway network, project limits, right-of-way lines, and proposed improvements, in accordance with the standards of the Connecticut Department of Transportation’s Highway Design Manual.

The Council of Governments’ role in the program is to solicit proposals from the towns, conduct the initial screening of proposals, and identify those which will be forwarded to CTDOT. This year the Department is limiting each planning region to two candidate project submissions. We are discussing with the Department the possibility of increasing the number of candidate project submissions. These proposals will then be evaluated by CTDOT and ranked by benefit/cost ratio. Municipalities are encouraged to conduct their own town-wide review of potential locations and submit their best candidate project. The University of Connecticut has developed a crash data repository which includes crash data on local roads. While full crash reports must be submitted with proposals, this tool may help identify candidate sites for this funding program. The repository may be accessed at <http://www.ctcrash.uconn.edu/>. Users must register to access the database.

If you wish to submit a proposal, you must **submit 4 copies** of your proposal to CRCOG by ***Friday, July 1, 2016***. Please indicate a contact name and phone number for your application so that we can get in touch with you as needed.

Proposal Submission: Ms. Jennifer Carrier
Director of Transportation Planning
Capitol Region Council of Governments
241 Main Street
Hartford, CT 06106

Questions: Ms. Jillian Massey, (860) 522-2217 x246 or jmassey@crcog.org