

**Cost Review Sub-Committee Meeting  
MIRA, 211 Murphy Road, Hartford, CT 06106  
Monday April 24<sup>th</sup>, 2017**

**DRAFT until  
Endorsed by  
the  
Committee**

**Name**

Larry Baril  
Chris Edge  
Jon Colman  
Patrice Carson  
Todd Penney  
Tim Webb  
John Cabibbo  
Russ Arnold  
Jim Ford  
Kevin Kelly  
Jeff LaMalva  
John Carrington  
Peter Hughes  
Rob Trottier  
Jim Sollmi  
Jeff Shea  
Keith Hayden  
Jeff Doolittle  
Gerry Turbert  
David Smith  
Duane Martin  
Derrick Gregor  
Bob Jarvis

**Organization**

Avon  
Berlin  
Bloomfield  
Bolton  
Coventry  
Ellington  
Enfield  
Farmington  
Hartford  
Hebron  
Manchester  
Mansfield  
Marlborough  
New Britain  
Rocky Hill  
Simsbury  
Southington  
South Windsor  
Suffield  
Vernon  
West Hartford  
Wethersfield  
Windsor

**Guests**

Jonathan Thiesse

Bloomfield

**Staff**

Jennifer Carrier  
Rob Aloise  
Mike Cipriano  
Sotoria Montanari  
Karen Stewartson

CRCOG  
CRCOG  
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CRCOG

- 1. Roll Call** – Ms. Patrice Carson called the meeting to order at 11:05 a.m.
- 2. Public Forum-** No one chose to speak

3. **Adoption of March 20<sup>th</sup>, 2017 Subcommittee Meeting Minutes** - A motion was made by Jim Sollmi , seconded by David Smith, to accept the minutes from the March 20<sup>th</sup>, 2017 subcommittee meeting with a correction noted by Patrice Carson from the Town of Bolton. This motion was passed unanimously.
4. **LOTICIP 2017 Selection Policy Approval Memo** - Mr. Rob Aloise introduced the DRAFT 2017 LOTICIP Selection Policy which has been developed for the upcoming 2017 solicitation in concert with the Subcommittee over the past few months. Mr. Aloise indicated that staff would be seeking Subcommittee approval of the policy at this meeting. Mr. Aloise briefly overviewed the planned solicitation, reviewed previous solicitation outline efforts, and subcommittee comments. In general, a two phase solicitation is proposed with Phase 1 representing a \$10 million Bridge Improvement solicitation with a scheduled Request for Proposals being issued shortly after approval of the policy. Phase 2 will represent a \$25.5 million general project solicitation with similar guidelines to those approved for the 2015 solicitation. The Phase 2 solicitation would be staggered, allowing municipalities with limited resources additional time and time for the state budget to be finalized. The maximum award size for each phase is \$3 million per municipality, with a maximum combined municipal award (Phase 1 plus Phase 2) of \$4.5 million.

Mr. Aloise then reviewed and requested subcommittee guidance on the following items:

- **Eligibility for Bridge Improvements with other approved Funding Sources-** In incorporating prior subcommittee comments, staff proposes that bridges that have already either begun receiving funds from other state or federal programs, or have been selected to receive these funds and remain in that program at the date of the Letter-of-Intent shall not be eligible for LOTICIP funding. The subcommittee reviewed this detailed policy and was in agreement.
- **CRCOG Cost Containment policy of 10%-** Staff requests consideration of increasing the percentage to 20% to match CTDOT's LOTICIP Guidelines. The subcommittee reviewed this policy and was in agreement with revision of the CRCOG cost containment policy from 10% to 20% with the caveat that the cost increase cannot be the result of a change in scope, as any major changes shall be brought before the cost committee regardless of cost implications.
- **Transportation Enhancements-** Under the STP-Urban program, CTDOT limited the participation of enhancement type items in a project to 20% of the total cost. Some towns have been interested in LOTICIP being allowed to fund a higher percentage of enhancement type costs. CRCOG staff has inquired with CTDOT regarding consideration of a higher limit, and has been informed that official CTDOT word will likely be received prior to CRCOG's April 24<sup>th</sup> Subcommittee meeting. CTDOT has indicated that they do not have a strict amount, but instead have a policy that enhancement items be limited to a "reasonable amount". CTDOT also recommended CRCOG's retention of the 20% policy. The subcommittee was in agreement with retaining the current 20% limit on enhancement type items. CRCOG staff was tasks with ensuring that the policy properly defined what constituted an enhancement item.

Additionally, staff was charged with including selection policy that favored projects that had already been advanced (in design, permitting, or right-of-way) and could demonstrate likely expedited delivery. The committee decided that up to 5 points should be awarded to these proposals for Phase 2, and tasked staff with coming up with appropriate Phase 1 selection incentives.

5. **LOTICIP Quarterly Reporting Memo: FY2017 Q3** – Ms. Sotoria Montanari provided an overview of the LOTICIP FY17 Quarter 3. Ms. Montanari indicated that the information was extracted from two provided tables included in the Quarterly Status Report memo (Program Status Summary and Project Quarterly Status Report). Some of the main highlights were summarized as follows:

- CRCOG expended **\$4,708,400** in FY16 and expects to expend **\$18,941,074** in FY17
- CRCOG received **ten (10)** of the **eleven (11)** expected Quarter 3 design submissions
- **All** active project’s final design submissions remained in their scheduled fiscal year
- CRCOG anticipates receipt of **nine (9)** design submissions in Quarter 4 of FY2017
- **Five (5)** applications were transmitted to CTDOT, **four (4)** are expected next quarter
- **Four (4)** projects entered construction, **six (6)** are expected next quarter
- **Three (3)** final designs were received, **Seven (7)** are expected next quarter
- **Four (4) CTDOT Commitment to Fund Letters** received, **nine (9)** applications are pending CTDOT approval

A Representative for the following project was asked to provide schedule updates, and indicated that CRCOG would be in receipt of the project’s final design submission this week:

Town	Project	Milestone
Granby	Route 10/202 Sidewalks	Final design re-scheduled from 3/31/17 to 4/21/17

6. **Other Business-** There was no other business discussed

- The next Cost Review Subcommittee meeting is tentatively scheduled for Monday May 22, 2017 at 11:30 a.m.

7. **Adjourn-** The meeting was adjourned at 11:40 a.m.