

To: Chief Administrative Officials
From: Jennifer Carrier, Director of Transportation Planning
Robert Aloise, Principal Transportation Engineer
Date: May 5, 2017
cc: Policy Board, Transportation Committee, Town Engineers, Department of Public Works Directors, Town Planners
Subject: Request for Proposals: 2017 LOTCIP Solicitation - Phase 1

The Capitol Region Council of Governments (CRCOG) is inviting municipalities to submit proposals for Bridge Improvement Projects for funding under the Local Transportation Capital Improvement Program (LOTICIP) as Phase 1 of its 2017 Solicitation. At this time CRCOG is reserving \$10 million for this purpose.

Funding will be awarded on a competitive basis according to criteria developed by CRCOG's Transportation Committee as documented in CRCOG's May 2017 LOTCIP Project Selection Policy. Copies of this policy, along with a required Letter-of-Intent, a LOTCIP Cost Estimating Template, and associated reference materials can be accessed via links at: <http://crcog.org/2017/05/05/lotcip2017-phase1/>. Please review these documents before preparing a proposal as they contain important information regarding the type, size, and nature of eligible projects (especially Project Selection Policy pages 1 and 2).

To apply for LOTCIP Bridge Improvement funds, please submit **a single hardcopy and an electronic copy of a Letter-of-Intent, a LOTCIP Cost Estimate, and appropriate inspection report materials by 4:00 PM on Tuesday, June 13, 2017 to:**

Ms. Jennifer Carrier
CRCOG Director of Transportation Planning
241 Main Street, 4th Floor
Hartford, CT 06106

Each municipality may submit materials for one (1) Bridge Improvement Project proposal. The provided inspection reports must be prepared in accordance with National Bridge Inspection Standards and be stamped by a CT licensed Professional Engineer experienced in bridge inspection. Electronically stamped inspection reports for many eligible bridges are available via CTDOT's online ProjectWise system for which many municipalities have access (access information is available via CTDOT's Julie Annino at 860.594.2730 Julie.Annino@ct.gov and/or <http://www.ct.gov/dot/cwp/view.asp?a=3194&Q=544976>). Bridges without recent (within 10 years) inspection reports and/or without calculated sufficiency ratings will compete for a smaller \$1,500,000 bridge set-aside. If no recent inspection report is available, please indicate so in your Letter-of-Intent, as CRCOG will need to request an opinion of the bridge's condition from CTDOT. Materials should be prepared in sufficient detail for CRCOG staff to conduct an adequate evaluation of the proposal.

Following selections, each municipality with a successful proposal will need to complete and submit a LOTCIP application to CRCOG for potential CTDOT approval in the form of a Commitment to Fund Letter. If you have questions regarding this application process, please feel free to contact Robert Aloise (raloise@crcog.org) or Jennifer Carrier (jcarrier@crcog.org).