

**To:** CRCOG Policy Board  
**From:** Jennifer Carrier, Director of Transportation  
**Date:** April 18, 2017  
**cc:** Sotoria Montanari, LOTCIP Program Manager  
 Rob Aloise, Principal Transportation Engineer  
**Subject:** LOTCIP – 2017 Solicitation and On Call Consultant Agreements

As it relates to the Local Transportation Capital Improvement Program (LOTICIP) we will be looking for your endorsement of two items at the upcoming April 26 Policy Board meeting: General 2017 LOTCIP Solicitation Policy Framework and Authorization for LOTCIP Consultant assistance.

**2017 LOTCIP Solicitation Policy Framework**

CRCOG staff, working collaboratively with the Transportation Committee and Subcommittee, developed a draft solicitation policy which will be considered by the Transportation Committee at their April 24<sup>th</sup> meeting. CRCOG expects to issue a Phase 1 Request for Proposals in May followed by a staggered Phase 2 General Project proposal solicitation, allowing municipalities with limited resources additional time. This staggered solicitation also allows additional time for the state budget to be finalized.

The following table summarizes the key solicitation items:

	Phase 1 Bridge Improvement Solicitation	Phase 2 General Project Solicitation	Combined Solicitation
<b>Total Award Amount</b>	\$10m	\$25.5m*	\$35.5m*
<b>Minimum Project Costs</b>	\$300,000	\$300,000	-
<b>Maximum Project Costs</b>			
Bridge and Reconstruction Projects	\$3m	\$3m	-
Pavement Rehab and Sidewalk	-	\$1m	-
Bicycle and Pedestrian Projects	-	\$700,000	-
<b>Number of Proposals Permitted Per Town</b>	1	2	3
<b>Municipal Total Funding Limit</b>	\$3m	\$3m	\$4.5m
<b>Application Process**</b>	Letter of Intent (LOI)	LOTICIP Application	-
<b>Anticipated Application Due Date</b>	June 2017	October 2017	-
<b>Rating Criteria</b>	Sufficiency Rating	Point System***	-
<b>Solicitation Set Asides</b>			
Bridges with >10 years since inspection	\$1.5m	-	-
Pavement Rehab and Sidewalk	-	\$3.8m*	-
Bicycle and Pedestrian Projects	-	\$1.4m*	-
Rural Projects	-	\$3m*	-

\* Phase 2 award amounts subject to final approved FY2018/FY2019 state budget

\*\* Following Phase 1 LOI selections, complete LOTICIP applications would be required. For Phase 2, selected costly elements of the LOTICIP application would not be required until after selections.

\*\*\* Reconstruction 115 points; Pave. Rehab. 50 points; Stand-Alone Sidewalks 50 points; Bicycle & Ped. 50 points

We will be looking for your endorsement of the general LOTCIP solicitation framework at the upcoming Policy Board meeting. If you are interested in more details, a draft of the policy is available on-line here: <http://crcog.org/wp-content/uploads/2017/04/DRAFT-2017-0413-LOTICIP-Selection-Policy.pdf>

### **LOTICIP Consultant Assistance**

CRCOG staff administers the regional LOTCIP, working collaboratively with our member towns, the Connecticut Department of Transportation (CTDOT) and consultants. To ensure projects are cost efficient, errors and omissions are minimized and schedules are progressing, CRCOG has an on-call agreement with two consultants to assist with technical oversight of the program.

To ensure projects continue to advance in a timely manner and continue our program expenditures, CRCOG will be extending our existing agreements with two on-call consultants and hiring a third on-call consultant in the coming month. We will be looking for your endorsement of the attached resolution related to agreements with these three on-call consulting firms.

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENTS FOR  
ADMINISTRATION OF THE LOCAL TRANSPORTATION CAPITAL  
IMPROVEMENT PROGRAM**

**WHEREAS**, the Local Transportation Capital Improvement Program (LOTICIP) is to provide State monies to urbanized area municipal governments for Transportation projects; and

**WHEREAS**, a portion of the LOTICIP funding is being made available to CRCOG by Connecticut Department of Transportation (CTDOT) for tasks related to regional administration of the program; and

**WHEREAS**, the CRCOG Transportation Committee and Policy Board have approved funding for CRCOG's administration of the LOTICIP program; and

**WHEREAS**, CRCOG is conducting a quality based selection process to select a third consultant for *On-Call List 3: CRCOG Program Management and Design Review Assistance*, to be identified by the selection committee, to assist CRCOG with tasks related to administrating the LOTICIP program; and

**WHEREAS**, CRCOG will be extending the existing contracts for two years from June 1, 2017 to May 31, 2019 for two *On-Call List 3 consultants (CHA and BETA)*.

**WHEREAS**, CRCOG will be entering into assignment and fee negotiations with two existing *On-Call 3 consultants* and a third firm to be identified and selected by the selection committee for an *On-Call list 3 consultant*;

**NOW THEREFORE BE IT RESOLVED THAT**, the Agency's Executive Director Lyle D. Wray, is authorized to act on behalf of the Capitol Region Council of Governments in negotiating, executing, and amending all appropriate and necessary contractual instruments with CTDOT and with the two existing firms selected and the firm to be identified and selected by the selection committee for *On-Call List 3: CRCOG Program Management and Design Review Assistance*, for the purposes of performing tasks related to administrating the LOTICIP program.

I certify the above is a true copy of  
a resolution adopted by the Policy  
Board at its meeting held on  
April 26, 2017

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Lisa Pellegrini, Secretary

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Date