

**To:** Cost Review Subcommittee  
**From:** Rob Aloise, Principal Transportation Engineer  
 Jennifer Carrier, Director of Transportation Planning  
**Date:** March 10, 2017  
**c:** Transportation Committee  
 Sotoria Montanari, LOTCIP Program Manager  
**Subject:** Draft 2017 LOTCIP Solicitation Overview

If passed, the Governor's proposed FY2018-2019 budget would result in \$35.3 million of Local Transportation Capital Improvement Program (LOTICIP) funding for CRCOG municipalities. At the February Subcommittee meeting, staff was tasked with outlining a solicitation consisting of two phases, with Phase 1 soliciting for projects addressing municipal bridge deficiencies, and Phase 2 soliciting for projects typical of previous solicitations. Below, we have outlined preliminary solicitation recommendations for discussion at the upcoming March 20<sup>th</sup> Cost Review Subcommittee meeting, with supporting material attached.

**Solicitation Recommendations:**

The table below summarizes solicitation recommendations for your consideration. Additional details can be found in the attachment.

	<b>Bridge Improvement Solicitation (Phase 1)</b>	<b>General Project Solicitation (Phase 2)</b>	<b>Combined Solicitation</b>
<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	\$6m
<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	-

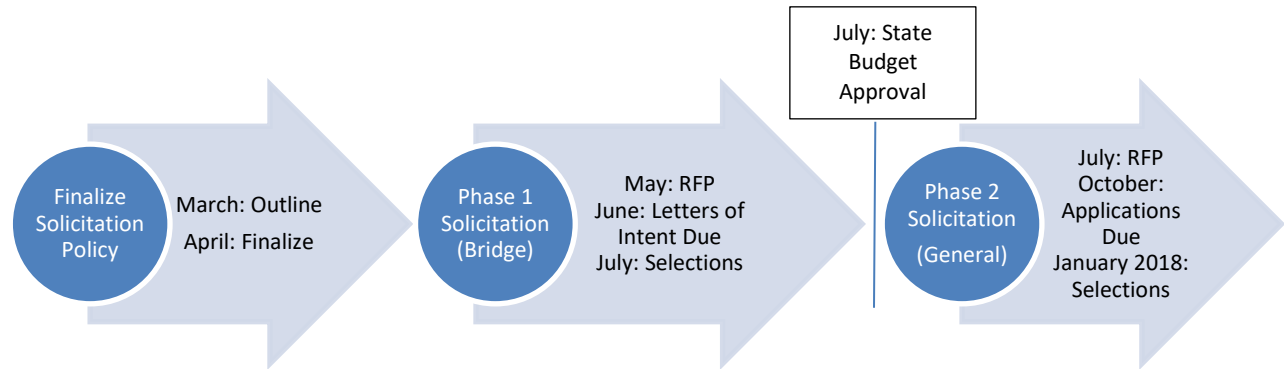
\* Phase 2 award amounts subject to final approved FY2018/FY2019 state budget

\*\* 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

## Schedule Recommendations:

The below graphic summarizes schedule recommendations for consideration. The schedule targets final solicitation policy approvals in April, immediately followed by a solicitation for Phase 1 Bridge Improvement proposals. A Phase 2 General Project proposal solicitation would be staggered, allowing municipalities with limited resources additional time and time for the state budget to be finalized. Prior to state budget approval it is difficult to estimate the earliest funding availability for the selected projects, however CTDOT has reassured the region that they will continue to issue Commitment to Fund letters beyond budgeted / approved LOTCIP amounts.



## Additional Items for Future Discussion

- CRCOG Cost Containment policy of 10% - Staff requests consideration of increasing the percentage to 20% to match CTDOT's LOTCIP Guidelines and eliminate the need to carry two different approval amounts
- Transportation Enhancements – Under the STP-Urban program, CTDOT limited the participation of enhancement type items in a project to 20% of the total cost. There may be additional flexibility for CRCOG to set a higher limit under LOTCIP, if desired. Staff will be requesting committee input regarding if a higher limit is desired and plans to coordinate with CTDOT regarding what program flexibility will be allowed.

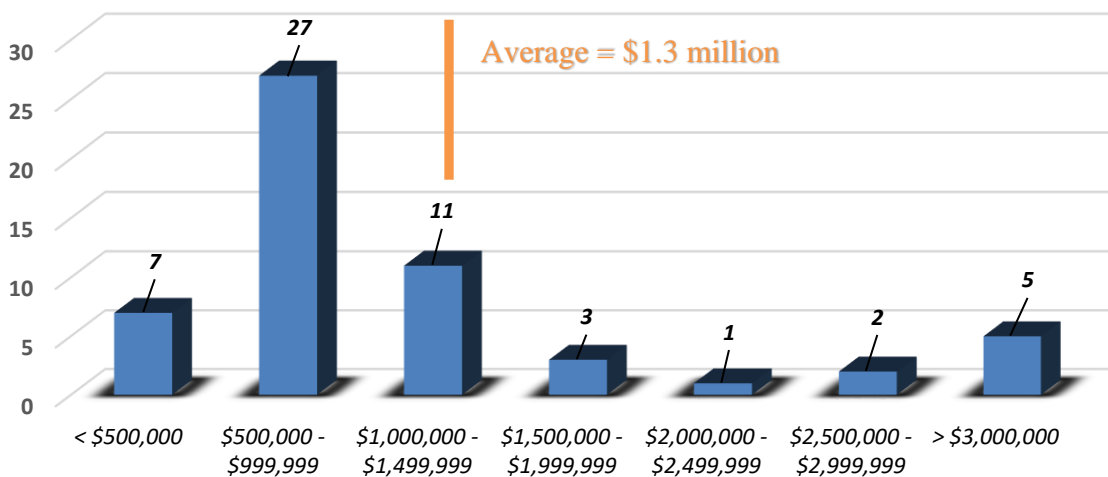
## Bridge Improvement Solicitation (Phase 1)

DRAFT policy recommendations for a bridge solicitation are generally summarized below.

### Total Award Amount Recommendation: \$10 million

In order to determine a target award amount for Phase 1, an analysis to estimate bridge project costs was performed. Order-of-magnitude cost estimating was performed on the 56 eligible municipal bridges identified within CRCOG with sufficiency ratings less than 60%. The results, shown below, estimate an average cost for bridge replacement just over \$1.3 million. An analysis of projects in the State Local Bridge Program revealed a similar average project cost (just under \$1.3 million for projects in the program's most recent 3 years). With a goal to fund approximately eight (8) bridge projects, staff recommends a Phase 1 allocation of \$10 million.

*Estimated Replacement Costs of Identified Bridges*



### Application Process Recommendation:

#### Letter of Intent, One proposal per Town, Project Cost between \$300,000 and \$3 million

In order to be considered for funding, staff recommends that a Letter of Intent (in a standardized format) be signed and submitted along with the structure's latest inspection report. As envisioned, the Letter of Intent would contain a project description and estimated cost, and would indicate that the proposed project will address all major bridge deficiencies identified in the inspection report and especially those contributing to the low sufficiency rating. Following the selection of a total award amount for Phase 1, towns within the award amount with the lowest sufficiency ratings would be asked to prepare formal LOTCIP applications for submission to CTDOT through CRCOG. CTDOT approves applications in the form of Commitment to Fund letters, and therefore many municipalities choose to wait to allocate significant design funds until after receipt of that letter. Only one bridge proposal per town would be permitted and project costs would need to range between \$300,000 and \$3 million.

### Project Selection Recommendation:

#### Sufficiency Rating, \$1.5 million Set-Aside for bridges without Recent Inspection Data

- Determining the improvements necessary to address bridge deficiencies often requires extensive engineering analysis. So that municipalities do not incur excessive expenses prior to selection, it is recommended that selections be made based on objective criteria from currently available data and selected based on a bridge's need as determined by its

sufficiency rating<sup>1</sup>. Sufficiency ratings are calculated based on federal bridge inspection guidelines and are typically provided in bridge inspection reports. Recent inspection reports are available through CTDOT for all bridges with lengths over 20 feet.

- Staff recommends that up to \$1.5 million of the \$10 million Phase 1 solicitation be reserved as a set-aside for eligible municipal bridges that have not been inspected in over 10 years. Bridges in this category primarily consist of bridges carrying roadways with functional classifications of major collector or higher, but with lengths under 20 feet. CTDOT is engaged in the first stage of statewide inspection efforts for these bridges, and if requested to, is willing to further review a limited number of bridges and provide opinions of their integrity on a scale of 1 (worst) to 9 (best). Staff recommends that up to \$1.5 million of these proposals be selected based on need as determined by CTDOT's 1 to 9 rating of each bridge's integrity.

**Eligibility Recommendation:**

**LOTICIP eligibility, Municipally Owned, Min. Length of 6 feet, Culvert and Bridges eligible**

Analysis and summary tables identifying all eligible and deficient bridges in the region was previously distributed to the Transportation Committee. The lists were intended to inform the committee of the general magnitude of bridge eligibility and deficiencies within the region, and are not intended to definitively determine the eligibility or condition of any single bridge, as the list may contain mistakes, omissions, or outdated data. As such, prior to submitting for LOTICIP funding, each bridge's eligibility should be confirmed by the municipality.

Per guidelines developed by CTDOT, LOTICIP eligibility mirrors that of the federal STP-Urban program. As such, structures must meet the following eligibility requirements:

1. Structures must carry a Federal Aid system roadway, OR;
2. Structures that carry public Local Roads or Rural Minor Collectors must be over 20 feet in length

For the Phase 1 solicitation, staff recommends requiring that the structure be municipally owned, have a minimum structure length of 6 feet, and that structures be considered eligible regardless of if they are typically referred to as a culvert or a bridge.

LOTICIP requires a 20 year minimum service life for all projects, however in keeping with standard practices, bridge replacements should be designed for a significantly longer service life (such as 75 years as indicated in CTDOT's bridge manual).

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<sup>1</sup> Sufficiency Rating is a numerical rating of a bridge based on its structural adequacy and safety, essentiality for public use, and its serviceability and functional obsolescence. Sufficiency Rating is an overall rating of a bridge's structural defects, narrow lanes, low vertical clearance, or many other possible issues.

## General Solicitation (Phase 2)

Staff recommends that the total solicitation award amount (Phase 1 plus Phase 2) total the anticipated \$35.3 million FY2018 and FY2019 LOTCIP funding levels. Therefore, if we assume a Phase 1 award amount of \$10 million, staff recommends that Phase 2 solicit for approximately \$25.5 million in projects. This amount replicates what CRCOG previously solicited for under the last solicitation. We further recommend that the Phase 2 solicitation mimic the CRCOG 2015 LOTCIP Solicitation policy as closely as possible.

An overview of the CRCOG 2015 LOTCIP Solicitation policy is summarized below:

**1. Total Award (\$25,500,000)**

**2. Eligible Projects**

As per CTDOT LOTCIP Guidelines, the projects must meet the eligibility requirements of the Federal STP-U Program

**3. Target Projects**

CRCOG is primarily looking to fund capital improvement projects that will substantially improve the physical condition of our transportation system (roads, bridges/major culverts), construct complete streets (transit, pedestrian and bicycle accommodations) or correct existing traffic problems related to congestion, safety (accidents), and geometry. The majority of funding is for reconstruction projects, however separate funding is set-aside for pavement rehabilitation, stand-alone sidewalk, and bicycle and pedestrian projects.

**4. Project Cost Limits (\$300,000 to \$3,000,000)**

**5. Municipality and Agency Funding Limit (\$3,000,000)**

**6. Pavement Rehabilitation and Stand-Alone Sidewalk Projects (15% or \$3,825,000 Total)**

Maximum Project Award Amount of \$1,000,000

**7. Bicycle and Pedestrian Project Funding Maximum Award Amount (\$1,400,000 Total)**

Maximum Project Award Amount of \$700,000

**8. Projects in Rural Communities**

Maximum Award Amount - (\$3,000,000 Total)

**9. Cost Containment Policy (Municipal Liability for Cost Increases)**

If costs exceed the CRCOG approved amount by more than ten percent (10%), the municipality will be required to either pay the entire amount of the increase in excess of the ten percent, or request review and approval by the CRCOG Cost Review Subcommittee. **FOR FURTHER REVIEW**

**10. Eligible Applicants**

Applications will be accepted from all eligible CRCOG municipalities. CRCOG as an agency may periodically make requests of the Transportation Committee for LOTCIP funding uses. Requests from any other organization must be made through a member municipality.

**11. Eligibility of State Highways**

Projects on State highways will be considered eligible projects if they are proposed by member municipalities, however the LOTCIP program was initiated to streamline projects not requiring standard State/Federal design oversight and approval. Projects that require this oversight are better suited for other funding sources, however there may be circumstances where flexibility to utilize LOTCIP funding is necessary. If a proposed project is viewed by CRCOG or CTDOT staff as needing state design oversight in excess of an encroachment permit, staff will first work with CTDOT to determine if the project merits the use of alternate funding sources, such as STP-Urban.

## 12. Project Rating & Approval Process

The following rating process shall be applied. Unsuccessful proposals from communities categorized as Rural per article 8 will then again be rated (against each other) to compete for the rural funding set-aside.

Step 1: **Staff Rates Projects.** All proposals shall be rated by CRCOG staff using the approved rating criteria.

Step 2: **Staff Prepares Primary & Secondary Lists.** The staff will rank all eligible projects in order of highest rated to lowest rated. Based on the project rankings, CRCOG staff will prepare a primary list of projects that consists of:

- (1) projects that can be funded within the total funding award limit, and
- (2) projects that fall within all other selection guidelines such as the municipality funding limit.

Staff will prepare a secondary list of all those projects not included in the primary list.

Step 3: **Subcommittee Reviews Project Ratings.** The Subcommittee will review all the project ratings prepared by staff. They will also review which projects were included on the primary list. The Subcommittee may make revisions as warranted.

Step 4: **Approval by the Transportation Committee and Policy Board.** The primary list shall be submitted to the full Transportation Committee for its consideration and approval. The list shall also be submitted to the Policy Board for its consideration and approval.

Step 5: **Review of Alternate Funding Opportunities.** CRCOG staff will present the secondary list to CTDOT to identify projects on the list that might be funded through other federal or state programs.

## 13. Project Rating Criteria

The project rating system is described in the attached "Project Rating Criteria". CRCOG staff shall rate each project on each of the criteria listed. Staff ratings will be reviewed by the Subcommittee.

Most of the criteria require some subjective judgments about the potential benefits of the project. The subjective nature of the rating system is due to the need to apply the rating system to a broad range of project types. To assure consistency in the rating process, CRCOG staff shall follow the guidelines specified in the attached "Project Rating Criteria".

## 14. Project Time Limits

Generally, design timeframes of more than 36 months (as measured between the commitment to fund letter and authorization to advertise) shall be considered significantly delayed. If a project schedule slips due to reasons outside of securing permits or DOT/DEEP review, a letter will be sent to the Chief Elected Official putting the municipalities on notice. CRCOG staff will bring significant delay issues to the Cost Review Subcommittee for their review and action. The Cost Review Subcommittee may also require additional Town/City Council Resolutions in support of the project or the submission of periodic project progress/status reporting. After 3 notices to the municipality, if the Subcommittee is not satisfied with the progress, it shall recommend project termination to the Transportation Committee.

## 15. Project Submissions

Each municipality can submit no more than two (2) proposals from a combination of any of the following categories: Roadway Reconstruction projects, Bicycle/Pedestrian projects, Pavement Rehabilitation projects, and Stand-Alone Sidewalk projects.

## 16. Project Rating Criteria

Staff will rate each project using the criteria listed for each project type. It is up to each applicant to provide a description and explanation of how they meet any of these criteria. CRCOG staff will review each application and determine the number of points warranted for the benefits described by the applicant.

### **RECONSTRUCTION PROJECTS**

<b><u>Rating Criteria</u></b>	<b><u>Max. Points</u></b>
1. Structural Improvement (Pavement, Drainage, Bridge/Culvert)	15
2. Traffic Improvement (Flow, Safety, & Geometrics)	15
3. Traffic Volume or Transit Ridership	15
4. Regional Significance	17
<input type="checkbox"/> Benefit to Regional Public Facilities (10 points)	
<input type="checkbox"/> TOD Supportive (5 points)	
<input type="checkbox"/> Economic Development (2 points)	
5. Environmental	15
<input type="checkbox"/> Environmental & Historic Preservation (2 points max.)	
<input type="checkbox"/> Green Infrastructure (5 points max.)	
<input type="checkbox"/> Environmental Justice (8 points max.)	
6. Complete Streets	14
<input type="checkbox"/> Vulnerable Users	
<input type="checkbox"/> Pedestrian Supportive (3 points max.)	
<input type="checkbox"/> Bicycle Supportive (3 points max.)	
<input type="checkbox"/> School Zones (2 points max)	
<input type="checkbox"/> Traffic Calming (3 points max)	
<input type="checkbox"/> Transit Supportive (3 points max)	
7. Derived from Corridor Study	4
8. Municipal Road	10
9. Leveraging of Other Finances	5
10. Municipality has not recently secured LOTICP funding	5
<b>TOTAL Possible Points</b>	<b>115</b>

### **PAVEMENT REHABILITATION PROJECTS**

<b><u>Rating Criteria</u></b>	<b><u>Max. Points</u></b>
1. Structural Improvement (Pavement)	20
2. Traffic Volume or Transit Ridership	15
3. Regional Significance	5
<input type="checkbox"/> Benefit to Regional Public Facilities (3 points)	
<input type="checkbox"/> Economic Development (2 points)	
4. Environmental Justice	5
5. Municipality has not recently secured LOTCIP funding	5
<b>TOTAL Possible Points</b>	<b>50</b>

### **BICYCLE AND PEDESTRIAN PROJECTS and STAND-ALONE SIDEWALK PROJECTS**

<b><u>Rating Criteria</u></b>	<b><u>Max. Points</u></b>
1. Improves Mobility (including filling gaps/connecting destinations)	20
2. Improves Safety (including volume of conflicting traffic)	15
3. Especially Vulnerable Users	5
4. Environmental Justice	5
5. Municipality has not recently secured LOTCIP funding	5
<b>TOTAL Possible Points</b>	<b>50</b>