

**Cost Review Sub-Committee Meeting  
South Congregational Church  
Stanley Room, 277 Main Street, Hartford  
Tuesday February 21<sup>st</sup>, 2017**

DRAFT until  
Endorsed by  
the  
Committee

**Name**

Larry Baril  
Jon Colman  
Patrice Carson  
Todd Penney  
Len Norton  
John Cabibbo  
Russ Arnold  
Jeff LaMalva  
John Carrington  
Peter Hughes  
Jim Sollmi  
David Smith  
Greg Sommer  
Derrick Gregor  
Bob Jarvis

**Organization**

Avon  
Bloomfield  
Bolton  
Coventry  
East Windsor  
Enfield  
Farmington  
Manchester  
Mansfield  
Marlborough  
Rocky Hill  
Vernon  
West Hartford  
Wethersfield  
Windsor

**Staff**

Jennifer Carrier  
Rob Aloise  
Mike Cipriano  
Sotora Montanari  
Terri Thompson

CRCOG  
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1. **Roll Call** – Mr. Jon Colman called the meeting to order at 11:05 a.m.
2. **Public Forum**- No one chose to speak
3. **Adoption of January 9, 2017 Subcommittee Meeting Minutes** - A motion was made by Len Norton of East Windsor, seconded by Bob Jarvis of Windsor, to accept the minutes from the January 9<sup>th</sup>, 2017 subcommittee meeting. This motion was passed unanimously, with Jon Colman abstaining.
4. **Update RFQ LOTCIP Transportation Engineering Services** - Mr. Rob Aloise updated the committee regarding the ongoing Request for Qualifications (RFQ) for LOTCIP On-call consultants. Mr. Aloise reminded the group that a competitive Qualifications Based Selection (QBS) process had taken place in 2014, resulting in choosing four (4) firms for each of On-Call Lists 1 and 2 to assist municipalities with

design or construction phase of LOTCIP Projects. These firms 36 month terms will expire May 31, 2017, so the current QBS process needs to be complete by then.

A schedule for the current QBS process that would be completed by June 1<sup>st</sup> was shared with the committee. The schedule shows that RFQ responses are due to CRCOG March 2<sup>nd</sup>, and that the CRCOG volunteer selection committee would be contacted soon regarding upcoming activities.

5. **Potential LOTCIP Bridge Solicitation Memo** – Rob Aloise reviewed the provided memo regarding both LOTCIP financials and the condition of municipal bridges within the Capitol Region. Mr. Aloise explained that the Governor's proposed FY2018 & 2019 budget included annual LOTCIP funding which would result in approximately \$17.5 million of LOTCIP funds available to CRCOG in each fiscal year. If approved by the legislature, this would amount to slightly less annual LOTCIP funding than was provided in FY's 2016 & 2017. Mr. Aloise explained that it had been almost 2 years since initiating our previous solicitation for 2 years' worth of LOTCIP projects, and therefore an upcoming solicitation appears to be warranted.

Options for an upcoming 2 year LOTCIP solicitation were discussed, including the potential need for a bridge solicitation in addition to the typical solicitation (pavement, roadway, sidewalk, trail, etc.). Mr. Aloise explained that CRCOG had recently heard from multiple municipalities regarding the need for additional municipal bridge funding, and reviewed the provided memo showing the results of a CRCOG investigation into municipal bridge conditions. The memo indicated that many municipal bridges are in need of repair or replacement and are eligible for LOTCIP funding. However CRCOG's current LOTCIP rating criteria is not conducive to the selection bridge projects over roadway projects. Therefore separate LOTCIP rating criteria and funding would likely be necessary if the committee wished to address bridge projects.

The committee had the directives to CRCOG staff:

- Progressing a LOTCIP solicitation with a specific amount allocated for bridges makes sense. This solicitation should be accompanied by a typical LOTCIP solicitation that allows funding for roadway, pavement rehab, sidewalk, and trail projects.
- Staggering the schedules of the Bridge and Typical portions of a solicitation may work better for smaller communities that need more time to progress applications. However they should not be staggered too far apart as commitment to funds letters would be desirable before the winter of 2018 to allow time for many towns to requests FY2019 design funds.
- Staff should work to prepare Draft schedules and policies (funding levels, caps, etc.) for upcoming solicitation(s) to be included in the March meeting mailings and discussed at the March meetings.
- In setting funding levels, staff should keep in mind a rationale for balancing bridge vs. roadway funding allocation, and the capabilities and needs of smaller communities.

6. **Risk Management Presentation** - Mr. Kenneth Fagnoli of GM2 Associates, Inc. gave a brief presentation regarding construction phase risk management for Capital Improvement Projects.
7. **Other Business**
  - The next Cost Review Subcommittee meeting is tentatively scheduled for Monday, March 20, 2017 at 11:30 a.m.
8. **Adjourn** - The meeting was adjourned at 12:00 noon