

**Cost Review Sub-Committee Meeting
MIRA, 211 Murphy Road, Hartford, CT 06106
Monday March 20th, 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
John Carrington
Peter Hughes
Rob Trottier
Jim Sollmi
Jeff Doolittle
Rick Zulick
David Smith
Greg Sommer
Derrick Gregor
Bob Jarvis

Organization

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

Guests

Member of the Public

Town of Windsor

Staff

Jennifer Carrier
Rob Aloise
Mike Cipriano
Sotoria Montanari
Karen Stewartson

CRCOG
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CRCOG

1. **Roll Call** – Mr. Jon Colman called the meeting to order at 11:00 a.m.
2. **Public Forum**- No one chose to speak
3. **Adoption of February 21st, 2017 Subcommittee Meeting Minutes** - A motion was made by Russ Arnold , seconded by Bob Jarvis, to accept the minutes from the February 21st, 2017 subcommittee meeting. This motion was passed unanimously.

4. **LOTICIP 2017 Funding increase Request Memo** - Ms. Sotoria Montanari introduced a LOTICIP Funding Increase Request for the West Hartford Trout Brook Phase 6 Multi-Use Trail Project. Ms. Montanari indicated that the Town of West Hartford requested a LOTICIP funding increase of \$157,200 from \$355,200 to \$512,400 (44.3% increase). The Project has progressed through the preliminary and ninety (90%) percent design phases.

Ms. Montanari reported that the increase is primarily due to the required retaining walls and mitigation of tree/vegetation clearing as identified in the design process. The Town identified three areas where retaining walls are required to achieve the ten foot wide multi-use trail standard without negatively impacting the adjacent stream floodplain or Trout Brook Drive Roadway. The retaining walls cost increase amounted to \$100,000. Additionally, the Town determined it was necessary to remove 57 trees to construct the trail. The Town proposed mitigation of the tree removal by planting forty-five (45) trees outside of the floodplain, but adjacent to the trail at a cost increase of \$31,000. There was a discussion regarding the eligibility of the tree mitigation cost increase.

A motion was made by James Sollmi of Rocky Hill, seconded by Bob Jarvis of Windsor to approve the funding increase from \$355,200 to \$512,400 for LOTICIP Project of West Hartford Trout Brook Phase 6 Multi-Use Trail. This motion was passed, with Peter Hughes of Marlborough and Patrice Carlson of Bolton opposed.

5. **LOTICIP 2017 Solicitation Overview Memo** – Mr. Rob Aloise reviewed the memo, including the following summary of staff recommendations, and requested comment:

	Bridge Improvement Solicitation (Phase 1)	General Project Solicitation (Phase 2)	Combined Solicitation
Total Award Amount	\$10m	\$25.5m*	\$35.5m*
Minimum Project Costs	\$300,000	\$300,000	-
Maximum Project Costs			
Bridge and Reconstruction Projects	\$3m	\$3m	-
Pavement Rehab and Sidewalk	-	\$1m	-
Bicycle and Pedestrian Projects	-	\$700,000	-
Number of Proposals Permitted Per Town	1	2	3
Municipal Total Funding Limit	\$3m	\$3m	\$6m
Application Process**	Letter of Intent (LOI)	LOTICIP Application	-
Anticipated Application Due Date	June 2017	October 2017	-
Rating Criteria	Sufficiency Rating	Point System***	-
Solicitation Set Asides			
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 pts; Pave. Rehab. 50 pts; Stand-Alone Sidewalks 50 pts; Bicycle & Ped. 50 pts

There was general agreement regarding the majority of the staff prepared solicitation guidance, however it was felt that the \$6 million allowable municipal award for the combined solicitation (phases 1 and 2) was too high. It was agreed a combined (phase 1 plus phase 2) solicitation limit per municipality of \$4.5 million would be appropriate.

Given the long design timeframe for bridge improvements, there was concern that some measures would be necessary to assure that municipalities move these projects through the LOTCIP process in a timely manner. It was agreed that the Cost Review and Subcommittee would be the entity to hold municipalities accountable for any undue project inactivity.

A motion was made by Peter Hughes, seconded by Patrice Carson for staff to produce a Draft of Final Policy for the solicitation in accordance with the provided overview memo, but with the revisions and offered by in the Subcommittee. The motion passed unanimously.

Following the motion there was follow-up clarification regarding whether bridge projects already selected for improvements in other funding programs should be allowed to be eligible to switch funding sources to LOTCIP. After discussion, Peter Hughes made a motion that bridge projects currently in other improvement funding programs should not be eligible for funding under this LOTCIP solicitation. The motion was seconded by Tim Webb and passed with all in favor except for Rob Trottier who opposed.

6. Update RFQ LOTCIP – Transportation Engineering Services

Due to time constraints, the RFQ update was postponed to the Transportation Committee meeting.

7. Other Business

- The next Cost Review Subcommittee meeting is tentatively scheduled for Monday, April 24th, 2017 at 11:30 a.m.

8. Adjourn - The meeting was adjourned at 12:00 pm