

**Cost Review Sub-Committee Meeting
MIRA, 211 Murphy Road, Hartford, CT 06106
Monday February 12th, 2018**

**DRAFT until
Endorsed by
the
Committee**

Name

Larry Baril
Chris Edge
Jon Colman
Patrice Carson
Todd Penney
Tim Webb
John Cabibbo
Russ Arnold
Kirk Severance
Kevin Kelly
Jeff LaMalva
Derek Dilaj
Peter Hughes
John Bossi
Jim Sollmi
Tom Roy
Keith Hayden
Jeff Doolittle
Rick Zulick
Gerry Turbert
Heidi Samokar
David Smith
Duane Martin
Derrick Gregor
Bob Jarvis
Jen Rodriguez

Organization

Avon
Berlin
Bloomfield
Bolton
Coventry
Ellington
Enfield
Farmington
Granby
Hebron
Manchester
Mansfield
Marlborough
Plainville
Rocky Hill
Simsbury
Southington
South Windsor
Stafford
Suffield
Tolland
Vernon
West Hartford
Wethersfield
Windsor
Windsor Locks

Staff

Rob Aloise
Jennifer Carrier
Sotoria Montanari
Karen Stewartson

CRCOG
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CRCOG

1. **Roll Call** – Mr. Jon Colman called the meeting to order at 11:00 am
2. **Public Forum**- No one chose to speak.
3. **Adoption of January 18th, 2018 Subcommittee Meeting Minutes** - A motion was made by Russ Arnold from the Town of Farmington, seconded by Bob Jarvis from the Town of Windsor, with one abstention made by David Smith from the Town of Vernon to accept the meeting minutes from the January 18th 2018 meeting. This motion was passed unanimously.
4. **STP-Urban Update** – Mr. Rob Aloise reviewed the STP Urban Memo that was distributed to the Committee. Mr. Aloise mentioned that unless additional revenues are identified for the Special Transportation Fund, LOTCIP funding will likely be discontinued in September 2018. If the LOTCIP program is discontinued, CTDOT has indicated that federal STP-Urban would replace it as the region’s primary source for funding municipally initiated transportation projects. CRCOG is hopeful that LOTCIP funding impacts can be averted, but in the event a funding transition is necessary, the tables in the memo summarize current CRCOG STP-Urban programming and estimated availability.

FFY 2018-2021 CRCOG STP-Urban Summary*

| | Estimated Programming | TARGET | Est. Under Programming |
|----------------------------------|-----------------------|--------------|------------------------|
| FFY 2018 CRCOG STP-Urban Program | \$12,772,414 | \$16,238,190 | \$3,465,776 |
| FFY 2019 CRCOG STP-Urban Program | \$10,669,496 | \$16,862,736 | \$6,193,240 |
| FFY 2020 CRCOG STP-Urban Program | \$15,616,000 | \$17,175,009 | \$1,559,009 |
| FFY 2021 CRCOG STP-Urban Program | \$3,933,000 | \$17,175,009 | \$13,242,009 |

* As of October 2017, CTDOT has not provided information beyond FFY 2018, as many all previously programmed state initiated projects are under review for continuation/discontinuation

CRCOG has requested, and CTDOT has indicated that they will not be processing additional STP-Urban TIP amendments for state initiated projects while there is uncertainty regarding the future of LOTCIP funding. CTDOT staff has also indicated that this will pertain to FFY2018, and any 2018 under-programming will carry-over to FFY2019. Additionally, all state initiated projects (including those currently slated for STP-Urban programming) are currently being reviewed for continuation/discontinuation depending on the outcome of upcoming legislative efforts regarding STF funding revenues.

The Subcommittee asked that CRCOG look at both the STP and LOTCIP anticipated yearly targets to assess the regional fair shares and if we need to discuss cuts to any DOT-sponsored projects, preserving funding for projects of regional significance.

5. **LOTICIP Update**
 - **Quarterly Review (Q2)** – Ms. Sotoria Montanari reviewed the LOTICIP Quarterly Reporting Memo. The highlights of Quarter 2 were summarized as follows:

- CRCOG expended **\$1,790,730** in Quarter 2 FY18 (Manchester North Main Street Project), with cumulative totals of **\$5,171,442** and anticipated approximate expenditures of **\$7,987,200** in Quarter 3.
- CRCOG's projections for remaining FY18 expenditures are approximately **\$7.3M**
- CRCOG received **eight (8)** of the **fourteen (14)** expected Quarter 2 design submissions
- CRCOG anticipates receipt of **ten (10)** design submissions in Quarter 3 of FY2018
- **Two (2)** projects received Authorization to Advertise, **one (1)** project received an Authorization to Award Letter, and **six (6)** projects are expected to receive Authorization to Award letters next quarter
- CTDOT issued **two (2) Commitment to Fund Letters** during Quarter 2 of FY2018
- **Nine (9)** Projects have completed construction since program inception

Municipal representatives for the following projects provided scheduling updates at the meeting. The submission for Mansfield was provided prior to the meeting.

| Project | Town | Milestone |
|----------------------------------|----------------------|--|
| <i>Avery St 3 Reconstruction</i> | <i>South Windsor</i> | <i>Q2 Final design submission re-scheduled from 12/31/2017 to 3/1/2018</i> |
| <i>Jude Lane Intersection</i> | <i>Southington</i> | <i>Q2 final design submission re-scheduled from 12/1/2017 to 2/1/2018</i> |
| <i>Eastwood Road</i> | <i>Mansfield</i> | <i>Q2 final design submission re-scheduled from 12/1/2017 to 3/1/2018</i> |

- **Solicitation Follow Up** - Ms. Jennifer Carrier reviewed the LOTCIP-Phase 2 Solicitation Memo reminding everyone that the Phase 2 solicitation had been delayed due to issues associated with statewide LOTCIP budget and bonding approvals associated with limited funding to the Special Transportation Fund (STF). Ms. Carrier stated that CRCOG is hopeful that upcoming legislative efforts will avoid LOTCIP impacts, however in the event they cannot, the Transportation Committee requested staff look into contingency plans. Staff coordinated with CTDOT and in the unlikely event that LOTCIP is discontinued, CTDOT has committed to return federal STP-Urban funding to the regions for municipally initiated transportation projects. CTDOT has also begun drafting high level guidelines regarding use of STP-Urban funding if LOTCIP goes away, including guidelines for the transition of current LOTCIP projects. CRCOG has and will continue to advocate for a process that draws from current LOTCIP policy as much as possible (as opposed to returning in full to prior STP-Urban processes). Based on CRCOG coordination efforts with CTDOT, staff feels reassured that a solicitation for projects in LOTCIP application format would be

sufficient, with little or no additional work needed even if the projects need to transition to federal funding.

The following DRAFT Phase 2 solicitation schedule was shared with the committee:

- Feb. 2018** CRCOG releases Request for Proposals via e-mail to Municipalities
- May 2018** Municipal Proposals due to CRCOG
- July 2018** CRCOG Staff completes Reviewing and Ranking of Proposals
- July 2018** Subcommittee & Transportation Committee Review the Project Rankings
- Sept. 2018** Transportation Committee & Policy Board endorse the Rankings/Selections

Staff recommended that the committee approve the initiation of a LOTCIP Phase 2 solicitation. Brief discussion followed, with the committee indicating that the following should be made clear to municipalities during the solicitation:

- The current potential issues with funding availability, the different potential funding sources, and implications for selected projects.
- Some quantifying of the backlog of projects relative to funding (timeframe of when funding will be available for new projects) given the potential different funding source scenarios (LOTCIP or STP-Urban)

Patrice Carson of the town of Bolton made a motion for CRCOG to move forward with a Phase 2 solicitation as discussed. Derek Dilaj from the Town of Mansfield seconded, and the motion passed unanimously.

- 6. Scope Change for South Windsor Avery Street 3 Reconstruction Project (L132-0003)** - Ms. Sotoria Montanari reviewed the LOTCIP scope change request for the Avery Street 3 Reconstruction Project in South Windsor. This project was approved through the 2015 LOTCIP funding solicitation as a Roadway Reconstruction Project, incorporating sidewalk improvements and has progressed through the preliminary and ninety percent (90%) design phase. The Town of South Windsor is requesting a project scope modification that extends the sidewalk (west side) 800 feet south into the Town of Manchester. Both towns support this Complete Streets element.

Ms. Montanari said that after the preliminary design phase submission (July 2017), South Windsor approached the Town of Manchester with the possibility of extending the sidewalk project into Manchester (near Walgreens) to eliminate a sidewalk gap by connecting to existing sidewalks. The sidewalk extension, ending at a logical terminus at Deming Road, is included in the Town of Manchester's Sidewalk Master Plan. Additionally, the sidewalk extension is an opportunity to make a connection for pedestrian access from the Avery Street neighborhood in South Windsor to the east end of the Manchester Buckland Hills commercial district.

The Avery Street 3 Project was approved for \$2,259,400 of LOTCIP funds. The project's construction cost at the 90% design submission was estimated at \$1,570,000. The additional costs associated with this requested sidewalk extension

scope change result in an estimated cost increase of \$175,000, making the total project cost estimate \$1,745,000, which is well within approved limit.

To eliminate a sidewalk gap by incorporating the 800 ft sidewalk extension into the LOTCIP Avery Street 3 Project in South Windsor/Manchester, staff recommends the approval of a scope modification with an estimated cost well within the \$2,259,400 already approved for the project.

A motion was made by Patrice Carson from the Town of Bolton, seconded by Chris Edge of the town of Berlin to approve the scope modification. This motion was passed unanimously.

7. **LOTICIP Bridge Solicitation Eligibility Questions**-Ms. Sotoria Montanari reviewed the LOTICIP-Bridge Solicitation Eligibility Memo. Ms. Montanari mentioned that in July of 2017, the Cost Review Subcommittee and the Transportation Committee selected seven (7) bridge projects under CRCOG's 2017 LOTICIP \$10 million bridge solicitation. It has come to CRCOG's attention that the two (2) of the projects selected may not be eligible for funding because of their connection to the State of Federal Local Bridge program. The two towns are Granby and Southington. According to CTDOT, Granby was slated to receive federal Local Bridge Program, and Southington was slated to receive state funding, making them ineligible for the LOTICIP funding. The two towns submitted letters that were attached to the memo. A question was asked of each town as to if they were aware of the conflict when initially submitting, Granby said they were not aware of the conflict, Southington was under the opinion that they were not in the State Local Bridge program when the LOTICIP application was submitted. A motion was made by David Smith from the Town of Vernon, seconded by Bob Jarvis to provide eligibility flexibility for these two projects and allow their inclusion in the LOTICIP program. This motion was passed unanimously with one abstention made by Keith Hayden from the Town of Southington.
8. **Other Business**- No other business was discussed.
9. **Adjourn**-The meeting was adjourned at 11:45 am