

**\*\*Special Transportation Cost Review Sub-Committee Meeting\*\***

**Tuesday, October 11, 2022**

**10:30 AM**

**Meeting held remotely via Zoom**

DRAFT  
Until Endorsed  
by Committee

**Name**

Larry Baril  
Michael Ahern  
Jon Colman  
Patrice Carson  
Todd Penney  
Kirk Severance  
Frank Dellaripa  
Jeff LaMalva  
John Carrington  
Peter Hughes  
Rob Trottier  
Jason Scott  
Jeffrey Doolittle  
Devin Cowperthwaite  
Greg Sommer  
Derrick Gregor

**Organization**

Avon  
Berlin  
Bloomfield  
Bolton  
Coventry  
Granby  
Hartford  
Manchester  
Mansfield  
Marlborough  
New Britain  
Rocky Hill  
South Windsor  
Stafford  
West Hartford  
Wethersfield

**Guests**

Mark Moriarty  
New Britain

**CRCOG Staff**

Robert Aloise, Roger Krahn, Sotoria Montanari, Cara Radzins, Karen Stewartson

*The record below includes a brief description of each agenda item as well as the timestamp of the beginning of that discussion. The audio recording for this meeting is available at: <https://crocog.org/event/special-cost-review-sub-committee-meeting-2/>*

- 1. Roll Call – 0:00** –The meeting was called to order at 10:31 am by the Chair Jon Colman from the Town of Bloomfield. Karen Stewartson conducted the roll call.
- 2. Public Forum – 2:32** – No one chose to speak.
- 3. Adoption of Minutes: Cost Review Sub-Committee Meeting on July 25, 2022– 2:42** – Patrice Carson from the Town of Bolton made a motion, seconded by Greg Sommer from the Town of West Hartford, to approve the minutes from the Cost Review Sub-Committee Meeting on July 25, 2022. This motion was passed unanimously with two (2) abstentions made by Frank Dellaripa from the City of Hartford and Devin Cowperthwaite from the Town of Stafford.

**4. 2023 LOTCIP Project Solicitation: DRAFT Selection Policy – 3:38** – Sotora Montanari noted that at the September Transportation Committee meeting the Committee decided to table the approval of the FY2023 LOTCIP Project Solicitation Selection Policy so that adjustments to funding category amounts in response to inflation and substantial increases in unit prices could be discussed at a special Cost Review Sub-Committee meeting. Ms. Montanari stated that staff is proposing an across the board increase of either 20% or 25% for the FY2023 solicitation. After several discussions, a motion was made by Peter Hughes from the Town of Marlborough, seconded by Patrice Carson from the Town of Bolton, to approve and accept the staff recommendation to the Transportation Committee of a 25% increase for project/municipal funding limits and project type funding allocations for the FY2023 solicitation. This motion was passed unanimously. Ms. Montanari noted the solicitation would be released in late November or early December of 2022.

**5. Proposed Inflation-Based Funding Adjustments for Approved Projects**

- **Projects Currently in Application Phase – 12:45** – Sotora Montanari noted that unit prices have increased due to inflation. Per current LOTCIP guidelines, project cost increases of 20% or more need Transportation Committee approval prior to receipt of a CTDOT Commitment to Fund (CTF) letter. Ms. Montanari stated that the staff recommends a blanket 25% increase of cost estimates for all Committee approved LOTCIP projects currently in the application phase. The total increased approval amount for the FY2022 application phase is approximately \$9 million. There were no comments or concerns related to this recommendation.
- **Projects Currently in Design Phase – 15:10** – Sotora Montanari shared that CRCOG Staff met with CTDOT on September 29, 2022 to discuss unit cost increases and funding increase requests during the design phase. Currently any increases of 20% or over need both CRCOG Committee and CTDOT approval. Ms. Montanari stated that since the policy is written in the CTDOT LOTCIP guidelines and CRCOG guidelines, staff recommends maintaining current procedures. After several discussions and questions raised, a motion was made by Peter Hughes from the Town of Marlborough, seconded by Patrice Carson from the Town of Bolton, to recommend that the Transportation Committee revise this percentage to 30% for CRCOG Committee approval and maintain 20% for CTDOT approval. This change would be in place for 18 months. This motion was passed unanimously.
- **Projects Currently in Bid Phase – 25:08** – Sotora Montanari noted that minutes from the September 25, 2017 Transportation Committee meeting reflect that if a bid is up to 20% over the engineer’s estimate, a municipality will comply with CTDOT’s policy, but it will not be necessary to request the Cost Review Sub-Committee’s approval. If a bid is 20%-25% over the engineer’s estimate, the CRCOG staff will work with the municipality to help mitigate costs. If the bid is 25% or more over the engineer’s estimate, the Cost Review Sub-Committee will review and act on the overage. After several discussions, a motion was made by Devin Cowperthwaite from the Town of Stafford, seconded by Michael Ahern from the Town of Berlin, to recommend that the Transportation Committee approve bid phase increases up to 40% over the engineer’s estimate for the temporary duration of 18 months. This motion was passed unanimously.

**6. Discussion of Consistent Funding Hard Caps – 31:08** – Sotora Montanari shared with the Committee that historically, substantial LOTCIP funding increases reaching \$3.9M or more have been approved. This has resulted in different cap levels

for the few projects that have reached these levels. With the current inflationary environment, it is anticipated that many additional projects may exceed \$3.9M. To resolve the current CRCOG funding cap inconsistency, Staff recommends increasing current caps to a consistent \$5.5M (~40% increase) while striving to maintain this cap for future projects. After several discussions, a motion was made by Larry Baril from the Town of Avon, seconded by Devin Cowperthwaite from the Town of Stafford, to recommend that the Transportation Committee approve this increase. This motion was passed unanimously.

**7. Other Business – 35:21**

- The next Cost Review Sub-Committee meeting is scheduled as a virtual meeting on October 24, 2022. CRCOG Staff will decide if this meeting is needed.

**8. Adjourn – 37:13** – The meeting was adjourned at 11:09 am via a motion by Kirk Severance from the Town of Granby, seconded by Devin Cowperthwaite from the Town of Stafford.