**LOTCIP PAVEMENT INFORMATION CHECKLIST**

**Purpose:**

The intent of this document is to facilitate successful and complete submission of all required pavement information by Municipalities necessary for an efficient application review process by the Department. This document should be used by Municipalities in preparing applications and COG representatives responsible for reviewing submitted applications relative to projects that involve a pavement component.

This checklist briefly outlines the steps to be completed by Municipalities (and/or their designated consultant designer) when submitting a LOTCIP application to their respective COG for CTDOT review.

The steps generally include:

* Performing an initial pavement condition survey for the existing roadway
* Determining a suitable treatment category for the observed field condition
* Collecting the appropriate level of information for the selected treatment category
* Performing a pavement design analysis for the required design life, and
* Ensuring that the proposed pavement structure has been properly justified and incorporated into the application materials

Guidelines for the LOTCIP can be found on the CTDOT Local Roads webpage:

<https://portal.ct.gov/DOT/Office-of-Engineering/Highway-Design---Local-Roads---LOTCIP>

Additional guidance and design tools can be found on CTDOT Pavement Design Unit webpage:

<https://portal.ct.gov/DOT/Engineering/Pavement-Design/Pavement-Design-Unit>

**Checklist:**

1. **Minimum level of information collected for all treatment categories:**

Latest ADT traffic volumes identified

Functional classification of the roadway section identified

Pavement surface age from existing records provided (if available)

Existing records checked for pavement depth and presence of granular base or subbase

Subgrade type identified using surficial mapping tools

1. **Condition survey completed for the existing roadway using the** **“Pavement Evaluation Form for Local Roads Programs” on webpage:**

Distress information entered (type, severity, extent, and overall level)

Top three (3) primary distresses identified

Most suitable treatment category selected (refer to “Supporting Information for Local Roads Programs” on webpage)

Representative photos taken of pavement conditions within the project limits

1. **Information provided as required for selected treatment category (refer to requirements in Appendix P of LOTCIP guidelines):**

**Preservation**

Need for surface preparation identified (type of repair and extent)

**Minor Rehabilitation**

Pavement coring

Cores taken every 500-feet

Cores measured for total depth and depth between layers

Soils

One (1) split spoon sample or one (1) test pit taken every ½ mile

General description of base/subbase composition from visual inspection

**Major Rehabilitation**

Pavement coring

Cores taken every 1000-feet

Cores measured for total depth

Soils

Test pits taken every 1000-feet between cores to depth of 36 inches

Test pits measured for pavement depth, base/subbase depth, and depth to subgrade

Particle size distribution/sieve analysis performed (for FDR treatment only)

Blended gradation completed; see “Full Depth Reclamation Tool” at link above

Asphalt proportion less than 50% of total blend at proposed depth

General description of base/subbase composition from visual inspection (for other treatments in this category, including Peel and Pave)

Subgrade type identified using visual inspection (where encountered)

**Full Depth Reconstruction**

Minimum information collected and condition evaluation performed as detailed above – no specific additional requirements

1. **Pavement design performed according to AASHTO 1993 guide (use of CTDOT design tools on webpage is strongly encouraged):**

General information accurately filled out on “Introduction and Legend” sheet for both tools

ESAL Calculator Tool

ADT entered from latest available data or traffic study

Flexible Pavement Design Tool

Accumulated ESALs transferred from the ESAL Calculator Tool

Target cell is highlighted green and equals 0.00 (equation solved)

Adequacy cell is highlighted green and indicates “Yes” (provided SN > required SN)