



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

May 7, 2024

The Honorable Eden Wimpfheimer
First Selectwoman
Town of East Granby
9 Center Street
East Granby, Connecticut 06026
edenw@egtownhall.com

Dear First Selectwoman Wimpfheimer:

Subject: **Commitment to Fund**
Local Transportation Capital Improvement Program (LOTICIP)
Intersection Realignments and Sidewalk Installation
State Project No. L039-0001
School Street Corridor and School Street at Route 187 and at Route 20
Town of East Granby

The Department of Transportation (Department) has received the LOTICIP application prepared by the Town of East Granby (Municipality) and submitted through the Capitol Region Council of Governments (COG) relative to the subject project. The Department has reviewed the application materials along with the cost estimate provided by the Municipality and endorsed by the COG.

The LOTICIP application for this project has been approved. The Department hereby commits to fund eligible project costs as follows:

Contract Items:	\$ 2,520,000
Contingencies (10% of Contract Items):	\$ 252,000
Incidentals to Construction (10% of Contract Items):	\$ 252,000
Rights of Way:	\$ 200,000
<u>Eligible Utilities:</u>	<u>\$ 0</u>
Total Funding Commitment:	\$ 3,224,000

This Commitment to Fund is subject to funding availability and general conditions including, but not limited to the following:

1. The project is to be administered by the Municipality in accordance with the *Local Transportation Capital Improvement Program Guidelines*, dated November 2021, as may be revised. The guidelines are available on the Department's LOTICIP web page at <https://portal.ct.gov/DOT/Office-of-Engineering/Highway-Design-Local-Roads-LOTICIP>.
2. The project costs identified in this Commitment to Fund letter are based on estimates provided by the Municipality and endorsed by the COG. These costs are to be considered capped until adjustment, based on low bid or otherwise revised, in accordance with the LOTICIP guidelines.

3. Any scope revisions and/or twenty percent (20%) changes in cost identified during the design phase must be approved by the COG and the Department, as specified in the LOTCIP guidelines.
4. Upon completion of project design activities, the Municipality must forward to the Department, through the COG, a Final Design Submission along with supporting documentation and certifications, as defined in the LOTCIP guidelines.
5. The Municipality must execute and deliver a Project Authorization Letter (PAL) issued pursuant to the Master Municipal Agreement for Construction Projects and comply with its terms. The PAL will be forwarded to the Municipality for execution, subsequent to review of the Final Design Submission package by the Department.

This commitment is further subject to the following project-specific conditions:

1. This project may require environmental permits. In accordance with the LOTCIP guidelines, the Municipality will be responsible for the acquisition of all environmental permits that may be required. Please be advised that any project that involves work within waters or wetlands may require State and/or Federal environmental permits. **It is critical that the Municipality or their consultant contact the Connecticut Department of Energy and Environmental Protection (DEEP) - Inland Water Resources Division early in the design process** to discuss permitting requirements, and to identify specific environmental concerns and design considerations. Failure to establish early coordination with DEEP may result in significant time delays in the permitting process due to the need for design changes and/or denial of permit applications. Please note the Department hosts a monthly Interagency Coordination (Municipal) meeting where municipalities (and their consultants) can discuss municipal projects with the various regulatory agencies relative to permitting requirements, identification of specific environmental concerns, and design considerations. Attendance at the meeting can be arranged through the Department's Environmental Permit Coordination Unit:

Michelle Roise
Transportation Engineer III
(860) 594-3226
DOT-EPC@ct.gov

2. This project is anticipated to require right of way acquisitions. The application materials indicate that Municipal Staff will be responsible for all right of way acquisition activities for this project, and that the Municipality will seek reimbursement for costs associated with the acquisitions. All right of way acquisitions are to be performed in accordance with LOTCIP guidelines even if reimbursement will not be requested. In addition, any acquisitions adjacent to Route 187 or Route 20 must be closely coordinated with the Department's Office of Rights of Way through the following contact:

Mr. Thomas H. Melzen
Supervising Property Agent
(860) 594-2451
Thomas.Melzen@ct.gov

3. This project is anticipated to require utility relocations. Coordination with utility companies that have facilities in the project area, as well as with any utilities that currently do not have facilities present but may have plans to expand service to the area, should begin early in the design process.

Costs for relocation of privately-owned utility facilities on municipally-owned roadways, including adjustment of utility gates, are the responsibility of the affected utility and are ineligible for LOTCIP participation. Utility coordination will be the responsibility of the Municipality.

In accordance with applicable statutes, the LOTCIP guidelines and as determined through discussions with the Department’s Utilities Section, participation in utility relocation costs for this project will be as follows:

<u>Utility Owner</u>	<u>Activity</u>	<u>Cost Participation</u>
Private	Relocation Design/Engineering	100% Utility
	Relocation Construction	100% Utility
Municipal	Relocation Design/Engineering	100% Municipal
	Relocation Construction	100% LOTCIP

All necessary utility agreements relative to the relocations will be executed between the Municipality and the affected utility(ies). In accordance with the LOTCIP guidelines, costs associated with any utility betterments/upgrades that are not necessary to accommodate the proposed transportation improvement are ineligible for LOTCIP participation.

4. This project will require work be performed within the State-owned right of way along Route 187 and Route 20. As such, an encroachment permit will be required. It is imperative that the design of the improvements proposed under this project be coordinated with the Department during the design phase, to ensure conformance with applicable requirements relative to proposed work within State-owned right of way or otherwise affecting State-owned facilities. **Establishing early coordination relative to the encroachment permit process is recommended.** Encroachment permit review may require up to twelve (12) months. Lack of coordination may result in delay to the Municipality’s anticipated design/construction schedule and an increased costs to the Municipality. All matters relative to the encroachment permit process for this project are to be coordinated through the following Department contact:

Mr. Aron J. Steeves
 Special Services Section Manager (District 4)
 (203) 591-3610
Aron.Steeves@ct.gov
 cc: ronald.ferris@ct.gov

5. This project may involve installation of a bridge/culvert structure. As the Department maintains a structure inventory and performs routine bridge inspections on both State and Municipally-owned structures, load rating and bridge scour information (as applicable) is required as part of the Final Design submission to the Department in accordance with the LOTCIP guidelines, as may be revised. Additional submission and formatting requirements for load ratings can be found at <https://portal.ct.gov/DOT/State-Bridge-Design/Load-Rating/Load-Rating>. Please direct all questions to DOT.BridgeRating@ct.gov.

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- 6. Modifications to traffic control signals, devices, signs, and markings for public highways/roadways require review by the Local Traffic Authority and/or by the Office of the State Traffic Administration (OSTA) and/or by the Department's Division of Traffic Engineering. Traffic control signal modifications are proposed under this project at the intersection of School Street and Route 20. Most traffic control signal modifications are subject to approval from OSTA; as such, coordination with OSTA should begin early in the design process. A copy of the Traffic Investigation Report (TIR) issued by OSTA is required as part of the Final Design submission to the Department. For further information regarding approval requirements, see the guidance document linked below and/or contact OSTA:

<https://portal.ct.gov/-/media/DOT/documents/dstc/Itaguidancepdf.pdf>

Office of the State Traffic Administration
 Connecticut Department of Transportation
 2800 Berlin Turnpike
 Newington, CT 06131
 Phone: (860) 594-3020
 Fax: (860) 594-2552
DOT.OSTA@ct.gov

Please be informed that, in accordance with the LOTCIP guidelines, the Department will initiate an Environmental Screening Review for this project to assist the Municipality in identifying items relative to natural resources, historic/archaeological resources, etc., that may need to be investigated or addressed during the design phase. The Environmental Screening Review is expected to be completed within approximately ninety (90) days. The results will be forwarded to the Municipality and the COG, when received.

If the Municipality accepts this Commitment to Fund, please sign below and return a copy of this letter to this office within thirty (30) days. Transmission via e-mail is acceptable.

If you have any questions, please contact the Project Manager, Mr. Vitalij V. Staroverov, P.E., at (860) 594-2582 or by email at Vitalij.Staroverov@ct.gov.

Very truly yours,

Michael N. Calabrese
 Michael N. Calabrese,
 P.E.
 2024.05.19
 20:33:37-04'00'
 Michael N. Calabrese, P.E.
 Division Chief of Highway Design
 Bureau of Engineering and Construction

Enclosures

Accepted By: *Eden Wimpfheimer*
 The Honorable Eden Wimpfheimer
 First Selectwoman

Date: 05/20/2024

The Honorable Eden Wimpfheimer

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cc: Robin Newtown, AICP, CZEO, Director of Town Planning & Economic Development, Town of East Granby, robinn@egtownhall.com
Mr. Matthew W. Hart, Executive Director, Capitol Region Council of Governments, mhart@crcog.org
Mr. Robert Aloise, Director of Planning, Capitol Region Council of Governments, raloise@crcog.org
Ms. Sotora Montanari, Senior Program Manager, Capitol Region Council of Governments, smontanari@crcog.org
Ms. Cara Radzins, Transportation Deputy, Capitol Region of Council of Governments, cradzins@crcog.org
Mr. Roger Krahn, P.E., Principal Transportation Engineer, Capitol Region Council of Governments, rkrahn@crcog.org

Location Map

