



John L. Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

MAYOR STEPHEN WOODS

NEWINGTON TOWN COUNCIL **Conf. Room L-101 (Lower Level) – Town Hall** **131 Cedar Street**

AGENDA
July 23, 2013
7:00 P.M.

-
- I. PLEDGE OF ALLEGIANCE
 - II. ROLL CALL
 - III. AWARDS/PROCLAMATIONS
 - A. Newington Parks and Recreation Lifeguards
 - IV. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone**)
 - V. REMARKS BY COUNCILORS
 - VI. CONSIDERATION OF OLD BUSINESS (**Action May be Taken**)
 - A. Grant Funding, Garfield Street Reconstruction
 - B. Consideration of Canceling the August 27, 2013 Town Council Meeting
 - VII. CONSIDERATION OF NEW BUSINESS (**Action May Be Taken Only by Waiving the Rules.**)
 - A. Town Hall/Community Center Architect Selection
 - VIII. RESIGNATIONS/APPOINTMENTS (**Action May Be Taken**)
 - A. Appointments to Boards and Commissions
 - 1. Affordable Housing Monitoring Agency
 - 2. Balf-Town Committee
 - 3. Building Code Board of Appeals
 - 4. Central Connecticut Health District Board of Directors
 - 5. Newington Commercial Façade Easement Rehabilitation Loan Program Committee
 - 6. Clem Lemire Artificial Turf PBC
 - 7. Committee on Community Safety
 - 8. Conservation Commission
 - 9. Development Commission
 - 10. Downtown Revitalization Committee
 - 11. Employee Insurance and Pension Benefits Committee
 - 12. Environmental Quality Commission

Phone: (860) 665-8510 Fax: (860) 665-8507
townmanager@newingtonct.gov
www.newingtonct.gov

13. Board of Ethics
14. Fair Rent Commission
15. Firehouse Expansion Project Building Committee
16. Housing Authority Board of Directors
17. Human Rights Commission
18. Library Board of Directors
19. NHS Track Renovations Project Building Committee
20. Open Space Committee
21. School Improvements Project Building Committee
22. Standing Insurance Committee
23. Tri-Town Community Access Cable Committee
24. Vehicle Appeals Board
25. Youth-Adult Council (Mayoral Appointment)
26. Zoning Board of Appeals

IX. TAX REFUNDS (**Action Requested**)

X. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER, OTHER TOWN AGENCIES AND OFFICIALS, OTHER GOVERNMENTAL AGENCIES AND OFFICIALS AND THE PUBLIC

XI. COUNCIL LIAISON/COMMITTEE REPORTS

XII. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone**)
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)

XIII. REMARKS BY COUNCILORS

XIV. ADJOURNMENT



CERTIFICATE OF RECOGNITION



*In recognition and appreciation of the
Newington Parks and Recreation Churchill Park Pool Staff for their
professionalism and composed response to the incident on July 11, 2013.*

Kelsey Cronin, Pool Director
Patrick Makles, Head Guard
Meghan Feeney, Head Guard
Zachary Thatcher, Lifeguard
Joshua Paszczuk, Lifeguard
Aliana Ayuso, Lifeguard
Hannah Martin, Lifeguard
Joshua Brown, Lifeguard
Luke Hasson, Lifeguard

July 23, 2013

Stephen Woods, Mayor
on behalf of the Newington Town Council



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John Salomone, Town Manager
Date: July 18, 2013
Re: Garfield Street Grant

At the July 9, 2013 Town Council Meeting, the Town Engineer introduced to the Town Council the possibility of applying for an Urban Systems Grant under the auspices of the CRCOG. On July 17, you should have received a copy of the grant application. This application is a placeholder so that CRCOG is informed of the Town of Newington's interest in being considered for the funding.

If the Council concurs, this resolution will be submitted as an additional attachment to the application. The application process will evolve over the next six months as the CCROG considers the application. If we are successful in our application, the Town will be responsible for 10% of the project costs or up to \$250,000. As you are aware, our match would be significantly less than if the Town was to fund it without the grant. The project would also have additional upgrades such as sidewalks, lighting, (which would match the Market Square project) and other upgrades.

As you recall, this project has been fully vetted by the Capital Improvement Committee and the Town Hall Committee since it is integral to the campus and parking improvements related to the Town Hall and Mortensen center. The only potential negative with this grant proposal is that due to the length of the funding process, it is possible that construction would not begin until the spring of 2016. The Town Hall Renovation Project Building Committee will have to work around the present alignment of Garfield Street until the project is completed. I believe this can be accomplished through proper planning of the architect and construction manager, but of course, it would have been easier to have it realigned prior to Town Hall and Mortensen Center construction.

I look forward to answering any questions that you have on the grant. The Town Engineer will also be present to discuss the grant application.

Attach.

AGENDA ITEM: VI.A.

DATE: 7-23-13

RESOLUTION NO. _____

WHEREAS, the Capital Region Council of Governments has solicited municipal projects in order to distribute \$22,500,000 million in Federal funding that is expected to be available for road improvement projects through the Federal Surface Transportation Program; and

WHEREAS, Garfield Street is eligible for funding under this program.

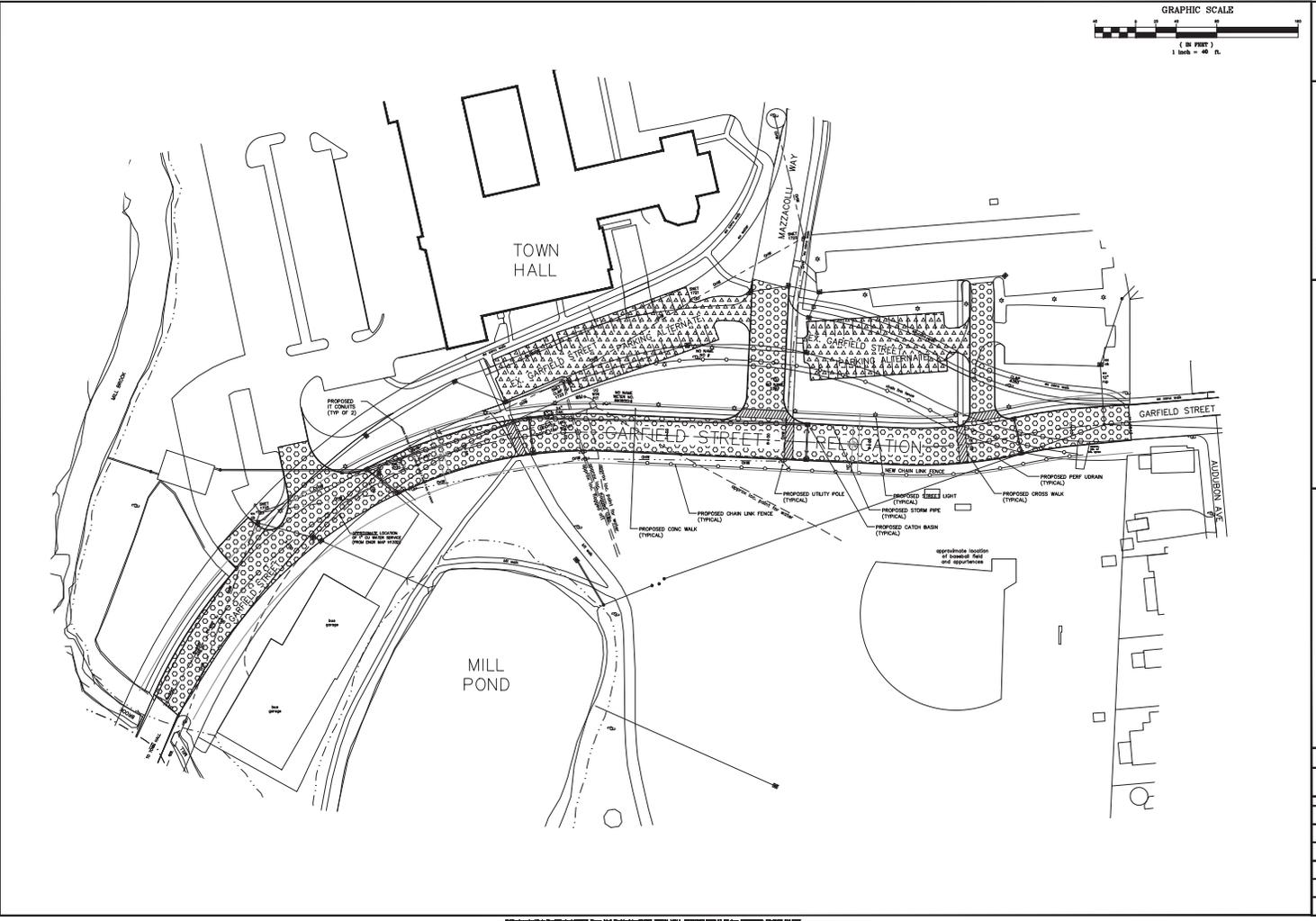
NOW, THEREFORE, BE IT RESOLVED that, the Newington Town Council hereby authorizes the Town Manager, John Salomone to submit an application for funding up to the amount of \$2,500,000 to the CRCOG Transportation Committee to Reconstruct Garfield Street from the Garfield Street Bridge east toward Audubon Ave; and

BE IT FURTHER RESOLVED that, should funding for said plan be approved, the Newington Town Council will fund 10% of the design, ROW and construction costs of this project of \$250,000 as required by project guidelines.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____



GRAPHIC SCALE

1 IN. = 40 FT.

1" = 40'

TOWN OF NEWINGTON
ENGINEERING DEPARTMENT

**PLAN FOR THE RELOCATION OF
GARFIELD STREET**

TOWN OF NEWINGTON (D.P.W.)
591 CEDAR STREET
NEWINGTON, CT. 06111

DATUMS:

HORIZONTAL: NAD 83
VERTICAL: NAVD83

PROJECT
NO. 21-12-11-1

DATE
07/19/2024

DRAWN
JAS

CHECK
GMB

DESIGN
BSEIT

SCALE
1" = 40'

C:\projects\2024\21-12-11-1\21-12-11-1.dwg 07/19/2024 10:55:45 AM

STP-Urban

Phase 2 Application Guidelines

Town: Town of Newington

Street: 131 Cedar Street

Route No.: Rte 175

Project Title: Garfield Street

Contact Person: Chris Greenlaw

Phone Number: 860-665-8570

Each proposal must include the following:

- Resolution of the Town Council**
- Completed Application Parts 1, 2 and 3 for Capital Improvement Projects**
- Completed Application Parts 3 and 4, and your own cost estimate for Studies or other Nontraditional Projects** (an electronically fillable version of Part 4 is available on CRCOG's website)

General requirements:

- Roadway Reconstruction project cost cannot exceed \$2,500,000 total** (\$2,000,000 federal share); **\$3,500,000 total** (\$2,800,000 federal share) **for City of Hartford projects**
- Pavement Rehabilitation/Stand-Alone Sidewalk project cost cannot exceed \$1,000,000 total** (\$800,000 federal share)
- Bicycle/ Pedestrian project costs cannot exceed \$700,000 total** (\$560,000 federal share)
- Roads must be on the Federal-Aid system** (with the exception of off-road trails)
(Check your federal functional classification map or call Robert Aloise at 860-522-2217 x214)
 - Urban areas: federal functional classification of *collector* or higher
 - Rural areas: federal functional classification of *minor collector* or higher
- Return 3 copies of this completed application to CRCOG by 4:00 p.m. on Wednesday, July 17, 2013**

Return to: Jennifer Carrier
Director of Transportation
CRCOG
241 Main St.
Hartford, CT 06106

Part 1:

Project Description Guidelines

Each proposal must be fully and clearly defined. At a minimum the applicant must supply the following materials for each proposal:

I. Written Description of Proposed Improvement

Provide a brief written description of the proposed improvement and why it is needed.

(From Application cover letter)

Garfield Street provides for the main (only) access to the Town Hall as a collector between (2) state routes with a third state route embracing the north side of our campus (please refer to figure #1). Our Town Hall (or campus), while housing the Board of Education and Police Department, is a geographic hub, with adjacent neighbors notably as, but not limited to: the Senior Center Housing Authority, Library and Mill Pond Park, with Garfield Street as the axis connecting to our viable Central Business District (C.B.D.). The C.B.D. encompasses the "Constitution Market" with its recently reconstructed streetscape project (Market Square) and various businesses. Garfield Street acting as a nexus, incorporates the Town Hall campus with regional significance (and associated events) and the C.B.D. with its host of events. An improved Garfield Street directly connecting the C.B.D. with two State Routes is a perceived benefit to the economic viability of the area.

Our project specifically outlines the benefit of an improved relocated roadway with provisions (sight line, walks, crosswalks and lighting) to enhance vehicle and pedestrian safety. A newly constructed roadway provides a structural and geometric improvement to this important "Collector" roadway. Special note: Garfield Street surrounded by Town of Newington property on either side of the R.O.W., therefore no takings or R.O.W. issues exist.

II. Project Location Map

Indicate the general location of the project on a suitable map. (an 8 ½" x 11" sheet is adequate)

Please refer to "Figure #1" attached

III. Preliminary Project Plans

Preliminary project plans, drawn at a scale of 1" = 100 feet or larger, should be submitted. The following items should be depicted on the plan or plans.

- All proposed improvements
 - drainage
 - culverts
 - sidewalks
 - traffic signals, etc.
- Existing edge of pavement
- Proposed new edge of pavement
- Project limits
- Existing property lines
- Proposed new property lines
- Utilities

This plan should be considered as a "conceptual" or "sketch" plan in which a high degree of accuracy is not required. An adequate base map for the plan would be your town assessor's maps (usually available on an air photo base at 1" = 100 feet) or an MDC quadrangle map (1" = 200 feet) enlarged to 1" = 100 feet.

The Engineering department has provided Preliminary Progress plans resultant of a compilation of mapping (file) augmented with traditional field survey. This design data was incorporated and further developed utilizing our Autocad software. We've developed both preliminary horizontal and vertical geometry (test borings conducted), provided both existing and a proposed drainage system (complete with detention, underground storage), both existing and proposed lighting (met with CLP & ATT representatives), plotted existing utilities per CBYD mark out, proposed cross walks, concrete walks, trees and other related appurtenances. Important note: The quantity estimate is supported by both calculations and areas generated from the software. Please note: Please refer to the attached plans depicting the Project limits (+/- 1000 feet roadway). The project is unique for the fact that Town of Newington land flanks both sides of the R.O.W., therefore takings and/or R.O.W. issues are not a factor.

IV. Preliminary Cross-Section

Provide one or more typical cross-sections (not to scale) depicting the following:

1. Pavement width (federal guidelines require at least 30 feet)
2. Sidewalk location and width
3. Utility pole placement
4. Snow shelf location and width
5. Right-of-way lines

Please refer to Figure #2, "typical Cross Section"

V. Roadway Data

Provide the following information:

1. Traffic volumes: daily and peak hour
Daily Traffic volume: 6,526
Peak hour volume: 8:00am to 6:00pm
2. Speed data: posted speed, average vehicle speed, 85th percentile speed
Posted Speed: 25 mph
Avg. Speed: 25.5 mph
85th Percentile Speed: 34 mph
3. Accident data (including pedestrian and bicycle accident data): latest 3 years available
See attached report
4. Local design standards
Design to coincide with Town standards: Existing width = 36 ft to remain; Arterial road with posted speed of 25 mph to remain.

***Please refer to the traffic count data (performed 2013) attached.

VI. General

Provide the following information:

1. Any reports or engineering studies – conducted borings – refer to attached Figure #3
2. Any news articles or public comments on the problem or project

VII. Additional Questions

In addition to the basic materials requested above, the applicant should answer the questions below which are intended to address basic issues about existing conditions, project management, impacts on private property, utilities, wetlands, etc. You may provide your answer in the space provided below or submit separate answer sheets.

(a) Functional Classification

Indicate the functional classification of the road as designated for the Federal-Aid system¹.

Urban Areas	Rural Areas
<input type="checkbox"/> Principal Arterial	<input type="checkbox"/> Principal Arterial
<input type="checkbox"/> Minor Arterial	<input type="checkbox"/> Minor Arterial
<input checked="" type="checkbox"/> Collector	<input type="checkbox"/> Major Collector
<input type="checkbox"/> Local (not eligible)	<input type="checkbox"/> Minor Collector
	<input type="checkbox"/> Local (not eligible)

(b) Design

1. *Has any survey or design work already been done?*

A preliminary field investigation has been completed for planning purposes. A limited topographic (traditional) field survey has been conducted and utilized in development of the "Autocad" design of the plans. Additionally, test borings were conducted and file maps incorporated to assist with the design and base mapping. To reiterate both calculations and software measurements were utilized in the development of the estimate. With this amount of design preparedness, we elected to take the credit of 15 % for minor items and derived the corresponding (anticipated) construction cost value of 16%.

2. *Will the design be done by town forces or by a consulting firm?*

Design will be completed by a consulting firm.

(c) Rights-of-Way

1. Existing ROW (feet): 60 feet
Proposed ROW (feet): 60 feet
(50 feet is the minimum allowed in most federal projects)

¹ <http://www.ct.gov/dot/LIB/dot/Documents/dpolicy/policymaps/fcl/pdf/fclpdf.pdf>

2. Generally describe the nature and extent of the ROW impacts (e.g. 10-15 strip takes, 1 total)

The Town owns property on both sides of the road thereby negating the need for appraisals and mapping for taking. However; a new R.O.W. (right-of-way) map will need to be produced to delineate the new R.O.W alignment of the road.

3. If you anticipate that there will be ROW impacts, please supply the following:

- a. a copy of the zoning map for the area, and
- b. a copy of the assessor's map for the project area (including the parcel numbers)

N.A.

4. How many takings will result in nonconforming lots that will require a zoning variance?
N.A.

5. Do you anticipate any problems obtaining the zoning variance? N.A.

6. How many families and/or businesses will be displaced ? None

(d) **Pavement**

1. Existing pavement type and width:

Bituminous; 36 feet wide

2. Will existing pavement be left as is, overlaid, reconstructed or recycled?

Existing pavement will be recycled.

3. Proposed new pavement structure. Describe type & depth of each course including the base.

A typical DOT estimated pavement section is:

collectors	arterials	
3"	4"	HMA 0.5 inch
4"	5"	HMA 1.0 inch
12"	12"	Suitable subbase

(e) Utilities

1. *List all utilities and their owners within the project area*

(gas, water, sewer, electric, telephone, cable TV, etc.) and indicate whether underground or overhead. Gas-CNG (Connecticut Natural Gas), Water & Sewer-MDC (The Metropolitan District), Electricity-CL&P (Connecticut Light & Power), Phone-ATT/SNET (American Telephone & Telegraph, Southern New England Telephone), Cable TV-Cox Communications

2. *If any of these utilities are likely to be affected by the project, please explain the nature and extent of the impact.*

Overhead utility wires will be relocated to new relocated poles. Water meter pit will be relocated out of the R.O.W. but remain on Town of Newington property.

3. *Are there any plans to expand or improve existing utilities within the next five years?*

No plans at this time.

(f) Storm Water Drainage System and Under Drains

Explain any existing storm water drainage problems, including any ponding or erosion issues, or deficiencies in inlet or culvert capacity. If you propose to modify, replace, or install a system, please indicate the nature and extent of improvements. Provide a rough estimate of the improvements needed (e.g. length of new storm sewer pipe, number of new catch basins, etc.)

New CB's: 9 +/-, 15" HDPE: 580' lf +/-, 12" HDPE: 182' lf +/-, underground storage: 20 +/-, hydrodynamic separator: 1. A preliminary drainage analysis was conducted to assist in the development of the system including the underground storage. Please refer to the attached design plans for drainage system alignment and underground storage location.

(g) Culverts, Bridges & Other Crossings

Identify any existing crossings that are likely to be modified (e.g. extended), rehabilitated, or replaced as part of the project. Indicate the type of improvement needed and the reason for it. If any existing crossings have inadequate hydraulic capacity, please indicate:

N.A.

(h) Railroad Grade Crossings

Identify any existing at-grade crossings and indicate if any modifications are needed.

N.A.

(i) Sidewalks

Provide a rough estimate of the number of linear feet of sidewalk to be replaced or constructed. Specify the type of material and whether or not the sidewalk fills a gap or connects pedestrian destinations.

New 5' concrete sidewalks: 1,140' lf +/-, will connect Mazzoccoli Way to the relocated Garfield Street. These walks will also allow pedestrians access from the relocated road to: Library, Town

Hall, Board of Education, Police Department, Mill Pond Park and ultimately to Senior housing, Housing Authority, Senior Center and CT Transit bus stops.

What percentage of the above is for "replacement" of existing sidewalk?

Approximately 50 % is being replaced because of the re-location of the roadway.

If you are submitting a stand-alone sidewalk project, identify the pedestrian user (i.e. elementary school children).

(j) Parks, Cemeteries, Historic Structures

Identify any parks, cemeteries, or historic structures that are likely to be affected by the project.

This proposed project will enhance pedestrian accessibility to Mill Pond Park from Garfield Street and the adjacent Town Hall. Of note, our park has regional significance as it hosts our annual Extravaganza event, high school baseball and travel soccer. Other activities include staging for annual running events.

(k) Wetlands

Identify any wetlands that are likely to be affected by the project (Locate them on a map if that is more appropriate)

No improvements associated with this project will impact the wetlands at this time, however the 100' Upland Review Area" encompasses a current portion of the roadway.

(l) Hazardous or Contaminated Sites

Identify any known or suspected sites that are likely to be affected by the project. If the project includes work in the vicinity of a gas station or other facility with underground storage tanks, the locations should be identified. (Locate them on a map if that is more appropriate).

The former Town highway garage and current Board of Education bus garage is located at the westerly end of the proposed project. We've consulted with the Fire Marshall and he has indicated no knowledge or historical data of any tanks and/or remediation efforts. Pursuant to this information, please note that we have reduced the "Environmental Consideration" factor to a lower percentage.

(m) Traffic Signals

Identify any intersections where traffic signals will need to be modified, replaced, or installed. If it is an old signal you should consider replacement rather than modification in your cost estimate. Indicate who is responsible for maintenance, ownership, and electrical cost. **N.A.**

(n) Curbing

Provide a rough estimate of the number of linear feet of new curbing to be installed. Specify the type of curbing.

If you are going to reuse existing granite curb, please indicate. Concrete Curbing: approx. 2,062' If

(o) Retaining Walls

If you anticipate using retaining walls, please provide a rough estimate of the height, length, and type of materials. N.A.

(p) Transit, Pedestrians, and Bicyclists

Identify existing Transit, Pedestrian and Bicycle usage in the project area, any area generators (schools, employers, recreational areas, etc.), and any transit stops in or near the project. Indicate if the area is identified in CRCOG's or the Municipality's bike or pedestrian plans, if the project is on the CRCOG bike network², and how the project will affect bike suitability as categorized on CTDOT's Bicycle Map³.

CT Transit Bus Stop at Town Hall & Senior Center.

Although the current proposal does not designate an exclusive "Bike Lane", the roadway R.O.W. coupled with Town of Newington ownership on either side could facilitate the design and implementation of a dedicated bike lane.

Generator	Yes	No	TBD	Generator	Yes	No	TBD
Residential Areas (R)	x			Shopping Centers (M)	x		
Parks (P)	x			Hospitals/Clinics (H)		x	
Recreational Areas (RA)	x			Employment Centers (E)		x	
Churches (C)		x		Government Offices (G)	x		
Schools (S)		x		Local Businesses (B)	x		
Libraries (L)	x			Industrial Plants (I)		x	
Existing Bicycle Trails (BP)		x		Bus Routes (BR)	x		
Planned Bicycle Trails (PBP)		x		Public Trans. Facilities (T)			x
Existing Sidewalks (SW)	x			Other (O)			x

Include a map or location plan to illustrate the respective generator(s) using the letter codes identified above.

Identify if the proposed project supports the region's transit system and, if it is supportive, explain why.

Indicate if the proposed project supports bicycle mobility and safety and, if it is supportive, explain why. To reiterate, although no exclusive bike lane is shown, the road width proposed at 36' wide will allocate a 6' foot shoulder on either side to facilitate bike traffic.

² http://www.crcog.org/transportation/bicycle/bp_plan.html

³ www.ctbikemap.org/bikemap.html

Describe if the project closes any gaps in any existing system, or provides any unique or primary access between important destinations, such as: across a natural or manmade barriers; into or out of developments or employment center; or between communities or other significant destinations such as a university campus or recreational facility) The existing road (as currently constructed) hinders “barrier” pedestrian access between the Town Hall campus and the Mill Pond Park complete with recreational facilities. Our proposal depicts dedicated access points incorporating crosswalks as a traffic calming initiative. The intent is to utilize pavers to clearly define the crossing areas for both vehicular and traveling public. Better defining the crosswalks will enhance the safety for the children participating in the Park & Recreation Summer Camp.

(q) Environmental Justice

Identify if the project is within the environmental justice target area.

N.A.

Explain how this project could potentially benefit low income and/or minority neighborhoods.

N.A.

(r) Stakeholder Information

Provide a list of homeowners, business owners and community groups that may be affected or have concerns / inputs regarding the proposed project. Indicate if the any stakeholders have been contacted regarding the project and if there is any local stakeholder or public support.

Stakeholder Name	Role	Phone No.
Bruce Till	(e.g. community group, homeowner) Parks & Rec Director	860-665-8666
Richard Mulhall	Police Chief	860-665-6220
Lisa Masten	Library Director	860-665-8730
Lou Jachimowicz	Board of Education	860-665-8640

(s) Safety and Security

Identify if the project is on an emergency evacuation route and/or serves an emergency shelter.

We’ve been informed (via Fire Marshall) that Town Hall is not an emergency evacuation route, however the Town Hall (Police Department) serves as the Emergency Operations Center (E.O.C.) as needed for Weather and or other events as deemed necessary.

(t) School Zone Safety

Identify if the project will address safety concerns in a school zone, and if so, explain how.

N.A.

(u) Green Infrastructure

Identify if the project will incorporate any green infrastructure initiatives, and if so, explain.

N.A.

(v) **Leverages other Finances**

Identify if the project has any existing financing in place. Identify the funding source, amount, and if additional STP-Urban funding will result in full funding of the project.

Part 2:

Cost Estimating Guidelines

All proposals for CRCOG's STP-Urban Program must include a cost estimate based on the general procedures provided below.

In order to develop a program of projects that we can finance within the limits of available funds, we must receive project cost estimates that are reasonably accurate and not subject to significant increases upon completion of design. Therefore, we are requiring the following:

1. **Detailed Estimate Required.** All estimates must be developed from a detailed list of construction contract items, estimated quantities of those items, and unit prices based on recent bid prices for similar projects. The sample cost data supplied in this document are in **English units**, however, a town may prepare its quantity and cost estimate using **Metric units**.
 - *Individual Unit Costs.* The recommended unit prices included in these guidelines are based on average unit prices for road improvement projects awarded by the Connecticut Department of Transportation (CTDOT). If a town chooses to use a different set of unit prices it must document that the prices are based on recent bids for projects that are similar in nature and scale. (pages 14 & 15)
 - *Composite Costs.* Some composite costs are included to simplify the cost estimating procedure. You may choose to use the composite costs in lieu of individual items and quantities. The composite costs are on page 16.
2. **Include Itemized Cost Sheet with Application.** An itemized cost estimate sheet must be included as part of the proposal.
 - A town may substitute its own cost estimating form for the list of contract items included in the guidelines.
3. **Use Specified Cost Factors.** All estimates must include the specified factors for minor items, inflation, contingencies, incidentals, and trafficperson hourly rates.
 - *Minor Items (30% or less):* Minor items include materials and services not normally identified *early* in the design process. If a town has completed some design work and has developed a detailed list of items, and good estimates of quantities, the town may reduce the minor item factor from 30 percent to 15 percent. A town that has final plans available may reduce this factor to 0 percent. If less than 30 percent is used, justification must be provided. If structure costs are estimated with composite items, then Minor Items are not to be applied to the structure costs.
 - *Inflation (4% per year – assume 4 years)*
 - *Contingencies (10%)*

- *Incidentals (25% - 30%):* Incidentals include construction survey, construction inspection, redesign necessitated by problems found in the field, materials testing, & miscellaneous items. On small projects (less than \$1,000,000) use 30 percent. On large projects (over \$1,000,000) use 25 percent.
- *Trafficperson :* In many instances this item is largely underestimated. During the estimating process, Towns need to first determine who will be on site during construction (Police Officers or Uniformed Flaggers) and how long their services will be needed. In some cases, town ordinances dictate who controls construction project traffic. The estimated hours need to be multiplied by the following rates: State, Town (City) Police Officer - \$75 per hour; Uniformed Flagger - \$55 per hour.

Example: Assume a construction duration of 5 months (100 days) and a need for 1 Police Officer and 1 Flagger.

Police Officer: $(100 \text{ days}) \times (8 \text{ hrs/day}) \times (\$75/\text{hr}) = \$60,000$

Flagger: $(100 \text{ days}) \times (8 \text{ hrs/day}) \times (\$55/\text{hr}) = \$44,000$

Total Trafficperson Cost = \$104,000

4. Lump Sum Items.

Environmental Considerations – Often times environmental contamination and treatment is overlooked or underestimated. Controlled materials handling and disposal are just a couple of the items that need to be considered when estimating projects. If you identified know or suspect sites under item (I) – Hazardous or Contaminated Sites on page 6 you must include the ‘Environmental Considerations’ multiplier in your estimate. If you are confident that there is no evidence of past or present contaminants, you do not need to include the environmental multiplier.

Cost Summary: PE, ROW, & Construction Costs

TOWN: Newington
 PROJECT: Garfield Street

1. Traditional Roadway Project on "Local" Road

	COST	Federal Share		State Share		Local Share	
Design ^(A)	304,973	243,978	80%	30,497	10%	30,497	10%
R.O.W. ^(E)			80%		10%		10%
Construction ^(B)	1,906,079	1,524,863	80%	190,608	10%	190,608	10%
TOTAL	2,211,052	1,768,841	---	221,105	---	221,105	---

2. Traditional Roadway Project on "State" Road

	COST	Federal Share		State Share ^(C)		Local Share ^(C)	
Design ^(A)			80%		20%		0%
R.O.W. ^(E)			80%		20%		0%
Construction ^(B)			80%		20%		0%
TOTAL			---		---		---

3. Pavement Rehabilitation / Stand-Alone Sidewalk Projects

	COST	Federal Share		State Share		Local Share	
Design			0%		0%	----	100%
R.O.W. ^{(D)(E)}			80%		0%		20%
Construction ^(B)			80%		0%		20%
TOTAL			---		---		---

^(A) Typically 16 to 20% of Construction Costs (10% to 12% for Design, 6% to 8% for CTDOT Oversight)

^(B) Enter Construction Cost from line 17 of construction cost summary sheet (page 13).

^(C) Minimum State Share shall be 10%. On State roadways, CTDOT may increase the State Share to 20% to absorb a portion of (or all of) the traditional 10% Local Share.

^(D) Stand-Alone Sidewalk Projects only.

^(E) Include additional 10% for CTDOT Right-of-Way Administrative Costs.

Cost Summary: PE, ROW, & Construction Costs

TOWN: Newington
 PROJECT: Garfield Street

1. Traditional Roadway Project on "Local" Road

	COST	Federal Share	State Share	Local Share
Design ^(A)	344,798	275,838	80%	34,480
R.O.W. ^(E)			80%	
Construction ^(B)	2,154,990	1,723,992	80%	215,499
TOTAL	2,499,788	1,999,830	---	249,979

2. Traditional Roadway Project on "State" Road

	COST	Federal Share	State Share ^(C)	Local Share ^(C)
Design ^(A)			80%	20%
R.O.W. ^(E)			80%	20%
Construction ^(B)			80%	20%
TOTAL			---	---

3. Pavement Rehabilitation / Stand-Alone Sidewalk Projects

	COST	Federal Share	State Share	Local Share
Design			0%	100%
R.O.W. ^{(D)(E)}			80%	20%
Construction ^(B)			80%	20%
TOTAL			---	---

- (A) Typically 16 to 20% of Construction Costs (10% to 12% for Design, 6% to 8% for CTDOT Oversight)
- (B) Enter Construction Cost from line 17 of construction cost summary sheet (page 13).
- (C) Minimum State Share shall be 10%. On State roadways, CTDOT may increase the State Share to 20% to absorb a portion of (or all of) the traditional 10% Local Share.
- (D) Stand-Alone Sidewalk Projects only.
- (E) Include additional 10% for CTDOT Right-of-Way Administrative Costs.

Cost Summary: PE, ROW, & Construction Costs

4. Bicycle/Pedestrian Projects

Funding of off-road bike, pedestrian, or mutli-modal trails is eligible under this STP-Urban category. Wholesale streetscape projects and sidewalk rehabilitation projects are not considered eligible at this time. A project's streetscape elements such as benches and decorative lighting may be deemed non-participating and require local funding.

	COST	Federal Share		State Share		Local Share	
Design ^(A)		80%		0%		20%	
R.O.W. ^(E)		80%		0%		20%	
Construction ^(B)		80%		0%		20%	
TOTAL		---		---		---	

^(A) Typically 16 to 20% of Construction Costs (10% to 12% for Design, 6% to 8% for CTDOT Oversight). Municipalities have the option of fully funding design costs in order to fully allocate the limited federal funding towards right-of-way and construction phases.

^(B) Enter Construction Cost from line 17 of construction cost summary sheet (page 13).

^(E) Include additional 10% for CTDOT Right-of-Way Administrative Costs.

Cost Summary: Construction Costs

Newington

Town:

Project:

Garfield Street

1.	Construction Items (from your itemized estimate)		806,388
<i>Lump sum items (estimate as % of line 1 using percentages suggested below)</i>			
2.	Clearing & grubbing	2%	16,128
3.	Mobilization	7%	56,447
4.	Maintenance & Protection of Traffic (not including Trafficperson)	4%	32,256
5.	Construction Staking	1%	8,064
6.	Environmental Considerations (See page 10)	8%	64,511
7.	Minor Items (30% or less. See page 9)	15%	120,958
8.	Total Contract Items (Sum of lines 1 thru 7)		1,104,752
9.	Contingencies (10 % of line 8)	10%	110,475
10.	Contract items & contingencies (Add lines 8 & 9)		1,215,227
11.	Inflation (16% of line 10 - 4% per year for 4 years)	16%	194,436
12.	Contract items with contingencies and inflation (Add lines 10 & 11)		1,409,663
13.	Incidentals (30% of line 12; 25% for projects over \$1,000,000)	25%	352,416
14.	Trafficperson (See page 10)		144,000
15.	Utilities (enter only if on State roads or MDC)		0
16.	Railroad force account		0
17.	TOTAL CONSTRUCTION COST (sum of lines 12 thru 16)		1,906,079

Cost Summary: Construction Costs

Newington

Town: _____

Project: _____

Garfield Street

1.	Construction Items (from your itemized estimate)		920,298
<i>Lump sum items (estimate as % of line 1 using percentages suggested below)</i>			
2.	Clearing & grubbing	2%	18,406
3.	Mobilization	7%	64,421
4.	Maintenance & Protection of Traffic (not including Trafficperson)	4%	36,812
5.	Construction Staking	1%	9,203
6.	Environmental Considerations (See page 10)	8%	73,624
7.	Minor Items (30% or less. See page 9)	15%	138,045
8.	Total Contract Items (Sum of lines 1 thru 7)		1,260,809
9.	Contingencies (10 % of line 8)	10%	126,081
10.	Contract items & contingencies (Add lines 8 & 9)		1,386,890
11.	Inflation (16% of line 10 - 4% per year for 4 years)	16%	221,902
12.	Contract items with contingencies and inflation (Add lines 10 & 11)		1,608,792
13.	Incidentals (30% of line 12; 25% for projects over \$1,000,000)	25%	402,198
14.	Trafficperson (See page 10)		144,000
15.	Utilities (enter only if on State roads or MDC)		0
16.	Railroad force account		0
17.	TOTAL CONSTRUCTION COST (sum of lines 12 thru 16)		2,154,990

For supplemental cost estimating information, see CTDOT website:

http://www.ct.gov/dot/lib/dot/documents/dcontractdev/ESTIMATING_ENGLISH.pdf

Individual Construction Items & Prices

	Unit	Cost/unit
1. PAVEMENT		
HMA (0.25 inch to 1.0 inch) <100 tons	ton	120.00
HMA (0.25 inch to 1.0 inch) 100 - 1,000 tons	ton	100.00
HMA (0.25 inch to 1.0 inch) >1,000 tons	ton	70.00
Subbase	C.Y.	30.00
Processed aggregate base	C.Y.	35.00
Rolled gravel base	C.Y.	30.00
Formation of subgrade	S.Y.	3.00
Cut pavement - bituminous	L.F.	2.00
Cut pavement - concrete	L.F.	5.00
Material for tack coat	GAL.	2.00
Milling of Bit. Concrete 0-4"	S.Y.	5.00
Reclamation (10" Maximum Depth)	S.Y.	8.00
Pavement Recycling (4" Maximum Depth)	S.Y.	6.75
Removal of concrete pavement	S.Y.	11.00
2. EARTHWORK		
Earth excavation - less than 500 cy	C.Y.	15.00
Earth excavation - 500 to 2,500cy	C.Y.	12.00
Earth excavation - 2,500 to 5,000cy	C.Y.	10.00
Earth excavation - more than 5,000 cy	C.Y.	8.00
Rock excavation - less than 500 cy	C.Y.	60.00
Rock excavation - 500 to 2,500cy	C.Y.	50.00
Rock excavation - 2,500 to 5,000cy	C.Y.	40.00
Rock excavation - more than 5,000 cy	C.Y.	30.00
Borrow - less than 500 cy	C.Y.	30.00
Borrow - 500 to 5,000cy	C.Y.	20.00
Borrow - more than 5,000 cy	C.Y.	15.00
3. DRAINAGE		
Catch basin	EA.	2,500.00
Double grate catch basin	EA.	4,000.00
Complex basin (CM-2)	EA.	5,200.00
Catch basin top	EA.	650.00
Reset Catch basin	EA.	900.00
Manhole (new)	EA.	2,700.00
Manhole (reset)	EA.	600.00
Abandon Manhole or Catch basin	EA.	1,500.00
Class "A" concrete	C.Y.	900.00
Bedding material (< 100 cy)	C.Y.	40.00
Bedding material (100-1,000 cy)	C.Y.	30.00
Bedding material (>1,000 cy)	C.Y.	20.00
Riprap	C.Y.	75.00
Trench excavation (0'-4' deep)	C.Y.	10.00
Trench excavation (0'-10' deep)	C.Y.	12.00
Trench excavation (0'-15' deep)	C.Y.	15.00

Trench excavation (0'-20' deep)	C.Y.	18.00
Rock in trench excavation	C.Y.	100.00
Paved ditch	S.Y.	50.00
Sedimentation control system	L.F.	5.00
Sedimentation Chamber (10'x4')*	EA.	35,000.00
Sedimentation Chamber (13'x7')*	EA.	40,000.00
Sedimentation Chamber (18'x12')*	EA.	50,000.00
12" R.C. pipe	L.F.	45.00
15" R.C. pipe	L.F.	45.00
18" R.C. pipe	L.F.	55.00
24" R.C. pipe	L.F.	65.00
30" R.C. pipe	L.F.	80.00
36" R.C. pipe	L.F.	110.00
42" R.C. pipe	L.F.	120.00
48" R.C. pipe	L.F.	150.00
24" R.C. culvert end	EA.	1,000.00
30" R.C. culvert end	EA.	1,300.00
36" R.C. culvert end	EA.	1,500.00

4. GUIDE RAIL

Metal beam rail (type R-B 350)	L.F.	25.00
Metal beam rail (type R-B 350) - End Anchorage	EA.	1,000.00
Metal beam rail (type R-B 350) - Bridge Attachment (trailing end \$700 ea.)	EA.	2,500.00
Three-cable guide railing (I-beam post)	L.F.	12.00
Merritt Parkway Guiderail (local roads only)	L.F.	60.00
Anchorage	EA.	1,000.00
Precast conc. median or Jersey barrier (21" X 45")	L.F.	100.00
Precast conc. median or Jersey barrier (30" X 45")	L.F.	120.00
Temporary precast conc. barrier (24" X 32")	L.F.	40.00

5. OTHER ITEMS

Bituminous concrete curbing (if new, consider adding pavement)	L.F.	5.00
Concrete curbing	L.F.	27.00
Granite curbing	L.F.	30.00
Reset granite curbing	L.F.	21.00
Cut concrete sidewalk	L.F.	5.00
Concrete sidewalk	S.F.	10.00
Concrete sidewalk(stamped/dyed)	S.F.	20.00
Brick sidewalk	S.F.	25.00
Concrete paving brick	S.F.	22.00
Bituminous concrete sidewalk	S.Y.	34.00
Bituminous concrete driveway	S.Y.	40.00
Sodding	S.Y.	10.00
Turf establishment	S.Y.	2.00
Furnish & place topsoil	S.Y.	5.00
Traffic signals - new (\$225,000 if part of a city system)	EA.	110,000.00
Traffic signals- modification (\$80,000 if major modification)	EA.	30,000.00
Temporary Signalization (\$35,000 if not at existing signal)	EA.	3,500.00
Street lighting	L.F.	45.00

* Required per Stormwater Phase II General Permit (see DEP/DOT guidelines)

Selected Composite Items & Prices

1. PAVEMENT

(unit prices include HMA, tack coat, and formation of subgrade; excavation not included and must be calculated separately)

Arterial composite pavement cost: 4" HMA 0.5 inch on 6" HMA 1.0 inch on 14" Subbase in earth (in 20" rock)

Collector composite pavement cost: 3" HMA 0.5 inch on 6" HMA 1.0 inch on 10" Subbase in earth (in 20" rock)

unit	<4,000	4,000 - 40,000 SF	>40,000 SF
S.F.	9.50 (12.25)	8.00 (9.75)	6.75 (8.00)
S.F.	7.75 (10.75)	6.50 (8.50)	5.50 (7.00)

Overlay:
2" HMA 0.5 inch with tack coat (min. overlay)

unit	<8,000 SF	8,000 - 80,000 SF	>80,000 SF
S.F.	1.60	1.30	1.10

Overlay:
3" HMA 0.5 inch with tack coat (structural)

unit	<5,000 SF	5,000 - 50,000 SF	>50,000 SF
S.F.	2.40	2.00	1.6

Overlay:
4" HMA 0.5 inch with tack coat (structural expressway)

unit	<4,000 SF	4,000 - 40,000 SF	>40,000 SF
S.F.	3.10	2.60	2.10

2. STRUCTURES

- Bridges - New (per sq. ft. of deck area)
- Bridges - Deck rehabilitation (per sq. ft. of deck area)
- Bridges - Deck replacement (per sq. ft. of deck area)
- Bridges - New superstructure-including deck (per sq. ft. of deck area)
- Bridges - Removal of superstructure over roadway
- Bridges - Removal of superstructure over water or rail
- Concrete Modular Walls / Mechanically Stabilized Earth Walls (sf estimate of exposed face)
- Cast-in-place concrete wall (sf estimate of exposed face)
- Precast box culverts (Estimate per sq. ft of top face; Length X Width)

unit	unit price
S.F.	380.00
S.F.	100.00
S.F.	130.00
S.F.	180.00
S.F.	55.00
S.F.	75.00
S.F.	60.00
S.F.	100.00
S.F.	210.00

3. DRAINAGE

(Unit prices include surface runoff and CB's; doesn't include cross culverts or sedimentation chambers)

- Compact Urban Area - Full Drainage Improvement (total cost / area of pavement)
- Suburban Area - Full Drainage Improvement (total cost / area of pavement)
- Suburban Area - Upgraded Drainage & Rural Drainage (total cost / area of pavement)

unit	unit price
S.F.	6.60
S.F.	4.40
S.F.	2.20

Part 3:

Project Rating Information

Part 3 outlines the *rating information* an applicant must provide for each proposal. The data will be used to rate your project on the basis of the predetermined criteria. Please provide full documentation for each of the criteria listed below.

1. Structural Improvement: Pavement, Drainage, Bridge/Culvert (15 points)

The structural improvement rating provides an indication of the extent to which the project will help correct or reduce a structural problem with a road, a bridge, or a culvert. A town must provide documentation of: (1) the existing structural problems, and (2) how the proposed project will correct the problem. The town should provide any available deficiency ratings such as the town's own pavement condition inventory or the State's ratings on local bridges. Photographs would also be helpful. The town should also describe how the project will address each of the deficiencies it identifies.

For pavement projects, please attach core or test pits data to provide a representative sample of the existing roadway conditions. If varying pavement conditions exist along roadway indicating the possibility of different pavement conditions, a core/test pit should be performed in each roadway section. Pavement thickness and type, subbase thickness and type, and the presence of fines and/or groundwater should be noted.

CRCOG staff will review the documentation on each project. They will then rate each project based on their professional judgment, the general criteria listed below, and the town's documentation.

General criteria: (indicate existing conditions & conditions after improvement)

Roadway Pavement:	pavement condition rating (e.g., good, fair, poor)
Roadway Drainage System:	adequacy of subsurface drainage system (water in base?) adequacy of surface drainage system (icing or ponding?)
Bridges & Culverts:	bridge condition rating (super structure, deck) hydraulic capacity (adequate for 25, 50, or 100 year flood?)

When assigning a project rating, staff will consider the range of existing problems (pavement, drainage, and culvert/bridge), the severity of the problems, and the degree to which the problem will be reduced.

2. Traffic Improvement: Flow, Safety, & Geometrics (15 points)

The traffic improvement criterion provides an indication of whether or not the proposed project will help improve traffic flow, traffic safety, or roadway geometrics. The applicant must provide documentation of: (1) the nature and severity of the existing problems, and (2) how the problems will be corrected by the proposed project. CRCOG staff will review the documentation and determine whether the improvement qualifies as major, moderate, minor, or none.

Long straight-aways and large radius curves result in highway driving scenarios (ie higher speeds and increased inability to accommodate pedestrians as well as turning vehicles). Many Town facilities

are adjacent to the section of road under consideration; baseball field, park, walking trail, library, town hall offices, board of education offices, bus garage, police department and parking lots affiliated with these areas. By providing the selected geometry drivers will become more aware of not only negotiating the route but also have slowed sufficiently to allow for increased reaction time for turning vehicles and pedestrians in the areas of the nearby facilities. The addition of the new street lighting and sidewalks will also benefit drives as well as pedestrians and enhance safety in the vicinity of the nearby facilities.

Points to address in documentation:

	Existing Problem	Proposed Improvement	Appropriate Criteria
Traffic Flow	Is there an existing congestion problem? What is the severity of the problem?	Will the proposal reduce the congestion problem? To what degree will it reduce it?	Level-of-service (LOS) before & after the proposal is implemented. Highway Capacity Manual procedures recommended but not required.
Traffic Safety	How many accidents occurred in the last 3 years ? Provide accident records, summary of accident types, <u>or</u> collision diagrams.	How many of those accidents would the proposed project have eliminated (3 years)?	Expected accident reduction over a 3-year period.
Roadway Geometry	Are there any geometric deficiencies on the road? Examples: excessive grade, substandard width, excessive horizontal curvature, poor sight line, improper super elevation. Describe the problems & their severity.	Will the proposed project correct the problem and to what degree?	Indicate degree of improvement in appropriate measure such as: expected improvement in sight distance, or increase in design speed from 25 to 35 mph.

3. Traffic Volume or Transit Ridership (15 points)

This criterion provides a general indication of the number of people who benefit from the proposed project. Measurement method is dependent on the type of project proposed. For roadway improvement projects, the applicant must supply data on either the annual average daily traffic (AADT) or the peak hour volume of traffic (PHV). For transit projects, the applicant must supply data on the number of transit riders who will benefit from the project. For projects other than road or transit improvements, the applicant must provide some other estimate of the number of people who will benefit and give an explanation of how the estimate was prepared. Submit documentation on one of the following:

1. ADT,
2. PHV,

3. Transit Riders

When using ADT, the score is calculated by the following formula:

$$\text{Score} = \text{ADT}/12,000 \times 15$$

(where ADT = Average Daily Traffic, and the maximum ADT that will be considered is 12,000)

4. Regional Significance (15 points)

Regional significance provides an indication of how widespread or localized the *transportation* benefits of the project are. The applicant must describe the area of impact of the project. For example, does the project benefit only a very small area, an entire town, multiple towns, or most of the region? A proposal can also receive rating points if it helps improve access to regional **public** facilities such as hospitals, colleges, and airports; on an evacuation route; or to an emergency shelter.

The applicant should provide documentation on (1) the size of the area that benefits from the proposed project, and (2) information on any regional **public** facilities that benefit from the proposed project. The documentation should demonstrate how the area or regional facilities benefit.

CRCOG staff will review the documentation and determine whether the project qualifies as regional, subregional, townwide, or localized.

The facilities in the area of this project are not only utilized by the entire town for business, enlightenment and pleasure, but also from adjacent town areas (ex: CCSU students, adult and youth sports leagues)

5. Other Benefits (6 points)

Proposals can receive up to six extra points if the proposed project has any of the benefits listed below.

Environmental & Historic Preservation (maximum 2 points)

If the project will have a positive environmental impact, or will serve to advance recognized historic preservation goals of the community, the project is eligible for additional points. When considering environmental benefits, CRCOG staff will consider a wide range of potential environmental improvements such as air quality, water quality & flow, wetlands mitigation, open space improvements, etc.

Economic Development (maximum 2 points)

Projects that help the economic development goals of the community will receive additional points.

School Zones (maximum 2 points)

Projects that assist in addressing vehicular, pedestrian, or bicycle safety in school zones.

6. Municipally Owned Arterial or Collector Road (10 points)

A proposal will be awarded 10 extra points if the project is located on an arterial or collector road that is owned by the municipality (as versus State ownership). This urban collector road and adjoining property is owned by the Town of Newington and provides access between State Routes 173 and 176.

7. Sustainability (17 points)

Proposals can receive up to 17 extra points if the proposed project has any of the benefits listed below.

 Traffic Calming (maximum 3 points)

If the project will have a positive effect on reducing vehicular travel speeds, altering driver behavior and/or reducing the negative effects of automobile use, the project is eligible for additional points. When considering traffic calming benefits, CRCOG staff will evaluate a wide range of potential traffic calming improvements such as speed humps, reduced lane width, streetscaping elements, or other measures appropriate to the type of street. Proposals should indicate the severity of the existing problem and the degree to which the proposed improvements will reduce the problem.

 Transit Supportive (maximum 3 points)

If a proposal benefits the region's transit system or transit users it can receive up to an extra three points. Proposals should indicate if bus shelters are being proposed or if sidewalks to bus stops are being improved or installed. The proposed sidewalk network will allow transit users to more safely traverse from bus stop on Cedar Street (Rte 175) to town facilities in and around Mill Pond Park.

 Pedestrian Supportive (maximum 3 points)

Proposals that improve pedestrian mobility and/or safety will receive up to three additional points. Proposals should indicate pedestrian measures that are being proposed such as new sidewalks, crosswalks, or pedestrian traffic signal equipment and how the measures will improve pedestrian safety. New sidewalks, crosswalks and street lights will increase driver awareness and provide pedestrians improved access and safer passage to nearby facilities.

 Bicycle Supportive (maximum 3 points)

If the project helps to improve the mobility and safety of bicyclists, or helps achieve the goals of the Regional Bicycle Plan, it can receive up to an extra three points. Proposals should indicate how bicycle provisions (i.e. pavement striping to provide exclusive bicycle lane) will advance the vision of safety, convenience and improved linkages. Considerations should be given to the viability of reducing vehicle lane widths (for example from 12' to 11'), where appropriate, to provide additional shoulder width for cyclists.

 Green Infrastructure (maximum 5 points)

If the project includes the implementation of new technologies and methodologies that reduce environmental impacts associated with transportation infrastructure, it can receive up to an extra five points. These new initiatives seek to reduce stormwater runoff and associated pollutants, promote the use of recycled materials, bring natural elements into streets, reduce "heat island" effects, and improve the access and accommodations for pedestrians and bicycles.

Possible use of LID (Low Impact Development) techniques with sidewalks and the addition of street trees.

Green Streets strategies include the use of permeable pavement, bioslopes and bioswales, bioretention cells, and vegetated filter strips to reduce and filter stormwater runoff. Additional strategies to reduce environmental impacts include use of reclaimed or recycled pavements and integration of natural elements into streets. Additional strategies to reduce environmental impacts include use of in-place reclaiming of existing pavements for use as a road granular base on lower-volume roads, partial depth cold-in-place recycling of pavements up to 8,000 ADT, use of reclaimed asphalt pavement (RAP) into hot-mix-asphalt, warm-mix asphalt (WMA) technology, and integration of natural elements into streets.

8. Derived from Corridor Study (4 points)

A proposal will be awarded up to four extra points if the project is the result of a recommendation from a corridor study initiated through CRCOG.

9. Environmental Justice (8 points)

A proposal will be awarded up to eight extra points if the proposed project benefits low income and/or minority neighborhoods. A map of the environmental justice target areas reflecting 2010 census data is attached to this document.

10. Leverages other Finances (5 points)

A proposal will be awarded up to five extra points if the proposed project leverages other finances. Leveraging other finances is defined as using STP-Urban funds to supplement other existing funds to fully fund a project. The number of points awarded will depend on how complete the planning or design processes are. To receive points, the existing funding must be secure and cannot be in the form of an earmark. With difficult financial times expected, multiple funding sources will offer great flexibility towards completion of projects.

It is up to each applicant to provide a description and explanation of how they meet any of these criteria. CRCOG staff will review each application and determine the number of points warranted for the benefits described by the applicant.

Rating Criteria (Nontraditional; Bicycle and Pedestrian; Pavement Rehabilitation / Stand-Alone Sidewalk Project):

Since the proposed project rating system might not be well suited to rating nontraditional, bicycle and pedestrian projects, pavement rehabilitation projects, and stand-alone sidewalk projects, CRCOG staff will evaluate these project using selected rating criteria listed below.

Nontraditional projects will be evaluated on an individual basis. Projects that demonstrate air quality benefits and environmental justice goal advancement will be given special consideration. CTDOT is currently in the process of updating their policies for initiating studies. It is anticipated that up to two (2) selected studies will be forwarded to CTDOT each October for review, approval, and initiation.

Pavement rehabilitation projects will be evaluated on, but not limited to, the following criteria: structural deficiencies including existing roadway issues, pavement deficiencies, and above surface drainage issues (such as ponding); traffic volumes based on average daily traffic (ADT) or peak hour volume of traffic (PHV); regional significance including how widespread or localized the benefits of the project are; whether the project was derived from a corridor study; and project location in relation to environmental justice areas. In support of complete streets, considerations should be given to the viability of reducing

vehicle lane widths (for example from 12' to 11'), where appropriate, to provide additional shoulder width for cyclists.

Bicycle and Pedestrian projects and Stand-alone sidewalk projects primarily rated on their ability to improve bicycle and pedestrian mobility and safety. These projects will be evaluated, but not limited, to the following criteria: the user (i.e. elementary school children, handicap individuals, teenagers, commuters), whether or not the improvement fills a gap or connects destinations, right-of-way impacts, safety benefit to the community, and the effectiveness in providing alternatives to driving. Whether or not the project was derived from a corridor study, and addresses environmental justice issues will also be considered.

PART 4 – STUDY SCREENING (for Studies Only) **Date of Submittal**

Project Title / Agency / Project Number

Regional Ranking

Project Sponsor

Signature Date (MM/DD/YYYY)

Project Contact (Representative from Project Sponsor) and Commitment Statement

The Project Contact must be a representative of the Project Sponsor's agency. The Project Contact will act as the project manager. The Project Contact will be the primary person to which correspondence, inquiries and project coordination will be directed regarding the application and subsequent project if funds are awarded.

First Name
Last Name
Telephone No.
Facsimile No.
Email Address

Title
Street Address
Division/Office
CT Municipality
Zip Code

Signature of Project Contact Date (MM/DD/YYYY)

Project Location

Briefly describe the project location. (500 Characters or Less) - Provide GIS Mapping If available

Indicate the start (and end, if linear) of the project limits. Also provide the corresponding longitude/latitude coordinates in decimal degrees, if available.

START Start Pt Longitude Start Pt Latitude
END End Pt Longitude End Pt Latitude

Identify the municipality(ies) having boundaries encompassing the project location.

Primary CT Municipality Municipality(ies)

Connecticut Department of Transportation
STP-Urban Pavement Rehabilitation/Sidewalk Guidelines

General Principles

The STP-Urban program is not a town-aid or sub-allocation program. It is a program intended to address regional priorities. Metropolitan Planning Organizations (MPOs) should select proposed projects based on the merit of the project. The proposed projects should have the highest regional priority, not simply local priority, and shall address issues and deficiencies identified in the region's long range transportation plan.

Use of STP-Urban Funds for Pavement Rehabilitation

Under certain circumstances, pavement rehabilitation projects will be considered for funding through the STP-Urban program. However, this can only occur if certain guidelines are followed by the MPO and the outlined criteria are met.

Pavement Rehabilitation Criteria

General

Pavement rehabilitation is considered a roadway improvement that is distinctly different from pavement resurfacing. Resurfacing typically involves installation of a new wearing surface of 1-2 inches (25-50 mm) with minimal pretreatment of the existing surface. Pavement rehabilitation requires more extensive pretreatment, evaluation of the existing pavement structure and a designed overlay.

Criteria

In order for a project to be considered under these guideline, it must address the following requirements:

- **Geometric and Safety Improvements**

No rehabilitation project will be approved unless it is demonstrated that the existing geometric and safety conditions meet the minimum standards specified in the applicable American Association of State Highway and Transportation Officials (AASHTO) standards. If the project does not meet the minimum standards, the sponsor shall request the appropriate waivers from The Connecticut Department of Transportation (Department). Waiver requests will be reviewed by the Department and approved on a case by case basis. Waivers are not automatic.

- **Pavement Structure**

Site specific evaluations will determine if a designed overlay with pretreatment of the existing pavement structure, or total replacement of the pavement structure, including subbase, is warranted. The designed pavement structure must meet the minimum life expectancy of 15 years.

To qualify as rehabilitation, a project shall result in substantial structural improvement. The current AASHTO Guide for Design of Pavement Structures will be used to determine the new pavement depth.

- **Drainage**

The adequacy of the existing drainage system shall be demonstrated.

Restrictions on Pavement Rehabilitation

No Reimbursement for Design Costs

Municipalities will not be reimbursed for the cost of designing pavement rehabilitation projects.

No State Match

For pavement rehabilitation projects, municipalities will be required to provide the full non federal share (20 percent) of the cost of right-of-way and construction. No state match will be provided for pavement rehabilitation projects.

15 Year Life Expectancy

The pavement rehabilitation project shall have a 15-year design life expectancy. The pavement design will be reviewed by the Department's Pavement Management Unit.

15 Percent Cap

The MPO will be allowed to allocate a maximum of 15 percent of its annual STP-Urban funds to pavement rehabilitation projects. No carryover from the previous year will be allowed in this computation. This cap is not intended to be a set-a-side for pavement rehabilitation projects. This cap applies to municipally owned qualifying roads. This will be monitored through the TIP process by each region. Proposed STP-Urban Place pavement rehabilitation projects will be reviewed by the Department's Project Concept Unit.

Scope Restriction

Projects accepted as pavement rehabilitation projects should be limited to pavement improvement work between curb lines to assure the most effective use of funds. Improvements outside the curb lines, such as sidewalk replacement and curb replacement, are expensive and should not be considered part of a pavement rehabilitation project. Exceptions, such as the Americans with Disabilities Act (ADA) requirements and other safety issues will be considered.

Eligible Roadways

Pavement rehabilitation projects using STP-Urban funds will be primarily restricted to arterial roadways, although the need for some flexibility to accommodate certain collector roads is recognized and will be addressed on a case-by-case basis by the region and the Department.

Town Responsibilities

The town will be responsible for providing inspection and record keeping, as further stipulated in Section IV of the December 6, 1994 "Guidelines and Procedures to Municipalities for Project Development Under 1991 ISTEA STP-Urban Funds".

Use of STP-Urban Funds for Sidewalk Construction

Projects providing for the construction of new sidewalks will also be considered for funding through the STP-Urban program as stand-alone projects if they satisfy generally accepted AASHTO standards and warrants. The new sidewalk must be constructed on a STP eligible roadway and must provide a safety benefit to the community. It can be a new sidewalk where none has existed before or a new segment of walkway constructed to fill in the gaps in an existing sidewalk system. Park benches, ornamental lighting and other enhancement type elements of such projects will not be funded under this program. The design must comply with ADA and all other federal requirements for such projects, and the sidewalks should be constructed to meet AASHTO standards. Replacement of an existing sidewalk due to its age and condition is considered a maintenance activity and is not eligible for funding.

As in the case of pavement rehabilitation projects, there will be no reimbursement for the cost of designing sidewalk construction projects. The municipalities will be required to acquire and provide the full non-federal share (20 percent) of the cost of any right-of-way acquisition, as well as the 20 percent matching share for construction. The town will be responsible for providing inspection and record keeping for the project and the maintenance of the sidewalk will be the responsibility of the town. If the exclusive sidewalk project falls within the state right-of-way, the municipality will enter into an agreement with the state in perpetuity, clearly stating that the municipality is fully responsible for all liability, maintenance, and snow and ice removal related to the sidewalks.

The STP funds for sidewalk projects will fall under the 15 percent cap that is allowed for pavement rehabilitation projects. That is, an MPO may pursue a combination of new sidewalk and pavement rehabilitation projects for up to 15 percent of its annual funding allocation, but not 15 percent for each activity.



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John Salomone, Town Manager
Date: July 18, 2013
Re: Consideration of Canceling an Upcoming Meeting

The subject of cancelling the August 27 Town Council Meeting was discussed at the last Council meeting. If the Council concurs with such cancellation, the attached resolution may be considered at either the July 23 or the August 13 Council meeting.

The Council has, in the past, voted to cancel an August meeting if there are no pressing matters for consideration. A special meeting can be called in the event of any emergency or pressing matter that may arise after the cancellation.

Attach.

AGENDA ITEM: VI.B._____

DATE: _____

RESOLUTION NO. _____

RESOLVED:

That the Newington Town Council hereby alters its meeting schedule by canceling its regular meeting scheduled for August 27, 2013.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John Salomone, Town Manager
Date: July 19, 2013
Re: Town Hall Architect Selection

At the July 15, 2013 Town Hall Building Committee, the committee recommended Kaestle Boos to be appointed the architects of the Town Hall renovation project. Attached, please find the request for proposal from the architect. The architect's proposal was the lowest cost received and generally, the committee was pleased with the presentation and scope of the services presented.

The minutes of the meeting have not been completed as of the writing of this memo, but will be forwarded to the Town Council prior to Tuesday's nights Council meeting. The Committee recommended by a vote of 5 to 1 for the Council to approve the appointment of Kaestle Boos as the project architect.

If the Council concurs, the attached resolution will appear on the August 14 Town Council agenda for consideration.

Attach.



July 12, 2013

Mr. Jeff Baron
Director of Administrative Services
Newington Town Hall
131 Cedar Street
Newington, CT 06111

Re: **Fee Proposal for Design Services
for Town Hall Renovations and New Community Center
Newington, CT**

Dear Mr. Baron:

Kaestle Boos Associates, Inc. ("Kaestle Boos") is pleased to submit this proposal to provide Architectural and Engineering Pre-Referendum and Post-Referendum services, including Schematic Design and Referendum Support, for the Town Hall Renovations and the new Community Center in Newington, Connecticut.

Based on your May 21, 2013 Proposal Request, I understand that these services will include the following:

Newington Town Hall

- Provide a preliminary design for the work associated with completion of Town Hall renovations and related site work begun in 2007.
- Work with Owner, Building Committee and Downes Construction Company, (the Construction Manager, ("CM")) to review the space needs program previously prepared by Kaestle Boos.
- Develop a preliminary design solution sufficient to explain the renovation project to voters and for the CM to develop a budget for a Town-wide Referendum anticipated in February, 2014 including a computer-generated flyby of the proposed solution.

New Community Center

- Provide a preliminary design for the work associated with the proposed new Community Center. This includes relocating it from the Town Hall to a site near the intersection of Garfield Street and Willard Avenue as depicted in the KBA drawing entitled "Master Plan – Scheme I, Newington Town Hall, dated February 21, 2012.
- Working with Owner, Building Committee and CM to review the previously prepared space needs program identified in the Town-commissioned study entitled "A Strategic Master Plan for the Parks and Recreation System," dated November 2007 by CEHP, Inc.
- Develop a preliminary design solution sufficient to explain the project to voters and for the CM to develop a budget for a Town-wide Referendum anticipated in February, 2014, including a computer-generated fly-by of the proposed solution.



Our task will be to develop preliminary design solutions for the Town Hall, its overall site, and the proposed new Community Center. Our proposal contemplates carrying the design of the projects beyond a successful referendum through to completion with the related design and engineering services as requested in your Request for Proposal. We would provide graphic and informational support for a referendum vote anticipated in February, 2014, including preparation of camera-ready artwork for a brochure mailer; layout for a web page describing the project and computer-generated flybys of both proposed projects. Sensitive to any project cost parameters, we will develop a scope of work that closely matches the Town's funding strategy.

Kaestle Boos proposes to perform the Pre-Referendum tasks outlined above on a fixed fee basis of \$51,067.50, broken down as follows:

<u>Project</u>	<u>Phase</u>	<u>Kaestle Boos Fee</u>
1A Town Hall Design	Schematic Design Scheme	\$22,000.00
	Computer-generated flyby	\$ 2,500.00
	<i>Subtotal</i>	<u>\$24,500.00</u>
2A Community Center Design	Schematic Design	\$24,067.50
	Computer-generated flyby	\$ 2,500.00
	<i>Subtotal</i>	<u>\$26,567.50</u>
Subtotal Pre-Referendum Services		\$51,067.50

Following discussion with the CM, the Town may decide to carry the design of the projects beyond the Preliminary Design stage through the Schematic Design Phase in order to provide cost estimates with a higher level of accuracy to present to the voters. Should that be the case, our fees for Pre-Referendum services would be as follows:

<u>Project</u>	<u>Phase</u>	<u>Kaestle Boos Fee</u>
1B Town Hall Design	Enhanced Schematic Design	\$74,250.00
	Computer-generated flyby	\$ 2,500.00
	<i>Subtotal</i>	<u>\$76,750.00</u>
2B Community Center Design	Enhanced Schematic Design	\$56,157.50
	Computer-generated flyby	\$ 2,500.00
	<i>Subtotal</i>	<u>\$58,657.50</u>
Subtotal Pre-Referendum Services		\$135,407.50



Should the Town elect to proceed with an Enhanced Schematic Design as a Pre-Referendum service, those fees, exclusive of the computer-generated flybys, would be credited to the fees for Post-Referendum services.

Kaestle Boos proposes to perform the Post-Referendum tasks described in the RFP on a fixed fee percentage basis, broken down as follows:

<u>Project</u>	<u>Phase</u>	<u>Kaestle Boos Fee</u>
Town Hall	Post-Referendum	6%
Community Center	Post-Referendum	5.5%

The above proposed fees include Architectural, Mechanical, Electrical, Plumbing and Fire Protection Engineering; Technology, Security, Lighting, Acoustical and Audio/Visual Systems Engineering, Landscape Architecture, Structural Engineering and Interior Design only. Design services not included are Land Survey, Traffic Study, Geotechnical Engineering, Wetlands Mapping, Furniture, Furnishings & Equipment selection and procurement and Industrial Hygienist.

We understand that this undertaking will be budget-sensitive and that we may be required to adjust any solution to accommodate available funding. Please do not hesitate to contact me with any questions or clarifications. We are excited to continue our relationship with the Town and are ready to begin this project immediately upon your approval.

Very truly yours,

David W. King, AIA
Vice President

KAESTLE BOOS ASSOCIATES, INC.

416 Slater Road
New Britain, CT 06050-2590
Phone: (860) 229-0361
Fax: (860) 229-5303
Email: dking@kba-architects.com

DWK:bc

AGENDA ITEM: _____

DATE: _____

RESOLUTION NO. _____

RESOLVED:

Pursuant to the recommendation of the Town Hall Renovation Project Building Committee, the firm of Kaestle Boos Associates of New Britain, CT is hereby selected to provide architectural services for the Town Hall/Community Center project, said services to be provided based on their fee proposal of \$51,067 for pre-referendum architectural services.

BE IT FURTHER RESOLVED:

That the Town Manager, John L. Salomone, on behalf of the Town of Newington, is hereby authorized to negotiate an Agreement to employ the firm of Kaestle Boos Associates of New Britain, CT to provide architectural services for this project.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

AGENDA ITEM: IX

DATE: 7-23-13

RESOLUTION NO. _____

RESOLVED:

That property tax refunds in the amount of \$1,377.27 are hereby approved in the individual amounts and for those named on the "Requests for Refund of an Overpayment of Taxes," certified by the Revenue Collector, a list of which is attached to this resolution.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

TAX REFUNDS – JULY 23, 2013

VW Credit Leasing LTD. 1401 Franklin Blvd. Libertyville, IL 60048	\$348.33
Motorlease Corporation 1506 New Britain Ave. Farmington, CT 06032	\$262.69
Kimberly Lovewell 18502 Torgeson Ave. NE Paulsbo, WA 98370	\$85.32
Linda Frazon or Lance Frazon 83 Wilbur Drive Newington, CT 06111	\$126.45
Karl Schweiger 18 Woods Way Newington, CT 06111	\$254.98
Nissan Infiniti-LT Tax Operations P.O. Box 650214 Dallas, TX 75264-0214	\$34.37
Edward Majewski 64 Piper Brook Avenue Newington, CT 06111	\$6.73
Stephen Doan 1934 Main Street Newington, CT 06111	\$12.01
Robert Viarengo 14 Westfield Road West Hartford, CT 06107	\$61.69
Russell or Colleen Lallier 14 Mulbery Street Old Saybrook, CT 06475	\$184.70
Total	\$1,377.27