

**South Western Region  
Transportation Technical Advisory Group  
April 5, 2016  
Meeting Minutes**

Transportation TAG:	Mr. Jeremy Ginsberg, Darien; Mr. James Michel, Greenwich; Mr. Steve Kleppin, New Canaan; Mr. Mike Yeosock, Norwalk; Mr. Josh Benson, Stamford; Mr. Rob Zaitooni, Stamford Transit District; Mr. Steve Edwards, Westport OVR; Mr. Robert Nerney, Wilton; Ms. Kim Morton, Norwalk Transit District
WestCOG:	Mr. Rob Sachnin; Ms. Sue Prosi; Ms. Elizabeth Esposito; Mr. Alex Karman
Other:	Ms. Roxane Fromson, CTDOT; Mr. Mani Poola, Stamford; Veera Karukonda, Stamford; Mike Pastore, New Canaan

*Participating via phone*

### 1. MEETING CALL TO ORDER & ROLL CALL

Mr. Rob Sachnin called the meeting to order at 10:01 a.m. The place of meeting was the WestCOG Stamford Office, 888 Washington Boulevard, Stamford, CT 06901.

### 2. PUBLIC PARTICIPATION

None.

### 3. APPROVAL OF MARCH 1, 2016 MINUTES

Following a motion by Mr. Michel and a second by Mr. Yeosock, the motion carried with an abstention from Mr. Edwards, who was not at the March meeting.

### 4. TIP AMENDMENTS

Mr. Sachnin briefed the group on five CTDOT requested TIP amendments. Following a discussion of Project #135-301, Atlantic Street RR overpass, Stamford, three statewide CMAQ projects, the amendment passed unanimously with a motion from Mr. Ginsberg and a second from Mr. Benson.

Region	FACode	Proj#	AQCd	Rte/Sys	Town	Description	Phase	Year	Tot\$(000)	Fed\$(000)	Sta\$(000)	Loc\$(000)	Comments
01	HPPS	0135-0301	X6	ATLANTIC STREET	STAMFORD	ATLANTIC ST RR BRIDGE OVERPASS	CON	2016	4,962	3,970	992	0	MOVE FROM FFY '15 TO FFY '16 & INCREASE ESTIMATE FED. \$1.6M
01	5307S	0135-0301	X6	ATLANTIC STREET	STAMFORD	ATLANTIC ST RR BRIDGE OVERPASS	CON	2016	4,962	3,970	992	0	TRANSFER FROM FFY '16 FHWA(HPPS) TO FFY '16 FTA(5307S)
75	CMAQ	0170-3401	X6	VARIOUS	STATEWIDE	FY16: TELECOMMUTING PARTNERSHIP (NY-NJ-CT MODERATE)	OTH	2016	352	282	70	0	NEW PROJECT
75	CMAQ	0170-3406	X6	VARIOUS	STATEWIDE	FY16: STATEWIDE MARKETING (NY-NJ-CT MODERATE)	OTH	2016	755	604	151	0	NEW PROJECT
75	CMAQ	0170-3399	X6	VARIOUS	STATEWIDE	FY16: STATEWIDE TRANS DEMAND MGMT (NY-NJ-CT MODERATE)	OTH	2016	2,542	2,034	508	0	NEW PROJECT

AQC X6 = exempt

### 5. LOTCIP

#### a. Consultant Task Based Services Update

Mr. Karman reviewed this item, stating that as part of the responsibilities assigned by CTDOT for administering LOTCIP, WestCOG has completed a request for qualifications process for the

needed planning, engineering and program management services. The result of the process was three lists of consultants as summarized below.

The selection process met the standards of CTDOT's qualifications based selection guidelines, that procurement method designed to also satisfy municipal procurement guidelines.

LIST 1 for On Call Design Assistance: Municipalities may select from these firms for assistance with LOTCIP design phases; Fuss & O'Neil, Milone & MacBroom, Stantec and Tighe & Bond. Municipal selection from this list is optional.

LIST 2 for On Call Construction Assistance: Municipalities may select from these firms for assistance with LOTCIP construction phases; GM2, Milone & MacBroom, Tighe & Bond and VHB. Municipal selection from this list is optional.

LIST 3 for WestCOG Project Reviews: The Council has LOTCIP responsibilities separate from those assigned by CTDOT to municipalities. Accordingly, WestCOG has entered into agreements with consultants AECOM and CHA for program management and engineering design review services. The two consultant agreements are effective until 1/31/2019 and not to exceed \$152,550.

A fourth list is being created. Mr. Karman asked for volunteers to participate in a day of interviews with the candidates. For information on the consultants' fee schedules, Mr. Karman recommended that anyone interested reach out to him or Mr. Sachnin. Mr. Michel also added that the selected consultants are not listed by priority but merely alphabetically. Members of the selection committee would be willing to advise applicants on the consultants' specialties on a case by case basis.

#### **b. Existing Projects – Stamford Fiber Optic Trunk Cable**

Members discussed the budget for the city of Stamford's Fiber Optic Trunk cable project through LOTCIP, which saw increased costs above the original CTDOT commitment. Following the discussion and action to adjust costs upward, a motion was made by Mr. Benson and seconded by Ms. Morton to approve the project budget as a "ceiling," indicating that any costs exceeding the agreed upon amount of \$5,459,061 would be the City of Stamford's responsibility to pay. The TAG also stated that should the project come in at a lower cost, scope and details were not to change, and any monies remaining would be rolled back into the program for use as determined by the group. The motion passed unanimously.

#### **c. New Regional Priority Projects**

Members discussed the programming agenda for LOTCIP funding for the upcoming years, which was based on a recent solicitation and applications received. A discussion on funding amounts, allocations, and availability/certainty by state fiscal year ensued. The results are depicted in the table below and were unanimously supported on the following contingencies:

- i. Norwalk, Alternative Enhancements (1):  
The project will be split into two applications Pedestrian Access Enhancements at Martin Luther King Drive (Staircase) and the Seaview Avenue (Seaview) projects. The staircase was identified as the City's first priority of the two, and will meet the \$300,000 minimum cost threshold and will confirm to LOTCIP ADA accessibility standards. The Seaview project must meet the \$300,000 minimum threshold. Norwalk will begin work on full application(s) immediately.
- ii. Stamford, West Ave. and West Main (1):  
Utility relocation will not impact schedule. Three of four ROW properties are owned by the City, with the 4th in process. Agreement was contingent on no delays regarding acquisition of the 4<sup>th</sup> property. Stamford will begin work on a full application immediately. Since the project encompasses Route 1, CTDOT was asked to follow up regarding their level of involvement in the project.
- iii. Darien, Noroton and West Ave. (1):  
Darien will provide safety and traffic operation details and clarify purpose and need with the full application. This likely includes an accident diagram providing collision patterns and/or capacity analysis. The application will specify the number of left turn lanes proposed and the

other project details as part of full application. MMA with CTDOT will be executed and area signals coordinated. Work on a full application can begin immediately, and early public involvement is encouraged.

- iv. Westport, Riverside Ave (1):  
Westport provided assurances that existing drainage conditions are suitable in conjunction with minor improvements to basins, the results of which would not increase cost estimates. The decision not to overlay the entire road was explained. Contingent on no significant delays, work on a full application can begin immediately.
- v. Westport, Compo Road (2):  
Agreement contingent on no delays/ significant issues with sidewalk installation and associated ROW impacts. Early public engagement is encouraged.
- vi. Stamford, Greenwich and Pulaski (2):  
Enhance the purpose and need. An accident diagram with collision patterns should be included in the application. The “other” funding was discussed and its reliability was confirmed. Assurances were provided that no ROW impacts or delays would occur. CTDOT will look into the eligibility for use of funding towards building demolition.
- vii. Greenwich, Davis Ave (1):  
Purpose and need will be strengthened for application. Explanation of all options considered/ruled out will also be provided, provide details regarding spillway work.
- viii. New Canaan, Locus Ave (1):  
Follow up discussions will take place with CTDOT to confirm project scope and subsequent eligibility.
- ix. Greenwich, Glenville Road & Brookside Drive (2):  
Expand purpose and need, including ROW information/costs. If a safety project, provide accident diagram noting collision patterns. Describe whether or not drainage improvements include or are independent of this project. Detail methodology and factors used in cost estimate.
- x. Greenwich, Lake Ave at Rock Ridge Ave (3):  
Confirm if there are any ROW impacts. Detail methodology and factors used in cost estimate.
- xi. Stamford, Atlantic and Main (4)  
Strengthen purpose and need, including clarification of proposed traffic flow at intersection. Explore before/after capacity analysis to confirm that proposed raised futures will not adversely impact reduce capacity.

A discussion then ensued regarding the certainty of LOTCIP funding given the state budget deficits. A follow up regarding funding availability was requested and subsequently confirmed via e-mail correspondence from CTDOT to WestCOG on April 8, 2016. The confirmation stated that “the Department would go back to the Bond Commission to request additional funding, up to a COG’s sub-allocated amount of the \$74 Million for LOTCIP funding authorized by the CGA for FY16 and FY17, if a COG is fully committed.”

### WestCOG LOTCIP Solicitation Results for SWR

	Municipality	Project	Amount	Balance
Known Funding (FY14-16), less admin costs*				\$14,840,290
Existing Commitments**				
FY14	Stamford	Fiber Trunk Cable****	(\$5,459,061)	
FY15	Norwalk	SoNo Streetscape	(\$2,069,045)	
FY15	Greenwich	Frontage Road	(\$1,080,000)	
FY16	Greenwich	Sound Beach	(\$3,900,900)	
		Remaining Balance		\$2,331,284
<b>New Solicitation Results (FY14-15)</b>				
FY14	Norwalk	(1) Alternative Enhancements	(\$600,000)	
FY15	Stamford	(1) West Ave & West Main St	(\$2,000,000)	
		Remaining Balance		(\$268,716)
Expected Additional FY16 Funding				\$3,124,450
<b>New Solicitation Results (FY16)</b>				
FY16	Darien	(1) Noroton Ave & West Ave	(\$1,200,000)	
FY16	Westport	(1) Riverside Ave	(\$300,000)	
FY16	Westport	(2) Compo Rd. S	(\$400,000)	
FY16	Stamford	(2) Greenwich @ Pulaski	(\$1,000,000)	
		Remaining Balance		(\$44,266)
Anticipated FY17 Funding				\$8,362,000
<b>New Solicitation Results (FY17)</b>				
FY17	New Canaan	(1) Locust Ave Parking	(\$2,000,000)	
FY17	Greenwich	(1) Davis Ave	(\$2,500,000)	
FY17	Greenwich	(2) Glenville Rd & Brookside Drive	(\$1,750,000)	
FY17	Stamford	(3) Strawberry Hill Rd @ Rock Spring Rd	(\$1,750,000)	
FY17	Westport	(3) Main St.	(\$300,000)	
		Remaining Balance		\$17,734
Projected 20% Overprogramming (FY16&17)				\$3,200,703
	Greenwich	(3) Lake Ave @ Rock Ridge Ave	(\$1,000,000)	
	Stamford	(5) Atlantic @ Broad	(\$500,000)	
	Stamford	(4) Atlantic & Main Street	(2,000,000)	
	Stamford	(6) Broad St @ Summer St.	(\$500,000)	

\*Based on a \$45 million statewide allocation

\*\*Information on existing commitments based on available information from the STP-LOTICP working group as of 12/18/15 or before, excluding SoNo

\*\*\*New solicitation project years and amounts are based on LOTCIP municipal submissions, adjusted and supported by TAG on 4/5/16.

\*\*\*\*Revised cost estimate as of 4/5/16

(#) to left of project name indicates the municipal rank

## 6. UPCOMING MEETINGS

4/21/16 – WestCOG, HVMPO & SWRMPO, Ridgefield Library

5/3/16 – Transportation TAG, Darien Town Hall (if needed)

## 7. ADJOURNMENT

The meeting was adjourned at 12:21 p.m. with a motion by Mr. Edwards and a second by Mr. Yeosock.

*\*approved by the SWR TAG on June 7, 2016*