

CONNECTICUT DEPARTMENT OF TRANSPORTATION
GUIDELINES FOR STP-RURAL MAJOR/MINOR COLLECTOR PROGRAM
September 2015

General Principles:

As part of the Governors Lets Go CT program, the Connecticut Department of Transportation is expanding and improving the existing STP Rural Major/Minor Collector Program as a way to provide additional assistance to the rural areas of the state. The modified program includes two main points:

- INCREASES the amount of STP-Rural funds available to the COG's from \$1.0 million to \$2.0 million per year.
- DECREASES the local match from 20% to 10%.

The STP-Rural Major/Minor Collector Program was originally developed by the Department as part of the Moving Ahead for Progress in the 21st Century Act (MAP-21). Section 1108(h)(1) of MAP-21 enables states to set aside 15% of the required STP-Rural funding category for improvements to rural minor collectors. In prior legislation, only rural major collectors or above were eligible for Federal aid funding. It should be noted that this is not a mandate of MAP-21, but an option. In order to more fully address the needs on rural area roads, the Department has chosen to include rural major and minor collectors in this program to an annual funding level of approximately 30% of the state's annual STP-Rural apportionment. *It is the intent of this program for funds to be utilized on town-owned roadways and only in the two rural Councils of Governments (COG's).*

General Requirements:

This program will be funded for the remainder of MAP-21 with an amount not to exceed 30% of the state's total STP-Rural apportionment. The current estimated funding availability is approximately \$2 Million per year. These funds will be available with 100% ceiling each fiscal year and may be used on either rural major collectors or rural minor collectors. By regulation, the amount expended on rural minor collectors cannot exceed 15% of the State's annual STP-Rural apportionment. The Rural COG's are cautioned not to request reclassification of any given roadway for the purpose of eligibility. Eligible projects will be scoped and estimated by the Department's Project Development Unit and reviewed by the Local Roads section. Minimum project cost is \$500,000.00.

Town Responsibilities:

The individual town must provide a 10% non-federal match on each project phase (preliminary engineering, rights-of-way and construction) and 100% of any costs that exceed the initial project cost approved in the State Transportation Improvement Program (STIP). The state will provide an additional 10% state match. Typically, the limited funding in this program is more efficiently allocated towards the construction phase only, with the town assuming full responsibility for any design costs. The town should complete the Department's STP application form and prepare an accurate cost estimate for the project. The town must forward this information to their respective COG for prioritization and subsequent submittal to the

Department's COG Coordination Unit in the Bureau of Policy and Planning. The town may perform the engineering and/or construction via a force account; however, good records are necessary and are subject to audit in addition to coordination with the Local Roads unit to determine if a finding of public interest is necessary. In general, all typical federal Title 23 requirements apply to a project under this program.

These requirements include, but are not limited to, the following: funds are reimbursable and are not grant monies; consultant selection (if applicable) must be done in accordance with state and federal regulations (see "[Consultant Selection, Negotiation and Contract Monitoring Procedures for Municipally Administered Projects](#)" for procedures); all phases of a project are eligible for federal aid and require an agreement for each phase; the town and/or consultant must keep records that are subject to audit; Disadvantaged Business Enterprise (DBE) set aside applies; prevailing wage applies; an environmental review must be completed, and the appropriate permits obtained; public involvement/notice will be required; the town cannot be reimbursed for expenditures prior to federal authorization; the town will advertise, administer and inspect the project. The town will advertise and conduct the bidding process in such a way as to assure an opportunity for free, open and competitive bid proposals (see "[Advertising Procedures for Construction Contracts Administered by Municipalities](#)" for required procedures). The projects will require a semi-final and final inspection prior to acceptance of the project by the state. Post-construction audits will also be required in accordance with the State/Municipal Construction Agreement to ensure that final expenditures, both participating and non-participating, are properly documented.

All contractors must have an approved Affirmative Action Plan on file with the Department of Transportation. Additionally, any DBE's used on the project must be certified by ConnDOT. Ms. Debra Goss, Director of Contract Compliance (DBE) can be contacted at (860) 594-2169 for further direction on how contractors can receive the necessary approvals.

Funding Distribution:

As was determined in consultation with the two involved rural COG's, up to two projects will be entertained each year in each region. The funding limit of each project is half the total available funds, or 15% of the state's STP-Rural apportionment. This approach will promote the efficient use of state and federal resources and enable the funding of meaningful improvements at predictable intervals. These funds may be combined with other sources of secured funds to finance the project.

Scope of Improvements:

It is envisioned that a wide variety of improvement projects will be eligible under this program. Project proposals should be kept as simple as possible with *minimal* widening, geometric realignment and right-of-way involvement. Generally, the comprehensiveness of the project review will be in accordance with the level of complexity of the improvement. Pavement structure and drainage needs should be addressed as part of each proposal. Pavement preservation (which requires a structurally sound pavement structure) and pavement rehabilitation projects will be allowed, with safety issues to be addressed in accordance with Section 3-3.02 of the Department's Highway Design Manual. Examples of other projects that will be eligible are as follows: pavement marking and signing projects, warning signs, and spot

safety improvements that may not have been selected under the Department's Local (town owned) Road Accident Reduction Program due to funding constraints. *It should be noted that each project will be reviewed on a case-by-case basis to determine its eligibility and applicability to this program.*

Certain types of safety activities are eligible for 100% federal funding. These include traffic control signalization, pavement markings, rail highway crossings, guiderail installation/upgrades, impact attenuators, breakaway utility poles and priority control systems for emergency vehicles at signalized intersections.

For additional information or questions please contact Mr. Peter Talarico, of the Project Development Unit at 860-594-3358 or Peter.Talarico@ct.gov