

# Capitol Region Council of Governments

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**To:** Chief Administrative Officials  
**From:** Jennifer Carrier, Director of Transportation Planning  
**Date:** October 26, 2011  
**c:** Transportation Committee, Town Engineers  
**Subject:** *Congestion Mitigation and Air Quality: Request for Proposals*

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The Council of Governments is inviting municipalities to submit proposals for projects to be funded under the federal *Congestion Mitigation and Air Quality* (CMAQ) Program. The Connecticut Department of Transportation (ConnDOT) has determined a funding allocation of \$10 million (federal) statewide annually, with \$20 million (two years of funding) available through this solicitation.

## PROJECT APPLICATION

To aid in application preparation, please download and review the following CMAQ documents via a link under "What's New in the Capitol Region" on CRCOG's website ([www.crcog.org](http://www.crcog.org)):

- 2011 CMAQ Letter from ConnDOT to RPOs
- 2011 CMAQ Program Guide
- 2011 CMAQ Program Application
- Federal Highway Administration Final Program Guidance (November 2008)

To apply for the CMAQ funds, please complete and send the following materials to CRCOG **by 4:00pm on Wednesday, November 30, 2011:**

- Four (4) completed and signed hardcopies of the 2011 Program Application
- Four (4) copies of any other additional materials being submitted with the application, as appropriate
- Four (4) copies of letters of commitment or resolutions to identify who will own, operate and maintain the project after it is completed, and for all matching funds. *Failure to submit these letters will cause the project to be dropped from consideration.*

When estimating project costs, towns are encouraged to use multipliers for inflation, contingencies and incidentals per ConnDOT guidelines identified here:

([http://www.ct.gov/dot/lib/dot/documents/dcontractdev/ESTIMATING\\_ENGLISH.pdf](http://www.ct.gov/dot/lib/dot/documents/dcontractdev/ESTIMATING_ENGLISH.pdf))

## PROJECT ELIGIBILITY

This program is for ‘congestion management and air quality’ projects that relate to the transportation system by reason of function or impact and that fall into one of the federally defined categories listed below:

- Transportation Control Measures
- Extreme Low-Temperature Cold Start Programs
- Alternative Fuels and Vehicles
- Congestion Reduction and Traffic Flow Improvements
- Transit Improvements (new/ expanded service)
- Bicycle and Pedestrian Facilities and Programs
- Travel Demand Management (TDM)
- Public Education and Outreach Activities
- Transportation management Associations
- Carpooling and Vanpooling
- Freight/ Intermodal
- Diesel Engine Retrofits & Other Advanced Truck Technologies
- Idle Reduction
- Training
- Inspection and Maintenance (I/M) new/expanded programs
- Experimental Pilot Projects

FHWA’s Final Program Guidance (available through a link on the CRCOG website) provides an explanation of the types of projects likely to be implemented in each of the categories and also a list of ineligible activities.

## ADDITIONAL PROGRAM INFORMATION

Information received from ConnDOT indicates that:

- Generally, the Federal share for CMAQ projects under this program is 80%. Projects that qualify for 100% funding per federal guidance will be funded with 100% federal share.
- The project sponsor is responsible for the local share for all phases.
- Total project cost should be between \$200,000 and \$3 million. The total cost of the project (federal and local share) includes design, ROW acquisition, construction engineering, and operating cost if applicable. Non-construction projects, such as purchasing equipment, must have a total cost of at least \$50,000 (\$40,000 federal share).
- ConnDOT will solicit projects for funding every two years.
- ConnDOT’s Census / Modeling unit will analyze each project submitted to ConnDOT for air quality benefits.

## CRCOG’S EVALUATION & SELECTION PROCESS

Given the limited time frame to provide ConnDOT with candidate projects, CRCOG staff proposes to review and rate all proposals using ConnDOT’s project selection criteria as a general guideline. Projects will also be evaluated, but not limited, to how well the project fits the program guidelines and the level of town commitment (funding commitment, public support, etc.).

It is suggested that CRCOG staff will present their recommendations regarding rating and rank at the December 12, 2011 Transportation Committee meeting. Transportation Committee members present at the meeting will discuss these recommendations and either endorse as presented, or revise. Endorsed recommendations will be forwarded to the Policy Board for its approval at their December 13, 2011

meeting. The approved projects will be forwarded to ConnDOT by December 31, 2011, as the Region's recommended prioritized Congestion Mitigation and Air Quality program.

The above evaluation and selection process is a recommendation and can be discussed in more detail at the November 7, 2011 CRCOG Transportation Committee meeting. If you have any questions regarding the CMAQ program or process, please feel free to contact Karen Olson ([kolson@crcog.org](mailto:kolson@crcog.org)) or myself ([jcarrier@crcog.org](mailto:jcarrier@crcog.org)).