



**STATE OF CONNECTICUT**  
**DEPARTMENT OF TRANSPORTATION**  
2800 BERLIN TURNPIKE, P.O. BOX 317546  
NEWINGTON, CONNECTICUT 06131-7546



July 15, 2019

The Honorable Robert J. Chatfield  
Mayor  
Town of Prospect  
36 Center Street  
Prospect, Connecticut 06712

Dear Mayor Chatfield:

Subject: Local Transportation Capital Improvement Program (LOTICIP)  
**Commitment to Fund**  
Sidewalk Construction  
Project No. L114-0001  
Waterbury Road (Route 69)  
Town of Prospect

The Department of Transportation (Department) has received the LOTICIP application prepared by the Town of Prospect (Municipality) and submitted through the Naugatuck Valley Council of Governments (COG) relative to the subject project. The Department has reviewed the application materials along with the revised cost estimate provided by the Municipality and subsequently endorsed by the COG.

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

Rights of Way	\$ 35,000
Eligible Utilities	\$ 15,000
Contract Items:	\$ 585,240
Contingencies:	\$ 58,524
<u>Incidentals to Construction:</u>	<u>\$ 58,524</u>
Total Funding Commitment:	\$ 752,288

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

1. The project is to be administered by the Municipality in accordance with the *Local Transportation Capital Improvement Program Guidelines*, dated March 2019, as may be revised. The guidelines are available on the Department's LOTICIP web page at [www.ct.gov/dot/lotcip](http://www.ct.gov/dot/lotcip).

2. The project costs identified in this Commitment to Fund letter are based on estimates provided by the Municipality and endorsed by the COG. These costs are to be considered capped until adjustment, based on low bid or otherwise revised, in accordance with the LOTCIP guidelines.
3. Any scope revisions and/or twenty percent (20%) changes in cost identified during the design phase must be approved by the COG and the Department, as specified in the LOTCIP guidelines.
4. Upon completion of project design activities, the Municipality must forward to the Department, through the COG, a Final Design Submission along with supporting documentation and certifications, as defined in the LOTCIP guidelines.
5. The Municipality must execute and deliver a Project Authorization Letter (PAL) issued pursuant to the Master Municipal Agreement for Construction Projects and comply with its terms. The PAL will be forwarded to the Municipality for execution, subsequent to the receipt of the Final Design Submission package by the Department.

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

1. This project may require environmental permits. In accordance with the LOTCIP guidelines, the Municipality will be responsible for the acquisition of all environmental permits that may be required. Please be advised that any project that involves work within waters or wetlands may require State and/or Federal environmental permits. **It is critical that the Municipality or their consultant contact the Connecticut Department of Energy and Environmental Protection (DEEP) - Inland Water Resources Division early in the design process** to discuss permitting requirements, and to identify specific environmental concerns and design considerations. Failure to establish early coordination with DEEP may result in significant time delays in the permitting process, due to the need for design changes and/or denial of permit applications.
2. This project may require utility relocations. Coordination with utility companies who have facilities in the project area, as well as with any utilities that currently do not have facilities present but may have plans to expand service to the area, should begin early in the design process.
3. This project will require work be performed within the State-owned right of way along Waterbury Road (Route 69). As such, an encroachment permit will be required. **It is imperative that the design of the improvements proposed under this project be coordinated with the Department during the design phase to ensure conformance with applicable requirements relative to proposed work within State-owned right of way or otherwise affecting State-owned facilities. Establishing early coordination relative to the encroachment permit process is recommended.** All matters relative to the encroachment permit process for this project are to be coordinated through the following Department contact:

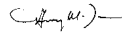
Ms. Sherri L. Ruiz-Clark  
Transportation Maintenance Manager (Planning)  
(860) 594-2609  
[Sherri.Ruiz.Clark@ct.gov](mailto:Sherri.Ruiz.Clark@ct.gov)

Please be informed that, in accordance with the LOTCIP guidelines, the Department will initiate an Environmental Screening Review for this project to assist the Municipality in identifying items relative to natural resources, historic/archaeological resources, etc. that may need to be investigated or addressed during the design phase. The Environmental Screening Review is expected to be completed within approximately sixty (60) days. The results will be forwarded to the Municipality and the COG, when received.

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

If you have any questions, please contact the Project Manager, Mr. William Grant, at (860) 594-3229 or by e-mail at [William.E.Grant@ct.gov](mailto:William.E.Grant@ct.gov).

Very truly yours,

 Gregory M.  
Dorosh, P.E.  
2019.07.16  
09:14:16-04'00'

Gregory M. Dorosh, P.E.  
Division Chief of Highway Design  
Bureau of Engineering and Construction

cc: Mr. Rick Dunne, Executive Director, Naugatuck Valley Council of Governments

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_  
The Honorable Robert J. Chatfield  
Mayor