

LOCAL BRIDGE PROGRAM

DELIVERABLES CHECKLIST

___ Preliminary Application

- Application, existing conditions, project scope, bridge inspection report, proof of funds (meeting minutes showing municipal funding allocation), rating calculations

___ Commitment to Fund Letter

- Signed letter, Project Contact Information verification form

___ Environmental Review

- Request, meeting minutes (if applicable), results

___ Right of Way Coordination

- Property maps, title search certification, appraisal, written offer (if applicable). Record of payment/waiver of compensation and appraisal, deed filed with town clerk's office

___ Permits

- All applicable permits (local, state, & federal)

___ Supplemental Application Package

- ___ Plans, Specifications, & Estimate
- ___ Hydraulics & Scour reports
- ___ Utility plans
- ___ Compiled list of bidders
- ___ Updated municipal proof of funds for 50% (post bid tallying)
- ___ Approved CTDOT load rating package for CTDOT records/usage

___ Contractor Agreements

- Signed construction contract with municipality, builder certificate of insurance

___ Grant Agreement

- Signed by both municipality and CTDOT

___ Closeout

- ___ Semi-final inspection
- ___ As-builts
- ___ Fiscal Closeout notification from CTDOT
- ___ Coordinate audit with SLBP staff & DOT.ExternalAudits@ct.gov post grant payout