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**CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: May 14, 2020
(Submission Date)

For the May 26, 2020 Board of Finance Meeting Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

Additional Appropriation \$ _____

3e2. Transfer \$ 119,883

3e1. Transfer(s) \$149,854

Grant \$ _____

Carry-over(s) \$ _____

Other

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on May 21, 2020.
(date)

(Department Head's signature)

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

1. Reason for request:

The existing appropriation for engineering consultant design services associating with replacing the Mellen Street Bridge is \$380,000. The project is being completed with funding from the Federal/Local bridge program that provides 80 percent funding, therefore the City's budgeted share is \$76,000. Engineering fee for the project are \$375,245, however in accordance with administrative requirements of the Federal/local bridge program the City is required to execute an agreement with the State of Connecticut which includes a 10 contingency allowance (\$37,525).

Engineering fees (\$375,245) plus required DOT contingency (\$37,525) result in a total required appropriation of \$412,770 to complete the design. Based on the current appropriation the Department of Public Works is requesting a transfer of \$32,770 (\$6,555.40) City funding. The requested transfer is from excess funds currently available in the fund to replace the Louisiana Street Bridge.

Transfer(s) complete the following:

3e1.	From: EXP	3023019-570300- 16C06 Louisiana St Bridge	To:	3023015-531000- 19C09 Mellen St Bridge	Amount:	\$32,770
3e2.	REV	3023019-431107-16C06 Federal Bridge Grant	To:	3023015-432038-19C09 Misc State Grant Bridge Program	Amount:	\$26,216

2. Reason for request:

The existing appropriation for engineering consultant design services associating with replacing the East Street Bridge is \$400,000. The project is being completed with funding from the Federal/Local bridge program that provides 80 percent funding, therefore the City's budgeted share is \$80,000. Engineering fee for the project are \$470,076 which exceed the current appropriation by \$70,067 and based on 80 percent grant funding would require an additional \$14,093 of City funding. However in accordance with administrative requirements of the Federal/local bridge program the City is required to execute an agreement with the State of Connecticut which includes a 10 contingency allowance (\$47,008), therefore an additional appropriation of \$117,084 is required (\$93,667 City funds). The requested transfer is from excess funds currently available in the fund to replace the Louisiana Street Bridge.

Transfer(s) complete the following:

3e1.	From: EXP	3023019-570300- 16C06 Louisiana St Bridge	To:	3023015-531000- 19C10 East St Bridge	Amount:	\$117,084
3e2.	REV	3023019-431107-16C06 Federal Bridge Grant	To:	3023015-432038-19C10 Misc State Bridge Program	Amount:	\$93,667