



Stop Enhancement Application Quick Start Guide



**Bureau of Public Transportation
Office of Transit & Ridesharing**

**Connecticut Department of Transportation
2800 Berlin Turnpike, Newington, CT 06111**

Published November 2024

What is the Bus Stop Enhancement Program (BSEP)?

Connecticut has just under 14,000 bus stops statewide. These stops are served by 17 different service providers—some have bus service that is owned and operated directly by the state as part of CTtransit, while other agencies operate independently with funding from the state. The independence of the other transit agencies which has historically made the provision, placement, and maintenance of bus stop infrastructure throughout the state more complex.

The Connecticut Department of Transportation's Bus Stop Enhancement Program (BSEP) aims to improve ADA compliance and place additional amenities at select bus stops across the state throughout a rolling 4-year program. The program will be implemented in a phased approach using State funds and leveraging Federal funds when necessary.

What is Phase 1?

Phase 1 will prioritize the installation of bus shelters at stops across the state with the highest ridership—Type 4 bus stops. So far, 44 municipalities have been identified as possessing Type 4 bus stops, and more Type 4 stops in municipalities served by SEAT, MTD, WRTD, NECTD, and HART will be identified once reliable ridership data is made available to CTDOT. At present, CTDOT anticipates enhancing between 500 and 700 bus stops as part of Phase 1, which will provide positive benefits to 50% of Connecticut's bus riders.

What is the Stop Enhancement Application?

The main purpose of the Stop Enhancement Application (SEA) is to collect data on existing bus stop conditions and desired customization preferences that CTDOT can then use to map and place purchase orders. It is a repeatable form that enables a municipality or transit agency to submit an existing bus stop as a candidate for enhancement under BSEP. By doing so, CTDOT receives location-linked data relating to the nature of the existing stop and the desired enhancements. Submission of the SEA will allow CTDOT record customization preferences and local circumstances on a stop-by-stop basis. The information will also enable:

- Creation of a publicly accessible webapp that maps BSEP's progress, providing transparency and accountability to the project.
- Collection of additional relevant data that will inform how we implement future enhancements as part of future BSEP phases.

- The SEA will serve as an authoritative source on the present state of Connecticut's bus stops and on the enhancements desired for each bus stop.

What should I expect?

CTDOT's GIS and planning teams have worked to make the SEA as user-friendly as possible, which results in much of the application's data collection occurring behind the scenes. Based on the bus stop locations you select, the application will actively pull data from CTDOT's geospatial database to answer some questions automatically, which in turn limits the questions you must answer. The SEA is also dynamic, meaning that the number of questions required for you to answer differs based on the how you respond to other questions within the survey.

Each SEA submission is tied to a stop or multiple bus stops that share the same characteristics. For example, The SEA may be submitted once on behalf of 1 or 10 bus stops, so long as all the bus stops share the same customization option selections.

An excel template for bulk submissions may be available upon request. For more information on this template or to receive access, please email DOT.busStops@ct.gov.

How do I fill out the Application?

Your municipality will receive a link to the Stop Enhancement Application, this brief quick-start guide, a detailed user guide, an application passcode, and a primer on Phase 1 of BSEP from your regional Council of Government. The passcode enables CTDOT to ensure select access to the application. Before completing the SEA, review of the full User Guide is strongly recommended.

CTDOT recommends that you fully read and engage with the complete SEA User Guide before attempting to complete the SEA to avoid errors and ensure your applications don't fall behind in the processing queue and are processed in a timely manner.

If I have a question, who do I contact for more information?

For all BSEP-related inquiries, please email DOT.BusStops@ct.gov.

List of Procurable Amenities under BSEP

All enhancements available in the phase 1 of BSEP will be procured via Brasco International, Inc. More information about this vendor and their offerings may be found on [their website](#). A list of the specific amenities and customizations available through BSEP are detailed on the next few pages.

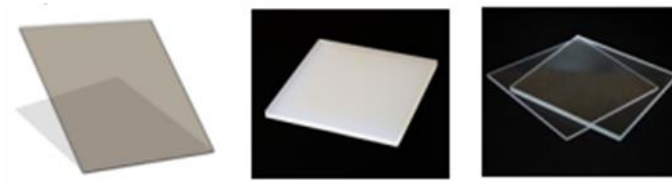
Bus Shelters Options

The following customizations are also listed in the more detailed SEA User Guide but are listed here for quick reference.

- Shelter Dimensions: 8' X 4', 12' X 6', 10' X 5', 10' X 5' (cantilevered)
- Shelter Roof styles: Barrel, Reverse Barrel, Hip, Gable, Arch
- Shelter Roof Materials: Aluminum or Acrylic (reverse barrel only)

Ultra White	Black Fluropon	Bronze Fluropon
Matte White	Black Gloss	Black Matte
Shell Grey	Light Grey	Mansard Brown
Hunter Red	Burgundy	Ivy Green
Chevron Blue	Heron Blue	Extreme Green
Caution Yellow	Construction Orange	Ivory

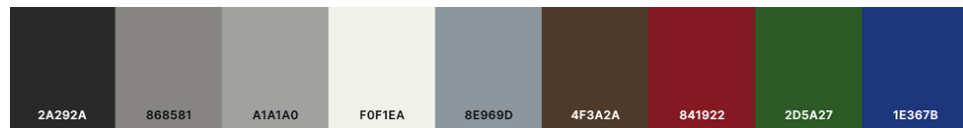
- Aluminum Roof Colors:
- Acrylic Roof Colors (reverse barrel roof only)



- Shelter Finishes: Anodized or Powder Coat
 - Anodized colors:



- Powder Coat Colors:



- Seating: Wall-mounted.
- Required ADA improvements to bus stop under this phase of BSEP:
 - ADA-compliant boarding and alighting area (5x8 Min, Firm & Stable, 2% Max Cross Slope), ADA Compliant path to/from stop to street, sidewalk, or pedestrian path, curb ramp at crossing, tactile warning strips at curb, signalized or high-visibility crosswalk over main road at nearby intersection, addition of crosswalk and/or pedestrian crossing phase at nearby intersection, ADA compliant signage (legibility)
- Other amenities procurable under BSEP:
 - Solar, windscreens, grillwork, map case, art panel, advertisement panel, trash receptacle.