

Guide and / or I.M. Revision Notice

To: Cities, Counties, and Consultants

Date: June 16, 2016

From: Office of Local Systems

Revision Notice Number: 2016-03

The Federal-aid Project Development Guide (Guide) and / or Instructional Memorandums to Local Public Agencies (I.M.s) have been revised as indicated below. This revision notice identifies all new or revised documents and includes a summary of the significant changes. Where appropriate, it also references the existing Project Development Information Packet (Packet) or County Engineers I.M. documents that have been replaced or superseded.

The Iowa DOT does not provide paper copies of the Guide or I.M.s. Since these documents are updated frequently, we recommend using the on-line version of the [Guide and I.M.s](#) for reference.

If you have any questions concerning these revisions, please contact Donna Buchwald Donna.Buchwald@dot.iowa.gov or 515-239-1051.

***** PLEASE NOTIFY ALL AFFECTED PERSONNEL OF THIS CHANGE *****

Document Title or I.M Number	Summary of Significant Revision(s)
I.M. Table of Contents June 16, 2016	The I.M. Table of Contents has been revised to reflect new or revised I.M.s, as indicated below.
I.M. 3.210 Rural Design Guidelines June 16, 2016	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> Added a reference to I.M. 3.213 "Traffic Barriers (Guardrail and Bridge Barrier Rail) to the notes on each of the tables.
I.M. 3.213 Traffic Barriers (Guardrail and Bridge Barrier Rail) June 16, 2016	This I.M. has been completely rewritten. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> Added information on the different Test Levels of crash testing, under both NCHRP-350 and MASH (defined in the I.M.). Revised wording on the guardrail requirements, and turned a "shall" to a "should, but not required to". Removed the requirement for an official design exception to not install guardrail for roads less than 400 vpd. Added helpful information, via an attachment, on which guardrail standards to use, and includes a ~60' long guardrail that meets TL-2 MASH and is allowed for use on roadways less than 400 vpd. This document can be updated quickly, as standards change quickly. The bridge barrier rail rating system (attachment A) has been deleted. In place of Attachment A, easy to follow criteria on when bridge barrier rail should, but is not necessarily required to, be upgraded has been added to the I.M. Added a caveat for using bridge barrier rail systems that meet TL-1 when an Iowa DOT standard bridge is not being utilized, and a webpage that it refers to for designs of various TL-1 barrier rails.
I.M. 3.213, Att. A Bridge Barrier Rail Rating Systems	This Attachment has been deleted and has been replaced with an easy to follow criteria on when bridge barrier rail should, but is not necessarily required to, be upgraded has been added to the I.M.
I.M. 3.303 Consultant Evaluations June 16, 2016	This is a new I.M.

Document Title or I.M Number	Summary of Significant Revision(s)
I.M. 3.505 Check and Final Plans June 16, 2016	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Reference to the Guide for applicable design guidelines.
I.M. 3.505, Att. B Check and Final Plan Checklist June 16, 2016	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Addresses that changes cannot be made to the STIP limits in the Federal Funds Programmed section. • Removed the requirement for the Mileage Summary Tabulation. • Changes are made to the Contractor Furnished Borrow process for quantities over 50,000 cubic yards (see Note 2).
I.M. 3.805 Construction Inspection June 16, 2016	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Under the Resources section, the titles of the Construction Administration Manuals were changed. • The location of the forms used in Setting up a Field Book was moved from the Office of Construction and Materials to the Office of Local Systems website.
I.M. 3.805, Att. D Local Public Agency Construction Contract Administration Guidance June 16, 2016	This I.M. has been updated. Substantive changes from the previous version are indicated in the document with red text that was added and strikethrough of text that was deleted. One of the substantive changes was due to revisions made to the Change Order for Local Public Agency Projects form (Form 831240).
I.M. 3.805, Att. E Iowa DOT Field Inspection Review Report June 16, 2016	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Changes to the Labor Board check list, as the FHWA contact should be Karen Bobo, and there are additional forms required to be included on the board.