

Guide and / or I.M. Revision Notice

To: Cities, Counties, and Consultants
From: Local Systems Bureau

Date: February 10, 2023
Revision Notice Number: 2023-01

The Federal-aid Project Development Guide (Federal-aid 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. 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 Nicole Moore at nicole.moore@iowadot.us or 515-460-0763.

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

Document Title or I.M. Number	Summary of Significant Revision(s)
I.M. Table of Contents February 10, 2023	The I.M. Table of Contents has been revised to reflect new or revised I.M. numbers, as indicated below.
I.M. 1.100 Highway Bridge Programs for Cities and Counties February 10, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Eliminated references to Sufficiency rating, as it will no longer be used in the NBIS. • Added pedestrian and bicycle accommodations, eliminated the need for LPAs to have to justify replacement vs. rehabilitation of bridges (also due to Sufficiency Rating no longer being used in the NBIS). • Clarified that HS-20 structural capacity is the operating level, not the inventory level. • Clarified that bridge deck overlays do not need to meet HS-20 structural capacity because they aren't a true rehabilitation.
I.M. 1.100, Att. A (word) City Bridge Priority Point Rating Worksheet February 10, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Made changes to the City Bridge Program priority point system, due to Sufficiency Rating no longer being used in the NBIS.
I.M. 1.150 Federal-aid Swap Program February 10, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Updating to include significant changes to the Federal-aid Swap Program, due to IIJA Implementation.
I.M. 2.100 Farm-to-Market Program February 10, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Several updates for procedural changes that are already in place, such as using Appia and stand-alone FM projects not having as much oversight.
I.M. 2.130, Attachment A (word) Transfer of Local Funds to the Farm-to-Market Fund February 10, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Removed references to multiple hard copies of document and instructions to mail and replaced with reference to a singular document and email.
I.M. 3.010 Project Development Submittal Dates and Information February 10, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Updated the chart to show letting dates for 2023 and 2024.

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I.M. 3.220 3R Guidelines February 10, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Changing values to update for the 2018 Green Book and adding additional information.
I.M. 6.000 Construction Inspection February 10, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Adding information on Appia. • Deleting references to FieldBook and FieldManager, since we no longer allow it's usage for new projects, and there are very few contracts still remaining that utilize these software programs.
I.M. 6.000, Att. D Local Public Agency Construction Contract Administration Guidance February 10, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Annual update to include changes to the Iowa DOT Construction Manual.
I.M. 6.000, Att. F Doc Express and Appia Instructions for Local Public Agencies February 10, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Adding links for Appia Instructions.