

PROJECT DEVELOPMENT UPDATES

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Presentation Overview

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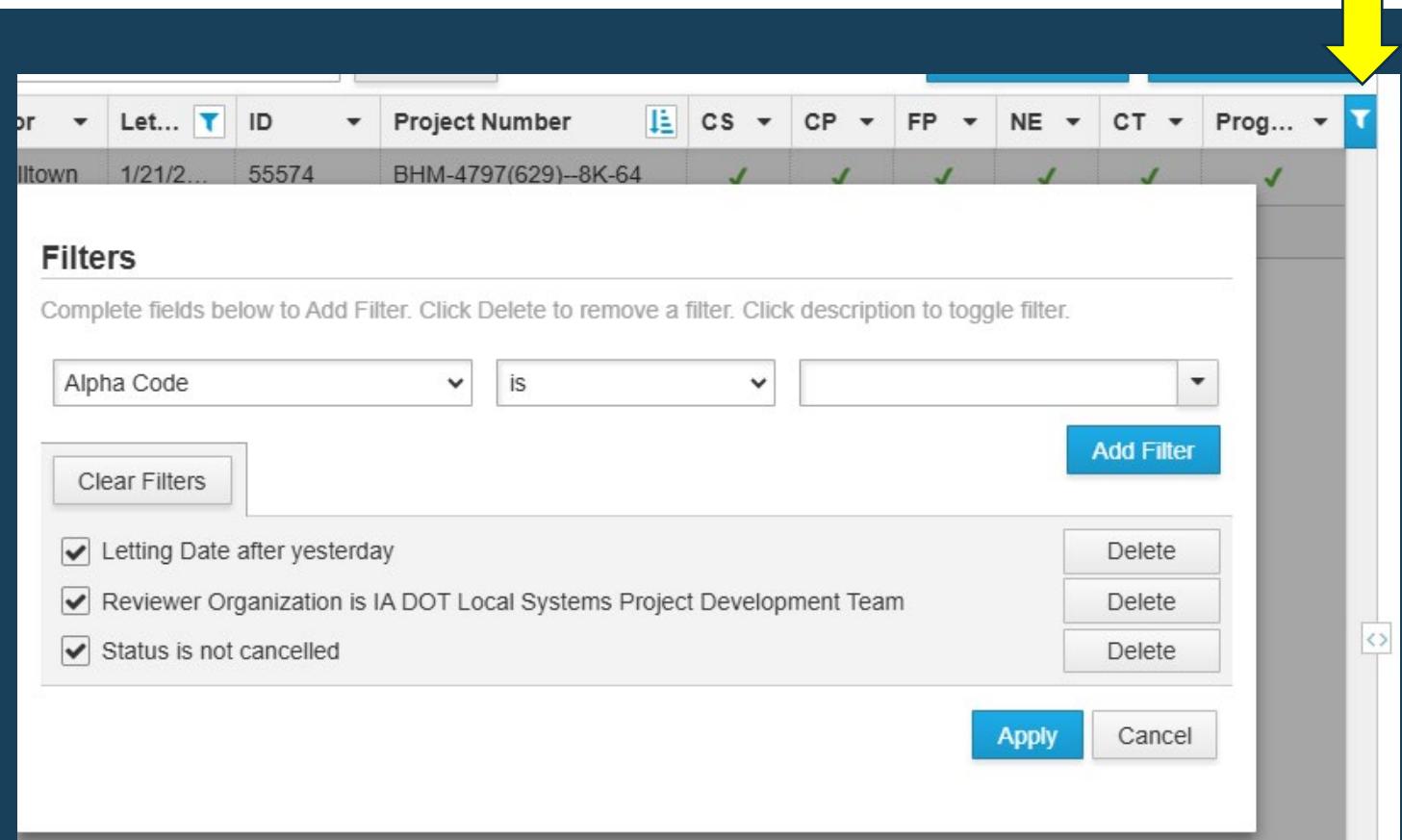
TPMS BEST PRACTICES

- Always send requests to the whole Administering Team in case someone is unavailable or out of the office
 - Except for Grant Team projects – those can just go to the assigned Program Manager
- We use TPMS messages to track project submittals. Please don't email us files and info through Outlook because then it doesn't stay with the project records, meaning if someone else is working on the project, they may not have all the info needed.

TPMS BEST PRACTICES

Common Question – Why can't I see my project in TPMS?

- Check your filters.
- If not that, it probably needs to be activated. ☺ Reach out to a member of your friendly Administering Team and they can activate it for you!



The screenshot shows the 'Filters' dialog box in TPMS. At the top, there is a table header with columns: For, Let..., ID, Project Number, CS, CP, FP, NE, CT, Prog..., and a dropdown arrow. Below the header, a row of data is shown: Alltown, 1/21/2..., 55574, BHM-4797(629)-8K-64, and several green checkmarks in the status columns. The main area of the dialog is titled 'Filters' and contains the following text: 'Complete fields below to Add Filter. Click Delete to remove a filter. Click description to toggle filter.' Below this, there is a dropdown menu for 'Alpha Code' with 'is' selected, and an 'Add Filter' button. A 'Clear Filters' button is also present. A list of filters is shown with checkboxes and 'Delete' buttons: 'Letting Date after yesterday' (checked), 'Reviewer Organization is IA DOT Local Systems Project Development Team' (checked), and 'Status is not cancelled' (checked). At the bottom are 'Apply' and 'Cancel' buttons. A yellow arrow points to the 'Add Filter' button.

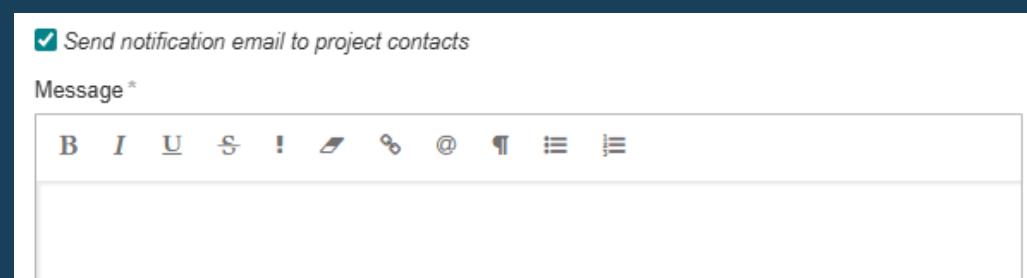
TPMS BEST PRACTICES

Common Question – What's the difference between sending a message through the Schedule Item Upload Section vs. the Send Messages Section?

- Schedule item – sends to the Project Contacts only (Designated Design/Construction Engineers & Reviewer/Reviewer Team)
- Send Messages Section – automatically adds the Project Contacts but then you can add additional recipients

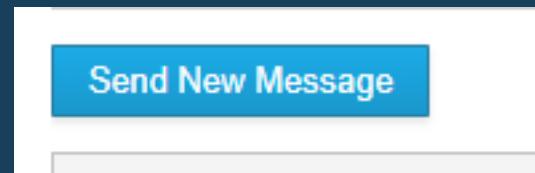
»» Always make sure the intended recipient is in the To: box (recipient box) of the message by using the Send Messages Section

- For example – if you are returning a signed funding agreement for the Regional Field Engineer (RFE) to execute, make sure the RFE is a recipient of the message because they aren't an automatic Project Contact.



The screenshot shows a 'Send New Message' interface. At the top, there is a checked checkbox labeled 'Send notification email to project contacts'. Below it is a 'Message' field with a rich text editor toolbar containing buttons for bold (B), italic (I), underline (U), strikethrough (S), and other formatting options. The message body is currently empty.

Vs.



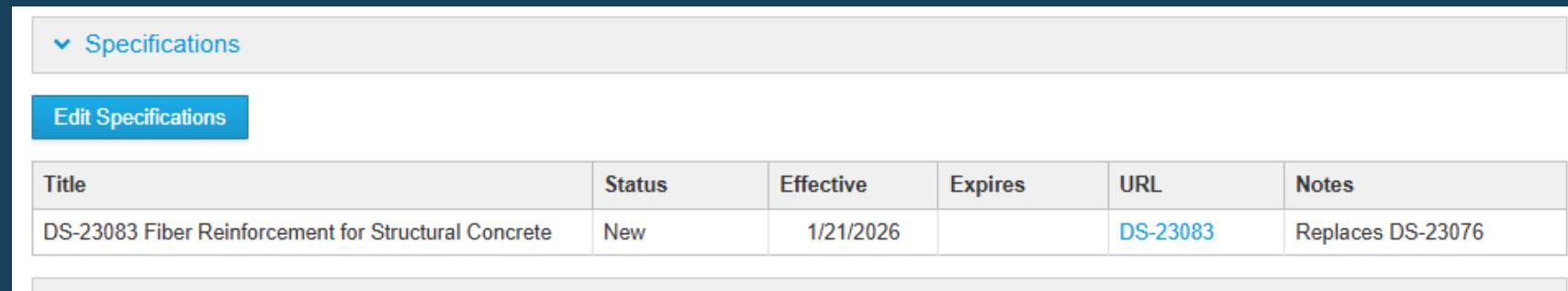
The screenshot shows a 'Send Message' interface. It features a large blue button with the text 'Send New Message' in white. Below the button is a small, empty text input field.



The screenshot shows a 'Send Message' interface. At the top, the text 'Send Message' is displayed in blue. Below it is a 'To' field containing the names 'Arielle Muench', 'Blake Peterson', 'Eric Petersen', 'Jenifer Bates', and 'Joe Albright', each preceded by a small blue link icon. Below the 'To' field is a 'Subject' field with the placeholder text 'Subject*'. The entire interface is set against a dark blue background.

TPMS BEST PRACTICES

- If there are Developmental or Supplemental Specifications that apply to the project, please make sure you are adding them to the Specifications Section within TPMS.



Title	Status	Effective	Expires	URL	Notes
DS-23083 Fiber Reinforcement for Structural Concrete	New	1/21/2026		DS-23083	Replaces DS-23076

- Structural Reviews: Please make sure you review the Status portion of the review emails to determine if Bridges & Structures requires a response.

RE: Cursory Structural Review

Project: BROS-2690(631)-8J-94

Description: Bridge replacement

Structure: 144'-0 x 32'-0 rolled steel beam bridge with 10'-0 sidewalk

Location: South 19th Street [per TPMS] over Union Pacific Railroad in the City of Fort Dodge, Webster County

Status: The Iowa DOT Bridges and Structures Bureau review comments for this project do not require a response or resubmittal from the Owner.

PROJECT DEVELOPMENT UPDATES

- Please make sure you address all review comments... even if it's justifying why you aren't modifying said comments. ☺
- Bridge Approach items - Ensure using correct bid item for the standard being used
- Incentive/Disincentive's - Ensure Quantity is calculated based on the applicable Specification and then set the estimated unit price as \$1.
- DGA projects shall not be turned in for Check Plan review. These projects need to have funding assigned prior to Check plan turn in as Check Plans are supposed to be 100% Final plans.

PROJECT DEVELOPMENT UPDATES

- Portable Dynamic Message Signs (PDMS) should be treated the same as Flaggers and Pilot Cars
 - The bid quantity for the Bid Item “Portable Dynamic Message Signs (PDMS)” shall be designated as “Per Proposal” on the plans.
- For all three items (PDMS, Flaggers, and Pilot Cars), if a quantity of “0” is used in TPMS, Contracts will assign the quantity. If desired, the designer may instead estimate a quantity and put it in the cost estimate in TPMS. This estimated quantity will then be used on the proposal for bidding.



PROJECT DEVELOPMENT UPDATES

When the LPA desires to include multiple projects in a single contract, there are two options:

- The projects can be developed independently and tied together into one contract. (PREFERRED)
- They can be developed together on one plan set. (This can get tricky with funding & divisions!)
- In either case, please reach out to the Administering Team and talk through the plan set up because it's easier to set it up correctly the first time than go back and correct everything at the last minute.

PROJECT DEVELOPMENT UPDATES



As per SUDAS/Design Manual Chapter 12A-1:

- A 5-foot sidewalk is the minimum sidewalk width required for Iowa DOT projects and local projects with state or federal funding.
- An Accessibility Exceptions Certification ([Form 517118](#)) is required if not meeting the minimum width.

PROJECT DEVELOPMENT UPDATES



New e-file requirement for Bridges/Culverts:

- When used, all signed Bridge and Culvert Standard Plans shall be submitted as an e-file with the Final Plan Submittal. This should be a single, multi-page PDF file.
- This does not apply to Standard Road Plans.
- Both Standard Road Plans and Standard Bridge/Culvert Plans should still be referenced in the plan set.

The screenshot shows a user interface for the ERL library. At the top, a blue header bar contains the text "Browse ERL library" in white. To the right of the text is a graphic of an orange folder with a white document icon inside. Below the header, a white list area contains eight items, each preceded by an orange arrow icon and blue underlined text: "Standard Specifications with GS-23005", "Supplemental Specifications", "Materials I.M.s", "Standard Road Plans", "Standard Culvert Plans", "Standard Bridge Plans", and "Sign Truss Standards".

PROJECT DEVELOPMENT UPDATES - BID ITEMS

Bid Items Application Update to Bid Item Listings - December 3, 2025

The following items have been added to the valid bid item description listing:

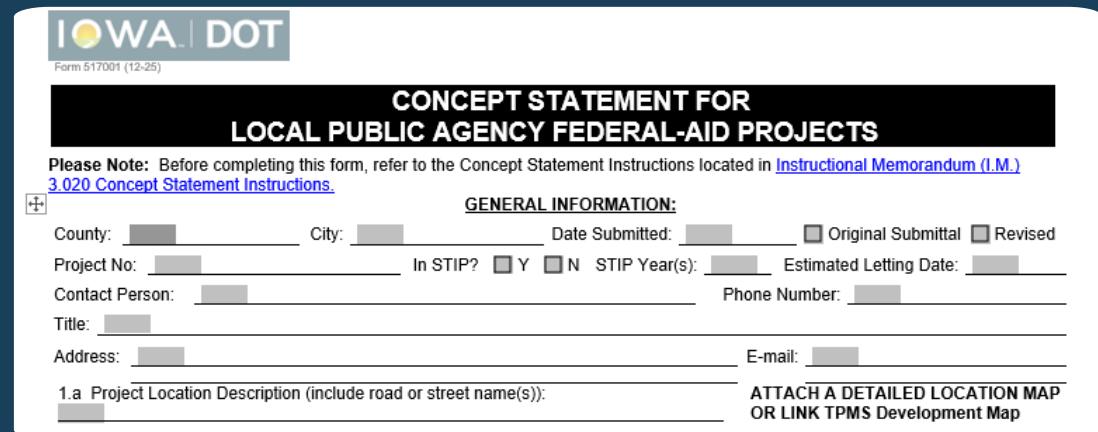
Effect Dt	Item Code	Item Description	Unit	Spec
21APR2026	2513-0001045	CONCRETE BARRIER, BA-104, 44 INCH	LF	STD5
21APR2026	2513-0001090	CONCRETE BARRIER RAIL, BA-109	LF	STD5
21APR2026	2513-0001091	CONCRETE BARRIER RAIL, BA-109 and Footing	LF	STD5
21APR2026	2526-8285010	CONSTRUCTION SURVEY, MONUMENT PRESERVATION	LS	STD
21APR2026	2526-8285020	CONSTRUCTION SURVEY, CONTROL POINT SURVEY	LS	STD
21APR2026	2526-8285030	CONSTRUCTION SURVEY, RIGHT OF WAY	LS	STD
21APR2026	2526-8285040	CONSTRUCTION SURVEY, LOCATION SURVEY	LS	STD

The following obsolete items from the previous update will be omitted from the Bid Items Application prior to the April 21, 2026 letting:

Item Code	Item Description	Unit
2526-8285000	CONSTRUCTION SURVEY	LS

Concept Statement Updates

- Concept statement updated 12/2025 – Make sure you are using the most current version for submittals.
- ALL projects require an aerial map or plan sheet with anticipated project limits. The map/plan sheet should also show any proposed ROW/TCE need lines. This includes if the ROW is already owned by the LPA but has not yet been utilized as ROW for a project (i.e., trail through a park or other land previously not used for roadway/trail purposes)
- Safety Funding question
- The T&E question (#11) has been expanded
- Blaine Nansel retired effective Jan 2. CRE requests should now be sent to: osa-cre@team.uiowa.edu



The image shows the Iowa DOT Concept Statement Form, specifically Form 517001 (12-25). The form is titled "CONCEPT STATEMENT FOR LOCAL PUBLIC AGENCY FEDERAL-AID PROJECTS". It includes fields for "GENERAL INFORMATION" such as County, City, Date Submitted, Project No., In STIP?, STIP Year(s), Estimated Letting Date, Contact Person, Phone Number, Title, Address, and E-mail. There is also a note to "ATTACH A DETAILED LOCATION MAP OR LINK TPMS Development Map". The form is dated 3.020 Concept Statement Instructions.

7. Estimate of Land or Property Acquisition Impacts: -- Will the proposed project:

ANSWER ALL SIX QUESTIONS

a. Require temporary construction easements? Yes No If yes, indicate the approximate area (acres): _____

b. Require permanent easement(s) or fee title? Yes No If yes, indicate the approximate area (acres): _____

c. Require borrow material? Yes No If yes, indicate the proposed source (check all that apply):
 New borrow area Contractor furnished Existing borrow area Within existing right-of-way Not yet determined

d. Require total property acquisition(s)? Yes No If yes, approx. how many properties will be totally acquired? _____

e. Involve relocation assistance for displaced person(s) and/or businesses? Yes No
If yes, approximately how many relocations will be required? _____

f. Involve a change in property access which results in damage to the remainder parcel? Yes No

Concept Statement Reminder

Pg 2 –The intent of the Borrow material question is to let the NEPA team know if they need to clear a borrow area also. If you answer Not Yet Determined, it will delay the process so use this as a last resort.

Design Guidelines (check only one):

For urban roadways, use the design guidelines contained in [I.M. 3.215](#) and indicate which table was used below:

SUDAS Preferred Criteria SUDAS Acceptable Criteria* Urban 3R Guidelines** Other:

For rural roadways, use the design guidelines contained in I.M.s [3.210](#) or [3.220](#) and indicate which table was used below:

Design Aids for Rural Collectors

AASHTO Guidelines for Rural Collectors*

Design Aids for Rural Local Roads

AASHTO Guidelines for Rural Local Roads*

Other:

3R Table for Rural Collectors** (if checked, indicate type of improvement: Rehabilitation Restoration Resurfacing)

* If any of these tables are used, explain reasons for not using the "Aids" tables.

** If used, provide documentation for using 3R criteria that addresses the 7 safety considerations per [I.M. 3.220](#).

Concept Statement Reminder

On Design Criteria pages – Make sure you are providing the required documentation if you are using the Acceptable Tables (AASHTO Guidelines / SUDAS Acceptable Criteria) or the 3R Tables.

Interactive Concept Statement – future improvement

- Coming later in 2026
- Enhancement to TPMS Project Development
- Concept Statement will be Interactive through TPMS
- Interactive Concept Statement discussion items:
 - Plan to auto-populate directly from the CFYP/STIP/TPMS programming
 - Plan to integrate with the different DOT software/systems
 - Plan to require all supporting documentation to be uploaded before the concept can be submitted
 - Plan to incorporate the DOE (Threatened & Endangered Species) directly into the interactive form



I.M. 3.740 CLARIFICATION -

“BUILD AMERICA BUY AMERICA (BABA) WAIVER FOR FEDERAL FINANCIAL ASSISTANCE LESS THAN \$500,000”

- Please note this BABA Waiver is only applicable for projects utilizing Federal-aid. (So, if it's Swap, FM, or State-aid, it does not apply.)
- If the Federal-aid is less than \$500,000, and the LPA wants to waive BABA requirement, then let us know at Check Plan Stage and on the PDC. We will communicate this with Contracts who will add the following Proposal Note:

“Article 1107.06, B of the Standard Specifications does not apply to this contract, as the total Federal financial assistance for this project is less than \$500,000.”

- Caveats:
 - When determining BABA applicability, the Federal Highway Administration (FHWA) defines a “project” to be the scope of work within a NEPA document.
 - Two separate \$250,000 Transportation Alternatives Program (TAP) Set-Aside awards from a Regional Planning Affiliation (RPA) in two consecutive fiscal years for the same project scope.
 - A \$150,000 TAP Set-Aside award from an RPA and a \$350,000 Federal Recreational Trails Program (FRT) award for the same project.

BABA REMINDERS

Be familiar with the new requirements that took effect in October 2025

- Manufactured Products
- New forms in IM 107 Appendix A and B, available via the ERL

Project Development

- Ensure design elements are BABA compliant, especially if sole-sourcing or using 2599 bid items and Special Provisions.
- Understand the waiver process.

Construction

- Ensure proper certifications are received / exemptions are documented.

HISTORIC BRIDGE REVIEWS UPDATE (I.M. 4.120)

- The Iowa Highway Research Board and the Iowa DOT are leading efforts to complete our **3rd generation statewide historical bridge survey** that is anticipated to be completed in early 2026. This will then go to SHPO for review. Once evaluations are agreed upon, individual bridge assessments or intensive historical evaluations for most bridges in the state should no longer be required.
- In the meantime, as per LEBs 10/10/2025 Statewide Historic Bridge Survey Update, LPAs can request preliminary findings from the survey by reaching out to their respective LEB cultural resources manager with the following:
 - FHWA Number
 - County
 - Route
 - Year Constructed

→ LEB staff have been averaging 7-day turn arounds on requests. Questions can be directed to Brennan Dolan at brennan.dolan@iowadot.us or 515-239-1795.

QUESTIONS?



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For Grant Team Projects, reach out to the
Program or Project Manager

For Competitive Grants/Earmarks Projects,
reach out to the Competitive Grant Team