

The background of the slide is a light gray gradient with several realistic water droplets of various sizes scattered across it. The droplets have highlights and shadows, giving them a three-dimensional appearance.

**IOWA DOT
LOCAL SYSTEMS BUREAU**

SPRING 2020

PROJECT DEVELOPMENT UPDATE



PROJECT DEVELOPMENT UPDATE

- **GUIDANCE AND PROGRAMMING**

- I.M. REVISIONS AND HIGHLIGHTS

- PROGRAMMING – AMENDMENTS AND REVISIONS

- TPMS DEVELOPMENT LETTING DATES

- QUALIFYING BRIDGE LIST (QBL) AND PROGRAMMING





PROJECT DEVELOPMENT UPDATE

- **PROJECT DEVELOPMENT STUFF**
 - THE GOOD, BAD, AND UGLY
 - **CONTRACTS – TURN-IN TO BID LETTING**
 - BIDX QUESTIONS
 - ADDENDUMS AND PLAN CHANGES
 - **PROJECT DEVELOPMENT STUFF – IMPROVING THE PROCESS**
- 

PROJECT DEVELOPMENT UPDATE

I.M. REVISIONS AND HIGHLIGHTS

• GUIDE AND/OR I.M. REVISION NOTICES

- 2019_02 MAY 20, 2019 [Local Systems Mailing List:
https://iowadot.gov/local_systems/im
/lpa-ims](https://iowadot.gov/local_systems/im/lpa-ims)
- 2019_03 JUNE 19, 2019
- 2019_04 AUGUST 28, 2019
- 2019_05 OCTOBER 14, 2019
- 2019_06 NOVEMBER 27, 2019
- 2020_01 MARCH 4, 2020

PROJECT DEVELOPMENT UPDATE

I.M. REVISIONS AND HIGHLIGHTS

- **TABLE OF CONTENTS**
- **I.M. 2.100 FARM-TO-MARKET PROGRAM**
- **I.M. 2.130 TRANSFER OF LOCAL FUNDS TO THE FM FUND**
- **I.M. 2.270 COUNTY ROAD VACATIONS**
- **I.M. 3.010 PROJECT DEVELOPMENT SUBMITTAL DATES AND INFORMATION**
- **I.M. 3.020 CONCEPT STATEMENT INSTRUCTIONS**

PROJECT DEVELOPMENT UPDATE

I.M. REVISIONS AND HIGHLIGHTS (CONTINUED)

- **I.M. 3.060 PROJECT NUMBERS**
- I.M. 3.250 ECONOMIC ANALYSIS
- I.M. 3.310 FEDERAL-AID PARTICIPATION IN CONSULTANT COSTS
- **I.M. 3.500 BRIDGE OR CULVERT PLANS**
- **I.M. 3.600 RIGHT-OF-WAY ACQUISITION**
- **I.M. 3.700 CHECK AND FINAL PLAN GUIDELINES**
- I.M. 3.730 INNOVATIVE CONTRACTING PROCEDURES
- **I.M. 4.020 NEPA PROCESS**

PROJECT DEVELOPMENT UPDATE

I.M. REVISIONS AND HIGHLIGHTS (CONTINUED)

- **I.M. 4.110** **THREATENED AND ENDANGERED SPECIES**
- **I.M. 4.130** **404 PERMIT PROCESS**
- **I.M. 5.030** **IOWA DOT LETTING PROCESS**
- **I.M. 5.050** **PROJECT DEVELOPMENT CERTIFICATION**
- **I.M. 5.060** **PUBLIC INTEREST FINDINGS**
- **I.M. 6.000** **CONSTRUCTION INSPECTION**
- **I.M. 6.110** **FINAL REVIEW, AUDIT, AND CLOSE-OUT PROCEDURES**
- **I.M. 7.020** **BRIDGE INSPECTIONS**



Instructional Memorandums to Local Public Agencies Table of Contents

Some I.M.s are written either to counties or cities; others are written to both counties and cities. The intended audience is indicated in the "To:" field of the I.M. as well as the Table of Contents below. Many of the I.M.s are referenced by the Federal-aid Project Development Guide (Guide). These I.M.s are marked with an asterisk (*). For more information about the relationship between the Guide and I.M.s, refer to the [Guide and I.M.s web page](#). The funding type is listed in the Table of Contents below, and will be labeled for Federal-aid (F.A.), Federal-aid Swap (Swap), State-aid (State), Farm-to-Market (F.M.) or Local; if the I.M. applies to all types of funding, "All" will be used as the Funding type.

Note: The I.M.s have been transitioned into a new numbering system; please see the [I.M. Renumbering Conversion Chart](#). Some of the I.M.s are not yet complete, as shown in light grey text. Some incomplete I.M.s will be based on an existing Project Development Information Packet document, and some will include entirely new content. Where applicable, a reference and link to the existing Packet document is provided. Most of the links to the [Code of Federal Regulations](#) (CFR) and the [United States Code](#) (USC) have been removed from the individual I.M.s below. To get to the general CFR and USC, you can click on the links above and search each respective page.

No.	Subject	Revision Date	Funding	Written To
<u>Chapter 1 – Administration</u>				
<u>Chapter 2 – County Road System</u>				
<u>Chapter 3 – Project Development</u>				
<u>Chapter 4 – Environmental Regulations</u>				
<u>Chapter 5 – Letting and Contracts</u>				
<u>Chapter 6 – Construction</u>				
<u>Chapter 7 – Maintenance</u>				
<u>Chapter 8 – Miscellaneous Information</u>				
Chapter 1 – Administration				
Section 1.0 -- General				
1.000	Iowa DOT Oversight of LPA Projects	(future)	All	Both
<u>1.010</u>	Acronym List	December 31, 2019	All	Both
<u>1.020</u>	References to the Iowa Code	February 13, 2018	All	Counties
<u>1.070</u> *	Title VI and Nondiscrimination Requirements	June 29, 2018	F.A.	Both
<u>1.080</u> *	ADA Requirements	October 1, 2013	All	Both
	<u>Attachment A – Sample Curb Ramp Transition Plan (Word)</u>	August 24, 2012	All	Both





PROJECT DEVELOPMENT UPDATE

FM ELIGIBLE ACTIVITIES AND FM WORKSHEETS

- **I.M. 2.100 – FARM-TO-MARKET PROGRAM - FUNDING**
SOURCES/ELIGIBLE USES

IOWA CODE SECTION 310.4 STATES THAT THE FM FUND SHALL BE USED FOR THE **ESTABLISHMENT, CONSTRUCTION, RECONSTRUCTION, OR IMPROVEMENT TO THE FM SYSTEM**, INCLUDING DRAINAGE; GRADING; SURFACING; RESURFACING; CONSTRUCTION OF BRIDGES OR CULVERTS; THE ELIMINATION, PROTECTION, OR IMPROVEMENT OF RAILROAD CROSSINGS; ACQUIRING OF ADDITIONAL RIGHT-OF-WAY

PROJECT DEVELOPMENT UPDATE

FM ELIGIBLE ACTIVITIES AND FM WORKSHEETS

- **I.M. 2.100 – FARM-TO-MARKET PROGRAM - USE OF FM FUNDS - 3R PROJECTS**

IOWA CODE SECTION 310.4 STATES THAT THE FM FUND SHALL BE USED FOR ESTABLISHMENT, CONSTRUCTION, RECONSTRUCTION, OR IMPROVEMENTS TO THE FM SYSTEM. **PROJECTS THAT ARE NOT GENERALLY CONSIDERED CONSTRUCTION SHALL MEET THE FOLLOWING REQUIREMENTS TO ENSURE THAT THE PROPOSED WORK CONSTITUTES AN “IMPROVEMENT”** IN ACCORDANCE WITH THIS CODE SECTION

PROJECT DEVELOPMENT UPDATE

• **I.M. 2.100 – FARM-TO-MARKET PROGRAM - USE OF FM FUNDS FOR 3R PROJECTS – GENERAL REQUIREMENTS**

- THE ROAD MUST BE PART OF THE FM SYSTEM.
- THE ROAD MUST MEET THE CONDITIONS OF I.M. 3.220, 3R GUIDELINES CATEGORY.
- PROJECTS MUST COST MORE THAN \$50,000.
- PROJECTS MUST BE SHOWN IN THE COUNTY FIVE YEAR PROGRAM (CFYP).
- GRANULAR RESURFACING PROJECTS, THE APPLICATION RATE MUST BE 250 TONS/MILE.
- COUNTIES MUST MEET THE CURRENT FM BORROWING RESTRICTIONS.
- THE WORK MUST BE DONE BY CONTRACT.

PROJECT DEVELOPMENT UPDATE

• **I.M. 2.100 – FARM-TO-MARKET PROGRAM - USE OF FM FUNDS FOR 3R PROJECTS – FM ELIGIBLE, BUT NOT SWAP**

- GRANULAR RESURFACING
- FULL DEPTH PATCHING
- LONGITUDINAL SUBDRAINS
- CRACK CLEANING OR SEALING
- SLURRY SEALING
- DOUBLE SEAL COAT OR OTTA SEAL
- SURFACE RECYCLING
- PAVEMENT MARKINGS
- FOG SEALING
- OTHER SIMILAR PROJECTS

PROJECT DEVELOPMENT UPDATE

- **FM WORKSHEETS – FOLLOW TPMS DEVELOPMENT INSTRUCTIONS**

1. MOST RECENT FM QUARTERLY STATEMENT
2. UPDATE OBLIGATIONS
5. ADD OBLIGATIONS SINCE LAST FM QUARTERLY STATEMENT
8. ADD YOUR PROJECT(S) FOR PROPOSED LETTING.

NOTE: TPMS DEVELOPMENT DOES THE CALCULATING FOR YOU.



Iowa Department of Transportation

Office of Accounting
Ames, Iowa

PROJECT DEVELOPMENT UPDATE

• FM WORKSHEETS

1. MOST RECENT FM QUARTERLY STATEMENT

FARM TO MARKET ROAD FUND
QUARTERLY STATEMENT
OCTOBER 1 TO DECEMBER 31,

County Engineer
County ADAIR
City GREENFIELD

Dear Sir:

The following quarterly statement of your county's Farm to Market Road Fund is furnished you in accord with the provisions of Iowa Code Section 310.8.

Cash Balance	2019 OCTOBER 1, 2		\$ 1,088,516.28
Receipts From:	Road Use Taxes (Combined)	\$	237,210.99
	Federal Aid Collected		
	Surface Trans Prog (Direct)		
	Bridge Replacement (Direct)		
	Emergency Relief		
	Non-Project Spread (Area/Need)		
	Allocation Adjustment		
	Sales Tax Refunded		
	County Contribution		
	Miscellaneous		
Total Receipts			\$ 237,210.99
Disbursements For:	Construction	\$	107,499.21
	Right of Way		
	Engineering		
Total Disbursements			\$ 107,499.21
Cash Balance	019 DECEMBER 3		\$ 1,218,228.06
Obligations Authorized For Construction and Engineering			\$ 346,615.97
Over or Under Obligated			\$ 871,612.09

"CR" indicates overdrawn and/or overobligated.

PROJECT DEVELOPMENT UPDATE

• FM WORKSHEETS

2. UPDATE OBLIGATIONS

Construction Obligation Contract Balances					Page 1 of 92
As of 1/6/20					
Farm to Market Road Fund					
County 01 - Adair					
Project	Contract	Contractor	Work Class	Balance	
51-01-0000-000	015188	Schildberg Construction Co Inc	contract dated March 12, 2013	\$0.00	
55-01-C001-095	019074	Schildberg Construction Co Inc	FM-C001(95)--55-01- Constructi	\$628.84	
55-01-C001-105	021429			\$6,515.91	
55-01-C001-106	036253	Christensen Bros., I	BRIDGE DECK OVERLAY	(\$173,043.61)	
55-01-C001-107	036254	Christensen Bros., I	BRIDGE DECK OVERLAY	(\$180,717.11)	
01 - Adair			County Total:	(\$346,615.97)	

PROJECT DEVELOPMENT UPDATE

• FM WORKSHEETS

5. ADD OBLIGATIONS SINCE LAST FM QUARTERLY STATEMENT
8. ADD YOUR PROJECT(S) FOR PROPOSED LETTING.

NOTE: TPMS DEVELOPMENT DOES THE CALCULATING.



Submittal Dates for non-Federal-aid Local Public Agency Projects let by the Iowa DOT

Following are submittal dates for the July 16, 2019, through December 21, 2021, Iowa DOT lettings. All submittals should be *received* by the Iowa DOT Administering Bureau on the dates shown below. However, early submittals are always encouraged.

Check Plans (8 weeks)	Final Plans and PDC (2 weeks)	Contracts Turn-in	Letting Date	Fiscal Year
03/12/19	04/23/19	05/07/19	07/16/19	2020
04/09/19	05/21/19	06/04/19	08/20/19	
05/07/19	06/18/19	07/02/19	09/17/19	
06/11/19	07/23/19	08/06/19	10/15/19	
07/09/19	08/20/19	09/03/19	11/19/19	
08/06/19	09/17/19	10/01/19	12/17/19	
09/10/19	10/22/19	11/05/19	01/22/20	
10/08/19	11/19/19	12/03/19	02/18/20	
11/12/19	12/24/19	01/07/20	03/17/20	
12/10/19	01/21/20	02/04/20	04/21/20	
01/07/20	02/18/20	03/03/20	05/19/20	
02/11/20	03/24/20	04/07/20	06/16/20	
03/10/20	04/21/20	05/05/20	07/21/20	

PROJECT DEVELOPMENT UPDATE

- **I.M. 3.010 - PROJECT DEVELOPMENT SUBMITTAL DATES**
- SUBMITTAL DATES WILL BE ENFORCED

PROJECT DEVELOPMENT UPDATE

- I.M. 3.010 - PROJECT DEVELOPMENT SUBMITTAL DATES**

SUBMITTAL DATES WILL BE ENFORCED

Submittal Dates for Federal-aid Local Public Agency Projects and projects involving the Primary Highway System

Following are submittal dates for the July 16, 2019, through December 21, 2021, Iowa DOT lettings, for projects to be let at the Iowa DOT. All submittals should be received by the Iowa DOT Administering Bureau on the dates shown below. However, early submittals are always encouraged.

For projects involving the Primary Highway System, work with the Administering Bureau on the submittals that will be required, in order to identify any additional documents that may need to be submitted. Depending on how significant the alterations may be to the Primary Road System, more time may be needed for project reviews and submittals. The Administering Bureau may need to coordinate with other Iowa DOT Bureaus, which may require more review time.

Concept Statement		Preliminary Plans		Check Plans		Final Plans and PDC	Contracts Turn-in	Letting Date	Federal Fiscal Year
Major (42 weeks)	Minor (16 weeks)	Major (16 weeks)	Minor (11 weeks)	Major (8 weeks)	Minor (7 weeks)	(2 weeks)			
07/17/18	01/15/19	01/15/19	02/19/19	03/12/19	03/19/19	04/23/19	05/07/19	07/16/19	2019
08/14/18	02/12/19	02/12/19	03/19/19	04/09/19	04/16/19	05/21/19	06/04/19	08/20/19	
09/11/18	03/12/19	03/12/19	04/16/19	05/07/19	05/14/19	06/18/19	07/02/19	09/17/19	
10/16/18	04/16/19	04/16/19	05/21/19	06/11/19	06/18/19	07/23/19	08/06/19	10/15/19	2020
11/13/18	05/14/19	05/14/19	06/18/19	07/09/19	07/16/19	08/20/19	09/03/19	11/19/19	
12/11/18	06/11/19	06/11/19	07/16/19	08/06/19	08/13/19	09/17/19	10/01/19	12/17/19	
01/15/19	07/16/19	07/16/19	08/20/19	09/10/19	09/17/19	10/22/19	11/05/19	01/22/20	
02/12/19	08/13/19	08/13/19	09/17/19	10/08/19	10/15/19	11/19/19	12/03/19	02/18/20	
03/19/19	09/17/19	09/17/19	10/22/19	11/12/19	11/19/19	12/24/19	01/07/20	03/17/20	
04/16/19	10/15/19	10/15/19	11/19/19	12/10/19	12/17/19	01/21/20	02/04/20	04/21/20	
05/14/19	11/12/19	11/12/19	12/17/19	01/07/20	01/14/20	02/18/20	03/03/20	05/19/20	
06/18/19	12/17/19	12/17/19	01/21/20	02/11/20	02/18/20	03/24/20	04/07/20	06/16/20	
07/16/19	01/14/20	01/14/20	02/18/20	03/10/20	03/17/20	04/21/20	05/05/20	07/21/20	
08/13/19	02/11/20	02/11/20	03/17/20	04/07/20	04/14/20	05/19/20	06/02/20	08/18/20	
09/17/19	03/17/20	03/17/20	04/21/20	05/12/20	05/19/20	06/23/20	07/07/20	09/15/20	

PROJECT DEVELOPMENT UPDATE

I.M. REVISIONS AND HIGHLIGHTS

- **I.M. 3.020 CONCEPT STATEMENT INSTRUCTIONS**
- **I.M. 3.060 PROJECT NUMBERS**
- **I.M. 3.500 BRIDGE OR CULVERT PLANS**
- **I.M. 3.600 RIGHT OF WAY ACQUISITION**

PROJECT DEVELOPMENT UPDATE

RIGHT OF WAY BUREAU CONTACT INFORMATION

- [HTTPS://IOWADOT.GOV/RIGHTOFWAY/LOCAL-PUBLIC-AGENCY-LPA-COORDINATORS](https://iowadot.gov/rightofway/local-public-agency-lpa-coordinators)

LOCAL PUBLIC AGENCY (LPA) COORDINATORS

- **RICK W. SKINNER**

LPA PRODUCTION COORDINATOR

OFFICE: 515-239-1749

CELL: 515-290-3196

RICK.SKINNER@IOWADOT.US

- **STEVE CHAPMAN**

LPA COORDINATOR - DISTRICTS 3 AND 4

OFFICE: 515-239-1157

CELL: 515-290-2857

STEVEN.CHAPMAN@IOWADOT.US

PROJECT DEVELOPMENT UPDATE

RIGHT OF WAY BUREAU CONTACT INFORMATION

LOCAL PUBLIC AGENCY (LPA) COORDINATORS

- **JOE GUCKERT**

LPA COORDINATOR - DISTRICTS 1 AND 5

OFFICE: 515-239-1976

CELL: 515-509-4632

JOSEPH.GUCKERT@IOWADOT.US

- **VACANT (RICK SKINNER)**

LPA COORDINATOR - DISTRICTS 2 AND 6

OFFICE: 515-239-1562

CELL: 515-290-3202

PATRICIA.SIMONS@IOWADOT.US

PROJECT DEVELOPMENT UPDATE

I.M. REVISIONS AND HIGHLIGHTS

- **I.M. 3.700 CHECK AND FINAL PLAN GUIDELINES**
- **I.M. 4.020 NEPA PROCESS**
- **I.M. 4.110 THREATENED AND ENDANGERED SPECIES**

PROJECT DEVELOPMENT UPDATE

LOCATION & ENVIRONMENT BUREAU (NEPA CONTACTS)

[HTTPS://IOWADOT.GOV/OLE/STAFF-INFORMATION#496741904-NATIONAL-ENVIRONMENTAL-POLICY-ACT-NEPA-](https://IOWADOT.GOV/OLE/STAFF-INFORMATION#496741904-NATIONAL-ENVIRONMENTAL-POLICY-ACT-NEPA-)

DEEANN NEWELL

515-239-1364

DEEANN.NEWELL@IOWADOT.US

SHELBY EBEL

515-239-1999

SHELBY.EBEL@IOWADOT.US

MATTHEW OETKER

515-239-1786

MATTHEW.OETKER@IOWADOT.US

MADELINE LAPAGE

515-239-1467

MADELINE.LAPAGE@IOWADOT.US

JORGE ZAMORA

515-239-1251

JORGE.ZAMORA@IOWADOT.US

PROJECT DEVELOPMENT UPDATE

LOCATION & ENVIRONMENT BUREAU (CULTURAL RESOURCE CONTACTS)

[HTTPS://IOWADOT.GOV/OLE/STAFF-INFORMATION#496741900-CULTURAL-RESOURCES](https://iowadot.gov/ole/staff-information#496741900-cultural-resources)

District 1, District 6

Matt Donovan

Project Manager

515-239-1097

Matt.Donovan@iowadot.us

District 2, District 3

Brennan Dolan

Project Manager

515-239-1795

Brennan.Dolan@iowadot.us

District 4, District 5

Jacob Woodcock

Project Manager

515-239-1035

jacob.woodcock@iowadot.us



PROJECT DEVELOPMENT UPDATE

I.M. REVISIONS AND HIGHLIGHTS

- **I.M. 4.130 404 PERMIT PROCESS**
- **I.M. 5.050 PROJECT DEVELOPMENT CERTIFICATION**

PROJECT DEVELOPMENT UPDATE

I.M. 5.050 - PROJECT DEVELOPMENT CERTIFICATION

Attachment B to I.M. 5.050
June 19, 2019



Form 730002 (07-19)

PROJECT DEVELOPMENT CERTIFICATION

Note: For instructions, refer to Instructional Memorandum (I.M.) 5.050, Project Development Certification Instructions.

City Cedar Falls County Black Hawk Project Number STP-U-1185(603)--70-07

1. RAILROADS

- Is there a railroad crossing or railroad property within or adjacent to the project limits? Yes No (If No, skip to No. 2)
- Is any work on railroad facilities or railroad right-of-way required? Yes No (If No, skip to No. 2)
- Has the railroad agreement been fully signed? Yes No (If Yes, attach a copy of the railroad agreement. If No, the project will not be submitted for letting, unless a Public Interest Finding is requested and approved for this condition – see instructions for more information.)

2. UTILITIES

- Are any utility relocations or adjustments required by this project? Yes No (If No, skip to No. 3)
- Have all the known affected utilities been relocated? Yes No (If Yes, skip to No. 3)
- Have all the known affected utilities been notified? Yes No (If Yes, give date of notice) January 2, 2019
- For any affected utilities not yet relocated, are all required to relocate by an existing permit, franchise agreement, or executed relocation agreement? Yes No (If No, the project will not be submitted for letting, unless a Public Interest Finding is requested and approved for this condition – see instructions for more information.)

3. PRIMARY HIGHWAY

- Will work be performed on Iowa DOT right-of-way or will access to Iowa DOT right-of-way be affected? Yes No (If No, skip to No. 4)
- Have the applicable permits for work on Iowa DOT right-of-way been obtained? Yes No (If No, when are they anticipated?) _____ (approximate date)

4. RIGHT OF WAY

- Is additional right-of-way (permanent or temporary easements, fee title) required? Yes No Permanent right-of-way and/or access rights for 2 parcels have been acquired, except the 1 parcels scheduled for condemnation listed on page 2.*
- Temporary construction easements for 2 parcels have been acquired, except the 0 parcels scheduled for condemnation listed on page 2.*
- Were all of the parcels acquired using the Waiver Valuation Provision? Yes No

***Note:** Exceptions should only be listed for Items 4.b or 4.c if the parcel is scheduled for condemnation. Possession of all other parcels and / or access rights shall be acquired by the date this form is submitted. After the condemnation hearings for the parcels listed on page 2 are complete, provide written confirmation to the Iowa DOT that the condemnation hearings were held. This confirmation shall be received as soon as possible, but no later than 10 days prior to letting; otherwise the project may be withdrawn from the letting.

5. RELOCATION

- Will any persons or businesses be displaced by this project? Yes No
- If yes, all eligible relocatees, 2 residential and 0 businesses, except those 1 parcels listed on the reverse side have obtained and relocated into replacement housing and business locations. An inspection of the project was made on site. Decent, safe, and sanitary housing has been offered and is available to residential relocatees. Barring unforeseen circumstances beyond our control, the listed occupants will relocate by the date and manner indicated.

6. ENVIRONMENTAL AND CULTURAL RESOURCES

- Were any environmental or cultural resources identified during the development of this project? Yes No (If No, sign and date in the space provided below)
- If yes to 6.a., have all environmental or cultural resources been included in the plans or specifications to inform the contractor of any mitigation required as part of this project? Yes No (If No, the project will not be submitted for letting. Revise plans and specifications as necessary)

LPA CONTACT INFORMATION

List the LPA representative who will be signing the Construction Contract, and include that person's contact information.

Name Michael W. Mayor Title Mayor, City of Cedar Falls
Email mayor@cedarfalls.org Phone 319.555.0000

PROJECT DEVELOPMENT UPDATE

PROGRAMMING – AMENDMENTS AND REVISIONS

- **STBG (SWAP)(FEDERAL AID), CHBP, HBP (FEDERAL AID)**
 - ADD/REVISE TO STIP WITH RPA/MPO APPROVAL
 - ADD TO COUNTY FIVE YEAR PROGRAM
- **HBP (SWAP), HSIP (SWAP)**
 - ADD/REVISE TO STIP- RPA/MPO APPROVAL NOT REQUIRED
 - ADD TO COUNTY FIVE YEAR PROGRAM
- **TSIP, CSTEP, USTEP**
 - DO NOT NEED TO ADD TO STIP
 - ADD TO COUNTY FIVE YEAR PROGRAM (IF APPLICABLE)

PROJECT DEVELOPMENT UPDATE

TPMS DEVELOPMENT LETTING DATES

- NEED TO BE AS ACCURATE AS POSSIBLE
 - FM CASH FLOW AND FORECASTING
 - SWAP CASH FLOW AND FORECASTING
 - CONTRACTS – WORK FLOW AND FORECASTING

DON'T RELY ON THE TPMS AUTO-RESET FUNCTION!

PROJECT DEVELOPMENT UPDATE

FHWA QUALIFYING BRIDGE LIST (QBL) AND PROGRAMMING

- **THE FHWA QUALIFYING BRIDGE LIST (QBL) IS PREPARED IN THE FALL OF EACH CALENDAR YEAR.**
- **BRIDGES ON THE QBL MEET THE HBP REQUIREMENTS FOR SD / FO AND SUFFICIENCY RATING; HOWEVER, THE QBL INCLUDES ALL BRIDGES WITH ANY ADT.**
- **QBL DATA FOR A BRIDGE MAY BE VIEWED BY CLICKING ON THE QBL LINK SHOWN FOR THE PROJECT IN THE TRANSPORTATION PROGRAM MANAGEMENT SYSTEM (TPMS) DEVELOPMENT MODULE. IF NO LINK IS SHOWN, THE BRIDGE IS NOT ON THE QBL.**
- **THE QBL IS BASED ON INFORMATION THAT MAY BE OVER ONE YEAR OLD; THEREFORE, IT IS POSSIBLE THAT AN ELIGIBLE BRIDGE MAY NOT BE INCLUDED ON THE LIST.**

PROJECT DEVELOPMENT UPDATE

FHWA QUALIFYING BRIDGE LIST (QBL) AND PROGRAMMING

- IF AN LPA WISHES TO **USE HBP FUNDS FOR A BRIDGE NOT ON THE QBL**, A **WRITTEN REQUEST** MUST BE SUBMITTED TO THE SECONDARY ROADS ENGINEER.
- **UPDATED SI&A INFORMATION AND ANY OTHER DOCUMENTATION** NEEDED TO JUSTIFY THE REQUEST MUST BE ATTACHED OR UPLOADED TO SIIMS).
- THIS REQUEST MUST BE **REVIEWED AND APPROVED BY THE LOCAL SYSTEMS BUREAU** BEFORE ANY HBP FUNDS CAN BE AUTHORIZED FOR WORK ON THE BRIDGE.



PROJECT DEVELOPMENT UPDATE

FHWA QUALIFYING BRIDGE LIST (QBL) AND PROGRAMMING

- CHECK BEFORE PROGRAMMING THE PROJECT
 - CHECK BEFORE PROJECT DEVELOPMENT SUBMITTALS
- 

PROJECT DEVELOPMENT UPDATE

2020 – THE YEAR SO FAR.....

- THE GOOD
 - THE PLANS CONTINUE TO LOOK BETTER
 - FEWER SUBMITTALS OUTSIDE OF TPMS
 - CONTRACTS BUREAU IS HAPPY – PLANS, TURN-IN MATERIALS
 - NEED TO STICK TO DEADLINE DATES DUE TO WORKLOAD/WORKFLOW
 - HARD CONVERSATIONS HAVE BEEN PRODUCTIVE – AND FEWER
 - THANK YOU!

PROJECT DEVELOPMENT UPDATE

2020 – THE YEAR SO FAR...

- THE BAD (OR COULD USE SOME IMPROVEMENT)
 - SOME CHECK PLANS WERE NOT CHECK PLANS (NOT EVEN CLOSE)
 - SUBMITTALS WERE UPLOADED IN TPMS WITH NO EMAIL TO CHRISTY OR JOE
 - TPMS EMAIL TO LOCAL SYSTEMS FIELD STAFF – NOT PROJECT DEVELOPMENT (CHRISTY OR JOE)
 - I.M. 3.010 SUBMITTAL DEADLINES NOT BEING FOLLOWED

Submittal Dates for non-Federal-aid Local Public Agency Projects let by the Iowa DOT

Following are submittal dates for the July 16, 2019, through December 21, 2021, Iowa DOT lettings. All submittals should be received by the Iowa DOT Administering Bureau on the dates shown below. However, early submittals are always encouraged.

Check Plans (8 weeks)	Final Plans and PDC (2 weeks)	Contracts Turn-in	Letting Date	Fiscal Year
03/12/19	04/23/19	05/07/19	07/16/19	2020
04/09/19	05/21/19	06/04/19	08/20/19	
05/07/19	06/18/19	07/02/19	09/17/19	
06/11/19	07/23/19	08/06/19	10/15/19	
07/09/19	08/20/19	09/03/19	11/19/19	
08/06/19	09/17/19	10/01/19	12/17/19	
09/10/19	10/22/19	11/05/19	01/22/20	
10/08/19	11/19/19	12/03/19	02/18/20	
11/12/19	12/24/19	01/07/20	03/17/20	
12/10/19	01/21/20	02/04/20	04/21/20	
01/07/20	02/18/20	03/03/20	05/19/20	
02/11/20	03/24/20	04/07/20	06/16/20	
03/10/20	04/21/20	05/05/20	07/21/20	2021
04/07/20	05/19/20	06/02/20	08/18/20	
05/12/20	06/23/20	07/07/20	09/15/20	
06/09/20	07/21/20	08/04/20	10/20/20	
07/07/20	08/18/20	09/01/20	11/17/20	
08/11/20	09/22/20	10/06/20	12/15/20	
09/08/20	10/20/20	11/03/20	01/20/21	
10/13/20	11/24/20	12/08/20	02/16/21	
11/10/20	12/22/20	01/05/21	03/16/21	
12/08/20	01/19/21	02/02/21	04/20/21	
01/05/21	02/16/21	03/02/21	05/18/21	
02/09/21	03/23/21	04/06/21	06/15/21	
03/09/21	04/20/21	05/04/21	07/20/21	2022
04/06/21	05/18/21	06/01/21	08/17/21	
05/11/21	06/22/21	07/06/21	09/21/21	

Submittal Dates for Federal-aid Local Public Agency Projects and projects involving the Primary Highway System

Following are submittal dates for the July 16, 2019, through December 21, 2021, Iowa DOT lettings, for projects to be let at the Iowa DOT. All submittals should be received by the Iowa DOT Administering Bureau on the dates shown below. However, early submittals are always encouraged.

For projects involving the Primary Highway System, work with the Administering Bureau on the submittals that will be required, in order to identify any additional documents that may need to be submitted. Depending on how significant the alterations may be to the Primary Road System, more time may be needed for project reviews and submittals. The Administering Bureau may need to coordinate with other Iowa DOT Bureaus, which may require more review time.

Concept Statement		Preliminary Plans		Check Plans		Final Plans and PDC	Contracts Turn-in	Letting Date	Federal Fiscal Year
Major (42 weeks)	Minor (16 weeks)	Major (16 weeks)	Minor (11 weeks)	Major (8 weeks)	Minor (7 weeks)	(2 weeks)			
07/17/18	01/15/19	01/15/19	02/19/19	03/12/19	03/19/19	04/23/19	05/07/19	07/16/19	2019
08/14/18	02/12/19	02/12/19	03/19/19	04/09/19	04/16/19	05/21/19	06/04/19	08/20/19	
09/11/18	03/12/19	03/12/19	04/16/19	05/07/19	05/14/19	06/18/19	07/02/19	09/17/19	
10/16/18	04/16/19	04/16/19	05/21/19	06/11/19	06/18/19	07/23/19	08/06/19	10/15/19	2020
11/13/18	05/14/19	05/14/19	06/18/19	07/09/19	07/16/19	08/20/19	09/03/19	11/19/19	
12/11/18	06/11/19	06/11/19	07/16/19	08/06/19	08/13/19	09/17/19	10/01/19	12/17/19	
01/15/19	07/16/19	07/16/19	08/20/19	09/10/19	09/17/19	10/22/19	11/05/19	01/22/20	
02/12/19	08/13/19	08/13/19	09/17/19	10/08/19	10/15/19	11/19/19	12/03/19	02/18/20	
03/19/19	09/17/19	09/17/19	10/22/19	11/12/19	11/19/19	12/24/19	01/07/20	03/17/20	
04/16/19	10/15/19	10/15/19	11/19/19	12/10/19	12/17/19	01/21/20	02/04/20	04/21/20	
05/14/19	11/12/19	11/12/19	12/17/19	01/07/20	01/14/20	02/18/20	03/03/20	05/19/20	
06/18/19	12/17/19	12/17/19	01/21/20	02/11/20	02/18/20	03/24/20	04/07/20	06/16/20	
07/16/19	01/14/20	01/14/20	02/18/20	03/10/20	03/17/20	04/21/20	05/05/20	07/21/20	
08/13/19	02/11/20	02/11/20	03/17/20	04/07/20	04/14/20	05/19/20	06/02/20	08/18/20	
09/17/19	03/17/20	03/17/20	04/21/20	05/12/20	05/19/20	06/23/20	07/07/20	09/15/20	
10/15/19	04/14/20	04/14/20	05/19/20	06/09/20	06/16/20	07/21/20	08/04/20	10/20/20	
11/12/19	05/12/20	05/12/20	06/16/20	07/07/20	07/14/20	08/18/20	09/01/20	11/17/20	
12/17/19	06/16/20	06/16/20	07/21/20	08/11/20	08/18/20	09/22/20	10/06/20	12/15/20	
01/14/20	07/14/20	07/14/20	08/18/20	09/08/20	09/15/20	10/20/20	11/03/20	01/20/21	2021
02/18/20	08/18/20	08/18/20	09/22/20	10/13/20	10/20/20	11/24/20	12/08/20	02/16/21	
03/17/20	09/15/20	09/15/20	10/20/20	11/10/20	11/17/20	12/22/20	01/05/21	03/16/21	
04/14/20	10/13/20	10/13/20	11/17/20	12/08/20	12/15/20	01/19/21	02/02/21	04/20/21	
05/12/20	11/10/20	11/10/20	12/15/20	01/05/21	01/12/21	02/16/21	03/02/21	05/18/21	
06/16/20	12/15/20	12/15/20	01/19/21	02/09/21	02/16/21	03/23/21	04/06/21	06/15/21	
07/14/20	01/12/21	01/12/21	02/16/21	03/09/21	03/16/21	04/20/21	05/04/21	07/20/21	
08/11/20	02/09/21	02/09/21	03/16/21	04/06/21	04/13/21	05/18/21	06/01/21	08/17/21	
09/15/20	03/16/21	03/16/21	04/20/21	05/11/21	05/18/21	06/22/21	07/06/21	09/21/21	

PROJECT DEVELOPMENT UPDATE

2020 – THE YEAR SO FAR...

- THE UGLY - **LOCAL SYSTEMS HAS RECENTRALIZED? REALLY?**



PROJECT DEVELOPMENT UPDATE

2020 – THE YEAR SO FAR...

- THE UGLY
 - NOVEMBER-APRIL LETTING – OR ELSE
 - WORKFLOW ON OUR END IS JUST (NOT BEYOND) CRAZY NOW
 - TIME CRUNCH – JULY THROUGH JANUARY – NOT!
 - QA/QC WILL REMAIN A PRIORITY ON PLAN REVIEWS.
 - IS NOT GOING TO SLOW DOWN – UNTIL WE RETIRE 😊

PROJECT DEVELOPMENT UPDATE

CONTRACTS – TURN-IN TO BID LETTING

BIDX QUESTIONS

- NEED TO RESPOND TO THE QUESTIONS
- NEED TO BE TIMELY (1-3 DAYS)
- CONTACT INFORMATION NEEDS TO BE ACCURATE – DESIGNER CONTACT (TPDEV)
- HIT “REPLY ALL” WHEN RESPONDING

PROJECT DEVELOPMENT UPDATE

CONTRACTS – TURN-IN TO BID LETTING

ADDENDUMS AND PLAN CHANGES

- CONTRACTS PREFERENCE – SMALL ADDENDUMS IN A TIMELY FASHION
- PREFER NOT TO WAIT AND INCLUDE “EVERYTHING” IN ONE ADDENDUM
- ADDENDUMS CAN GO DIRECTLY TO CONTRACTS (TAG CHRISTY)

- ADDENDUM GUIDANCE:

[HTTPS://IOWADOT.GOV/CONTRACTS/ELECTRONICPLANSPECS/PLAN CHANGES AND ADDENDUMS CONTRACTS.PDF](https://iowadot.gov/contracts/electronicplanspecs/plan_changes_and_addendums_contracts.pdf)

- PLAN CHANGES GO TO CHRISTY AND JOE FOR TURN-IN TO CONTRACTS

PROJECT DEVELOPMENT UPDATE

2020 – THE YEAR SO FAR...IMPROVING THE PROCESS...

- JOE ALBRIGHT AND CHRISTY VANBUSKIRK ARE YOUR MAIN CONTACTS DURING THE PROJECT DEVELOPMENT PHASE UP TO BID LETTING
- THE FIELD LOCAL SYSTEMS ENGINEERS AND TECHNICIANS ARE YOUR MAIN CONTACTS FOR FUNDING AGREEMENTS AND ITEMS AFTER BID LETTING
- COMMUNICATION – CALL, EMAIL US. WE WILL GET BACK WITH YOU

PROJECT DEVELOPMENT UPDATE

2020 – THE YEAR SO FAR...IMPROVING THE PROCESS...

- TPMS – USE FOR ALL PROJECT SUBMITTALS – AND TELL US ABOUT IT!
- USE A COVER LETTER OR EMAIL TO ADDRESS ITEMS THAT ARE NOT SPELLED OUT
- I.M. 3.010 SUBMITTAL DATES – USE THE RIGHT CHART AND FOLLOW DEADLINES
 - ATTACHMENT A – NON-FEDERAL AID
 - ATTACHMENT B – FEDERAL AID
- CHECK PLANS – BE HONEST WITH YOURSELF
 - 100% COMPLETE
- LESS IS MORE – IOWA DOT HAS STANDARD SPECIFICATIONS FOR MANY REASONS. SO YOU DON'T HAVE TO REPEAT THEM!



PROJECT DEVELOPMENT UPDATE

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