

Local Bridge Funding Guidance



pennsylvania
DEPARTMENT OF TRANSPORTATION



Housekeeping Items

- Please continue to mute your microphone and have your camera off.
- Questions must be entered into the chat box (lower right corner).
- Questions will be addressed at the conclusion of the presentation.
- The presentation will be provided via e-mail to all registered participants.

• *Please be advised that this meeting is being recorded*

Welcome and Introductions

- Domenic D'Andrea, PE- SPC Transportation Director
- Cheryl Moon-Sirianni, PE- PennDOT District 11 District Executive
- Other SPC and PennDOT Staff
 - Doug Seeley, PE - PennDOT 11 ADE Design
 - Shane Szalankiewicz, PE - PennDOT District 11 Bridge Engineer
 - Keith Dougall, PE – PennDOT District Bridge Unit
 - Keith Cornelius, PE – PennDOT District Bridge Unit
 - Dina Salemi, PE - PennDOT District 11 Design Services Engineer
 - John Quatman - PennDOT District 11 Planning and Programming Manager
 - Ryan Gordon - SPC Transportation Program Development Manager
 - John Weber - SPC Transportation Program Development Planner



Presentation Outline

- Provide an overview of PennDOT's Bridge Unit.
- Discuss SPC's role and overall Transportation Improvement Program process.
- Review of available funding sources for local bridge projects.
- Discuss project administration and local assistance for municipalities.
- Question & Answer Session



Presentation Objectives

- Familiarize municipalities with PennDOT's Bridge Unit and their role in bridge inspections, bridge maintenance, and priority maintenance repair examples.
- Review PennDOT District bridge asset management philosophy and District contacts.
- Provide an understanding of SPC's role and the overall Transportation Improvement Program process.
- Educate local governments about available funding sources for local bridge projects.
- Provide an understanding that bridge needs exceed the available resources to address them.
- Provide an understanding of the project development process and understand local government's role in project administration and delivery.

PennDOT Bridge Unit



Local Bridge Inspection Program

Which bridges require inspection?

- Structure Length > 20 feet

How often are they inspected?

- Maximum of 24-month interval
- More frequent for bridges in poor condition

Who performs the inspection?

- PennDOT maintains contracts to conduct local bridge inspections with qualified inspection firms.
- Municipalities have the option to enter into agreements with qualified inspection firms outside of PennDOT's agreements.

Local Bridge Inspection Program

Who pays for the inspections?

PennDOT Agreements:

- 80% Federal Funds, 20% Local Match
- 20% Local Match deducted from liquid fuels funds
- No out-of-pocket payments required from municipality

Reimbursement Agreements:

- Municipality directly pays consultant inspection firm 100% of costs
- Municipality submits request for reimbursement to PennDOT
- PennDOT processes invoices in ECMS for reimbursement
- Municipality receives 80% reimbursement upon approval

Bridge Analysis

How do we determine what loads are safe for our bridges?

- Load rating analyses are done as a part of design and as warranted over the life of the bridge

When are analyses updated?

- Analyses are updated any time loadings on the structure change
 - New deck, new pavement, etc.
- Inspections find deterioration of load carrying members
- No strict rule for how often analyses are performed
 - Rule of thumb – review after ~7 years to verify accuracy

Priority Maintenance Repairs

Priority Repair Levels

- Priority 0 (Critical) – Must be completed within 7 days
- Priority 1 (High Priority) – Must be completed within 6 months
- Priority 2 (Priority) – Review work plan and re-prioritize schedule
- Priority 3 (Schedule) – Add to scheduled work
- Priority 4 (Program) – Add to programmed work
- Priority 5 (Routine) – As per existing maintenance schedule

Priority Maintenance Repairs

How do we find out about priority maintenance items?

- Priority 0 – Inspectors will notify municipality the same day, usually while on-site. A Priority Letter will be sent to confirm and follow up.
- Priority 1 – Inspectors will send a Priority Letter notifying the municipality of the deficiency and the required action. A phone call will usually be made the day of or day after the inspection is performed.
- Priority 2-5 – Will be included in the inspection report.

Priority 0 Example



Priority 0 – Severely Deteriorated Steel Member

Required Action: Close Bridge

Timeframe: Immediate

Priority 0 Example



- Priority 0 – Severely Undermined Bearing. Beam only carries the sidewalk and not any vehicular live load.
- Required Action: Close sidewalk or repair concrete
- Timeframe: Within 7 days

Priority 0 Example



- Priority 0 – Load Posting Required
- Required Action: Install load posting signs
- Timeframe: Within 7 days

Priority 1 Example



- Priority 1 – Cracked truss member (load carrying capacity not affected)
- Required Action: Repair steel member
- Timeframe: 6 months

Priority 1 Example



- Priority 1 – Deteriorated and Leaking Deck Joint
- Required Action: Repair Joint
- Timeframe: 6 Months

Priority 1 Example



- Priority 1 – Tripping Hazard
- Required Action: Repair Sidewalk
- Timeframe: 6 Months

Bridge Inspection Reports

Where can we view our reports?

- Upon report acceptance, inspection firms are required to provide them to the municipal owners.
- PennDOT's Bridge Management System (BMS2)
 - <https://www.bms.penndot.gov/>
 - To gain login access, contact PennDOT IT Service Desk at (717) 783-8330

Where can we find out what structures we own?

- Contact Keith Dougall, Bridge Asset Management Supervisor at kdougall@pa.gov

Bridge Asset Management

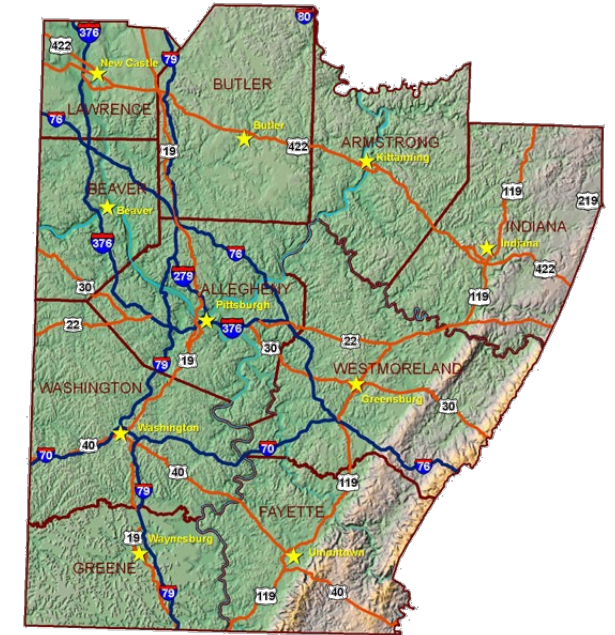
- Philosophy
 - Lowest Life Cycle Cost vs. “Worst First”
- Replacement vs. Rehabilitation vs. Preservation
- Asset Management Tools
 - Bridge Care (BAMS)
 - BMS2
- For further information or discussion, contact District Bridge Engineer Shane Szalankiewicz, P.E. at (412) 429-4904 or sszalankie@pa.gov

Southwestern Pennsylvania Commission



Southwestern Pennsylvania Commission

- The Southwestern Pennsylvania Commission (SPC) serves as the official Metropolitan Planning Organization (MPO) of the 10-county region in Southwestern Pennsylvania.
- SPC is responsible for the region's transportation planning process that supports the effective operations, maintenance, and improvement of the regional transportation system.
- Comprised of County Commissioner appointments, PennDOT, Transit Authorities, and Local, State and Federal Agencies

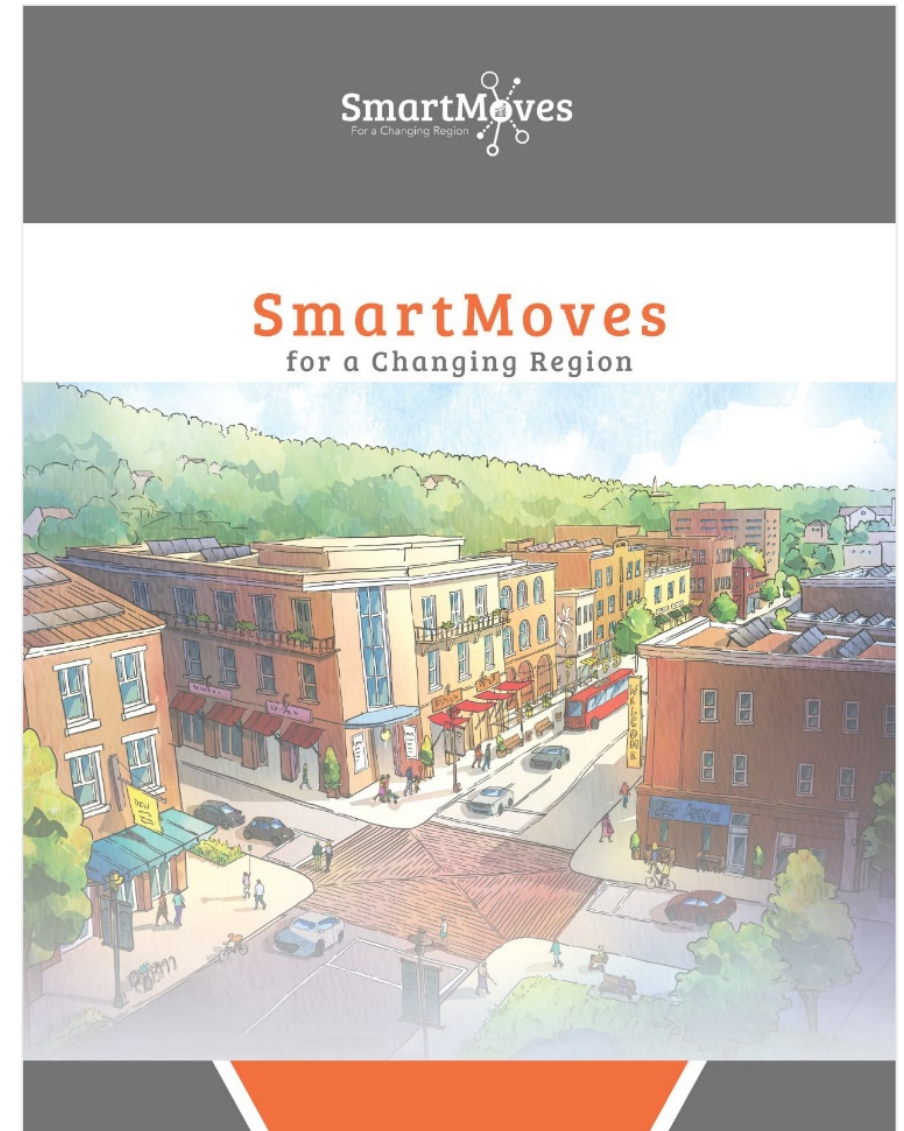


- 10 Counties
- >7,000 square miles
- 2.6 million citizens
- 548 municipalities
- 132 School Districts
- 3 PennDOT Districts
- 10 Transit Agencies



What does SPC do?

- Center for regional collaboration & cooperation
- Coordinates Regional Transportation Planning Efforts
- Regional Long Range Transportation Plan
- **Transportation Improvement Program (TIP)**
- Technical Assistance
- Regional Data Center
- Commuter Info van pool program
- Water Resource Center
- Small Business Assistance (loans & procurement)
- Economic Development Coordination (PREP/KOZ/ARC)



Transportation Planning

- Who is involved in the process?
 - Public
 - Municipalities
 - Freight, Ped-Bike, Multi-Modal Stakeholders
 - Transportation Management Associations (TMAs)
 - City/County Planning Agencies
 - PennDOT and other State Agencies
 - Regional Transit Providers
 - Elected and Appointed Officials
 - Federal Highway Administration (FHWA) and other Federal Agencies



TIP and Non-TIP Funding for Local Bridges



Regional Transportation Improvement Program (TIP)

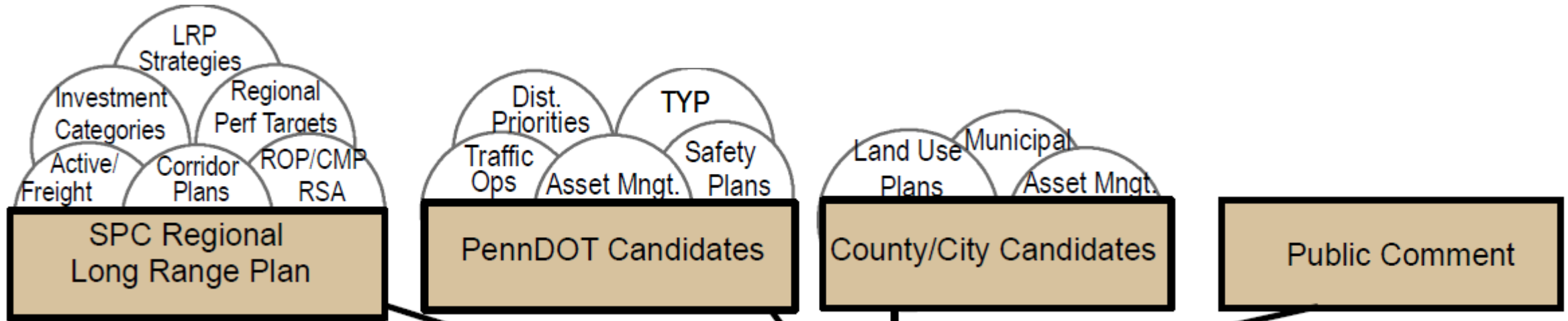
- SPC is required to develop the Transportation Improvement Program (TIP) every two years.
- The TIP identifies the region's highest priority transportation projects that are programmed to advance within a four year time period.
- The TIP includes a variety of investments towards improving the transportation network including roadways, bridges, safety, bicycle and pedestrian facilities, public transportation and other transportation related projects and programs.

TIP Development Work Group

- Throughout the course of the TIP development process, the TIP work group have the following roles in developing the TIP.
 - Review existing carryover projects and develop a list of new candidate projects.
 - Review public comments received through the STIC or SPC public comments and assigned a status determining inclusion in TIP development process.
 - Discuss District Asset Management Report TAMP and review BAMS outputs/rankings and adjust candidate project prioritization.
 - Review updated scopes, costs & schedules on all carryover projects and review and assign status and priority to all screened candidate projects.
 - Review several iterations of the working TIP and review final draft TIP projects.

TIP Candidate Project Submittal

- Candidate project submittal (three avenues):
 - Public Comment via State Transportation Commission Comment period or via comment to SPC
 - 2023 Draft TIP Comment Period is currently underway
 - Submittal to County for candidate consideration
 - Submittal to PennDOT District for candidate consideration
- Each candidate submittal is screened by SPC. The TIP work group reviews the project screenings and prioritizes candidate list by network/funding type.

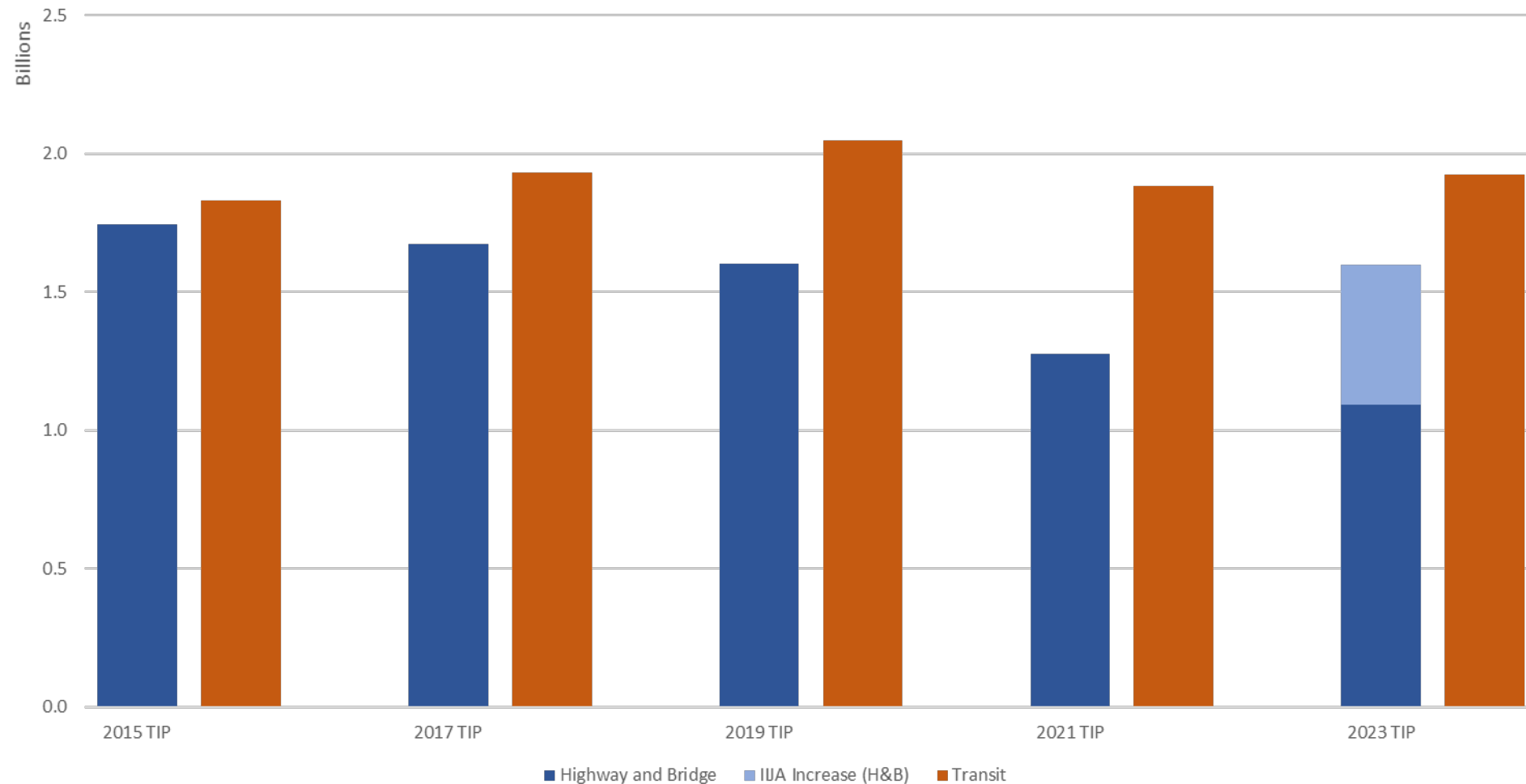


TIP Work Group

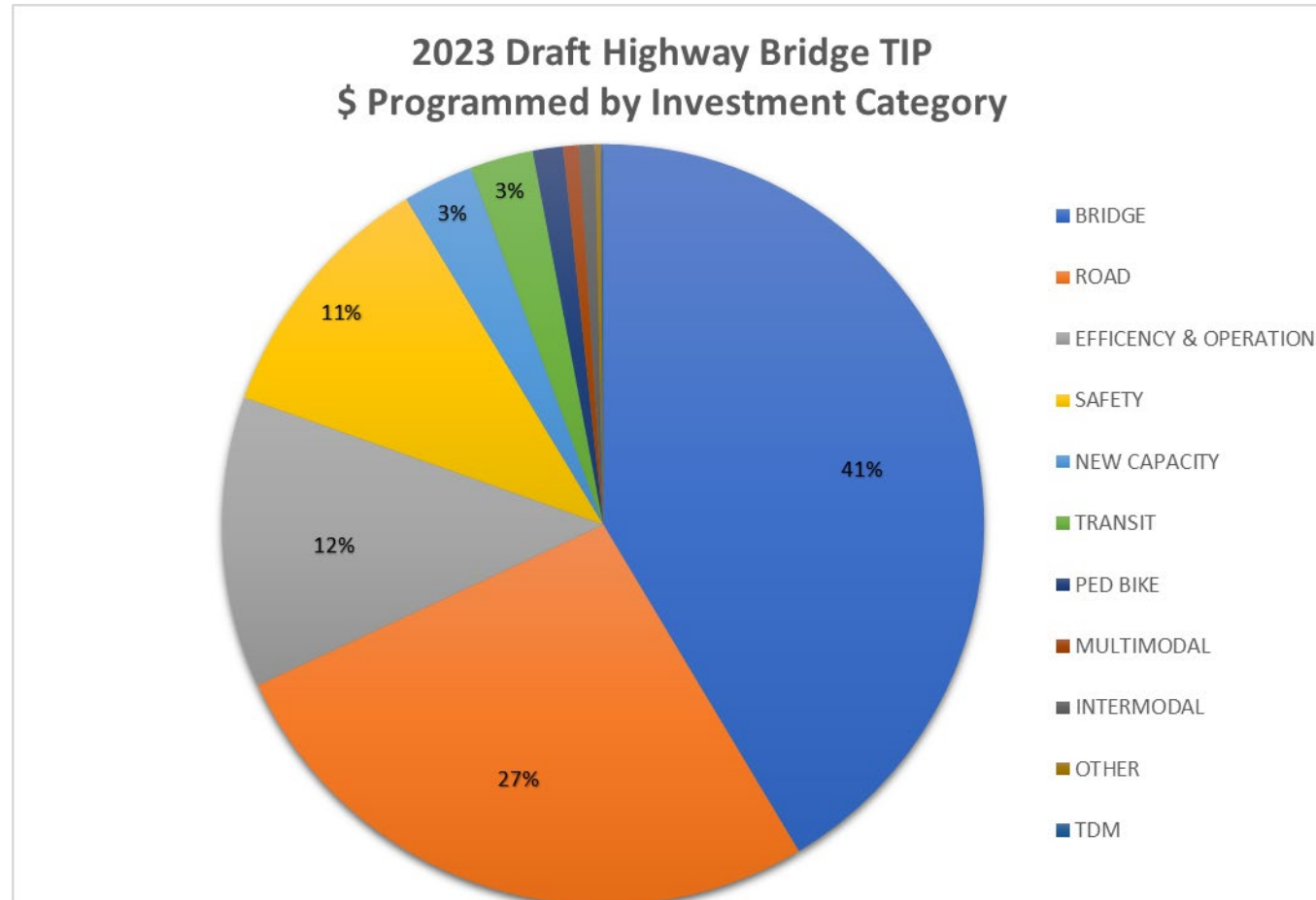
- Allegheny County
 - Steve Shanley PE, Public Works Director
 - Ann Ogoreuc AICP, Economic Development
- City of Pittsburgh
 - Jeff Skalican, Deputy Director DOMI
- Beaver County
 - Joe West, Beaver County Planning Director
 - Tammy Frank, Beaver County Staff
- Lawrence County
 - Amy McKinney AICP, Lawrence County Planning Director
 - Bill Humphrey PE, Lawrence County Consultant
- TMAs
 - Chris Watts, Pittsburgh Downtown Partnership
 - Lynn Manion, Airport Corridor Transportation Association
 - Mavis Rainey, Oakland Transportation Management Association
- PennDOT District 11 Staff
 - Cheryl Moon-Sirianni, PE District Executive
 - Doug Seeley PE, Assistant District Executive for Design
 - Design Unit Staff
 - Planning and Programming Staff
 - Bridge Unit Staff
 - Highway Unit Staff
 - Traffic Unit Staff
- Port Authority
 - Ed Typanski, Director of Capital Programs
 - Dave Wohlwell, PAAC Planning
- SPC Staff
 - Domenic D'Andrea, Transportation Planning Director
 - Transportation Program Development Staff

2023-2026 TIP Funding

TIP Revenue Time Series - SPC Base Funding



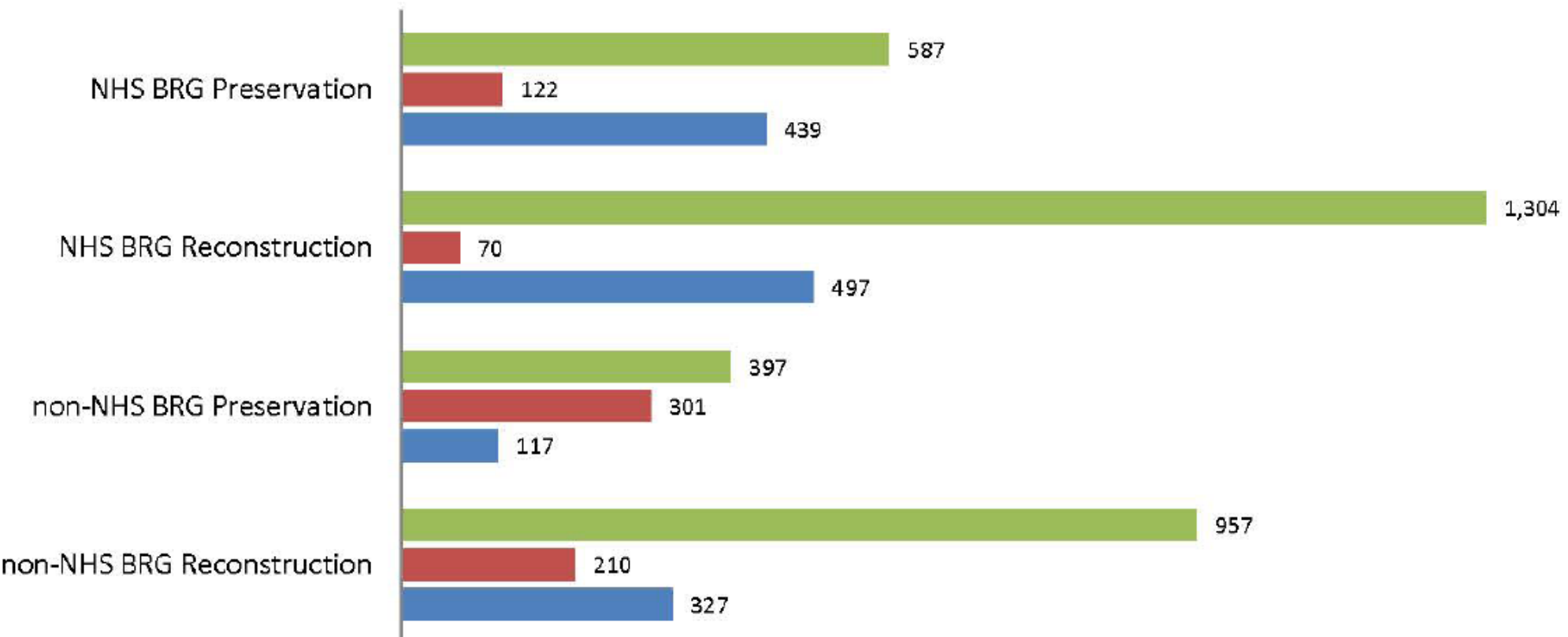
2023 Draft Highway Bridge TIP Investments



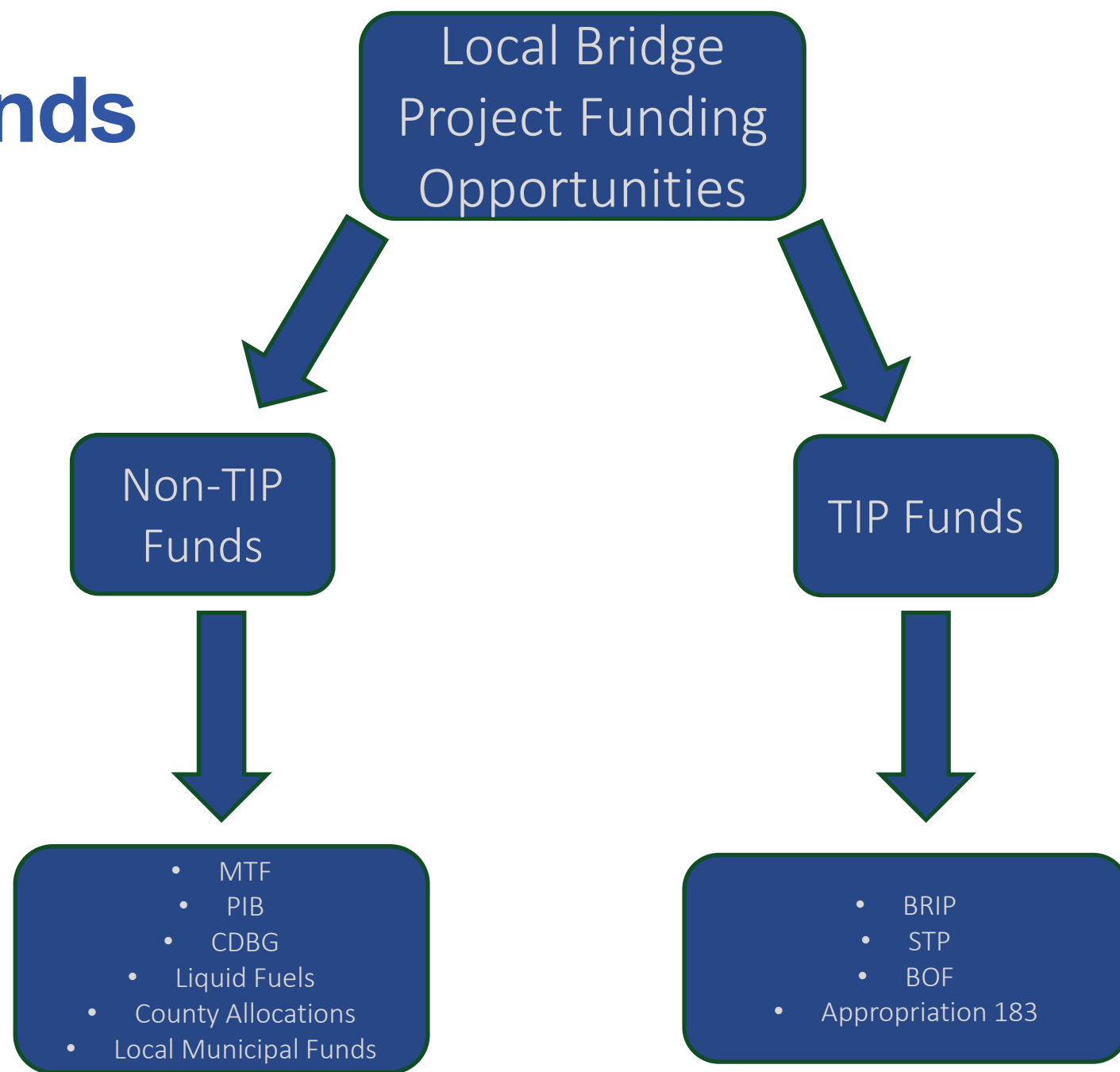
Bridge Needs Exceed Anticipated TIP Funding

SPC Region Investment Plan: Asset Management Funding Gap Stage 2 (millions)

Needs Estimate LRP Revenue - 2021 TIPFG LRP Revenue - 2023 TIPFG



TIP and Non-TIP Funds



TIP Federal and State Bridge Funds

- The Federal-Aid System identifies roadways and bridges that are eligible to receive federal highway funds.
- These funds provides bridges on federal designated highways with an opportunity to undergo rehabilitation and reconstruction projects.
- There are some federal highway funds that can be used on locally owned bridges.
- For local bridges, available federal programs include the Surface Transportation Block Grant Program (STBG), Bridges off the Federal-Aid System Program (BOF), and the IJA Bridge Investment Program.
- Since these funds are required to be programmed onto the TIP, bridges that use these funds must adhere to all federal regulations pertaining to programming and project development.

IIJA Bridge Investment Program (BRIP)

IIJA Bridge Investment Program

Purpose

The Infrastructure Investment and Jobs Act (IIJA) creates a new competitive “bridge investment program” to encourage bridge repair that will improve safety, efficiency, and reliability of people and freight movement, and leverages non-federal contributions. Program also allows bridge bundling and culvert work as well. Funds can be used on development phase activities, construction, and bridge protection.

Eligibility

PennDOT; MPOs with population over 200,000; Local governments; Special purpose district of public authority with a transportation function; Federal land management agency; Tribal government.

Match/Funding

Varies, but can be used on an off System Bridge owned by a local entity at 100%.

Surface Transportation Block Program Funds

Surface Transportation Block Program Funds	
Purpose	Bridge Projects that are eligible for STP funds include preservation and improvement of bridge condition and performance on any bridge on any public road.
Eligibility	Bridges on the Federal Aid STP Network
Match/Funding	80% Federal Match; In some cases, the remaining 20% is often met with 15% State and 5% Local.

- <https://www.fhwa.dot.gov/specialfunding/stp/160307.cfm#g>

Bridge Off the Federal-Aid System Program Funds

Bridge off the Federal-Aid System	
Purpose	Provides federal funding to bridges that are located off the Federal-Aid Network and meeting the National Bridge Inventory (NBI) Length Criterion of 20 feet. Funds can be used for bridge replacement, rehabilitation, and maintenance projects.
Eligibility	PennDOT; Counties; Municipalities.
Match/Funding	80% Federal Match; In some cases, the remaining 20% is often met with 15% State and 5% Local.

- <https://www.fhwa.dot.gov/specialfunding/stp/160307.cfm#g>

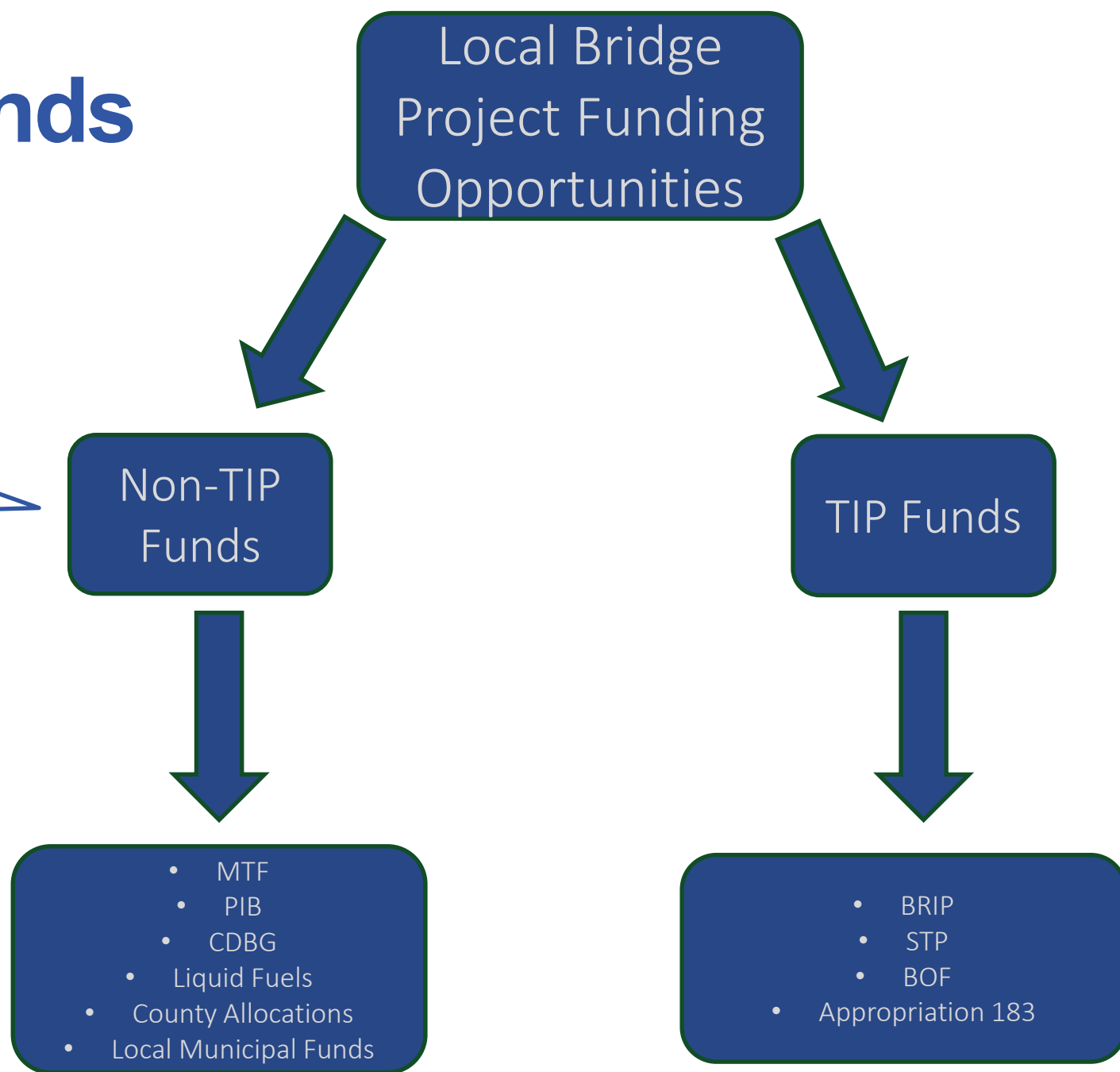
Appropriation 183 Funds

Appropriation 183 Funds

Purpose	State Appropriation 183 Funds are used for the rehabilitation, reconstruction, and replacement of local bridges.
Eligibility	PennDOT
Match/Funding	The ratio of state funds applied depends upon the scope of work and if federal funds are applied to the project. If federal funds are applied, the state's ratio can range from 10% to 15%. If no federal funds are applied, then the state funding ratio can be 80%.

TIP and Non-TIP Funds

In addition to TIP funding, there are multiple funding sources that are distributed statewide to counties, municipalities PennDOT maintenance, or awarded through competitive programs .



Non-TIP Local Bridge Funding Resources

- Due to the demand for federal funds, there are other state and local bridge funds that are available to local governments to advance local bridge projects.
- State and local funds are made available through different funding channels such as competitive grant programs, bridge infrastructure loans, and disbursement of fees to local governments.
- Funding programs:
 - County and Municipal Liquid Fuels Allocations
 - Multimodal Transportation Funds
 - PennDOT Pennsylvania Infrastructure Bank
 - County Act 13 Funds for At-Risk Bridges
 - Community Development Block Grants
 - PA Dirt, Gravel and Low Volume Road Maintenance Program
 - Historic Truss Bridge Management
 - Local Technical Assistance Program

County and Municipal Liquid Fuels Allocations

County and Municipal Liquid Fuels	
Purpose	County and municipal liquid fuel allocations are funds given to respective entities for infrastructure projects.
Eligible Projects	Construction; Reconstruction; Bridge Maintenance; Right-of-Way Acquisition; Bridge Equipment; Salary and benefits of road crews or employees performing work on county-owned bridges; Engineering and Administrative Costs.
Eligible Entities	Counties; Municipalities; Townships; Boroughs.
Match/Funding	Municipal Liquid Fuels are distributed to eligible municipalities each March. County Liquid Fuels are distributed to eligible counties each June and December. It is possible for a county to allocate funds from their distribution to political subdivision for bridge projects.

- <http://www.dot.state.pa.us/public/PubsForms/Publications/Pub%209.pdf>

Multimodal Transportation Funds

Multimodal Transportation Funds

Purpose	The Multimodal Transportation Funds provides grants to improve transportation assets that enhance communities, bicycle and pedestrian, transit revitalization and bridge projects.
Eligible Projects	Right of Way Acquisition; Construction; Capital Equipment; Clearing and Preparation of Land; Demolition of Structures; Environmental Site Assessment and Studies; Engineering, Design, and Inspection Costs; Professional Services (Not to exceed 10% of the grant award); Administrative Costs (Not to exceed 2% of the grant award); Project Contingencies (Not to exceed 5% of the grant award).
Eligible Entities	Counties; Municipalities; Townships; Boroughs; Council of Governments; Businesses; Economic Development Organizations; Public Transportation Agencies;
Match/Funding	Grants are made available to projects that have a total cost between \$100,000 and \$3,000,000. The match for local entities is up to 30% of the cost. Matching funds shall consist only of cash contributions, however, allocated fees/taxes paid directly to the local governments (i.e. Liquid Fuel Taxes) may be used as a local match if the project is an eligible use of those funds. Under certain conditions, the cost from pre-construction activities can be used as part of matching funds.

- <https://www.penndot.pa.gov/ProjectAndPrograms/MultimodalProgram/Pages/default.aspx>

Pennsylvania Infrastructure Bank

Pennsylvania Infrastructure Bank

Purpose	The Pennsylvania Infrastructure Bank (PIB) program provides low-interest loans to accelerate priority transportation projects.
Eligible Projects	Loan emphasis is on construction projects, but other project phases such as design, right-of-way acquisition, and transportation equipment purchases will be considered. Bridge projects financed by the PIB include rehabilitation, replacement, and maintenance equipment.
Eligible Entities	Counties; Municipalities; Townships; Boroughs; Transportation Authorities; Economic Development Agencies; Non-Profit Organizations; and Private Corporations.
Match/Funding	For equipment loans, there is a 50% match for equipment loans. There are no match requirements for all other loans. PIB will finance up to 100% of the costs, including borrowing costs such as attorney fees, or any other costs associated with completing the loan.

- <https://www.penndot.pa.gov/ProjectAndPrograms/Planning/Pages/PA-Infrastructure-Bank.aspx>

Draft 2023 TIP Public Comment Period



PROGRAMS & SERVICES GET INVOLVED! RESOURCES & TOOLS NEWS & EVENTS ABOUT SPC CONTACT

What are you looking for?

English →

DRAFT 2023-2026 Transportation Improvement Program (TIP)

View and download DRAFT 2023-2026 TIP Documents below

+ SUMMARY REPORT

+ APPENDICES

+ AIR QUALITY CONFORMITY DETERMINATION

+ ENVIRONMENTAL JUSTICE REPORT



Story Map

View Draft 2023-2026 TIP Story Maps

VIRTUAL PUBLIC MEETINGS

Wednesday, May 18, 2022

6:00 p.m. to 7:00 p.m.

PennDOT District 10 (Armstrong, Butler, Indiana Counties)

Access Meeting: www.spcregion.org

Thursday, May 26, 2022

6:00 p.m. to 7:00 p.m.

PennDOT District 11 (Allegheny, Beaver, Lawrence Counties, and the City of Pittsburgh)

Access Meeting: www.spcregion.org

Wednesday, June 1, 2022

6:00 p.m. to 7:00 p.m.

PennDOT District 12 (Fayette, Greene, Washington, Westmoreland Counties)

Access Meeting: www.spcregion.org

Public Comment

The Southwestern Pennsylvania Commission (SPC) is seeking your input and will open a public comment period for proposed amendments to SmartMoves for a Changing Region (Southwestern PA's Long Range Transportation Plan) and the 2021-2024 Transportation Improvement Program (2021-2024 TIP).

Comments on the draft documents will be accepted by SPC representatives during each virtual public meeting. Written comments may also be submitted to comments@spcregion.org, by mail to SPC Comments at Two Chatham Center, Suite 500, 112 Washington Place, Pittsburgh, PA 15219, or by fax to (412) 391-9160.

ALL COMMENTS MUST BE RECEIVED BY 4:00 P.M. ON TUESDAY, JUNE 7, 2022.

Upon consideration of public comments received, the Southwestern Pennsylvania Commission will consider approval of the draft documents at their meeting at 4:30 p.m., on Monday, June 27, 2022. This meeting will be held at Two Chatham Center, 112 Washington Place, 4th Floor, Pittsburgh, PA 15219. In the event that this meeting must be held virtually due to COVID-19, notices will be posted at www.spcregion.org and at SPC's offices.

For individuals without access to the internet, paper copies of draft materials will be mailed upon request. SPC will respond to requests for paper copies as soon as possible. To request paper copies, please contact Shannon O'Connell at (412) 391-5590, ext. 334 or soconnell@spcregion.org.

The Southwestern Pennsylvania Commission (SPC) is committed to compliance with nondiscrimination requirements of civil rights statutes, executive orders, regulations, and policies applicable to the programs and activities it administers. Accordingly, SPC is committed to ensuring that program beneficiaries receive public participation opportunities without regard to race, color, national origin, sex, age, disability, or economic status. SPC will provide auxiliary services for individuals with language, speech, sight, or hearing needs, provided the request for assistance is made 3 days prior to the virtual meeting. SPC will attempt to satisfy requests made with less than 3 days' notice as resources allow. Please make your request for auxiliary services to Shannon O'Connell at (412) 391-5590, ext. 334 or soconnell@spcregion.org. If you believe you have been denied participation opportunities, or otherwise discriminated against in relation to the programs or activities administered by SPC, you may file a complaint using the procedures provided in our complaint process document or by contacting SPC's Title VI Coordinator by calling (412) 391-5590. For more information, or to obtain a Title VI Discrimination Complaint Form, please see our website at: www.spcregion.org or call 412-391-5590.

Project Administration & Delivery



Project Administration & Delivery

PennDOT's Statewide Transportation Improvement Program (TIP)

Local Transportation Project is now
funded & programmed on the TIP

Next Steps?

Project Administration & Delivery

PennDOT projects, including local projects, are managed using the Engineering and Construction Management System (ECMS)

1. Register as an ECMS Business Partner- www.ecms.penndot.gov/ECMS (717-783-8330)
2. Acquire a vendor SAP number – www.budget.pa.gov (877-435-7363)

To receive payments from the Commonwealth of PA or receive state and/or Federal funds, sponsor must have a vendor SAP number for payments to be processed.

Project Administration & Delivery

Engineering & Construction Management System (ECMS)

Communication portal between PennDOT and Business Partners

- Allows consultants to submit SOI's (RFP's), Technical Proposals, and to execute contracts
- System used to process invoices.
- Contractors can review transportation projects and submit electronic bids.
- Construction contracts are managed from bidding through construction close-out
- ECMS is available 24/7- Help Desk too

Project Administration & Delivery

pennsylvania DEPARTMENT OF TRANSPORTATION **ECMS** **ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM** pennsylvania PA **logout** ANONYMOUS

home site map help

Business Partner Solicitation Engineering Agreements Construction Projects References

Welcome to PennDOT's Engineering and Construction Management System

Need Help? Call the ECMS Help Desk at 717-783-7711, Monday through Friday 8 AM till 4 PM
Welcome to the Engineering and Construction Management System. This site provides up-to-date information on PennDOT's construction projects, construction contracts and consultant agreements.

Links

- Recent Bulletins - View the latest ECMS bulletins
- FAQs - View Frequently Asked Questions
- Register as a Business Partner - View information on how to register as a Business Partner**
- Project Management - View Project Management Information
- ECMS User Security and Password Maintenance
- Contractor Integrity Provisions
- Helpful Hints

Bulletins

Business Partner
CHANGES TO PREQUALIFICATION FOR BRIDGE PAINTING

General Information
Immediate Suspension of Trinity ET-Plus System
2014 - 2017 let date calendars
District Map

Helpful Hints
DSP4 Guidance for Construction Contracts
Diverse Business Program (DSP4) FAQs
Password Update; Compatibility; Challenge Question

You are currently logged in as **Anonymous**. If this is incorrect, please [login](#). Your session will timeout in 29 minutes.

Release: 32.0
Session size: 0.1k


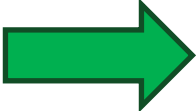
PennDOT | Home | Site Map | Help | Pennsylvania
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[PennDOT Privacy Policy](#)

Thu Nov 20 11:42:13 EST 2014
Official ECMS Date/Time

Information on how to register as a Business Partner can be found on the ECMS home page.

Project Administration & Delivery

Reimbursement Agreement System (RAS)

- The local project sponsor must enter into a Reimbursement Agreement with PennDOT in order to obtain State and/or Federal funding
- Once ECMS administrative roles are established  Add Reimbursement Agreement System (RAS) roles  Signatory role can execute agreements in RAS

Project Administration & Delivery

The screenshot shows the Pennsylvania Department of Transportation's Reimbursement Agreement System (RAS) website. The header includes the Pennsylvania logo, navigation links for Templates, Agreements, Reports, Work Queue, and RAS Help, and a user profile for Duane D. Alvarez. The main content area features a collage of images related to transportation projects and a 'Reimbursement Agreement Search' section with an 'Advanced Search' link and an 'Agreement' search field. Below the search section are 'Express Searches' for Executed Agreements, Withdrawn Agreements, Expired Agreements, and Cancelled Agreements, along with their respective modification categories. At the bottom, there are 'Links' for registering as a Business Partner and 'Bulletins' for General Information and Right To Know Law compliance.

- Agreements can take 3-4 months to go through the process
- Agreement must be fully executed before any work that will be reimbursed can start
- Reimbursement Program, Not a Grant Program

Project Administration & Delivery

Engineering or Third-Party Agreement

- ❖ An agreement between a consultant and Local Project Sponsor receiving project funds through a PennDOT Project Reimbursement Agreement.
- ❖ The Engineering Agreement documents both the consultant's and the Local Project Sponsor's responsibilities in project development and delivery.
- ❖ Engineering Agreement can be for Preliminary Design, Final Design, Services During Construction, Construction Inspection, Construction Management
- ❖ Agreements are setup in ECMS

Project Administration & Delivery

Local Project Sponsor (LPS) chooses Project Administration

- LPS Administration – Municipal Engineer
- LPS Administration – Consultant Selection

Project Administration & Delivery

Select consultant using appropriate selection procedures

Large Project Procedures

- Contracts > \$150K

Small Project Procedures

- Contracts < \$150K

Utilize Designated Municipal Engineer

Project Administration & Delivery

Provides policy and guidance in the procurement and administration of Consultant Agreements.

Goal is to produce a quality transportation improvement for the public at a fair and reasonable cost, within the project schedule and in a cost-effective manner

- ✓ Preparing Consultant Agreements
- ✓ Selecting Consultants
- ✓ Administering Consultant Agreements
- ✓ Managing Consultants



Publication 93

Policy and Procedures for the Administration of Consultant Agreements

Engineering & Construction
Management System (ECMS)

Prepared by:
Pennsylvania Department of Transportation
Bureau of Project Delivery
Highway Delivery Division
Contract Management Section



PUB 93 (11-19)

Project Administration & Delivery

- **For Contracts Estimated > \$150,000 (Large Project Procedures)**
 - Project must be advertised in ECMS in accordance with PennDOT Publication 93 Policies and Procedures.
 - Requires solicitation of Statements of Interest from the consultant Business Partners through a public advertisement through ECMS
 - Final Ranked consultant submits a Technical and Price Proposal in order to execute a contract
 - Select a qualified consultant familiar with the PennDOT project delivery process

Project Administration & Delivery

➤ Utilize Designated Municipal Engineer

- Select using an approved competitive, qualification-based selection procedure as per Publication 93 Policies and Procedures
- Advertisement must specify all engineering services that may be performed
- Statements of Interest (SOI) must request professional qualifications, specific experience and technical competence
- Final Selection is approved by PennDOT
- Designation of municipal engineer valid for a period of no more than 5 years
- Once Municipal Engineer is approved- create a Sole Source Agreement in ECMS

Project Administration & Delivery



What is PennDOT Connects?

Early coordination and collaboration with PennDOT, local governments, planning organizations and stakeholders to get community input and identify opportunities to address safety issues, bicycle/pedestrian accommodations, transit/multi-modal considerations, stormwater management, utility issues, green infrastructure.

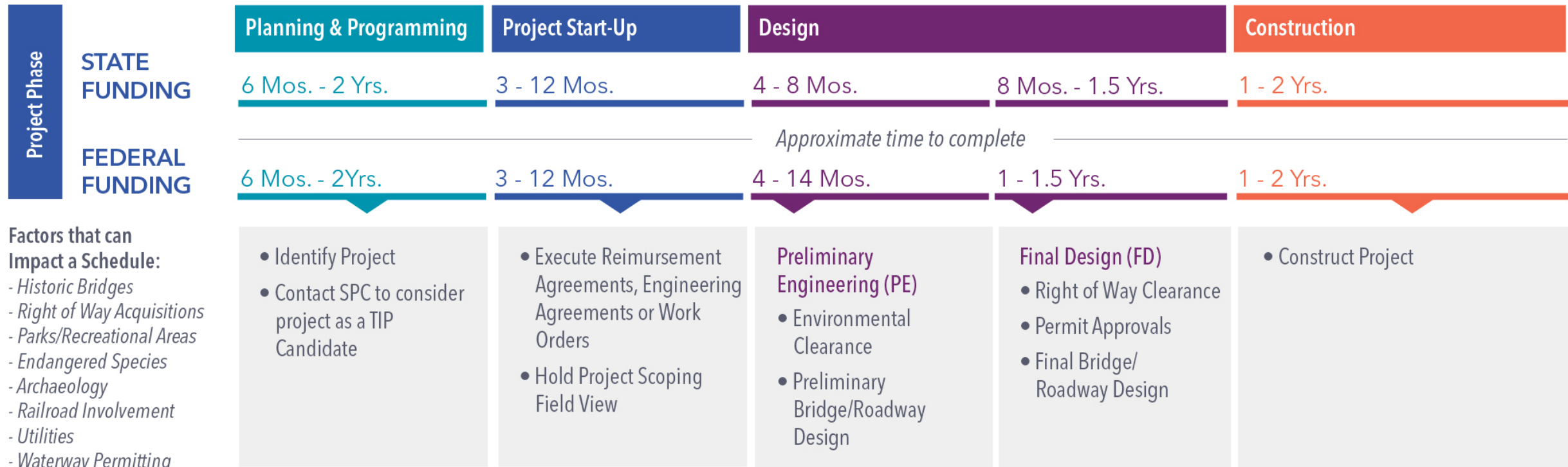
Project Administration & Delivery

Project Scope, Cost Estimate, Schedule

- Scoping Field View- Well defined scope of work
- Project Cost Estimate – Prepared by qualified consultant familiar with PennDOT projects and processes
- Project Schedule – Need realistic schedule based on PennDOT timeframes
- Consultants- Experience on PennDOT project delivery is important
- Every project is unique

General Project Development Flowchart

Locally Sponsored Projects



- Factors that can Impact a Schedule:**
- Historic Bridges
 - Right of Way Acquisitions
 - Parks/Recreational Areas
 - Endangered Species
 - Archaeology
 - Railroad Involvement
 - Utilities
 - Waterway Permitting

PennDOT Publication 740

Local Project Delivery Manual

Compilation of Department policies and procedures relating to the procurement, design, letting, construction inspection, and management of contracts for projects sponsored by local public agencies.

Local Project Delivery Manual

Publication 740
June 2019

Summary

- PennDOT Business Partner- ECMS Access
- SAP Vendor ID number
- RAS access- All Local Projects require a Reimbursement Agreement
- Follow the procedures and guidelines in Publications 93 and 740
- Eligibility to receive federal and state funding depends upon compliance with federal and state laws and regulations.
- The Local Project Sponsor is responsible for: procuring engineering services of a qualified consultant, managing the design process, and addressing the utility, right-of-way, and environmental requirements, as well as managing the project through the construction phase.
- A consultant with PennDOT experience is important to project delivery
- District 11 staff can provide both assistance and guidance

Contacts

- For further information or questions please contact:

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Conclusion



Additional Resources



- PennDOT Bridge Web Page:
<https://www.penndot.pa.gov/ProjectAndPrograms/Bridges/Pages/default.aspx>
- SPC Local Bridge Funding Guidance: [https://www.spcregion.org/wp-content/uploads/2020/03/SPC-Program Bridge Final.pdf](https://www.spcregion.org/wp-content/uploads/2020/03/SPC-Program%20Bridge%20Final.pdf)
- Publication 740- Local Project Delivery Manual
<https://www.dot.state.pa.us/public/pubsforms/Publications/PUB%20740.pdf>
- Publication 93- Policies and Procedures for the Administration of Consultant Agreements
<https://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2093.pdf>
- PennDOT Connects
<https://www.penndot.pa.gov/ProjectAndPrograms/Planning/Pages/PennDOT-Connects.aspx>



Question & Answer Session

