



TABLE OF CONTENTS

| <u>Local Federal Aid Program</u> | <u>Sections</u> |
|---|------------------------|
| <i>General and Administrative</i> | <i>I</i> |
| Overview | I-1 |
| Highway Bridge Replacement and Rehabilitation Program (HBRRP) | I-1 |
| Surface Transportation Program (STP) - Urban | I-1 |
| Surface Transportation Program (STP) - Enhancement | I-1 |
| Congestion Mitigation and Air Quality (CMAQ) | I-1 |
| Access to Corps of Engineers Lakes Program | I-2 |
| General | I-2 |
| Inventory | I-3 |
| Bridge Inventory and Inspection | I-3 |
| Roadway Inventory | I-3 |
| Administration of Funding: | |
| HBRRP | I-4 |
| STP-URBAN | I-6 |
| STP-ENHANCEMENT | I-7 |
| CMAQ | I-9 |
| Access to Corps of Engineers Lakes Program | I-9 |
| Summary of Typical Federal Aid Procedures | |
| Preliminary | I-10 |
| Preliminary and Final Design | I-10 |
| Contract Letting and Construction | I-11 |
| Local Match Guidelines | I-13 |
| Flow Chart | Fig. I-1 |
| <i>Bridge Soft Match Credit Program</i> | <i>II</i> |
| Overview | II-1 |
| General | II-1 |
| Project Selection | II-2 |
| Eligible Costs for Soft Match Credit | II-2 |
| Final Design | II-2 |
| PS&E Submittal | II-3 |
| Construction Letting | II-4 |
| Construction | II-4 |
| Request for Credit Submittal | II-5 |
| Use of Soft Match Credit | II-6 |
| <i>Project Selection and Programming</i> | <i>III</i> |
| Prohibiting the Use of Data as Evidence | III-1 |
| HBRRP - Project Selection | III-1 |
| HBRRP - Programming | III-2 |
| STP-URBAN - Project Selection | III-3 |
| STP-URBAN - Programming | III-5 |
| STP-ENHANCEMENT - Project Selection and Programming | III-6 |
| CMAQ - Project Selection | III-7 |



TABLE OF CONTENTS

| <u>Local Federal Aid Program</u> | <u>Sections</u> |
|--|------------------------|
| <i>Project Selection and Programming (continued)</i> | <i>III</i> |
| CMAQ - Programming - Roadway Type Projects | III-7 |
| CMAQ - Programming - Non-Roadway Type Projects | III-8 |
| Access to Corps of Engineers Lakes | |
| Project Selection and Programming | III-9 |
| Programming Data Form | Fig. III-1 |
| <i>Environmental and Cultural Requirements</i> | <i>IV</i> |
| General | IV-1 |
| National Environmental Policy Act (NEPA) | IV-1 |
| Environmental Assessment | IV-1 |
| Finding of No Significant Impact (FONSI) | IV-3 |
| Environmental Impact Statement - Draft | IV-3 |
| Final Environmental Impact Statement | IV-4 |
| Reevaluations | IV-6 |
| Supplemental Environmental Impact Statement | IV-6 |
| Contents of Draft and Final Environmental Impact Statements | IV-7 |
| Social/Economic/Environmental Justice | IV-7 |
| Farmland Protection Policy Act | IV-8 |
| 404 Permits | IV-9 |
| Air Quality Requirements | IV-10 |
| Noise Standards and Noise Abatement | IV-10 |
| Section 4(f) | IV-12 |
| Section 4(f) Evaluations | IV-12 |
| Content of a Section 4(f) Evaluation | IV-15 |
| Historic and Archaeological Sites - Section 106 | IV-17 |
| Endangered Species Act | IV-18 |
| Hazardous Waste | IV-18 |
| Categorical Exclusion Determination | Fig. IV-1 |
| Instruction for Preparing Categorical Exclusion Determination | Fig. IV-1-A |
| Farmland Conversion Impact Rating | Fig. IV-2 |
| Section 106 Project Information Form | Fig. IV-3 |
| Section 106 Flowchart of Typical Procedures | Fig. IV-4 |
| Memorandum of Agreement | Fig. IV-5 |
| Application for Department of the Army Permit | Fig. IV-6 |
| Nationwide 404 Permit for Minor Road Crossings | Fig. IV-7 |
| Air Quality Analysis | Fig. IV-8 |
| Emmission Factors | Fig. IV-9 |
| Composite Emmission Factor vs. Total Concentration -Wind Angle 20 | Fig. IV-10 |
| Composite Emmission Factor vs. Total Concentration -Wind Angle 10 | Fig. IV-11 |
| Air Quality Sample Statement | Fig. IV-12 |
| Local Public Agency Section 4(f) Compliance Worksheet | Fig. IV-13 |
| <i>Agreements</i> | <i>V</i> |
| Off-system Bridge Replacement and Rehabilitation Program Agreement | Fig. V-1 |
| On-system Bridge Replacement and Rehabilitation Program Agreement | Fig. V-2 |
| STP-Urban Program Agreement | Fig. V-3 |



TABLE OF CONTENTS

| <u>Local Federal Aid Program</u> | <u>Sections</u> |
|---|------------------------|
| <i>Agreements (continued)</i> | V |
| Transportation Enhancement Funds Program Agreement | Fig. V-4 |
| Congestion Mitigation and Air Quality Agreement | Fig. V-5 |
| CMAQ (Equipment and Vehicle Purchases) | Fig. V-6 |
| Access to Corps of Engineers Lakes Program Agreement | Fig. V-7 |
| Enabling Legislation | Fig. V-8 |
| <i>Consultant Contracts</i> | VI |
| General | VI-1 |
| Selection Procedures | VI-2 |
| Scope of Services | VI-2 |
| Basis of Payment | VI-3 |
| Evaluations | VI-3 |
| Contract Submittal | VI-4 |
| Supplemental Agreements | VI-6 |
| Consultant Performance Appraisal | VI-6 |
| Contract | Fig. VI-1 |
| Consultant Selection Criteria | Fig. VI-2 |
| Missouri Revised Statutes - Consultant Selection | Fig. VI-3 |
| Supplemental Agreement to Engineering Services Contract | Fig. VI-4 |
| Consultant Performance Appraisal Form | Fig. VI-5 |
| Common Unallowable Costs | Fig. VI-6 |
| <i>Right of Way and Public Hearings</i> | VII |
| Right of Way | VII-1 |
| Public Hearings | VII-1 |
| Location Public Hearings | VII-2 |
| Design Public Hearings | VII-2 |
| Additional Hearings or Meetings | VII-3 |
| Advertisement for Public Hearings | VII-3 |
| Advertisement for Opportunity for Public Hearings | VII-4 |
| Procedures for Conducting Public Hearings | VII-5 |
| Formal Public Hearings | VII-5 |
| Formal Location Public Hearings | VII-6 |
| Formal Design Public Hearings | VII-7 |
| Open-House Public Hearings | VII-7 |
| Transcripts | VII-8 |
| Example Notice of Public Hearing | Fig. VII-1 |
| <i>Preliminary Design</i> | VIII |
| Metrication | VIII-1 |
| Design Criteria | VIII-1 |
| Design Variances | VIII-2 |
| Accuracy | VIII-2 |
| Preliminary Plans | VIII-2 |
| Traffic Signal Plans and Signal Warrants | VIII-3 |



TABLE OF CONTENTS

| <u>Local Federal Aid Program</u> | <u>Sections</u> |
|--|------------------------|
| <i>Preliminary Design (continued)</i> | <i>VIII</i> |
| Utility Relocation | VIII-3 |
| Bridge Preservation: | |
| 3 R Projects | VIII-4 |
| Seismic Retrofit | VIII-4 |
| Bridge Steel Painting | VIII-4 |
| Bridge Rehabilitation: | |
| Design Criteria | VIII-5 |
| Funding | VIII-5 |
| Removal of Deficiencies | VIII-5 |
| Condition Rating Which May be Left in Place | VIII-6 |
| Truck Load Capacity | VIII-6 |
| Bridge Width | VIII-6 |
| Bridge Rail System | VIII-6 |
| Seismic Requirements | VIII-6 |
| Investigations | VIII-7 |
| Preliminary Bridge Submittal | VIII-7 |
| Bridge Replacement: | |
| Design Criteria | VIII-7 |
| Preliminary Plans | VIII-8 |
| Structure Type | VIII-8 |
| Low Water Stream Crossing | VIII-8 |
| Truck Loadings | VIII-9 |
| Seismic Requirements | VIII-9 |
| Bridge Width | VIII-9 |
| Investigations | VIII-10 |
| Hydraulic Field Investigations | VIII-10 |
| Design Discharges | VIII-11 |
| Hydraulic Analysis | VIII-11 |
| Valley Slope | VIII-12 |
| Streambed Slope | VIII-13 |
| Backwater Limitations | VIII-13 |
| Hydraulic Capacity | VIII-14 |
| Design High Water Elevation | VIII-17 |
| Freeboard Capacity | VIII-17 |
| Backwater due to Flooding from a Nearby Stream | VIII-18 |
| Federal Emergency Management Agency, (FEMA) | VIII-19 |
| Hydraulic Summary Data Table | VIII-21 |
| Scour Evaluation | VIII-21 |
| Channel Modification | VIII-22 |
| Hydraulic Design Variances | VIII-22 |
| Geotechnical Investigation | VIII-23 |
| Barrier Railing Systems | |
| On-Federal-System Routes | VIII-25 |
| Off-Federal-System Routes | VIII-26 |



TABLE OF CONTENTS

| Local Federal Aid Program | Sections |
|--|--------------------|
| <i>Preliminary Design (continued)</i> | <i>VIII</i> |
| Sidewalks | VIII-27 |
| Preliminary Bridge Submittal | VIII-28 |
| Roadway Drainage Structures Drainage Areas \leq 1000 acre (400 ha) | |
| Structure Type | VIII-29 |
| Hydrologic Analysis | VIII-29 |
| Hydraulic Design | VIII-29 |
| Preliminary Submittal | VIII-30 |
| Roadway Crossings | VIII-30 |
| Railroad Crossings | VIII-30 |
| Retaining Walls | VIII-30 |
| Pedestrian Bridges | |
| Design Criteria | VIII-31 |
| Structure Type | VIII-31 |
| Vehicular Load | VIII-31 |
| Geometric | VIII-31 |
| Hydraulic Investigation | VIII-32 |
| Geotechnical Investigation | VIII-32 |
| Preliminary Submittals | VIII-33 |
| Low Water Stream Crossing Design Criteria | |
| Suitability | VIII-33 |
| Hydraulic Variance | VIII-33 |
| Hydraulic Design | VIII-34 |
| Scour Evaluation | VIII-34 |
| Structural and Roadway Design | VIII-34 |
| Traffic Signing | VIII-35 |
| Preliminary Submittal | VIII-35 |
| Design Criteria | Fig. VIII-1 |
| Design Variance Information | Fig. VIII-2 |
| Dimensional Accuracy | Fig. VIII-3 |
| Minimum Hydraulic Design Requirements | Fig. VIII-4 |
| Engineering "No Rise" Certificate | Fig. VIII-5 |
| Hydraulic Summary Data Tables | Fig. VIII-6 |
| Preliminary Design Checklist | Fig. VIII-7 |
| FEMA Investigation Certification | Fig. VIII-8 |
| <i>Final Design</i> | <i>IX</i> |
| General | IX-1 |
| Roadway | IX-1 |
| Stormwater and Erosion Control | IX-1 |
| Traffic Control | IX-2 |
| Bridge Design Criteria | IX-3 |



TABLE OF CONTENTS

| <u>Local Federal Aid Program</u> | <u>Sections</u> |
|--|------------------------|
| <i>Final Design (continued)</i> | IX |
| Bridge Drawings | IX-4 |
| Estimates | IX-5 |
| Work by Local Forces | IX-5 |
| Specifications and Special Provisions | IX-6 |
| Inspection by MoDOT and FHWA | IX-9 |
| Plans, Specifications and Estimate Submittal | IX-9 |
| State Outline Map (Acceleration Coefficient) | Fig. IX-1 |
| Work by Local Forces Proposal | Fig. IX-2 |
| Final Design Checklist | Fig. IX-3 |
| <i>Construction Authorization and Letting</i> | X |
| Bid Proposals | X-1 |
| Schedule of Deductions (Overrun in Contract Time) | X-3 |
| Contractor Letting and Award | X-4 |
| Checklist for Bid Proposal | Fig. X-1 |
| Required Clearances for Borrow Areas | Fig. X-2 |
| Sample Advertisement | Fig. X-3 |
| Anti-Collusion Statement | Fig. X-4 |
| Subcontractor Certification Regarding Affirmative Action | Fig. X-5 |
| <i>Construction</i> | XI |
| Preconstruction Conference | XI-1 |
| Consultant Construction Engineering Services | XI-1 |
| Bridge Deck Finishing | XI-1 |
| Change Orders | XI-1 |
| Initial Data from Local Agency | XI-3 |
| General Documentation Requirements | XI-4 |
| Progress Reports | XI-5 |
| Materials Testing | XI-6 |
| Invoices | XI-6 |
| Subcontracts and Approval | XI-7 |
| Labor Records | XI-7 |
| Information Posters | XI-8 |
| Labor Interviews | XI-9 |
| Equal Employment Opportunity Requirements | XI-10 |
| Final Acceptance | XI-10 |
| Final Certifications | XI-11 |
| Work by Local Forces | XI-12 |
| Final Plans | XI-12 |
| Acceptance of Small Quantities | XI-12 |
| General Guidelines for Preconstruction Conference | Fig. XI-1 |
| Change Order Form | Fig. XI-2 |
| Progress Report | Fig. XI-3 |
| Request for Approval of Subcontract | Fig. XI-4 |
| Wage Rate Interview | Fig. XI-5 |



TABLE OF CONTENTS

| <u>Local Federal Aid Program</u> | <u>Sections</u> |
|--|------------------------|
| <i>Construction (continued)</i> | <i>XI</i> |
| Form FHWA-1391 | Fig. XI-6 |
| Contractor Certification | Fig. XI-7 |
| Contractor's Affidavit Regarding Settlement of Claims | Fig. XI-8 |
| Affidavit (Compliance with the Prevailing Wage Law) | Fig. XI-9 |
| Guide Schedule for Federal-Aid acceptance Sampling | Fig. XI-10 |
| <i>Reimbursement and Auditing</i> | <i>XII</i> |
| Reimbursement and Auditing | XII-1 |
| Progress Invoices | XII-2 |
| Final Invoices | XII-3 |
| Audit and Final Reimbursement | XII-3 |
| Sample form for Submitting Invoices | Fig. XII-1 |
| <i>Glossary of Terms</i> | <i>XIII</i> |
| <i>Addresses of MoDOT offices, MPOs and other Regulatory Agencies</i> | <i>XIV</i> |