



SURFACE TRANSPORTATION PROGRAM (STP) FOR COUNTY BRIDGES

ODOT / OCCEDB POLICIES AND PROCEDURES

May 2016

The Department allocates \$20 Million per federal fiscal year in Federal STP funds, which are dedicated to safety bridge inspections, and for rehabilitation or replacement of County Bridges.

Approximately 10% of this amount is budgeted for the County Safety Bridge Inspection Program. The balance of federal STP funds is apportioned to the Circuit Engineering District based on the individual County allocation formula derived from the County Bridge, CB, Factor.

Each Circuit Engineering District Board of Directors, in consultation with their member Counties, will develop a policy for distribution of the available federal funds during the period of CED control, which includes the period from October 1st – May 31st each year.

During this period, the CEDs may approve and allocate funds to individual projects – Any project that is approved for allocated funding during the period of CED Control is required to have final design approval, environmental clearances, and a Right-of-Way Certification issued by the Department completed on or before May 31st.

Award of federal funding by the CEDs for all projects will be **capped** at a specific dollar amount, and will be limited to a calculated maximum federal share of 80% based on final project estimate and estimated inspection costs.

The CEDs shall not approve funding in excess of their apportioned amount. On June 1st, the OCCEDB board will assume control of any CED allocated federal funds not awarded by the CEDs by the May 31st deadline. The Department will provide the OCCEDB board with the available balance from any STP funds not utilized by the CEDs along with a statewide listing of unfunded candidate projects that are ready for bid 2 days prior to the OCCEDB board meeting. The OCCEDB board will determine a selection policy and provide the Department with a ranked list of approved projects, along with a designated, **capped** STP dollar amount to be awarded for each project, to utilize the available funding, not to exceed a calculated 80% share.



OCCEDB selection policy:

Projects shall be ranked for funding priorities by the following order of importance:

- a. Emergency conditions (ex. Bridge out and emergency services require access)
- b. County's first federally funded bridge project this federal fiscal year.
- c. School bus route or Major Collector Route.
- d. Existing bridge "H" Operating rating. (Lower rating, higher priority)
- e. Detour length (Longer detour length, higher priority)

If surplus funds are available to the OCCEDB after award of funding to all eligible projects, the Board may elect to increase funding to other projects previously approved during that fiscal year by the CED Boards, if the calculated federal share does not exceed 80% of project costs.

FISCAL YEAR END ADJUSTMENTS to AVAILABLE FEDERAL BALANCES

Final year-end rebalancing must be performed by the Department near the end of the fiscal year to ensure full utilization of available federal funds.

Due to the limited timeframe available to close out the fiscal year, the Department may not be able to obtain formal OCCEDB board guidance or approval of these final Transactions.

Just prior to the end of the federal fiscal year, the Department will determine a funding adjustment to the \$20 Million STP allocation based on the following:

- Actual contract encumbrance activity for Safety Bridge Inspection
- Accumulated project overruns/underruns processed during the fiscal year

If a net federal fund balance exists after these adjustments are identified, the following action will be taken by the Department:

- Excess funds may be applied to unfunded projects based on the priority list identified by the OCCEDB board at their June meeting to expend available balances, subject to County approval.
- If there are no unfunded projects from the OCCEDB board's prioritized list, the excess funds may be prorated across the approved list up to a calculated 80% ceiling.
- If no "on the shelf" project candidates were available to the OCCEDB board at their June meeting, the Department may increase the federal cap on previously authorized projects approved by the CED for the current fiscal year, based on the discretion of the Department.

The Department will reallocate any unused STP obligational authority prior to the end of the fiscal year.