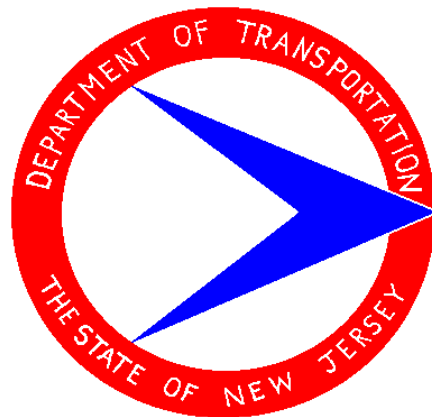


New Jersey Department of Transportation

Division of Local Aid and Economic Development

Program Description and Procedures for

Local Bridges, Future Needs



August 2013

**Chris Christie
Governor**

**James S. Simpson
Commissioner**

Local Bridges, Future Needs

Program Goals and Objectives:

The NJDOT is committed to maintaining and improving New Jersey's local transportation infrastructure by providing financial assistance to the state's 21 counties for improvement of county-owned bridges.

Counties may use Local Bridge grants for preventive maintenance, rehabilitation and replacement of structurally deficient, scour critical and functionally obsolete bridges. The Local Bridge grant program is directly funded by the Transportation Trust Fund. NJDOT has dedicated \$25.0 million in the Transportation Capital Program to local bridge projects for 10 years. The objectives of the Local Bridges program are:

- To remove bridge(s) from the Structurally Deficient list
- To remove bridge(s) from the Scour Critical list
- To remove bridge(s) from the Functionally Obsolete list

Bridge Eligibility

The following categories of bridges are eligible for Local Bridges funds and are listed in priority order:

- Structurally Deficient
- Scour Critical
- Functionally Obsolete

As per subsection 101.03 of the 2007 NJDOT Standard Specifications for Road and Bridge Construction: A bridge is defined as a structure, other than a culvert, including supports, erected over a depression or an obstruction, such as water, highway, or railway, and having a track or passageway for carrying traffic or other moving loads and having a length measured along the center of the structure of more than 20 feet between undercopings of abutments or extreme ends of openings for multiple boxes. Structure dimensions are defined as follows:

1. Bridge length. The length of a bridge structure is the overall length measured along the line of survey stationing from back to back of backwalls of abutments, if present, otherwise end to end of the bridge floor; but, in no case less than the total clear opening of the structure.
2. Bridge width. The clear width measured at right angles to the longitudinal centerline of the bridge between the bottom of curbs, or in the case of multiple height of curbs, between the bottoms of the lower risers or, if curbs are not used, between inner faces of parapet or railing.

The priority of this program is to improve county owned bridges of more than 20 feet length that are that are structurally deficient, scour critical and functionally obsolete. However, the Department will consider funding structurally deficient minor bridges (structure of 20 feet or less), if it is determined that the County has addressed all the bridges meeting the above criteria. Minor bridges will be considered as an exception on a case by case basis as the commissioner

shall so determine and will require full bridge credentials: (1) inspection report, (2) SI&A data (3) Structural Ratings.

Application Process

Annually, the Department will announce to the 21 counties the availability of funds and the Department readiness to accept applications. The county will then prepare and submit their application on-line using NJDOT SAGE at <http://www.state.nj.us/transportation/business/localaid/sage.shtm>.

Applicant must completely fill out all requested information on SAGE including detailed scope of work. Information shown on maps and attachments must be clear and legible.

Counties can submit a maximum of 3 applications. Counties submitting more than one application must prioritize their applications by assigning them a priority rating. Use number 1 for the highest priority. Follow the instructions provided on SAGE.

Each county will receive \$1.0 million grant to address its local bridge needs. The remaining \$4.0 million in Local Bridge grants will be awarded to additional projects statewide selected by the Department based on a cost/benefit analysis of the proposed improvement and existing condition of the bridge. A separate application and supporting documents must be submitted for each proposed project. Each County must submit applications by the established deadline.

The Local Bridges, Future Needs Program is jointly managed by the Division of Local Aid and the Bureau of Structural & Railroad Engineering. All applications are reviewed and evaluated by the Bureau of Structural & Railroad Engineering and a recommendation is made for final approval by the Commissioner of Transportation. The Division of Local Aid will administer the projects once the projects are selected.

Each County will return 3 original agreements, signed and sealed, to the Department accompanied by a supporting resolution by the appropriate governing body, in order to complete the final approval process of the project agreement. The Department will process each project agreement package for final approval upon receipt of 3 completed original application/agreements with resolution.

One copy of the fully executed Application/Agreement will be forwarded to the counties with a transmittal letter signed by the Director of Division of Local Aid and Economic Development.

It is recommended that counties consult with the appropriate District Office Manager in determining project eligibility for funding.

Program Administration

The Local Bridges, Future Needs program will be governed by N.J.A.C. 16:20B and counties are required to comply with these rules and all provisions contained in the N.J.A.C. 16:20B as applicable. The rules establish guidelines and procedures to be followed by Counties when administering contracts. In addition, the rules provide the requirements for preparing plans and

specifications, contracts administration, contract completion and payment, state participation in cost as well as audit requirements.

Additional detailed information can be found in the State Aid Handbook at:

<http://www.state.nj.us/transportation/business/localaid/documents/StateAidHandbook-May272010.pdf>. The Handbook is intended to be used as a guide by County and Municipal Officials and Engineers in the processing of State Aid projects.

General Provisions

- NJDOT requires projects to be delivered to construction award within eighteen months of grant agreement execution. Counties must provide information in the application to support their project's construction readiness. This information will be considered carefully in evaluation of applications.
- Work may be completed by county force account or by a low bid contracts.

Other Provisions

- Funding is for Construction only. No funding is provided for design or obtaining permits.
 - Contract completion and payment shall be administered in a manner similar to the administration of discretionary funds. Counties may invoice up to 75% of the awarded amount, or 75% of the allotment, whichever is less. The remainder of the eligible costs will be reimbursed upon receipt of the final Payment Voucher and supporting documentation.
 - Reimbursement will be made for county force account work after work is complete.
- Counties may request to use funds remaining from the original \$1.0 million annual allotment for another eligible bridge project after the final payment for the original project has been made and project is closed.
- Upon project closeout, any remaining funds must be obligated within the next State fiscal year. Funds shall not be accumulated beyond the next fiscal year Local Bridges, Future Needs Program. This applies to the \$1.0 million annual allotment only. Balances shall not be carried forward for Local Bridges, Future Needs discretionary allotments.

Contact Persons:

For questions concerning all aspects of the program, please contact the appropriate District Manager listed below:

District 1

Roxbury Corporate Center
200 Stierli Court
Mount Arlington, NJ 07856
Phone: (973) 770-5070/5068
Fax: (973) 770-5172
Morris, Passaic,
Sussex and Warren

District 2

153 Halsey Street - 5th floor
Newark, NJ 07102
Phone: (973) 877-1500
Fax: (973) 877-1556
Bergen, Essex, Hudson, and
Union

District 3

1035 Parkway Avenue
Trenton, NJ 08625
Phone: (732) 308-4002
Fax (732) 308-4003
Hunterdon, Middlesex, Mercer,
Monmouth, Ocean and Somerset

District 4

1 Executive Campus
Route 70 West, 3rd Floor
Cherry Hill, NJ 08002
Phone: (856) 486-6618
Fax (856) 486-6771
Atlantic, Burlington,
Camden, Cape May
Cumberland, Gloucester, and Salem