



Iowa Department of Transportation Policies and Procedures Manual

Title Federal-Aid Section 130 Railroad/Highway Safety Program		Policy No. 500.09
Responsible Office Office of Rail Transportation		Related Policies and Procedures
Effective/Revision Dates 8-6-76/ 10-24-06	Approval(s) Neil Volmer	

Authority: Director of the Modal Division in accordance with Iowa Code subsections 307.26(5) and 307.26(6) and 761 IAC Chapter 812.

Contents: This policy establishes the funding guidelines and procedures for implementing the Federal-Aid Section 130 Railroad/Highway Safety Program.

Affected Offices: District Offices; Offices of Finance, Program Management, Rail Transportation and Traffic and Safety.

Who to Contact for Policy Questions: Office of Rail Transportation, 515-239-1549.

Definitions:

Active Warning Devices (signals) - Train-activated devices warning motorists of the presence of an approaching train and limited to flashing lights, flashing lights on cantilevers, flashing lights with gate arms, or a combination.

Benefit-Cost Ratio – A value established for a project by dividing the accident savings in dollars by the cost of the improvement. The document titled "Federal-Aid Railroad-Highway Grade Crossing Program, Use of a Benefit-Cost Ratio to Prioritize Projects for Funding, January 2006" contains an in-depth description of the methodology used to determine the benefit-cost ratio. This document is available from the Office of Rail Transportation.

Highway Authority - The governmental unit with jurisdiction and statutory authority to determine the need for and select traffic control devices for the public highway or street at a crossing.

Highway-Railroad Grade Crossing (crossing) - The at-grade intersection of a public highway, street or alley with one or more railroad tracks.

Railroad - The entity responsible for the operation and maintenance of the rail line at a crossing.

Section 130 Program - A federal program under U.S. Code Title 23, Section 130, which provides funds for highway-railroad grade crossing safety improvements such as signing, pavement markings, active warning devices, illumination and crossing surface repair. Applicable federal regulations are found in 23 CFR Part 646, Subpart B, and the Federal-Aid Policy Guide.

Forms: *Section 130 Project Request*

Policy and Procedure:

I. Project Application

- A. The Office of Rail Transportation shall:
 - 1. Periodically notify railroads and highway authorities of anticipated Section 130 funding.
 - 2. Upon request, provide highway authorities and railroads with data used to calculate the benefit-cost ratio.
- B. Railroads and highway authorities are eligible to apply for funding.
 - 1. Project applications shall be submitted to the Office of Rail Transportation by July 1 of each year.
 - 2. A new project application is not needed for an eligible project that was not programmed in prior years due to insufficient funding. Unfunded applications remain active for consideration in future years.

II. Project Selection Criteria

The Office of Rail Transportation shall review both the new project applications as well as eligible project applications not programmed in previous years, and recommend projects for funding in accordance with the following, subject to the amount of funds available:

- A. The benefit-cost ratio will be calculated for each project. Projects will be ranked from those with the highest benefit-cost ratio to those with the lowest. Projects recommended for funding shall be those with the highest benefit-cost ratio.
- B. Projects may also be recommended for funding for specific reasons, such as improvements in sight distance, presence of railroad or highway passenger traffic or hazardous material traffic, near-miss reports from railroads and highway authorities, nearby crossings, circuitry upgrades, safety review team recommendations, crossing surface repair, other specific safety concerns, or as approved by the Transportation Commission.

III. Programming

- A. The Office of Rail Transportation shall notify the railroads and highway authorities of those candidate projects that are not recommended for funding.
- B. The Office of Rail Transportation shall submit to the Office of Program Management the final list of projects recommended within the available funding. The Office of Program Management shall review the recommendations for consistency with the Department's long-range plan.

- C. The Office of Rail Transportation shall secure Transportation Commission approval of the projects recommended for funding through the Section 130 program.
- D. The Office of Program Management shall include the approved Section 130 projects in the Five-Year Program (state) and the Statewide Transportation Improvement Program (federal).
- E. The Office of Rail Transportation shall obtain Federal Highway Administration authorization for the Commission-approved Section 130 program.

IV. Design Engineering

The Office of Rail Transportation shall authorize the railroads and highways authorities to begin preliminary engineering on those projects which have been approved by the Transportation Commission.

V. Audit

The Office of Finance shall perform a pre-audit as determined by Policy No. 300.13.

VI. Agreement

The Office of Rail Transportation shall submit the project agreement to the railroad and the highway authority for execution. When both parties have executed the agreement, the Office of Rail Transportation shall secure Staff Action approval to execute the agreement. The Office of Rail Transportation shall then forward the fully executed agreement authorizing construction to the railroad and the highway authority.

VII. Construction

The railroad and the highway authority, or other designated agent as defined in the agreement, shall accomplish the improvements required by the agreement.

VIII. Payment Process

The railroad and the highway authority shall maintain cost records and submit bills as required by the agreement. Upon completion of work and final inspection by the railroad, highway authority, and the Office of Rail Transportation, the Office of Finance may audit the project costs. Final payment shall be made after the final audit in accordance with the agreement. Vouchers for payment shall be prepared by the Office of Rail Transportation and processed by the Office of Finance.

Any exceptions to this policy must be approved by the Director of the Modal Division.