

Guide and / or I.M. Revision Notice

To: Cities, Counties, and Consultants
From: Local Systems Bureau

Date: March 15, 2023
Revision Notice Number: 2023-02

The Federal-aid Project Development Guide (Federal-aid Guide) and / or Instructional Memorandums to Local Public Agencies (I.M.s) have been revised as indicated below. This revision notice identifies all new or revised documents and includes a summary of the significant changes. The Iowa DOT does not provide paper copies of the Guide or I.M.s. Since these documents are updated frequently, we recommend using the on-line version of the [Guide and I.M.s](#) for reference.

If you have any questions concerning these revisions, please contact Nicole Moore at nicole.moore@iowadot.us or 515-460-0763.

***** PLEASE NOTIFY ALL AFFECTED PERSONNEL OF THIS CHANGE *****

Document Title or I.M. Number	Summary of Significant Revision(s)
I.M. Table of Contents March 15, 2023	The I.M. Table of Contents has been revised to reflect new or revised I.M. numbers, as indicated below.
I.M. 2.010 Requirements for the County Secondary Road Construction Program and Budget March 15, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Corrected an Iowa Code reference.
I.M. 3.020 Concept Statement Instructions March 15, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Various changes to bring this up to date with our Concept Statement form and other procedures. • Concept Statement Form: Updating to include the ability to link the TPMS file, as opposed to drawing a map (this will be useful for LPAs and Location and Environment). Adding Water Trails and Paddling Routes information. No longer requiring a map for airport vicinity. Updating the checklist to show what is required, vs. what is required if applicable to the project. • The Concept Statement Form has been updated and may be found at the following link: https://iowadot.gov/local_systems/documents/517001.docx
I.M. 3.020, Attachment A (Word) Concept Statement Checklist of Submittal Items March 15, 2023	This is a new I.M. Attachment.
I.M. 3.210 Rural Design Guidelines March 15, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Added pedestrian and bicycle accommodations information.
I.M. 3.400 Preliminary Plans March 15, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Instead of requiring Preliminary Plans on all projects, only requiring Preliminary Plans for certain types of projects including: Hydraulic Reviews, Roundabouts, Railroads, and per requirements in I.M. 1.100, Attachment C for touchdown points and limits of participation. • Systems Planning projects may still require Preliminary Plans; check with the Program Manager for more information. • Also updating to use the TPMS Message tool, instead of cover letters, etc.

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I.M. 3.600 Right-of-Way Acquisition March 15, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Updating to include that for most Local Systems projects, purchasing ROW using Federal-aid will not be allowed. • Federal-aid is only allowed for construction, per the discussions with the IJA Stakeholder Committee.
I.M. 3.670 Work on Railroad Right-of-Way March 15, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Minor changes to clarify some changes to procedures. • The bid item for railroad protective insurance will be Federal-aid <u>non</u>-participating. • Railroad data sheets are no longer needed.
I.M. 3.680 Federal-aid Projects Involving Railroads March 15, 2023	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Using Federal-aid for Railroad work outside the Construction Contract will not be allowed for projects running through Local Systems. Federal-aid is only allowed for construction, per the discussions with the IJA Stakeholder Committee.
I.M. 3.680, Attachment A (word) Railroad Agreement Language for Federal-aid Projects involving Railroads March 15, 2023	This is a new I.M. Attachment. The language contained in this attachment was previously in I.M. 3.680.
I.M. 3.680, Attachment B FHWA Authorization of Railroad Costs March 15, 2023	This is a new I.M. Attachment. The language contained in this attachment was previously in I.M. 3.680.
I.M. 3.680, Attachment C FHWA Authorization of Railroad Costs Flowchart March 15, 2023	This I.M. attachment was previously Attachment A to this I.M.