



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

October 25th, 2019

CIRCULAR LETTER 2019- 19

FY 2025 ILLINOIS SPECIAL BRIDGE PROGRAM (formerly MAJOR BRIDGE PROGRAM)

COUNTY ENGINEERS / SUPERINTENDENTS OF HIGHWAYS
MUNICIPAL ENGINEERS / PUBLIC WORKS DIRECTORS / MAYORS
METROPOLITAN PLANNING ORGANIZATIONS - DIRECTORS
TOWNSHIP HIGHWAY COMMISSIONERS
CONSULTING ENGINEERS

IDOT provided a Notice of Funding Opportunity (NOFO) on October 25th, 2019 with a Funding Opportunity Number of 20-1006-01. This program is listed in the Catalog of State Financial Assistance ([CSFA](#)) as 494-00-1006.

The Department intends to add a FY 2025 local increment to the Illinois Special Bridge Program (ISBP) as we develop our FY 2021-2026 proposed Highway Improvement Program. The "Illinois Major Bridge Program" has been renamed the "Illinois Special Bridge Program" to avoid confusion with the term "Major Bridge" used in the Central Bureau of Bridges and Structures to refer to structures that are greater than or equal to 1000 feet in length.

Local and state major highway bridges meeting all the criteria will be eligible. This is a discretionary program, and all proposed projects must compete statewide based on the following criteria:

- a) Each candidate project must be a deficient bridge eligible for Surface Transportation Program-Bridge (STP-Bridge) funding. Funding is for existing structures that meet STP-Bridge eligibility, not for constructing new structures. In addition, the structure must carry a highway.
- b) The total project cost for all engineering, utilities, land acquisition, and construction costs, including minimal approach work, must total a minimum of \$1,000,000 for local special bridge candidates. However, only the construction and construction engineering cost will be eligible for funding from the Special Bridge Program. The federal share is 80 percent of the eligible cost. The local agency is responsible for the 20 percent matching funds and any costs above the approved special bridge funding.
- c) Any proposed local bridge must be under the jurisdictional responsibility of a county, municipality, or township and located on a route with appropriate jurisdictional responsibility. If local public agencies are willing to accept a jurisdictional transfer of certain private bridges, such as a highway bridge

over a railroad or bridges that are in jurisdictional dispute between the state and local agency, and an agreement can be signed, these bridges may be submitted as candidates. Actual transfer of jurisdiction should be withheld until candidate bridges have been approved for funding.

Please note it is beneficial to have received approval of the Bridge Condition Report (BCR) from the Department prior to applying for ISBP funding to ensure the scope of the project is appropriate. Also, a 'Bridge Deck Overlay' is considered either preservation or maintenance, but not rehabilitation. 'Bridge Deck Overlay' projects will not be eligible as ISBP rehabilitation candidates.

Priority consideration for ISBP funding will also be given to structurally-deficient NHS structures to assist in reducing the number of structures in this category that are reported by FHWA. This criterion does not guarantee the selection of these structures.

If you have a candidate project, please work with your District Local Roads Engineer to complete the required special bridge fund request form (attached) along with a briefing paper. This [PRO 2171](#) is available on the IDOT website under "Resources" and "Forms" and "Programming."

The briefing paper should include the following information:

1. Completed special bridge program form (Form [PRO 2171](#) attached)
2. Structure number
3. Location and general description of project
4. Proposed improvement and detailed cost estimate (Identify costs for each phase of the project.)
5. Source and extent of local participation (Specify cost estimates for local participation, including estimated railroad cost participation, if applicable.)
6. Preconstruction activity status
7. Tentative letting dates for proposed improvements
8. Load posting, if applicable
9. Current Structure Inspection and Appraisal sheet
10. Explanation of proposed jurisdictional transfer agreement required for eligibility for private bridges (if applicable)

The application form ([PRO 2171](#)) includes "E-mail" and "Attachments" links. Local public agencies are required to submit special bridge applications to their District office using the email feature. The Attachments link should be used to include all supporting documentation required for the application. The attachment folder, which is embedded within the pdf application, can be found by selecting the paperclip icon directly to the left of the application. An attachment will not appear until this icon has been selected.

RATING FACTOR FORMULA

The following formula will be used in the selection process for ranking candidate bridges. Before submitting your application, please feel free to evaluate your project's eligibility with this formula. An explanation of the formula factors is attached.

Only candidate bridges with a computed rating factor (RF) of 100 or less will be eligible for consideration.

$$RF = (SC1) \times (SC2) \times (SC3) \times (SR / FCV) \times [TPC / (ADT' / LN)] \times (DF)$$

When submitting applications for local projects, the local public agency is also required to submit the application under a cover letter from the local public agency, which clearly defines the responsible local public agency contact person. A section titled, "Local Agency Contact Information," is included at the bottom of the Special Bridge Application form ([PRO 2171](#)).

In addition, under the Government Accountability and Transparency Act (GATA), each candidate project must also complete the Uniform Application for State Grant Assistance, a Programmatic Risk Assessment Questionnaire, a Uniform Grant Budget, and a Conflict of Interest Form, which are attached. Additional GATA information can be found here: [GATA Website](#).

Questions should be directed to your District Local Roads Engineer. Applications are required to be submitted electronically through the application's email feature to your appropriate District Local Roads office. The Districts must receive all program candidates by **December 3rd, 2019**.

All local Special Bridge Program candidates must be submitted to the Central Bureau of Local Roads and Streets no later than close of business **December 6th, 2019**

Announcement of the selected FY 2025 local special bridge candidate projects will occur with the release of the IDOT proposed FY 2021 – 2026 Highway Improvement Program in the spring of 2020.

In summary, each candidate application submittal should contain the following information:

1. Local Public Agency cover letter with contact information
2. Project briefing paper
3. Form [PRO 2171](#)
4. Cost estimate
5. Location map
6. Photographs
7. Uniform Application for State Grant Assistance
8. Programmatic Risk Assessment Questionnaire
9. Uniform Grant Budget Template
10. Conflict of Interest Form

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Any updates or changes to the schedule will be officially announced through the Grant Accountability and Transparency Act (GATA) website via the [NOFO](#).

If you have any questions pertaining to this program, please contact Melinda Kos at (217) 785 – 5178 or Melinda.Kos@illinois.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read 'S. Seck-Birhame', with a long horizontal line extending to the left.

Stephane B. Seck-Birhame, P.E., PTOE
Acting Engineer of Local Roads and Streets

SSB

Attachments

cc: Dan Brydl, FHWA – Illinois Division
Gary Iles, Illinois Department of Natural Resources
Elias Ajami, Illinois State Toll Highway Authority
Duane Ratermann, Illinois Association of County Engineers
Brad Cole, Illinois Municipal League
Bryan Smith, Township Officials of Illinois
Charlie Montgomery, Township Highway Commissioners of Illinois