

# Local Bridge Guidance Webinar



**pennsylvania**  
DEPARTMENT OF TRANSPORTATION



# Housekeeping Items

- Please continue to mute your microphone and have your camera off.
- Questions must be entered into the chat box (lower right corner).
- Questions will be addressed at the conclusion of the presentation.
- The presentation will be provided via e-mail to all registered participants.

• *Please be advised that this meeting is being recorded*

# Welcome and Introductions

- Domenic D'Andrea, PE- SPC Transportation Director
- Cheryl Moon-Sirianni, PE- PennDOT District 11 District Executive
- Other SPC and PennDOT Staff
  - Doug Seeley, PE - PennDOT 11 ADE Design
  - Shane Szalankiewicz, PE - PennDOT District 11 Bridge Engineer
  - Keith Dougall, PE – PennDOT District Bridge Unit
  - Keith Cornelius, PE – PennDOT District Bridge Unit
  - Dina Salemi, PE - PennDOT District 11 Design Services Engineer
  - John Quatman - PennDOT District 11 Planning and Programming Manager
  - Ryan Gordon - SPC Transportation Program Development Manager
  - John Weber - SPC Transportation Program Development Planner



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# Presentation Outline

- Provide an overview of PennDOT's Bridge Unit.
- Discuss SPC's role and overall Transportation Improvement Program process.
- Review of available funding sources for local bridge projects.
- Discuss project administration and local assistance for municipalities.
- Question & Answer Session



# Presentation Objectives

- Familiarize municipalities with PennDOT's Bridge Unit and their role in bridge inspections, bridge maintenance, and priority maintenance repair examples.
- Review PennDOT District bridge asset management philosophy and District contacts.
- Provide an understanding of SPC's role and the overall Transportation Improvement Program process.
- Educate local governments about available funding sources for local bridge projects.
- Provide an understanding that bridge needs exceed the available resources to address them.
- Provide an understanding of the project development process and understand local government's role in project administration and delivery.

# PennDOT Bridge Unit



# Local Bridge Inspection Program

Which bridges require inspection?

- Structure Length > 20 feet

How often are they inspected?

- Maximum of 24-month interval
- More frequent for bridges in poor condition

Who performs the inspection?

- PennDOT maintains contracts to conduct local bridge inspections with qualified inspection firms.
- Municipalities have the option to enter into agreements with qualified inspection firms outside of PennDOT's agreements.

# Local Bridge Inspection Program

## Who pays for the inspections?

### PennDOT Agreements:

- 80% Federal Funds, 20% Local Match
- 20% Local Match deducted from liquid fuels funds
- No out-of-pocket payments required from municipality

### Reimbursement Agreements:

- Municipality directly pays consultant inspection firm 100% of costs
- Municipality submits request for reimbursement to PennDOT
- PennDOT processes invoices in ECMS for reimbursement
- Municipality receives 80% reimbursement upon approval



# Bridge Analysis

How do we determine what loads are safe for our bridges?

- Load rating analyses are done as a part of design and as warranted over the life of the bridge

When are analyses updated?

- Analyses are updated any time loadings on the structure change
  - New deck, new pavement, etc.
- Inspections find deterioration of load carrying members
- No strict rule for how often analyses are performed
  - Rule of thumb – review after ~7 years to verify accuracy

# Priority Maintenance Repairs

## Priority Repair Levels

- Priority 0 (Critical) – Must be completed within 7 days
- Priority 1 (High Priority) – Must be completed within 6 months
- Priority 2 (Priority) – Review work plan and re-prioritize schedule
- Priority 3 (Schedule) – Add to scheduled work
- Priority 4 (Program) – Add to programmed work
- Priority 5 (Routine) – As per existing maintenance schedule

# Priority Maintenance Repairs

How do we find out about priority maintenance items?

- Priority 0 – Inspectors will notify municipality the same day, usually while on-site. A Priority Letter will be sent to confirm and follow up.
- Priority 1 – Inspectors will send a Priority Letter notifying the municipality of the deficiency and the required action. A phone call will usually be made the day of or day after the inspection is performed.
- Priority 2-5 – Will be included in the inspection report.

# Priority 0 Example



Priority 0 – Severely Deteriorated Steel Member

Required Action: Close Bridge

Timeframe: Immediate

# Priority 0 Example



- Priority 0 – Severely Undermined Bearing. Beam only carries the sidewalk and not any vehicular live load.
- Required Action: Close sidewalk or repair concrete
- Timeframe: Within 7 days

# Priority 0 Example



- Priority 0 – Load Posting Required
- Required Action: Install load posting signs
- Timeframe: Within 7 days

# Priority 1 Example



- Priority 1 – Cracked truss member (load carrying capacity not affected)
- Required Action: Repair steel member
- Timeframe: 6 months

# Priority 1 Example



- Priority 1 – Deteriorated and Leaking Deck Joint
- Required Action: Repair Joint
- Timeframe: 6 Months



# Priority 1 Example



- Priority 1 – Tripping Hazard
- Required Action: Repair Sidewalk
- Timeframe: 6 Months

# Bridge Inspection Reports

## Where can we view our reports?

- Upon report acceptance, inspection firms are required to provide them to the municipal owners.
- PennDOT's Bridge Management System (BMS2)
  - <https://www.bms.penndot.gov/>
  - To gain login access, contact PennDOT IT Service Desk at (717) 783-8330

## Where can we find out what structures we own?

- Contact Keith Dougall, Bridge Asset Management Supervisor at [kdougall@pa.gov](mailto:kdougall@pa.gov)

# Bridge Asset Management

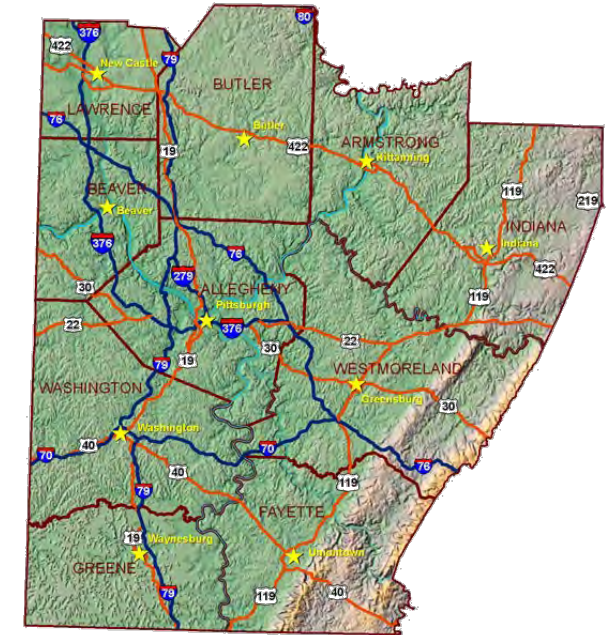
- Philosophy
  - Lowest Life Cycle Cost vs. “Worst First”
- Replacement vs. Rehabilitation vs. Preservation
- Asset Management Tools
  - Bridge Care (BAMS)
  - BMS2
- For further information or discussion, contact District Bridge Engineer Shane Szalankiewicz, P.E. at (412) 429-4904 or [sszalankie@pa.gov](mailto:sszalankie@pa.gov)

# Southwestern Pennsylvania Commission



# Southwestern Pennsylvania Commission

- The Southwestern Pennsylvania Commission (SPC) serves as the official Metropolitan Planning Organization (MPO) of the 10-county region in Southwestern Pennsylvania.
- SPC is responsible for the region's transportation planning process that supports the effective operations, maintenance, and improvement of the regional transportation system.
- Comprised of County Commissioner appointments, PennDOT, Transit Authorities, and Local, State and Federal Agencies

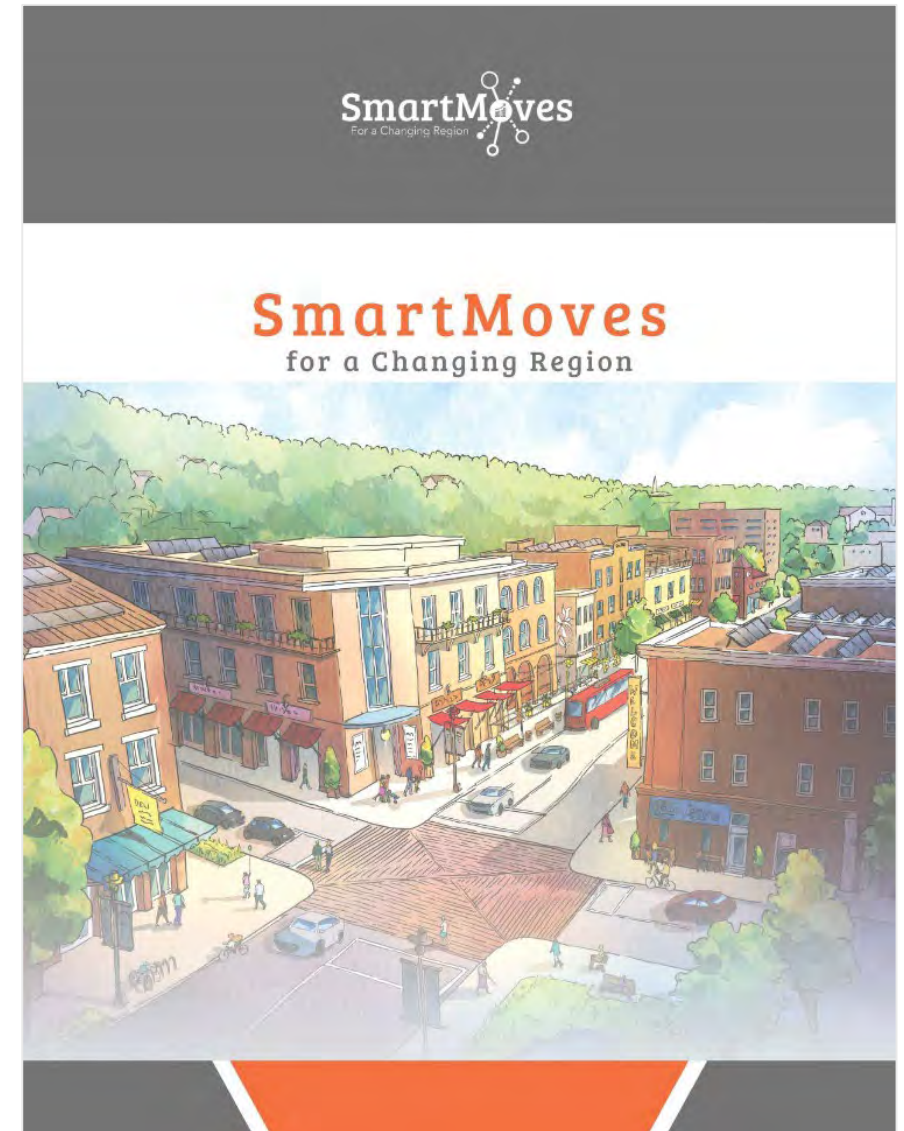


- 10 Counties
- >7,000 square miles
- 2.6 million citizens
- 548 municipalities
- 132 School Districts
- 3 PennDOT Districts
- 10 Transit Agencies



# What does SPC do?

- Center for regional collaboration & cooperation
- Coordinates Regional Transportation Planning Efforts
- Regional Long Range Transportation Plan
- **Transportation Improvement Program (TIP)**
- Technical Assistance
- Regional Data Center
- Commuter Info van pool program
- Water Resource Center
- Small Business Assistance (loans & procurement)
- Economic Development Coordination (PREP/KOZ/ARC)



# Transportation Planning

- Who is involved in the process?
  - Public
  - Municipalities
  - Freight, Ped-Bike, Multi-Modal Stakeholders
  - Transportation Management Associations (TMAs)
  - City/County Planning Agencies
  - PennDOT and other State Agencies
  - Regional Transit Providers
  - Elected and Appointed Officials
  - Federal Highway Administration (FHWA) and other Federal Agencies



# TIP and Non-TIP Funding for Local Bridges





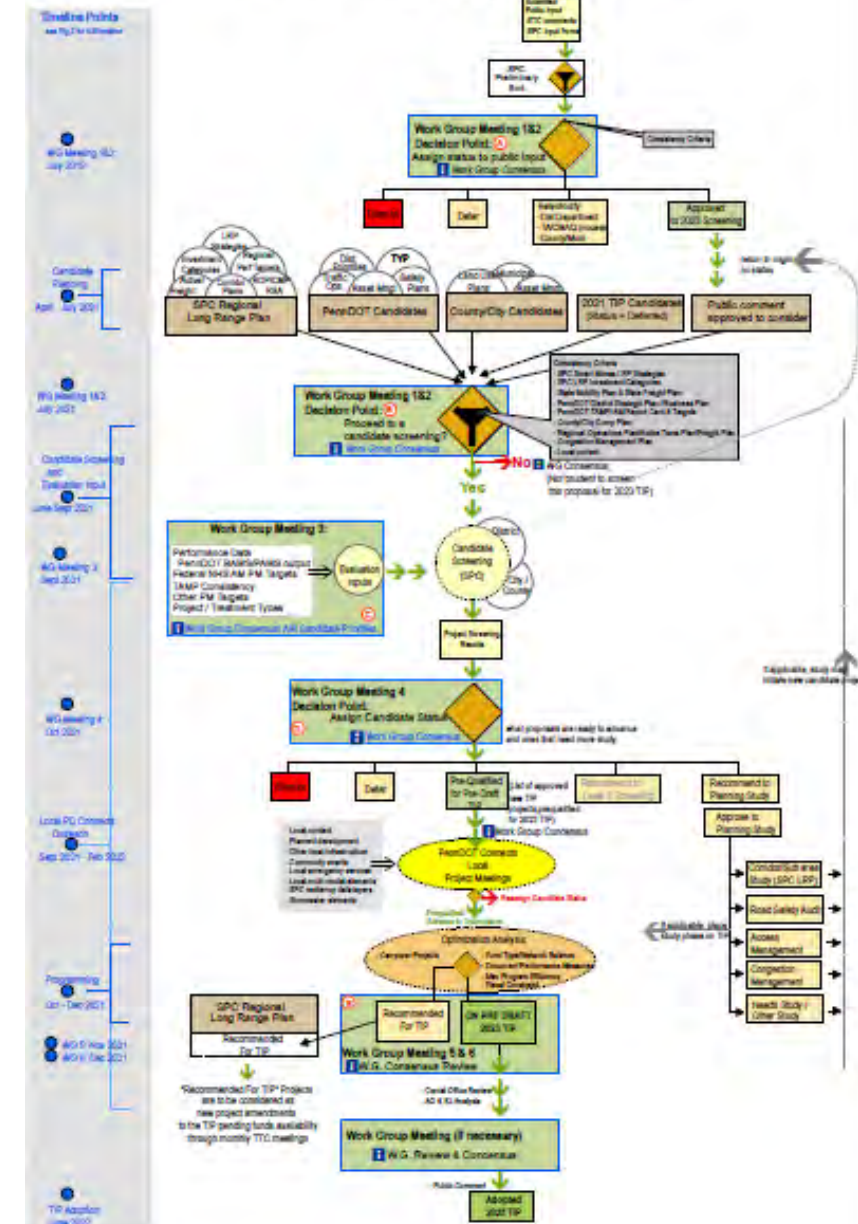
# Regional Transportation Improvement Program (TIP)

- SPC is required to develop the Transportation Improvement Program (TIP) every two years.
- The TIP identifies the region's highest priority transportation projects that are programmed to advance within a four year time period.
- The TIP includes a variety of investments towards improving the transportation network including roadways, bridges, safety, bicycle and pedestrian facilities, public transportation and other transportation related projects and programs.

# TIP Development Process

- In each PennDOT district in the SPC region, a multidisciplinary group of planning partners representing PennDOT, transit providers, TMAs and member jurisdictions is utilized to submit and provide input on TIP candidate projects.
- Each work group consists of representatives from each county, PennDOT, and SPC staff.
- Through the work group meetings, SPC leads a collaborative process to review both carryover and new candidate projects in development of the region's TIP.
- Local entities such as municipalities, townships, and boroughs should work with their respective county planning departments in developing TIP candidate bridge projects for considering TIP funds.
- Due to funding constraints, SPC encourages local entities to explore other sources of funds to address local bridge infrastructure.

2023 TIP Update: Process Flow Diagram  
SPC Region

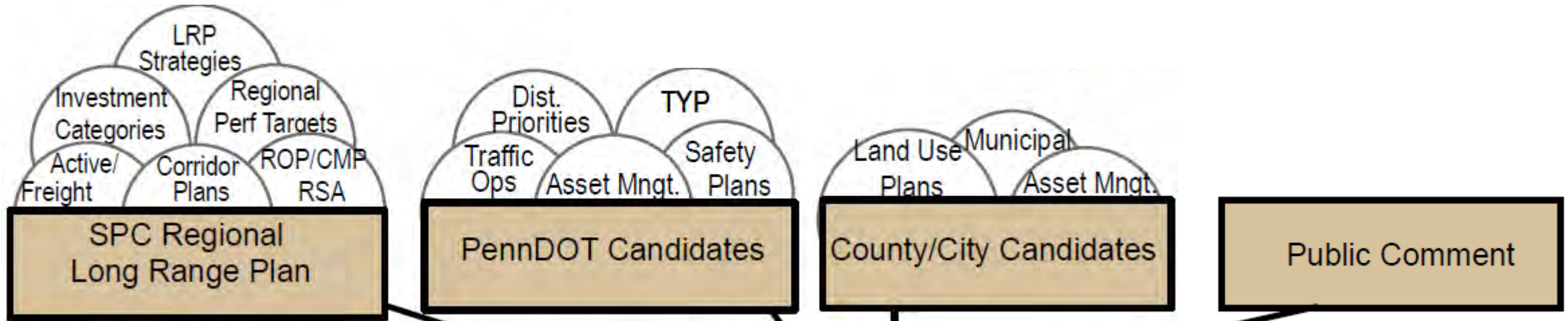


# TIP Development Work Group

- Throughout the course of the TIP development process, the TIP work group have the following roles in developing the TIP.
  - Review existing carryover projects and develop a list of new candidate projects.
  - Review public comments received through the STIC or SPC public comments and assigned a status determining inclusion in TIP development process.
  - Discuss District Asset Management Report TAMP and review BAMS outputs/rankings and adjust candidate project prioritization.
  - Review updated scopes, costs & schedules on all carryover projects and review and assign status and priority to all screened candidate projects.
  - Review several iterations of the working TIP and review final draft TIP projects.

# TIP Candidate Project Submittal

- Candidate project submittal (three avenues):
  - Public Comment via State Transportation Commission Comment period or via comment to SPC
    - 2023 Draft TIP Comment Period is currently underway
  - Submittal to County for candidate consideration
  - Submittal to PennDOT District for candidate consideration
- Each candidate submittal is screened by SPC. The TIP work group reviews the project screenings and prioritizes candidate list by network/funding type.

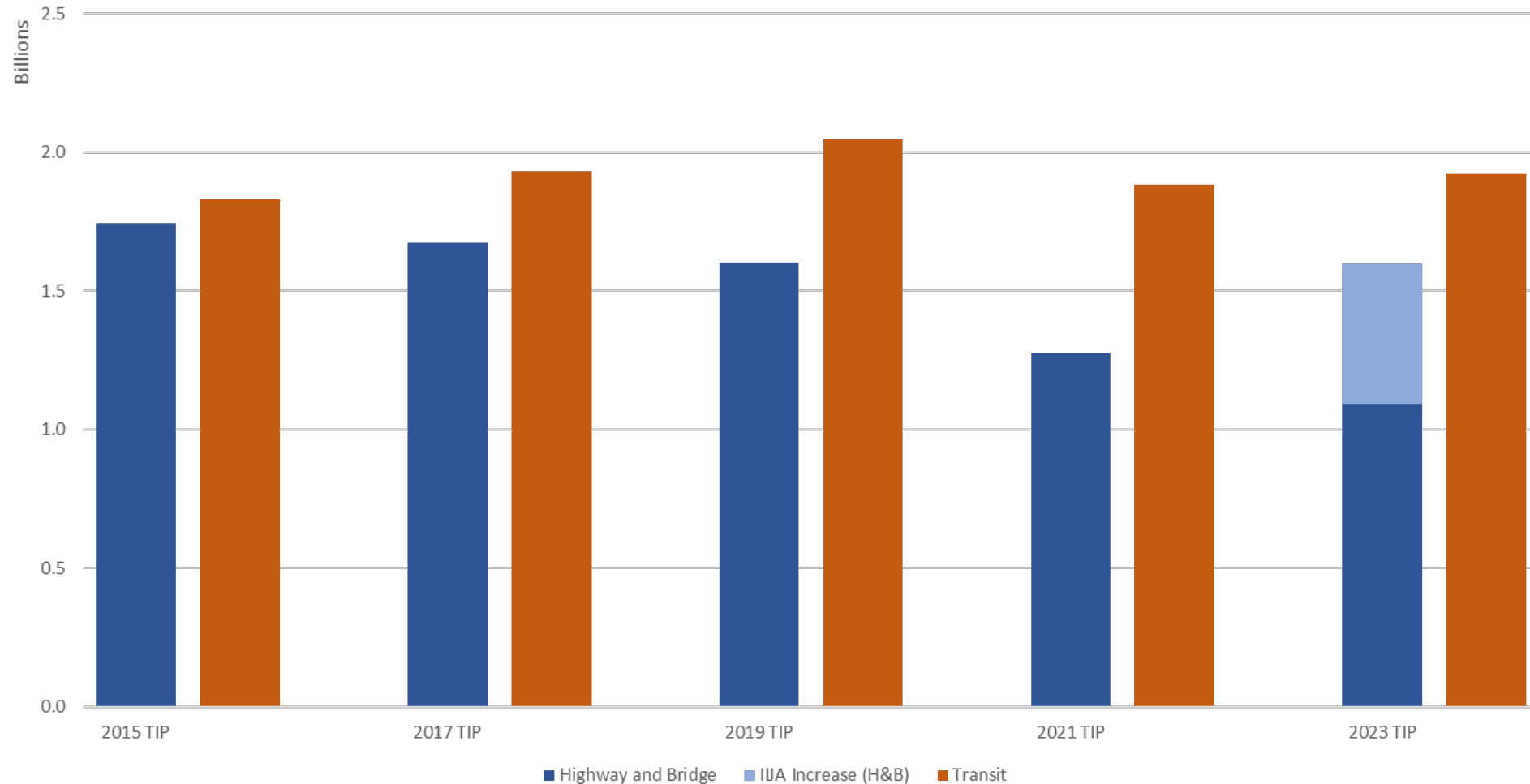


# TIP Work Group

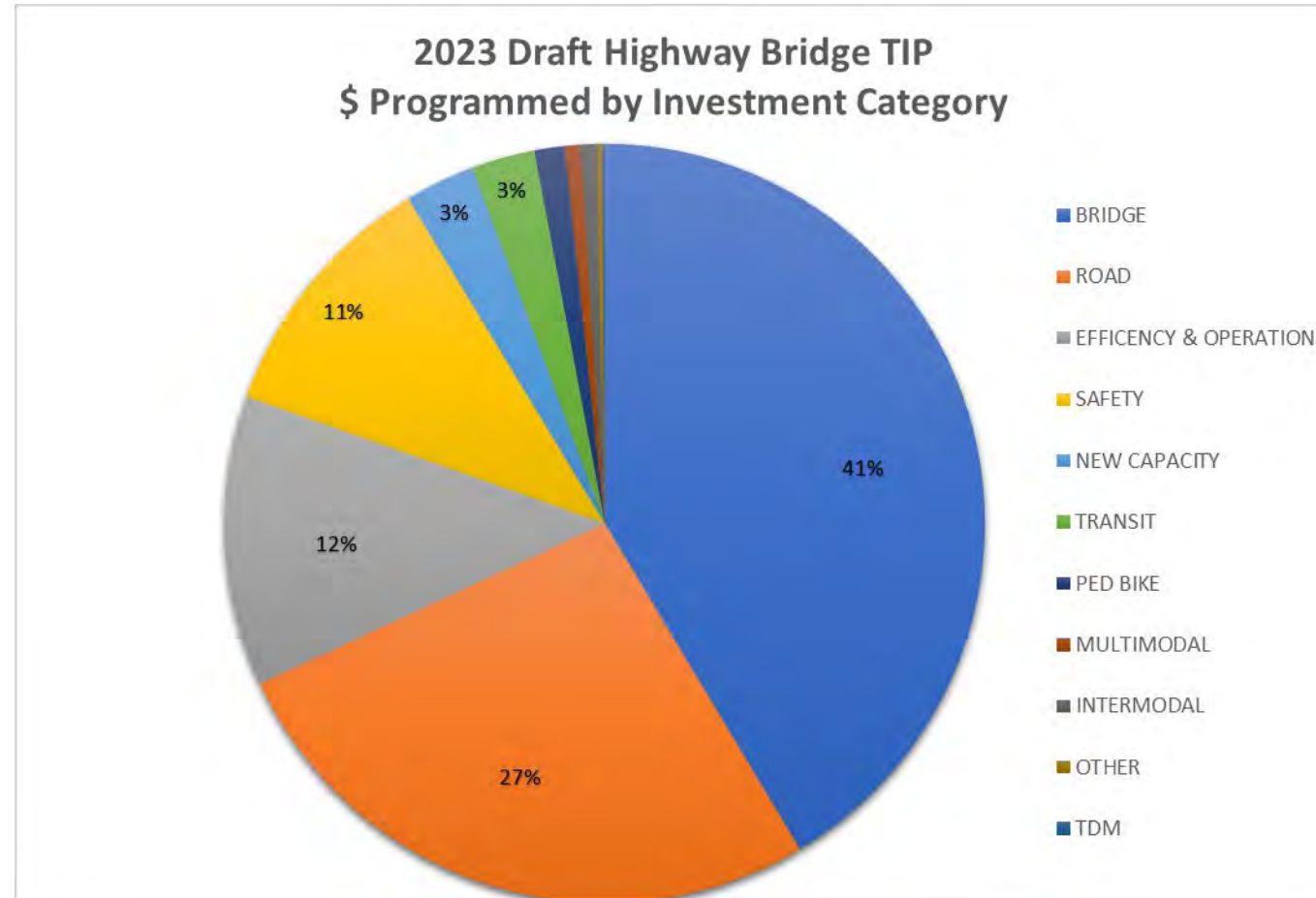
- Allegheny County
  - Steve Shanley PE, Public Works Director
  - Ann Ogoreuc AICP, Economic Development
- City of Pittsburgh
  - Jeff Skalican, Deputy Director DOMI
- Beaver County
  - Joe West, Beaver County Planning Director
  - Tammy Frank, Beaver County Staff
- Lawrence County
  - Amy McKinney AICP, Lawrence County Planning Director
  - Bill Humphrey PE, Lawrence County Consultant
- TMAs
  - Chris Watts, Pittsburgh Downtown Partnership
  - Lynn Manion, Airport Corridor Transportation Association
  - Mavis Rainey, Oakland Transportation Management Association
- PennDOT District 11 Staff
  - Cheryl Moon-Sirianni, PE District Executive
  - Doug Seeley PE, Assistant District Executive for Design
  - Design Unit Staff
  - Planning and Programming Staff
  - Bridge Unit Staff
  - Highway Unit Staff
  - Traffic Unit Staff
- Port Authority
  - Ed Typanski, Director of Capital Programs
  - Dave Wohlwell, PAAC Planning
- SPC Staff
  - Domenic D'Andrea, Transportation Planning Director
  - Transportation Program Development Staff

# 2023-2026 TIP Funding

## TIP Revenue Time Series - SPC Base Funding



# 2023 Draft Highway Bridge TIP Investments



# Bridge Needs Exceed Anticipated TIP Funding

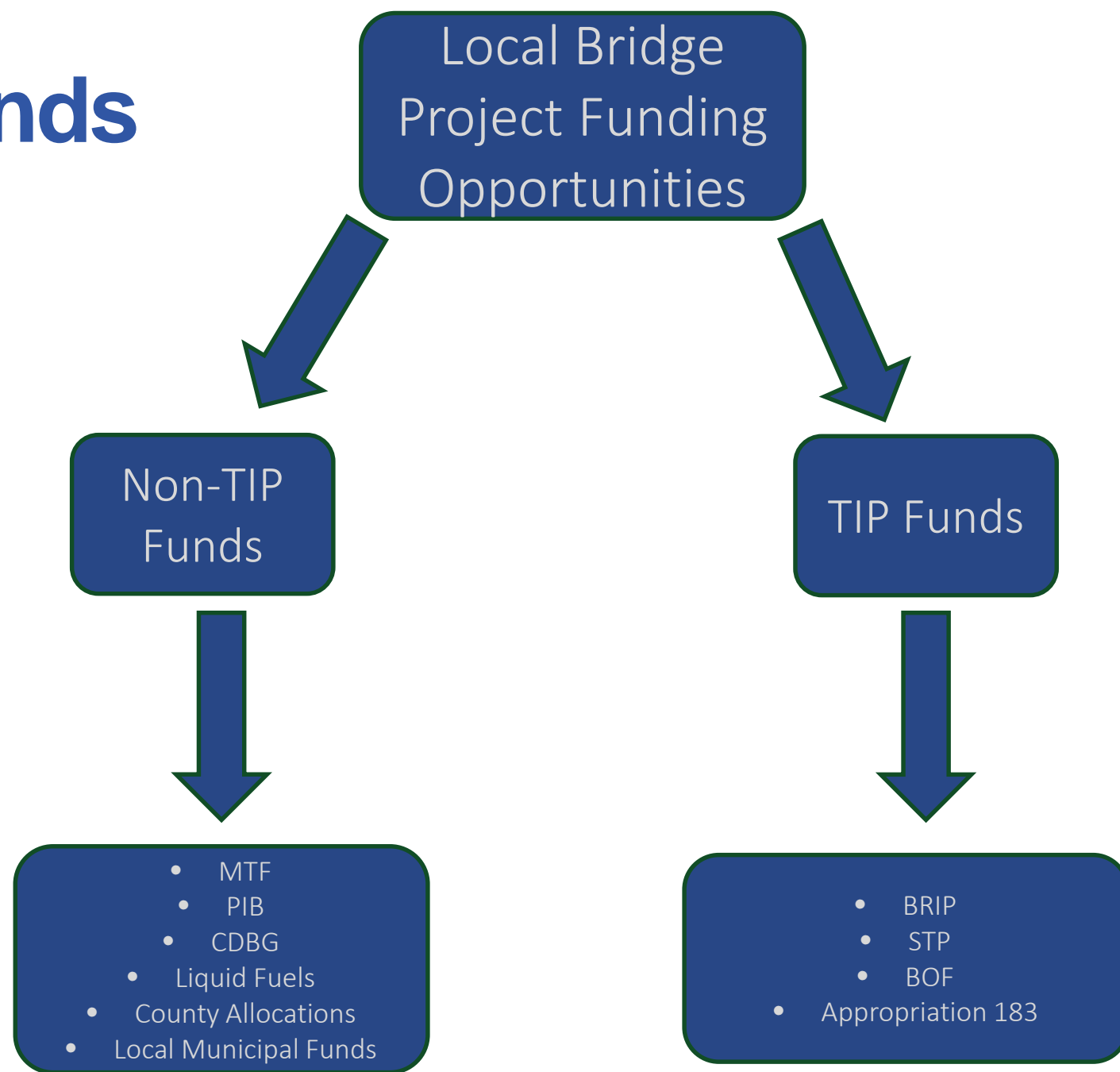
SPC Region Investment Plan:  
Asset Management Funding Gap Stage 2 (millions)

Needs Estimate   LRP Revenue - 2021 TIPFG   LRP Revenue - 2023 TIPFG





# TIP and Non-TIP Funds



# TIP Federal and State Bridge Funds

- The Federal-Aid System identifies roadways and bridges that are eligible to receive federal highway funds.
- These funds provides bridges on federal designated highways with an opportunity to undergo rehabilitation and reconstruction projects.
- There are some federal highway funds that can be used on locally owned bridges.
- For local bridges, available federal programs include the Surface Transportation Block Grant Program (STBG), Bridges off the Federal-Aid System Program (BOF), and the IJA Bridge Investment Program.
- Since these funds are required to be programmed onto the TIP, bridges that use these funds must adhere to all federal regulations pertaining to programming and project development.

# IIJA Bridge Investment Program (BRIP)

## IIJA Bridge Investment Program

<b>Purpose</b>	The Infrastructure Investment and Jobs Act (IIJA) creates a new competitive “bridge investment program” to encourage bridge repair that will improve safety, efficiency, and reliability of people and freight movement, and leverages non-federal contributions. Program also allows bridge bundling and culvert work as well. Funds can be used on development phase activities, construction, and bridge protection.
<b>Eligibility</b>	PennDOT; MPOs with population over 200,000; Local governments; Special purpose district of public authority with a transportation function; Federal land management agency; Tribal government.
<b>Match/Funding</b>	Varies, but can be used on an off System Bridge owned by a local entity at 100%.

# Surface Transportation Block Program Funds

Surface Transportation Block Program Funds	
<b>Purpose</b>	Bridge Projects that are eligible for STP funds include preservation and improvement of bridge condition and performance on any bridge on any public road.
<b>Eligibility</b>	Bridges on the Federal Aid STP Network
<b>Match/Funding</b>	80% Federal Match; In some cases, the remaining 20% is often met with 15% State and 5% Local.

- <https://www.fhwa.dot.gov/specialfunding/stp/160307.cfm#g>

# Bridge Off the Federal-Aid System Program Funds

Bridge off the Federal-Aid System	
<b>Purpose</b>	Provides federal funding to bridges that are located off the Federal-Aid Network and meeting the National Bridge Inventory (NBI) Length Criterion of 20 feet. Funds can be used for bridge replacement, rehabilitation, and maintenance projects.
<b>Eligibility</b>	PennDOT; Counties; Municipalities.
<b>Match/Funding</b>	80% Federal Match; In some cases, the remaining 20% is often met with 15% State and 5% Local.

- <https://www.fhwa.dot.gov/specialfunding/stp/160307.cfm#g>

# Appropriation 183 Funds

## Appropriation 183 Funds

<b>Purpose</b>	State Appropriation 183 Funds are used for the rehabilitation, reconstruction, and replacement of local bridges.
<b>Eligibility</b>	PennDOT
<b>Match/Funding</b>	The ratio of state funds applied depends upon the scope of work and if federal funds are applied to the project. If federal funds are applied, the state's ratio can range from 10% to 15%. If no federal funds are applied, then the state funding ratio can be 80%.

# TIP and Non-TIP Funds

Local Bridge  
Project Funding  
Opportunities

In addition to TIP funding, there are multiple funding sources that are distributed statewide to counties, municipalities PennDOT maintenance, or awarded through competitive programs .

Non-TIP  
Funds

TIP Funds

- MTF
- PIB
- CDBG
- Liquid Fuels
- County Allocations
- Local Municipal Funds

- BRIP
- STP
- BOF
- Appropriation 183

# Non-TIP Local Bridge Funding Resources

- Due to the demand for federal funds, there are other state and local bridge funds that are available to local governments to advance local bridge projects.
- State and local funds are made available through different funding channels such as competitive grant programs, bridge infrastructure loans, and disbursement of fees to local governments.
- Funding programs:
  - County and Municipal Liquid Fuels Allocations
  - Multimodal Transportation Funds
  - PennDOT Pennsylvania Infrastructure Bank
  - County Act 13 Funds for At-Risk Bridges
  - Community Development Block Grants
  - PA Dirt, Gravel and Low Volume Road Maintenance Program
  - Historic Truss Bridge Management
  - Local Technical Assistance Program



# County and Municipal Liquid Fuels Allocations

County and Municipal Liquid Fuels	
<b>Purpose</b>	County and municipal liquid fuel allocations are funds given to respective entities for infrastructure projects.
<b>Eligible Projects</b>	Construction; Reconstruction; Bridge Maintenance; Right-of-Way Acquisition; Bridge Equipment; Salary and benefits of road crews or employees performing work on county-owned bridges; Engineering and Administrative Costs.
<b>Eligible Entities</b>	Counties; Municipalities; Townships; Boroughs.
<b>Match/Funding</b>	Municipal Liquid Fuels are distributed to eligible municipalities each March. County Liquid Fuels are distributed to eligible counties each June and December. It is possible for a county to allocate funds from their distribution to political subdivision for bridge projects.

- <http://www.dot.state.pa.us/public/PubsForms/Publications/Pub%209.pdf>

# Multimodal Transportation Funds

## Multimodal Transportation Funds

<b>Purpose</b>	The Multimodal Transportation Funds provides grants to improve transportation assets that enhance communities, bicycle and pedestrian, transit revitalization and bridge projects.
<b>Eligible Projects</b>	Right of Way Acquisition; Construction; Capital Equipment; Clearing and Preparation of Land; Demolition of Structures; Environmental Site Assessment and Studies; Engineering, Design, and Inspection Costs; Professional Services (Not to exceed 10% of the grant award); Administrative Costs (Not to exceed 2% of the grant award); Project Contingencies (Not to exceed 5% of the grant award).
<b>Eligible Entities</b>	Counties; Municipalities; Townships; Boroughs; Council of Governments; Businesses; Economic Development Organizations; Public Transportation Agencies;
<b>Match/Funding</b>	Grants are made available to projects that have a total cost between \$100,000 and \$3,000,000. The match for local entities is up to 30% of the cost. Matching funds shall consist only of cash contributions, however, allocated fees/taxes paid directly to the local governments (i.e. Liquid Fuel Taxes) may be used as a local match if the project is an eligible use of those funds. Under certain conditions, the cost from pre-construction activities can be used as part of matching funds.

- <https://www.penndot.pa.gov/ProjectAndPrograms/MultimodalProgram/Pages/default.aspx>

# Pennsylvania Infrastructure Bank

## Pennsylvania Infrastructure Bank

<b>Purpose</b>	The Pennsylvania Infrastructure Bank (PIB) program provides low-interest loans to accelerate priority transportation projects.
<b>Eligible Projects</b>	Loan emphasis is on construction projects, but other project phases such as design, right-of-way acquisition, and transportation equipment purchases will be considered. Bridge projects financed by the PIB include rehabilitation, replacement, and maintenance equipment.
<b>Eligible Entities</b>	Counties; Municipalities; Townships; Boroughs; Transportation Authorities; Economic Development Agencies; Non-Profit Organizations; and Private Corporations.
<b>Match/Funding</b>	For equipment loans, there is a 50% match for equipment loans. There are no match requirements for all other loans. PIB will finance up to 100% of the costs, including borrowing costs such as attorney fees, or any other costs associated with completing the loan.

- <https://www.penndot.pa.gov/ProjectAndPrograms/Planning/Pages/PA-Infrastructure-Bank.aspx>

# Draft 2023 TIP Public Comment Period



What are you looking for?

English →

[PROGRAMS & SERVICES](#) [GET INVOLVED!](#) [RESOURCES & TOOLS](#) [NEWS & EVENTS](#) [ABOUT SPC](#) [CONTACT](#)

## DRAFT 2023-2026 Transportation Improvement Program (TIP)

View and download DRAFT 2023-2026 TIP Documents below

[+ SUMMARY REPORT](#)

[+ APPENDICES](#)

[+ AIR QUALITY CONFORMITY DETERMINATION](#)

[+ ENVIRONMENTAL JUSTICE REPORT](#)



Story Map

[View Draft 2023-2026 TIP Story Maps](#)

### VIRTUAL PUBLIC MEETINGS

Wednesday, May 18, 2022

6:00 p.m. to 7:00 p.m.

PennDOT District 10 (Armstrong, Butler, Indiana Counties)

Access Meeting: [www.spcregion.org](http://www.spcregion.org)

Thursday, May 26, 2022

6:00 p.m. to 7:00 p.m.

PennDOT District 11 (Allegheny, Beaver, Lawrence Counties, and the City of Pittsburgh)

Access Meeting: [www.spcregion.org](http://www.spcregion.org)

Wednesday, June 1, 2022

6:00 p.m. to 7:00 p.m.

PennDOT District 12 (Fayette, Greene, Washington, Westmoreland Counties)

Access Meeting: [www.spcregion.org](http://www.spcregion.org)

## Public Comment

The Southwestern Pennsylvania Commission (SPC) is seeking your input and will open a public comment period for proposed amendments to SmartMoves for a Changing Region (Southwestern PA's Long Range Transportation Plan) and the 2021-2024 Transportation Improvement Program (2021-2024 TIP).

Comments on the draft documents will be accepted by SPC representatives during each virtual public meeting. Written comments may also be submitted to [comments@spcregion.org](mailto:comments@spcregion.org), by mail to SPC Comments at Two Chatham Center, Suite 500, 112 Washington Place, Pittsburgh, PA 15219, or by fax to (412) 391-9160.

**ALL COMMENTS MUST BE RECEIVED BY 4:00 P.M. ON TUESDAY, JUNE 7, 2022.**

Upon consideration of public comments received, the Southwestern Pennsylvania Commission will consider approval of the draft documents at their meeting at 4:30 p.m., on Monday, June 27, 2022. This meeting will be held at Two Chatham Center, 112 Washington Place, 4th Floor, Pittsburgh, PA 15219. In the event that this meeting must be held virtually due to COVID-19, notices will be posted at [www.spcregion.org](http://www.spcregion.org) and at SPC's offices.

**For individuals without access to the internet, paper copies of draft materials will be mailed upon request.** SPC will respond to requests for paper copies as soon as possible. To request paper copies, please contact Shannon O'Connell at (412) 391-5590, ext. 334 or [soconnell@spcregion.org](mailto:soconnell@spcregion.org).

The Southwestern Pennsylvania Commission (SPC) is committed to compliance with nondiscrimination requirements of civil rights statutes, executive orders, regulations, and policies applicable to the programs and activities it administers. Accordingly, SPC is committed to ensuring that program beneficiaries receive public participation opportunities without regard to race, color, national origin, sex, age, disability, or economic status. SPC will provide auxiliary services for individuals with language, speech, sight, or hearing needs, provided the request for assistance is made 3 days prior to the virtual meeting. SPC will attempt to satisfy requests made with less than 3 days' notice as resources allow. Please make your request for auxiliary services to Shannon O'Connell at (412) 391-5590, ext. 334 or [soconnell@spcregion.org](mailto:soconnell@spcregion.org). If you believe you have been denied participation opportunities, or otherwise discriminated against in relation to the programs or activities administered by SPC, you may file a complaint using the procedures provided in our complaint process document or by contacting SPC's Title VI Coordinator by calling (412) 391-5590. For more information, or to obtain a Title VI Discrimination Complaint Form, please see our website at: [www.spcregion.org](http://www.spcregion.org) or call 412-391-5590.

# Project Administration & Delivery



# Project Administration & Delivery

## PennDOT's Statewide Transportation Improvement Program (TIP)

Local Transportation Project is now  
funded & programmed on the TIP

# Next Steps?

# Project Administration & Delivery

PennDOT projects, including local projects, are managed using the Engineering and Construction Management System (ECMS)

1. Register as an ECMS Business Partner- [www.ecms.penndot.gov/ECMS](http://www.ecms.penndot.gov/ECMS) (717-783-8330)
2. Acquire a vendor SAP number – [www.budget.pa.gov](http://www.budget.pa.gov) (877-435-7363)

To receive payments from the Commonwealth of PA or receive state and/or Federal funds, sponsor must have a vendor SAP number for payments to be processed.

# Project Administration & Delivery

## Engineering & Construction Management System (ECMS)

Communication portal between PennDOT and Business Partners

- Allows consultants to submit SOI's (RFP's), Technical Proposals, and to execute contracts
- System used to process invoices.
- Contractors can review transportation projects and submit electronic bids.
- Construction contracts are managed from bidding through construction close-out
- ECMS is available 24/7- Help Desk too



# Project Administration & Delivery

Home site map help

DEPARTMENT OF TRANSPORTATION **ECMS** ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM

Business Partner Sollicitation Engineering Agreements Construction Projects References

Welcome to PennDOT's Engineering and Construction Management System

Need Help? Call the ECMS Help Desk at 717-783-7711, Monday through Friday 8 AM till 4 PM  
Welcome to the Engineering and Construction Management System. This site provides up-to-date information on PennDOT's construction projects, construction contracts and consultant agreements.

**Links**

- Recent Bulletins - View the latest ECMS bulletins
- FAQs - View Frequently Asked Questions
- Register as a Business Partner - View information on how to register as a Business Partner**
- Project Management - View Project Management Information
- ECMS User Security and Password Maintenance
- Contractor Integrity Provisions
- Helpful Hints

**Bulletins**

Business Partner  
**CHANGES TO PREQUALIFICATION FOR BRIDGE PAINTING**

General Information  
**Immediate Suspension of Trinity ET-Plus System**  
2014 - 2017 let date calendars  
District Map

Helpful Hints  
DSP4 Guidance for Construction Contracts  
Diverse Business Program (DSP4) FAQs  
Password Update; Compatibility; Challenge Question

You are currently logged in as **Anonymous**. If this is incorrect, please [login](#). Your session will timeout in 29 minutes.

Release: 32.0  
Session size: 0.1k


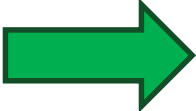
PennDOT | Home | Site Map | Help | Pennsylvania  
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[PennDOT Privacy Policy](#)

Thu Nov 20 11:42:13 EST 2014  
Official ECMS Date/Time

Information on how to register as a Business Partner can be found on the ECMS home page.

# Project Administration & Delivery

## Reimbursement Agreement System (RAS)

- The local project sponsor must enter into a Reimbursement Agreement with PennDOT in order to obtain State and/or Federal funding
- Once ECMS administrative roles are established  Add Reimbursement Agreement System (RAS) roles  Signatory role can execute agreements in RAS

# Project Administration & Delivery



Home Site Map

REIMBURSEMENT AGREEMENT SYSTEM

Templates Agreements Reports Work Queue RAS Help

Welcome to PennDOT's Reimbursement Agreement System (Affiliated to Engineering and Construction Management System)

Need Help ? Contact Us

Reimbursement Agreement Search

- Advanced Search

Agreement:  -

Express Searches (Results will display past 12 months of agreements)

- Executed Agreements
- Withdrawn Agreements
- Expired Agreements
- Cancelled Agreements
- Executed Modifications
- Withdrawn Modifications
- Expired Modifications

Links

- Register as a Business Partner - View information on how to register as a Business Partner
- ECMS User Security and Password Maintenance

Bulletins

- General Information
- Right To Know Law compliance

- Agreements can take 3-4 months to go through the process
- Agreement must be fully executed before any work that will be reimbursed can start
- Reimbursement Program, Not a Grant Program

# Project Administration & Delivery

## Engineering or Third-Party Agreement

- ❖ An agreement between a consultant and Local Project Sponsor receiving project funds through a PennDOT Project Reimbursement Agreement.
- ❖ The Engineering Agreement documents both the consultant's and the Local Project Sponsor's responsibilities in project development and delivery.
- ❖ Engineering Agreement can be for Preliminary Design, Final Design, Services During Construction, Construction Inspection, Construction Management
- ❖ Agreements are setup in ECMS

# Project Administration & Delivery

Local Project Sponsor (LPS) chooses Project Administration

- LPS Administration – Municipal Engineer
- LPS Administration – Consultant Selection

# Project Administration & Delivery

## Select consultant using appropriate selection procedures

### Large Project Procedures

- Contracts > \$150K

### Small Project Procedures

- Contracts < \$150K

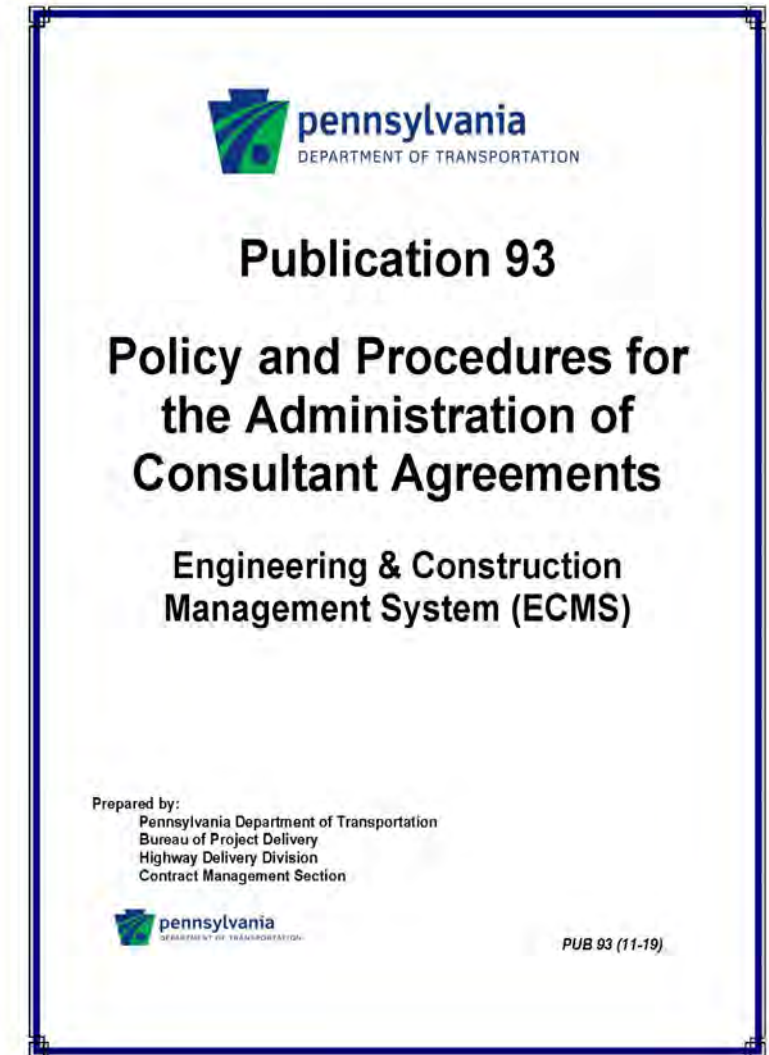
Utilize Designated Municipal Engineer

# Project Administration & Delivery

Provides policy and guidance in the procurement and administration of Consultant Agreements.

Goal is to produce a quality transportation improvement for the public at a fair and reasonable cost, within the project schedule and in a cost-effective manner

- ✓ Preparing Consultant Agreements
- ✓ Selecting Consultants
- ✓ Administering Consultant Agreements
- ✓ Managing Consultants



# Project Administration & Delivery

- **For Contracts Estimated > \$150,000 (Large Project Procedures)**
  - Project must be advertised in ECMS in accordance with PennDOT Publication 93 Policies and Procedures.
  - Requires solicitation of Statements of Interest from the consultant Business Partners through a public advertisement through ECMS
  - Final Ranked consultant submits a Technical and Price Proposal in order to execute a contract
  - Select a qualified consultant familiar with the PennDOT project delivery process



# Project Administration & Delivery

## ➤ Utilize Designated Municipal Engineer

- Select using an approved competitive, qualification-based selection procedure as per Publication 93 Policies and Procedures
- Advertisement must specify all engineering services that may be performed
- Statements of Interest (SOI) must request professional qualifications, specific experience and technical competence
- Final Selection is approved by PennDOT
- Designation of municipal engineer valid for a period of no more than 5 years
- Once Municipal Engineer is approved- create a Sole Source Agreement in ECMS

# Project Administration & Delivery



## What is PennDOT Connects?

Early coordination and collaboration with PennDOT, local governments, planning organizations and stakeholders to get community input and identify opportunities to address safety issues, bicycle/pedestrian accommodations, transit/multi-modal considerations, stormwater management, utility issues, green infrastructure.

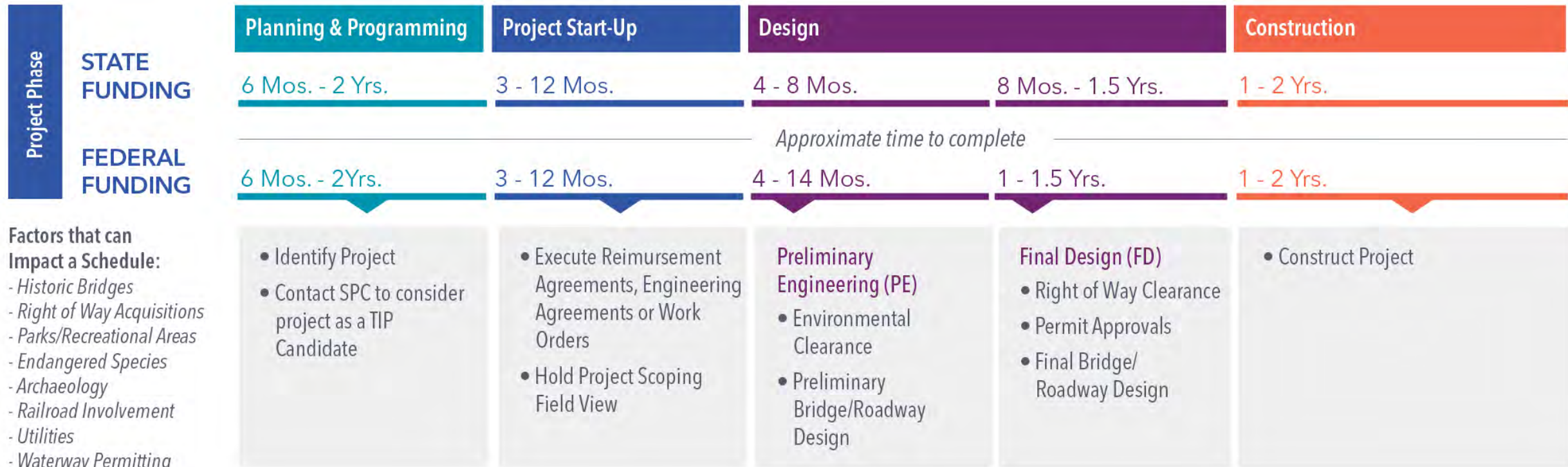
# Project Administration & Delivery

## Project Scope, Cost Estimate, Schedule

- Scoping Field View- Well defined scope of work
- Project Cost Estimate – Prepared by qualified consultant familiar with PennDOT projects and processes
- Project Schedule – Need realistic schedule based on PennDOT timeframes
- Consultants- Experience on PennDOT project delivery is important
- Every project is unique

# General Project Development Flowchart

## Locally Sponsored Projects

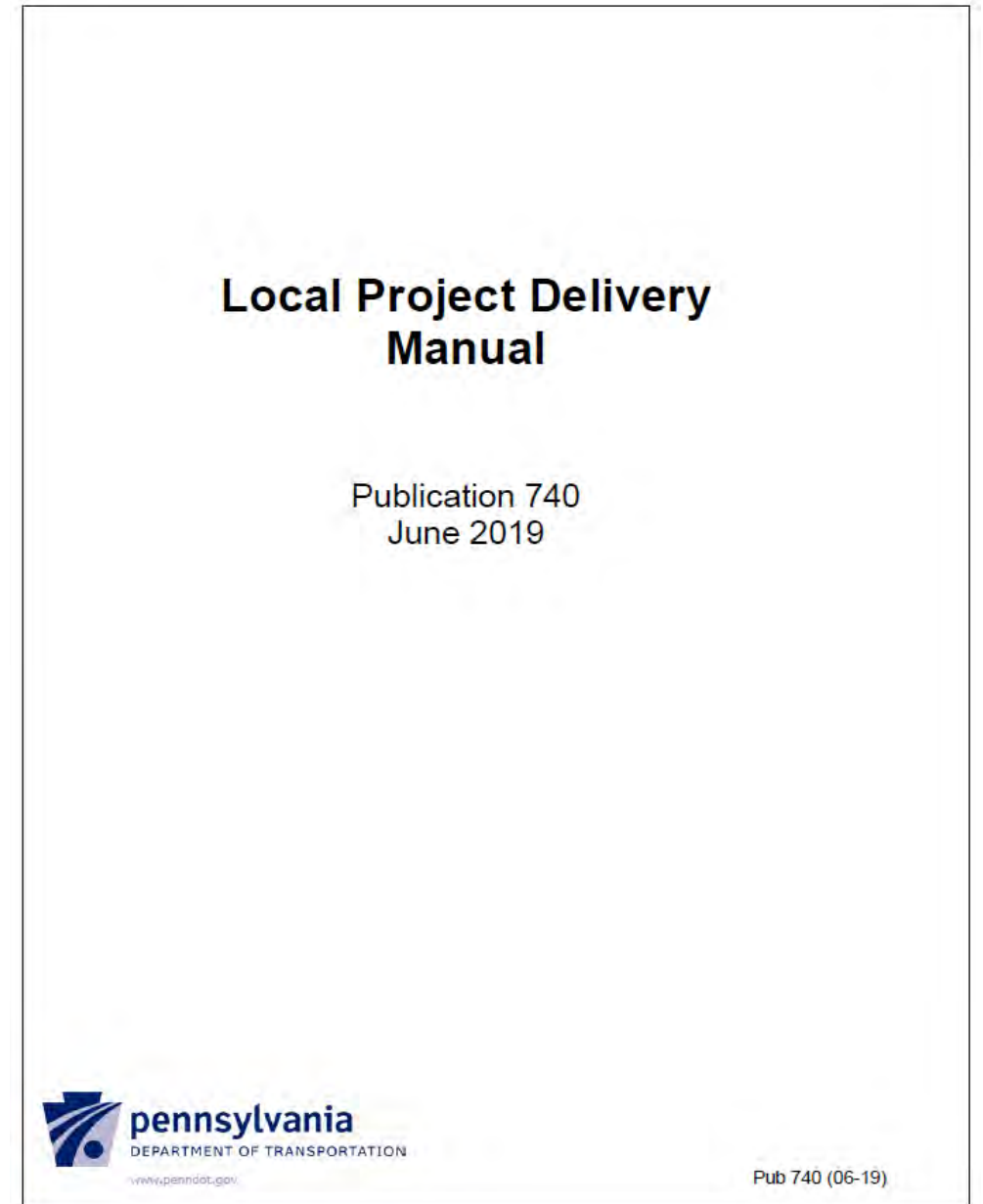


- Factors that can Impact a Schedule:**
- Historic Bridges
  - Right of Way Acquisitions
  - Parks/Recreational Areas
  - Endangered Species
  - Archaeology
  - Railroad Involvement
  - Utilities
  - Waterway Permitting

# PennDOT Publication 740

## Local Project Delivery Manual

Compilation of Department policies and procedures relating to the procurement, design, letting, construction inspection, and management of contracts for projects sponsored by local public agencies.



# Summary

- PennDOT Business Partner- ECMS Access
- SAP Vendor ID number
- RAS access- All Local Projects require a Reimbursement Agreement
- Follow the procedures and guidelines in Publications 93 and 740
- Eligibility to receive federal and state funding depends upon compliance with federal and state laws and regulations.
- The Local Project Sponsor is responsible for: procuring engineering services of a qualified consultant, managing the design process, and addressing the utility, right-of-way, and environmental requirements, as well as managing the project through the construction phase.
- A consultant with PennDOT experience is important to project delivery
- District 11 staff can provide both assistance and guidance

# Contacts

- For further information or questions please contact:

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# Conclusion





# Additional Resources



- PennDOT Bridge Web Page:  
<https://www.penndot.pa.gov/ProjectAndPrograms/Bridges/Pages/default.aspx>
- SPC Local Bridge Funding Guidance: [https://www.spcregion.org/wp-content/uploads/2020/03/SPC-Program Bridge Final.pdf](https://www.spcregion.org/wp-content/uploads/2020/03/SPC-Program%20Bridge%20Final.pdf)
- Publication 740- Local Project Delivery Manual  
<https://www.dot.state.pa.us/public/pubsforms/Publications/PUB%20740.pdf>
- Publication 93- Policies and Procedures for the Administration of Consultant Agreements  
<https://www.dot.state.pa.us/public/PubsForms/Publications/PUB%2093.pdf>
- PennDOT Connects  
<https://www.penndot.pa.gov/ProjectAndPrograms/Planning/Pages/PennDOT-Connects.aspx>



# Question & Answer Session

