

Guide and / or I.M. Revision Notice

To: Cities, Counties, and Consultants

Date: December 21, 2018

From: Office of Local Systems

Revision Notice Number: 2018_10

The Federal-aid Project Development Guide (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. Where appropriate, it also references the existing Project Development Information Packet (Packet) documents that have been replaced or superseded.

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 Fox nicole.fox@iowadot.us or 515-239-1506.

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

Document Title or I.M. Number	Summary of Significant Revision(s)
I.M. Table of Contents December 21, 2018	The I.M. Table of Contents has been revised to reflect new or revised I.M. numbers, as indicated below.
I.M. 4.120 Cultural Resource Regulations December 21, 2018	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Contact information for Blane Nansel at the University of Iowa, Office of the State Archaeologist, was added.
I.M. 6.110 Final Review, Audit, and Close-out Procedures for Federal-aid, Federal-aid Swap, and Farm-to-Market Projects December 21, 2018	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • This I.M. has been updated to include the procedures for Federal-aid Swap and Farm-to-Market projects.
I.M. 6.110, Att. A Project Close-out Process Overview Flowchart December 21, 2018	This I.M. attachment has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • This I.M. has been updated to include the procedures for Federal-aid Swap and Farm-to-Market projects.
I.M. 6.110, Att. B Final Review and Audit Process Flowchart - Highway or Bridge Construction December 21, 2018	This I.M. attachment has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • This I.M. has been updated to include the procedures for Federal-aid Swap and Farm-to-Market projects.
I.M. 6.110, Att. C Final Review and Audit Process Flowchart - Non- Highway Construction, DOT Specifications December 21, 2018	This I.M. attachment has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • This I.M. has been updated to reflect the change from District Local Systems Engineers to Local Systems Field Engineers.
I.M. 6.110, Att. E (word) Pre-audit/Project Review Close-out Checklist December 21, 2018	This I.M. attachment has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • This I.M. has been updated to include the procedures for Federal-aid Swap and Farm-to-Market projects. • This I.M. has been reordered, to be similar to the flow of project construction.

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I.M. 6.110, Att. F (word) Final Forms Packet Checklist December 21, 2018	This I.M. attachment has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"><li data-bbox="548 247 1479 310">• This I.M. has been updated to include the procedures for Federal-aid Swap and Farm-to-Market projects.