

From: [Nordholm, Gail \[DOT\]](#)
To: [Nordholm, Gail \[DOT\]](#)
Subject: Design and Inspection of Emergency Repairs
Date: Wednesday, September 01, 2010 8:04:37 AM

TO: County Engineers, City Representatives, and Consultants

CC: District Local Systems Engineers, Service Bureau,
Office of Local Systems, and Bonnie Castillo, Statewide Emergency
Operations

FROM: Office of Local Systems

SUBJECT: Design and Inspection of Emergency Repairs

DATE: September 1, 2010

As you may already know, the Iowa Department of Transportation is working with the Federal Highway Administration (FHWA) to collect, review, and compile damage estimates on Federal-aid routes as part of Emergency Relief (ER) program for the flooding events that have occurred this summer.

Besides the cost of necessary repairs, the costs of engineering design and inspection of those repairs is also eligible under the ER program, provided that such design or inspection services are procured in accordance with Federal requirements.

Our existing Instruction Memorandum (I.M.) 3.305, Federal-aid Participation in Consultant Costs, outlines the procedures that must be followed under normal circumstances. However, the Iowa DOT has requested and the FHWA has approved a temporary exception to these procurement procedures specifically for this year's ER program.

In summary, procurement of design or inspection services for emergency repairs may be done on a non-competitive (sole-source) basis. Emergency repairs are those completed during and immediately following a disaster to restore essential traffic, to minimize the extent of damage, or to protect the remaining facilities. These repairs can begin immediately following a disaster, and prior FHWA approval is not required.

This exception allows a local agency negotiate a reasonable price for the engineering services and enter into a contract with a firm of their choosing without delay. No formal or informal selection process is required, and no pre-approval by the Iowa DOT or FHWA is required.

Please note this exception applies only to only for this ER event and only for emergency repairs eligible for ER funding. Procurement of design or inspection services for permanent repairs must still follow the normal procedures, as outlined in I.M. 3.505.

If you have any questions about this temporary change in our policy, you may contact me as shown below.

Thank you,

M.J. "Charlie" Purcell
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Iowa Department of Transportation
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http://www.iowadot.gov/local_systems/mailing/main_mailing.htm