

**From:** [Nordholm, Gail \[DOT\]](#)  
**To:** [Nordholm, Gail \[DOT\]](#)  
**Subject:** Reminder of I-JOBS for City and County Road Funding Reporting Requirement  
**Date:** Wednesday, March 02, 2011 1:03:36 PM

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**TO:** County Engineers and City Representatives

**CC:** District Local Systems Engineers, Service Bureau, and  
Office of Local Systems

**FROM:** Office of Local Systems

**SUBJECT:** Reminder of I-JOBS for City and County Road  
Funding Reporting Requirement

**DATE:** March 2, 2011

This e-mail is being sent to all Cities who we have an e-mail address on file for the Street Finance Report, all Cities and Counties subscribed to the Iowa DOT Office of Local Systems e-mail list, and the Iowa League of Cities ClerkNet e-mail list. You may receive multiple copies of this e-mail. If you have previously reported all I-JOBS City and County Road Funds received to-date as spent and the project(s) the funds were spent on as complete, you may ignore this e-mail because no additional I-JOBS reporting is necessary.

The I-JOBS for City and County Road Funding reporting system is now open and available for the January – March 2011 report. Reports are due by **11:59 P.M. Sunday, March 27, 2010 (last Sunday night of March)**.

These quarterly reports are necessary in order to comply with Iowa Code Section 8.41A, subsection 3 and Iowa Code Section 8.57, subsection 6, paragraphs “h” and “i”. A report is required until all I-JOBS funds are spent and the project(s) they funded are complete. A report is required even if your agency has not spent any I-JOBS money. A report for an agency that has not spent I-JOBS funds should detail the planned use of I-JOBS funds and that no work has started on the project.

Information on how to complete an I-JOBS for City and County Road Funding report is available at:

<https://secure.iowadot.gov/IJOBS/>

Review the “Sign-Up Instructions”, “I-JOBS Report Instructions”, and “I-JOBS Road and Street Funding Frequently Asked Questions (FAQ)” for specific information on how to document your I-JOBS projects and create a quarterly report.

If you are having difficulty in creating an Enterprise A&A Account, an account used to log into the I-JOBS reporting application, please contact the Iowa Department of Administrative Services Information Technology Enterprise (DAS-ITE) Service Desk at:

(800) 532-1174

[ITE.Servicedesk@iowa.gov](mailto:ITE.Servicedesk@iowa.gov)

After you have reviewed the instructions, please feel free to contact us if you have questions about how to complete this report. **Please do not reply to this note**; instead, you may contact me as shown below. Due to the large volume of reports (1,045 total) and a desire to reduce the State’s administrative costs, we are only accepting on-line reports.

Thank you,

John Dostart, P.E.  
Urban Engineer  
Iowa Department of Transportation  
Office of Local Systems  
Work : 515-239-1528  
E-Mail : [John.Dostart@dot.iowa.gov](mailto:John.Dostart@dot.iowa.gov)

Some of the documents referenced above are in Adobe Acrobat's Portable Document Format (PDF). If you do not have the Adobe Acrobat Reader software, you can download it free of charge at:

<http://www.adobe.com/products/acrobat/readstep.html>.

Mailings are available at the Local Systems Weekly Mailing web address

[http://www.iowadot.gov/local\\_systems/mailing/main\\_mailing.htm](http://www.iowadot.gov/local_systems/mailing/main_mailing.htm)

