



# 2016 Federal-aid Overview Seminars

## Agenda

### Agenda Item

---

#### Welcome -

- Introductions
- Purpose and Format
- Breaks and Facilities

#### Federal-aid Basics -

- Written Guidance
- Planning and Programming
- FHWA Authorization
- Reimbursement
- In-Kind Contributions
- Local Lettings

#### Civil Rights -

- Title VI
- ADA
- DBE

#### Break

#### Initial Project Development -

- Project Scheduling and Submittals
- Consultant Selection
- Concept Statement
- Funding Agreement
- Project Tracking in TPMS

#### Environmental Review -

- Section 106 of the National Historic Preservation Act of 1966 including Section 106, applications, compliance steps, archaeological and historic surveys, consultation, SHPO review, and Transportation Alternatives Program
- Section 7 of the Endangered Species Act, small and major projects, determination of effects, concurrence, and species specific information
- National Environmental Policy Act (NEPA) and Section 4(f) including key points of NEPA, Section 4(f), NEPA classifications, and NEPA clearances

#### Break

#### Other Permits -

- 404 Permit
- Iowa DNR Flood Plain Permit
- NPDES Storm Water Permit
- Work on Iowa DOT Right-of-way

#### Design and Plan Reviews – Iowa DOT Lettings -

- Design Guidelines
- Design Exception Process
- Preliminary Plans
- Check and Final Plans
- Other Submittals
- Project Requirements - Recurring Issues

#### Lunch (on your own)

### Agenda Item

---

#### Right-of-Way -

- When do State/Federal Regulations Apply?
- Before the ROW Process Begins
- The Valuation Process
- Basic Acquisition Policies
- The Relocations Process
- Parcel Closing
- Property Management
- Right of Way Certification

#### Utilities and Railroads -

- Utility Relocations
- Railroads
- Buy America - Utility and RR Work

#### Break and Refreshments (provided)

#### Contract Letting and Award – Iowa DOT Process -

- The Letting Schedule
- Contract Award Process
- Contract Documents
- Contract Time
- Addendums
- Federal Regulations

#### Construction Oversight -

- Pre-construction Meeting
- Project Inspection Duties
- Materials Testing and Certification
- Change Orders
- EEO / AA and Wage Rate Compliance
- Davis-Bacon Wage Rates
- Prompt Payment
- Buy America
- Training Opportunities

#### Break

#### Project Close-out for Highway Projects -

- Inspection and Acceptance of Field Work
- Pre-audit Checklist and Procedures
- Semi-final Voucher / Pay Estimate
- Construction and Materials Audits
- Final Voucher / Pay Estimate
- Final Forms Packet
- Final Payment and Federal Reimbursement
- Interest Payments
- Project Close-out

#### Project Close-out for Non-Highway Projects -

- Process Differences for Non-Highway Projects
- Materials Acceptance Requirements
- In-Kind Contributions

#### Closing Remarks -

- Seminar Evaluations
- Top Ten Things to Remember