SFY 2023 Municipal Bridge Funding Application Template

*This is a template and may not be submitted. On-line applications will be made available on Local Programs’ website on July 1.

State Fiscal Year 2023 Municipal Bridge Special Solicitation Application

Overview

*Read the Municipal Bridge Program Guidance prior to completing the application as it has been updated.

Applications will be made available July 1, 2022 and must be completed and submitted by August 15, 2022. Required fields have a red asterisk (*) to the right and will need to be populated before moving on to the next section of the application. After completing each section, click on the ‘Next’ button on the bottom right of the form to go to the subsequent section. Click on the ‘Previous’ button on the bottom left of the form to return to the previous screen. Once the application is complete, click on the ‘Submit Form’ button at the bottom right of the last page of the application. Once the application has been submitted, no changes can be made and no attachments may be added so double check everything before submitting. The application can be saved and resumed at a later time by clicking on the ‘Save and Resume Later’ icon at the bottom center of each section of the application.

The Office of Local Programs cannot access applications that are in process. A record is only received once the application has been submitted. If you have an issue with an application that did not save correctly, you will have to resume from the last saved spot or start over. Each time you save the application, you must request a new link be sent to you via email as the links change as you add additional information to the application. A saved application is only good for 30 days. If it has been past 30 days, you will not be able to retrieve the saved application and must start a new one.

The Municipal Bridge Program is soliciting for construction awards during State Fiscal Years 2024 and 2025 (project award between July 1, 2023 - June 30, 2025). Toll Revenue Credit (TRC) will be applied to all awards. Note, TRC does not increase the amount of Federal funds, only the Federal participation percentage. There is still a funding limit of $2 million per project. However, with TRC, the Federal participation percentage will now be 95% rather than 80% as long as the funding limit is not exceeded.

The application submission should include all attachments that would help support the information identified within the application itself. Attachments could include, but are not limited to, photographs of proposed project site (limit 10 photographs); proposed preliminary studies; completed project scope; detailed project schedule; detailed cost estimate; and project plans. The attachments cannot exceed 25MB per submission. Multiple submissions for the same project will not be allowed and attachments may not be submitted separately from the application.

A detailed project schedule and project estimate must be submitted with the application in order for the application to be considered complete. Applications missing these items will be deemed non-responsive and will not be considered for award.

If selected for award, the funds will be awarded directly to the applicant. The applicant will then have the decision to proceed with the project as either an ODOT Let project or Local Let project. If the decision is made to administer the project as Local Let, the applicant to whom the funds are awarded must meet all the requirements of the Local Let Program in order to do so. Otherwise, the project will be administered as ODOT Let.

A copy of your application responses will automatically be sent to the email address provided in the application. Consultants should communicate directly with the applicant they are working with and request they forward a copy of the submitted application and any communications received during the solicitation cycle and application process.

If you have any questions about the form or the process, please contact Nichole Lawhorn at Nichole.Lawhorn@dot.ohio.gov or (614) 752-6581.
Agreement of Understanding *

☐ I have read and understand the terms described in the overview above

Contact Information

The following information should be provided for a contact employee of the municipality, metropark or RTA, even if a third party is completing the application on behalf of the applicant.

Applicant/Project Sponsor *

Name *

First Name

Last Name

Address *

Address Line 1

Address Line 2

City

State

ZIP Code

Phone *

Email *

Would you prefer to have your presentation done in-person or virtually?

☐ In-person

☐ Virtually

☐ Either

Note: Every effort will be made to accommodate preferences but there is no guarantee
Bridge Inspection and Studies/Analysis

Are the applicant's local bridge inspections up to date?*
- Yes
- No
- Unsure

Does a Structure Type Analysis need to be performed?*
- Yes
- No
- Unsure

Does a Hydraulics Analysis need to be performed?*
- Yes
- No
- Unsure

Project Identifiers

ODOT District*

County*

Route*

Structure crosses over:*

Bridge Structure File Number*

Is the anticipated project going to be administered as ODOT Let or Local Let?
- ODOT Let
- Local Let
Project Description

Describe the project in enough detail to accurately convey the current conditions of the project site, pertinent history and/or buildings in site vicinity, bridge/roadway issues, safety issues, major items of work, logical project termini, proposed work, environmental issues, Right-of-Way issues, etc. The box will expand to provide the necessary room for the project description. The committee is made up of multi-disciplinary backgrounds and specialties so please put the detail in terms a general audience can understand (i.e., don’t get overcomplicated with technical and/or engineering terms within the descriptions). In order to avoid redundancy, please keep the information within each description box to the subject being asked of. For example, don’t put the entire project description (current conditions, proposed work, etc.) into each description box. This just repeats the same information over again.

Describe the Current Conditions*

Describe the Proposed Work*

Identify Any Potential Environmental or Right-of-Way Issues*
Identify Any Historical Significance Relating to the Proposed Project

Describe Any Preventative Maintenance and/or Rehabilitation That Has Previously Occurred on the Bridge

## Project Development Details

Indicate which phases, if any, have been initiated or completed and provide comments:

- **Safety Engineering Study or Feasibility Study**

- **Environmental Process Phase**

- **Design Process Phase**

- **Right-of-Way Process Phase**
Please provide the correct data for the following fields. Information can be found from the ODOT Structure Management System (SMS) database. It is important to have a current Bridge Inspection Report on file with ODOT's Office of Structures in order to ensure the information in SMS is accurate. Information can also be found at buckeyeassets.org. The respective District LPA Manager can assist as well, if asked.

<table>
<thead>
<tr>
<th>General Appraisal</th>
<th>Substructure Condition Rating</th>
<th>Superstructure Condition Rating</th>
</tr>
</thead>
<tbody>
<tr>
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<table>
<thead>
<tr>
<th>Deck Condition Rating</th>
<th>Annual Average Daily Traffic</th>
<th>Legal Bridge Load Limit (Percentage)</th>
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Structurally Deficient? (answer yes or no)

A bridge that is not structurally deficient is not eligible for funding from the Municipal Bridge Program.

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### Safety Indicators (Optional)

There may be some components of the project that may be eligible for Safety funding to help offset the Municipal Bridge funding request. To help the Department determine if Safety funds could be applied to the proposed project, please provide the following information:

<table>
<thead>
<tr>
<th>Speed</th>
<th>Number of Lanes</th>
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</table>

**Functional Class of Roadway**

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</table>
Lack of Facilities

Briefly describe how the proposed project addresses current lack of facilities for pedestrians and bicyclists.

Gaps in bicycle and pedestrian network

Briefly describe how the proposed project addresses any current gaps in the bicycle or pedestrian network.

Presence of bicycle and pedestrian generators (neighborhoods, destinations, transit, etc.)

Bicycle/Pedestrian Volume Data

Data can be collected from counts, StreetLight, etc.

Alignment with State and US Bike Route System

Identify if the proposed project aligns with current State and US Bike Route Systems.
## Project Funding

All figures should be rounded to the nearest whole dollar. DO NOT include design risk contingencies in your requested amount. While all projects account for this, the funds are not encumbered and are done through change orders. The Municipal Bridge Program always has a small reserve for change orders that may arise through unforeseen circumstances.

## Preliminary Engineering and Environmental Funding

<table>
<thead>
<tr>
<th>State Fiscal Year*</th>
<th>Local Contribution*</th>
<th>Other Funding Sources*</th>
<th>Total Preliminary Engineering and Environmental Funding</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$ 0</td>
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</table>

## Design Funding

<table>
<thead>
<tr>
<th>State Fiscal Year*</th>
<th>Local Contribution*</th>
<th>Other Funding Sources*</th>
<th>Total Design Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$ 0</td>
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</tbody>
</table>
### Right-of-Way Funding

**State Fiscal Year**

Identify the State Fiscal Year in which work will begin or has begun.

<table>
<thead>
<tr>
<th>Local Contribution</th>
<th>Other Funding Sources</th>
<th>Total Right-of-Way Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>$</td>
<td>$ 0</td>
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</tbody>
</table>

### Construction Contract Funding

Project award will be during State Fiscal Years 2024 and 2025 (July 1, 2023 - June 30, 2025)

<table>
<thead>
<tr>
<th>State Fiscal Year</th>
<th>Local Contribution</th>
<th>Other Funding Sources</th>
</tr>
</thead>
<tbody>
<tr>
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<td>$</td>
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</table>

**Municipal Bridge Program Funding Request**

Do not include design risk contingency costs in the requested amount.

**Total Construction Contract Funding**

$ 0
Construction Inspection Funding

Project award will be during State Fiscal Years 2024 and 2025 (July 1, 2023-June 30, 2025)

State Fiscal Year

Local Contribution

Other Funding Sources

Municipal Bridge Program Funding Request

Total Construction Inspection Funding $0

Total Project Funding

Total Local Contribution $0

Total From Other Funding Sources $0

Total Municipal Program Funding Request $0

Total Project Costs $0

*Total request cannot exceed $2,000,000
Project Funding Sources

Identify all sources of already secured local contribution funds and funds from other sources:

Identify all sources of anticipated local contribution funds and funds from other sources that have not yet been secured and the timeframe in which the funds are expected to be secured:

Identify the work to be done utilizing Municipal Bridge funding (to ensure eligibility):
Project Evaluation Information

Explain how the project scope and various alternatives were assessed, as well as cost estimates, environmental impacts, and community impacts.*

What other solutions were considered for this project?*

Why was the proposed alternative selected over others?*

What are the forecasted impacts if this project is not awarded funding?*

Please note: While it is perfectly acceptable and encouraged to apply again in future years, the applicant should have a plan in place if funding is not awarded. Please do not answer this question with “The bridge will continue to deteriorate” or similar verbiage. The committee wants to see the applicant has thought through other possible solutions in the event the project is not funded. Some applicants think having another solution may hinder their ability to receive Municipal Bridge funding but that is not true.
Signature

Signature

Use your mouse or finger to draw your signature above

Print Name of Submitter

Print Title of Submitter

Attachments

Multiple attachments may be sent but cannot collectively exceed 25MBs. To attach a file, click on the "Choose File" button below and select the file to attach with the application submission. Each individual attachment should be uploaded into a separate box below. Trying to upload into the same box will overwrite the last uploaded attachment. Do not upload attachments until the application is ready to be submitted. Uploading the attachments and then saving and resuming later will result in the attachments disappearing and they will have to be uploaded again. All attachments must be submitted with the application and may not be submitted separate from the application.

Please ensure you are uploading the correct attachment prior to submitting the application. Attachments may not be sent to the program manager directly and must be included in the application submittal.

Once an application has been submitted, no edits can be made. Double check to ensure everything is accurate prior to submitting the application.
<table>
<thead>
<tr>
<th>Category</th>
<th>Files Available</th>
<th>Files Chosen</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Plans</td>
<td>Choose File</td>
<td>Remove File</td>
</tr>
<tr>
<td>Project Scope</td>
<td>Choose File</td>
<td>Remove File</td>
</tr>
<tr>
<td>Other Attachments</td>
<td>Choose File</td>
<td>Remove File</td>
</tr>
<tr>
<td>Photographs of Project Site (Limit 10)</td>
<td>Choose File</td>
<td>Remove File</td>
</tr>
<tr>
<td>Project Schedule*</td>
<td>Choose File</td>
<td>Remove File</td>
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<tr>
<td>Project Cost Estimate*</td>
<td>Choose File</td>
<td>Remove File</td>
</tr>
<tr>
<td>Proposed Preliminary Studies</td>
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<tr>
<td>Other Attachments</td>
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