

TITLE 70

DEPARTMENT OF TRANSPORTATION

Article

- 70:01 Administration – Highway safety.
- 70:02 Aeronautics.
- 70:03 Oversize, overweight vehicles.
- 70:04 Highway signs and rights-of-way.
- 70:05 State railroad board.
- 70:06 Transportation assistance.
- 70:07 Highway construction contracts.
- 70:08 Railroad’s exercise of eminent domain.
- 70:09 Access management.
- 70:10 Utility corridor management.
- 70:11 Rest area newspaper vending devices.
- 70:12 County highway and bridge improvement plan.
- 70:13 Local bridge improvement grant fund.

ARTICLE 70:12

COUNTY HIGHWAY AND BRIDGE IMPROVEMENT PLAN

Chapter

- 70:12:01 General provisions.
- 70:12:02 Highway and bridge improvement plan requirements.

CHAPTER 70:12:01

GENERAL PROVISIONS

Section

70:12:01:01 Definitions.

70:12:01:01. Definitions. Terms used in this article mean:

(1) "ADT," average daily traffic;

(2) "Bridge," as defined in SDCL 31-14-1, a structure, including supports, erected over a depression or an obstruction, as water, highway, or railway, the structure having a length measured along the center of the roadway of more than twenty feet between undercopings of abutments or extreme ends of openings for multiple boxes and pipes where the clear distance between openings is less than half of the smaller contiguous opening;

(3) "Commission," the South Dakota Transportation Commission;

(4) "Culvert," any structure not classified as a bridge that provides an opening under the roadway;

(5) "Department," the South Dakota Department of Transportation;

(6) "Roadway classification," the process by which streets and highways are grouped into classes or systems according to the character of traffic service, functions or purposes they are intended to provide;

(7) "Secretary," the secretary of the South Dakota Department of Transportation; and

(8) "Sufficiency rating," a method of evaluating bridge data to obtain a numeric value which is indicative of a bridge's sufficiency to remain in service. The numeric value is a

percentage where 100 percent would represent a perfect bridge and zero percent would represent a completely failed bridge.

Source:

General Authority: SDCL 1-44-7.5.

Law Implemented: SDCL 1-44-7.5.

CHAPTER 70:12:02

HIGHWAY AND BRIDGE IMPROVEMENT PLAN REQUIREMENTS

Section

70:12:02:01 Eligibility for bridge improvement grant fund.

70:12:02:02 Inventory of roads.

70:12:02:03 Inventory of bridges.

70:12:02:04 Maps.

70:12:02:05 Statement of financial resources.

70:12:02:06 Five-year project list.

70:12:02:07 Current project status list.

70:12:02:08 Time of submission of plan.

70:12:02:09 Annual plan update.

70:12:02:10 Revision of plan upon request of department.

70:12:02:11 Review and acceptance of plan.

70:12:02:12 Emergency declaration.

70:12:02:01. Eligibility and application. To be eligible to apply to the department to receive a grant from the bridge improvement grant fund established by SDCL 32-11-38, a county

shall submit to the department a county highway and bridge improvement plan and annual updates to that plan in accordance with the provisions of this chapter. The county shall include with the plan and each annual update, a written certification of adoption of the plan subscribed by the chairperson of the board of county commissioners. The format for a county highway and bridge improvement plan shall substantially conform to the department's guidelines. The county may submit the highway and bridge improvement plan to the department in an electronic format acceptable to the department or by hard copy.

Source:

General Authority: SDCL 1-44-7.5, 32-11-39.

Law Implemented: SDCL 1-44-7.5, 32-11-38, 32-11-39.

70:12:02:02. Inventory of roads. A county highway and bridge improvement plan shall include an inventory of all roads that are part of the county highway system and all secondary roads within the county as provided in SDCL 31-12-26 and 31-12-46 including:

- (1) The roadway classification of each road;
- (2) The ADT of each road, if that information is available to the county;
- (3) The surface type, dirt, gravel, bituminous, or concrete, and surface width of each road;
- (4) The surface thickness and base thickness of each road, if that information is available to the county;
- (5) The year each road was constructed, the last year each road was improved, and the type of improvement, if that information is available to the county;

(6) The shoulder type and shoulder width of each road, if that information is available to the county; and

(7) The location and size of any culverts in each road, if that information is available to the county.

Source:

General Authority: SDCL 1-44-7.5.

Law Implemented: SDCL 1-44-7.5, 32-11-38.

70:12:02:03. Inventory of bridges. A county highway and bridge improvement plan shall include a county map showing the location of each bridge. The map shall be accompanied by an inventory of the bridges the county is responsible for under SDCL 31-14-2, including:

- (1) The structure number, location, type, width and length of each bridge;
- (2) The sufficiency rating of each bridge;
- (3) Whether the bridge is posted for load capacity, and if so, what the posted limit is; and
- (4) The year each bridge was built, the year last improved, and the type of improvement, if that information is available.

Source:

General Authority: SDCL 1-44-7.5.

Law Implemented: SDCL 1-44-7.5, 32-11-38.

70:12:02:04. Maps. A county highway and bridge improvement plan shall include one or more maps showing the location of all public roads within the county. The federal functional classification map maintained by the department may be used for that purpose.

Source:

General Authority: SDCL 1-44-7.5.

Law Implemented: SDCL 1-44-7.5, 32-11-38.

70:12:02:05. Statement of financial resources. The county highway and bridge improvement plan shall include a statement identifying the annual sources of revenue available to the county for highway and bridge work and the projected revenue amounts from each source for the next five years. The source of funding may include funds that are being applied for, but have not yet been received.

Source:

General Authority: SDCL 1-44-7.5.

Law Implemented: SDCL 1-44-7.5, 32-11-38.

70:12:02:06. Five year project list. The county highway and bridge improvement plan shall include a list of the projects proposed to be undertaken by the county over the next five years from the date of the plan or plan update. A bridge project shall appear on the project list to be eligible for a bridge improvement grant. Project information shall include:

- (1) The location of the project;
- (2) The type of project improvement;
- (3) Each source of available funding for the project;
- (4) The estimate of the cost of the project; and
- (5) The year the project is proposed to be built.

Source:

General Authority: SDCL 1-44-7.5, 32-11-39.

Law Implemented: SDCL 1-44-7.5, 32-11-38, 32-11-39.

70:12:02:07. Current project status list. The county highway and bridge improvement plan shall include the five-year project list from the previous year's county highway and bridge improvement plan with a brief description of the status of each project, any revision of a project, and the cost estimate for each project.

Source:

General Authority: SDCL 1-44-7.5.

Law Implemented: SDCL 1-44-7.5, 32-11-38.

70:12:02:08. Time of submission of plan. A county highway and bridge improvement plan shall be submitted to the secretary before December 16, 2015, to have the plan approved before the bridge improvement grant applications are due. A county shall submit a county highway and bridge improvement plan before October 15 of each subsequent year .

Source:

General Authority: SDCL 1-44-7.5, 32-11-39.

Law Implemented: SDCL 1-44-7.5, 32-11-38, 32-11-39.

70:12:02:09. Annual plan update. A county shall update the highway and bridge improvement plan annually and submit the plan to the secretary by October 15 of each year.

Source:

General Authority: SDCL 1-44-7.5.

Law Implemented: SDCL 1-44-7.5, 32-11-38.

70:12:02:10. Revision of plan upon request of department. The department may reject a highway and bridge improvement plan or annual plan update that does not meet the requirements of this chapter. The department shall advise the county in writing of the necessary revisions needed to comply with those requirements.

Source:

General Authority: SDCL 1-44-7.5.

Law Implemented: SDCL 1-44-7.5, 32-11-38.

70:12:02:11. Review and acceptance of plan. Upon receipt of a county highway and bridge improvement plan or a plan update, the department shall review the plan for compliance with the provisions of this chapter. The department shall accept a plan determined to be in compliance. The department shall send a written notification of acceptance to the county. A county whose plan has been accepted, and otherwise meets the requirements of law, is eligible to apply for a local bridge improvement grant in accordance with the provisions of SDCL 32-11-38.

Source:

General Authority: SDCL 1-44-7.5, 32-11-39.

Law Implemented: SDCL 1-44-7.5, 32-11-38, 32-11-39.

70:12:02:12 Emergency declaration. If a disaster or emergency occurs and a bridge is damaged or destroyed and it is not listed as a project in the current approved plan, the county may declare an emergency. The county may then request in writing that the commission waive

the requirement in 70:12:02:06 that the bridge be shown as a project in the plan to be eligible for a bridge improvement grant. The commission may approve or deny the request.

Source:

General Authority: SDCL 1-44-7.5, 32-11-39.

Law Implemented: SDCL 1-44-7.5, 32-11-38, 32-11-39.

2015

Five-Year County Highway
and Bridge Improvement
Plan Guide

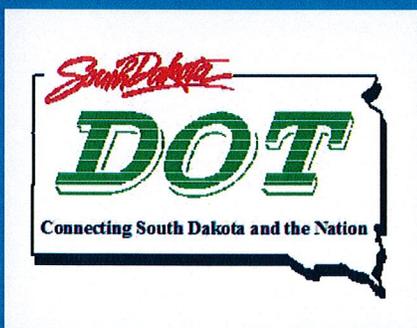


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Five-Year County Highway and Bridge Improvement Plan

A. What is the Five-Year County Highway and Bridge Improvement Plan?

The Five-Year County Highway and Bridge Improvement Plan, or TRANSPORTATION PLAN, is a short-range planning document that will be developed and updated annually based on needs and identified department policies. The plan will include roadway classifications, roadway and bridge inventory, a five-year list of the projected revenue for highway and bridge improvements, a five-year list of programmed highway and bridge projects based on the projected revenue and the status of programmed projects from the previous plan. Projects that cannot be funded with current revenues can be included in the prioritized project listing and brought into the funded program if funding becomes available.

The TRANSPORTATION PLAN should be used as a tool to assist the county in budgeting, planning and incorporating the needs and concerns of the public.

Transportation planning is a cooperative process designed to foster involvement by all users of the system, such as the business community, community groups, the traveling public, freight operators and the general public through a proactive public participation process conducted by the county. The planning process also fosters communication of local governments such as townships, towns and larger cities to jointly discuss transportation needs and coordinate improvements.

B. State requirements

In 2015, the State of South Dakota established the local Bridge Improvement Grant fund by SDCL 32-11-38. To be eligible for the funding, the county must have imposed a wheel tax and have an adopted TRANSPORTATION PLAN in accordance to the rules promulgated by the Transportation Commission and Administrative Rule, Article 70:12. County Commission certification adopting the plan and a copy of the plan are required to be submitted to the South Dakota Department of Transportation (SDDOT) for approval by December 15, 2015, and by October 15, each year thereafter. The TRANSPORTATION PLAN must be updated and submitted to the SDDOT annually to maintain eligibility for the bridge grant funding.



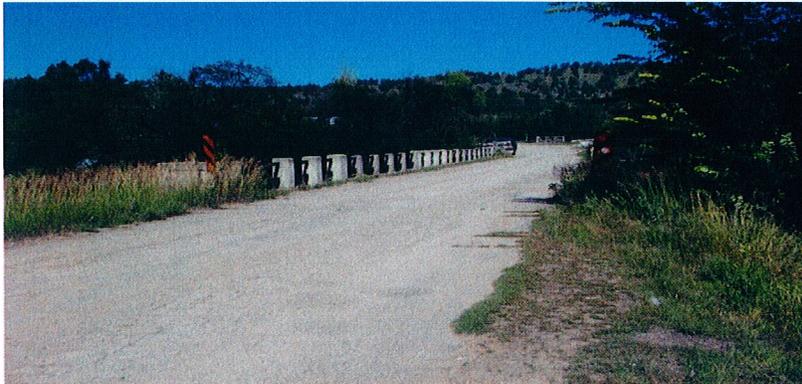
C. Developing and updating a TRANSPORTATION PLAN

Projects are generated from many sources including elected officials, studies, inventory management systems, local knowledge, staff members and other interested individuals and groups. In many cases, tools such as pavement management systems, bridge and culvert inventories, accident data, historical data and local knowledge is used to help identify potential new projects. Potential new projects must undergo a review of scope, priority, schedule and financing concepts.

Once the programmed project list is developed, a coordination meeting with townships and public meeting should be held to provide an opportunity for public comment. Based on the results of the township coordination meeting, public meeting and comments from the county commission, a final version of the TRANSPORTATION PLAN is developed. This final version is then adopted by the commission. Commission certification adopting the plan and final document are submitted to the SDDOT for approval.

The annual TRANSPORTATION PLAN update starts with the previously adopted TRANSPORTATION PLAN. Projects in the previously adopted TRANSPORTATION PLAN are reviewed and those that have been completed, or because of changing conditions, are no longer needed, are removed from the TRANSPORTATION PLAN. The remaining projects carried over from the previous TRANSPORTATION PLAN are reviewed for changes to cost estimates, project funding, schedule or scope during the update process to ensure the most current information is represented in the TRANSPORTATION PLAN.

Updated projects from the previous TRANSPORTATION PLAN and new projects can be used to create an updated project needs list (optional). A financial plan is developed to identify available funding for highways and bridges. With the optional project needs list, or other method used to identify project needs, and the list of projected revenue available for highway and bridge use, a five-year programmed project list can be developed. The phasing and funding of these projects in the five-year project list is based on input from county elected officials, studies, inventory management systems, public, staff and local and historical knowledge.



D. What is included in the TRANSPORTATION PLAN?

The TRANSPORTATION PLAN should include, but is not limited to, the following information:

1. Map(s)

Create one or multiple maps to include classification of roadways. In addition, maps may include, if available, Average Daily Traffic (ADT), inventory of highways and structures, and structure locations. The classification map can either be the federal function classification map (SDDOT) or a local map showing the function of the roadway.

Roadway classification is the process by which streets and highways are grouped into classes, or systems, according to the character of service they are intended to provide. Basic to this process is the recognition that individual roads and streets do not serve travel independently in any major way. Rather, most travel involves movement through a network of roads. It becomes necessary then to determine how this travel can be channelized within the network in a logical and efficient manner. Functional classification defines the nature of this channelization process by defining the part that any particular road or street should play in serving the flow of trips through a highway network.

Examples of classification of roadways are:

Arterial – Roadways with higher traffic with a longer uninterrupted distance

Collector – Roadways that connect traffic from the local roads to the arterials

Local – Roadways that have little or no through movement and typically serve short travel distances

Design standards are tied to functional classification. Each class has a range of allowable lane widths, shoulder widths, curve radii, etc.

Map examples can be found on pages 14-16 and required GIS data files and maps are available from the SDDOT.



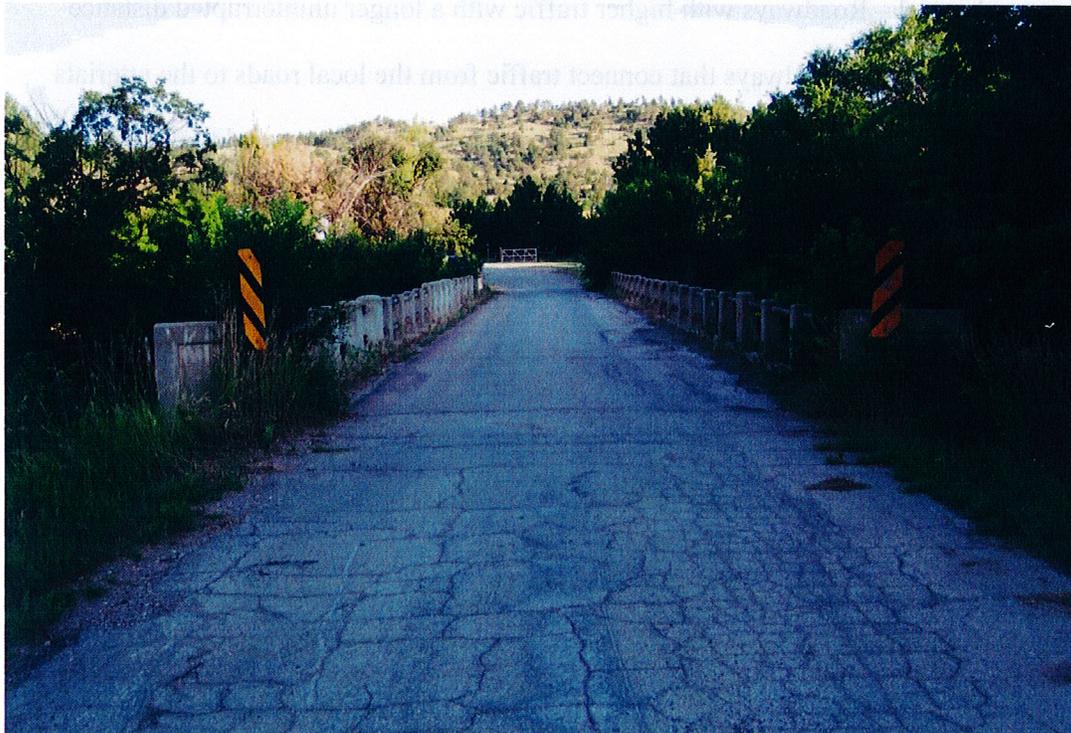
2. Inventory of Highways and Bridges

Create a list or map(s) that show an inventory of roads maintained by the county. The map(s) or list should identify the location and surface type (gravel, blotter, asphalt concrete, etc.). Optional items could include, if available: surface width, surface thickness, base thickness, year built, last year improved and type of improvement, shoulder type, shoulder width and culvert inventory. A highway map showing surface type can be used for the highway inventory.

Create a list or map(s) that shows an inventory of the bridges for which the county is responsible per SDCL 31-14-2. The list or map(s) will identify the location of the bridge, sufficiency rating, type, length, width, whether the bridge is posted for load capacity and the percent below legal load capacity. Optional items include: year built, last year improved and improvement type.

SAMPLE BRIDGE INVENTORY LISTING

McPherson										
Structure Number	Custodian Code	SD Struct Type	Structure Length	Structure Width	Year Built	Year Reconstructed	Operating Status	Percent below Legal Load	Fed Suff Rating	Location
45010047	2	X028	32	0	1940		B	2	41.1	3.5W 7.3N Eureka
45380084	2	X028	26	0	1952		A	5	88.7	0.5E 6.6N of Leola
45460197	2	X020	92	28.3	1956		A	5	88.7	2.3N Wetonka
45470175	2	X031	32	19.7	1935		B	0	34.9	4.5N 1E Wetonka



3. Project Needs List (Optional)

To help in programming five years of projects, it may be beneficial to create a list of all the highway and bridge needs in the county. This list should include a project location, project description with an improvement type (reconstruction, maintenance, surfacing, structure replacement or rehabilitation) and a project estimate. Projects contained in the project needs list are organized according to project need based on input from public leaders, staff and the general public. The needs may be ranked as high, medium or low priority, or by a numbering system. The needs list could help show the public and elected officials the needs in the county and the programmed projects will show what projects can be done with the funding available.

When developing the list of needs, consideration should be given to traffic generators such as schools, grain terminals, large dairies, ethanol plants, etc. The impacts from the traffic generators may change the classification triggering a need to improve the roadway. Some of the traffic generators may exist in neighboring counties or states and should not be ignored in the decision making process. Safety issues should also be considered. Examples of safety projects are narrow or non-existent shoulders, pavement markings, blind corners, sharp curves, steep side slopes and poor sight distance.

Some of the needs may be short-term, and some may be long-term. The long-term needs may require several projects in order to complete. Determining the timeframe of long-term and short-term needs can vary depending on the size or complexity of the project.

The needs should identify problems or deficiencies and explore possible solutions. The county may want to evaluate efficiency of the existing systems or reducing the frequency and severity of crashes in identified problem areas.

The system needs should also consider preservation of existing facilities. Preventive maintenance is typically applied to pavements in good condition having significant remaining service life. As a major component of pavement preservation, preventive maintenance is a strategy of extending the service life by applying cost-effective treatments to the surface or near-surface of structurally sound pavements. Examples of preventive treatments include asphalt crack sealing, chip sealing, slurry or micro-surfacing, thin and ultra-thin asphalt overlays, concrete joint sealing, diamond grinding, dowel-bar retrofit, and isolated, partial and/or full-depth repairs.

a. Project Types

Projects should include improvements - not considered routine or corrective maintenance by the county. Examples include:

ROADWAY

New Route Construction
Reconstruction
Pavement Replacement
Overlays

Re-graveling of segment/route
Restoration of pavement drainage system
Chip Seals
Micro-surfacing
Blotters
Slope flattening
Pipe/Culvert Linings or Rehab
Surface Type Change (Gravel → Asphalt / Asphalt → Gravel, etc.)

STRUCTURE

New Bridge Construction
Bridge Replacement
Deck Replacement
Deck/Slab Repair
Deck Overlay
Girder Repair/Painting
Column, Cap, or Abutment Repair
Scour Counter Measures
Seal Coats
Epoxy Chip Seal
Bridge Painting
Remove and Reset Box Culverts

The following types of projects are considered routine or corrective maintenance and it is optional to include them in the plan:

ROADWAY

Snow Removal
Pothole Patching/Repair
Gravel Blading
Crack Filling
Isolated Concrete/Asphalt Patching
Isolated Joint Replacement
Isolated / Spot Re-graveling

STRUCTURE

Bridge Deck Patching
Cleaning of Ditches and Structures
Cleaning of Debris around Structures
Pipe Cleanout

SDDOT's Local Government Assistance Office should be consulted for other activities not listed.

SAMPLE GRAVEL SURFACING SCHEDULE

Amount of Traffic	Average Daily Truck Traffic	Gravel Thickness Required	Blading Frequency
High	>50	12"	Every month
Medium	10-50	9"	Every 2 months
Low	<10	6"	every 3 months

b. Project Costs

The Total Project Cost included in the TRANSPORTATION PLAN is based on varying levels of cost estimating. As the project moves from the planning level to a more detailed level of design, cost estimates are refined based on the more detailed information. The following defines the cost estimate types in order of increasing detail and certainty:

- 1) **Conceptual Estimate (Project needs List):** These conceptual estimates are used where a significant need has been identified but a detailed project scope has not been developed. These cost estimates have the potential to change significantly as the project scope becomes more defined.
- 2) **Planning Level Estimate (Five-year programmed project list):** These cost estimates are based on a generally defined scope. Cost estimates are usually based on limited field-work and general cost assumptions. No actual design work has been done prior to the development of these cost estimates. The cost estimate could still change significantly as design work begins, but the estimate is more reliable than the Conceptual Estimates.
- 3) **Engineers Estimate (Design phase):** These cost estimates are based on actual preliminary design work. If done for all facets of the project and there are no further additions to the project scope, these estimates should represent a fairly accurate cost for the project.

County governments will decide which type of cost estimate best fits to help them make decisions. Cost estimates should be updated as part of the TRANSPORTATION PLAN update.

The DOT has the statewide average bid prices for informational purposes on its website at <http://www.sddot.com/business/contractors/docs/averageunitprices.pdf>.

SAMPLE TABLE OF PROJECT NEEDS LIST

Project Location	Project Needs List Project Description	Total Project Cost	Prioritization Ranking (optional)

4. Projected Revenue Available (Five-year budget projection for highway and bridge program)

The TRANSPORTATION PLAN projected revenue table identifies the amount of funds projected to be available for highway and bridge use over the next five years.

Non-confirmed but potential revenue sources should be identified. These include, but are not limited to, grant funds applied for which confirmation has not yet been received.

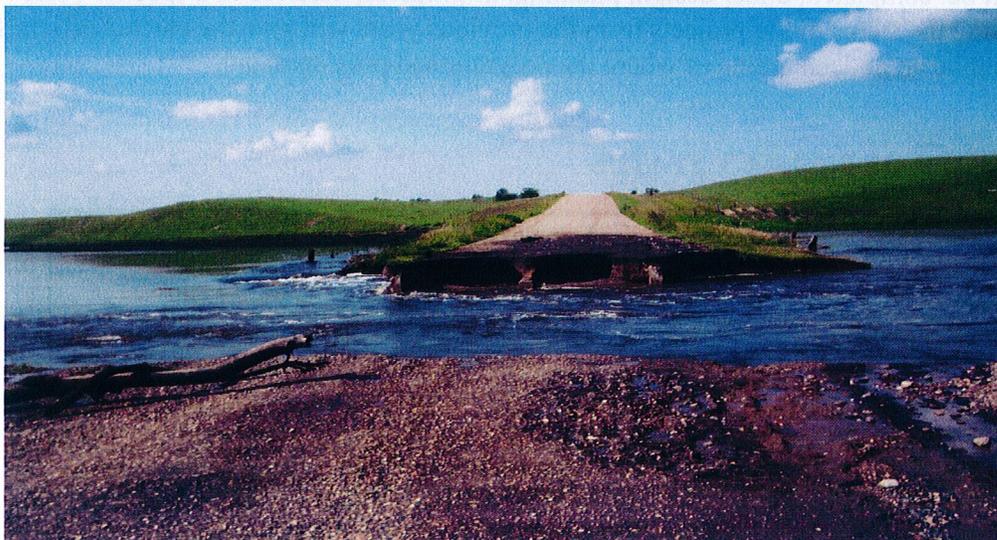
Planned expenditures for each project are summarized into funding categories. The funding categories should reflect anticipated revenue sources. If they are different than what is listed below, the applicant should change the descriptions to best match the agency’s terminology. Below are examples of funding categories that may be used in the TRANSPORTATION PLAN:

Revenue Sources – This includes the following types of funding categories (other formats are acceptable):

- a. **Local Funds**– The taxes levied portion of the revenue estimates includes a variety of funding sources, including wheel tax, property tax, motor vehicle licenses, etc.
- b. **Intergovernmental Revenue** – The Intergovernmental sources of revenue includes charges for services for townships and road districts.
- c. **State Funds** - These are any revenues from the state for highway purposes including Bridge Improvement Grants (BIG), Exchange for Surface Transportation Program (STP) Funds, Agri-Business Grants, etc.
- d. **Federal Funding** - Federal funding is available through various programs included in Federal transportation legislation. SDDOT administers most of these programs. They include Emergency Relief (ER), Federal Emergency Management Agency (FEMA), Surface Transportation Program Funds, Transportation Alternative Program (TAP), Safety funds, County-Wide Signing Projects, etc.
- e. **Other** – Miscellaneous funding sources include transfer of general funds, sale of surplus property, and others that do not fit into the categories above.

SAMPLE REVENUE SOURCE TABLE

Account Description	2016	2017	2018	2019	2020
Local Funds					
General Funds-property tax					
Motor Vehicle Licenses					
Wheel Tax					
Intergovernmental Funds					
Township Services					
State Funds					
BIG - PE					
BIG - Construction					
STP Exchange Funds					
Federal Funds					
TAP					
ER/FEMA					
TOTAL					



5. Project List (Five-year programmed project list based on projected funding)

Create a project list either by using the project needs list or another method and the projected revenue available for highway and bridge use. The projects must be selected based on projected revenue available. Include a project location, project description with an improvement type, funding source(s) and a planning level or engineers estimate. Projects contained in the project list are organized according to programmed year and are based on needs and input from public leaders, staff and the public. If there are no capital improvement projects planned for the next five years, this section may still have a project with the improvement “Maintenance” listed. A sample spreadsheet can be found on page 19.

Portions of a project may be unfunded. A portion of the project cost planned for the five years included in the TRANSPORTATION PLAN may include grant funding which has been or will be applied for, but not yet approved.

Bridge Improvement Grants will include Preliminary Engineering Grants, Bridge Rehabilitation Grants and Bridge Replacement Grants. If applications are submitted for the BIG fund, the bridge(s) must be included in the project and the revenue lists.

Equipment is often a large portion of the Transportation budget and should also be considered when evaluating project selections.

6. Annual Update of Projects List

Include the previous year’s programmed projects list and descriptions from the previous TRANSPORTATION PLAN and explain the status of the projects. Some examples would be: completed, under design, planning, in-progress, deferred to a specific year, etc. Showing the status of the projects from the previous years will give the elected officials and public an understanding of where the programmed projects stand.

SAMPLE TABLE OF PROJECT STATUS

Project Location	Annual Listing of Programmed Projects		Status
	Project Description	Year	

E. Public Involvement and Coordination with other Agencies

Once a project list is developed, the county will coordinate with the townships on the township road bridges and conduct a public meeting to provide an opportunity for public comment. Following the public and township coordination meetings, the commission will consider all comments and develop a final version of the TRANSPORTATION PLAN. The county commission will adopt the final TRANSPORTATION PLAN and submit the TRANSPORTATION PLAN, including the cover form and certification, to the South Dakota Department of Transportation for approval.

The TRANSPORTATION PLAN shall include a copy of the affidavit of publication for the public meeting's notice, a copy of the coordination letter / letter of notice from the county to the township if a bridge on a township road is included, an attendance list from the public meeting and a summary of all public comments.

F. Submittal of Plans and County Contact Information

The TRANSPORTATION PLAN shall be submitted to the Department of Transportation by December 15, 2015, and by October 15 in all following years.

The TRANSPORTATION PLAN shall include the Submittal and Certification form as shown on page 13.

TRANSPORTATION PLANS can either be submitted electronically as directed on the SDDOT website or by mailing a hard copy to:

SDDOT Local Government Assistance
700 E Broadway
Pierre, SD 57501



CHECKLIST OF REQUIREMENTS

_____ Cover Form with Certification

Maps

_____ Map including roadway classification and bridge locations

_____ Map showing Five-year programmed project locations from the
Programmed Project listing

Inventory lists

_____ Highways: include location and surface type (a map is
acceptable)

_____ Bridges: include location, type, width, length, sufficiency
rating, posting, percent below legal load capacity

_____ Projected Revenue Available per year

_____ 5-year Project List (Programmed Projects)

_____ Annual update Project List

_____ Affidavit of publication of public meeting notice

_____ Township coordination letters/notice

_____ Attendance list from public meeting

Public Comments

SAMPLE TRANSPORTATION PLAN MAP(S) AND FORMS

COVER FORM AND CERTIFICATION

The following text shall be included on the front cover of the County Highway and Bridge Improvement Plan:

Certification: As approved this ____ day of _____, 201__
_____ County Commission

By: _____
County Commission Chairperson

Attest:

County Auditor or Clerk

County Contact Person: _____

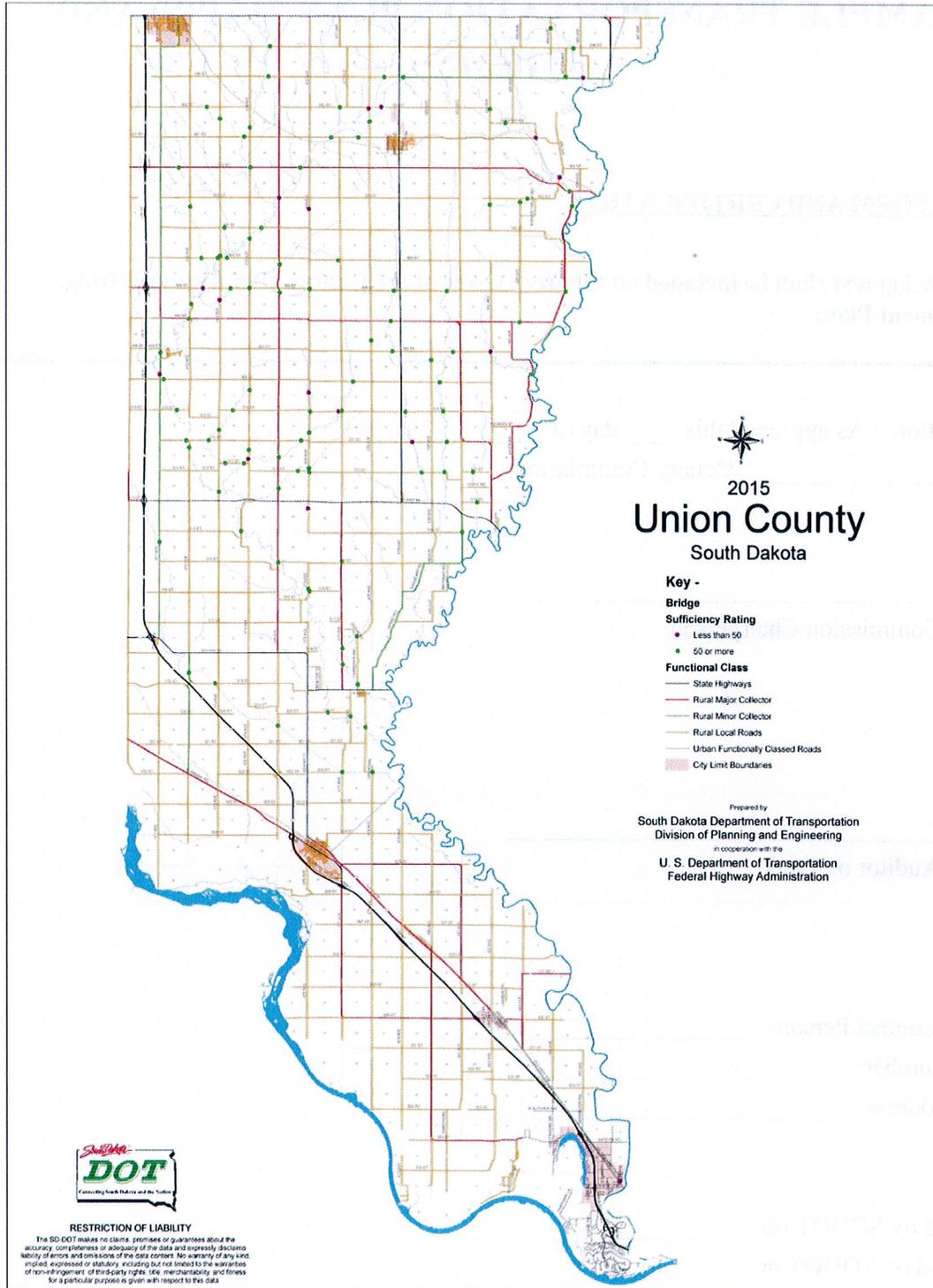
Phone Number: _____

Email Address: _____

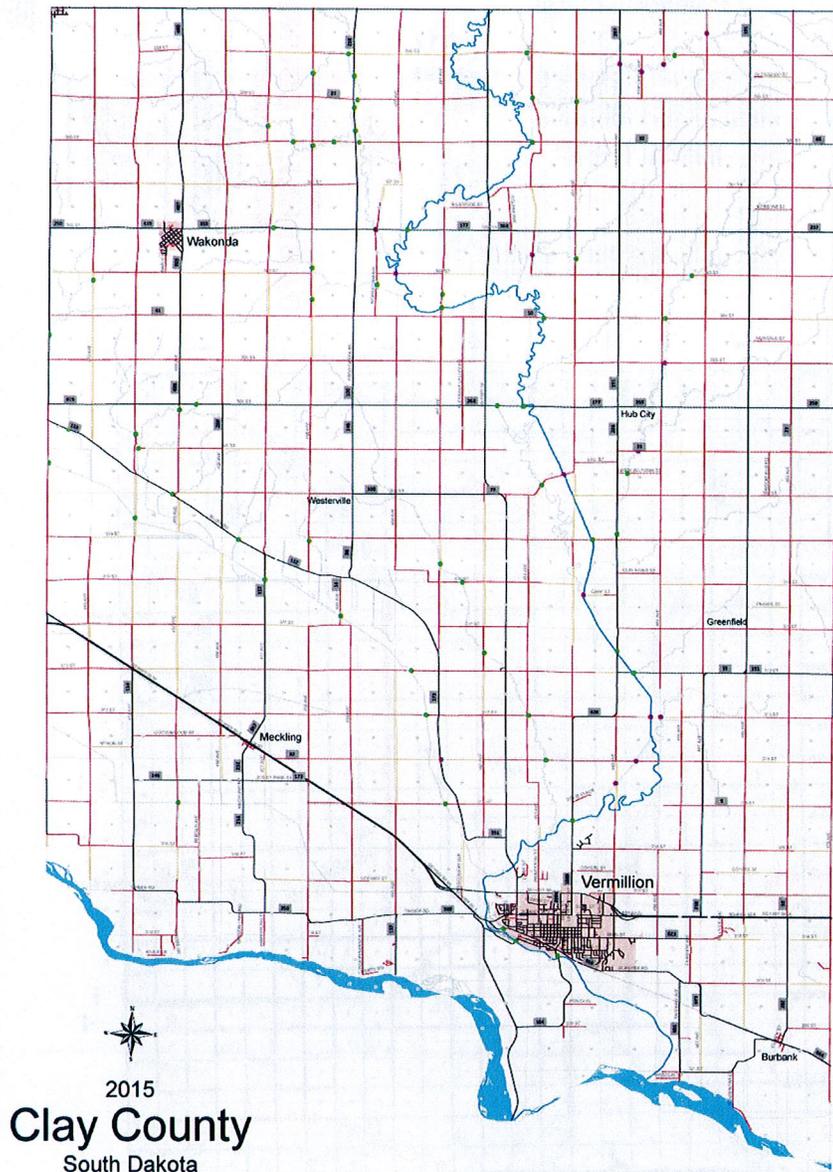
Received by SDDOT on _____

Approved by SDDOT on _____

SAMPLE ROADWAY CLASSIFICATION AND BRIDGE SUFFICIENCY/LOCATION MAP



SAMPLE SURFACE TYPE AND ADT MAP



2015 Clay County South Dakota

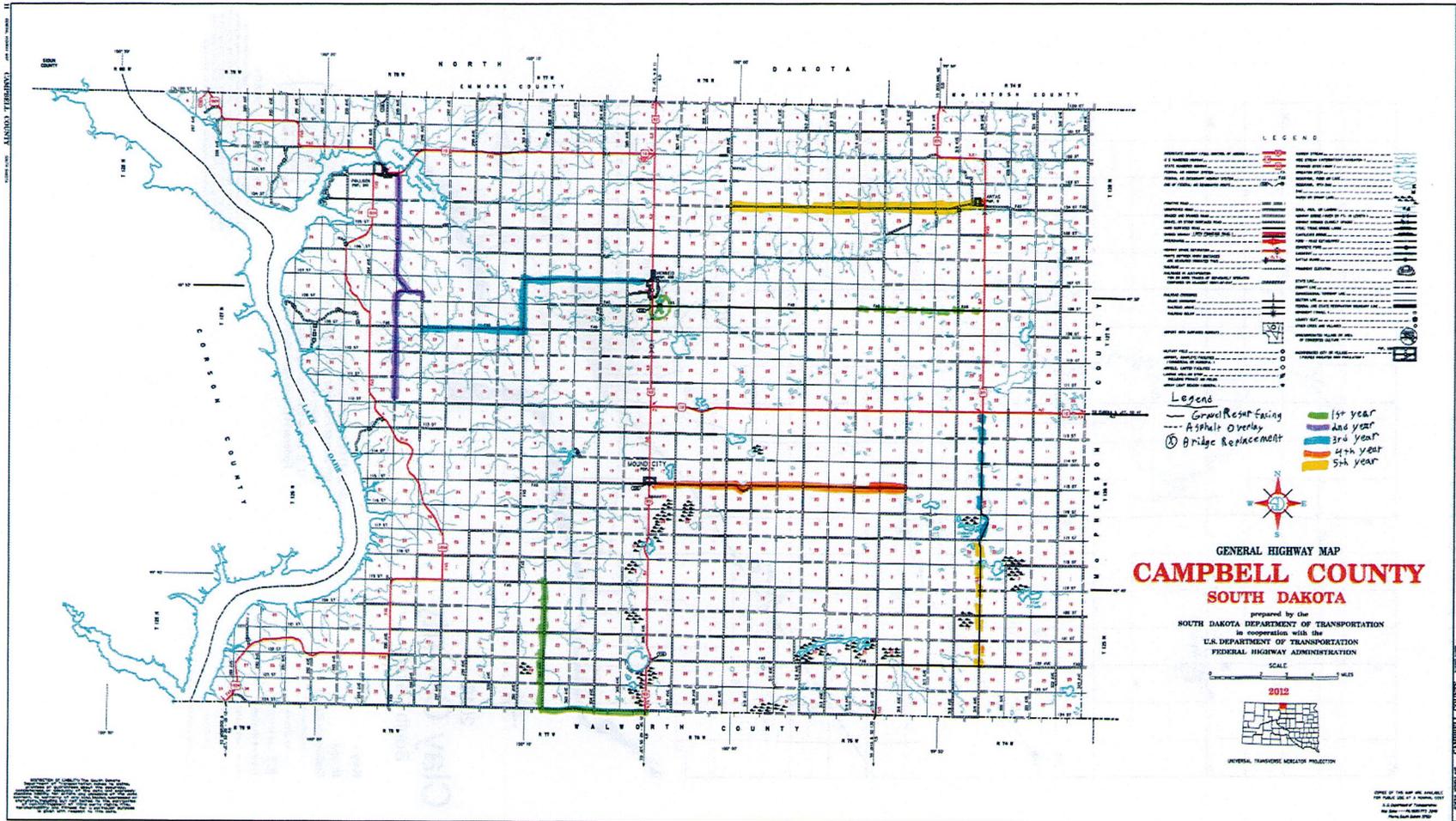
- Key -**
- Bridge**
- Sufficiency Rating**
- Less than 50
 - 50 or more
- ADT**
- Type of Surface**
- Hard Surface Road
 - Gravel Road
 - Dirt Road
 - City Limit Boundaries

Prepared by
South Dakota Department of Transportation
Division of Planning and Engineering
in cooperation with the
U. S. Department of Transportation
Federal Highway Administration



RESTRICTION OF LIABILITY
The SD DOT makes no claims, promise or guarantee about the accuracy, completeness or adequacy of the data and expressly disclaims liability of errors and omissions of the data content. No warranty of any kind, implied, expressed or statutory, including but not limited to the warranties of non-infringement of third party rights, title, merchantability, and fitness for a particular purpose is given with respect to this data.

SAMPLE PROJECTS MAP



REVENUE SOURCES

Account Description	2016	2017	2018	2019	2020
Local Funds					
General Funds-property tax					
Motor Vehicle Licenses					
Wheel Tax					
Intergovernmental Funds					
Township Services					
State Funds					
BIG - PE					
BIG - Construction					
STP Exchange Funds					
Federal Funds					
TAP					
ER					
TOTAL					

PUBLIC INVOLVEMENT DOCUMENTATION

Include copies of any invitations sent to townships or road districts.

Below is the sample of documentation that should be used for public involvement and coordination with other agencies.

A public meeting was held on (DATE) to solicit public input into the proposed 5 year plan prior to adoption by the COMMISSION. (#) attended the meeting. Notice of the meeting was printed in the (NEWSPAPER(s)) prior to the meeting, as shown by the affidavit of publication.

**SOUTH DAKOTA DEPARTMENT OF TRANSPORTATION
DAVISON COUNTY
NOTICE OF PUBLIC INFORMATION MEETING / OPEN HOUSE
FOR
DAVISON COUNTY MASTER TRANSPORTION PLAN**

Date: December 2, 2014
Time: 5:30 p.m. to 7:00 p.m.
Place: Davison County Fairgrounds Complex, Meeting Hall
 3200 West Havens, Mitchell, SD 57301

The South Dakota Department of Transportation (SDDOT) in conjunction with Davison County will hold an open house style public meeting to discuss and receive public input on the development of a Master Transportation Plan for Davison County. The open house will be informal, with one on one discussion available with SDDOT, County & Consultant staff. Between 5:30 p.m. and 7:00 p.m., SDDOT, County, & Consultant staff will be available with displays to discuss transportation issues within Davison County and answer your questions. During this time, you will also have the opportunity to present written comments. A short presentation will be given at approximately 6:00 p.m.

Notice is further given to individuals with disabilities that this open house/public meeting is being held in a physically accessible place. Any individuals with disabilities who will require a reasonable accommodation in order to participate in the open house/public meeting should submit a request to the department's ADA Coordinator at 605-773-3540 or 1-800-877-1113 (Telecommunication Relay Services for the Deaf). Please request the accommodations no later than 2 business days prior to the meeting in order to ensure accommodations are available. For further information regarding the study, contact Steve Gramm at (605) 773-6641 or by email at steve.gramm@state.sd.us
 Published twice at a total approximate cost of \$119.30

AFFIDAVIT OF PUBLICATION

STATE OF SOUTH DAKOTA)
) SS
 COUNTY OF DAVISON)

Penny Hohbach of said county, being, first duly sworn, on oath, says; that he/she is the publisher or an employee of the publisher of The Daily Republic, a daily newspaper, published in the City of Mitchell, in said County of Davison, and State of South Dakota; that he/she has full and personal knowledge of the facts herein stated; that said newspaper is a legal newspaper as defined in SDCL 17-2-2.1 through 17-2-2.4 inclusive; that said newspaper has been published within the said County of Davison and State of South Dakota, for at least one year next prior to the first publication of the attached public notice, and that the notice, order or advertisement, a printed copy of which, taken from the paper in which the same was published, and which is hereto attached and made a part of this affidavit, was published in said newspaper for 2 issues(s), to wit:

Saturday, November 15, 2014
 Saturday, November 22, 2014

That the full amount of the fee charged for the publication of the attached public notice insures to the sole benefit of the publisher or publishers; that no agreement or understanding for the division thereof has been made with any other person, and that no part thereof has been agreed to be paid to any person whomsoever, that the fees charged for the publication thereof are: \$119.30

Signed: Penny Hohbach

Subscribed and sworn to before me this 25th day of November, 2014.

ARTICLE 70:13

LOCAL BRIDGE IMPROVEMENT GRANT FUND

Chapter

70:13:01 Local bridge improvement grant requirements.

CHAPTER 70:13:01

LOCAL BRIDGE IMPROVEMENT GRANT REQUIREMENTS

Section

70:13:01:01 Definitions.

70:13:01:02 Eligibility and compliance.

70:13:01:03 Application.

70:13:01:04 Application and approval periods.

70:13:01:05 Bridge improvement grant award.

70:13:01:06 Criteria.

70:13:01:07 Conditions of bridge improvement grant.

70:13:01:08 Financial agreement.

70:13:01:09 Delegation of administrative functions.

70:13:01:10 Project fund availability.

70:13:01:11 Access and reporting.

70:13:01:12 Default.

70:13:01:13 Remedies.

70:13:01:01. Definitions. Terms used in this chapter mean:

- (1) "ADT," average daily traffic;
- (2) "BIG," bridge improvement grant;
- (3) "Bridge," as defined in SDCL 31-14-1, a structure, including supports, erected over a depression or an obstruction, as water, highway, or railway, the structure having a length measured along the center of the roadway of more than twenty feet between undercopings of abutments or extreme ends of openings for multiple boxes and pipes where the clear distance between openings is less than half of the smaller contiguous opening;
- (4) "Bridge condition," an engineering analysis of the structural components of a bridge as per national bridge inspection guidelines;
- (5) "Commission," the South Dakota Transportation Commission;
- (6) "Department," the South Dakota Department of Transportation;
- (7) "Local participation," based on the level of wheel tax as implemented by county and determination of ability to let project to bid within six months of grant award;
- (8) "LPA," any local public agency authorized by statute to own, maintain, and govern the use of a bridge;
- (9) "User impact," factors considered to analyze ADT and detour length for a bridge.

Source:

General Authority: SDCL 32-11-39.

Law Implemented: SDCL 32-11-38, 32-11-39.

70:13:01:02. Eligibility and compliance. Any LPA of this state may apply for a BIG pursuant to this chapter for the purposes described in SDCL 32-11-38. To be eligible to apply to

the department and to receive a grant from the BIG fund, a county shall have a department approved county highway and bridge improvement plan as specified in chapter 70:12:02.

The LPA shall file the application with the department as required by §§ 70:13:01:03 and 70:13:01:04 and shall comply with the requirements, conditions, restrictions, and limitations imposed by this chapter.

Source:

General Authority: SDCL 32-11-39.

Law Implemented: SDCL 32-11-38, 32-11-39.

70:13:01:03. Application. Each application shall be made on the forms provided by the department, be signed by an authorized representative of the governing body making application, and be submitted to the department. The application shall be executed under penalties of perjury.

Source:

General Authority: SDCL 32-11-39.

Law Implemented: SDCL 32-11-38, 32-11-39.

70:13:01:04. Application and approval periods. The commission shall consider applications annually. The commission may consider applications more frequently. A LPA shall file any annual application by the close of business on January 31, 2016, and by January 2 of each subsequent year. The commission shall consider and act upon applications by April 30 of each year.

Source:

General Authority: SDCL 32-11-39.

Law Implemented: SDCL 32-11-38, 32-11-39.

70:13:01:05. Bridge improvement grant award. The commission may award a BIG based on the criteria set forth in this chapter.

Source:

General Authority: SDCL 32-11-39.

Law Implemented: SDCL 32-11-38, 32-11-39.

70:13:01:06. Criteria. When considering an application, the commission shall receive a recommendation from the department based on an engineering analysis.

For preservation work or any engineering study considered necessary by the department, the commission may use the department's recommendation as a criteria for award.

For bridge rehabilitation or replacement, the department shall use an objective scoring procedure as developed by the department. The scoring is based on bridge condition, user impact, and local participation. The scoring is based on a 100 point system. The bridges receiving the most points will receive the department's recommendation for approval. Bridge condition factors will include whether the bridge is posted for load capacity, the sufficiency rating, the substructure condition, the superstructure condition, the box culvert condition, whether the bridge is fracture critical or scour critical, and if it is an emergency. The user impact factors include the amount of traffic the bridge carries and the detour length needed if the bridge is closed. The local participation factors include points for the amount of wheel tax, and whether the project plans are complete and ready to be let to bids. The department may add

bonus points for any increase in local financial obligations beyond the program requirements.
The department may adjust the points assigned to each factor annually to achieve a fair and
balanced system so that one demographic area of the state does not receive a disproportionate
share of the grant funds.

Source:

General Authority: SDCL 32-11-39.

Law Implemented: SDCL 32-11-38, 32-11-39.

70:13:01:07. Conditions of bridge improvement grants. The commission may place
a condition on any BIG issued under this chapter to ensure substantial conformity with the
representations contained in the application and the criteria described in § 70:13:01:06 under
which the grant was awarded.

Source:

General Authority: SDCL 32-11-39.

Law Implemented: SDCL 32-11-38, 32-11-39.

70:13:01:08. Financial agreement. The department shall enter into a financial
agreement with the LPA that details eligible expenses for any BIG awarded under this chapter.

Source:

General Authority: SDCL 32-11-39.

Law Implemented: SDCL 32-11-38, 32-11-39.

70:13:01:09. Delegation of administrative functions. The department shall perform the administrative functions of the creation, processing, and review of BIG applications; the creation, processing, and review of documentation necessary to show compliance with the terms and conditions of the BIG and the requirements of this chapter; disbursement of BIG funds in accordance with conditions imposed pursuant to this chapter; and other tasks necessary to expedite and assist the commission. Only the commission has the authority to approve a BIG project application.

Source:

General Authority: SDCL 32-11-39.

Law Implemented: SDCL 32-11-38, 32-11-39.

70:13:01:10. Project fund availability. For rehabilitation or replacement projects, the project shall be let to bids within four years from the date of commission approval of the project. The department may grant time extensions. Any LPA's request for a time extension shall be made prior to the four year expiration date to be considered.

Source:

General Authority: SDCL 32-11-39.

Law Implemented: SDCL 32-11-38, 32-11-39.

70:13:01:11. Access and reporting. The LPA shall provide the department with access to the project and the LPA's records. The LPA shall provide information, documentation, and reports that the department requires to determine compliance with the conditions of the BIG and of this chapter.

Source:

General Authority: SDCL 32-11-39.

Law Implemented: SDCL 32-11-38, 32-11-39.

70:13:01:12. Default. The commission may consider any of the following to be a default under the conditions of a local BIG:

- (1) If the LPA knowingly makes any material false statement or report in the application;
- (2) Failure to adhere to the conditions of the BIG;
- (3) Failure of the LPA to provide the department access to documents, reports, or other information required by this chapter; or
- (4) If funds are not used for the bridge specified in the application.

Source:

General Authority: SDCL 32-11-39.

Law Implemented: SDCL 32-11-38, 32-11-39.

70:13:01:13. Remedies. If the commission determines that a LPA has defaulted pursuant to § 70:13:01:12, the department shall provide written notice of the default to the LPA. The LPA shall repay, within forty-five days of the receipt of the written notice, all funds disbursed for the BIG and all costs incurred by the department for that project.

Source:

General Authority: SDCL 32-11-39.

Law Implemented: SDCL 32-11-38, 32-11-39.

DRAFT

2015

Bridge Improvement Grant (BIG) Procedure



South Dakota
Department of Transportation
Office of Local Government Assistance
06/19/2015

Local Bridge Improvement Grant (BIG) Procedure

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I. Objective:

In 2015, the South Dakota Legislature created the Bridge Improvement Grant (BIG) fund that will provide \$7 million for local government bridges derived from an increase in license plate fees. In addition, the DOT will replace the federal bridge replacement funds with state funds, for a total of \$15 million annually available in the bridge grant program. The objective of these procedures is to define how these bridge projects will be prioritized and selected and these funds obligated to Local Public Agencies (LPAs) for highway bridge preservation, replacement, or rehabilitation projects on both federal aid On-System and Off-System routes. Funding for this program is not intended to be used for expansion of infrastructure with creation of new routes on new alignments.

II. Definitions

ADT - Value of average daily traffic contained in the National Bridge Inventory (NBI Item 29) or obtained from a traffic count within the last 2 years.

Bridge - As defined in the National Bridge Inspection Standards (NBIS): A structure including supports erected over a depression or an obstruction, such as water, highway, or railway, and having a track or passageway for carrying traffic or other moving loads, and having an opening measured along the center of the roadway of more than 20 feet between undercopings of abutments or spring lines of arches, or extreme ends of openings for multiple boxes; it may also include multiple pipes where the clear distance between openings is less than half of the smaller contiguous opening.

Bridge Improvement Grant (BIG) – Grant available to LPA's for structure replacement or major rehabilitation.

Bridge Preservation – Actions or strategies that prevent, delay or reduce deterioration of bridges or bridge elements, restore the function of existing bridges, keep bridges in good condition and extend their life. Preservation actions may be preventive or condition-driven.

Culvert Condition – Condition rating of culvert – Based on the data in NBI item 62.

Deck Condition – Condition rating of the part of the structure that carries traffic – Based on the data in the NBI item 58.

Detour Length - Minimum additional length of travel required if the bridge in question was

Local Bridge Improvement Grant (BIG) Procedure

closed. Detour route shall not include bridges posted at less than legal loads or not allow non-permitted height or width loads to pass. User impact will be based on actual length as provided by the LPA on the grant application and not that reported in the NBI.

Engineers Cost – A detailed cost estimate of all eligible items to be included with the BIG application. This amount as reviewed and approved by SDDOT will establish the maximum limiting amount of the grant that will be awarded.

Federal-aid System – A public highway eligible for assistance from the Federal Highway Administration other than a highway functionally classified as a local road or rural minor collector.

Fracture Critical – Failure of any one main structural member may cause a significant portion or the entire bridge to collapse. As reported in the NBI.

Off-System - Public Roads, other than those on a Federal-aid System.

On-System - Public Roads, on a Federal-aid System. NBI Item 26.

PE-BIG– Subgrant available for LPA to perform preliminary engineering work, i.e., surveys bridge hydrologic/hydraulic (H/H) study including the type, location and size recommendation, etc.

Posted – Bridge is signed for less than legal loads. NBI item 70.

Preservation BIG– Grant for minor repair/rehabilitation and preservation work valued at less than financial limits as set in Section III of this procedure. Examples are scour projects, fatigue retrofits, waterproofing joints, painting, safety upgrade rail/barrier, or deck treatments (Low Slump Dense Concrete Overlays , Asphalt & Membrane overlays, and Epoxy Chip Seals). The primary function of these treatments is to preserve the structure elements and extend the service life of the structure.

Proposed Bridge Length – Equals existing overall length in the NBI. However, an LPA may recommend a different proposed bridge length as justified by an engineering study. If approved by SDDOT, the length recommended in such study will be used in lieu of the existing length in the NBI item 49.

Proposed Bridge Width - Equals existing out-to-out width in the NBI or 30 feet, whichever is greater. However, the LPA may recommend a different proposed bridge width as justified by an engineering study. If approved by SDDOT, the width recommended in such study will be used in lieu of the existing width in the NBI item 52.

Proposed Deck Area - Equals proposed bridge length multiplied by the proposed bridge out-to-out width.

Local Bridge Improvement Grant (BIG) Procedure

Rehabilitation Projects – Major repair/rehabilitation work or combination of minor preservation work valued greater than financial limits to be classified as preservation only work as set in Section III of this procedure.

Replacement Projects – Total replacement of the structure.

Scour Critical – Foundation may be or has the potential to become unstable due to hydraulic undermining. NBI appraisal item 113 (Scour) having a value of 3 or less or having unknown foundations.

Shovel Ready – All design, certifications, and permits are completed and project is ready for bid letting within six months of award of BIG funding.

Structurally Deficient – Condition of one or more major component includes a significant defect. As reported in the NBI.

Substructure Condition – Condition rating of the part of the structure that supports the superstructure (piers, bents, abutments) – Based on the data in the NBI item 60.

Sufficiency Rating - A method of evaluating bridge data to obtain a numeric value which is indicative of a bridge's sufficiency to remain in service. The result of this method is a percentage in which 100 percent would represent a perfect bridge and zero percent would represent a completely failed bridge. The value shall be as derived from the equations found in FHWA's "Recording and Coding Guide for the Structure Inventory and Appraisal of the Nation's Bridges".

Superstructure Condition – Condition rating of the part of the structure that supports traffic (deck, slab, girders) – Based on the data in the NBI item 59.

Wheel Tax – Imposition of a tax by County ordinance as authorized in South Dakota Codified Law 32-5A. County rate evaluated will be based on the tax imposed to vehicles over 6000 lbs GVWT.

III. Funding Responsibilities

Federal Funding - Federal funds will be made available to perform all LPA bridge inspections at 80 percent of eligible costs. The local match for bridge NBIS inspections will come from the LPA. No state cash funds are to be used for bridge inspections.

State Bridge Improvement Grant (BIG) Funds - Funding will be made available for eligible On and Off-System LPA bridges for preservation, rehabilitation, or replacement as detailed within this Procedure; the program size (i.e. available funds) will be determined by the Director of Planning & Engineering prior to each selection process. Authorized work will be funded at 80 percent of eligible costs through the BIG fund.

Local Funding Responsibilities – The LPA will be responsible for 20 percent of eligible costs and for 100 percent of non-eligible costs. Right of Way Costs, utility relocations, roadway surfacing, fencing, aesthetics, permanent signing, and off-site environmental mitigation costs will be considered non-eligible. These items have historically been non-participating, as agreed by the LPA’s, to stretch the available funding as far as possible by having the local government perform these activities. Final determination of eligible costs will be determined prior to any work being performed. All parties must agree to responsibilities in writing.

Limiting Amounts - Minimum project costs, including engineering, of \$30,000 for preservation projects and \$100,000 for rehabilitation or replacement projects are established as eligibility criteria for access to BIG Funds. Funding dedicated to LPA bridges through this program will also have a capped maximum amount of \$20,000 for the PE-BIG awards and a total award amount of \$4,000,000 in grants to any one LPA in a three year period. Any costs outside of these limits will be classified as non-eligible and shall be the responsibility of the LPA to fund. The limiting amounts may be adjusted by the Director of Planning & Engineering prior to each selection process.

	Grant Amount	Local Match	Total	
PE-BIG	\$20,000	\$5,000	\$25,000	Maximum
Preservation BIG	\$30,000	\$7,500	\$37,500	Minimum
BIG Rehab/Repl.	\$100,000	\$25,000	\$125,000	Minimum
	\$4,000,000		Maximum in a 3yr. Period	

IV. Qualification Criteria

SDDOT will provide a preliminary screening of all bridges to ensure they meet the minimum qualifications. Note that this is only a screening tool and does not guarantee selection. SDDOT will verify accuracy of the data within the NBI for the qualified bridges. SDDOT will re-evaluate and adjust, if necessary, the minimum proposed bridge cost prior to each selection cycle based on the changes in construction costs, inflation, etc.

In order to be eligible for a BIG grant, County owned structures must be listed as a “need” in that County’s Highway and Bridge Improvement Plan as approved by SDDOT. The following Qualification Criteria will establish the requirements for identifying eligibility for bridges to be considered for each selection process:

A. All Projects:

1. **Bridge Function** – Bridge must serve multiple residences, farms, ranches or a multi-lot development. Roadway cannot be located on a “No Maintenance” or a “Minimum Maintenance Road”, terminate into a field entrance, a driveway, single residence, farm, or ranch.
2. **NBIS (National Bridge Inspection Standards)** - LPA must be in full compliance with Federal and State inspection requirements including but not limited to posting of load restrictions.
3. **General Maintenance** – LPA must show proof of general maintenance on the structure (provide history of all work performed, charge of materials, no reoccurring items on maintenance report on inspection forms, etc.). Record keeping for maintenance of each structure shall be provided with the application, with data beginning in calendar year 2016 and carry through the current application period.
4. **5-year plan** – County (Cities excluded) must have a SDDOT approved transportation plan and bridge must be in the County’s 5-year plan.
5. **Wheel Tax** - County (Cities excluded) in which the bridge is located has an active wheel tax imposed on the residents of the county.

B. Preservation BIG Grant and PE-BIG Grant

1. **Cost of Project** – Total costs, including engineering, fall within the requirements as established in Section III of this procedure.
2. **Extends Service Life** – Project is projected to extend the service life by at least 10 years.
3. **For Bridge Deck Overlays** – Qualifying criteria to use as a guide is as follows:

Qualifying Criteria

Existing LSDC or LMC Overlays (Replacement 2 nd or 3 rd LSDC Overlays)	*Overlay Age	20 or more years
	Overlay Condition	Element Condition State 3 to 5**
	Substrate (Deck/Slab)	Element Condition State 1 or 2
New LSDC	Structure Age	Built on or after 1964*
	Deck Condition	Element Condition State 1 or 2**
	Structure Type	No simple spans*
	Deck Thickness	≥ 6.75"
#New Epoxy Chip Seals	Structure Age	No restriction
	Deck Condition	Element Condition State 1 or 2**

Structures submitted for new Rigid Concrete Overlays must also be checked for impact on Load Capacity prior to being added to the program

* These are general guidelines. Structures outside of these parameters can be considered if they are in good condition and/or joints can be eliminated (eliminate simple spans). **Overlay Age is a general guide only as Overlay and Substrate Condition are the critical factors.**

** AASHTO Element Condition States

This system has also been used to seal badly cracked concrete overlays and new slabs/decks with epoxy coated resteel that have a significant cracking problem, too extensive for individual crack repair.

C. Major Rehabilitation and Replacement Projects (BIG)

1. **Cost of project** – Total costs, including Engineering, fall within the requirements as established in Section III of this procedure.
2. **Replacement** – Replacement eligible structures must meet all of the following criteria:

Measure	Criteria
Sufficiency Rating	60 or less
Structurally Deficient	NBI Condition Rating of 4 or less for Deck, Superstructure, Substructure, or Culvert

All structures must be evaluated for potential rehabilitation prior to any consideration for replacement. The condition, age, structure type, scour criticality, and potential preservation or rehabilitation alternatives shall be reviewed for each structure. The feasibility of those alternatives and the economics of replacement versus rehabilitation shall be considered. When the rehabilitation costs are in the range of 60% or more of the replacement costs, replacement becomes a viable option.

V. Selection Process

The SDDOT will conduct the BIG selection process annually. It will be initiated in December, and be completed by the end of March of the following year to allow inclusion of successful projects in the corresponding annual State Transportation Improvement Plan (STIP). Preservation BIG and PE-BIG may be awarded on a more frequent basis with final award of all projects will be determined by the South Dakota Transportation Commission. Successful candidates will be required to enter into an individual project agreement between all applicable parties.

1. Preservation BIG Grant

- a) Structure’s preservation needs as determined by LPA’s Bridge Inspection

Engineer may be submitted by application from the LPA for the Preservation category. Award of preservation projects will be based on available funding, and SDDOT review of structure condition and anticipated treatment effectiveness.

2. Preliminary Engineering Bridge Improvement Grant (PE-BIG)

- a) Any structure that meets Section IV criteria of this procedure will be eligible for a PE-BIG grant.
- b) LPA will complete and submit application to SDDOT for eligible bridges.
- c) Award of PE-BIG grant will be based on available funding and SDDOT review of structure condition.

3. Bridge Improvement Grant (BIG)

- a) SDDOT will post notice of a pending selection process on SDDOT's website along with the list of qualifying bridges based on Section VI Qualification Criteria from the previous year's inspection data as submitted to the Federal Highway Administration.
- b) If the LPA has a bridge(s) not included on the qualified list, the LPA may request an independent review by SDDOT to add the structure to the list.
- c) LPA's will complete and submit application to SDDOT to compete for grants for eligible bridges.
- d) LPA will include the Type, Size, and Location (TS&L) report (see Appendix B), and a detailed engineer's cost estimate with the application.
- e) DOT will use current inventory condition reports at the time of award for the ranking process in Section VI.

VI. Ranking Criteria (100 points total maximum)

The following Ranking Criteria will be used to rank the shortlist of competing qualified bridges and ultimately select bridges to program for BIG funding:

1. Bridge Condition (60 points maximum)

- a) **Posting** (29 points maximum) - As defined by the NBI Inventory Item 70. (See Table VI-1)

*Table VI-1

Bridge Inventory Code	Relationship of Operating Rating to Maximum Legal Load	Ranking Points
5	NO POSTING REQUIRED	0
4	0.1 TO 9.9% BELOW	6
3	10.0 TO 19.9% BELOW	12
2	20.0 TO 29.9% BELOW	18
1	30.0 TO 39.9% BELOW	24
0	> 39.9% BELOW	29

* As in the past, the load rating used to report NBI Item 70, Bridge Posting may be computed either by LRFR, LFR, or ASR methods using the maximum unrestricted legal loads to establish load limits for the purpose of load posting. Item 70 evaluates the load capacity of a bridge in comparison to the State legal loads. For load ratings based on LRFR methods using an HL-93 loading, this item represents the minimum LRFR of all legal load configurations in the State (e.g. if the minimum LRFR of all State legal loads = 0.85, then by using the current Coding Guide table, Item 70 would be coded a 3).

- b) **Substructure Condition** (6 points maximum) – As defined by the NBI Inventory Item 60. (See Table VI-2)
- c) **Superstructure Condition** (6 points maximum) – As defined by the NBI Inventory Item 59. (See Table VI-2)

Table VI-2

Bridge Inventory Code	Ranking Points
>5	0
5	1
4	2
3	3
2	4
1	5
0	6

- d) **Culvert Condition (12 points maximum)** – As defined by the NBI Inventory Item 62. Points awarded at three times the value as shown in Table VI-2.
- e) **Fracture Critical** (6 points or zero points) - Points awarded if structure is determined to be Fracture Critical.
- f) **Scour Critical** (6 points or zero points) - Points awarded if structure is determined to be Scour Critical.

Local Bridge Improvement Grant (BIG) Procedure

g) **Emergency** (6 points or zero points) – Points awarded if structure has been closed due to a catastrophic failure not eligible to receive Federal Emergency Management Agency or Federal Highway Emergency Relief funds.

h) **Sufficiency Rating** (1 point maximum) – $(100-SR)/100$.

2. **User Impact** (20 points maximum) - User Impact will be a variable that measures the impact on the users and will be calculated by multiplying the ADT by the Detour Length from the SDDOT verified NBI data. If detour length in the NBI is listed as "99" (indicates greater than 100 miles, or is a dead end), further investigation by SDDOT is required to ensure that an appropriate detour length is used. The points will be assigned based on the following formulas with the maximum value for user impact capped at 20 points:

$$\text{User Impact (On-System)} = \text{ADT} \times \text{Detour Length (miles)} / 1000$$

$$\text{User Impact (Off-System)} = \text{ADT} \times \text{Detour Length (miles)} / 100$$

3. **Local Planning** (20 points maximum)

a) **Wheel Tax** (10 points maximum) (See Table VI-3)

Table VI-3

Assessment / Wheel	Points
\$5	10
\$4-\$4.99	Actual \$ Amount x 2
\$3-\$3.99	Actual \$ Amount x 2
\$2-\$2.99	Actual \$ Amount x 2
\$1-\$1.99	Actual \$ Amount x 2
\$0-\$0.99	0

b) **Shovel Ready (10 points or zero points)** – Project ready to let to bid within 6 months of grant award.

4. **LPA Financial Commitment (bonus points)** – Three points for every 5% of increased local match beyond the required 20%.

VIII. Project Development Requirements

The following descriptions of duties are general guidelines and can be modified through individual project agreements. As an example, a LPA may have a large, complicated, off-system bridge that they would like the SDDOT to perform duties as described for an on-system bridge. SDDOT will consider any such request on a case-by-case basis.

For All Bridge Preservation Treatments

- The LPA will:
 - a) Select and hire a professional engineer (PE) from SDDOT Consultant Retainer List for Local Government Bridge Design,
 - b) Comply with terms as established in the SDDOT Consultant Retainer Contract (See Appendix A), including but not limited to requiring the consultant to submit plans, design calculations, and load ratings to SDDOT for review,
 - c) Obtain bid documents, plans, design calculations, scour analyses, load rating and analyses for the bridge inspection file (3 South Dakota trucks & 4 special haul vehicles (SU4-7) and notional rating load), and specifications sealed and signed by a professional engineer licensed in the State of South Dakota,
 - d) Advertise the project for bids and conduct bid letting,
 - e) Obtain SDDOT concurrence in bid,
 - f) Enter into a construction contract,
 - g) Issue the contractor a Notice to Proceed,
 - h) Select a construction engineer (CE) and enter into an agreement for CE services, and
 - i) Notify SDDOT of completion of project.
- The SDDOT will:
 - a) Conduct a plan review of final plans, applicable design calculations, and scour analyses; load rating and analyses for the bridge inspection file (3 South Dakota trucks & 4 special haul vehicles (SU4-7) and notional rating load), and specifications sealed and signed by a professional engineer licensed in the

State of South Dakota, costs estimates, and bid documents as applicable to the project.

- b) Review and approve negotiated (not signed by the engineer or executed by the LPA) construction engineering agreement,
- c) Review Shop plans of prefabricated products (if applicable),
- d) Review and approve quality assurance and testing plan for construction testing and inspection, and
- e) Conduct a final inspection.

For Off-System Bridge Preliminary Engineering Studies

- The LPA will:
 - a) Select and hire a professional engineer (PE) from SDDOT Consultant Retainer List for Local Government Bridge Design,
 - b) Comply with terms as established in the SDDOT Consultant Retainer Contract (See Appendix A).
 - c) Invite SDDOT to all planning, scoping, and inspection meetings,
 - d) Submit draft TS&L to SDDOT for review, comment, and approval, and
 - e) Address all SDDOT review comments in writing.
- The SDDOT will:
 - a) Participate in all planning, scoping, and inspection meetings, and
 - b) Review TS&L Report.

For On-System Bridge Preliminary Engineering Studies

- The LPA will:
 - a) Select a professional engineer (PE) from SDDOT Consultant Retainer List for Local Government Bridge Design,
 - b) Participate in all planning, scoping, and inspection meetings, and
 - c) Review and comment on TS&L Report
- The SDDOT will:
 - a) Hire the LPA selected consulting firm for preliminary engineering,
 - b) Invite LPA to all planning, scoping, and inspection meetings, and

- c) Submit draft TS&L to LPA for review and comment, and
- d) Review TS&L Report.

For Off-System Bridge Rehabilitation/Replacements

1. The LPA will:
 - a) Select and hire a professional engineer (PE) from SDDOT Consultant Retainer List for Local Government Bridge Design,
 - b) Comply with terms as established in the SDDOT Consultant Retainer Contract (See Appendix A), including but not limited to requiring the consultant to submit foundation investigation and recommendations, plans, design calculations, and load ratings to SDDOT for review,
 - c) Address all SDDOT review comments in writing,
 - d) Obtain bid documents, plans, design calculations, scour analyses, load rating and analyses for the bridge inspection file (3 South Dakota trucks & 4 special haul vehicles (SU4-7) and notional rating load), and specifications sealed and signed by a professional engineer licensed in the State of South Dakota,
 - e) Advertise the project for bids, and conduct bid letting,
 - f) Obtain SDDOT concurrence in the bid,
 - g) Enter into a construction contract,
 - h) Issue the contractor a Notice to Proceed,
 - i) Select a construction engineer (CE) and enter into an agreement for CE services,
 - j) Notify SDDOT of completion of project.
2. The SDDOT will:
 - a) Conduct a 70% plan review for geotechnical, structural, and scour review,
 - b) Conduct a plan review of final plans, design calculations, scour analyses, load rating and analyses for the bridge inspection file (3 South Dakota trucks & 4 special haul vehicles (SU4-7) and notional rating load), and

specifications sealed and signed by a professional engineer licensed in the State of South Dakota, costs estimates, and bid documents as applicable to the project,

- c) Review and approve negotiated (not signed by the engineer or executed by the LPA) construction engineering agreement,
- d) Review Shop plans of prefabricated products (if applicable),
- e) Review and approve quality assurance and testing plan for construction testing and inspection, and
- f) Conduct a final inspection.

For On-System Bridge Rehabilitation/Replacements

1. The LPA will:
 - a) Select a professional engineer (PE) from SDDOT Consultant Retainer List for Local Government Bridge Design,
 - b) The LPA shall review final plans.
2. The SDDOT will:
 - a) Hire the LPA selected consulting firm for design engineering,
 - b) Conduct the foundation investigation,
 - c) Advertise the project for bids, and conduct bid letting,
 - d) Enter into a construction contract,
 - e) Issue the contractor a Notice to Proceed,
 - f) Perform construction engineering (CE) services,
 - g) Notify LPA of completion of work.

VII. Reimbursement Process

For BIG funding for On-System bridges, SDDOT will bill the LPA for their 20% cost share monthly or quarterly depending on volume of work being performed.

For all other types of work, the LPA shall provide a copy of engineering firm and contractor pay estimates along with weekly progress reports. Submittals must be received on a quarterly basis but may be submitted more frequently. The SDDOT will reimburse the LPA for 80% of the pay estimates for eligible items, up to a capped amount, if applicable. All Construction Change Orders will need to be submitted to SDDOT for review and approval.

IX. Dispute Resolution

The SDDOT Local Government Engineer is responsible for managing the program and making decisions not specifically addressed in this procedure.

Appendix A.

SDDOT Consultant Retainer Contract Applicable Terms

Section 19. Preliminary Engineering Technical Requirements

A. The Consultant's Responsibilities.

The CONSULTANT will be responsible to the DEPARTMENT, and will complete all work to the DEPARTMENT'S satisfaction.

B. Work to be Performed.

Work to be performed will be on an as needed basis and may include all, or part of, but not necessarily limited to, the following:

1. Design and plans preparation activities for highway grading or surfacing projects;
2. Design and plans preparation activities for highway structure projects;
3. Land surveying activities for transportation related projects;
4. Architectural plans for transportation related building projects;
5. Hydrologic/Hydraulic design activities for highway grading or structure projects;
6. Bridge Protective Coating design and inspection activities for structures;
7. Evaluation and testing activities for existing bridges and structural elements;
8. Construction inspection activities for structure and highway projects;
9. Wetland delineation activities and creation of wetland mitigation plans;
10. Investigation, evaluation, and reporting for proposed transportation sites regarding archaeological or paleontological impacts;
11. Design and plans preparation activities for railroad projects;
12. Design and plans preparation activities for airport projects;
13. Geotechnical borings, site investigations, and recommendations for transportation projects;
14. Landscape Architecture design and plan preparation for highway, highway structure, or local government projects;
15. Hazardous Waste/Petroleum Contamination Testing design and plans preparation activities;
16. Subsurface Utilities Engineering(SUE)/Exploration activities for transportation related projects;
17. Photogrammetry and LiDAR Survey activities for transportation related projects;
18. Environmental Study activities;
19. Transportation Planning activities;
20. Historic Preservation design and plans preparation; and,
21. Bridge Inspection for existing local government bridges and structural elements.

C. General Requirements

1. Architectural design will conform to the provisions found in "Design Criteria for State Building Construction, International Building Codes, Heating, Ventilating and Air Conditioning Guide, National Plumbing Codes, and the National Electrical Codes."

Local Bridge Improvement Grant (BIG) Procedure

2. Survey for roadway and hydraulic design will be in accordance with the edition of the Department of Transportation Survey Manual currently in place at the time of execution of the Work Order.

3. Wetland delineation will be in conformance with the US Army Corps of Engineers Wetland Delineation Manual and Regional Supplements. Wetland mitigation plans will include construction plans, performance criteria, and a five (5) year monitoring plan.

4. Hydrologic/Hydraulic design will be in accordance with the edition of the South Dakota Drainage Manual (and its revisions) currently in place at the time of execution of the Work Order.

E. *Structure Design.* Unless otherwise modified by the Work Order, the CONSULTANT will meet the following requirements:

1. Prior to initiating design, the CONSULTANT will be required to submit the QC/QA plan/procedure to be followed for structure design to the DEPARTMENT for approval. The CONSULTANT may not begin structure design work until the QC/QA plan/procedure is approved and documented. If the CONSULTANT has a prior approved structure design QC/QA plan/procedure document on file with the OBD, and no changes to that document are anticipated for the current contract, the CONSULTANT will not need to resubmit a structure design QC/QA plan/procedure document.

2. The CONSULTANT will design bridges, box culverts, and miscellaneous highway structures in accordance with the edition of the "AASHTO LRFD Bridge Design Specifications," currently in place at the time of execution of the Work Order except as modified by the DEPARTMENT'S design practices. Prior to beginning design work, the DEPARTMENT will supply the CONSULTANT with a copy of design practices along with examples of standard detailing procedures and typical plans.

3. The CONSULTANT will design highway structures for a vehicular live loading of HL-93. Additional design criteria may be included in the Scope of Work.

4. The CONSULTANT will load rate each structure, including culverts that are bridge length, in accordance with the edition of the AASHTO "Manual for Bridge Evaluation" with latest Interim Revisions using the LRFR method currently in place at the time of execution of the Work Order. The CONSULTANT will perform an HL-93 Design Load Rating for each structure. The CONSULTANT will analyze the AASHTO HS20 vehicle for Inventory and Operating Ratings. The CONSULTANT will also perform a Legal Load Rating for South Dakota legal trucks, the notional rating load, and the four specialized hauling vehicles. The CONSULTANT will submit a copy of the rating analyses to the DEPARTMENT along with the Final Plans for bid letting purposes. The Bridge Management Engineer from the DEPARTMENT'S Office of Bridge Design will review load ratings. Load ratings must be above the Legal Loads. The CONSULTANT will provide a separate summary table of all load ratings to be included in the Bridge Inspection file.

5. The CONSULTANT will provide the DEPARTMENT a hard copy of design computations, independent check design computations, and load ratings, including computer output if applicable, with the final review set of drawings.

6. The CONSULTANT will review shop plans for fabricated items, and will forward marked-up shop plans to the DEPARTMENT. The DEPARTMENT must authorize any fabrication.

H. *Plans, Specifications, and Estimates, General.* Unless otherwise modified by the Work Order, the CONSULTANT will meet the following requirements:

1. When complete plans, supplemental specifications, or special provisions are prepared, these will become the property of the DEPARTMENT, County, or City.

2. The CONSULTANT will furnish and deliver to the DEPARTMENT original drawings of all sheets comprising the set of plans, together with all reports, drawings, computer files, studies, memoranda, and other data pertaining thereto.

3. The CONSULTANT will furnish to the DEPARTMENT an electronic MS Word file of all special specifications.

4. The CONSULTANT will prepare plans in conformance with the DEPARTMENT'S customary practices. The CONSULTANT will use standard format for notes, tables, and rates of materials.

Local Bridge Improvement Grant (BIG) Procedure

5. The CONSULTANT will prepare plans on sheets 11" x 17" or 8 ½" x 11" in size, under the guidance of the Road Design Manual's Chapter 18 – Plans Assembly: www.sddot.com/business/design/forms/roaddesign/Default.aspx or as directed by the DEPARTMENT. The CONSULTANT will follow the specific section of the Road Design Manual's Chapter 18 as it relates to plans produced by consultants in order to provide accurate electronic plans and bid items for the DEPARTMENT'S electronic bidding system. The CONSULTANT will utilize the DEPARTMENT'S web site: <http://www.sddot.com/business/design/Default.aspx> for Plan Preparation (i.e. Road Design Manual, CADD Procedure Manual, and User Guide for Electronic Plan Review), Downloadable Files (i.e. Form Letters, Microstation and InRoad files, and Plan Notes) and other information as necessary to design and prepare plans. The CONSULTANT will follow the properties and procedures set up for the DEPARTMENT'S electronic plans as set forth in document located at the following web site address: <http://www.sddot.com/business/design/docs/cadd/ElectronicPlans.pdf>. Electronic plans will be used for bidding purposes and must contain a watermark on each sheet stating "For Bidding Purposes Only." Refer to Paragraph 12 below for details on the set of plans to be used for construction.
6. The CONSULTANT will prepare plans with sufficient precision to permit the convenient layout in the field for construction and for other purposes. The plans will also provide for the production of an accurate estimate of quantities for the work to be performed in the construction of the project.
7. The CONSULTANT will furnish such other pertinent information and data with respect to the plans and designs as the DEPARTMENT may request.
8. The DEPARTMENT will require all persons designing, detailing, and checking structure plans to legibly place their names or initials on each plan sheet in the spaces provided for this purpose.
9. The DEPARTMENT will designate the basic premises and criteria for the design. The CONSULTANT will develop plans in accordance with the DEPARTMENT'S standard specifications for roadway and bridge construction.
10. As part of the work embraced in the preparation of plans, the CONSULTANT will prepare and furnish to the DEPARTMENT special provisions in standard DEPARTMENT format, for items of work included in the plans which are not covered by the standard specifications, plan notes, or DEPARTMENT-approved special provisions.
11. The CONSULTANT will ensure scales, lettering, and the general delineation of the plans mirror the DEPARTMENT format and provide readily legible reproductions.
12. The CONSULTANT will ensure each plan sheet bears the South Dakota registered professional seal and endorsement of the CONSULTANT as per the requirements of the South Dakota Board of Technical Professions.
13. The CONSULTANT will use software acceptable to the DEPARTMENT as agreed to in the Work Order.

Note: The DEPARTMENT'S standard required software programs are the Bentley Civil Products (InRoads Suite), MicroStation, AASHTOWare products, Adobe Acrobat, and the Microsoft Office Suite. The DEPARTMENT may require other software on Work Orders.

I. Progress Report. The CONSULTANT will submit progress reports to the DEPARTMENT as defined in the Work Order.

J. Progress Control. The DEPARTMENT will furnish to the CONSULTANT a schedule for each project Work Order. Unless otherwise indicated in writing by the DEPARTMENT, the CONSULTANT will perform the work in accordance with the dates so indicated.

Appendix B.

Type, Size, and Location (TS&L) Report

Preliminary Environmental

Obtain a preliminary environmental review of the site from SDDOT Local Government Assistance Office to determine if the following preliminary finding(s) apply:

- If Fish passage is a concern at this site and may require a submerged flowline.
- If Topeka Shiners are present at this location and a submerged flowline will be required.
- If Disturbance of the natural terrain will need to be minimized as much as possible as American Burying Beetles may be present at this location.
- If Grading limits for construction will need to be kept to a minimum as wetlands occur within the creek floodplain OR to the DIRECTION of the existing structure.

Scope of Services for Survey & Hydraulics:

Obtain Field survey for completion of the Drainage Data Sheet and Contour Map. The information required for placement on these sheets is listed below. An example as shown in Attachment #2 containing the required information.

- Stationing from south to north or west to east.
- Beginning and ending stations of the current structure.
- Proposed and in-place gradelines.
- Stream profile. (Including a table of stations and elevations for each shot taken.)
- Sea level datum is required. Stations, elevations, and offsets from and descriptions of permanent objects will be required for project benchmarks. (The High Accuracy Reference Network (HARN) map and the County Bench Mark map for the State of South Dakota can be found at the following web site – www.state.sd.us/dot/pe/roaddesign/survey.htm)
- Include an electronic file containing the plan/profile of the in-place gradeline at the structure. (This will be submitted with the final hydraulics and only when the replacement structure will be a bridge. To submit this file, please contact this office for an e-mail address.)
- Landowners with their addresses, phone numbers, and location of property.
- Utilities with their addresses, phone numbers, and locations along the project.

Obtain Field survey as necessary for preparation of construction plans. Required information is listed below.

- Establishment of transit points, land ties and benchmarks as well as cross sections and topography. (Stations, elevations, and offsets from permanent objects will be required for project benchmarks.)
- Project limits as established by consultation with the road authority.
- Additional legal survey as required for preparation of right-of-way plats.
- The geometrics of horizontal and vertical alignment in accordance with the Local Roads Plan design standards.
- Survey notes are to be retained on file with the Consultant for subsequent use in the preparation of construction plans and are to be available to the road authority upon request.

Local Bridge Improvement Grant (BIG) Procedure

It is anticipated that this item will permit the designer to (after the Type, Size and Location (TS&L) Inspection) develop a set of construction plans with no further survey needed.

Obtain Photo Documentation and Record Search of the Structure as defined in Attachment #1.

Preliminary Hydraulic Data Sheet, Plan/Profile Sketches (Preliminary Hydraulic Layouts) and gradelines, Electronic Copy of HEC-RAS File, and Final Drainage Memo/Letter in accordance with the newest version of the South Dakota Drainage Manual, for existing and all proposed structure alternatives. (More than one feasible alternative is required and should include a no-build as an option. This includes options on different alignments if applicable.) The newest version of the South Dakota Drainage Manual is available at the following location: <http://www.sddot.com/business/design/forms/drainage/>. Guidance and an example Final Drainage Memo/Letter can be found in Chapter 6 of the manual. The current preliminary hydraulic data sheet to be used must be obtained from the Local Government Assistance Office. The Consultant is wholly responsible for the accuracy of the design calculations and the independent check design calculations. The Local Government Assistance Office will prepare cost estimates.

Conduct a TS&L inspection.

Conduct a Foundations investigation and obtain undercut recommendations or subsurface investigation report.

Final Hydraulic Data Sheet (current data sheet obtained from LGA Office) with Scour Recommendations.

Final Hydraulic Design Report.

Attachment #1 - Photo Documentation and Record Search of the Structure

The information defined below will satisfy one of the requirements of the State Historic Preservation Society in clearing the structure for removal.

Photo Documentation of the Structure

- Site map and photo log of all photos**
- Photos will be taken of: (at minimum)**
 - Full views of the structure's primary elevations
 - Close-ups of any decorative, character-defining or structural features
 - General views of the bridge and its environment
- Photos will be labeled as follows:**
 - Photo Number - from photo log and site map
 - Name and Address of property – if property does not have legal address then please note either the Universal Transverse Mercator (UTM) or the legal location down to the quarter section.
 - Month and Year of photograph
 - Description of view, including camera direction (cardinal direction – N, S, E, W)
- Photos will be submitted in one of the following formats:**
 - Digital Photographs
 - At least 2000 X 3000 pixels at 300 dpi
 - Saved as TIFFs submitted on CDs
 - 35mm Black and White Photographs
 - 35mm black/white film printed on black/white photographic paper
 - Both prints and negatives submitted

Historical Record Search of the Structure

- Any or all of the following are needed:**
 - Reports – maintenance or otherwise indicating modifications to the original structure – what was done and why
 - Any Photographs of the original structure (not inspection photos; not photos referenced in this work order)
 - Original Drawings
 - Original Plans
 - Any other documentation
- Names of Files or Repositories (courthouse, county historical society, etc.) Searched**

If possible, provide the original copy of this information. If not, submit the information in the following format. High quality clear Xerox copies of any reports, drawings, or plans; and photographs scanned at 600 dpi, saved as TIFFs, and submitted on a CD.

If these documents are not otherwise restricted through state or federal law; submit them to the SDDOT/Local Government Office for submission to the South Dakota State Historical Society for public use and reproduction. In the event that nothing is found, a letter indicating lack of findings, along with files or repositories searched, shall be submitted to the SDDOT/Local Government Assistance Office.

Attachment #2- Hydraulic Survey/Preliminary Design Data Requirements

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