

# MAP 21 – NHS STANDARDS

## NHS Expansion Working Group

### Roles and Responsibilities (FHWA, ODOT, Local Agency)

#### **Roles and Responsibilities**

Some of the current process and procedures (Local Agency Guidelines) established between local agencies and ODOT for project review have changed with the additional National Highway System (NHS) routes. FHWA, through a letter of authority dated March 13 2013, authorizes ODOT to allow certified Local Public Agencies to perform work, in areas in which they have been certified, on federal-aid projects when the projects are on locally owned arterials that are part of the National Highway System. Additionally, ODOT may, at the discretion of FHWA and ODOT, allow Certified Local Public Agencies to administer federal-aid projects that are part of the National Highway system on ODOT-owned arterials subject to the Stewardship Agreement between FHWA and ODOT. ODOT shall assure that the projects on the NHS will follow AASHTO design standards or ODOT design standards if on an ODOT facility.

Other Certified Agency projects (federally funded), non-certified local agency projects (regardless of funding source) on state jurisdiction roadways, and non-certified local agency projects on local agency jurisdiction projects (federally funded) will continue to use the current processes and procedures in place between the local agency and the ODOT Regions. The addition of NHS routes will not change how these projects are processed. The only remaining type of projects that will follow a new procedure are those local agency projects on local agency jurisdiction roadways that have no federal or state funding associated with those projects, and are on roadways that were added to the NHS by MAP-21. These local projects will need to be submitted to ODOT's Technical Services Traffic-Roadway Section for review via the established audit process outlined below. Certified Agency NHS projects on local agency jurisdiction roadways, which have no federal dollars, will also need to be submitted to ODOT Technical Service's Traffic-Roadway Section for review via the audit process. Below is a matrix to assist in providing direction for local agencies and ODOT to address MAP-21 and the addition of NHS routes, followed by a discussion on roles and responsibilities.

## MAP-21 NHS Roles/Responsibility Matrix

	PROJECT TYPE (CERTIFIED AND NON-CERTIFIED) ON NATIONAL HIGHWAY SYSTEM			
PROJECT CATEGORY	CERTIFIED AGENCY (CA)	NON-CERTIFIED AGENCY	NON-CERTIFIED AGENCY	NON-CERTIFIED AGENCY and Certified Agency (CA)
PROJECT JURISDICTION (STATE/LOCAL AGENCY)	Local Agency Project on Local Agency Roadway	Local Agency Project on State Jurisdiction Roadway	Local Agency Project on Local Agency Roadway	Local Agency Project on Local Agency Roadway
FUNDING SOURCE	Federal	Local/State/or Federal	Federal	Local
TYPES of PROJECTS	New Construction/Reconstruction (4R), Reconstruction, Resurfacing, Restoration, Rehabilitation (3R), Development Review			
DESIGN EXCEPTIONS	Approved by CA ODOT will approve design exceptions for all projects on an ODOT facility and on bridges on the ODOT inventory list <ul style="list-style-type: none"> <li>• Audit process as identified by Local Program agreements. No change in process for CA's</li> </ul>	Approved by ODOT <ul style="list-style-type: none"> <li>• No change from current process used by Local Agency and ODOT Region</li> </ul>	Approved by ODOT <ul style="list-style-type: none"> <li>• No change from current process used by Local Agency and ODOT Region</li> </ul>	Approved by Local Agency <ul style="list-style-type: none"> <li>• Local Agency provides ODOT with list of projects, contract plans, specifications, and design exceptions on project by project or yearly basis for audit. Local Agencies submit information to ODOT Technical Services Traffic-Roadway Section for audit procedures.</li> </ul>
PLAN REVIEWS (New Construction Reconstruction) (Resurfacing, Restoration, Rehabilitation-3R) (Development Review)	Approved by CA <ul style="list-style-type: none"> <li>• Audit process as identified by Local Program agreements. No change in process for CA's</li> </ul>	Reviewed by ODOT <ul style="list-style-type: none"> <li>• No change from current process used by Local Agency and ODOT Region</li> </ul>	Reviewed by ODOT <ul style="list-style-type: none"> <li>• No change from current process used by Local Agency and ODOT Region</li> </ul>	Reviewed by Local Agency <ul style="list-style-type: none"> <li>• As with Design Exceptions, Local Agency provides ODOT with a list of projects, contract plans on a project by project or yearly basis for audit. Local Agencies submit information to ODOT Technical Services Traffic-Roadway Section for audit procedures-</li> </ul>
AUDIT PROCEDURES				Audit Procedure- ODOT shall select a percentage of projects to perform a quality assurance type audit. Projects selected should consist of a sample of modernization, preservation, and developmental review projects.

## **Local Agencies**

- **Certified Agencies-** Certified Agencies are to use the same review process for projects as they do today with the following caveat. Those Certified Agency projects on the NHS that use local agency dollars only and are on local agency jurisdiction roadways are to submit those projects to ODOT Technical Services' Traffic-Roadway Section for audit purposes. Submittals are to include a listing of project or projects (if on a yearly basis), contract plans, specifications, and signed design exceptions. Submittals are also to include a design narrative providing justification for those projects that use lane widths less than 12 feet and vertical clearances of less than 16 feet. Types of projects to be submitted include: new construction and reconstruction (4R); resurfacing, restoration, and rehabilitation (3R); and development review. Design exceptions are to be approved by the Certified Agency.
- **Non-Certified Local Agencies-** Non-Certified Local Agencies are to use the current process development for non-certified local agencies projects that use federal, state, or local dollars on state jurisdiction roadways and non-certified local agency projects that use federal dollars on local agency jurisdiction roadways. Those non-certified local agency projects on the NHS that use local agency dollars, and are on local agency jurisdiction roadways are to submit those projects to ODOT Technical Services' Traffic-Roadway Section on a project by project or yearly basis for audit purposes. Design exceptions are to be approved by the local agency. Submittals are to include a listing of project or projects (if on a yearly basis), contract plans, and signed design exceptions. Submittals are also to include a design narrative providing justification for those projects that use lane widths less than 12 feet and vertical clearances of less than 16 feet. Types of projects to be submitted include: new construction and reconstruction; all resurfacing, restoration, and rehabilitation (3R); and development review.

## **Region Tech Centers**

Region Tech Centers are to continue with the review process that is currently in place today for Certified and Non-Certified Local Agency projects with the following caveat: Local projects on the NHS that use local agency funding and on local agency jurisdiction roadways will be submitted by the Local Agency directly to Technical Services' Traffic- Roadway Section. Information submitted to Technical Services will include; a listing of project or projects (if on a yearly basis), project plans, and signed design exceptions. This same procedure will be used for Certified Agency NHS projects on local jurisdiction roadways that use local agency only funding.

## **Technical Services (Traffic-Roadway)**

Technical Services Staff shall perform an audit on those projects received. Initially, a percentage of the projects received will be selected for audit. Primary purpose of the audit is to review the projects for compliance with AASHTO design standards and to review local agency approved design exceptions for adequacy. Audit results will be used by ODOT to determine the effectiveness of current process and to determine if adjustments in the establish project review process are needed.