BRIDGE REINSPECTION PROGRAM RESOLUTION FOR USE WITH SDDOT RETAINER CONTRACTS

WHEREAS, Title 23, Section 151, United States Code and Title 23, Part 650, Subpart C, Code of Federal Regulations, requires initial inspection of all bridges and reinspections at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

THEREFORE, the City of Rapid City is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

The City requests SDDOT to hire Brosz Engineering Inc. (Consulting Engineers) for the inspection work. SDDOT will secure Federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the City for 20% of the cost. The City will be responsible for the required 20% matching funds.

Dated this _____ day of ____________, 2020, at __________________, South Dakota. (city)

_____________________
Mayor

ATTEST:

_____________________
City Auditor/Clerk
ATTACHMENT A

2020 CONSULTING ENGINEERING FIRM SELECTION LIST
FOR BRIDGE INSPECTIONS

1. AECOM Technical Services – Waterloo, IA
2. Ayres Associates Inc. – Eau Claire, WI
4. Brosz Engineering, Inc. – Pierre, Sioux Falls and Sturgis, SD; Bowman, ND
5. Civil Design, Inc. – Brookings, SD
6. Clark Engineering Corporation – Aberdeen, Pierre, Sioux Falls, and Watertown, SD
7. Fickett Structural Solutions Inc. – Middleton, WI
8. HDR, Inc. – Sioux Falls, Rapid City, SD
9. Houston Engineering – Sioux Falls, SD; Fargo, ND
10. Infrastructure Design Group, Inc. – Sioux Falls and Watertown, SD
11. Interstate Engineering, Inc. – Pierre and Spearfish, SD; Wahpeton and Mandan, ND
12. Jacobs Engineering Group, Inc. – St. Louis, MO
13. JEO Consulting Group Inc. – Wahoo, NE
14. Johnson Engineering Company – Yankton, SD
15. Kirkham, Michael & Associates, Inc. – Omaha, NE
16. KLJ – Rapid City, SD; Bismarck, ND
17. Olsson, Inc. – Lincoln, NE
18. Short-Elliot-Hendrickson (SEH) Incorporated – Sioux Falls, SD
19. Stantec Consulting Services Inc. – St. Paul, MN
20. Ulteig Engineers, Inc. – Sioux Falls, SD; Fargo, ND
Dear City Official:

Attached to this memorandum is the consultant selection resolution and a computer printout of the bridges in your City that are due to be inspected during the calendar year 2020. Please review it carefully and make any comments regarding a change in status of any structure that may have been or is scheduled to be CLOSED, REMOVED, REPLACED WITH A NEW STRUCTURE, OR REPLACED WITH A PIPE since the last inspection. These comments may be shown on the computer printout. **Please return the resolution and your changes or comments to this office as soon as possible.** Your careful attention to this list will help reduce unnecessary inspection expenses.

The U.S. Federal Highway Administration requires the initial inspection of all bridges and the reinspection at intervals not to exceed two years (Title 23, Section 151, United States Code and Title 23, Part 650, Subpart C, Code of Federal Regulations) with the exception of reinforced concrete box culverts (RCBC) that meet specific criteria. These culverts are reinspected at intervals not to exceed four years. Any government jurisdiction failing to comply with the posting and reinspection requirements of the National Bridge Inspection Standards (NBIS) Program may lose its eligibility for Federal transportation dollars.

Most South Dakota Cities have done a commendable job in initiating and following through on bridge inspections and postings.

The NBIS Program requires all structures over 20 feet in length be inspected every two years (or four years for specific RCBC) by a qualified inspector. To accomplish the inspections in your City during 2020, the following three approaches are open to you:

1. Hire a consulting engineer to inspect the bridges due for inspection and pay for these services utilizing 100% City funds;

2. Follow the prescribed South Dakota Department of Transportation (SDDOT) procedures for Consultant Selection of Engineering Services, hire the consultant of your choice and qualify for 80% Federal reimbursement participation in the cost of the inspections; or
3. Utilize one of the twenty-one (21) consulting firms listed on Attachment A that are under retainer contract with the SDDOT and pay 20% of the costs with City funds. The procedures to implement this step are detailed below.

Federal Bridge Replacement Funds can be utilized to hire qualified engineering firms to perform these inspections. However, Federal regulations define specific steps, including requests for proposals, evaluation committees, competitive negotiations, etc., which must be followed when using Federal funds. In an effort to assist Cities in securing Federal funds for bridge inspections, SDDOT has undertaken competitive negotiations with several consulting engineering firms. Twenty-one firms have been qualified to sign retainer agreements with SDDOT. Services performed under these retainer agreements are eligible for Federal participation.

If the City would like to utilize these firms under SDDOT retainer contracts, then the City should take the following steps:

1. The City should indicate the firm it wishes to employ in a resolution to SDDOT (copy attached) pledging to provide the local match required to obtain Federal Bridge Replacement funds.

2. SDDOT will initiate an agreement work order with the consulting engineering firm that you have selected for their execution. The consultant then forwards the original, fully executed, work order to you for your signature. You will forward the original, signed, work orders to this office for signature. One copy will be returned to you, one copy is returned to the consultant, and the original is kept on file at SDDOT.

   The work order indicates the location and types of structures to be inspected in your City. It also shows estimated travel, per diem, and other costs related to the inspection. The summation of all these costs will be the basis for the maximum limiting amount of the work order.

3. If the City does not concur with the work order, it can request SDDOT to contract with another firm under retainer.

4. SDDOT will then issue a Notice to Proceed to the consulting engineering firm with a copy sent to the City. SDDOT will bill the City for its local match as the consultant completes its unit work products.

Cities are under no obligation to use the twenty-one consulting engineering firms under SDDOT retainer agreements. Cities can still obtain Federal funds by conducting SDDOT approved competitive negotiations with other engineering firms or by using 100% City funds to pay for engineering services. SDDOT is offering these firms under retainer agreement to the Cities as a relatively quick way to get bridge inspections underway and still meet Federal requirements for competitive negotiations.

Please note that once again this year the consultants will be required to keep a ledger of their time and expenses for their inspection services. They will be reimbursed at a cost plus fixed fee rate for these services, similar to their reimbursement for design services. The flat rate per structure by structure type is no longer being used.

If you have any questions, please call me at (605) 773-3390.