



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois/62764

June 30, 1993

County Engineers/ Superintendent of Highways
Municipal Engineers
Mayors and Village Presidents

#93-15

To satisfy the requirements of an internal audit and to comply with the Roads and Bridges Act (605 ILCS 5/3-104; formerly, Ill. Rev. Stat. 1991, ch 121, par.3-104), it is necessary for us to revise page 7-2-1 of the Federal Aid Procedures for Local Highway Improvements manual. This revision requires inspection of previously reported unsatisfactory maintenance conditions. It also provides a 90 day period for local agency compliance and authorizes the withholding of approval on all federal projects if this deadline is not met.

Attached is a revised copy of the above mentioned page which supersedes the page dated November, 1986.

At some later date, this revision, as well as others, will be sent out in the form of replacement page(s) that can be inserted into the manual.

Very truly yours,

A handwritten signature in cursive script that reads "Bill Sunley".

William T. Sunley, P.E.
Engineer of Local Roads and Streets

Attachments

CHAPTER 7
PROJECT COMPLETION

SECTION 2. - MAINTENANCE

1. GENERAL.

Section 116 of Title 23 (United States Code) provides that the State Highway Department is responsible for maintaining or causing to be maintained any project constructed with Federal-aid funds. It also requires the Department to enter into a formal agreement (BLR 4251) for the maintenance of the project when the road is under local agency jurisdiction.

An additional provision of Section 116 provides that if the Federal authorities find that any project is not being properly maintained, the highway agency will be notified. If the project is not put in a proper condition of maintenance, authorization of additional Federal-aid projects for the highway agency will be withheld until the project is put in proper condition.

"To maintain" shall mean to perform normal maintenance operations for the preservation of the entire project, including roadway surface, shoulders, roadsides, structures, and such traffic control devices as are necessary for its safe and efficient utilization.

2. MAINTENANCE MONITORING.

District Local Roads Field Engineers, during official highway travel over Local Agency Projects, shall observe general compliance with the provisions of this section.

On an annual basis, either during official highway travel throughout the year or during a special review, the District Local Roads Engineer or his designated representative(s) will review completed Local Agency Federal-aid projects to determine the Local Agency's maintenance effort. The District shall review each county and urban area at least once in every four-year period. More frequent reviews should be made if discovered deficiencies warrant.

At the completion of their review, the District shall forward a report of their findings to the involved local agency by December 1. An example format is shown on Attachment 7-2a.

Should an unsatisfactory condition be observed which threatens the integrity of a project constructed with Federal funds, it should be brought to the attention of the appropriate local officials. Local officials shall take corrective measures to avoid further deterioration. Based on further inspection, if within 90 days after receipt of such notice the highway or street has not been put back into a condition satisfactory to the Department, the Department with consent of FHWA may withhold approval of any federal projects.

The primary concern is whether or not the Federal-aid projects are being maintained at an acceptable level of physical integrity and operation. The maintenance review is not meant to be a detailed review of a roadway system, but rather a brief review to observe the overall status of maintenance. Positive comments should be included when appropriate.

A copy of the maintenance report sent to the local agency shall be kept in the District Office and shall be made available to representatives of the FHWA and Central Office upon request.