

Guide and / or I.M. Revision Notice

To: Cities, Counties, and Consultants

Date: June 24, 2020

From: Local Systems Bureau

Revision Notice Number: 2020-03

The Federal-aid Project Development Guide (Guide) and / or Instructional Memorandums to Local Public Agencies (I.M.s) have been revised as indicated below. This revision notice identifies all new or revised documents and includes a summary of the significant changes. Where appropriate, it also references the existing Project Development Information Packet (Packet) documents that have been replaced or superseded.

The Iowa DOT does not provide paper copies of the Guide or I.M.s. Since these documents are updated frequently, we recommend using the on-line version of the [Guide and I.M.s](#) for reference.

If you have any questions concerning these revisions, please contact Nicole Moore at nicole.moore@iowadot.us or 515-239-1506.

***** PLEASE NOTIFY ALL AFFECTED PERSONNEL OF THIS CHANGE *****

Document Title or I.M. Number	Summary of Significant Revision(s)
I.M. Table of Contents June 24, 2020	The I.M. Table of Contents has been revised to reflect new or revised I.M. numbers, as indicated below.
I.M. 1.200 Federal Funds Management June 24, 2020	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Clarify reimbursement request deadline to be within 45 days of the Project End Date (PED) • Clarifying when PED extensions should be requested, including unknown utility conflicts • Clarifying Processes and updating references to Federal code
I.M. 1.200, Att. A Procedures for Estimating Project End Dates June 24, 2020	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Update PED Calculations, including shifting from June 30 to September 30
I.M. 3.010 Project Development Submittal Dates and Information June 24, 2020	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Corrected the link to the Concept Statement Form. • Updated the Administering Bureau to include Systems Planning Bureau, Local Systems Bureau, or Iowa DOT Districts.
I.M. 3.010, Att. A Submittal Dates for Non- Federal-aid Local Public Agency projects let by the Iowa DOT June 24, 2020	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Corrected submittal dates for 2022 letting dates.
I.M. 3.700, Att. B (word) Check and Final Plan Checklist June 24, 2020	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Updated the bid item number for Safety Closure to 2528-2518000, which is effective with the October 2020 letting.