

Guide and / or I.M. Revision Notice



To: Cities, Counties, and Consultants
From: Local Systems Bureau

Date: March 20, 2025
Revision Notice Number: 2025-01

The Federal-aid Project Development Guide (Federal-aid 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. 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 Sarah Okerlund at sarah.okerlund@iowadot.us or 515-239-1291.

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

Document Title or I.M. Number	Summary of Significant Revision(s)
I.M. Table of Contents March 20, 2025	The I.M. Table of Contents has been revised to reflect new or revised I.M. numbers, as indicated below.
I.M. 3.060 Project Numbers March 20, 2025	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Provides guidance on which project numbers would run through the Farm-to-Market payment system commonly known as Contractor Pay System (CPS).
I.M. 3.500, Att. A (Word) Bridge or Culvert Plan Supplementary Checklist March 20, 2025	This I.M. Attachment has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Corrects HBP participation in deck overlays guidance to align with I.M. 1.100, Highway Bridge Programs for Cities and Counties.
I.M. 4.120 Cultural Resource Regulations March 20, 2025	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Clarifies LEB Staff will review bridges built after 1945, as certain concrete and steel bridges may be excluded from the need for a historical bridge assessment or evaluation. • Adds a chart to help clarify cultural resource efforts for archaeological resources and architectural resources.
I.M. 6.000 Construction Inspection March 20, 2025	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • General cleanup and clarifications • Delete Attachment B, Construction Inspection Process Flowchart. Items within this flowchart will now be included in the updated I.M. 6.000, Att. A listed below. • Delete Attachment E, Iowa DOT Field Inspection Review Report. This report is outdated and is no longer being used by Iowa DOT. Applicable information is accounted for in the updated I.M. 6.000, Att. A, or I.M. 6.110, Att. E.
I.M. 6.000, Att. A (Word) Preconstruction and Construction Inspection Checklist March 20, 2025	This I.M. Attachment has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Replacing the previous flow-charts (Preconstruction Inspection Process Flowchart and Construction Inspection Process Flowchart) with an updated checklist. • This new checklist includes everything previously in the deleted flow-charts plus additional resources and links.

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I.M. 6.000, Att. D Local Public Agency Construction Contract Administration Guidance March 20, 2025	This I.M. Attachment has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none">• General cleanup and clarifications.• Incorporation of Doc Express and Appia updates• Alignment with recent Construction Manual, Chapter 2 updates.• Updated to reflect DBE trucking changes