

Major Changes from the 2020 Manual

Chapter Revision

Contents... Updates sections and page numbers

- All Adds a Roles and Responsibilities section to each chapter, explains “CDOT Project Manager” is interchangeable with “CDOT Local Agency Coordinator”, distinguishes requirements for different funding sources (Federal, State, and other federal awarding agencies), incorporates Local Agency Bulletins and Design Bulletins, as appropriate, incorporates use of compliance tracking and monitoring systems
- 1 Updates funding programs, provides links to Transportation Act (IIJA/BIL)
- 2 Refreshes text, explains 10-Year Vision Plan
- 3 Updates processes, introduces information on funds from other federal awarding agencies (US Treasury), clarifies the meaning of Outline IGA and IGA, and lists required documents needed for an IGA
- 4 Refreshes text, explains the risk-based review process prior to project phase authorization
- 5 Describes evolution of the *Project Development Manual* and incorporates information from that manual, adds clarifications regarding electronic records/electronic signatures, and discusses funding programs/project delivery requirements. Includes requirement for TC approval of IGAs over \$750,000. Lists requirement to maintain written policies and procedures for procurement of professional services or adopt CDOT’s policies. Notes the requirement to avoid conflicts of interest and maintain written standards. Lists the items required in a request for proposal, including those on Federal-aid highway funded projects for professional services. Lists the factors used in the evaluation and selection of consultants. Adds the requirement (from the IGA) for a consultant to certify compliance with requirements prior to entering into a consultant contract. Lists the requirements for using an on-call list for consultant selection. Adds the requirement to seek approval of consultants as extension of staff in a management support role on federal-aid highway projects. Provides additional information/discussion items at the Scoping, FIR and FOR meetings. Includes information on conditional clearances (for Right of Way). Includes subsurface utility engineering requirements. Incorporates bulletin information pertaining to proprietary, sole source or Local Agency furnished items, guarantee and warranty clauses, Colorado residency labor preferences, and specifications. Clarifies responsibilities of the Local Agency’s Structural Design Engineer-of-Record and CDOT staff bridge. Adds process information in the event of project delays.
- 6 Explains civil rights requirements for specific federal agencies. Indicates projects with multiple funding sources must follow the most stringent requirements and must apply these requirements to the entire project. States that the CDOT DBE Program does not apply to projects funded solely with US Treasury (Federal Recovery Funds) or non-federal (state) funds. Introduces compliance software systems, B2GNow and LCPtracker on projects/contracts advertised on or after July 1, 2022 and indicates

- applicability to projects based on funding sources. Requires use of B2GNow on professional services contracts funded with Federal-aid Highway funds advertised on or after July 1, 2022. Notes that Davis-Bacon Act requirements do not apply on non-federal (state) or Federal Recovery Fund projects. Requires enforcement of prompt payment. Notes that there are different Title VI assurances depending on funding source and requires preparation of Title VI Plan.
- 7 Separates advertisement, bid and award requirements into distinct sections for projects with Federal Funds and Projects with Non-Federal (State) funds. Explains process for rejection of the low bidder.
- 8 Clarifies requirements and submittals depending on use of compliance software systems. Notes the Contractor is required to make Good Faith Efforts to obtain additional DBE participation if a change order adds new work items or increases the total dollar amount of the Contract. Modifies the statement added to Form 90 to include state funds. Adds construction inspection and documentation responsibilities for projects with structures. Explains Construction Oversight Checklist.
- 9 Requires the CDOT Project Manager to consult with the Region Materials Engineers with question pertaining to the completion of Form 1243. Provides requirements for Materials Books. Lists submittals necessary for development of Form 250. Requires compliance with 2 CFR 200.322, *Domestic preference for procurements*, on projects with Federal Recovery Funds.
- 10 Provides link to civil rights flowcharts for each form/process. Clarifies civil rights form submittals and requirements if using compliance software systems.
- 11 Requires a final quality inspection of all structures by the Local Agency's Engineer in Responsible Charge/Structural Engineer of Record. Requires submittal of a professional services closeout report form on Federal-aid Highway projects; introduces updated Form 1212 LA. Explains record retention requirements for funding sources.
- App A Provides links to newest versions of forms
- App B Gives newer examples, includes recent of revised CDOT policies impacting LAs.
- App D Includes updated contacts and office locations
- App F Includes updated Construction Documentation letters and forms.
- App G Provides Program Information for US Treasury - American Rescue Plan Act/Coronavirus State & Local Fiscal Recovery (Federal Recovery Fund) projects, State funded MMOF projects, and includes links to a Federal Recovery Fund Reference Guide.