

**New Jersey Department of Transportation
Division of Local Aid and
Economic Development**

**Program Description and Procedures for
Local Bridges Fund**



July 2024

Local Bridges Fund

Program Goals and Objectives:

The NJDOT is committed to maintaining and improving New Jersey's local transportation infrastructure by providing financial assistance to the state's 21 counties for improvement of county-owned bridges.

Counties may use Local Bridge grants for preventive maintenance, rehabilitation and replacement of structurally deficient, scour critical and functionally obsolete bridges. The objectives of the Local Bridges program are:

- To remove bridge(s) from the Structurally Deficient list
- To remove bridge(s) from the Scour Critical list
- To remove bridge(s) from the Functionally Obsolete list
- To prevent bridge(s) from becoming Structurally Deficient or Scour Critical

Bridge Eligibility

The following categories of bridges are eligible for Local Bridge funds and are listed in priority order:

- Primary Interventions (for bridges and structures with length of more than 20 feet)
 - **Structurally Deficient**
 - Scour Critical
 - Functionally Obsolete
- Secondary Interventions shall only be implemented when no structures qualify for Primary Intervention. Secondary Interventions shall apply to the following:
 - Minor Bridges (for bridges or structures 20 feet or less long)
 - Structures that require Priority 1 and Priority 2 repairs.
 - Bridge elements that have a condition rating of 5, that are expected to be downgraded to a 4 in the near future.

As per subsection 101.03 of the 2019 NJDOT Standard Specifications for Road and Bridge Construction: A bridge is defined as a structure, including culverts and supports, erected over a depression or an obstruction, such as water, highway, or railway, and having a track or passageway for carrying traffic or other moving loads and having a length measured along the center of the structure of more than 20 feet between under copings of abutments or extreme ends of openings for multiple boxes. Structure dimensions are defined as follows:

1. Bridge length. The length of a bridge structure is the overall length measured along the line of survey stationing from back-to-back of back walls of abutments, if present, otherwise end to end of the bridge floor; but, in no case less than the total clear opening of the structure.
2. Bridge width. The clear width measured at right angles to the longitudinal centerline of the bridge between the bottom of curbs, or in the case of multiple height of curbs, between the bottoms of the lower risers or, if curbs are not used, between inner faces of parapet or railing.

The priority of this program is to improve county owned bridges of more than 20 feet length that are **structurally deficient**, scour critical and functionally obsolete. However, the Department will consider funding structurally deficient minor bridges (structure of 20 feet or less) or miscellaneous structures, if it is determined that the County has addressed all the bridges meeting the above criteria. Minor bridges will be considered as an exception on a case-by-case basis as the commissioner shall so determine and will require full bridge credentials: (1) inspection report, (2) SI&A data, (3) Structural Ratings.

For bridge railings and safety features, refer to NJDOT CAN 086R (Corrective Action Notice).

Application Process

Annually, the Department will announce to the 21 counties the availability of funds and application timeline. The counties will then prepare and submit their applications on-line using PMRS at: <https://www.njdotlocalaidrc.com/pmrs/>

Applicant must completely fill out all requested information on PMRS including detailed scope of work. Information shown on maps and attachments must be clear and legible.

Each County can submit a maximum of 5 applications. Counties submitting more than one application must prioritize their applications by assigning them a priority rating. Use number 1 for the highest priority. Follow the instructions provided on PMRS.

Funds are distributed based on a minimum of \$1.0 million per County (\$21.0M) with 50% of the remaining funds (\$13.15M) allocated based on each County's percentage of total major bridge deck area and 50% (\$13.15M) based on each County's percentage of structurally deficient major bridge deck area. A separate application and supporting documents must be submitted for each proposed project. Each County must submit applications by the established deadline.

The Local Bridges Fund program is jointly managed by the Division of Local Aid and the Bureau of Structural Engineering Services. All applications are reviewed and evaluated by the Bureau of Structural Engineering Services and a recommendation is

made for final approval by the Commissioner of Transportation. The Division of Local Aid will administer the projects once the projects are selected.

An e-resolution must be submitted online using the New Jersey Department of Transportation's Project Management and Reporting System (PMRS), which can be accessed from the Local Aid Resource Center: <https://njdotlocalaidrc.com/pmrs/>.

One copy of the fully executed Application/Agreement will be forwarded to each county with a transmittal letter signed by the Director of Division of Local Aid and Economic Development. It is recommended that counties consult with the appropriate District Office Manager in determining project eligibility for funding.

Program Administration

The Local Bridges Fund program will be governed by N.J.A.C. 16:20B and counties are required to comply with these regulations and all provisions contained in the N.J.A.C. 16:20B as applicable. The rules establish guidelines and procedures to be followed by Counties when administering contracts. In addition, the rules provide the requirements for preparing plans and specifications, contracts administration, contract completion and payment, state participation in cost as well as audit requirements.

Additional detailed information can be found in the State Aid Handbook at: <https://www.state.nj.us/transportation/business/localaid/stateaid.shtm>

The Handbook is intended to be used as a guide by County and Municipal Officials and Engineers in the processing of State Aid projects.

General Provisions

- NJDOT requires projects to be delivered to construction award within 36 months of grant notification. Counties must provide information in the application to support their project's construction readiness. This information will be considered carefully in evaluation of applications.
- Per N.J.S.A. 27:1B-25.5, local government entity grant recipients shall be prohibited from using local aid program funds to support the work of any local government entity's employees on any construction projects funded, in whole or in part, out of funds from the local aid program. The use of force accounts will no longer be a part of local aid programs.

Other Provisions

- Funding is for Construction only.
 - Counties may invoice up to 75% of the awarded amount, or 75% of the allotment, whichever is less. The remainder of the eligible costs will be reimbursed upon receipt of the final Payment Voucher and supporting documentation.

- Upon project closeout, any remaining funds must be obligated within the next State fiscal year. Funds shall not be accumulated beyond the next fiscal year Local Bridges Fund. This applies to the \$1.0 million annual allotment only. **Balances shall not be carried forward for Local Bridges Fund discretionary allotments.**

Contact Persons:

For questions concerning all aspects of the program, please contact the appropriate District Manager listed below:

District 1

200 Stierli Court
Mount Arlington, NJ 07856
Phone: (973) 810-9120
Fax: (973) 601-0049
Morris, Passaic, Sussex and Warren

District 2

153 Halsey Street - 5th floor
Newark, NJ 07102
Phone: (862) 350-5730
Fax: (973) 648-4547
Bergen, Essex, Hudson, and
Union

District 3

1035 Parkway Avenue
PO Box 600
Trenton, NJ 08625
Phone: (609) 963-2020
Fax (609) 530-8044
Hunterdon, Mercer, Middlesex
Monmouth, Ocean and Somerset

District 4

1 Executive Campus
Route 70 West, 3rd Floor
Cherry Hill, NJ 08002
Phone: (856) 414-8414
Fax (856) 486-6771
Atlantic, Burlington, Camden, Cape May
Cumberland, Gloucester, and Salem