

## **GAP-01 FUNDING GUIDELINES FOR MUNICIPAL BRIDGE STRUCTURES**

### **GENERAL:**

The Municipal Government Act and the Public Highways Development Act are the legislation under which a Municipality and Alberta Transportation operate regarding bridge structures on public municipal roads. Like the roads on which they are located, bridge structures on municipal roads are under the control and management of the Municipality (there are exceptions such as some irrigation and drainage structures). This means that the construction and maintenance of municipal bridge structures are the responsibility of the Municipality.

The legislation permits the Minister of the Department of Transportation to provide assistance to municipalities for their bridge structures. Therefore, the Department may provide funding assistance to municipalities to the extent that budgets approved by the Provincial Legislature allow.

This guideline outlines the funding which a Municipality may receive for their municipal bridge structures. The funding arrangements in these guidelines are based on a cost share arrangement whereby the Department will reimburse the Municipality for eligible bridge items on approved projects and the Municipality will pay for the remaining items, primarily the road related items but also including minor repair items.

The Department will prioritize the requests for funding from the municipalities on a regional and provincial basis and will provide funding in accordance with this guideline according to the priorities which are assigned.

To qualify for funding, it is expected that municipalities will meet the requirements of GAP-03 - "ENGINEERING STANDARDS FOR MUNICIPAL BRIDGE STRUCTURES".

### **DEFINITIONS:**

Municipality	For the purposes of this guideline, a Municipality is taken to be a municipal district, county, regional Municipality, village, town, summer village, special area or metis settlement.
Bridge Structure	Includes bridge culverts, standard bridges, major bridges, major bridge culverts, low level crossings and sign bridges. The type of structure is as defined by the Department's Bridge Inventory System (BIS).

**EXCLUSIONS:**

The following are not eligible for funding under this guideline:

- Structures or work funded under the Secondary Highway Partnership Program.
- Structures to accommodate pedestrian or livestock traffic only.
- Structures which are constructed to serve local developments or subdivisions only. (After the Municipality has assumed control of the structure from the developer, it may be considered for funding under this guideline.)
- Structures in towns and villages which are not located on main access routes from outside the corporate limits.
- Ferries.
- Right-of-way or easements and any associated costs.
- Utility removal, relocation or mitigation costs.
- Any legal costs.

**FUNDING ASSISTANCE GUIDELINES:**

A. DEPARTMENT

For projects approved by the Department, the Department will provide funding for the following eligible items:

- Engineering services for the eligible bridge items including preliminary engineering, detailed design, contract tender preparation and contract management including materials fabrication inspection and construction inspection.
- Construction costs for bridge structures including supply of materials (see Appendix A for examples of eligible items).
- Removal and salvage costs of major bridges.
- Rehabilitation, major repair and major maintenance costs for bridge structures including supply of materials (see Appendix A for examples of eligible items). Generally, the types of work eligible for assistance are:
  - > major structural repairs to standard bridges and bridge culverts, and
  - > rehabilitation, repair and maintenance of major bridges and major bridge culverts.

B. MUNICIPALITY

The Municipality is responsible for all other costs including:

- All engineering services for non-eligible items.
- Surveying and preparation of survey plans.
- Traffic accommodation.
- Grading and road related items.
- Removal or salvage of existing structures except for major bridges.
- Non-structural or minor structural repairs to standard bridges and bridge culverts.
- Specified minor maintenance and repair of major bridges and major bridge culverts.

See Appendix B for examples of items for which the Municipality is responsible.

## **MODIFICATIONS TO FUNDING:**

Where a Municipality elects to carry out a bridge culvert installation with its own forces, the Department funding for the construction costs will be limited to payment of a Bridge Culvert Installation Contribution and reimbursement of the cost for the supply of the culvert material. "Own forces" includes any non-contracted arrangement whether using municipal forces, rented equipment or day labor (hourly rate) forces. Where the Culvert Installation Contribution applies, it would also cover all construction supervision costs, whether by municipal staff or a consultant. The Bridge Culvert Installation Contribution will be based on the rate schedule approved by the Department and currently in effect at the time of the installation.

Bridge structures which serve for land access only will not be eligible for full funding under this guideline. Where the Department agrees to provide funding for a land access structure, the funding will be limited to 50% of the cost of the eligible items under this guideline. Land access structures are those that serve to access to farm land only, do not serve to access residences, and there is no alternative access. A structure will not be considered as a land access structure where, in the opinion of the Department, it is required to provide "reasonable" access to farm land. Structures required for "reasonable access" will not be subject to this funding limitation. "Reasonable access" will consider the cost of the structure relative to the user benefit, including the number of users, the amount and value of land being accessed and the alternate travel distance. "Reasonable access" will also consider the cost of constructing an alternate access.

Bridge structures which are within road projects which are receiving funding from other sources, including other Department or Provincial Government sources are expected to be funded to the same extent as the road work from those sources.

The Municipality shall make all reasonable efforts to recover the cost of accident damage

repairs from the party at fault. If such costs are not recoverable due to no fault of the Municipality, the Department may fund the cost of the eligible items under this guideline.

### **REQUIREMENTS:**

To be eligible for funding on a project, a Municipality must:

- Provide a prioritized list of projects for the Department's consideration containing the information requested by the Department to substantiate the need and priority.
- Undertake the work in accordance with engineering terms of reference, detailed plans and specifications as approved by the Department.
- Utilize competent engineering consultants registered and licensed to practice in the Province of Alberta.
- Schedule the work to be completed by date agreed to with the Department.
- Utilize its own employees for general administration of this project.
- Provide the Department with quantity and quality control information and test results as requested.
- Provide the Department with copies of all reports, drawings, design notes, final details and as-constructed information.

Department funding of engineering services is subject to the Department's review and approval of the terms of reference and the consultant's proposal, including the upset fee. Department funding of construction/repair work is subject to the Department's review and approval of the design, specifications, tendered/quoted prices and the completed work. Such approvals are to be obtained prior to proceeding with the next phase of the project.

The Department shall have the right at all times to inspect the cost records of the Municipality and the work performed and shall have the right to require any modification or alteration in the work performed to ensure its completion in accordance with the engineering terms of reference, detailed plans and specifications as approved by the Department. The Municipality is to keep the Department informed as to the work schedule in order that the Department can audit the work in progress and inspect the completed work.

Upon completion of the work, the Municipality shall allow free and complete use of the said bridges to and by any lawfully licensed vehicle operated in accordance with the Motor Vehicle Administration Act and the Motor Transport Act.

The Municipality shall indemnify and hold harmless the Minister of the Department, his employees and agents from any and all claims, demands, actions and costs or what ever may arise, directly or indirectly, out of any act or omission of the Municipality, its employees or agents, in the performance by the Municipality of any work funded under this guideline.

### **PAYMENT PROCEDURE**

Costs incurred for this project will be based on the approved consultant rate schedule and for actual hours worked or disbursements made by the consultant, contract unit bid prices and actual quantities utilized, and other approved eligible items, to the maximum amounts to which the Department has agreed.

Where there is a mobilization cost or other cost covering both eligible and non-eligible items, such costs will be prorated to the Department and Municipality on the basis of the costs of the eligible and non-eligible which are covered.

The Municipality agrees to provide written notice and advise the Department of anticipated costs in excess of the amounts agreed to by the Department immediately upon becoming aware of the potential cost increases. Cost over-runs above the amounts agreed to by the Department will only be accepted if approved by the Minister.

The Municipality will receive and pay all progress and other billings, inclusive of applicable Goods and Services Taxes. The Municipality will certify the costs eligible for funding in the manner prescribed by the Minister as valid costs of the project and will render to the Minister at the end of each month a billing, with sufficient detail and explanation, equal to the sum of the progress and other billings received during that month less Goods and Services Taxes. The Department, upon receipt of the billing from the Municipality, will remit funds to the Municipality equal to the amount of the billing, subject to the Department's review and approval of the billing.

The Municipality will submit its final invoice to the Department within 120 days of the scheduled completion date, after which no further invoices will be accepted by the Department.

The Department certifies that the goods and/or services ordered/purchased are being purchased by Alberta Transportation which is an Alberta Government department and are therefore not subject to the Goods and Services Tax.

## **APPENDIX A - EXAMPLES OF ELIGIBLE BRIDGE ITEMS**

### **CONSTRUCTION ITEMS**

- Construction costs of the bridge structure only, including related items done at the time of construction such as:
  - > excavation to effect construction of the structure (excluding the removal of existing highway embankment or for removal of existing structures)
  - > temporary streamflow accommodation through the site (excluding the cost of accommodation through a detour)
  - > environmental mitigation related to temporary streamflow accommodation
  - > supply and installation of fish baffles
  - > structural backfill for culverts
  - > scour protection works
  - > bank protection works, and
  - > sidewalks for bridges only, where the sidewalk is part of the bridge and where the Department has agreed that there is a need for a sidewalk.

### **REHABILITATION, MAJOR REPAIR AND MAJOR MAINTENANCE**

- Concrete overlays on standard bridges
- Repair or replacement of piles, caps or girders for standard bridges
- Full replacement of subdeck for standard bridges
- Partial or full curb replacement for standard bridges
- Partial or full liners, shotcrete repairs or concrete lining of bridge culverts
- Major structural repairs only for sidewalks on vehicular bridge structures
- Major repairs to bank protection and scour protection works for major bridges and major bridge culverts
- Painting of major bridges
- Rehabilitation, major repair and major maintenance of major bridges and major bridge culverts except as listed in Appendix B

## **APPENDIX B - EXAMPLES OF MUNICIPAL FUNDED ITEMS**

### **CONSTRUCTION ITEMS**

- Grading and road related items such as:
  - > roadway and bridge approach fills,
  - > fill outside the culvert structural backfill envelope,
  - > roadway surfacing including base course, ACP and gravelling,
  - > guardrail (bridgerail attached to the structure, including bridgerail terminals on the approaches, is funded),
  - > lighting, and
  - > permanent signing.
- Traffic accommodation items such as:
  - > signing
  - > all detour construction costs, including streamflow accommodation through the detour, and
  - > maintenance of the detour.
- Excavation of existing highway embankment or for removal of existing structures.
- Channel improvements including diversions.
- Permanent environmental and navigable waters mitigation or approval requirements.

## **APPENDIX B - EXAMPLES OF MUNICIPAL FUNDED ITEMS**

### **REPAIR AND MAINTENANCE ITEMS**

- Strutting of standard bridges and non-major bridge culverts.
- Partial or full replacement of stripdeck on standard bridges.
- Minor replacement of subdeck on standard bridges.
- Minor replacement of stripdeck and subdeck on major bridges.
- Repair or replacement of railing on standard bridges and all bridge culverts.
- Repair, replacement, or addition of timber sheeting or bracing.
- Cleaning and washing of all bridges.
- All bank protection and scour protection work for standard bridges and bridge culverts where required after initial construction.
- Minor repairs to bank protection and scour protection works for major bridges and major bridge culverts.
- Roadway, headslope and approach fill maintenance or repairs for all bridge structures.
- Approach guardrail maintenance or repairs for all bridge structures.
- Minor concrete repairs for all bridge structures.
- Banding split piles for all bridge structures.
- Removal of drift and debris from standard bridges or bridge culverts.
- Minor removal of drift and debris from major bridges or major bridge culverts.
- Maintenance and repairs to sidewalks on all vehicular bridge structures.