

Activity 304 Betterment

Activity 304 includes improvements to the roadside, roadway, bridges, buildings, or any other highway facility.

Before maintenance crews perform a public improvement, as defined in Oregon Revised Statute (ORS) 279.011(8) the District Manager or Transportation Maintenance Manager must follow the least cost policy described in ORS 279.023. (Note: As of March 1, 2005 these statutory references will become ORS 279A.010(1)(aa) and ORS 279C.305 respectively; however the intent remains the same.)

A Professional Engineer must approve many modifications or improvements that are done under this Activity. Refer to ODOT *Policy DES 05-02*.

Before beginning any work under this activity, prepare a Betterment Order, form 734-3440, and obtain approval of the District Manager. After approval, send copies of the approved form 734-3440, with supporting documentation as appropriate, to the Maintenance Management System (MMS) Unit in the ODOT Highway Finance Office for assignment of a Betterment EA.

Betterment is funded in the performance budget; thus, each betterment order expires at the end of the fiscal year. Prepare a new form 734-3440 and obtain needed approval each year for uncompleted work or for new work.

If the planned work involves resources beyond those available in the Maintenance program, consider having the work performed by contract methods. Refer to discussion in the Purchase and Acquisition of Goods and Services section of this Guide. The District Manager may also request the Region Manager to include a project in ODOT's Statewide Transportation Improvement Program to perform the work.

Implement appropriate methods to control erosion, sedimentation, and pollutants or contaminants, including those discussed in the ODOT *Routine Road Maintenance Water Quality and Habitat Guide Best Management Practices*. Assure that proper methods are implemented if the work is done by contract methods.

Measurement of Accomplishment, Expenditure Account, and Charge Activity

Measurement is number of worker hours involved. Expenditure account type is Betterment EA. Designate a subjob of 800 if the work involves bicycle path facilities. If the work involves roadway surfacing, also record the milepoint locations of the work performed, for use by the Pavement Management System. Charge all work to TEAMS Activity 304.