

**ODOT STIP Amendments
New Approval Authorities
Questions and Answers
Effective May 21, 2020**

Q1: Project 1 is programmed in the STIP at \$1.5M and Project 2 is programmed at \$2.0M. The projects are combined into one key number to help with efficiency and delivery. Does this trigger any of the need approvals?

A1: No, as the total cost of the project is equal to the same amount as what was originally programmed. This does not require any of the approvals from this matrix. A CMR and a STIP amendment are still required.

Q2: Project is programmed in the STIP at \$3M. There is an amendment to add \$200K, and this completed via administrative amendment process with no approvals needed. Then after a bit, another amendment adds \$300k, with no approvals needed. Then another amendment to add \$500K. The cumulative amount of all of the amendments equals \$1M when added up. Will this require approval from the appropriate individuals in the new OTC matrix?

A2: At this time, no, that would not require a letter to be approved by any level of the matrix. However, Program and Funding Services may elevate situations if there appears to be an issue of intentionally circumventing the approved process.

Q3: Project construction phase is programmed at \$5M. The project receives a good bid and the construction authorization is set at \$3.5M. As the construction progresses, an increase in authorization is requested for \$1.2M, which would utilize a portion of the funding saved at the time the authorization was originally set. Does this trigger an approval process?

A3: Yes, an approval for the increase is needed per the construction manual. Based on this example, the request would need to be approved by the Delivery and Operations Administrator. While this example utilized savings from a good bid, once the construction authorization is set, the project will follow the requirements of the construction manual.

Q4: Once the request is approved, can i begin work immediately?

A4: No. The STIP amendment will still need to be processed accordingly. The approvals associated here allows the STIP amendment to move towards completion. Please work with your STIP Coordinator to understand how long until the amendment is approved. There are a variety of factors in the final approval of the STIP amendment. These include, but are not limited to, MPO approval, public comment requirements, FHWA or FTA approval, and obligation of funding.

Q5: My project has a cost overrun of \$1M. The overrun is being paid for with local funds. Do I need to get approval?

A5: If your project has funding provided from the ODOT controlled funding programs, then yes. Those programs are Fix-it, Enhance, Leverage, ARTS, ODOT Transit, Rail and any grant programs (TIGER, INFRA, BUILD), which ODOT was applicant of the grant. For any project solely funded from funding programs from the MPOs, FLAP, ER, AOC/LOC Agreement (Local Bridge, Fund Exchange) then no. Please see #1 of the matrix details.

Q6: My request only increased my project by \$1M. Why is the project now going to the OTC for approval?

A6: While the matrix stipulates this change only requires the Delivery and Operations Administrator approval, any request may be elevated to the OTC at the discretion of the Director and the Delivery and the Operations Administrator.

Q7: I am adding money to my project from my region/program bucket or reserve. Does that fall into one of these approval categories?

A7: Yes. You will follow the approved matrix for approval thresholds if you adding funding from a bucket, reserve, or financial plan.