

FHWA/MoDOT Partnering Agreement

Design Division

Roles and Responsibilities of FHWA and MoDOT:

The following activities require coordination between FHWA and MoDOT in order to attain reviews/approvals within the agreed timeframes. In this agreement, all reference to days denotes business days. FHWA and MoDOT agree to work as true partners to ensure the success of the Design Division.

The following table identifies the various Design Project approval/review activities.

Activities		MoDOT/FHWA Responsibilities		
Approval/Action	Reference Document	Description of Actions and Responsibilities	Expected Timeframe (MoDOT)	Expected Timeframe (FHWA)
PoDI Plan Development and Core Team Activity		FHWA Transportation Engineer (TE) will meet with the MoDOT District Design Engineer and Project Managers (PM) after the draft Management STIP/TIP is submitted to MoDOT Central Office to develop a short list of potential projects, based on the various risk factors. FHWA will evaluate the risk factors and develop a list of PoDIs and Core Team Activity PoDIs (including LPA Projects, see LPA Partnering Agreement).	After the MoDOT Central Office Team receives the list of PoDIs it will be uploaded to the EPG.	Will provide MoDOT a list of PoDIs for each District and the overall PoDI summary. Each PoDI will identify the various activities for each project.
		MoDOT will provide FHWA TE the ability to participate in core team meetings, review plans, and provide input regarding safety, compliance, and constructability on projects identified as Design PoDIs and Core Team Activity Design PoDIs.	Recommend providing FHWA with a minimum of 10 days advance notice for meetings.	If FHWA would like to modify the PoDI classification of a project, FHWA will provide MoDOT a 30-days' notice (min) prior to

				making the change.
Preliminary Plans Review and/or Approval when identified as a PoDI Activity	23 CFR 630 Subpart B	MoDOT Design Liaison will submit approved preliminary plans to FHWA TE for review/approval. FHWA will review and provide comments as necessary.	Will submit 10 days prior to expected review deadline.	Will provide comments or approval within 10 days of receipt.
90% Plans Review and/or Approval when identified as a PoDI Activity	23 CFR 630 Subpart B	MoDOT Design Liaison will submit approved 90% plans to FHWA TE for review/approval. FHWA will review and provide comments as necessary.	Will submit 10 days prior to expected review deadline.	Will provide comments or approval within 10 days of receipt.
Plans, Specifications and Estimates (PS&E) Review and/or Approval when identified as a PoDI Activity	23 CFR 630 Subpart	<p>MoDOT Design Liaison will submit full and complete PS&Es to FHWA TE for review/approval, coordinate with FHWA on late submittals, and keep FHWA posted on last minute changes. All right-of-way, utility, railroad, and environmental certification/clearances should be completed prior to submittal.</p> <p>Addendums will also be submitted for approval.</p> <p>FHWA will review and provide comments as necessary.</p>	<p>Will submit PS&E 10 days prior to federal authorization date.</p> <p>Will submit addendums 2 days prior to sending to the prospective bidders.</p>	<p>Will provide comments or approval within 8 days of receipt.</p> <p>Will provide comments or approval for addendums within 2 days of receipt.</p>

Transportation Management Plan (TMP) (includes temporary traffic control plan) when identified as a PoDI Activity	23 CFR 630 Subpart J	<p>MoDOT Design Liaison will submit TMP to FHWA TE for review/approval.</p> <p>FHWA will review and provide comments as necessary.</p>	Will submit 10 days prior to expected review deadline.	Will provide comments or approval (if any) within 10 days of receipt.
Design Exceptions Approval when identified as a PoDI Activity	23 CFR 625.3 (f)	<p>MoDOT Design Liaison and District PM will discuss design exceptions with FHWA TE prior to submittal so that complete and descriptive justification is provided.</p> <p>FHWA will review and provide comments as necessary.</p>	Will submit 10 days prior to expected approval deadline.	Will provide comments or approval within 10 days of receipt.
Access Justification Report (AJR)	23 CFR 624 FHWA Policy and Procedures for New or Revised Interstate Access Approval in Missouri	<p>MoDOT PM will invite FHWA TE to all core team meetings and ask questions to ensure the AJR covers requirements.</p> <p>MoDOT Design Liaison will submit a draft AJR copy to FHWA TE for review, build FHWA HQ review time into schedule (if needed), submit complete report containing all traffic analysis information that has been reviewed by MoDOT staff, and coordinate with FHWA to schedule an AJR presentation for FHWA leadership to discuss potential concerns.</p> <p>FHWA TE will attend core team meeting as allowed and provide information regarding AJR requirements.</p>	<p>Will submit final version 15 days prior to expected approval if draft is provided. Allow 20 days, if no draft.</p> <p>Allow 40 days if HQ approval is needed.</p>	<p>Will provide comments or approval within 15 days of receipt if draft is provided, 20 days if draft is not provided.</p> <p>Will respond within 40 days if HQ review and approval is required.</p>

The following table identifies the various activities that may be identified as a Design Program approval/review activities.

Activities		MoDOT/FHWA Responsibilities		
Approval/Action	Reference Document	Description of Actions and Responsibilities	Expected Timeframe (MoDOT)	Expected Timeframe (FHWA)
Quarterly FHWA/MoDOT Design Partnering Meetings	23 CFR 630 Subpart B	MoDOT Design Leadership will coordinate with FHWA Team Leaders and Deputy Division Administrator to schedule quarterly meetings to discuss program updates.	Quarterly	Quarterly
FHWA/MoDOT Stewardship and Oversight and Partnering Agreements	23 CFR 630 Subpart B	FHWA's Design Program Coordinator will request MoDOT's Design Program Administrator participation in the discussion of the FHWA/MoDOT agreements related to the Design Program.	Will respond and coordinate with FHWA as needed.	Annually
Revisions to MoDOT Engineering Policy Guide (EPG)	23 CFR 625 EPG Approval Process	MoDOT will involve FHWA early in the development and will submit Level 2 and Level 3 EPG Ballot Issues to FHWA for review and approval. FHWA will review, offer feedback, and approve/reject all Level 2 and 3 ballot items.	Will submit 10 days prior to expected approval.	Will provide feedback during early involvement, comments (if any), and approval or rejection within 10 days of receipt.
Revision to Standard Plans and Specifications	23 CFR 625 EPG Approval Process	MoDOT will submit Level 2 and 3 revisions to FHWA in accordance with the <u>"Policy Approval Process"</u> . FHWA will review, offer feedback during early involvement, and approve all Level 2 and 3 revisions.	Will submit 10 days prior to expected approval.	Will provide feedback during early involvement, comments (if any), and provide approval or rejection

				within 10 days of receipt.
Development of Standard Job Special Provisions (JSPs) for Review and Approval	23 CFR 625 EPG Approval Process	MoDOT will include FHWA on the development of all standard JSPs that change or modify an existing specification and will submit the JSPs to FHWA for review and approval before incorporating them into the standard JSP list or specifications. FHWA will review, offer feedback during early involvement, and provide approval or rejection of the standard JSP's	Will submit 10 days prior to expected approval.	Will provide feedback during early involvement, comments (if any), and approval or rejection within 10 days of receipt.
Revisions to Utility Accommodation Policy	23 CFR 645.215	MoDOT will submit the Utility Accommodation Policy revisions to FHWA. FHWA will review, offer feedback, and approve/reject all revisions.	Will submit 10 days prior to expected approval.	Will provide comments or approval within 10 days of receipt.
Utility Variance on Interstate Right of Way	23 CFR 645.215	MoDOT will submit the Utility Variance Approval Form and supporting documentation to the FHWA Utility Program Manager.	Will submit 10 days prior to expected review deadline.	Will provide comments or approval within 10 days of receipt.
Special Experimental Project (SEP) - SEP 14 - SEP 15 - SEP 16	SEP-14 Policy Memo dated 2/13/1990 SEP-15 Federal Register V. 69, No. 193 dated 10/6/2004	MoDOT will initiate the conversation with FHWA. Will develop and submit the request, workplan, and supporting documentation (and any other documentation necessary) to FHWA. Note: Build FHWA HQ review time into schedule; all requests must be	Will submit final version 20 days prior to expected comments. Allow 30 days for HQ review.	Will provide comments or recommendation to HQ within 20 days of receipt. Will respond within 30 days for HQ review and approval.

	SEP-16 Federal Register V. 83, No. 183 dated 9/20/2018	<p>reviewed and approved by HQ.</p> <p>FHWA will coordinate with MoDOT in development of the request. Will recommend acceptance to FHWA HQ.</p> <p>If FHWA HQ has comments, FHWA will work with MoDOT for resolution, and resubmit to HQ for final approval.</p>		
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This agreement will be reviewed and updated, as needed, on an annual basis.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date last written below.

FEDERAL HIGHWAY ADMINISTRATION

NATALIE

RUTH ROARK

Digitally signed by
NATALIE RUTH ROARK
Date: 2025.01.23 07:51:15
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Missouri Division Projects Team Leader

MISSOURI DEPARTMENT OF TRANSPORTATION

Dominic D. Small-Say Jr.
1/30/2025

For

MoDOT State Design Engineer