

## **ALABAMA INDUSTRIAL ACCESS ROAD AND BRIDGE CORPORATION (Application Instructions)**

The Alabama Industrial Road and Bridge Corporation will use the information provided to consider the project for funding. Use the application on the following pages to submit the request. Please complete pages 1 – 3 of the application.

1. The project sponsor should contact the Alabama Department of Commerce (Commerce) to discuss industry development and potential request for industrial funding. Commerce's role is to verify the fiscal viability of a company and verify the number of jobs associated with the project. Alabama law requires an advance notice to Commerce and other state agencies when prospective new/expanding companies intend to avail themselves of the state's statutory and training incentive (see Code of Alabama, Section 41-9-202.1). The application should include the notification acknowledgment letter from the Secretary of Commerce.
2. The project sponsor will usually be the local city or county government. The project sponsor will normally be responsible for accomplishing all preliminary engineering activities including obtaining all required permits, preparation of final contract plans, acquiring the public right-of-way, relocating utilities, and maintaining the completed roadway. All project construction cost overruns will be the responsibility of the project sponsor. Any construction cost underruns will be returned to the industrial access account fund. Any work to be funded with industrial access road and bridge funds must be approved by the Alabama Department of Transportation (ALDOT) prior to work being performed and must follow all applicable state rules and regulations. If a consultant is used for construction engineering as a part of the project cost, the ALDOT consultant selection process for cities and counties must be followed. ALDOT must concur in the consultant selection and approve the consultant agreement before any work is performed. The latest edition of the Alabama Department of Transportation Standard Specifications for Highway Construction will apply to the project.
3. The project sponsor must provide the project length for each access and a complete project description.
4. The project sponsor must contact the appropriate ALDOT Region office for a scope of work review to ensure that appropriate turn lanes, pavement buildup and minimum design requirements are considered.
5. The project sponsor must furnish an estimated traffic count, including the percentage of trucks, to the ALDOT Region office for use on the scope of work review. The project sponsor must conduct this review prior to preparing the cost estimate.
6. The Alabama Industrial Access Road and Bridge Corporation must approve all projects before any portion of the work to be funded by the corporation is let to contract.
7. The project sponsor and ALDOT must execute a project agreement before the project is let to contract.
8. ALDOT must approve final plans before the project is let to contract.
9. A complete set of the corporation policies and procedures, the corporation White Paper, as well as Board of Directors' meeting time, date and location can be found on ALDOT's web site at: <http://www.dot.state.al.us/adweb/Industrial%20Access.html>

**To apply for funding, submit three copies of the following:**

- **APPLICATION (3 PAGES) – COMPLETED, SIGNED AND NOTARIZED**
- **DETAILED COST ESTIMATE (USING ALDOT PAY ITEM NUMBERS)**
- **DETAILED PROJECT MAP(S)**
- **PROJECT NOTIFICATION LETTER FROM COMMERCE**

**Send the above-named items to:**

**Transportation Director's Office  
Alabama Department of Transportation  
P. O. Box 303050 (1409 Coliseum Boulevard, 36110)  
Montgomery, AL 36130-3050**

# ALABAMA INDUSTRIAL ACCESS ROAD AND BRIDGE CORPORATION

## Application for Funding

PROJECT LOCATION		FUNDS	
City:	County:	Requested: \$	ALDOT Estimate:
SPONSOR INFORMATION			
Name of Sponsor (city or county):		Name of Officer:	
Mailing Address:		Title of Officer:	
Email Address:		Phone:	
		Fax:	
Senate District:		House District:	
Name of Commerce Project Manager (if required):		Amount of Funds Provided by Sponsor: \$	
CONTACT INFORMATION (if different from sponsor)			
Name & Title of Contact Person:		Email Address:	
Phone:		Fax:	
INDUSTRY INFORMATION			
Industry That Will Benefit:		<input type="checkbox"/> New Facility <ul style="list-style-type: none"> <li>• Number of Jobs at Full Capacity:</li> <li>• Capital Investment Associated with Request: \$</li> </ul>	
What does the Industry Manufacture, Process, etc.?		<input type="checkbox"/> Existing Facility Expansion <ul style="list-style-type: none"> <li>• Number of Jobs Associated with Request: New:</li> <li>Retain:</li> <li>• Capital Investment Associated with Request: \$</li> </ul>	
Estimated Facility Construction Completion Date:		<input type="checkbox"/> Other:	
Date Full Capacity Will be Achieved:		Average Wage: \$ <input type="checkbox"/> hourly <input type="checkbox"/> annually	

## PROJECT INFORMATION

Project Description:	
Project Limits and Total Length:	Total Project Cost (including industrial access funds): <b>\$</b> <i>Attach a detailed cost estimate and project map(s)</i>
Proposed Improvement on Public Right of Way and Open to full Public Access: <input type="checkbox"/> Yes <input type="checkbox"/> No – When Will Public Right of Way be Obtained:	Additional Funds Needed: <input type="checkbox"/> No <input type="checkbox"/> Yes – Source: Amount of Funds Obtained: <b>\$</b>
Completed Project Will be Maintained by:	Environmental Problems Anticipated: <input type="checkbox"/> No <input type="checkbox"/> Yes – Explain:
Project Construction Plans Prepared: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In Process When Will Plans be Completed:	Project Construction Plans Prepared by:
Provide any additional information that might aid in justifying the expenditure of Alabama industrial access road and bridge funds; i.e., local economic conditions, noteworthy news about the industries, etc.:	

I certify that the undersigned authority personally appeared before me and is known to me and who, upon being duly sworn, deposed and said:

1. I am the person submitting the application.
2. All information provided is for the purpose of securing industrial access funding and will be used to determine eligibility for funding.
3. I have personally reviewed all information provided and, to the best of my knowledge and belief, the information is true, accurate and complete.

\_\_\_\_\_  
Signature of City or County Officer

\_\_\_\_\_  
Title of City or County Officer

Sworn to and subscribed before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public Signature

Date Received by Board

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