



ALABAMA DEPARTMENT OF TRANSPORTATION

Bureau of County Transportation

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Robert Bentley
Governor

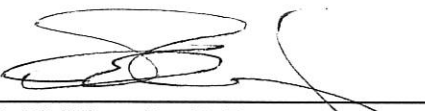
John R. Cooper
Transportation Director

January 2, 2014

MEMORANDUM 2014-06

**TO: All County Engineers, Division Engineers, and
Division County Transportation Engineers**

FROM:



D.E. Phillips, Jr., P.E.
State County Transportation Engineer

RE: ANNUAL MAINTENANCE INSPECTION OF COUNTY ROADS

It is that time of year again when the divisions and counties should conduct inspections for all County FAS, SACP, State-Grant Projects, and possibly all other paved county roads. These inspections are necessary to determine any repairs that may be required to keep the roads safe for the traveling public, and will also protect the county's and state's investment in them.

As you know, the county has agreed, in writing, to satisfactorily maintain the projects constructed, in full or in part, with Federal and/or State funds. The state is expecting the county engineer to accompany the division county transportation engineer or his authorized representative on these inspections. All inspections should be completed by **April 30, 2014**, in order for any required projects or repairs to be completed before the weather may become an issue. As soon as a Federal or State Aid Project is completed, it should be added to the projects for annual maintenance inspection.

This is to respectfully advise you that if a project is rated unsatisfactorily, a reasonable length of time should be given to the county to place the project back in an acceptable condition. Should the county fail to do the required work, then the state may see fit to withhold federal aid funds allocated to the county.

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January 2, 2014

Page Two

The Four (4¢) Cent Gas Tax Bill passed in 1980, states that these funds shall not be used for new construction unless 90% of the county's paved road system has achieved a grade of 85%, based on the Alabama Department of Transportation's Maintenance Report of County Roads and Bridges.

Any county expecting to use the 4¢ funds for new construction shall inspect all paved county roads. Any county electing not to inspect all paved county roads will not be eligible to use the 4¢ funds based on the grades received on the federal and state aid projects only. We would not expect the division to make another inspection before next year.

The transmittal letter from the division submitting the inspection reports should state whether all paved county roads have been inspected. Inspection reports for federal and state aid projects should be kept separate from reports on all other paved roads.

It is requested that all state personnel making these inspections are fair and reasonable when grading the county's roads. A grade representing the actual condition at the time of inspection is requested.

A written report (*Form BM-137*) by project is required. It is important that we receive these reports for **ALL COUNTIES NO LATER THAN MAY 15, 2014**. It is also important that proper care is taken when filling out the reports and that they are 100% accurate. The revised BM-137 form will be used again this year along with the *Guidelines for Grading County Roads Manual*. It is requested that all Divisions utilize the Summary Report that is available in the computer application. **PLEASE MAKE SURE THAT THE ROADWAY LENGTH, PAVEMENT WIDTH, AND ROW WIDTH, LOCATED AT THE TOP OF THE FORM BM-137, HAVE THE APPROPRIATE VALUES ENTERED.**

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