

**COUNCIL ACTION FORM**

**SUBJECT: AGREEMENT FOR MAINTENANCE AND REPAIR OF PRIMARY ROADS IN MUNICIPALITIES**

**BACKGROUND:**

Every five years, the City of Ames receives an Agreement for Maintenance and Repair of Primary Roads in Municipalities from the Iowa Department of Transportation (Iowa DOT). The agreement renewal would cover July 1, 2016, through June 30, 2021 (FY 2016-17 to FY 2020-2021). This agreement states what is legally required by the municipality and the Iowa DOT in regards to maintenance and repair of primary roads as defined by *Iowa Code*. For primary highways with an urban cross-section such as U.S. Highway 69 in Ames, *Iowa Code* requires the municipality to maintain items such as: curbs used for drainage, traffic signals, street lights, crosswalks, and drainage systems.

This agreement provides for a supplemental annual agreement that covers reimbursement from the IDOT to the City for the maintenance and repair of U.S. Highway 69. This supplemental agreement, which takes effect each July 1<sup>st</sup>, is approved by the Director of Public Works. **Currently, the supplemental maintenance agreement with the IDOT calls for the City to be paid \$44,176 in FY 2016/17, which is estimated to cover the costs associated with our U.S. 69 maintenance responsibilities.**

**ALTERNATIVES:**

1. Approve the FY 2016/17 – FY 2020/21 Agreement for Maintenance and Repair of Primary Roads in Municipalities.
2. Do not approve the agreement.

**MANAGER'S RECOMMENDED ACTION:**

This agreement is a standard State of Iowa form that details the responsibilities of the City of Ames and the Iowa DOT as defined in *Iowa Code*. Therefore, it is the recommendation of the City Manager that the City Council approve the FY 2016/17 –FY 2020/21 Agreement for Maintenance and Repair of Primary Roads in Municipalities.

**District 1 Office**  
1020 S. 4<sup>th</sup> Street, Ames, IA 50010  
Phone: 515.239.1039 | Email: [jeremey.vortherms@dot.iowa.gov](mailto:jeremey.vortherms@dot.iowa.gov)

May 23, 2016

Ref:

John Joiner, P.E.  
Public Works Director  
P.O. Box 811  
Ames, IA 50010-0811

Subject: Five Year Agreement with City of Ames for Maintenance and Repair of Primary Roads in Municipalities

Dear John,

Enclosed is a copy of the proposed the five year Agreement for Maintenance and Repair of Primary Roads in Municipalities. This agreement is for state routes within the corporate limits of Ames and will be effective for the period beginning July 1, 2016 and ending June 30, 2021.

This agreement is in accordance with the Iowa Code and reiterates the maintenance and repair responsibilities of the Department of Transportation and the municipality.

Please sign and return a scanned copy by *email* or and original copy by *mail*. If mailing, please return to the District office. That address is:

Iowa DOT District 1  
5 Year Maintenance Agreements c/o Cheryl Parrish  
1020 S. 4<sup>th</sup> Street  
Ames, IA 50010

A scanned copy will be emailed for your records. A paper copy can be mailed upon request.

If you have any questions, please contact me at 515-239-1039 or [jeremey.vortherms@dot.iowa.gov](mailto:jeremey.vortherms@dot.iowa.gov).

Sincerely,



Jeremy Vortherms  
District 1 Design Engineer/North Area Engineer

JV/cp  
Enclosure  
cc: Tony Gustafson, IA DOT, District 1  
Lance Starbuck, IA DOT, District 1  
File



# Iowa Department of Transportation

## Agreement for Maintenance and Repair of Primary Roads in Municipalities

This Agreement made and entered into by and between the Municipality of Ames, Story County, Iowa, hereinafter referred to as the Municipality, and the Iowa Department of Transportation, Ames, Iowa, hereinafter referred to as the Department.

### AGREEMENT:

In accord with Provisions of Chapter 28E, Sections 306.3, 306.4, 313.3-5, 313.21-.23, 313.27, 313.36, 314.5, 321.348 and 384.76 of the Code of Iowa and the Iowa Administrative Rules 761 – Chapter 150 (IAC) the Municipality and Department enter into the following agreement regarding maintenance, repair and minor reconstruction of the primary roads within the boundaries of the Municipality.

#### I. The Department shall maintain and repair:

- A. Freeways (functionally classified and constructed)
  - 1. Maintain highway features including ramps and repairs to bridges.
  - 2. Provide bridge inspection.
  - 3. Highway lighting.
- B. Primary Highways – Urban Cross-Section (curbed) (See Sec. II.A)
  - 1. Pavement: Maintain and repair pavement and subgrade from face of curb to face of curb (excluding parking lanes, drainage structures, intakes, manholes, public or private utilities, sanitary sewers and storm sewers).
  - 2. Traffic Services: Provide primary road signing for moving traffic, pavement marking for traffic lanes, guardrail, and stop signs at intersecting streets.
  - 3. Drainage: Maintain surface drainage within the limits of pavement maintenance described in I.B.1 above.
  - 4. Snow and Ice Removal: Plow traffic lanes of pavement and bridges and treat pursuant to the Department's policy.
  - 5. Vehicular Bridges: Structural maintenance and painting as necessary.
  - 6. Provide bridge inspection.
- C. Primary Highways – Rural Cross-Section (uncurbed) (See II.B)
  - 1. Maintain, to Department standards for rural roads, excluding tree removal, sidewalks, and repairs due to utility construction and maintenance.
- D. City Streets Crossing Freeway Rights of Way (See II.C)
  - 1. Roadsides within the limits of the freeway fence.
  - 2. Surface drainage of right of way.
  - 3. Traffic signs and pavement markings required for freeway operation.
  - 4. Guardrail at piers and bridge approaches.
  - 5. Bridges including deck repair, structural repair, berm slope protection and painting.
  - 6. Pavement expansion relief joints and leveling of bridge approach panels.

#### II. The Municipality shall maintain and repair:

- A. Primary Highways – Urban Cross-Section (curbed) (See Sec. I.B)
  - 1. Pavement: Maintain and repair pavement in parking lanes, intersections beyond the limits of state pavement maintenance; curbs used to contain drainage; and repairs to all pavement due to utility construction, maintenance and repair.
  - 2. Traffic Services: Paint parking stalls, stop lines and crosswalks. Maintain, repair and provide energy to traffic signals and street lighting.
  - 3. Drainage: Maintain storm sewers, manholes, intakes, catch basins and culverts used for collection and disposal of surface drainage.
  - 4. Snow and ice removal: Remove snow windrowed by state plowing operations, remove snow and ice from all areas outside the traffic lanes and load or haul snow which the Municipality considers necessary. Remove snow and ice from sidewalks on bridges used for pedestrian traffic.

5. Maintain sidewalks, retaining walls and all areas between curb and right-of-way line. This includes the removal of trees as necessary and the trimming of tree branches as necessary.
  6. Clean, sweep and wash streets when considered necessary by the Municipality.
  7. Maintain and repair pedestrian overpasses and underpasses including snow removal, painting and structural repairs.
- B. Primary Highways – Rural Cross-Section (uncurbed) (See Sec. I.C)
1. Maintain and repair highway facilities due to utility construction and maintenance.
  2. Removal of trees as necessary and the trimming of tree branches as necessary.
  3. Maintain sidewalks.
- C. City Streets Crossing Freeway Rights of Way (See I.D)
1. All pavement, subgrade and shoulder maintenance on cross streets except expansion relief joints and bridge approach panel leveling.
  2. Mark traffic lanes on the cross street.
  3. Remove snow on the cross street, including bridges over the freeway.
  4. Clean and sweep bridge decks on streets crossing over freeway.
  5. Maintain all roadside areas outside the freeway fence.
  6. Maintain pedestrian overpasses and underpasses including snow removal, painting, lighting and structural repair.

III. The Municipality further agrees:

- A. That all traffic control devices placed by the Municipality on primary roads within the Municipal boundaries shall conform to the “Manual on Uniform Traffic Control Devices for Streets and Highways.”
  - B. To prevent encroachment or obstruction within the right of way, the erection of any private signs on the right of way, or on private property which may overhang the right of way and which could obstruct the view of any portion of the road or the traffic signs or traffic control devices contrary to Section 318.11 of the Code of Iowa.
  - C. To comply with all current statutes and regulations pertaining to overlength and overweight vehicles using the primary roads, and to issue special permits for overlength and overweight vehicles only with approval of the Department.
  - D. To comply with the current Utility Accommodation Policy of the Department.
  - E. To comply with the access control policy of the Department by obtaining prior approval of the Department for any changes to existing entrances or for the construction of new entrances.
- IV. Drainage district assessments levied against the primary road within the Municipality shall be shared equally by the Department and the Municipality.
- V. Major construction initiated by the Department and all construction initiated by the Municipality shall be covered by separate agreements.
- VI. The Department and the Municipality may by a separate annual Supplemental Agreement, reallocate any of the responsibilities covered in Section I of this agreement.
- VII. This Agreement shall be in effect for a five year period from July 1, 2016 to June 30, 2021.

IN WITNESS WHEREOF, The Parties hereto have set their hands, for the purposes herein expressed, on the dates indicated below.

Ames  
 \_\_\_\_\_  
 MUNICIPALITY

IOWA DEPARTMENT OF TRANSPORTATION

By \_\_\_\_\_

BY \_\_\_\_\_  
 District Engineer

Date \_\_\_\_\_

Date \_\_\_\_\_