



Section 13 – Glossary of Terms

23 CFR: The 23 Code of Federal Regulations is a codification of the general and permanent rules and regulations (revised annually) required to implement and carry out the provisions of Federal law relating to the National Highway Traffic Safety Administration and Federal Highway Administration.

AASHTO: American Association of State Highway and Transportation Officials.

ACHP: Advisory Council on Historic Preservation

AGREEMENT: The legal document between the local agency and MoDOT necessary to administer each project.

ALLOCATION: The reservation of federal funds to the local agencies each year.

AREMA: American Railway Engineering and Maintenance-of-Way Association.

AUTHORIZATION: Approval by FHWA to incur future costs relative to a project.

BRM: On-System Bridge Replacement and Rehabilitation Program.

BRO: Off-System Bridge Replacement and Rehabilitation Program.

BROOKS ACT: Consultant contracts for engineering and design related services financed with Federal-Aid highway funds must result from negotiations which utilize qualifications based selection procedures. Qualifications based procedures do not allow for price to be used as a factor in the selection process.

CATEGORICAL EXCLUSION (CE): Projects that are minor enough in nature that they will not require preparation of a formal environmental statement.

CHANGE ORDER: A supplement to the contract that provides authority to pay for revisions in quantities or authorize changes to design features or specifications.

CMAQ: Congestion Mitigation and Air Quality

COMMISSION: Missouri Highway and Transportation Commission.

COMPETITIVE BIDDING: Construction projects are required to be advertised and awarded to the lowest responsible and responsive bidder through open competitive bidding, unless use of an eligible force account is more cost effective.

CONSTRUCTION ENGINEERING (CE): Construction inspection engineering

CREDIT BRIDGE: Bridge constructed to BRO standards with local funds, 80% of the cost may be applied to a normal federally funded bridge project in lieu of the 20% local match.

CULTURAL RESOURCES: Projects will need to be evaluated for archaeological or historical impact, and demonstrate that no adverse impact will occur as a result of the project. Projects involving cultural resources must be evaluated and cleared by the Department of Natural Resources (DNR) through the State Historic Preservation Officer (SHPO)

DBE: Disadvantaged Business Enterprise

DEFICIENT STRUCTURE: A bridge which is either structurally deficient or functionally obsolete.

DESIGN STANDARDS: Projects on the National Highway System (NHS) must be designed with AASHTO and/or FHWA approved standards. It is recommended that all projects follow AASHTO guidelines for design and construction.

DNR: Missouri Department of Natural Resources

EPA: Environmental Protection Agency

FEMA: Federal Emergency Management Agency

FHWA: Federal Highway Administration

FORCE ACCOUNT WORK: Work that arises unexpectedly during the construction of a project. The work can be performed by a contractor, a subcontractor, or the local agency's forces and the cost is determined by keeping track of the labor forces, equipment, material, and associated costs used to complete the unexpected work.

FUNCTIONALLY OBSOLETE: A bridge is generally considered functionally obsolete if it is unable to properly accommodate traffic due to poor roadway alignment, waterway, insufficient width, waterway, low structural evaluation, or inadequate clearances. For a more detailed description of the specific criteria used to determine this item, refer to MoDOT's "Bridge Inspection Rating Manual," or the appropriate FHWA publication.

HABS: Historic American Building Survey

HAER: Historic American Engineering Record

HAZARDOUS WASTE: A project may involve grading and/or excavation in an area which is likely to contain hazardous wastes. Involvement with hazardous waste sites can lead to significant clean up costs and project delays.

HBP: Highway Bridge Program.

HISTORIC SIGNIFICANCE: A project may possess characteristics which make it eligible for or on the National Register of Historic Places.

INDEPENDENT ASSURANCE TEST: A test performed independently of a job control test and according to the guide schedule in this manual.

IN KIND SERVICES: Donated labor, equipment, or material.

ISTEA: Intermodal Surface Transportation Efficiency Act. Six year Highway Act from October 1, 1991 to September 30, 1997.

JOB CONTROL TEST: Routine test performed on the site by the county or their representative to assure that the project is constructed in compliance with the applicable specifications.

LOW WATER BRIDGE: A bridge having a waterway capacity design less than the 10-year frequency discharge.

LOW WATER CROSSING: Waterway crossing other than a bridge where construction improvements have been made to produce a firm surface for vehicles to travel.

LPA: Local Public Agency: City, County, or Civic organization sponsoring a federally funded transportation project.

MHTC: Missouri Highway and Transportation Commission

MoDOT: Missouri Department of Transportation

MOA: Memorandum of Agreement

MATERIALS CERTIFICATION: A statement provided by the contractor, fabricator, or manufacturer that certain materials comply with the requirements of the contract.

MISSOURI STANDARD PLANS: Construction detail plans available from MoDOT that meet AASHTO design requirements.

MISSOURI STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, 2004 EDITION: The directions, provisions, and requirements for the performance of the work for the quantity, quality, and proportion of materials.

MPO: Metropolitan Planning Organizations carry out the transportation planning process for communities with a population greater than 50,000.

MUTCD: Manual on Uniform Traffic Control Devices

NEPA: National Environmental Policy Act

NHPA: National Historic Preservation Act

OBLIGATION LIMITATION: (Also called Obligation Authority and Contract Control)
Limits the amount of federal funds that may be obligated during a certain time period.

OBLIGATION OF FUNDS: The formal commitment by FHWA to participate in a share of the project costs.

OFF-SYSTEM ROUTES: Routes that have a functional classification of rural local, local road or street, or a rural minor collector.

ON-SYSTEM ROUTES: Routes that have a functional classification of urban collector, rural major collector, rural or urban arterial, or an expressway.

PE: Preliminary Engineering: All engineering work performed by the local agency or their consultant prior to award of contract.

PS&E: Construction plans, specifications, and quantity estimates.

POSTING: Establishment of a maximum weight limit for vehicles using the bridge.

PRO RATA SHARE: The legal federal share for a project established at the time of project approval. Pro rata share is typically expressed as a percentage of the total participating costs of the project.

PUBLIC INTEREST FINDING: Cost effective justification that must be provided to MoDOT by a local agency that is seeking to do a federally funded project with its own forces.

REHABILITATION: Work required to eliminate the items that cause a bridge to be identified as deficient.

REIMBURSEMENT: Payment of federal funds to a local agency.

SAFETEA-LU: Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users. Five year Highway Act from October 1, 2004 to September 30, 2009.

SECTION 106: Requires all projects to consider the effects that may result from their construction for property that is on or eligible for the National Register of Historic Places.

SECTION 404 / WETLANDS: A project may involve activities in an area which contain wetlands or waters of the United States and may require a Section 404 permit from the U.S. Army Corps of Engineers. It is a violation of federal law to place fill in waters of the U.S. or wetlands without the necessary permits.

SECTION 4(f): Provides protection for public parks and recreation areas, wildlife and waterfowl refuges and significant historic sites on publicly owned land. It requires demonstration that there is no feasible and prudent alternative to the use of the property and that all possible planning has been done to minimize harm to the property.

SECTION 6(f) OF THE LAND AND WATER CONSERVATION FUND: A project that has potential involvement with parks or other public lands which may have been purchased or improved using funds from the Land and Water Conservation Fund (LWCF).

S.E.M.A.: State Emergency Management Agency which has responsibility for coordinating the State Agencies' response to disasters.

SHPO: State Historic Preservation Officer

SOFT MATCH: Credit earned by counties who replace their deficient bridges with local funding. It can be used in lieu of the 20% local match on bridge projects.

SPONSOR: The local government or public agency responsible for providing matching funds for the proposed project.

SRTS: Safe Routes to School

STIP: Statewide Transportation Improvement Program

STP: Surface Transportation Program

STRUCTURALLY DEFICIENT: A bridge is generally considered to be structurally deficient if it is in relatively poor condition, or has insufficient load carrying capacity for modern design loadings. The insufficient load capacity may be the result of the loads used in the original design or degradation of structural properties due to deterioration. For a more detailed description of the specific criteria used to determine this item, MoDOT's "Bridge Inspection Rating Manual or appropriate FHWA publications should be consulted.

SUFFICIENCY RATING: A numerical rating of a bridge based on its structural adequacy, safety, serviceability, functional obsolescence and essentially for public use.

TEA21: Transportation Equity Act for the 21st Century. Six year Highway Act from October 1, 1997 to September 30, 2003 with a one-year extension to September 30, 2004.

TIP: Transportation Improvement Program

TITLE 23 U.S.C.: Title 23 of the United States Code contains most of the laws governing the Federal-Aid highway Program.

TRANSPORTATION MANAGEMENT AREAS (TMAs): Metropolitan planning organizations for communities with a population greater than 200,000.

USGS: United States Geological Survey

WBE: *Women Business Enterprise.* Term not in current usage. Definition of Disadvantaged Business Enterprise includes WBE's.

WORK BY LOCAL FORCES: Construction performed by the local agency's work force. If the local agency elects to perform work with its own forces, and/or use their own materials and equipment, MoDOT and FHWA must approve all work being done. The work by local forces must be in the public interest and shown to be cost effective. See Sections III and IX for more detail.