

**New Jersey Department of Transportation  
Division of Local Aid and  
Economic Development**

**Program Description and Procedures for  
Local Bridges Fund**



**March 2022**

## Local Bridges Fund

### **Program Goals and Objectives:**

The NJDOT is committed to maintaining and improving New Jersey's local transportation infrastructure by providing financial assistance to the state's 21 counties for improvement of county-owned bridges.

Counties may use Local Bridge grants for preventive maintenance, rehabilitation and replacement of structurally deficient, scour critical and functionally obsolete bridges. As a result of the 2016 TTF reauthorization funding for this program has been increased from \$25 million annually to \$44 million. An additional \$3.3 million has been added to the FY2019 Local Bridges Program through a supplemental authorization for a total of \$47.3 million. The objectives of the Local Bridges program are:

- To remove bridge(s) from the Structurally Deficient list
- To remove bridge(s) from the Scour Critical list
- To remove bridge(s) from the Functionally Obsolete list
- To prevent bridge(s) from becoming Structurally Deficient or Scour Critical

### Bridge Eligibility

The following categories of bridges are eligible for Local Bridge funds and are listed in priority order:

- Primary Interventions on NHS
  - **Structurally Deficient**
  - Functionally Obsolete
  - Scour Critical
- Secondary Interventions shall only be implemented when no structures qualify for Primary Intervention. Secondary Interventions shall apply to the following:
  - Minor Bridges 20' or more
  - Structures that require Priority 1 and Priority 2 repairs.
  - Bridge elements that have a condition rating of 5, that are expected to be downgraded to a 4 in the near future.

As per subsection 101.03 of the 2019 NJDOT Standard Specifications for Road and Bridge Construction: A bridge is defined as a structure, including culverts and supports, erected over a depression or an obstruction, such as water, highway, or railway, and having a track or passageway for carrying traffic or other moving loads and having a length measured along the center of the structure of more than 20 feet between under copings of abutments or extreme ends of openings for multiple boxes. Structure dimensions are defined as follows:

1. Bridge length. The length of a bridge structure is the overall length measured along the line of survey stationing from back-to-back of back walls of abutments, if present, otherwise end to end of the bridge floor; but, in no case less than the total clear opening of the structure.
2. Bridge width. The clear width measured at right angles to the longitudinal centerline of the bridge between the bottom of curbs, or in the case of multiple height of curbs, between the bottoms of the lower risers or, if curbs are not used, between inner faces of parapet or railing.

The priority of this program is to improve county owned bridges of more than 20 feet length that are **structurally deficient**, scour critical and functionally obsolete. However, the Department will consider funding structurally deficient minor bridges (structure of 20 feet or less) or miscellaneous structures, if it is determined that the County has addressed all the bridges meeting the above criteria. Minor bridges will be considered as an exception on a case-by-case basis as the commissioner shall so determine and will require full bridge credentials: (1) inspection report, (2) SI&A data, (3) Structural Ratings.

## **Application Process**

Annually, the Department will announce to the 21 counties the availability of funds and application timeline. The counties will then prepare and submit their applications on-line using NJDOT SAGE at: <https://www.state.nj.us/transportation/business/localaid/sage.shtm>

Applicant must completely fill out all requested information on SAGE including detailed scope of work. Information shown on maps and attachments must be clear and legible.

Each County can submit a maximum of 5 applications. Counties submitting more than one application must prioritize their applications by assigning them a priority rating. Use number 1 for the highest priority. Follow the instructions provided on SAGE.

Funds are distributed based on a minimum of \$1.0 million per County (\$21.0M) with 50% of the remaining funds (\$13.15M) allocated based on each County's percentage of total major bridge deck area and 50% (\$13.15M) based on each County's percentage of structurally deficient major bridge deck area. A separate application and supporting documents must be submitted for each proposed project. Each County must submit applications by the established deadline.

The Local Bridges Fund program is jointly managed by the Division of Local Aid and the Bureau of Structural & Railroad Engineering. All applications are reviewed and evaluated by the Bureau of Structural & Railroad Engineering and a recommendation is

made for final approval by the Commissioner of Transportation. The Division of Local Aid will administer the projects once the projects are selected.

Each County will return 2 original agreements, signed and sealed, to the Department accompanied by a supporting resolution by the appropriate governing body, in order to complete the final approval process of the project agreement. The Department will process each project agreement package for final approval upon receipt of 2 completed original application/agreements with resolution.

One copy of the fully executed Application/Agreement will be forwarded to each county with a transmittal letter signed by the Director of Division of Local Aid and Economic Development. It is recommended that counties consult with the appropriate District Office Manager in determining project eligibility for funding.

### **Program Administration**

The Local Bridges Fund program will be governed by N.J.A.C. 16:20A and counties are required to comply with these regulations and all provisions contained in the N.J.A.C. 16:20A as applicable. The rules establish guidelines and procedures to be followed by Counties when administering contracts. In addition, the rules provide the requirements for preparing plans and specifications, contracts administration, contract completion and payment, state participation in cost as well as audit requirements.

Additional detailed information can be found in the State Aid Handbook at:  
<http://www.state.nj.us/transportation/business/localaid/documents/StateAidHandbook.pdf>

The Handbook is intended to be used as a guide by County and Municipal Officials and Engineers in the processing of State Aid projects.

### General Provisions

- NJDOT requires projects to be delivered to construction award within 36 months of grant notification. Counties must provide information in the application to support their project's construction readiness. This information will be considered carefully in evaluation of applications.
  
- Work may be completed by county force account or by a low bid contracts.

### Other Provisions

- Funding is for Construction only.
  - Counties may invoice up to 75% of the awarded amount, or 75% of the allotment, whichever is less. The remainder of the eligible costs will be reimbursed upon receipt of the final Payment Voucher and supporting documentation.

- Upon project closeout, any remaining funds must be obligated within the next State fiscal year. Funds shall not be accumulated beyond the next fiscal year Local Bridges Fund. This applies to the \$1.0 million annual allotment only. **Balances shall not be carried forward for Local Bridges Fund discretionary allotments.**

**Contact Persons:**

For questions concerning all aspects of the program, please contact the appropriate District Manager listed below:

**District 1**

Roxbury Corporate Center  
200 Stierli Court  
Mount Arlington, NJ 07856  
Phone: (973) 810-9120  
Fax: (973) 601-6709  
Morris, Passaic, Sussex and Warren

**District 2**

153 Halsey Street - 5th floor  
Newark, NJ 07102  
Phone: (973) 877-1500  
Fax: (973) 648-4547  
Bergen, Essex, Hudson, and  
Union

**District 3**

PO Box 600  
Trenton, NJ 08625  
Phone: (609) 963-2020  
Fax (609) 530-8044  
Hunterdon, Mercer, Middlesex  
Monmouth, Ocean and Somerset

**District 4**

1 Executive Campus  
Route 70 West, 3rd Floor  
Cherry Hill, NJ 08002  
Phone: (856) 414-8414  
Fax (856) 486-6771  
Atlantic, Burlington, Camden, Cape May  
Cumberland, Gloucester, and Salem