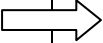
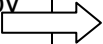
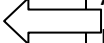
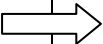



Operating Procedures for the Bridge Enterprise

CDOT	Bridge Enterprise
The Transportation Commission approves the estimated revenues through the annual budget process. (Budget adopted by the TC in April of each year)	Bridge projects that qualify for Bridge Enterprise funds are identified.
	Based on the identified projects a budget is established. The budget would include funds for preconstruction activities, construction, staff costs, project management, and maintenance. It might also include financing costs.
Based on the budget, <u>federal</u> funds may be transferred from CDOT to the Bridge Enterprise. 	
Based on the bridges identified to be done by the Bridge Enterprise, the bridge would be transferred from CDOT to the Bridge Enterprise 	
	Once a budget is adopted by the Bridge Enterprise Board, projects would be set up and budgeted under the Bridge Enterprise.
	Engineering staff that would normally charge to CDOT's Construction Engineering pool (CE) will now charge directly to the project when working on a Bridge Enterprise project. For design projects, the engineering staff already charge their time directly to the project and this procedure would continue.
	The Bridge Enterprise will utilize the same indirect rate as CDOT to capture and pay for indirect costs, i.e. salaries.
	As indirect costs are accumulated, CDOT will need to be reimbursed that amount on a monthly basis to offset CDOT's indirect cost pool. 
CDOT will develop an internal rec. order for use on the timesheet for those employees that are state highway funded (non-maintenance/ non-indirect/ non-engineering) and will be working on Bridge Enterprise 	

projects. For example: Accounting, Audit, Public Relations, Policy Office, etc. Those costs will be billed to the Bridge Enterprise on a monthly basis.	
	All consultant costs, vendor costs, and contractor payments will be made by the Bridge Enterprise for these projects.
	If there are federal funds in the project, billing will be made on a daily basis based on expenditures incurred, to FHWA for reimbursement
Jointly CDOT and the Bridge Enterprise will agree upon a dollar amount per square footage for maintenance costs. An IGA will be done that spells out maintenance responsibilities and cost.	Jointly CDOT and the Bridge Enterprise will agree upon a dollar amount per square footage for maintenance costs. An IGA will be done that spells out maintenance responsibilities and cost.
CDOT will bill the Bridge Enterprise on a monthly basis for maintenance costs of those bridges that have been transferred to the Bridge Enterprise	

Note 1: The arrows depict when funds are being moved/ transferred between CDOT and the Bridge Enterprise.

Note 2: If a project is going to be done that would encompass funding from both CDOT and the Bridge Enterprise, two projects would have to be set up, one under CDOT for the work funded by CDOT and one under the Bridge Enterprise for the Bridge work. These projects could be advertised together for bidding and award purposes. The projects would each need to have a separate bid tab and the contractor would have to bill CDOT for the costs incurred under each project.

Note 3: We would anticipate that for the transition year (FY 10) that CDOT would maintain these bridges until there is a Notice to Proceed (NTP) and then the maintenance responsibility would shift to the Bridge Enterprise. This would be documented in the maintenance IGA described above.

Note 4: Under the Enterprise, funds can only be expended as they become available. As of now, we only have been transferred \$2.5 million.