

MEMORANDUM OF AGREEMENT
BETWEEN
THE FEDERAL HIGHWAY ADMINISTRATION
AND
THE NATIONAL PARK SERVICE
RELATED TO THE UPDATE STAGE OF THE
NPS ROAD INVENTORY AND INSPECTION PROGRAM
AND BRIDGE INSPECTION PROGRAM

WHEREAS, the Federal Highway Administration (FHWA) will complete the initial phase of the National Park Service (Service) Road Inventory and Inspection Program (RIP) and Bridge Inspection Program (BIP) by early 1981; and

WHEREAS, the Service desires to maintain and update RIP and BIP data, periodically, in order to develop long-range and short-range costs and programs to bring NPS roads up to, or to maintain, designated standards; and

WHEREAS, the Service desires to conform to the intent of 23 U.S.C. 116(d) which provides for the proper safety inspection of bridges; and

WHEREAS, the Service desires to establish a maintenance management program and needs periodically updated RIP and BIP information; and

WHEREAS, the FHWA is authorized under 23 U.S.C. 308(a) to perform engineering or other services in connection with the survey, construction, or improvement of highways for other Government agencies; and

WHEREAS, the FHWA has an engineering organization proficient in the survey, design, and maintenance of highways; and

WHEREAS, the Service desires to utilize the engineering services of the FHWA in accordance with the provisions of 31 U.S.C. 686 and the Memorandum of Agreement between Service and FHWA dated August 10, 1964;

NOW, THEREFORE, the Service and FHWA do hereby mutually agree to the following:

1. GENERAL

- a. The FHWA will designate an individual in the Direct Federal Program Administrator's office as FHWA National RIP/BIP Coordinator. This individual will be responsible for FHWA coordination of the RIP and BIP with the National Park Service Headquarters Office and within the FHWA.
- b. The Associate Director for Management and Operations of the Service will designate an individual in the Division of Maintenance as Service National RIP/BIP Coordinator. This individual will be responsible for Servicewide coordination of the RIP and BIP with the FHWA Headquarters Office and within the National Park Service.

- c. The FHWA Eastern Direct Federal Division (Region 15) will be responsible for the RIP and BIP update work in the National Capital, North Atlantic, Mid-Atlantic, Southeast, and Midwest regions except for the States of Nebraska and Kansas. The FHWA Central Direct Federal Division will be responsible for the RIP and BIP update work in the Service's Southwest, Rocky Mountain, Western, and Pacific Northwest regions and the Midwest region in the States of Nebraska and Kansas. The FHWA Western Direct Federal Division will assist in the BIP field inspection work in the Pacific Northwest region. The Eastern Direct Federal Division (Region 15) will designate an Eastern Unit Coordinator and the Central Direct Federal Division will designate a Western Unit Coordinator with responsibility for coordination of the RIP and BIP within their respective area of responsibility.
- d. The FHWA will coordinate all field work, printouts, and update programs with the Service's Regional Chiefs of Maintenance prior to beginning work at each respective park area.

2. SCOPE AND RESPONSIBILITIES

- a. The FHWA will perform on a 3-year cycle (1) roadway inventory and condition inspections (RIP) and (2) bridge condition and safety inspections (BIP) on the Service's road system. To the extent possible, bridges will be inspected in conjunction with the roadway inspections.
- b. Bridges with a condition rating of A (bridge closed or in danger of collapse) will be inspected only upon request by the Region on an annual basis. Bridges with a condition rating of B (critically deficient but can remain in service at reduced loads) will be reinspected biannually. Such bridges will be inspected more frequently as requested by the Service. Region requests will be in writing with copies sent to the Service Program Coordinator.
- c. The Service may perform BIP inspections for those small and simple structures which appear to be in good condition. The inspection information will be recorded on the BIP update form and furnished to the FHWA for analysis and for preparation of an updated BIP report. A listing of bridges meeting the above criteria will be developed jointly by the Service and FHWA.
- d. The Service will provide at each Region the required number of personnel to be trained and certified as bridge safety inspectors by the FHWA in accordance with Paragraph 2c.
- e. The FHWA will provide an updated photographic record (photolog) in both directions for Parkways, major recreation area roads, major roads with a paved surface, and newly constructed or acquired roads. Major roads with a gravel surface and other type roads will only be photologged when requested by the Service (in conjunction with Paragraph 2a).

- f. The Service and FHWA will cooperate to develop new or improved methods for photologging, or for the reproduction of photologs using video tape equipment.
- g. The Service and FHWA will meet on a semiannual basis to establish a schedule of Servicewide priorities for those roads and bridges to be inspected during the next semiannual period. When requested by the Service, these meetings may also serve as a forum for discussion and FHWA input into the Service's Data Management System (INQUIRE).
- h. The FHWA will furnish the Service with an updated BIP report for each structure inspected and an updated RIP report for each park or other NPS jurisdiction in which roads were inspected and inventoried.
- i. The FHWA will develop an RIP update form which will be completed by Service personnel whenever work is performed on a section of road. Completed forms are to be sent to the RIP units in the Central Direct Federal Division or the Eastern Direct Federal Division (Region 15), as applicable, and to the Service Headquarters. The FHWA's update data will be the master data and will be forwarded to Service according to the procedure set forth in Paragraph 2.h., above, and Paragraph 2.1., below.
- j. The Service park personnel will continually update maintenance features inventory data on inventory listings, and where appropriate, on strip maps provided in RIP reports. Updated inventory sheets will be provided to the appropriate RIP field crew in Central and Eastern Direct Federal Divisions prior to each RIP update inspection scheduled by FHWA. These updated sheets will be used for informational purposes only. The FHWA's update data, including maintenance features update provided by the Service, will be the master data and will be forwarded to the Service according to the procedures set forth in Paragraph 2.h., above, and Paragraph 2.1., below.
- k. The FHWA will furnish quarterly progress reports for the RIP and BIP which will include the funding status for each program.
- l. The FHWA will provide the Service with the computer programs used for the RIP and BIP. Master input data tapes (files) will be forwarded to the Service by FHWA on a semiannual basis, or more frequently on an as-requested basis.
- m. The FHWA vehicles and equipment used by FHWA forces working on the RIP and BIP will be provided on a rental basis, whereby the Service will be charged only for the time such equipment is used for Service work.
- n. The FHWA will develop traffic count guidelines to be used by the Service's maintenance personnel in obtaining traffic counts.

Based on the guidelines, each Service area will furnish the RIP unit in Central Direct Federal Division or the Eastern Direct Federal Division (Region 15), as applicable, a location map and traffic count plan for collecting traffic data. The plan will be reviewed, modified if necessary, and returned to the Service. Based on this plan, the Service area will collect traffic count data, and will have this data available at the time of FHWA's RIP update inventory/inspection of the particular Service area.

- o. Provision will be made for more comprehensive reporting of traffic accident data by the Service. The Service and FHWA will work together to develop a reporting system that will provide all pertinent information relative to accidents in Service areas. Current traffic accident information will be provided to FHWA RIP crews at the time of their visit to the particular Service area.
- p. The Service, upon request by FHWA, will provide personnel to work with and assist FHWA field parties engaged in the work and will provide flagmen, traffic signing, barricades, and other safety services.
- q. If requested by the Service in writing, the FHWA will perform special studies to develop engineering data and preliminary costs for correction of roadway sections or bridges identified as being deficient by the RIP/BIP. The special studies contemplated under this paragraph would provide information for planning and programming purposes only and would not include design or development of contract plans.
- r. RIP and BIP training will be provided to Service's personnel by FHWA, if requested, consistent with FHWA's manpower and workload requirements at the time of each Service request.
- s. The FHWA will provide advice and consultation to the NPS relative to the use of the Maintenance Planning Budget Section of RIP.
- t. The FHWA will provide advice and consultation to the Service relative to developing a Maintenance Management System for roads and bridges.

3. FUNDING

- a. At the beginning of fiscal year (FY) 1981, the Service shall provide funds in an amount of \$340,000 for FY 1981 to be utilized for operation of the RIP and BIP. By separate memorandum (which shall become a part of this agreement in subsequent years) the Service will provide a commitment of funds as agreed upon by both agencies for operation of the RIP and BIP.
- b. If in the course of performing the work it becomes evident to FHWA that there are insufficient funds to complete RIP and

BIP work scheduled for a particular FY, FHWA shall submit a request to the Service for additional funds and such request shall furnish a complete justification for the increased funding needs. If the additional funds are not approved, FHWA and the Service shall jointly determine RIP and BIP work to be curtailed. If additional funding is approved, the Service shall promptly transfer the funds to FHWA.

- c. When the Service requests that FHWA perform special engineering studies under the provisions of Paragraph 2.q. above, a separate funding allotment will be sent to FHWA by the Service for this work.
- d. By the third quarter reporting period in accordance with paragraph 2.k., above, but no later than August 15 of each FY, the FHWA shall return to the Service unexpended funds transferred to FHWA by the Service for performing the RIP and BIP.

The Memorandum of Agreement dated August 25, 1975, for bridge safety inspection and the Memorandum of Agreement dated July 7, 1976, for roads system inventory, being the agreements for the initial BIP and RIP shall be terminated on February 1, 1981.

This agreement shall become effective on the date of the last approving signature. Renegotiation of any part of this agreement can be initiated at any time by either party.

Approved:

Federal Highway Administration

National Park Service

By: 
Federal Highway Administrator

By: 
Director, National Park Service

Date: DEC 1 1980

Date: 11-20-80