

WOOD IN TRANSPORTATION PROJECT APPLICATION

Fiscal Year 2004 Wood In Transportation Program USDA Forest Service

February 2, 2004

The USDA Forest Service is accepting Wood In Transportation (WIT) Project proposals for **Commercialization Projects** that will assist in commercializing modern wood-in-transportation technology that has been developed during the last fifteen years of the Program. Types of structures that are eligible for funding include vehicular bridges, pedestrian bridges, portable bridges, railroad bridges, piers, and sound barriers. The intended outcome of these projects is to develop structures that showcase wood-in-transportation technology and provide useful design and cost information to potential users throughout the country. An example of a commercialization project is the construction of four bridges using: the same basic design, the same engineer and/or engineering firm, the same fabricator, the same construction firm, and preferably local timber resources within a single- or multi-county area. Vital to the conclusion of these projects will be the documentation and distribution of project results. ***This year we are also accepting proposals for single structures, using this same project application format. An electronic version of this application is available by visiting: <http://www.fs.fed.us/na/wit/WITPages/grants.html>***

Proposed projects for Fiscal Year 2004 should focus on advancing one or more of the following objectives while emphasizing the use of local timber when feasible:

- **Structural Adequacy** — designs that will perform as required.
- **Longevity** — includes preservative treatment processes, quality control, design and installation features that maintain the integrity of the treatment.
- **Serviceability** — features that simplify inspection and maintenance requirements or may eliminate future checks and adjustments to maintain structure specifications.
- **Cost** — designs that are economical.

MANDATORY REQUIREMENTS – If proposed structures are highway bridges, they shall be designed to carry a minimum of HS20-44 Loading for each lane of traffic as defined by the American Association of State Highway and Transportation Officials (AASHTO).

Preservative treatment in accordance with American Wood-Preservers' Association Standards is required for all wood components and must meet requirements in the current edition of the *Best Management Practices for the Use of Treated Wood in Aquatic Environments* published by the Western Wood Preservers Institute (www.wwpinstitute.org) and the Canadian Institute of Treated Wood.

PRIORITY ITEMS, BUT NOT MANDATORY – If proposed structures are highway bridges, you are encouraged to review design information included in the publication, *Standard Plans for Timber Bridge Superstructures*. A printed copy of this publication (11 inch x 17 inch) can be obtained by calling (304) 285-1591. In addition, a crash-tested bridge railing system approved by the Federal Highway Administration is preferred.

The use of locally available wood species, not traditionally used for bridge construction, is preferred. Examples of nontraditional species are: red pine, ponderosa pine, eastern or western hemlock, red maple, cottonwood, various types of oaks and Alaskan species.

Projects that address national or regional issues, such as demonstrating the use of small diameter timber removed for fire management purposes or demonstrating the use of wood removed to reduce the spread of insect infestations or diseases, are encouraged.

THE PROPOSAL FORMAT — Please use the following guidelines in developing your proposal. They were created to assist you and to ensure that your proposal will be compared to other proposals based upon the following required information:

Wood In Transportation Project Description (Enclosure 1):

Basic data required for each structure and/or project will be presented using a standard format (Enclosure 1). If your proposal is approved and funded, the information contained on this form will be entered into a database maintained at the National Wood In Transportation Information Center in Morgantown, WV. The information submitted should be as complete as possible. Your semi-annual reports, required by federal grant regulations, will be used by the Forest Service to keep the information up-to-date.

Selection Criteria (Enclosure 2):

Enclosure 2 outlines various factors developed as selection criteria. They should be addressed in order using narrative responses where appropriate. All narratives should be less than 200 words.

Cooperative Funding Work Sheet (Enclosure 3):

This work sheet (Enclosure 3) identifies the cost of the structure(s)/project; i.e., design, materials, erection, and monitoring. The costs are shown as Forest Service and Cooperator(s) contributions. The maximum Forest Service cost-share amount for a Commercialization Project is \$150,000. The maximum Forest Service cost-share amount for a single vehicular bridge project is \$50,000, and for a single pedestrian bridge project it is \$20,000.

The Forest Service contribution must be equal to or less than the Cooperator's contribution to ensure up to a 50 percent match of federal funds. Matching funds cannot be other federal funds.

Letter of Agreement (Enclosure 4):

A Letter of Agreement ensuring that the proponents have: (1) the authority to commit funds, (2) will provide the funds necessary to complete the project, (3) express a willingness to work directly with Forest Service personnel, and (4) are willing to make information learned from the project available to potential users.

Wood In Transportation Structure Plans (Enclosure 5):

The following should be completed for each proposed structure:

- Site location map(s) – a photocopy of a 1:24,000 US Geological Survey quad map is preferred.
- Plans, drawings, or a detailed description of the proposed structure(s) prepared by a registered, professional engineer. Sketched drawings or plans will be adequate for evaluation panel review, if detailed plans or drawings are not available.

This information will be reviewed by Forest Service structure/bridge specialists to assess the technical sufficiency of the proposed design(s).

Proposal Submission Format (Enclosure 6):

Proposals should be submitted on 8-1/2" x 11" paper. Plans and drawings may be submitted on different sized paper. *Do not submit proposals in covers or binders.* A check list covering the minimum information needed is included (Enclosure 6). Proposals that do not provide complete information and/or fail to follow the specified format will be considered incomplete and returned to the applicant.

Reporting Requirements (Enclosure 7):

Enclosure 7 describes the final report that is required for all projects that are completed with funding from the Wood In Transportation Program. These guidelines should be reviewed as a project is undertaken to help with the preparation of a project summary, cost information, as-built plans, and project photographs/slides.

List of WIT Coordinators (Enclosure 8):

All proposals must be returned to your Regional Coordinator on or before ***April 9, 2004***. Proposals will be evaluated in late April. Formal notification of proposal funding status will be issued in May 2004. If you have any questions or need assistance in completing your proposal, do not hesitate to contact your Forest Service Regional Coordinator, listed in Enclosure 8 and also at <http://www.fs.fed.us/na/wit/WITPages/coordinators.html>, or call the National Wood In Transportation Information Center at (304) 285-1591.

Wood In Transportation Project Application - Enclosure 1

NWITIC USE ONLY

Proposal Number: _____

PROJECT LOCATION: State _____ City _____ County _____

GRANT AND PROJECT INFORMATION

Grant Applicant — *Name of person officially responsible for grant and funding requirements.*

Name: _____ Phone: _____ Fax: _____

Organization/Company: _____

Bureau/Division: _____

Section/Program: _____

Street Address: _____

PO Box: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

Key Project Contact — *Responsible for management/coordination of project, if named above check here.* →

Name: _____ Phone: _____ Fax: _____

Organization/Company: _____

Bureau/Division: _____

Section/Program: _____

Street Address: _____

PO Box: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

COOPERATIVE FUNDING AND PROJECT COST

Cooperator Funding: \$ _____ Requested Forest Service Funding: \$ _____

Funding Ratio (Cooperator : Forest Service) _____ : _____ Total Cost: \$ _____

Number of proposed structures: _____ Please describe any additional outcomes of this project:

Is there a conference associated with this project? _____ Yes _____ No

Structure Number:^a _____

Structure Name:^a _____

Pages 2 through 5 need to be completed for each proposed structure. Please make as many duplicates of these pages as necessary. A sequential number for each structure needs to be listed in the above space for structure number.

STRUCTURE LOCATION: County _____ City/Town _____

PROJECT STRUCTURAL INFORMATION

I. STRUCTURE DESCRIPTION: Please complete Section I for all types of structures.

What kind of structure is proposed (e.g., bridge, pier, sound barrier): _____

If the structure is not a bridge, please briefly describe it: _____

What highway, waterway, trail system, or railroad is the structure near or part of? _____

What is the name of the physical feature the structure crosses (if any)? (name of stream, RR, etc.)

Proposed Date to Begin Construction: _____

Proposed Date Construction will be Completed: _____

If the geographical coordinates for the structure location are readily available, please provide them:

Latitude _____° _____' _____"
Longitude _____° _____' _____"

If the proposed structure is not a bridge, please continue by providing the information listed below that is applicable. If proposed structure is a bridge, please go to Section II. BRIDGE SUPERSTRUCTURE (on the next page).

Length: _____ Width: _____ Height: _____ Total square foot area: _____

Describe any other dimensional aspects of the structure that are not defined above: _____

Wood Species: _____ Preservative Type: _____

Grade or Combination Symbol: _____ AWWA Specification: _____

Wood Volume: _____ Total Structure Cost: _____

What is the structure's cost: \$ _____ /linear foot (or) \$ _____ /square foot

^a Please ensure that this number matches the appropriate structure number listed on the previous pages.

Structure Number:^a _____

Structure Name:^a _____

Please complete the following sections if proposed structure is a bridge.

II. BRIDGE SUPERSTRUCTURE:

Design Type: _____

Design Live Load: _____ Skew: _____ Degrees

Length (out-to-out): _____ Width (out-to-out): _____ Number of Spans: _____

A. Deck:

Description: _____

Wood Species: _____ Preservative Type: _____

Grade or Combination Symbol: _____ AWP Specification: _____

Wood Volume: _____ Deck Cost: _____

Deck Material Size: Length _____ Width _____ Thickness _____

Number of Panels (if applicable): _____ Type of Wearing Surface: _____

If wearing surface is asphalt, will a geotextile membrane be used? _____ Yes _____ No

B. Beams/Stringers:

Description: _____

Wood Species: _____ Preservative Type: _____

Grade or Combination Symbol: _____ AWP Specification: _____

Wood Volume: _____ Beam/Stringer Cost: _____

Beam/Stringer Material Size: Length _____ Width _____ Thickness _____

Number of beams/stringers: _____

C. Guardrail System:

Description: _____

Guardrail System Specification: → Static Load _____ or Crash Test Level _____

1. Railing Material: _____ Railing Size: _____

Wood Species: _____ Preservative Type: _____

Grade or Combination Symbol: _____ AWP Specification: _____

2. Post Material: _____ Post Size: _____

Wood Species: _____ Preservative Type: _____

Grade or Combination Symbol: _____ AWP Specification: _____

^a Please ensure that this number matches the appropriate structure number listed on the previous pages.

Structure Number:^a _____

Structure Name:^a _____

C. Guardrail System (continued):

3. Curb Material: _____ Curb Size: _____
Wood Species: _____ Preservative Type: _____
Grade or Combination Symbol: _____ AWPAs Specification: _____
4. Wood Volume used in the guardrail system: _____
5. Total railing system cost: _____ Cost per linear foot: _____

D. Superstructure Cost:

Total superstructure cost (material costs for deck, beams and guardrails, plus preservative treatment, hardware, fabrication, installation, and labor): _____

Cost per square foot: _____

Wood Volume: _____

III. BRIDGE SUBSTRUCTURE:

A. Abutments:

Description: _____

Material: _____ Type: _____

Wood Species: _____ Preservative Type: _____

Grade or Combination Symbol: _____ AWPAs Specification: _____

Wood Volume: _____ Abutment System Cost: _____

B. Piers/Bents:

Description: _____

Material: _____ Type: _____

Wood Species: _____ Preservative Type: _____

Grade or Combination Symbol: _____ AWPAs Specification: _____

Wood Volume: _____ Piers/Bents Cost: _____

C. Total Substructure Cost: _____

(Material costs for abutments and piers/bents, plus preservative treatment, hardware, fabrication, installation and labor.)

^a Please ensure that this number matches the appropriate structure number listed on the previous pages.

Structure Number:^a _____

Structure Name:^a _____

ENGINEERING AND CONTRACTING CONTACTS

DESIGN ENGINEER: Name: _____ Phone: _____

Organization/Company: _____ Fax: _____

Bureau/Division: _____

Section/Program: _____

Street Address: _____

PO Box: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

STRUCTURE OWNER REPRESENTATIVE: Name: _____ Phone: _____

Organization/Company: _____ Fax: _____

Bureau/Division: _____

Section/Program: _____

Street Address: _____

PO Box: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

FABRICATOR: Name: _____ Phone: _____

Organization/Company: _____ Fax: _____

Bureau/Division: _____

Section/Program: _____

Street Address: _____

PO Box: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

^a Please ensure that this number matches the appropriate structure number listed on the previous pages.

Structure Number:^a _____

Structure Name:^a _____

TREATER: Name: _____ Phone: _____

Organization/Company: _____ Fax: _____

Bureau/Division: _____

Section/Program: _____

Street Address: _____

PO Box: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

ERECTOR: Name: _____ Phone: _____

Organization/Company: _____ Fax: _____

Bureau/Division: _____

Section/Program: _____

Street Address: _____

PO Box: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

^a Please ensure that this number matches the appropriate structure number listed on the previous pages.

Structure Number:^a _____

Structure Name:^a _____

If all proposed structures are identical, complete pages 7 only once and enter "all" as the structure number.

Additional Structure Information

I. Structural Adequacy

- A. Briefly describe, in 200 words or less, the proposed structure and the features that make it structurally adequate.
- B. If the proposed structure is a road bridge, what design approach will be used?
____ Allowable/Working Stress Design (WSD)
____ Load and Resistant Factor Design (LRFD)
____ Other (Explain) _____
- C. If the proposed structure is a road bridge, what type of guardrail system will be used?
____ USDA Forest Products Laboratory crash-tested guardrail system
____ Other crash-tested guardrail system _____
____ Static load designed guardrail system
- D. Will the structure be designed by a licensed professional engineer?
____ Yes ____ No (Explain) _____
- E. Will construction be administered by a qualified engineer?
____ Licensed engineer
____ Individual supervised by a licensed professional engineer
____ Other (Explain) _____

II. Longevity & Serviceability

- A. What features about this project will aid in the longevity and serviceability of the structure? (200 words or less)
- B. What steps will be taken to ensure that all wood products are treated, certified and installed in compliance with the requirements in the current edition of *Best Management Practices for the Use of Treated Wood in Aquatic Environments* (www.wwpinstitute.org) published by the Western Wood Preservers Institute and the Canadian Institute of Treated Wood? (200 words or less)

Preservative treatment in accordance with AWPAs standards is required for all wood components and must meet requirements in the current edition of the *Best Management Practices for the Use of Treated Wood in Aquatic Environments* published by the Western Wood Preservers Institute (www.wwpinstitute.org) and the Canadian Institute of Treated Wood. In addition, the producer of the treated products must provide written certification that all wood products are treated in compliance with the *Best Management Practices for Treated Wood in Aquatic Environments*, including a description and appropriate documentation of the applicable BMPs used.

- C. If structural components become damaged in use, can they be easily and efficiently replaced or repaired? (200 words or less)

^a Please ensure that this number matches the appropriate structure number listed on the previous pages.

Structure Number:^a _____

Structure Name:^a _____

III. Economics

A. Provide a narrative of 200 words or less explaining why this bridge is economical including the sources used to support the estimated costs listed on page 2. Please be as specific and realistic as possible.

Will this structure replace an existing structure? _____ Yes _____ No

Will this project rehabilitate an existing structure? _____ Yes _____ No

If the proposed project will replace or rehabilitate an existing structure, is the existing structure listed or eligible for listing on the National Register of Historic Places? _____ Yes _____ No

Have the appropriate environmental permits been applied for? _____ Yes _____ No _____ Not Applicable

Describe what type of traffic the existing structure serves and what load limits or restrictions, if any, are imposed.

Average Daily Traffic: _____ Average Daily Truck Traffic: _____ (Percent)

Describe what benefits installation of the new structure will provide (e.g., shorter route, increased load limits).

Average Daily Traffic: _____ Average Daily Truck Traffic: _____ (Percent)

^a Please ensure that this number matches the appropriate structure number listed on the previous pages.

Wood In Transportation Project Application - Enclosure 2

Selection Criteria — Commercialization Projects

Additional Selection Criteria

I. Study Description (In narrative format, address each of the six following points):

(Responses should be 200 words or less.)

- A. Describe the project in as much detail as possible with goals, objectives, and planned outcomes, including the type of structure(s) proposed to be built.
- B. Explain why Federal funds are important to accomplish the goals and objectives of this project.
- C. Describe how this project will reduce the cost of wood-in-transportation structures.
- D. Describe any environmental aspects of the project, including regulatory requirements and permits required for safeguarding the public's well-being and the environment.
- E. Explain quality control measures that will be used for this project to ensure that the structure(s) are designed, manufactured, preservative treated, installed, and maintained properly.

II. Rural Development - Local Economy:

- A. Describe the benefits this project will have on the local economy and upon rural development within the proposed project area (200 words or less).
- B. Describe what realistic efforts have been or will be made to use locally-grown timber to the greatest extent possible? (200 words or less)

III. Plan of Action:

Please develop a timetable for completion of major actions. Timetable should include target dates for completion of design phase(s), construction phase(s), and periodic meetings with project cooperators.

IV. Additional Items:

- A. If your proposal is selected for funding, the Forest Service may require the structures to be monitored for a period of three to five years. This will be a cooperative effort administered by the Forest Service's Forest Products Laboratory (FPL) located in Madison, WI.

Are you willing to have your completed structures monitored for their performance in cooperation with the FPL?

Yes No

- B. If your proposal is selected for funding, the Forest Service will require the development of a report/publication that documents the steps of this project. Are you willing to participate in the development of this publication?

Yes No

- C. Will a final report including a project summary, cost information, as-built plans, and photographs/slides be submitted to the Forest Service (see Enclosure 7)?

Yes No

- D. Who will be responsible for supplying the information listed above for the final report?

Wood In Transportation Project Application - Enclosure 3

Structure number^a: _____

Cooperative Funding Work Sheet 1^b - for all types of bridge structures, docks and marine facilities, rails

******* If the structure is not a bridge, complete this form as appropriate.*******

Wood In Transportation projects can be financed up to a maximum of 50 percent of the total cost by USDA Forest Service funds. Therefore, we must know how the cooperating organizations will provide their 50 percent or more of the funding. Payment-in-kind services are acceptable and can be used to match federal funds. To ensure proper funding, consider the following matrix for developing your cost data. **Matching funds cannot be other federal funds.**

Preliminary	A. Forest Service Amount	B. Cooperators Amount	A + B
Survey			
Soils Investigation			
Design			
Staking			
Other			
Indirect/Overhead			
		SUBTOTAL	
Substructure	A. Forest Service Amount	B. Cooperators Amount	
Excavation			
Abutments			
Bents/Piers			
Erection			
Other			
Indirect/Overhead			
		SUBTOTAL	
Superstructure	A. Forest Service Amount	B. Cooperators Amount	
Deck			
Beams/Stringers			
Guardrail System			
Erection			
Other			
Indirect/Overhead			
		SUBTOTAL	
Other Costs	A. Forest Service Amount	B. Cooperators Amount	
Detour			
Mobilization			
Demolition			
Site Work/Approaches			
Monitoring			
Other			
Indirect/Overhead			
		SUBTOTAL	
Surfacing (superstructure only)	A. Forest Service Amount	B. Cooperators Amount	
Materials			
Installation			
Other			
Indirect/Overhead			
		SUBTOTAL	
TOTAL COST			

^a Please ensure that this number matches the appropriate structure number listed in Enclosure 1.

^b A cooperative funding work sheet needs to be completed for each proposed structure. For example, if a commercialization application includes the construction of four bridges, then four work sheets need to be completed. (Make as many copies of this work sheet as necessary.)

Cooperative Funding Worksheet Terms

Preliminary Costs:

- Survey — site surveys, hydrologic, etc.
- Soils Investigation — soil survey and geotechnical investigations
- Design — engineering costs
- Staking — construction staking
- Other — costs that precede construction work but do not fit into any of the categories listed above
- Indirect/Overhead

Substructure Costs:

- Excavation — excavation work associated with bridge construction
- Abutments — materials, labor, treatment
- Bent/Pier — materials, labor, treatment
- Erection — on-site work associated with the placement and assembly of the bridge substructure
- Other — costs associated with substructure that do not fit into the categories listed above
- Indirect/Overhead

Superstructure Costs:

- Deck — materials, labor, treatment
- Beams/stringers — materials, labor, treatment
- Railing — materials, labor, treatment
- Erection — on-site work associated with the placement and assembly of the bridge superstructure
- Other — costs associated with superstructure that do not fit into the categories listed above
- Indirect/Overhead

Other Costs:

- Detour — costs associated with the re-routing of traffic
- Mobilization — costs associated with the movement of equipment to and from construction site
- Demolition — demolition work associated with removal of existing structure
- Site Work/Approaches — excavation, fill, cuts for abutments, and approach work
- Monitoring — costs associated with monitoring the performance of the bridge
- Other — costs not captured in the categories listed above
- Indirect/Overhead

Surfacing Costs:

- Materials (for superstructure only)
- Installation — costs associated with the installation of surfacing materials (for superstructure only)
- Other — costs not captured in the categories listed above
- Indirect/Overhead

Contractor's Timber Bridge Cost Information

If your project receives funding from the Wood In Transportation Program, please provide this form to your contractors.

CONTRACTORS: Obtaining accurate costs of demonstration bridges and related structures is a primary objective of the National Wood In Transportation Program. Please provide cost information in the format provided below.

▶▶▶ *If the structure is not a bridge, complete this form as appropriate.* ◀◀◀

Preliminary Costs

Cost

Survey – site surveys, hydrologic, etc.

Soils Investigation – soil survey and geotechnical investigations

Design – engineering costs

Staking – construction staking

Other – costs preceding construction that do not fit any listed category

Indirect/Overhead

SUBTOTAL

Substructure Costs

Excavation – excavation work associated with bridge construction

Abutments – materials, labor and treatment

Bents/Piers – materials, labor and treatment

Erection – on-site work done to assemble and place the substructure

Other – costs associated with substructure not listed above

Indirect/Overhead

SUBTOTAL

Superstructure Costs

Deck – materials, labor and treatment

Beams/Stringers – materials, labor and treatment

Guardrail System – materials, labor and treatment

Erection – on-site work done to assemble and place the superstructure

Other – costs associated with superstructure not listed above

Indirect/Overhead

SUBTOTAL

Other Costs

Detour – costs associated with the re-routing of traffic

Mobilization – costs incurred in moving equipment to and from the site

Demolition – work associated with removal of an existing structure

Site Work/Approaches – excavation, fill, for abutments and approaches

Monitoring – costs associated with monitoring bridge performance

Other – costs not captured in the categories listed above

Indirect/Overhead

SUBTOTAL

Surfacing Costs (superstructure only)

Materials – (for superstructure only)

Installation – costs to install superstructure surfacing materials

Other – costs not captured in the categories listed above

Indirect/Overhead

SUBTOTAL

TOTAL COST

Wood In Transportation Project Application - Enclosure 4

Instructions for Letter of Agreement

The Cooperator must include a Letter of Agreement with the application. This letter should be from person(s) with the authority to expend funds on the Cooperator's behalf, such as County Commissioners or Town Managers. It should state that they are willing to pay and can make funds available to pay the Cooperator's share of costs and/or payment-in-kind. They should also acknowledge that any additional costs encountered during the project beyond the original estimates will be the responsibility of the Cooperator. USDA Forest Service funds are fixed and will be fully expended during the evaluation process.

The letter should also state that the Cooperators understand the goals of the Wood In Transportation Program (see below) and are willing to use their project to further these goals. The Cooperators should express a willingness to work directly with Forest Service personnel. The Cooperators should indicate their willingness to provide semi-annual progress reports and a final report including conclusions/recommendations, photographs, as-built plans, and final cost data.

The Wood In Transportation Program

A significant opportunity exists in the United States to improve rural transportation networks and revitalize rural economies by using wood for bridges and other transportation structures. Approximately 28 percent of the 590,000 highway bridges across the Nation are in need of repair or replacement. To address this issue, the United State Congress funded the Wood In Transportation Program, formerly known as the National Timber Bridge Initiative, beginning in Fiscal Year 1989.

The primary goal of the program is to revitalize local economies and encourage stewardship of our forestland by:

- Improving local transportation networks.
- Expanding the range of markets for wood products.
- Commercializing modern timber bridge technology.

Wood In Transportation Project Application - Enclosure 5

Instructions for Bridge/Structure Plans

Bridge/structure plans should be as complete and specific as possible. Actual blueprints are not required. However, engineered drawings are highly desirable. We recognize that preparation of formal drawings is a laborious process, particularly when preparing a submission before there is an approval for funding. Sources of generic plans and design information are available from the National Wood In Transportation Information Center, Morgantown, WV. If detailed plans or drawings of the project are not available, a detailed description of the proposed structure(s) with sketched drawings or plans of the project will be adequate for submittal. Please submit these on 8-1/2" X 11" paper, if possible. In addition, please submit a site location map for each proposed structure. **The "preferred" location map is a photocopy of a 1:24,000 US Geological Survey quad map.**

Wood In Transportation Project Application - Enclosure 6

Checklist for Completeness of Proposal

-
1. Wood In Transportation Project Application - (Enclosure 1) _____ Completed
Grant and Project Information

 2. Selection Criteria - (Enclosure 2) _____ Completed
Are the appropriate criteria adequately addressed?

 3. Cooperative Funding Worksheet - (Enclosure 3) _____ Completed
Is worksheet(s) complete?

 4. Letter of Agreement - (Enclosure 4) _____ Completed
Are all criteria addressed appropriately?

 5. Bridge/Structure Plans - (Enclosure 5) _____ Completed
Are all required site location maps and design plans completed?

 6. Prior to construction, the following may be required for each structure:
 - I. Environmental review and findings
 - II. Archeological clearances
 - III. Hydrological evaluations
 - IV. Geotechnical investigations
 - V. Compliance with Americans With Disabilities Act of 1990, Public Law 101-336
 - VI. Other applicable Federal, State, and local regulations

 7. After the project is completed a final report including the following will be required (as detailed in Enclosure 7):
 - I. A narrative summary.
 - II. An update of Enclosure 1.
 - III. As-built plans.
 - IV. Photographs or slides.
 - V. Final costs (same format as Enclosure 3).

Note: Please provide submittals on standard 8 1/2" x 11" paper. Do not submit proposals in covers or binders. Plans and drawings may be submitted on different sized paper.

Wood In Transportation Project Application - Enclosure 7

Final Report Guidelines

Wood In Transportation projects serve many purposes. They are intended to provide direct benefits to people in their surrounding area, but they are also selected to help identify the role timber can play in rebuilding and strengthening our transportation infrastructure. These projects lead the way for evolving timber construction technology and for new rural economic opportunities. Information from well-documented projects is vital for meeting all of the objectives of the Wood In Transportation Program.

For the successful completion of a Wood In Transportation project, the final report needs to include the following:

I. A Narrative Report — provides general information about the completed project. At a minimum, the narrative should include:

- brief description of the project and who it serves,
- what challenges were faced by the designer, fabricator, installer,
- advantages and disadvantages of the demonstrated design,
- benefits of the completed project (primary economic benefits),
- verification that the wood components used in each structure were treated to the requirements included in the *Best Management Practices for Treated Wood in Aquatic Environments*,
- if goals and objectives were not met, reasons for not meeting planned goals and objectives.

II. Completed Project Information — a **Revised Enclosure 1** is required to update the information submitted on your original approved project application.

III. As-Built Plans and Site Location Information — preferably blueprints of the design used for the actual construction and a copy of a topographical map with location of structure highlighted.

IV. Photographs or Slides — if possible, of the site before the project began, at various stages of the project, and after the project is completed.

V. Final Costs — should be submitted in the *same format as Enclosure 3* of your original project application.

VI. Conference Information — Was there a conference associated with this project?

Yes -> (If Yes, please provide the information requested below.)

No

Conference Date: _____ **Location:** _____

Key Sponsor: Name: _____ Phone: _____

Organization/Company: _____ Fax: _____

Bureau/Division: _____

Section/Program: _____

PO Box/Street Address: _____ / _____

City: _____ State: _____ Zip: _____

Wood In Transportation Project Application - Enclosure 8

List of Coordinators

Northern Region (R1) & Intermountain Region (R4)

(ID, MT, ND, NV, UT)

Dave Atkins
USDA Forest Service
Federal Building
P.O. Box 7669
Missoula, MT 59807
Phone: (406) 329-3134
FAX: (406) 329-3132
E-mail: datkins@fs.fed.us

Southwestern Region (R3)

(AZ, NM)

George Martinez
USDA Forest Service
517 Gold Ave., S.W.
Albuquerque, NM 87102
Phone: (505) 842-3229
FAX: (505) 842-3800
E-mail: gcmartinez@fs.fed.us

Pacific Northwest Region (R6)

(OR, WA)

William von Segen
USDA Forest Service
333 SW First Ave
PO Box 3623
Portland, OR 97208
Phone: (503) 808-2348
FAX: (503) 808-2339
E-mail: vonsegan@fs.fed.us

Northeastern Area, S&PF

(IL, IN, IA, MI, MN, MO, WI)

Steve Bratkovich
USDA Forest Service
1992 Folwell Ave
St. Paul, MN 55108
Phone: (651) 649-5246
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Rocky Mountain Region (R2)

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Alaska Region (R10)

(AK)

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