

Federal Highway Administration (FHWA) Emergency Relief Program Outline for Michigan

Program details available at www.fhwa.dot.gov.



Prepared by Michigan Department of Transportation,
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Serious damage to Federal-aid highways* as a result of natural disaster or catastrophic failure from an external cause

STEP 1: Report and Update

Locations and severity

Local road agencies and MDOT regions

- Follow notification protocols
- Assess and report damage
- Provide updates
- Request assistance

Local emergency management coordinator responsibilities include liaison with local officials and road agencies, and Michigan State Police Emergency Management & Homeland Security Division

MDOT Emergency Response Plan includes notification of MDOT Safety & Security Administration (Emergency Management Coordinator) to further notify internal and external resources, such as Michigan State Police Emergency Management & Homeland Security Division and FHWA

All levels of emergency management monitor reports for

- Possible emergency declarations
- Requests for assistance
- Eligibility for Federal programs**

STEP 2: Response - Emergency Repairs

During and immediately following disaster/failure

Local road agencies and MDOT regions perform debris removal and emergency repairs within normal authority

- Restore essential traffic
- Minimize the extent of the damage
- Minimize or eliminate the emergency condition
- Protect the remaining facilities

Detail damage, debris, and repairs by site

- Photos (*important*)
- Plans
- Sketches

Document costs by site

- Labor
- Equipment
- Materials
- Emergency contracts
- Debris removal

**Also:
Recovery**
Preliminary engineering for permanent repairs

Prepare

- Surveys
- Plans
- Specifications
- Estimates
- Bidding documents

STEP 3: FHWA Emergency Relief Program

Determine eligibility for Federal-aid highways*

MDOT Safety & Security Administration coordinates the FHWA program

- Submit Letter of Intent to and receive Acknowledgment from FHWA
- Facilitate briefing meetings and site visits with local road agencies, FHWA, and MDOT regions (MDOT Local Agency Programs, if available)
- Maintain Damage Survey Summary spreadsheet

Local road agency identifies Federal-aid sites with damage more than \$5,000

- Provide detail and documentation of emergency repairs and debris
- Provide estimates prepared for permanent repairs

MDOT Local Agency Programs

- Verify site locations on Federal-aid highways*
- Inform local agencies of program process

MDOT and local road agencies draft FHWA Detailed Damage Inspection Report (DDIR) 1547 for their identified sites

- Include detail, documentation, and estimates of repairs and debris removal
- Categorize as "Emergency" or "Permanent" repair

MDOT Safety & Security Administration updates Damage Survey Summary

MDOT Safety & Security Administration coordinates Letter of Request to FHWA

FHWA Michigan Division Administrator determines finding of eligibility

FHWA determines site-specific eligibility via DDIR

MDOT Safety & Security Administration works with MDOT Local Agency programs to provide liaison, notifications, and spreadsheet updates.

STEP 4: Recovery - Permanent Repairs

Restore roadway to pre-disaster condition

All of the following **MUST** be in place prior to the start of **PERMANENT REPAIRS**:

- Follow all **STANDARD (possibly expedited) construction processes and requirements including, but not limited to, authorization from MDOT Local Agency Programs and FHWA**
- **FHWA activation of Emergency Relief program**
- **FHWA determined site as eligible**

Failure will result in work being declared ineligible and may jeopardize FHWA project funding

MDOT Local Agency Programs assists local road agency with:

- Document requirements
- Bidding requirements
- Typical construction schedule
- Letting methods
- Possible alternate temporary funding sources interim to FHWA reimbursement (may be lengthy)

*Federal-aid highway: all public roads not functionally classified as either local or rural minor collectors, as defined in 23 CFR section 101.

**Federal programs, such as FHWA Emergency Relief and Federal Emergency Management Agency (FEMA) Public Assistance:

- Each program is distinct and separate with its own thresholds and requirements, including but not limited to governor and/or presidential emergency/disaster declarations.
- FEMA does not cover damages eligible for other programs, including FHWA's Emergency Relief for Federal-aid highways.