

GUIDANCE FOR THE PROCESSING OF CREDIT BRIDGE

Credit Bridge (CB) amounts will be based on the established Federal max on the programmed project. Once the project is awarded, the county CB balance will be deducted according to the established fund memo. Change orders processed thereon after will be processed using CB. If the county has a zero CB balance, change orders will revert back to 80/20 participation.

1. Program the project in Ellis as follows:
 - a. In the project description, indicate that the project funded through CEAO LBR program utilizing Credit Bridge.
 - b. Create a “Comment” in Ellis indicating the letters “CBP” and the dollar amount of the CBP being used, based on the established CEAO LBR Federal funding participation and max on the project.
 - c. Program the project in Ellis using TRC for the increased share. Example:

The screenshot shows the 'View Subphase' screen in the Ellis software. The subphase is 'Construction Contract' with an estimate of \$235,781.25. Below this, there are two event entries:

Event Name	Event Estimate	Grouping ID	Improvement Code	Primary Enc.	Enc. #	Actual	Fiscal Yr.	Fiscal Qtr.	Committed Funding	Toll Revenue Amount	Event Status	Copy	Edit	Delete
CO CI&I Increase (1)	\$24,581.25		Bridge Replacement - No Added Capacity	CO CO Contr 01		No	2009	1	Yes	\$3,687.18	Unreviewed			
CO CO Contr 01	\$211,200.00			CO CO Contr 01		No	2009	1	Yes	\$31,680.00	Unreviewed			

At the bottom, a summary table shows the funding breakdown:

Line #	Est. Fund	Billing Fund	Priority	Type	Pro Rata %	Estimate Amount	100% Toll	Toll Revenue Amt.	Adj. Total
1	4887	H110		Federal	80	\$168,960.00	No	\$0.00	\$200,640.00
2	LNTF	LNTF		Local Match	15	\$31,680.00	Yes	\$31,680.00	\$0.00
3	LNTF	LNTF		Local Match	5	\$10,560.00	No	\$0.00	\$10,560.00

2. Contact Abbey Bonawitz, ODOT Project Accounting, via email (with copy to Rod Rickabaugh and Horace Gilmore) of the intent to use bridge credit on the project. Complete and attach the Credit Bridge Request form (located at O:\FINANCE\Credit Bridge) to the body of the email.



Ohio Department of Transportation
Credit Bridge Request

County	
District	
PID (Cannot process w/out PID)	
State Job #	
FAN	
County/Route/Section	
Sale Date	
Federal Share w/ CB	%
Credit Bridge Max Amount	\$
Project Federal Max Amount	\$

**Questions? Please contact Randy Lane in Local Projects at (614) 644-8211 or Abbey Bonawitz in Federal Accounting at (614) 644-3952.