



Oregon Transportation
Infrastructure Bank

**OREGON TRANSPORTATION INFRASTRUCTURE BANK
APPLICATION**

*Oregon Department of Transportation
355 Capitol St NE, MS 21
Salem, OR 97301*

Cindy.L.Lesmeister@odot.oregon.gov

Organization:
Contact Person:
Address:
Phone:
Email Address:
Requested Loan Amount:
Project Title:



Summarize project need and scope of work to be completed.



PROJECT BUDGET AND LOAN REQUEST

	Estimated Project Amounts	Amount to be funded through OTIB
Preliminary Engineering	\$ _____	_____
Right of Way	\$ _____	_____
Construction	\$ _____	_____
Equipment	\$ _____	_____
Design & Architectural	\$ _____	_____
Land Acquisition & Site Preparation	\$ _____	_____
Other Capital Costs	\$ _____	_____
Contingency	\$ _____	_____
Loan Fee (1%)	\$ _____	_____
Other: _____	\$ _____	_____

Total Costs:	\$ _____	_____

Have you bid the project yet?

Yes ☐ No ☐

Over how long a period would you like to repay your OTIB Loan?

Will you pay your loan fee out of loan proceeds or at signing of loan?

What payment structure would you prefer (e.g., annual, semiannual, quarterly, etc.)?

Will you need interest only payments for up to 3 years in the beginning of the loan? If yes, how many years?

Do you expect to use additional debt for this project in the future? If yes, anticipated amount.

Yes ☐ No ☐



Provide an anticipated draw schedule and completion timeline for the project.

SUMMARY OF PLEDGED REVENUE AND REPAYMENT FUNDS

What funds will be used to repay the loan?

What other funds are potentially available to secure the loan, if necessary?

Does the applicant have a credit rating published by a major credit rating agency: (e.g. Fitch, Moody's, Standard and Poor's, Kroll)? If so, please indicate the ratings and when established and last reviewed. If available, please include the most recent credit rating report with submittal of application.



OTHER FINANCIAL INFORMATION

Has the Applicant suffered an operating deficit in either its General Fund or Road Fund, or other similar enterprise fund in the last 5 years? If so, what actions were taken?

Does the project involve the formation of a local improvement district (LID) or an urban renewal district (URD) or similar entity? If so, provide the status of negotiations with benefited property owners, an engineer's report on the district formation and assessments (if available), and any resolutions creating the district.

Summarize any pending litigation that may affect the ability of the Applicant to repay a loan.

Has the Applicant ever defaulted on a debt? If so, provide a complete summary of all circumstances relative to the default.



How will the ongoing maintenance or operation of the project be funded?

PROJECT PLANNING & DESIGN

Is this project in the local area transportation plan? Yes ☐ No ☐

Is this project in the STIP? Yes ☐ No ☐

If yes, what is the key number? _____ Yes ☐ No ☐ N/A ☐ Unknown ☐

If no, is a STIP Amendment in process?

Name all plans that contain the project. What stage is the project in these plans (for example, developmental or construction). What cost estimates are shown there?

Describe the planning and land use requirements that apply to this project, if any. Discuss where the project is in the approval process. If a land use action is required, when will the approving body issue a decision?



OTIB will fund only projects that meet highway design standards appropriate to the class of project. Describe the class of job for your project and the standards you have met and, if any, design exceptions and their rationale.

How will OTIB funding advance the project?

Example: Ability to complete entire project, increase the scope, and/or finish within a desired timeline.



OTHER PROJECT INFORMATION

This section is only required if the requested loan amount **exceeds five million dollars**.

[Oregon Department of Transportation: Strategic Action Plan: State of Oregon](#) has three main priorities two of these priorities are relevant to OTIB lending, each has specific goals and outcomes attached. Click each to learn more.



[Equity](#) – Prioritize diversity, equity and inclusion by identifying and addressing systemic barriers to ensure all Oregonians benefit from transportation services and investments.



[Modern Transportation System](#) – Build, maintain and operate a modern, multimodal transportation system to serve all Oregonians, address climate change, and help Oregon communities and economies thrive.

How does your project advance Equity and Modern Transportation System priorities and specific goals?



ATTACHMENTS

Attach the following items with the application:

If available, attach an engineering feasibility analysis, prepared and stamped by a registered professional engineer. Typically, this analysis will include:

- the name, address, and phone number of the professional engineer.
- an explanation of the basis for the size and/or capacity of the proposed project;
- project alternatives considered;
- detailed cost estimate including all items necessary to complete the project;
- preliminary drawing of the project;
- maps showing the general location of the project, tax lots or parcels in the project area, and the specific location of the project;
- environmental concerns;
- needed permits and/or licenses to construct the project;
- what jurisdiction(s) will own, operate and/or maintain the proposed project;
- anticipated project schedule:
 - project start
 - preliminary engineering/design
 - Construction

Yes ☐ No ☐ N/A ☐

Public hearing notice, minutes of the public hearing and minutes of the meeting at which submission of this application was approved.

Yes ☐ No ☐ N/A ☐

One copy of each of the last three years of the Applicant's audited financial statements.

Yes ☐ No ☐ N/A ☐

One copy of the Applicant's current budget.

Yes ☐ No ☐ N/A ☐

Adopted Capital Improvement Plan (if available) and transportation facilities plans as appropriate.

Yes ☐ No ☐ N/A ☐

If Applicant is not a city or county, one copy of the Applicant's enabling charter or resolution as amended.

Yes ☐ No ☐ N/A ☐



CERTIFICATION

I certify that:

The Applicant has the authority to request and incur the debt described in this application and, upon approval, may enter into a contract for the repayment of the loans.

The Applicant has held any locally required public hearings or notices and will comply with all applicable state and federal regulations and requirements.

To the best of my knowledge all information contained in this application is valid and accurate.

The governing body of the undersigned jurisdiction at its _____ (date) meeting authorized the submission of this application.

Signature_____

Name_____
(type or print)

Date_____

Title_____

Jurisdiction_____

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