

SCENE



[Http://www.dot.state.mn.us/stateaid/SA-Scene.html](http://www.dot.state.mn.us/stateaid/SA-Scene.html)

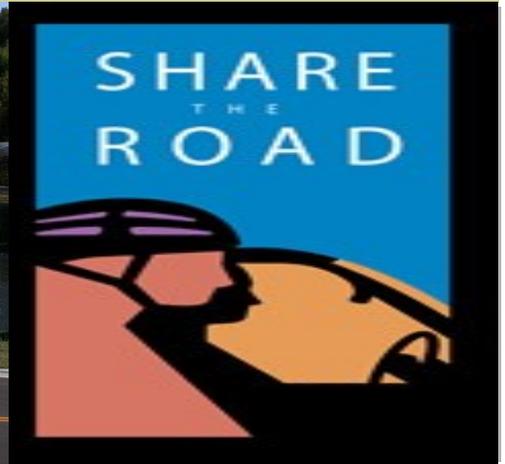


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NEW SPEC REGARDING ADA REQUIREMENTS

An **1803** specification for SPECIAL PROJECT ADA REQUIREMENTS has been developed to help enforce compliance with ADA requirements for construction of walks and pedestrian ramps. This specification requires contractors to have at least one person familiar with PROWAG and ADA when constructing walks and pedestrian ramps. The intent is to promote building such facilities correctly the first time to eliminate potential corrective work or removal of newly constructed non-conforming ramps and walks. It also provides for the Contractor and Engineer to determine the best solutions to difficulties encountered with conditions encountered in the field. SALT has modified the MnDOT specification to more accurately pertain to use by local agencies. The specification should soon be available on the Electronic Proposal Tool on our website, and is already being included in your DCP packets for federal aid projects. If you have any questions, please contact **Ron Dahlquist at 651-366-3823**.



BICYCLE AND PEDESTRIAN TRAFFIC COUNT

Biking and walking seem to be on the rise in many communities throughout the state and the country, but there is not much data to confirm that. Health organizations are encouraging people to get more physical activity with active transportation, but there is no way to measure non-motorized transportation rates.

Towards Zero Deaths strives to understand crash rates and trends to reduce traffic fatalities, but we don't have exposure data to apply to bicycle and pedestrian crash reports. To help answer these and other non-motorized transportation questions, MnDOT is currently partnering with the University of Minnesota on a research project to develop a methodology for counting bicycles and pedestrian traffic. We need your help. If you have conducted any counts, are aware of any counts, or would like to start doing some counts, please contact us. We would like to understand what methods are currently being used and how we can best share data. We are also looking for communities who can help pilot the counting methods throughout the state. The timing of Minnesota's research coincides with a national effort to develop standards for bicycle and pedestrian traffic monitoring. The FHWA will add guidelines for counting bicycles and pedestrians in the next version of the Traffic Monitoring Guide (TMG). Minnesota is one of the states helping lead this movement as we collaborate with the development of the TMG guidelines.

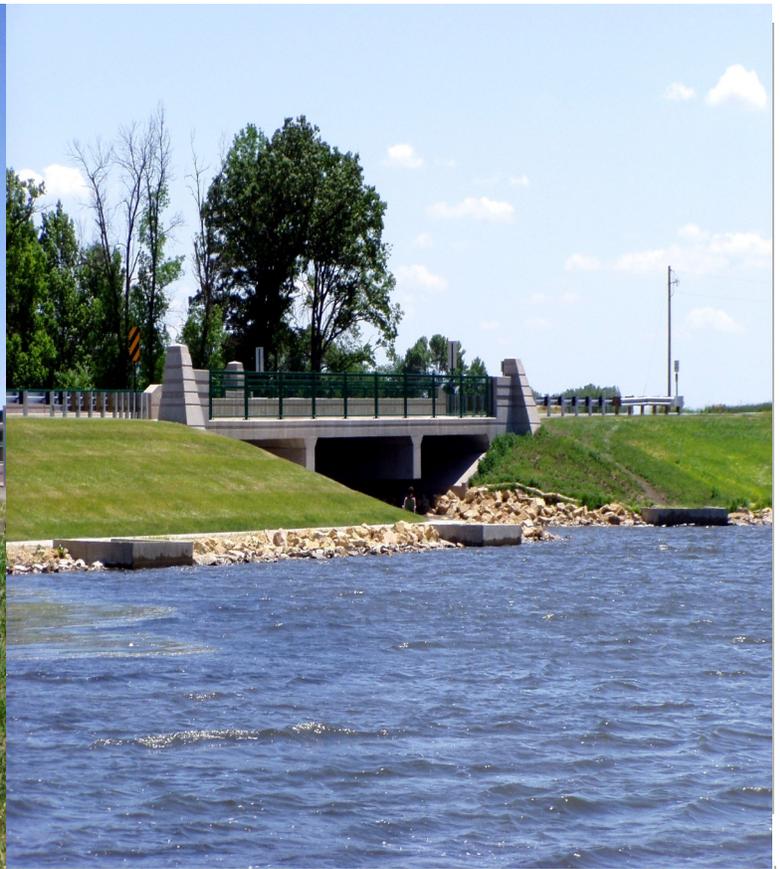
For more information

Contact Lisa Austin,

MnDOT Bicycle and Pedestrian section

lisa.austin@state.mn.us

651-366-4193.



DCP AGREEMENT UPDATE

The response rate for returning the new DCP agreement has been fantastic. Of the 195 agreements sent out 168 have been returned! This includes 85 of the 87 counties. District 2 was the big winner they had all of their agency agreements back by January 3, 2012. DSAE Lou Tasa was awarded a trophy to be shared by the district for this distinction. Honorable mention goes to District 4 who had all their agreement back by February 22. Thank you so much for your cooperation and assistance in this matter.

EMERGENCY RELIEF UPDATE

Our mild winter (so far) has made our annual spring flooding seem unlikely, however there still are a small group of people working on process improvements for the next FHWA emergency event. As part of the Kaizen event Lynnette Roshell attended in November, a programmatic agreement was negotiated between MnDOT and FHWA. This programmatic agreement streamlines some of the processes related to Emergency Relief. Damaged Sites with more than \$5,000 and less than \$150,000 in damage can be approved by MnDOT rather than the FHWA. This will save time. A more specific process for repairing permanent damage sites along with emergency sites is defined.

The Kaizen group is working on some video training that will be available on the internet that will talk about details of the program. The group is also planning a live training for District 2 and 4 combined and another live training for District 6 and 7. These live trainings will hopefully be in May to address the new process and to get the most frequent users of the ER process up to date.

If you have any questions you can contact me at 651-366-3822 or Lynnette.roshell@state.mn.us.

WHAT IT MEANS TO HAVE FULL FEDERAL OVERSIGHT ON A PROJECT

The FHWA has selected at least one local federal project in every MnDOT district in 2012 and in 2013 to be processed with Full Federal Oversight as opposed to using the DCP (Delegated Contract Process). This is commonly known as a PS&E project since it requires submitting the Plans, Special Provisions and Engineer's Estimate with the authorization request. You may be familiar with this if you have had any Forest Highway and ER permanent repair projects.

Full oversight projects require FHWA to:

- ◆ Review the Project's NEPA Document (project memo or EA) - SALT Federal Aid will send a copy with the plan submittal.
- ◆ Approve Plans, Special Provisions and Engineers Estimate
- ◆ Authorize Advance Construction (i.e. projects coming forward from a future STIP year)
- ◆ Authorize advertising for bids (construction authorization) same as for DCP projects
- ◆ Approve cost effectiveness determination for construction work performed by force count or for contracts awarded by competitive bid
- ◆ Approve addenda during advertising period
- ◆ Concur in award of contract
- ◆ Concur in rejection of all bids
- ◆ Approve changes and extra work in excess of \$100,000
- ◆ Approve contract time extensions
- ◆ Concur in use of mandatory borrow/disposal sites
- ◆ Accept materials certification
- ◆ Concur in settlement of contract
- ◆ Concur in termination of construction contracts
- ◆ Waive Buy America provisions
- ◆ Perform Final inspection/acceptance of completed work

Continued on next page

SALT Federal Aid Unit will review plans as we do for DCP Projects, and send DCP packets to the LPA so they can prepare proposal packages and ad language. When these are completed, the LPA sends them to SALT (preferably electronically) to be submitted to FHWA with the authorization request. In reviewing plans and Special Provisions, the FHWA will verify the project matches what is in the STIP, is governed by current MnDOT Specs, that no proprietary products are being used without a PIF, and make sure federally required documents are all included. Also, they will look for any language regarding preferential bidding practices – i.e. “Bidders must be from Minnesota.”

After it is authorized, SLT will contact the LPA to advertise and proceed to bidding the project. If any addenda are required between advertising and when bids are received, email your DSAE, SALT (person that processed your plan) and Tim Anderson at the FHWA (Timothy.Anderson@dot.gov) for concurrence on the addendum before sending it out. If you do not get a response from Tim within 24 hours, contact the DSAE, SALT reviewer, or Merry Daher.

Projects that have DBE Goals will need to have the contracts cleared by EEO before Tim will concur in awarding project. Samples of supporting documents that need to be sent to Tim for concurrence are attached for your reference – these may be emailed. If the project is race gender neutral (no DBE goal) the County Engineer should send a recommendation to award along with supporting docs to your DSAE who will forward it to the FHWA (Tim Anderson) for concurrence. Again, if you do not get a response from Tim within 24 hours, contact the DSAE, SALT reviewer or Merry Daher.

After the project is awarded, Tim will coordinate with the DSAE and County/City engineer on his subsequent involvement in the project oversight. To date, four of the outstate projects have been authorized and one was bid on 3/26 and is scheduled to be awarded the first week of April

Contact Information: Merry Daher, Federal Aid Plans Engineer at 651-3663821



FOLLOW-UP TO THE PARTNER ENGAGEMENT DISCUSSIONS

By Julie Skallman, State Aid Division Director

During the pre-screening board meetings in Fall 2011, I asked the county and city engineers to give me advice on what MnDOT could do to be a better partner. I shared the results of those conversations with the District Engineers and Engineering Services Division as well as with the Division Directors. One of the key suggestions that I could directly control was a recommendation to work toward more consistent decisions statewide by our District State Aid and Central Office staff.

On March 13 we met as a group in the Marshall office and talked about a large number of consistency items regarding plan review, needs reporting, financial documentation and construction reviews. We will be developing checklists, making modifications to the electronic state aid manual, and updating existing forms as appropriate with the goal of consistency across the board. My impression was that we are more alike than different in our approaches but there are certainly opportunities for improvement. Thank you for your patience as we work through these changes.



GUIDELINES FOR LOCAL CONCRETE INFRASTRUCTURE

We all know that many times local agency projects are not the same as MnDOT projects, especially when it comes to concrete infrastructure. SALT, the Local Road Research Board, and the MN Local Technical Assistance Program are working together on a study to develop guidelines and standards for local agencies and the concrete construction industry to use when planning, designing, constructing, and maintaining local concrete infrastructure. These guidelines will provide a more consistent process for local agencies and the concrete industry to follow as they move through the life of a local concrete project. The proposed guidelines will be an easy-to-use guide for city and county agency design and inspection personnel to assist in correctly identifying concrete pavement specification and special provisions. The “Concrete Pavement Rehabilitation Best Practices Manual (2006)” will also be updated. To aid in the implementation of the guidelines, a training module will also be developed. While this research project is not yet complete, we anticipate that the new specification aspect of the study for flatwork items may soon be complete and the remainder of the study project should be complete by this summer. The “official” release of the result of this research project will be issued by technical memorandum and will initially be intended for use on projects other than federal-aid. If you have any questions, please contact **Ron Dahlquist at 651-366-3823**.

LOCAL ROADS IMPROVEMENT PROGRAM

The legislature in the 2011 special session approved an appropriation of \$10 million for the Local Road Improvement Program. These State Transportation Bond Funds will be used to assist Counties, Cities, Townships and other local agencies to pay for the costs of the construction or reconstruction of local road projects in the Routes of Regional Significance Account and or the Rural Road Safety Account. In November, 2011, MnDOT State Aid for Local Transportation began soliciting Counties, Cities, Townships and other local agencies to submit projects eligible for funding. State Aid received 158 Project applications from 86 Counties, 60 Cities and 12 Townships totaling \$64,496,996.00. The Application solicitation processes closed on February 3rd, 2011 and with the guidance of the Local Roads Advisory Committee, 9 County Projects, 15 City projects and 4 Township Projects were selected for funding. Project awards were capped at \$500,000. Below are two tables summarizing the total applications submitted for funding and projects that were selected for funding by agency type

LRIP APPLICATIONS RECEIVED

NUMBER OF PROJECTS	AGENCY TYPE	LRIP AMOUNT
86	COUNTIES	\$ 34,549,104.00
35	STATE AID CITIES	\$ 16,767,450.00
25	SMALL CITIES	\$ 10,090,516.00
12	TOWNSHIPS	\$ 3,089,926.00
Total 158		\$64,496,996.00

LRIP PROJECTS SELECTED FOR FUNDING

NUMBER OF PROJECTS	AGENCY TYPE	LRIP AMOUNT
9	COUNTIES	\$ 3,000,000.00
7	SA CITIES	\$ 3,000,000.00
8	SMALL CITIES	\$ 3,000,000.00
4	TOWNSHIPS	\$ 1,000,000.00
Total 28		\$10,000,000.00

A complete spreadsheet with the list of project applications received and selected projects from the various Counties, Cities and Townships is at the link below.

http://www.dot.state.mn.us/stateaid/sa_LRIP_ProjectLists.html.

If you would like to learn more about the Local Roads Improvements Program solicitation process and criteria used in selecting projects for funding, please visit the State Aid for Local Transportation Website: <http://www.dot.state.mn.us/stateaid/>

Contact Information: Patti Loken, State Aid Programs Engineer at 651-366-3803.



REVISIONS TO FEDERAL THREATENED AND ENDANGERED SPECIES LIST OR “JASON AND THE WOLF”

As those of you who have been paying attention know the Timber Wolf had been moved off, on, and now off the Federal Threatened and Endangered Species list multiple times in the past three years. The wolf is currently off the list and it appears it will stay there permanently. What this means to you is that the list of who needs to send review letters to Jason Alcott for federal projects has changed. Those counties who only had wolves as listed species now do not need to send letters to Jason requesting clearance. However, there is a new species the Poweshiek skipperling (a butterfly who lives in prairie remnants), which has been added to the list. There are a number of counties (Douglas, Kandiyohi, Lyon, McLeod, and Wilkin) that did not have to send letters under the last list, but do now. This list is effective starting immediately. For more detailed information see the US Fish and Wildlife Website:

<http://www.fws.gov/midwest/angered/lists/minnesot-cty.html>.

Federal threatened and endangered list no bald eagle or wolf

All agencies in District 1 potentially contain federal threatened species
All agencies in District 2 potentially contain federal threatened species except Hubbard County
In District 3 only Aitkin, Cass and Stearns Counties contain federal threatened species
In District 4 Grant, Ottertail and Stevens do not contain federal threatened species
All agencies in District 6 potentially contain federal threatened species except for Freeborn County
In District 7 Blue Earth, Faribault, LeSueur, Nicollet, Sibley, Waseca, and Watonwan Counties do not contain federal threatened species
All agencies in District 8 potentially contain federal threatened species except Meeker County
All agencies in Metro potentially contain federal threatened species except Anoka, Carver and Scott Counties

LOOKING FOR THE CFDA NUMBER?

CFDA stands for Code of Federal Domestic Assistance. It can now be found on the Participation Distribution document you receive for your DCP Project. The Auditor is usually looking for this number during your audit.

DCP PROJECT SP [REDACTED]									
PARTICIPATION DISTRIBUTION (based on low bid)									
Federal Project # STPX [REDACTED]		CFDA # 20.205			Let: 03/16/12				
Agreement # [REDACTED]		Low Bidder: [REDACTED]							
CATEGORY	BID AMOUNT	% Eligible for Federal Participation	AMOUNT ELIGIBLE FOR PARTICIPATION	PARTICIPATION PERCENTAGE	CAPPED? YES \$365,000.00 FED STPX FUNDS	ELIGIBLE FOR STATE AID FUNDS			TOTALS
1 - SP [REDACTED]	484,909.00	100.00%	\$484,909.00	Federal 80% SA Funds 20%	\$365,000.00	\$119,909.00			\$484,909.00
2 -									
3 -									
4 -									
5 -									
6 -									
7 -									
8 -									
	\$484,909.00		\$484,909.00		\$365,000.00	\$119,909.00	\$0.00	\$0.00	\$484,909.00

Date: 03/28/12
 Prepared by: Mark Channer
 651-366-3828

Finance MS 215 (4 copies)

OJT Hours @ \$1.00 Per Hour: 0

NOTE: Federal Eligibility @ 80% = \$387,927.20

Kai Vang - OIM MS 440
 Mary Prescott - Office of Civil Rights MS 170
 Lou Tasa - District 2 DSAE

County Accountant - Email
 file

MINNESOTA COUNTY ENGINEERS ASSOCIATION AWARD FOR OUTSTANDING SERVICE



Julie Skallman, State Aid Division Director, receives a Minnesota County Engineers Association award from Rick West, Otter Tail County Engineer. (Photo Courtesy of MnDOT Newsline)

Congratulations to Julie Skallman, State Aid Division Director

Skallman recently received an award for outstanding service at the 67th Annual Minnesota County Engineers Conference. Minnesota County Engineers Association, is a support group for the 87 Minnesota county engineers. The organization provides training, works on issues related to county transportation and advises legislative officials on transportation issues across the state. This prestigious award was given to Skallman for her outstanding contribution and service to public transportation in Minnesota. Skallman, was instrumental in supporting the MCEA bring the 2011 National Association of County Engineers conference to Minneapolis. She is very honored and appreciative of this recognition and continues her work with State Aid to deliver a safe, reliable and efficient transportation system to the citizens of Minnesota.