

State Aid E-Scene

Agreements Reminder

By: Lynnette Roshell, Federal Aid Agreement & Special Programs Engineer

I've had quite a few cases lately where the auditors have cited and deducted costs for items or actions that are in violation of the text of the agreement. It is very difficult for me to argue for reversal of the auditors decisions when they are in line with what the agreement says.

In one case, I sent the agreement out and the county board didn't take action for four months. If the work was completed before the agreement is executed it may not be eligible for funding. We try to send the agreements out in a timely manner, but the local agency needs to also act in a timely manner.

In another case, preliminary engineering costs doubled. SALT was not informed until the first request for payment came in six months after the work was completed. Our agreements clearly state if there are additional costs they must be approved prior to the additional work being done.

Unfortunately this local agency will not be able to recoup the extra costs because we have no documentation that they ever told us until after the fact that there were additional costs.

On another agreement, the amendment to the consultant agreement did not clearly state that the additional costs included profit so the auditors and FHWA are denying the profit claimed by the consultant.

The other day I got a payment request on an agreement for a county. I sent them the agreement for execution in the fall of 2012. It has never been executed. I cannot make payment on the request without the agreement being executed.

On another agreement, amend the board action took place and it took 17 days for the agreement to get into the envelope and be returned to SALT. The agreement expired before all of the

signatures were inked to the document. While there is a grace period, had the agreement really expired, any costs between the expiration time and before a new agreement was executed, would have been ineligible.

This brings up the importance of knowing when your agreements expire. I have a process, but human error does enter into it. At any given time there are about 300 active agreements so it is difficult to know everything about everyone.

Takeaways:

1. Read the agreements that you are sent. If you cannot meet the terms of the agreement do not sign them, call SALT and figure out what you can live with.
2. Take action when you get an agreement. I try to send them just in time, so a long delay in action could cause a problem and possible loss of reimbursement.

New Online Web Resources & Tools

By: Alyssa Klossner, Website & Application Support

Trainings & Workshops

SALT and other affiliated partners offer several training and workshop opportunities throughout the year. In an effort to help inform and notify, we've created a webpage that includes upcoming trainings and workshops. This new webpage is at <http://www.dot.state.mn.us/stateaid/training.html>.

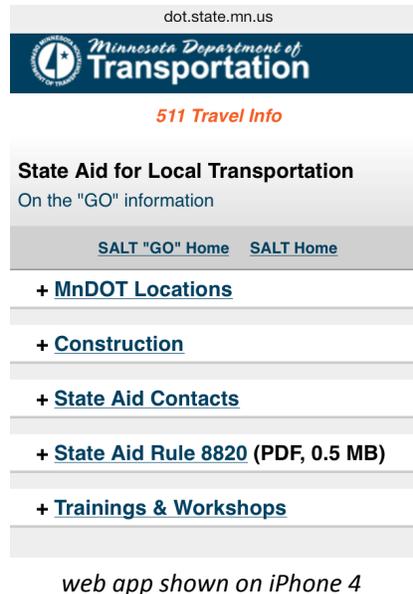
On the "GO" Web App

We've received feedback looking for a quicker and easier way to access specific information while on the go. As such, we've created a web app that includes links to commonly requested items, such as: MnDOT locations, State Aid contacts, State Aid Rule 8820, Schedule of Materials Control, and the 2005 and 2014 spec books.

To access this app go to <http://www.dot.state.mn.us/stateaid/go/> in your phone's browser, and then

add a bookmark icon on your smartphone or tablet home screen (resources on how to add can be found [online here](#)).

Feedback, comments or suggestions can be sent to Gary Reihl at gary.reihl@state.mn.us.



WebEx

State Aid will soon be utilizing Cisco WebEx for online meetings and web conferencing. We previously used Adobe Connect for this, however MnDOT centralized IT has decided to move forward with Cisco WebEx.

The first time you join a WebEx meeting you will need to install the software — this will only need to be done once (per computer). Instructions for downloading the software will be included in the meeting invite, and be sent out a few days prior to the meeting. Otherwise you can download the software now at <https://mn.webex.com/mn/meetingcenter/mcsetup.php>. To download the software you'll need to have administrative rights on your computer, if you don't have this you'll need to work with your internal IT department to get this installed beforehand.

Pavement Design Charts Updated

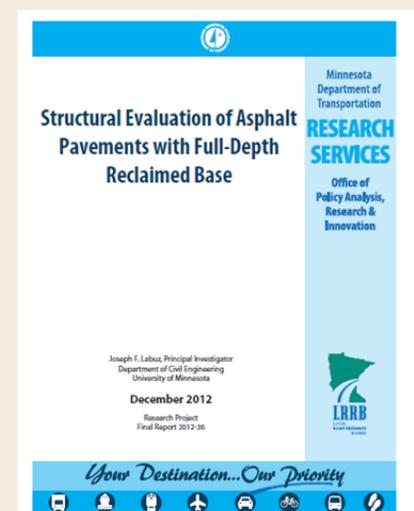
By: Joel Ulring, Pavement Engineer

With the completion and review of the LRRB research report 2012-36 Structural Evaluation of Asphalt Pavements and Full-Depth Reclaimed Base, the pavement design charts have been updated allowing a GE of 1.5 to be used in pavement design calculations when stabilized full depth reclamation (SFDR) is used. The updated pavement design charts are available on the [Pavement Design Information webpage](#).

Additional research has recently

been initiated by the MnDOT Office of Materials and Pavement Research on this subject to further review the benefits of SFDR.

For questions or more information about this, please contact Joel at joel.ulring@state.mn.us or 651-366-3831.



Categorical Exclusion

By: Lynnette Roshell, Federal Aid Agreement & Special Programs Engineer

You may have heard that one of the streamlining features of MAP-21 was broadening the types of projects eligible for categorical exclusions. While this is true, Minnesota already had an agreement with the FHWA division office which allowed most of the same types of projects to be considered CATEXs. We do not anticipate a significant increase in the number of projects being classified as CATEXs.

CATEXs are the NEPA review for projects with very limited environmental impacts. The Minnesota agreement was written in 1998. Gary Reihl and I have been

working with the FHWA and the Office of Environmental Stewardship this winter to update the agreement, and to further define some of the thresholds in the agreement. Results of that will be a new agreement and training on what projects are a CATEX and which need additional documentation as an Environmental Assessment. We also hope to add project work types to the really short form project memo that can be used for most Highway Safety Improvement Program projects so that form can be used even more extensively.

Gary and I have also been

working with programmers on Project Memo Writer 2. We are hoping to have it available for use this summer for 2015 project memos and EAs. PMW2 will eliminate the screening process that was a part of PM Writer. We hope that the program will guide a writer through most all of the information needed to write a project memo and much of the information required for an EA.

If you are interested in helping to test this program please call me at 651-366-3822.

Employee News

After more than 28 years with MnDOT, Marshall Johnston has retired. Marshall started in State Aid in 1992 as Assistant Needs Manager and took over as MSAS Needs Manager in 2001. Prior to working in State Aid, Marshall worked in Final Designs, Construction and Surveys.

Marshall will be coming back part time through the PRO (post retirement option) Plan where he will be a resource in helping finalize the new Needs application.



Patti Loken presenting Marshall with a letter from the Commissioner and Governor.



Ron Dahlquist presenting Marshall with a lifetime MGEC union membership.

Ted Schoenecker has been appointed as our new Deputy State Aid Engineer. Ted started March 3rd and will be taking over responsibility for the operations of the office. Prior to working as DSAE of Metro, Ted worked for the city of Bloomington, Washington County and with a private consultant.

Elisa Bottos will be acting as metro DSAE until the permanent DSAE position is filled.

Jennifer Read has accepted a one year mobility as Federal Aid Plans

Engineer. Jennie started on February 12th and will be taking over responsibilities for Merry Daher while she is on mobility as the State Aid Project Delivery Engineer. Jennie joined MnDOT in 1998 and after spending two years in the Graduate Engineer Program, she has worked in the Office of Land Management and the Metro District. Most recently, she's been a North Area Engineer with Metro's Area Management group. Jennie earned a Bachelor of Civil Engineering and a Master of Science in Infrastructure Systems Engineering, both from University of Minnesota.

Up-to-date staff contact information can be found [here](#).

TONN 2010 FWD Viewer Tool

By: Joel Ullring, Pavement Engineer

Two long standing LRRB projects involving Falling Weight Deflectometer testing of bituminous pavements on the State Aid system, and creation of a spread sheet tool to view the data including an overlay thickness calculator have been completed. The projects are:

- 94288 Implementation Tools for Pavement Design and Management
- 98319 Implementation of TONN 2010

Many of you took part in the training sessions offered around the state this past fall and winter in which professor W. James Wilde, Ph.D., P.E. of Minnesota State University, Mankato, presented the FWD viewer tool and overlay thickness calculator.

In 2009 and 2010, just under 9,000 miles of paved CSAH roadways were tested across the state. The primary routes tested were those identified as the Tier 1 routes by the 10 Ton Committee in their review of the paved CSAH road network. These routes were



identified as either filling gaps or serving as short cuts to the state highway system. The identified roadways were tested by Braun Intertec Corporation and American Engineering Testing, Inc. using FWD testing trailers. Testing was performed in one direction along the roadways at 500 foot intervals resulting in over 90,500 test locations.

Professor Wilde reviewed and organized the collected FWD data. He created a viewer tool which included development of an overlay thickness calculator. The FWD viewer tool presents the collected FWD data graphically using several different available methods of calculating pavement strength. These methods include:

- AASHTO
- Inv 183
- Soil Factor
- TONN 2010

The overlay thickness calculator uses the FWD data along with forecasted traffic loading to determine the required overlay thickness to raise the road strength to a desired level of service.

The FWD data and viewer tool for each county is available on the [FWD webpage](#). Additionally, a copy of the power point presentation used for the training and a link to a YouTube video of a training session are posted on the website for you to review at your convenience. If you have any questions concerning the use of this tool please contact Joel Ullring at joel.ullring@state.mn.us or 651-366-3831.



State Aid for Local Transportation

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