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Issue Number 78, December 2016

State Aid E-Scene

County Off-road Bicycle Trail Maps

By: Michael Petesch, Data Coordinator, MnDOT Bicycle and Pedestrian Section

In the coming weeks, keep an eye out for a request to help us update the County Bike Maps before spring 2017. We will be relying on your local expertise to review County Off-road Bicycle Trail map(s) or spatial data and identify all off-road trails located within your county not already captured in our database and not represented on the 2016 map. Each county's maps can be found on [MnDOT's Routes and maps webpage](#). All on-road status updates will be captured during the County Highway Map status review sent to county engineers and staff. To submit your off-road spatial data this year, you may choose from the four options listed below, with our most preferred option listed first, to communicate your county's updates/corrections. Your data can be submitted by either USB drive (via snail mail) or through our FTP site.

1. Edit a shapefile in ArcMap or ArcGIS Online to capture updates by importing, creating, or editing a feature and the attribute table.

2. Edit a .kmz file in Google Earth Pro (now free for download) to capture updates by, creating or editing layers and populating the provided standalone Excel "attribute" table.

3. Edit a .dgn file in Bentley MicroStation to capture updates by editing the line work in the existing line file and populating the provided standalone Excel "attribute" table.

Please Note: This year, MnDOT has made a considerable effort to convert CAD data to GIS data as such this method is not preferred.

4. Clearly mark any updates according to the instruction on a PDF map (s) and populate the associated "attribute" table provided on the back of each map. Please use the included return label to mail a color-copy of your updated PDF map(s) and table(s) or submit electronically using instruction for upload to an FTP site, which will also be provided.

We will state a deadline in the request letter, but we would like to receive your information before spring 2017 to ensure it's included on the next Minnesota Bicycle map, which should be available summer 2017.

We very much appreciate your continued contribution to this effort and recognize that without your partnership, we would not be able to provide the public with invaluable services such as the Official Minnesota Bicycle Map.

If you have any questions, please contact Lindsey Danielson at 651-366-3861 or lindsey.danielson@state.mn.us.



Local Transportation Bonds Check Box on Pay Request

By: Ann McLellan, State Aid Finance Supervisor

What does the check box near the Local Transportation Bonds line on the State Aid Pay Request mean? This checkbox (when checked) is used to provide State Aid Finance with information to release unused bond funds from a project. The box should **ONLY** be checked if 100 percent of bond eligible specification items on a partial SAPR have been paid to the contractor.

If the "Check if Bond Eligible Items are 100% Complete" is checked on a partial State Aid Pay Request and the amount paid plus the amount retained is less than the grant amount, this means there are unused/unneeded bond funds and the difference will be released from the project.

This rule applies to the types of bond appropriations commonly referred to as State Transportation Funds which includes: Local Road Improvement Program Funds, Local Bridge Replacement Program Funds, Special legislative Earmark Project Funds, Safe Routes to School, and Flood/Emergency/

Disaster Funds (could be paid at 100 percent if it's for work already completed).

If you have any questions on the form contact John Fox at 651-366-4854 or john.e.fox@state.mn.us and questions on bonds contact Sandra Martinez at 651-366-4880 or sandra.martinez@state.mn.us.

Town Bridge (SAAS Act. # 76) <small>(identify eligible items)</small>		\$	-	\$
Special Town Bridge (SAAS Act. # 75) <small>(identify eligible items)</small>		\$	-	\$
Turnback / Flex		\$	-	\$
	<small>specify</small>			
State Park (SAAS Act. # 73)		\$	-	\$
State Aid Disaster		\$	-	\$
Local / Other				
	<small>specify</small>			
Local / Other				
	<small>specify</small>			
Federal				
Local Agency Bonds Applied				
Local Transportation Bonds <small>(identify eligible items)</small>	Arrt#			\$
				Total Grant Amount

Check if Bond Eligible Items are 100% Complete.

Certified & Paid To Date

Peer Exchange – Local Agency Asset Management

By: Joel Ullring, Pavement Engineer

In October, I was contacted by Kris Riesenbergh (MN FHWA) about applying for T2 federal funding for a possible Peer Exchange on asset management for smaller local agencies. Kris applied for the funding and received it. With this news, I will be working with Kris to develop a peer exchange event in March of 2017. This is anticipated to be a one and a half day event in St. Cloud. We expect to bring in both local and national speakers to share what they are doing relative to asset management (pavement, fleets, culverts, etc.) in smaller and rural local agencies.

Stay tuned and watch the State Aid calendar for this upcoming event.

Contract Payment Reminder

By: Ann McLellan, State Aid Finance Supervisor

State Aid Finance will process contract payments for 2016 for pay requests received in our office by 4 p.m. Thursday, December 15th. Payments received after this time and date will be processed as the process time permits. Please remember you do not have to wait until the final week to send your payments in; the earlier the better.

State Aid Finance, we process it and then enter into SWIFT in a nightly batch to Minnesota Management and Budget. MMB reviews the payments before they are released. The entire process can take two to three days, so any payment received after 4 p.m., Thursday December 15th may not be fully processed in SWIFT.



Historic Bridge Legacy Grant Recipients

By: Patti Loken, State Aid Program Engineer

Five historic bridges have recently been awarded over \$400,000 through the Minnesota Historical and Cultural (Legacy) Grant program. The funds will be used towards the design costs to help prepare plans for upcoming rehabilitations.

The [Minnesota Historical and Cultural \(Legacy\) Grant program](#) is administered by the Minnesota Historical Society and is used to support projects for the cause of history and historic preservation across Minnesota.

This effort began as part of Phase III of MnDOT's Local Historic Bridge Study. A focus of this phase of study is to research, study and create opportunities for funding of locally owned historic bridges. Bridge owners who met the criteria were contacted earlier this spring, and those who interested were encouraged to submit an application. MnDOT's State Aid and Cultural Resources Unit, LHB, Inc. and

Mead & Hunt worked with local bridge owners to gather all the information and details needed for the application.

The five bridges that received funding are the following:

Split Rock Bridge (Bridge 5744) - \$93,500

[Split Rock Bridge \(Bridge 5744\)](#) is located in Eden Township in Pipestone County. The bridge is located on County Road 54 over Split Rock Creek. It was built in 1938 and is a masonry arch.

Spring Brook Bridge (Bridge L4646) - \$40,100

[Spring Brook Bridge \(Bridge L4646\)](#) is located in the city of Beaver Creek in Rock County. The bridge is located on Sixth Street over Spring Brook. It was built in 1911 and is a concrete arch.

West Bridge (Bridge 6527) - \$108,000

[West Bridge \(Bridge 6527\)](#) is located in the city of Madelia in

Watonwan County. The bridge is located on a pedestrian trail over the Watonwan River. It was built in 1908 and is a through (high) truss.

Zumbro Parkway Bridge (Bridge 3219) - \$35,000

[Zumbro Parkway Bridge \(Bridge 3219\)](#) is located in Hyde Park Township in Wabasha County. The bridge is located on County Road 68 over the Zumbro River. It was built in 1937 and is a steel arch.

Third Street Bridge (Bridge L5391) - \$161,000

[Third Street Bridge \(Bridge L5391\)](#) is located in the city of Cannon Falls in Goodhue County. The bridge is located on Third Street over the Cannon River. It was built in 1910 and is a through (high) truss.



Split Rock Bridge (Bridge 5744)



West Bridge (Bridge 6527)



Spring Brook Bridge (Bridge L4646)



Third Street Bridge (Bridge L5391)



Zumbro Parkway Bridge (Bridge 3219)

Right of Way/Minimum Damage Changes

By: Gary Reihl, Federal Aid Project Development

Big news in right of way!! The FHWA has approved the State Aid Request to increase the appraisal waiver limit for local agencies to \$25,000.

Agencies may use this alternate acquisition procedure when they determine that the valuation problem is uncomplicated and the fair market value of the acquisition is estimated at \$25,000 or less, based on a review of available data. The use of Minimum Damage Acquisition/Appraisal Waiver valuation process to acquire right of way, permanent or temporary easements, and/or access control can be used under the following conditions:

1. For properties with damages totaling \$10,000 or less.
 - All transactions

2. For properties with damages greater than \$10,000 and less than \$25,000
 - A transaction where the property owner has agreed to the MDA/Appraisal Waiver process

When these conditions exist, this acquisition procedure may be invoked at the discretion of the local agency. One of the primary benefits of the MDA procedure is that the valuation estimate of the acquisition need not be supported by a formal appraisal. The local agency

engineer or their designee who has real estate experience will make the determination on the use of the MDA/Appraisal Waiver process. This decision will be done prior to determining the value for the property being acquired.

The [State Aid Manual, Chapter 5.2 Right of Way](#) has been updated to reflect these changes.

If you have any questions please contact Gary Reihl at 651-366-3819 or gary.reihl@state.mn.us.



\$6.1 Million for Off-System Bridge Projects

By: Mao Yang, Assistant Project Development Engineer

MnDOT State Aid is accepting bridge application forms for local bridge projects located on roads with the functional classification of local or rural minor collector. Approximately \$6.1 million in federal funds is available to local agencies in 2020 and 2021 for the replacement or improvement of deficient bridges on their local roads. Local agencies may request funds up to 80 percent of eligible bridge costs and are responsible for the 20 percent local match and any remaining costs of their project not eligible for federal funds.

The bridge application form is

on the [State Aid Local Bridge Replacement Program webpage](#) and is due to the DSAE by December 30, 2016.

Since 2014, approximately \$22 million in federal funds have been used on the improvement of 28 deficient local bridges.

For more information contact Patti Loken at 651-366-3803 or patti.loken@state.mn.us.

Force Account Agreements on Federal Projects

By: Candy Harding, Federal Aid State Aid Program Administrator

On a federal project (or DCP) if a Force Account Agreement is indicated on a Supplemental Agreement, Work Order or Change Order, a copy of the Summary of Daily Force Account should be submitted with the document. If it's not attached, any encumbrance increase or final can be delayed until this documentation is received.

The only part of the documentation needed is the [Summary of Daily Force Account](#) (PDF). If you do not have this document, you need to send other supporting documentation.

Mapping Slope-Failure Susceptibility

By: Dr. Omid Mohseni, Senior Water Resources Engineer, Barr Engineering

Slope failures along Minnesota roads result in damages averaging millions of dollars annually. With the goal of addressing this problem more proactively, the Local Road Research Board has funded a research project to develop maps that would show which of Minnesota's many roadside slopes are most susceptible to failure. The first phase of the project, currently under contract with Barr Engineering Co., will provide such mapping for one or two Minnesota counties.

The work has Barr engineers, scientists, and GIS specialists

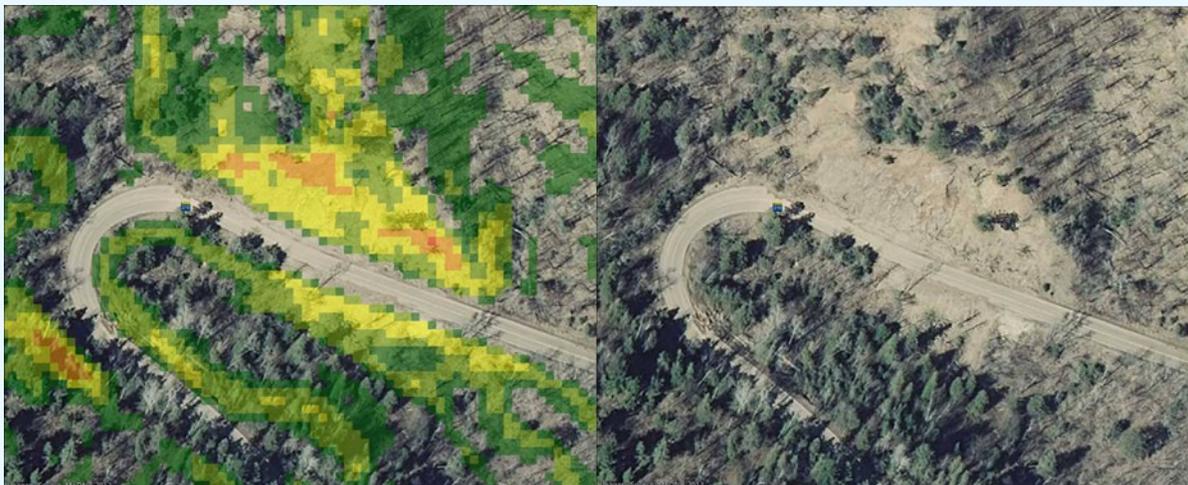
collaborating to develop a GIS-based model to predict the likelihood of slope failure based on what appear to be the most critical factors: soil characteristics, topography, and rainfall. Barr is utilizing data from existing and historical Minnesota slope failures to calibrate and validate the model. Slopes will be assigned one of five levels (very low, low, medium, high and very high) of susceptibility to failure.

The first phase of the project is scheduled to be completed in early 2017.

It is hoped that the failure-susceptibility mapping will provide state, county, and municipal engineers valuable information regarding which slopes need to be investigated further to assess on-the-ground conditions and slope-failure consequences. Engineers may then be able to develop mitigation plans to reduce the risk of failure and minimize impacts on communities and infrastructure.



A slope failure site at highway 210, near the border of St. Louis and Carlton Counties.



Preliminary results of the GIS-based model (left) and aerial photo (right) along highway 210 in Carlton County. The orange areas (left) of the model represent slopes highly susceptible to failure.

Crashworthiness?

By: Mark Vizecky, Program Support Engineer/Disaster Coordinator

We're not worthy! We're not worthy!
OK, so maybe most of your sign supports are, but its import to remember that ALL supports placed in the clear zone MUST meet crashworthy standards (That's a SHALL type MUST per the MN MUTCD.).

This requirement has been in place for over 15 years (making its first appearance) in the Manual on Uniform Traffic Control Devices 2000



edition. The 2003 edition of the MUTCD established a 10 year implementation period to retrofit sign supports on highways signed at 50 mph or greater, section A.19, page 2A-18, MN MUTCD. Yes, with a little grocery store math, this compliance date has passed. On January 17, 2013 to be exact.

The compliance date only applies to roadway at 50 mph or greater, but ALL sign supports placed in the clear zone MUST be crashworthy. I know, I just wrote that several lines ago, but it's worth repeating. No, it's not time to put the sign crew on high priority overtime, but if the support is damaged in a crash or the sign is updated for retroreflectivity reason, it's a great opportunity to replace the support with one that meets crashworthiness standards.

More information visit the [State Aid Crashworthiness webpage](#).

More changes to Right of Way Certificate 1 & 1A

By: Gary Reihl, Federal Aid Project Development

As described in the [September 2016 E-Scene](#) (PDF), changes have been made to the Right of Way Certificate 1 and 1A. The following statements have been added to both documents:

All utility and railroad work required for this project has been completed.

or

All necessary arrangements have been made for utility, and railroad work to be undertaken and completed as required for proper coordination with the physical construction schedules

This is a pick and choose option. **You will need to remove the statement that does not apply to your project.** Both of these documents have been updated/revised and are available on the [Plan, Design and Preparation Forms webpage](#).

Another reminder, whenever a Public Interest Finding is used to help authorize a project for letting (before all right of way is acquired) remember to complete all right of way documentation and the Right of Way Certificate 1 or 1A.



Bridge Maintenance Academy II

Bridge Maintenance Academy II Training is available at the MnDOT Plymouth Trunk Station, February 6-10.

Participants will receive an introduction to the fundamentals required to perform bridge maintenance effectively including strategies for structural steel, shotcrete, timber bridge maintenance and formwork. Participants will also be given the opportunity to observe experts and perform hands-on

bridge maintenance tasks, such as concrete formwork, rebar placement, concrete placement, finishing and curing, chain dragging, concrete removal, patching and structural steel repair.

For further information and to register, visit the [Training and Workshops webpage](#).

Employee News

Mike Pretel joined Metro State Aid earlier this month, filling the Construction Engineer position left vacant by Elisa Bottos who left in August. Mike nearly three decades of construction experience with him (20 years of that with MnDOT). Since 2006, he's worked in the construction engineering and management of Green Line and Blue Line LRT, and the Northstar Commuter



(Mike Pretel)

Rail Line, as well as in Freight Rail Administration statewide. Prior to that, he worked for MnDOT Metro Construction, managing construction of roadways and bridges. Mike can be reached at 651-234-7778 or michael.pretel@state.mn.us

Charles "Brett" Stark is the new DSAA for District 3. Brett began on November 30th and will work alongside Ken Larson until his retirement in February. Brett is already a seasoned MnDOT employee and has worked for the agency for 26 years. He started in Metro and moved to District 3 in 1994, he's worked in a variety of areas, including: construction, bridge, final design, surveys, R/W, and prior to MnDOT worked for Braun Intertec. Brett can be reached at 218-828-5805 or brett.stark@state.mn.us.

NPDES Closeouts

By: Rollin Larson, Construction Specialist

Is your city or county at risk from having open NPDES permits?

Many NPDES permits from public agencies remain active even though the work is complete, and in many cases the project is closed out and final payment has been made. This practice puts those public agencies at risk of a spill or other erosion on those sites, even though it may have nothing to do with the project that the permit was requested for.

The Notice of Termination (NOT) for an NPDES permit is required to be submitted within 30 days after all activities required for Final Stabilization are complete on a project (see the terms of your permit for details).

This termination should be completed on all projects where the worksite is not remaining open for further construction operations before final contract acceptance. Standard Specification **1516 Acceptance** has this as part of the **Completion of Work** required documentation in section 1516.3(6).

A listing of all current NPDES permits can be found on the [Minnesota Pollution Control Agencies website](#). We suggest you review if your city or county has any *Active permits which can be closed to limit your liability.

*Permits are considered terminated at midnight of the date of a Notice of Termination submittal. The MPCA is not always up to date with posting these to the website, so projects may show up as Active on the website if they have been recently terminated.



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<http://www.dot.state.mn.us/stateaid/>