

FORCE ACCOUNT AGREEMENTS

Legal Reference:

MN Rules 8820.0200 subp. 20– Force Account Agreements

- Agreement between MNDOT and the local government
- Allows the local government to do work on state aid construction projects with local forces
- Allows reimbursement for this work with an agreement

MN Rules 8820.01200 subp.23- Local Forces

- Defines local forces as
 - Railroad employees when working on a railroad crossing
 - Utility employees when working on utilities
 - Local government employees
 - Contract employees when doing contract work not advertised for bids in accordance with Minnesota Statutes, section 471.345

MN Statute 471.345

- Allows local forces to do work under Force account agreements for reasons of expertise and/ or necessary expediency

Required for:

- Railroad work
- Utility work
- Material furnished by the local agency for a State Aid contract
- Labor of local agency forces on a State Aid funded project
- Small emergency contracts where time is critical and State Aid reimbursement will be requested

Process:

- DSAE needs to review the force labor plan and approve it, signature on this form is considered approval
- Complete the form and provide an estimate of local force costs, or material, railroad or utility invoices for a cost basis.
- Can be submitted after the work is complete. Payment cannot be made until the agreement is in our files. Best to submit it with the initial pay request.

Form completion:

- Circle the correct type of project and enter the project number in the nine digit format
- Circle road type and enter the road number
- Circle the correct type of local government and enter the agency name
- Enter the type of work to be done under the agreement. (Utility Relocation, Type of material furnished, etc.)
- If engineering is being requested for force account engineering complete (E). The 25% of total project cost limitations applies to this engineering as it would to a regular contract.
- Obtain proper signatures