



District 7
2151 Bassett Drive
Mankato, MN 56001-6888

Date: October 13, 2020

To: District 7 Cities and Counties

From: Lisa Bigham
District State Aid Engineer
lisa.bigham@state.mn.us
phone: 507-381-2563

RE: MnDOT Fiscal Year 2022 - 2024 Local Partnership Program - Solicitation

MnDOT District 7 will be accepting candidate projects for the Fiscal Year 2022 through 2024 Local Partnership Program (LPP). We hope to receive a wide range of project ideas from local agencies! This solicitation will have a two-phase process with an initial Letter of Intent followed by a more robust application. The LPP could address a transportation issue located on the trunk highway system that is of concern or desired by local units of government, but typically not large-scale or high enough priority to be directly selected as a project in the regular MnDOT State Transportation Improvement Program. Selected projects will:

- Provide a clear benefit to the trunk highway system as well as to the local community
- Be developed and administered by the local agency
- Have right-of-way and utility relocation costs (as appropriate) paid for by the local agency
- Have the work on the trunk highway be designed to MnDOT trunk highway standards

Preliminary and final design costs may be eligible, depending on the project, on a case by case basis. This program may also pay for up to eight percent of the construction engineering costs (inspection, contract administration, surveying and materials testing as applicable, based on the trunk highway eligible costs). The program funds are intended to pay for a portion or all of the trunk highway eligible construction costs of the project and leverage local participation. LPP funds are state trunk highway funds, so needs to have a Trunk Highway purpose: cost participation is based on eligibility as determined in [MnDOT's Cost Participation Policy](#), and based on Minnesota Statutes.

Approximately \$200,000 is available in FY 2022, and \$700,000 in FY 2023 and 2024. There is no minimum or maximum award amount. For questions regarding the Local Partnership Program please contact me. You are highly encouraged to discuss projects to explore options, and feasibility of project ideas.



Schedule

- **Letter of Intent Due-** November 20, 2020
 - Letter of Intent <http://www.dot.state.mn.us/stateaid/lpp.html> to debra.yates@state.mn.us include a description/scope of the proposed project, rough sketch and map (with roadways labeled), explain desired/acceptable construction timeframe. Please include any pertinent tied or planned work in the immediate area, including type of funding.
 - MnDOT will review your Letter of Intent, including safety and condition factors, right of way and planned MnDOT work, consider the project scope and follow up with each applicant.
 - Local project applicants will have the opportunity to respond to MnDOT's comments and adjust their proposals as they wish.
- **Formal Application Due-** January 8, 2021
 - Application to debra.yates@state.mn.us will include:
 - Local Project Team and contact information
 - Geometric layout or concept sketch of improvement and existing conditions
 - Cost estimate with trunk highway eligible and local participation items with cost splits, including design, right-of-way, and construction
 - Project identified in a plan or public involvement
 - Resolution of support from local entity sponsoring project
 - Agreement to maintain facility, as appropriate
 - Other pertinent information, such as location map, typical sections, etc.
- **Project selection** - mid February 2021
- **Notice of selected project** - late February 2021
- **Project Development** – Local sponsor to develop and manage project schedule. A MnDOT District Project Manager will be assigned to coordinate project development for MnDOT.
- **Project Bid Letting** – Local sponsor is responsible for project bid letting through the local letting process (State Aid) and projects must be awarded to contractor by June 30, 2022 (FY 2022), June 30, 2023 (FY 2023), June 30, 2024 (FY 2024).

Project Selection

The District 7 LPP Selection Committee (composed of one city engineer, one county engineer and two district employees) will select projects. The committee participants will be selected by the D7 State Aid Engineer. Eligible participants are engineers from cities and counties who did not submit an application for the FY 2022-2024 solicitation.

Criteria in Project Selection

The following Criteria and basis will be used for scoring projects and assisting in section by the selection committee:

1. Local and Regional Priorities	40%	Local/regional plan or study; prior commitment from MnDOT
2. Safety	25%	Proactive or reactive safety improvement (concerns/crashes)
3. Mobility and Access Improvements	20%	Multi-modal, Traffic volumes
4. Project Readiness	10%	Funding identified, committed partners, project team, low risk
5. Infrastructure Condition	5%	Pavement condition, bridge condition, drainage concerns