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# State Aid E-Scene

## New Reinforced Concrete Pipe Load Tables

By: *Juanita Voigt, Hydraulic Specialist, MnDOT Bridge Office*

MnDOT has a new [Technical Memorandum No. 20-05-B-01: Reinforced Concrete Pipe Load Tables \(PDF\)](#).

The existing pipe load tables have been updated using LRFD methodology. The guidance in the new Technical Memorandum applies to all new and ongoing state aid projects. Local road authorities are encouraged to adopt similar guidelines.

The new load tables supersede the concrete pipe load tables of Section 2.5.2 of the Drainage Manual and fill heights on [Standard Plate 3014](#). The tables coincide with updated concrete pipe [Standard Plates](#) 3000M and 3014K.

The current pipe bedding recommendation described in Section 360 of the [Pavement Design Manual](#) and [Standard Plan 5-297.441 & 5-297.442](#) supersede pipe bedding

requirements shown in Section 2.5.1 of the Drainage Manual. The load tables provided in the new Technical Memorandum are based on the current pipe bedding recommendations.

This Technical Memorandum will remain in effect until February 25, 2025, unless superseded or placed in the MnDOT Drainage Manual prior to that date. A copy of Technical Memorandum No. 20-05-B-01 can be found on the [MnDOT Technical Memoranda webpage](#).

The Technical Memorandum also includes contact information, should you have any questions.



## Easier DCP form 04 submittal to OCR on federal projects

By: *Elisa Bottos, Project Delivery Engineer*

Good news! Cities and counties no longer have to email the large file containing the project proposal package to the Office of Civil Rights (OCR) to have the Disadvantaged Business Enterprise (DBE) commitment approved for their federal aid construction projects. Delegated Contract Process (DCP) 04 form now only requires the city or county to email the bid abstract and DBE commitments for all bidders. This change will reduce the email size and risk of correspondence not getting to OCR because of file attachment size. Please see [DCP Checklist \(PDF\)](#) for information.

# 2020 SPRA solicitation open

By: Mao Yang, Assistant Operations Engineer

The Department of Natural Resources (DNR) is accepting applications for local road improvements that will improve access to public recreation facilities. There is approximately \$4 million available for projects to be funded in calendar year 2021.

Eligible projects may be submitted by counties, cities, or townships. Projects are considered eligible if they meet one of the requirements outlined in Minnesota Statutes section 162.06, subdivision 5.

*(1) The establishment, location, relocation, construction, reconstruction, and improvement of those roads included in the county state-aid highway system under Minnesota Statutes 1961, section 162.02, subdivision 6, which border and provide substantial access to an outdoor recreation unit as defined in section 86A.04 or which provide access to the headquarters of or the principal parking lot located within such a unit (projects eligible under this clause will need County State Aid Screening Board approval)*

*(2) The reconstruction, improvement, repair, and maintenance of county roads, city streets, and town roads that provide access to public lakes, rivers, state parks, and state campgrounds.*

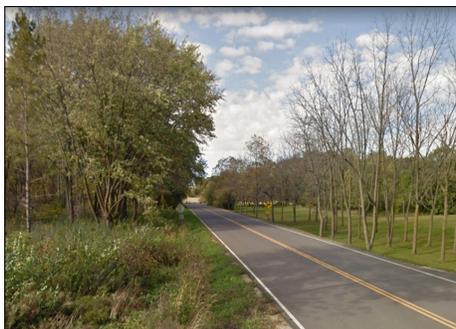
For information about eligibility and the project selection process, please visit the [DNR's State Park Road Account Program \(SPRA\) webpage](#).

Interested agencies will need to submit an electronic application package to David B. Sobania, Administrative Engineer, through e-mail at [dave.sobania@state.mn.us](mailto:dave.sobania@state.mn.us) by **November 1, 2020** for consideration. The submittal should include the following:

- 1) Brief project description that clearly states begin and end location.
- 2) Preliminary cost estimate (engineering fees are **NOT** reimbursable).
- 3) Google Earth map with a line showing project location and alignment.
- 4) Detailed map of project location, clearly showing the outdoor recreation unit to which the road provides access, e.g. park entrance or public water access. [PRIM maps](#) are a good resource.
- 5) Dimensioned drawing showing existing and proposed typical road section.
- 6) Letter of support from the county engineer.
- 7) Letter of support from the DNR unit manager or area staff who represent the DNR unit or facility being accessed by the road project (state park, water access, wildlife management area, state forest, etc.).

Projects selected for the funding will be announced around April 2021.

If you have any questions, please reach out to Dave Sobania at [dave.sobania@state.mn.us](mailto:dave.sobania@state.mn.us) or 218-203-4389.



2015 SPRA Project - Station Trail Improvement for access to the Vermillion Highlands Research and Wildlife Management Area, Dakota County

# 2020 MnDOT Standard Specifications for Construction

By: Elisa Bottos, Project Delivery Engineer

MnDOT is releasing the 2020 Spec Book on **November 30, 2020**, the electronic version will be available on the [Standard Specifications for Construction website](#).

Hard copies will not be available immediately due to unexpected changes in the vendor publishing and distributing the book.

Cities and counties developing state aid and federal aid construction projects will be required to use the 2020 Standard Specification for Construction for projects with bid letting dates of **September 1, 2021** or later.

SALT will be releasing a technical memorandum shortly with more details.

MnDOT intends to release future editions of the standard specifications on a five year basis.

According to state statute and federal regulations, state aid and federal aid projects require the use of the most current version of MnDOT Standard Specifications for Construction.



# New bridge ownership guidance document

By: Marc Briese, State Aid Programs Engineer

Over the last several months, a committee comprised of MnDOT, State Aid, county engineers, and city engineers have been working to develop guidance to set the framework for establishing bridge ownership and bridge ownership responsibilities for new bridges over trunk highways. This effort resulted in a guidance document that was approved by MnDOT, the Minnesota County Engineer Association (MCEA), and the City Engineer Association of Minnesota (CEAM). The effective date of this new guidance document is August 28, 2020.

This was an important effort because, more and more, local agencies have led and continue to lead bridge projects over the trunk highway system. In these cases, because historically we have not had guidance or framework in place to set expectations for ownership and ownership responsibilities, local agencies and MnDOT have had to start from scratch at the negotiating table on each and every project.

The primary focus of this effort was projects led by local agencies to construct new or replacement overpass and interchange bridges that carry local traffic over trunk highways. However, the guidance document does cover all bridges over trunk highways including railroad, light rail/bus rapid transit, trunk highway, and other special cases. Some important takeaways from the new guidance as it relates to bridges carrying local traffic over trunk highways include:

- Ownership and ownership responsibilities are decoupled. For decades, if an agency owned a bridge, all of the maintenance and ultimate replacement fell

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***“With the ever-growing number of local bridges crossing trunk highways, it was timely to produce a collaborative go-to guidance on determining bridge ownership and bridge owner responsibilities”***

***- Dave Conkel, State Aid Bridge Engineer***

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solely with that agency. This guidance redefines ownership to mean “the agency that possesses the overall obligation to ensure that the structure does not present an unacceptable safety risk to the public.” The owner will provide bridge management and coordination services, but being identified as the owner does not necessarily mean that agency would be responsible for all or even any of the costs related to maintenance and ultimate replacement of the bridge.

- In this new context, MnDOT has agreed to be the owner for all new or replacement bridges carrying local traffic over trunk highways, though the local agency could be listed as the owner if both parties agree.
- Ownership responsibilities and cost sharing must be detailed in an agreement. Ownership responsibilities include: inspection, minor maintenance, major maintenance, emergency response, recovering restitution claims, permitting, rehabilitation, and ultimate replacement.
- This guidance does not contemplate or impact capital cost

participation. That will still be governed by the Cost Participation Policy.

- This guidance will only be applicable to new projects. This new guidance will not impact ownership or formal/informal maintenance agreements or responsibilities for the more than 1,300 bridges over trunk highways that are currently on the system, unless all parties agree to reopen discussions.
- Minor maintenance such as snow and ice management, pavement markings, non-structural signs, and guardrail on the local agency road approaches will be the responsibility of the local agency. This is consistent with current standard practices.
- The following summarizes the most common situations that may be encountered, along with a summary of how the new guidance would apply:
  - ◇ For MnDOT owned bridge replacement projects where the new bridge will generally serve the same function, ownership responsibility will be by MnDOT. This

*(continue on page 4)*

## ...continued, new bridge ownership guidance document

responsibility would also apply to modernizations such as wider shoulders, addition of turn lanes if warranted, and addition of non-motorized connections.

- ◇ For MnDOT owned bridge replacement projects that have increased thru lanes or substantially greater deck area such as converting to a Diverging Diamond Interchange or Single Point Urban Interchange, ownership responsibilities would be shared. MnDOT's share would be proportional based on the existing bridge function and/or size. For example, if a two-lane bridge were replaced with a four-lane bridge, MnDOT would retain ownership responsibility proportionally based on two lanes (plus wider shoulder, turn lanes, and non-motorized connections if applicable), with the local agency responsible proportionally based on the additional two lanes.
- ◇ New bridges as a result of a conversion of a trunk highway to freeway or limited access highway, or those otherwise developed and constructed by MnDOT, will have ownership responsibility by MnDOT.
- ◇ New interchanges/overpasses that primarily address trunk highway capacity and/or safety issues will have ownership responsibilities by MnDOT.
- ◇ New interchanges/overpasses that are constructed primarily

for improved access to developable land or increased local access, including ped bridges, will have ownership responsibilities by the local agencies.

- ◇ New interchanges/overpasses that address both trunk highway issues and provide improved local access will have shared ownership responsibilities.

This new guidance document will be available on the [Highway Project Development Process \(HPDP\) website](#) shortly. The HPDP website is currently in the process of being retired and replaced by a Transportation Project Development Process (TPDP) website. When this transition occurs, the guidance document will be available on the new platform. We will also have a link to the guidance document on the State Aid Bridge website. This guidance will also be referenced in several MnDOT manuals.

Please contact Marc Briese if you have any questions at [marc.briese@state.mn.us](mailto:marc.briese@state.mn.us) or 651-366-3802.



## New tool for project planning: Office of the State Archaeologist Portal

*By: Jake Foss, Archaeologist,  
MnDOT Cultural Resources Unit*

Transportation projects have the potential to damage or destroy cultural resources such as archaeological sites, burial grounds, and historic buildings and structures. There are nearly 20,000 archaeological sites, 2,300 burial grounds, and 85,000 historic buildings and structures documented in Minnesota. There is little doubt that tens of thousands of additional cultural resources exist, but have just not been documented.

Impacts on cultural resources need to be considered for federally funded, licensed, or permitted projects; and for state funded projects. Any project, regardless of funding type, that may impact a burial ground requires an additional level of scrutiny and coordination with the Office of the State Archaeologist (OSA) and/or the Minnesota Indian Affairs Council (MIAC).

When reviewing a project's impacts, the MnDOT Cultural Resources Unit (CRU), the State Historic Preservation Office (SHPO), and other agencies assess the potential impacts of the project on known cultural resources and resources that may be present, but not yet documented. Accessing accurate, complete, and up-to-date information on known cultural resources is critical for project reviews.

*(continue on page 5)*

## ...continued, new tool for project planning: OSA Portal

The OSA and MnDOT CRU partnered to create the OSA Portal, which went “live” in 2017. The portal allows archaeologists and other historic preservation professionals to view locations and documentation associated with known archaeological sites and burial grounds.

In July 2020, the “City/County/Planner” role was added to the portal. This role allows qualified users to access general location information for known archaeological sites and burial grounds. The locations are displayed to the quarter/quarter level (40 acre) to prevent distribution of precise locations for these protected resources. The information provided to the City/County/Planner users is meant to aid in project planning and scoping and does not replace the current project review process. If the portal indicates that a project area does not have previously identified archaeological sites or burial grounds, the project still needs to be reviewed by the appropriate agency. If there is a known resource, then the project proposers know that early in the process and can plan accordingly.

To apply for access, go to <https://osa.gisdata.mn.gov/OSAportal/>, click “Request Full Access,” and fill out the form. If you have questions about the OSA Portal contact [bruce.koenen@state.mn.us](mailto:bruce.koenen@state.mn.us). For questions about how best to use this information for transportation project planning and scoping contact [jacob.foss@state.mn.us](mailto:jacob.foss@state.mn.us).

## Ban of certain telecommunication and surveillance equipment on federal aid projects

By: Angela Murphy, Federal Plans Engineer

The Federal Office of Management and Budget issued a new rule, effective on August 14th, 2020 that restricts the use of certain telecommunication and surveillance equipment in conjunction with federal grants and loans. The new regulation is outlined in [2 CFR part 200.216 \(PDF\)](#). The ban applies to all recipients and subrecipients from using federal funds to procure or obtain “covered telecommunication equipment services” or to “enter into contracts (or extend or renew contracts) with entities that use covered telecommunications equipment or services.

“Covered Telecommunications Equipment or Services” includes:

- Telecom equipment produced by Huawei or ZTE or any subsidiary or affiliate.
- Video surveillance and telecom equipment produced by Hytera Communications Corp., Hangzhou Hikvision Digital Technology Co., or Dahua Technology Co. (or any subsidiary or affiliate) for the purpose of public safety, security of governmental facilities, or surveillance of critical infrastructure.
- Telecommunications or video surveillance services provided by an entity using such equipment.

Under this rule, recipients and subrecipients of federal aid are prohibited from obligating or expending federal aid grant or loan funds to:

- 1) Procure or obtain Covered Telecommunications Equipment or Services.
- 2) Extend or renew a contract to procure or obtain Covered Telecommunication Services.
- 3) Enter into a new contract (or extend a new contract) to procure or obtain equipment, services, or systems that use Covered Telecommunications Equipment or Services “as a substantial or essential component of any system, or as critical technology as part of any system.”

State Aid has developed a special provision for this ban, ([1701 LAWS TO BE OBSERVED- USE OF EQUIPMENT FROM HUAWEI AND CERTAIN OTHER SUPPLIERS PROHIBITED \(Word\)](#)), and will be sent out in all future DCP packets for federal aid projects.



# Upcoming Title VI Assessment for local agencies and new Title VI resources

By: Byron Millea, Title VI Coordinator, J.D., MnDOT Office of Civil Rights

MnDOT Office of Civil Rights (OCR) is responsible for monitoring compliance with federal policies that prohibit discrimination. MnDOT's Title VI Policy prohibits discrimination on the basis of race, color, and national origin in all programs or activities receiving federal funds. Federal regulations require subrecipients of federal aid highway funds, such as cities, counties, and planning agencies, to likewise ensure their programs and activities comply with these policies.

MnDOT OCR is developing a Title VI Subrecipient Self-Assessment as a tool to evaluate subrecipient (i.e. local agency) compliance, help subrecipients understand their Title VI

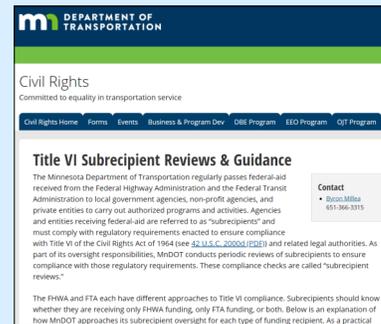
responsibilities, and assist MnDOT OCR in planning future training and technical assistance services.

The assessment will be distributed to local agencies in February 2021 and due back in March 2021. MnDOT OCR will use the submitted assessments as a factor in its selection of local agencies for subrecipient reviews in spring and summer 2021.

MnDOT OCR has created a [subrecipient guidance webpage](#) to help local agencies better prepare for the self-assessment and understand the subrecipient review process. Local agencies are encouraged to review the available resources and templates. MnDOT's

Title VI Coordinator will provide a presentation at the MCEA and CEAM conferences in January to provide further training and answer questions.

If you need any technical assistance or have additional questions, please contact Byron Millea at [byron.millea@state.mn.us](mailto:byron.millea@state.mn.us) or 651-366-3315.



## Metro LPP project highlight

By: Mao Yang, Assistant Operations Engineer

In 2017, the City of Saint Paul and MnDOT worked together on a Local Partnership Project (LPP) along Snelling Avenue (TH 51) to improve conditions for pedestrians utilizing that corridor. The higher amount of vehicle traffic, distances between signalized intersections, and the wide cross section of the roadway created a challenging environment for pedestrians to completely cross the roadway at one time.

The City of Saint Paul lead the LPP project and tried to improve crossing *(continue on page 7)*



2018 LPP Project – Pedestrian Safety Improvements along Snelling Avenue (TH 51)  
City of Saint Paul

## Employee news

We are happy to announce Brian Ketring as District 2's new DSAE. Brian is taking over for Lou Tasa who retired in July. Before coming to MnDOT, Brian spent the past 22 years Roseau County, 17 as County Engineer and five years as the Assistant County Engineer. Brian graduated from North Dakota State University with a bachelor's degree in civil engineering. He and his family live on a small farm in Roseau County where they enjoy the outdoors and the wildlife it brings.

We are excited to welcome Rashmi Brewer to State Aid. Rashmi has accepted the Program Support Engineer position former held by Girma Feyissa who was recently promoted to State Aid Programs Support Engineer. Rashmi will be starting on September 16th. In this role, Rashmi will assist with various programs administered by State Aid, including the Highway Safety Improvement Program (HSIP), Local Road Improvement Program (LRIP), Off System Bridge Program, and others. Rashmi began her career in MnDOT's graduate engineer rotation program. She has worked across multiple disciplines over the 25 years, including: final design, rail, traffic, construction, Intelligent Transportation Systems (ITS) and connected and automated vehicles (CAV) planning, research, development and deployment projects. Rashmi earned her Bachelor of Science degree in Civil Engineering from the University of Minnesota. She lives in Hennepin County and has two kids. In her spare time Rashmi enjoys lake time with her husband, family, and friends.

Longtime D2 DSAE, Lou Tasa has retired on July 7th from MnDOT. Lou

retired after 43 years of state service. Lou served as D2 DSAE from 1992 – 2020. We would like to thank him for his many years with State Aid and wish him all the best in his retirement. A video was created for Lou's retirement, click here (YouTube) to watch it.

Lynnette Roshell, another longtime State Aid employee, retired on September 8<sup>th</sup> from MnDOT. Lynnette worked over 31 years with MnDOT, and 22 of these in State Aid. Lynnette has been in integral part of State Aid and her contributions will always be valued and remembered.

*Farewell from Lynnette –*

*Hello friends! Before starting my career I graduated from the University of Wisconsin—Platteville (not other) in 1985 with a Bachelor of Science in Civil Engineering. I started my engineering career at Donohue and Associates in Madison, Wisconsin. My (now) husband Brent got a job with Edward Kraemer and Sons in the Kansas City metropolitan area. Shortly after moving there he determined that I was working in the wrong state, even though most of our family and friends were back home in Wisconsin. I put my foot down and said, "find me a job in the correct state, then and marry me, and I will move to Kansas." He met my terms and I got a new job at Johnson Brickell Mulcahy on State Line Road in Kansas City, Missouri. The front parking lot was in Kansas City, Kansas. Our negotiations got tougher after that and we were married in May 1986.*

*In 1987, Brent was transferred to Minnesota with Edward Kraemer and Sons to work on 35E and 394. I followed him back north again to*

## ...continued, Metro LPP project highlights

conditions by constructing medians along Snelling Avenue from Ford Parkway to Randolph Avenue and adding in mid-block crossings between signalized intersections. The medians installed between opposing direction of vehicle traffic provided a refuge for pedestrians and enables them to focus on crossing with one direction of traffic at a time.

This project was selected through the [Metro District Local Partnership Program](#) and was awarded \$710,000 from the program. For more information about how your local agency may participate in the Local Partnership Program, contact Phillip Bergem at [phillip.bergem@state.mn.us](mailto:phillip.bergem@state.mn.us) or 651-234-7776.

For additional information about LPP and contact information in each district, please visit the [LPP webpage](#).

*Minnesota and worked for RCM Associates in Minnetonka. In October 1988, I began my career at MnDOT in the Golden Valley Office in Final Design where my major project was Trunk Highway 10 in Blaine and Coon Rapids. I then took a brief mobility to the Traffic Management Center and then left Final Design for Traffic Signal Design in the Metro Division in late 1995. During this time Brent and I became parents to Jacob and Matthew, neither one ever wanted to be an engineer.*

*In late 1997 I saw a posting for a position in State Aid and knew from friends of mine that it was the best place to work. I applied, although I was happy with my position in Metro*

*(continue on page 8)*

## ...continued, Employee news

*Traffic. I was offered the position in State Aid and began by reviewing project memos for projects in the odd numbered districts and doing plan review during that season. In 1998 there were a number of Principal Engineer positions open and I applied. This began my year of insanity in Metro Pre-Design. I spent more time on planning retirement parties for others and hiring replacements for them than real engineering work. A principal position opened up in State Aid and I came back running back. I became one of the many "recycled" State Aid employees.*

*Since then I have worked on environmental documents and "special" projects with federal funds to be delivered by local agencies -- Safe Routes to School, Forest Highway (now Federal Lands Access Program (FLAP)), Public Land Discretionary funds, ARRA, BUILD, TIGER, Scenic Byways, Projects of National and Regional Significance, and Emergency Relief are among the types of funding I had dealt with. I have rewritten 200 or so DCP Agreements three times, and wanted to retire before having to do it a fourth time.*

*In addition, I have written hundreds of other agreements to pass federal funding to the local agencies for their projects. My projects have been as varied as Bemidji Babe the Blue Ox's Tummy Tuck and the rehab of the Union Depot in St. Paul. Many times I have said I have the best job at MnDOT, the most variety of projects and the best customers. In 22 years not two days were ever alike.*

*Brent and I are retiring to our lake home in Holcombe, Wisconsin, where we will not be outcasts for cheering for the Green Bay Packers. I plan to work on transforming my fiber collection (fabric, yarn, and paper) into useful items for gifts or resale. Our youngest son and his wife have presented us with a grandbaby to spoil in International Falls so we will be visiting Minnesota to spoil him. What I will miss the most from my job in State Aid are the wonderful coworkers and customers (county and city engineers, consultants and my MnDOT TH friends). Thank you for a career that has never really felt like work.*

## SRTS Demonstration Project Solicitation open

Safe Routes to School (SRTS) Demonstration Project Technical Assistance will support communities with existing SRTS plans, or other comprehensive SRTS approaches, in undertaking the process to plan, design and implement a SRTS demonstration project in their community. Selected communities will participate in a professional facilitated workshop to explore safety issues and collaboratively develop solutions at a location identified in their SRTS plan or other planning document. Communities will partner with the local road authority to develop an MN MUTCD-compliant demonstration project concept. This technical assistance includes all the drawings, specifications and permits required to implement the demonstration project. Installation materials will be provided to implement a demonstration project at the identified location in spring or fall 2021. Community members are encouraged to participate in project installation and evaluation.

For more information visit <http://www.dot.state.mn.us/saferoutes/demonstration-ta.html>.



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