

The Mn/DOT Utility Coordination Process

Background

The Minnesota Department of Transportation (Mn/DOT) began to develop a new utility coordination process in 2003. In 2006, Mn/DOT implemented the process to reduce utility issues during its construction projects and make utility relocations work more smoothly and efficiently for all involved. Mn/DOT established this utility coordination process according to its own and national best practices, recent legislative requirements, and concerns that utility owners have expressed over the years.

Mn/DOT's utility coordination process, which continues to apply to all Mn/DOT projects, focuses on early and accurate identification and coordination and emphasizes consistent application.

Highlights

Highlights of the utility coordination process include:

- Utility identification and coordination early in a project to minimize project delays, construction costs, and contractor claims
- Optimizing the project development process by emphasizing early coordination
- Utility Information and Design Meetings, and possible Utility Design Change Meetings during the design phase of a project
- Close coordination between Mn/DOT's design and construction personnel to ensure a smooth project transition
- The consistent application of the process to all Mn/DOT district, cooperative, and consultant-designed projects
- Frequent opportunities for communication among all parties to strengthen relationships and cooperation with utility owners
- An up-to-date Utility Coordination Manual and Accommodation Policy

Utility Owner Benefits

In addition to improving project development and delivery for Mn/DOT, the process's emphasis on early coordination and increased collaboration and communication offers benefits to utility owners.

- Some utility facility impacts may be avoided, which could reduce the overall number of utility relocations.
- Utility owners can plan and budget their time and resources in advance.
- The efficiency of relocations will improve.
- Problems and surprises in the field will decrease.

Resources

If you have questions about the utility coordination process, you can contact:

- Marilyn Remer, Utilities Engineer
- The Utility Agreements and Permits Unit
- Mn/DOT Project Managers

Information is also available at: www.dot.state.mn.us/utility/index.html