

## Memo

**Date:** February 20, 2020

**To:** DISTRICT 1 COUNTIES AND CITIES

**From:** John McDonald and Rob Ege  
District 1

**RE:** MnDOT Fiscal Year (FY) 2022  
Local Partnership Program – Solicitation of Projects

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MnDOT District 1 will be accepting candidate projects for the FY 2022 Local Partnership Program, due by **April 1, 2020**. There is \$1,200,000 available in 2022. This is a fixed amount in each year and no funds can be shifted from year to year. There is no minimum or maximum award.

The District Local Partnership Program exists to provide funding for projects that deliver a benefit to both the local community and the trunk highway system. These funds are intended to pay for a portion of the Trunk Highway eligible construction costs of the project. The Right of Way, Utility Relocation, Preliminary Design and Final Design costs are **not** eligible for funding. What MnDOT can pay for are the eligible Trunk Highway construction costs and up to 8% of the construction engineering costs (for inspection, contract administration, surveying and materials testing as applicable, based on the Trunk Highway eligible costs). District 1's participation in the projects is based on eligibility as determined in MnDOT's Cost Participation Policy, which in turn is based on Minnesota Statutes.

The purpose of the District Local Partnership Program is to address problems on the Trunk Highway system that are of concern to Local Agencies, but are typically not large-scale or critical enough that they are directly selected as projects in the regular MnDOT Road Program. Selected projects must

- 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 preliminary design, final design, right-of-way and utility relocation costs (as appropriate) paid for by the Local Agency
- Be designed to MnDOT Trunk Highway standards

Please note that the following schedule has been established to allow Local Agencies whose projects are selected the opportunity to complete surveying, wetland identification or other preliminary design activities before winter sets in, and to allow projects to be let in the proper fiscal year.

The anticipated submittal, evaluation and selection process and schedule is:

Anticipated  
Dates

- The Local Agency prepares a letter of interest describing the project and a cost estimate. **Due date: April 1, 2020**
- MnDOT District Functional Areas review the application packets and provide comments to Local Partnership Program staff. April 2 – April 17
- Local Partnership Program staff compiles comments and send them to Local Agencies. April 21
- Local agencies have the opportunity to draft a response to MnDOT review comments or to make adjustments to the submittal packets. **Returned by: May 1, 2020**
- Review packets sent to selection committee. (Selection committee typically consists of representatives from a State Aid City, a County and State Aid staff.)
- Committee meets, projects selected May 15, 2020

Selected 2022 projects must be let by June 30, 2022.

**Please submit all application packages to Rob no later than Wednesday, April 1, 2020.** For questions regarding the Local Partnership Program, please contact Rob at 218-725-2788.

We look forward to working with you.