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State Aid E-Scene

Newly Updated State Aid Bridge Website

By: Dave Conkel, State Aid Bridge Engineer

Over the past few years, the State Aid Bridge Office has been updating their webpage to better serve local bridge owners, consultants, and highway users. We have, with the help from SALT, provided a new [Tools webpage](#) containing links to various tools designed to assist our customers. One helpful tool is an A,B,C Overweight Permit Truck Classification Calculator which will help local bridge owners with overweight permit evaluation. Another helpful tool is a new local bridge replacement and improvement management program to assist bridge owners in prioritizing local bridges for repair, rehabilitation or replacement. Also added was a Box Culvert Length Calculator tool.

We also added an extensive [Load Rating webpage](#) to assist our customers with the various processes to review overweight permit requests for single or annual permits. These processes are explained with easy to follow flowcharts. Additionally on this page you

will find a bridge load rating, posting and permitting training module, a bridge load posting brochure, etc. Other areas updated include, more recent project photos, such as the award winning St Anthony Parkway Bridge over the BNSF rail yard in Minneapolis and the Franklin Avenue Bridge over the Mississippi River in Hennepin County. The [Resources webpage](#) was also overhauled to update areas regarding local bridge hydraulics, superstructure and substructure selection, bridge barriers and guardrails, etc.

The website continues to house the [State Aid Bridge Newsletters](#), where they now have a dedicated tab on the top navigation bar. Newsletters are cataloged by month/ year (back to July 2002) and the webpage now includes a list of topics covered in each newsletter. We encourage you to review the newsletters, they are full of good local bridge information with interactive links for more detailed information. I would also

like to thank the State Aid Bridge staff — Steve Brown, Brian Homan and Moises Dimaculangan for their dedicated work to improve this website. A special thanks goes out to Alyssa Rubenstrunk in the SALT Office for her great work as the website architect and make sure the information was presented consistent with the other State Aid websites, and to assure the website was easy to use and appealing for its dedicated and casual users.

If you have any comments or feedback, please contact Dave Conkel at dave.conkel@state.mn.us.



LRIP Update and Solicitation

By: Patti Loken, State Aid Programs Engineer

In our June E-Scene we announced that the 2018 Minnesota legislature appropriated \$78.6 million for the Local Road Improvement Program (LRIP). Of this, \$43.6 million was appropriated for specific projects earmarked by the legislature and \$35 million was available for undesignated local projects. The LRIP advisory committee recommended the entire \$35 million be appropriated by the 2018 legislature be selected from the unfunded 2017 solicitation list of projects. In October the advisory committee approved 52 projects to receive the \$35 million. The selected project list can found on the [LRIP webpage](#).

In addition, a **2019 solicitation will open on December 17, 2018. At this time, there is NO available funding.**

The LRIP advisory committee encourages cities, counties and townships who have projects to submit an application for potential future funding. The committee will use the data from the submitted applications to create a new list of projects to give to legislators where it will help demonstrate the need for continued support and funding for the program. **Applications must be completed and submitted to SALT by March 1, 2019.** The application and guidance on the LRIP solicitation are available on the [LRIP webpage](#).

For more information, contact Patti Loken at patti.loken@state.mn.us or 651-366-3803.

DCP Checklist and Partial Payment Request Update

By: Cindy Degener, Acting State Aid Finance Supervisor

Earlier this year, one of the counties received an audit finding because they did not follow the DCP Checklist and didn't have their contractor sign the partial payment voucher processed by the county. After reviewing our requirements for DCP Partial Payment Requests, we found that Trunk Highway does not require a signature by the contractor because Spec 1906.1 for partial payments states:

"The contractor's acceptance of the partial payment constitutes a certification by the contractor that the work covered by the partial payment meets the contract requirements."

If your county attorney requires this signature, continue to have the contractor sign or have a waiver on file, but

for our process we do not require it.

The DCP Checklist, 3-23 has been revised as follows.

3-23 LPA prepares Partial Estimate at least monthly

- Must be in engineer's estimate format; showing breakdown for each category/group.
- Certified by Project Engineer & Contractor (**Per Spec 1906.1 the acceptance of the payment constitutes certification by the Contractor**)

We have removed the requirement from the DCP Partial Payment Request in FCRB (Federal County Road & Bridge).

Bridge Bonding Review

By: Patti Loken, State Aid Programs Engineer

In 2017, the Local Bridge Replacement Program (LBRP) received \$49.2 million. The funds were broken into three legislative earmarks: \$31.8 million was appropriated to the city of Minneapolis for the 10th Avenue historic bridge rehabilitation, \$800,000 was appropriated to the small city of Malone for the replacement of the Malone Island Bridge, and the remaining \$16.5 million was undesignated bridge bond funds for the replacement of local bridges – which funded 80 local bridges.

This same year, the legislature created a new local bridge account. The account was derived from 13 percent of the Motor Vehicle Tax revenue that become available in August 2018 and is called LBRP DED TAX. This account is not considered bond funds, but still requires the execution of a grant agreement by a local agency. In 2018, under this account, \$12.5 million was available, and has funded 32 projects to date.

During the 2018 legislative session, the legislature appropriated \$5 million for the LBRP and has funded 21 projects. Lastly, the Town Bridge Program funded 43 bridges, utilizing \$12.2 million of town bridge funds.



Schedule for Rule Changes for Mandatory EAW Categories

By: Gary Reihl, Federal Aid Project Development

You may be aware there have been discussions over the last few years about the Environmental Quality Board (EQB) modifying their rules. In 2016, the EQB considered rule making changes for mandatory EAW categories, one change they considered was Mn Rule Chapter 4410.4300, Subpart 22, Item B: An EAW is required "For construction of additional through lanes or passing lanes on an existing road for a length of two or more miles." This is a change from the current rule of one mile. The Environmental Quality Board (EQB) is proposing

changing this rule for Mandatory Environmental Assessment Worksheets (EAW).

The public comment period opened November 13 and will close on January 7, 2019. The reason for these rule changes was a legislative request in 2016 to streamline the process and requirements. This point is important as you develop a message to share with your politicians about the additional time, funding, and staff resources that would be needed for these additional EAW's. If 25

persons or more submit a written request for a hearing on the rules by 4:30 on January 7, 2019, the EQB will hold two public hearings. If they DO NOT receive 25 letters, the hearing will not be held and the rules will be adopted as is.

Further details can be found on the [MN EQB Mandatory Categories Rulemaking webpage](#). State Aid's summary of the changes can be found [here](#) (PDF).



DCP Checklist Updates

By: Merry Daher, Project Delivery Engineer

The 2017 federal project audit resulted in a few revisions to the DCP Checklist that you should know about.

When a city or county hires a consultant to administer a construction project, the Delegated Contract Agreement (DCP) requires that the agency assigns an employee to be in *responsible charge* of the project, namely to manage financial transactions associated with the project, on behalf of the agency. The DCP 05 form ([Post-Award Documentation - DSAE \(DCP 05\)](#) (Word) linked in section 2-21 identifies either the local agency engineer or the specific consultant engineer (by name) who will administer the construction, and if the project is administered by a consultant, then an agency employee must be named who will be in responsible charge of the contract.

Section 2-19 links a new [Civil Rights Contract Clearance Flowchart](#) (PDF) developed to help you and the contractor

to negotiate the myriad steps and reports required by statute and federal regulations in the DBE and EEO provisions. Many contractors are familiar with them, but it is better to be proactive in getting docs to the Office of Civil Rights during construction, than to go back and look for them at the conclusion of a project.

Section 2-24 has eliminated the duplicative submittal of the bid docs to the DSAE after the project is awarded. The DCP 08 which includes them need only be submitted as indicated on the appropriate DCP 08 form for [metro](#) (Word) or [greater MN](#) (Word) projects.

Lastly, section 4-8 on DCP final payment request for federal projects now includes an evaluation form for consultants ([Evaluation for Consultants Administering Federal Project Construction](#) (PDF)) that administer federal construction contracts.

\$5.3 Million for Off-System Bridge Projects

By: Sara Pflaum, Program Support Engineer

MnDOT State Aid is now accepting applications for local off-system bridge projects. Approximately \$5.3 million in federal funds is available to local agencies for eligible off-system bridge projects to be constructed in 2023. The federal funds may cover up to 80 percent of the eligible costs of a bridge improvement or replacement project. Local agencies are responsible for the 20 percent local match and any costs not eligible for the federal funds. More information on the program can be found [here](#) (PDF).

The bridge funding application is due to your DSAE by January 21, 2019 and is located under the "Forms" header on the [State Aid LBRP webpage](#). If you have any questions contact Patti Loken at 651-366-3803 or patti.loken@state.mn.us.

Employee News

Rex Bordson, District 1 DSAA retired on December 11th from MnDOT. Rex worked for MnDOT for over 34 years and the last 15 with State Aid. We wish Rex well in his retirement and thank him for his many years of service to MnDOT and our local partners.

Jeff Madill has taken over as District 1 DSAA. Prior coming to State Aid, Jeff worked in MnDOT Duluth Project Development in multiple roles for almost 20 years. He also graduated from Lake Superior College in Duluth. Jeff's contact information can be found on the [SALT District Contact webpage](#).

We have brought back a familiar face to State Aid. Loren Hill rejoined the team in August. Loren retired in 2009 after 34 years with MnDOT working in traffic safety and pavement management. Since retiring, he has worked part-time for CH2M Hill and Stonebrooke Engineering for the past eight years. Loren was brought back to assist in the design of the new MnCMAT program, as well as providing crash data to locals. He has extensive experience with and passion for crash data and both the state and national level. Loren can be reached at 651-366-3808 or loren.hill@state.mn.us.

Mohamed Farah has accepted the State Aid Federal Aid Program Administrator position. Mohamed brings seven years of success driving innovation and growth in highly visible service-oriented settings through the application of financial management expertise, including: financial analysis, forecasting/budgeting, reconciliation, month-end closing, payroll and investments. He has studied Accounting and Business Administration at North Hennepin Community College and Metropolitan State University. Mohamed's contact information can be found on the [SAF Contact Us webpage](#).

Ann McLellan has accepted a permanent position in the Office of Maintenance as the director of Financial and Support Services. We wish Ann well in her new position and thank her for time in State Aid. In addition, Cindy Degener will continue serving as acting State Aid Accounting Supervisor.

SAPR Revision

By: Cindy Degener, Acting State Aid Finance Supervisor

There has been a minor change made to the State Aid Payment Request (SAPR) to clear up the certification language.

I certify that: (a) has been changed to read: *Engineering & ROW costs requested above are a reimbursement for costs incurred. ROW may be based on a percentage of estimated parcel appraisals until final.*

As always, make sure to use the latest forms on our website.



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