

## Memorandum

**Date:** November 19, 2020

**To:** District 1 Counties and Cities

**From:** Krysten S. Foster, District State Aid Engineer

**cc:** Duane Hill, District Engineer  
Mao Yang, Projects Engineer  
Christian Lawien, District 1 LPP Project Manager

### **Subj: Local Partnership Program Solicitation**

MnDOT District 1 is accepting applications for FY 2023 and FY 2024 Local Partnership Program (LPP) projects. District 1 expects up to \$1,200,000 available in state fiscal year 2023 and up to \$1,700,000 available in state fiscal year 2024. There is neither a maximum nor a minimum award for a project. **A letter of interest describing the project and a preliminary engineer's estimate are due to [Krysten.SaatelaFoster@state.mn.us](mailto:Krysten.SaatelaFoster@state.mn.us) by Friday, January 29, 2021.** Applicants may include a sketch/layout/map of the proposed project.

#### **LPP Program**

MnDOT's vision for the Local Partnership Program (LPP) is to create statewide transportation partnership opportunities with local agencies and construct highway improvements that are mutually beneficial at locations that are not currently programmed. In other words, the purpose of LPP projects is to address problems on the Trunk Highway system that are of concern to local communities but not typically critical enough to be directly selected as priorities for other programs (such as TA, HSIP, SRTS, or MnDOT's regular STIP program). MnDOT's LPP vision focuses heavily on development of long-term and sustainable partnerships, collaboration of transportation system needs, leveraging of agency investments and minimizing project time and cost. LPP applications may support quality-of-life or safety improvements, economic development, system stewardship, asset management, mobility, critical connections, or other local priorities.

Projects must:

- Provide a clear benefit to the local community as well as to the Trunk Highway system;
- 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; and
- Be designed to MnDOT standards.

Eligible applicants include counties and cities. Small cities need a letter of support from your County Engineer. Resolutions of support from the project sponsor and applicant will be requested if a project is recommended for funding.

## Important Notes

1. These funds are intended to pay for a portion of the Trunk Highway eligible construction costs of the project in accordance with MnDOT's Cost Participation Policy. Right-of-way, utility relocation, preliminary design and final design costs are not eligible. Preliminary cost estimates may include up to 8% for construction engineering costs (for inspection, contract administration, surveying and materials testing, as applicable, based on the Trunk Highway eligible costs). See the Cost Participation Manual for more detail on Trunk Highway eligible costs: <http://www.dot.state.mn.us/policy/financial/fm011.html>
2. State Trunk Highway funds cannot be shifted between bienniums. **Projects selected for FY 2023 must be bid by June 30, 2023.** Projects selected for FY 2024 should be bid by June 30, 2024.
3. A selection committee consisting of MnDOT and local representatives will review all applications. Eligible committee participants will be selected from agencies that did not submit a letter of interest for this solicitation. **District 1 expects to notify applicants of project selections by March 19, 2021.** The selection committee's recommendations are subject to ATP approval.
4. **New for 2023 & 2024:** Recipients will be expected to participate in a collaborative kickoff meeting following project selection.
5. The role of the District's Project Manager is to coordinate project development between MnDOT and the local agency. Selected projects will generally follow the local (State Aid) letting process with some MnDOT coordination expectations.

Benefits to the community and transportation system; project readiness or applicant experience delivering federal/state/state-aid funded transportation projects; and Trunk Highway purpose are some of the factors considered as part of the selection process. LPP projects do not need to address performance-based needs, and a LPP project may not be tied to a MnDOT-led project.

*District 1 looks forward to partnering with you! Please direct any questions on LPP eligibility, applications, or selection criteria to Krysten Foster at (218)-725-2705.*