

Local Agency Program Information Advisory

LAP 2016-07
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From Tracie Leix, Local Agency Program Engineer

LOCAL AGENCY PROFESSIONAL SERVICES PROCUREMENT UPDATED GUIDANCE

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Index:

This advisory is superseded by any subsequent revisions to the references listed in this index.

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MDOT Local Agency Program (LAP) has updated its guidance documents related to Consultant/Vendor Procurement, when such services are to be paid all or in part using Federal Transportation funds.

For professional engineering services contracts less than \$25,000, the local agency shall include the following statement in its professional engineering services contract:

“All provisions stated in 23 CFR 172.9(c) Contract Provisions are hereby incorporated by reference.”

MDOT LAP will review the agreement to ensure this statement is included and in compliance with Federal and State Laws.

As a reminder, the local agency also needs to prepare and include a completed MDOT Form 5108L, “Certification of Indirect (Overhead) Rate”, with its professional engineering services agreement. The form is available online from the MDOT Public Forms website at:

(<http://mdotcf.state.mi.us/public/webforms/index.cfm>)

This guidance is effective immediately.