

# Local Public Agency Stakeholder Partnering Team Meeting Agenda

**Date:** January 21, 2021

**Time:** 1:00 – 3:00 pm

**Location:** Teams Meeting

## **Attendees:**

### Teams Video Call

Tracie Leix, MDOT

Kelly Crannell, MDOT

Eric Mullen, MDOT

Jack Hofweber, MDOT

Don Mayle, MDOT

Larry Doyle, MDOT

Kris Sullivan, MDOT

Bruce Kadzban, MDOT

Brad Wieferich, MDOT

Theodore Burch, FHWA

Kurt Zachary, FHWA

Steve Puuri, County Road Association

Sheryl Siddall, Washtenaw County

Bill Hazelton, St. Clair County

Denise Donohue, County Road Association

Andrew Kilpatrick, City of Lansing

Lance Malburg, Dickinson County

## **Agenda:**

1. Welcome and Introductions\*
2. Action Items
  - a) Sit down with CRA and see what links might be helpful for locals to navigate the MDOT website update.
    - A meeting is set to discuss this on 1/25/21.
3. LAP Survey – preliminary Results
  - a) This survey that was sent to local agencies was closed on 12/11/20. MDOT received 136 responses. Tracie and the team will work on cleaning up any personal information captured before sharing. Results we will be sent out once complete.
  - b) A few things that were shown in the survey were:
    - Local agencies believe that consultants can go into JobNet (JN) and check the project status. Unfortunately, consultants are not able to do this.
    - There are many guidance documents that local agencies are not aware of.

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MDOT does send out listservs and advisories for each document update and new document. Advisories are also posted on the LAP website.

- Questions on how to get into earlier lettings. Tracie is already starting to meet with Finance and Planning to work on this. Brad W. will also be involved to see if things can get moved around.

c) LPA Team feedback on the survey:

- Lance – Improve website usability.
- Steve - Advisories on website are by date and there is not a filter option. Can this feature be made searchable?
- Kurt – Look into implementing knowledge upkeep, besides just listservs.

#### 4. LAP All-Region Workshop for Locals - February 17, 2021

- a) This workshop is typically held in the regions and in person, but this year MDOT is combining this workshop into one virtual meeting. Invites for this workshop went out via LAP Listserv. If you did not get this, please let Kelly know ASAP.
- b) Hoping to alternate between virtual and in person in coming years.
- c) Finalized Agenda to get sent out through the listserv next week. Be on the lookout.

#### 5. MDOT Training Update

- a) Internally for MDOT, training has moved from Bureau of Field Services to Office of Organizational Development. This has caused challenges when scheduling new classes as some classes do not have a MDOT employee to teach. MDOT is having to hire consultants to conduct the needed trainings. This makes costs higher and seats limited. MDOT is looking at new ways to conduct trainings next year. More to come.

#### 6. Limitations Local Agencies Experience for a First Quarter Letting

- a) There has been a lot of frustration heard from local agencies about not getting projects let in the first quarter.
- b) Things that affect the letting are when local agency can obligate current year funds, when FMIS opens for the year, and when funding targets come out from Planning.
- c) Schedule considerations for when we can get a project obligated:

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- After projects accepted, at least a week for Project Manager (PM) to turn around.
  - Then Specs and Estimates (S&E) will review and advertise, that is a minimum of 8 weeks for the 5-week advertising period.
  - LAP current process requires obligation before turning in to S&E.
  - d) There is a process for advancing federal funds, but there is some risk involved. As of right now, there is no process to advance State D funds.
    - Can MDOT and LA develop a process with for State D? Not many County Road Commissions (CRCs) do advance construct.
  - e) Local agencies could use last year's State D funds and hold off for one year in order to get into first quarter letting.
7. FHWA Reviews/Assessments
- a) See Exhibit A for the Reviews and Assessments that FHWA is currently working on.
  - b) FHWA is doing risk-based assessments to get out of the project level oversight and into a program level oversight. In the future, these reviews will be the CAP Program, Risk Assessments, and Program Oversight.

### **Partner Updates**

8. MDOT Larry
- a) MDOT to follow up on progress of program reviews with the team when results are ready to share.
9. MDOT – Bruce Kadzban
- a) Michigan Tech is working on their final report for the warranty program. Hoping to have it turned in 1/22/21.
  - b) Coordinating with CT&T to get MERL 2020 Spec Book ready to go.
  - c) Working with FHWA and MDOT safety and security on getting DDIRs finished. Possible completion date of Feb 5, 2021.
  - d) Working on the process for Emergency Repair costs.
10. MDOT – Tracie Leix
- a) MDOT is developing a project portal tool. The STIP and MDOT 5-year plan will be available for citizens to review and comment on. Local agency representation

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would for developing this tool is needed. If anyone is interested in being on the team, let Tracie know.

- b) MDOT is getting suggestions for naming snowplows. Check it out online and join in the fun!
- c) LAP is going All electronic by March 1, 2021. DocuSign is required for signatures. Exceptions to this are: title sheets and agreements. These can be electronic or hard copy.

### 11. Local Agency - Lance Malburg

- a) MDOT has strict guidance on their supplied materials, and they have to be sufficiently tested. There will be a training on fiber modified asphalts, video meeting, Monday 1/25/21.
- b) Job heads up – Dickinson County to send a job through in the next two weeks. First of its kind in country. Post construction sheer anchor on a bridge, and about \$300K in cost.
- c) Lance might step down from committee. CRA will coordinate if replacement is needed.

### 12. CRA – Steve Puuri and Denise Donohue

- a) Disaster Recovery Playbook - Emergency response proposal was turned in today to FHWA. Hope this will be a helpful guide for disaster recovery in the future.
- b) SHPO and clarifying exemptions - Looking at different business models to work with consultants.
- c) Currently contemplating options with MERL. There is a need to update.
- d) Working on surveys for how members are using road funding.
- e) CRA has spoken to new speaker of the house. Working on getting 1,800 vaccines for frontline workers. Communicating with governor's office on this.
- f) Highway Conference – Still planning for in person conference. It will be limited to 100 attendees in the Lansing Center. CRA will be following COVID guidelines. Inviting three seats per county. This may get pushed back a month if needed and looking to see if attendee numbers can increase with guidelines as it gets closer.
- g) Seasonal weight restriction mobile app is available.
- h) MIWeb (MI wetland bank) – Local agencies needed a wetland mitigation

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program, and legislation was passed in 2017. It is funded legislatively. The first bridge bundling projects, 14 bridges, needed wetland mitigation and were able to get help from MIWeb within 2 weeks and no additional cost. This was a huge success. 38 projects total have benefitted from MIWeb.

- i) \$261 million of COVID relief funds - CRA is getting calls from local agencies asking what portion is going to local agencies.

### 13. FHWA – Ted Burch and Kurt Zachary

- a) The pending reviews on the FHWA list.
  - Hydraulics Review – Will be touching on local program as well and will start in January 2021.
  - Utility Coordination – There was a kickoff meeting on Monday 1/25/21. Target is to complete by late summer 2021.
  - 2021 CAP – This was started last month, Dec 2020. There are about 62 projects, and about half are local agency. Will continue this review until about June 2021.
- b) Authorization Bill has been approved until the end of the year.
- c) \$260 million in additional funds was approved. Intent is to offset the revenue decline.
- d) MI STIC got together and identified initiatives for Michigan. All initiatives have teams with FHWA, MDOT, industry, and local agency representatives. The four teams are:
  - Public involvement
  - E ticketing and digital as-builts
  - Alt high performance concrete for bridge repair
  - Target of overlay pavement solutions

### **Action Items for next meeting:**

1. MDOT follow up on process of FHWA program reviews.
2. Sit down with CRA and see what links might be helpful for locals to navigate the MDOT website update.
3. Update on discussion with S&E, Finance, and Planning about State D funds.

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## **Next Meeting:**

March 18, 2021      1:00 p.m. – 3:00 p.m.   Teams & Horatio Earle Learning Center – Lake Erie

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## Exhibit A: FHWA Reviews/Assessments

1. SHPO Programmatic Agreement
  - Assisting ESS with Local Agency component
    - LAP Exemptions List
    - Changes to tribal consultation process/guidance
2. FHWA 2020 CAP Review - RR Coordination, Utility Certification, PS&E Approval
  - Meeting scheduled with FHWA to discuss proposed changes
  - All should be addressed through Project Planning Guide and/or Request to Advertise documents
3. FHWA 5323 Review
  - Final review from FHWA pending
4. FHWA Bridge Design Review
  - Meeting scheduled with LTAP to discuss future training
  - Reached out to CRA ACEC Subcommittee to discuss template documents they are developing to standardize RFPs
  - Need to meet with FHWA to discuss
5. 2 CFR 200 Risk Assessment
  - Assessment that needs to be completed for any agency that's a sub-recipient
    - Agencies that receive PE, CE, Force Account, etc. authorizations
  - No process in place currently
6. Coming: FHWA Hydraulics Review, FHWA Utility Coordination Process Review, 2021 CAP, Program Risk Assessment
7. LAP Survey – holistic/proactive view of LAP program
  - Local agencies were the target audience
  - Closed 12/11/20
  - 130+ responses received that LAP is reviewing