

Key	
Highlighting	Highest Priority in descending order: Green, Yellow, Red
Timeline	Short = less than one year; Medium = one to two years; Long = more than two years; On-going = on-going

Category: Organizational Changes

Issue:	Description:	Status:	03/26/2018 Update:			Timeline:
Inactive Projects/Obligating Project Delivery	FHWA will deobligate a project after 12 months of inactivity in order to free up obligation authority.	Currently being addressed through MDOT inactive projects monthly monitoring & FHWA FIRE List	MDOT actively monitors inactive projects and notifies local agencies that are close to 12 months of inactivity. LAP included a discussion on inactive projects at CEW in 2018. 3/26/18 Update	MDOT continues to monitor. Current concern with making sure projects impacted by labor dispute are active as soon as possible. 1/4/19 Update	Working on invoicing, billing, and closing the projects. Obligated money that was being sat on has drastically dropped. They are clearing it up. 5/9/19 Update	On-going
Quality improvements	Quality design packages result in better bid prices and fewer claims and construction issues.	Annual CAP review process and Program Assessment for Design Packages. Training via multiple webinars.		MDOT LAP continues to offer webinar training focused on improving development/delivery of the local program. FHWA will not participate in premium costs (non-value added costs) due to design errors/omissions. A process is being developed. 1/4/19 Update	LAP is working with locals to highlight improvements we can make in design. LAP offers webinar training and currently posts links to the website. 5/9/19 Update	On-going
Third Party Agreements, streamline, better identification of changes/template updates	A Third Party Agreement is generally required when PE/CE is participating.	Revisions completed June 2016 and training provided. Pending clarification regarding as-needed contracts.	Open questions on modifying the COI matrix. 3/26/18 Update	MDOT LAP is reviewing the conflict of interest matrix/policy for streamlining opportunities. 1/4/19 Update	The 3rd party agreements will need to modify dispute resolution changes clauses. Also, looking at value review threshold changes. 5/9/19 Update	Short

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MDOT invoicing to locals, process	A request to provide more complete information and charges when invoicing.	May require process improvement. MDOT Finance to provide update at 8/8/2017 LPA SP meeting.	Cost Sharing Agreement Cover letter modified to include work description. Invoicing needs to be revisited due to SIGMA implementation. 3/26/18 Update	No update	Region workshop comments that no progress has been made with the detail on the invoices. Local agencies having issues with no details on the invoices. Need a description of payment and more transparency of money transactions. Send emails to Local-Bills@michigan.gov. Locals can send in invoice examples to Tracie Leix so she can bring it to the MDOT Finance Team. 5/9/19 Update		Short
Timely construction and financial closeout of projects	Continue educational opportunities to reduce end of project file review deficiencies and documentation gaps so Final Inspection/Acceptance form (1120) can be filed closing construction portion of project and initiating financial close-out phase.	Isolated issues, may require case by case review	MDOT reviewing project closeout process and hosting a process improvement related to overdue finals. 3/26/18 Update	Local agencies asked to provide feedback and ideas to speed project closeout.	Internal process improvement that started last May is still going. Looking at expanding the engineer certified program to potentially include consultants. Project closeout is moving. Steve to repost the Engineering Update in newsletter. 5/9/19 Update		Medium

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Guidelines, ADA, mix design, driveway cross slope	Updates of guidelines, clarification of requirements and related training are on-going needs. Missing guidance should be directed to LAP for development or further assistance.	MDOT actively seeks comments from local agencies and associations when updating guidelines. ADA training provided annually through Michigan Concrete Association.	Multiple guidelines developed or updated in 2017 including LAP Geometric Guidelines, HMA Selection Guidelines, Vendor Procurement Guidelines, Force Account Guidelines, T&E Review Process, EA Checklist, and FAQs for EMR. 3/26/18 Update	No update	Documents updates have been done recently. Questions on ADA – no difference between local/trunkline requirements. 5/9/19 Update	Short
e-Processes (e.g. ProjectWise, CoSign, LCP Tracker, Program Application, etc.)	Movement to new technologies. Commonly piloted and fully implemented by MDOT before implementing with local agencies.	MDOT deploys as training resources are available	Use of PW for GI is optional. Use of PW for Construction will become mandatory October 2018. Use of LCP tracker will be optional October 2018 and mandatory October 2019. 3/26/18 Update	Agreements to go paperless. Is there a need for GI submissions to be paperless? DE/DV, Program App optional; title sheet now allowed	Last fall LAP started requiring locals to use PW in construction. We do not require eDesign yet. Challenges with locals letting PM know that they have added docs to the PW folder. Docusign has taken over the Cosign program. Signature types cannot be mixed on docs. 5/9/19 Update	On-going
Allow PE/CE to be Participating	Utilizing federal funds to fund PE/CE.	Currently at the discretion of the planning agency or program specific (i.e. bridge or safety)		No update	Planning entity discussion. There are challenges when local agency processes do not align with the federal processes. 5/9/19 Update	Short

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Design flexibility	Allow the use of alternate design criteria.	LAP 3R guidelines being updated to incorporate design flexibility including MDOT's Multi-Modal Development and Design team and changes to the 13 Controlling Criteria	Various guideline updates include increase flexibility when feasible. 3/26/18 Update	No update	Performance based practical design team. Looks at a facility and determines the performance local agency would like to get out of that facility. 5/9/19 Update		Short
Template (canned) Projects	Method to expedite projects by providing limited information on simple projects.	No action at this point, research project is underway to develop standard bridge specifications; Preventative Maintenance Projects	Local Agency/MDOT team developed to look at template projects. Initial brainstorming to be shared May 17, 2018. 3/26/18 Update	Template projects on January 2019 meeting agenda for discussion. 1/4/19 Update	No update		Medium
Consistency in Oversight & Guidance (e.g. Construction, ROW, Closeout, etc.)	Local agencies may receive conflicting guidance from project to project.	On-going webinar series, Internal training events for MDOT staff, pending Construction survey	MDOT developed a statewide survey focused on consistency in construction oversight. Survey administered Fall 2017. Implementation plan developed with focus on enhancing roles and responsibilities of agencies, construction guidance and improving alignment. 3/26/18 Update	2019 conferences to be utilized for sharing Strategic Vision with local agencies. 1/4/19 Update	Kelly has completed a survey and gotten it out. Tracie is working on getting a planning survey out. TBD. 5/9/19 Update		Short

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Category: Education/Risk Management

Issue:	Description:	Status:	Updates:			Timeline:
Local Agency Direct Forces Force Account Guidance and Projectwise Process	Local agency performs work. May involve engineering or construction work.	Current guidance resides on the LAP website; To be revisited in 2017	Force Account Guidance updated 12/2017 and posted to www.michigan.gov/mdotlap. Open question on file review process. 3/26/18 Update	Clarification on certified engineer made to document and updated on LAP website. 6/2018 Update	Force account guidance was updated in 2017. House bill proposed to increase force account limit. 5/9/19 Update	Short/Med.
Education of Federal Aid Requirements	Ensuring local agencies are aware of requirements to be eligible for federal funds.	Happening through several venues	MDOT working on updating federal aid eligibility guidelines. 3/26/18 Update	Eligibility guidelines updated and posted to LAP website 8/2018 Update	Tracie and Kelly are talking with Kurt Zachary to see how to best deliver information at CEW. 5/9/19 Update	On-going
Conflict of interest, matrix	Matrix to assist local agencies determine whether a conflict of interest may exist and may need to be mitigated when using federal aid for engineering services.	May require training; Common questions can be added to Consultant Procurement FAQ under development	FAQs to be developed in 2018. 3/26/18 Update	FAQ's developed and posted to LAP website 9/2018. Additional updates to conflict of interest and premium costs due to design errors/omissions anticipated in 2019. 1/4/19 Update	Updated guidance in process. 5/9/19 Update	Short
Contractor claims/review process	Ensure local agencies understand contractor claims process, hierarchy of review levels, financial responsibility, and reduction of risk/claim avoidance tactics via thorough design quality/constructability reviews of bid package.	Pending education	No update.	No update.	Discussion internally on Trunkline projects that would be good to set up a standing panel for claims to handle more efficiently. Kelly and Steve to draft an inquiry or write up and Steve to put in the Engineer Update down the road to get feedback. 5/9/19 Update	Long
Appropriate program metrics	How to determine if the LPA program is successful. What measures should be used to make that determination?	Annual CAP review process; what to measure	No update.	No update.	Are we building roads too big for rural traffic? (Lance) Current AASHTO Very Low Volume guidance being updated to Low Volume guidance. LAP guidance has more volume breaks than proposed Low Volume guidance. 5/9/19 Update	Long

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Key Contacts and Roles Within MDOT	Ensuring information on who is responsible for what within MDOT. Also, discussion on creation of a MDOT PM that manages a project from start to finish.	Ongoing process	No update.	No update.	Ongoing. Planning is under a lot of changes. Tracie will follow up with Kathy's replacement for sending out updates. Contact staff engineer or Tracie to help with determining contact points. 5/9/19 Update		Accurate Contacts: On-going
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Category: Culture/Paradigm Shifts

Issue:	Description:	Status:	Updates:			Timeline:
How information is being disseminated - Communication	Best methods to target communications to relevant customers.	Ongoing process	MDOT/MML started a webinar series for MML members in January 2018. Format follows CRA Engineering Committee quarterly updates.	What can we do better?	Andy follow up with MML about creating an engineering listserv	On-going
Direct oversight, local certification and FHWA LEAP Pilot	Allowing local let and direct grants.	Local let has been allowed in emergency circumstances.	Interest by local agencies on how to best utilize local let process. Potential invitation to Kent County to speak on their experience. 3/26/18 Update	Kent County to share experience with packaging projects at January 2019 meeting. 1/4/19 Update	Local agencies must be preapproved by FHWA to be a direct recipient which will mean several audits and infrastructure in place. 7/17/19 Update	Long
Innovative contracting	Allowing local agencies to utilize innovative contracting methods.	Piloting as local agencies are interested, STIC request	Innovative contracting allowable as long as MDOT has a process in place for proposal. Possible additional education is needed. FPVS has been utilized and Wayne County is proposing a 2018 DB. 3/26/18 Update	Wayne County DB; Macomb County DB 1/4/19 Update	Encouraged and there is an application for approval. LAP started their first design bid project and they came in high on the bids. Fixed price variable scope and other options available as well. 7/17/19 Update	Medium
Pre-qualified PE/CE consultant/vendors	Require use of prequalified consultants	MDOT is actively educating on how locals can improve the quality of their design package and construction oversight. Would require development of prequalification process.		FHWA will no longer participate in premium costs (non-value added costs) and LAP is developing a process to implement. 1/4/19 Update	Conflicting ideas on whether consultants should be prequalified. Addressing it through the non-value added costs during construction. 7/17/19 Update	Long
Cradle to grave project tracking (& MDOT Project Manager)	Providing comprehensive financial information for each active project.	Funding tracking on-going process through RTFAB. New report due July 2017.	RTFAB refining process for project tracking. 3/26/18 Update	Planning and LPA SP representatives working on needs. 1/4/19 Update	SMART is now live. Read only access for locals is available in SIGMA through MiLogin. Search for JobNet. Must have a .gov email and not a group email/inbox. 7/17/19 Update	Short

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Maintaining services: FieldManager/AASHTOware-Force Account/Local Jobs	Continuity of services to local agencies. Multi-level issues - micro regarding implementation of AASHTOware; macro regarding leadership/AASHTO/Other decision makers	Discussions need to continue	CRA Subcommittee created to work on FM replacement solutions. MML will be included in subcommittee. 3/26/18 Update	AASHTOware discussion on-going. 1/4/19 Update	Letter is still coming, but not yet ready according to Kelly. She received an update from AASHTOware contact. No other updates beyond that. Discussions and decisions have been delayed due to their pilots. 05/09/19 update	Still going through management discussions on local let projects. Several options discussed on how to handle local let projects. Estimates available depending on which system is selected for local let. Final decision needed with possible additional discussion by leadership. Not piloting yet, because the AASHTOware material piece miscalculates payments. 07/17/19 Update	Med/Long
Certified Local Agency Engineers for Design	Prequalification process for local agency staff designers. May result in LAP process changes - NEPA approval cannot be delegated.	New		Discussed at November 2018 meeting and deferred for now. 1/4/19 Update	Deferred for now. 11/7/19 Update		Long
Multi Agency Project Bundling (e.g. Construction Projects, Bridge Inspections, Load Ratings, etc.)	Multiple projects within a project to provide economies of scale.	Utilized at local level for maintenance activities.	Pilot program for local agency inclusion in FY19 MDOT Superior Region Pavement Marking Contract under development. 3/26/18 Update	MDOT BOBS working with local agencies to develop a plan for bridge bundling. 1/4/19 Update	Bridge Bundling Trial Program. Talk to Becky Curtis if have more questions. 11/19/19, 8am at OFS is the next Bridge Bundling meeting. 11/7/19 Update		Medium
Environmental including Clearance, Programmatic Agreements, NEPA and Permitting	Projects are required to have NEPA classification approved by MDOT - for Categorical Exclusions.	Training provided as needed. Process changes regarding MDOT approval being developed.	CRA, MML, MDOT, FHWA team developed to identify new NEPA process. Guidance related to T&E species, SHPO, etc. being developed and/or updated. Full implementation anticipated October 2019. 3/26/18 Update	NEPA training kicked off December 2018. Full implementation will be for all GI packages submitted on/after 10/1/19. 1/4/19 Update	MDOT continues to work with SHPO on review timelines. 11/7/19 Update		Short/Med
Buyout: Local-Local; Local-State	Local agency/state purchase of federal or state aid at X%.	Currently piloting local agency to local agency within the Rural Program	Local-Local Buyout Pilot within RTF program on-going. 15 exchanges allowed for FY18. 3/26/18 Update	Flex funding responded to by MDOT Planning. Purchased funds will continue to be required on rural roads. 1/4/19 Update	A lot is in process. Continue to monitor. 11/7/19 Update		Medium
Means and Methods to Accelerate Implementation Utilizing Technology, design/construction methods	Acceleration of project schedules or methods through technological means (e.g. - bridge slide, GPS navigation, etc.)			No update	Biggest design build 200 mil Mound Rd Project. 11/7/19 Update		On-going

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Category: Legislative

Issue:	Description:	Status:	Updates:				Timeline:
Legislative Topics	Public employees can educate; Associations can advocate.	Ongoing process		Warranties Bill 11/7/19 Update			On-going
Warranties	State funding package requires local agency implementation of warranty program.	Ongoing process	Warranty program approved. Training starts spring 2019. Education subcommittee creating a FAQ. 1/4/19 Update				Short