



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

RICK SNYDER
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

May 16, 2013

Mr. John Niemela, Director
County Road Association of Michigan
417 Seymour, Suite One
Lansing, Michigan 48933

Mr. Matt Bach, Director of Communications
Michigan Municipal League
1675 Green Road
Ann Arbor, Michigan 48105-2530

Dear Mr. Niemela and Mr. Bach:

Local Agency Programs FY 2014 Project Planning Guide

We have recently developed the Local Agency Programs FY 2014 Project Planning Guide. A copy of the guide is attached for your convenience and is available on the Local Agency Programs website at www.michigan.gov/mdotlap.

As in past years, we again emphasize that final proposal documents, including all required permits, SHPO clearance, and applicable property acquisition certification, must be received by the LAP staff engineer on or before the date shown in the column of the Planning Guide headed **"ROW Cert, Permits, Final Plans, Proposal, & Estimate to LAP"** before the staff engineer can request fund obligation and move the project forward to a bid letting. This is important and will allow other units within the Michigan Department of Transportation to complete their reviews and certifications, preventing delays in letting the projects.

Please forward this information on to your members. If you have any questions, please contact Bruce Kadzban at (517) 335-2229 or at kadzbanb@michigan.gov.

Sincerely,

Larry Doyle
Local Agency Programs Engineer

Enclosure

BOHD:DSD:LD:kh

cc: L. Strzalka B. Kadzban
K. Cooper M. Harbison
M. DeLong R. Cadena

Local Agency Programs (LAP) FY 2014 Project Planning Guide

| TS&L OR PRE G.I. | PROGRAM APPLICATION | SUBMIT ACCEPTABLE G.I. PACKAGE (8) | APPROX G.I. DATE | ROW CERT, PERMITS, FINAL PLANS, PROPOSAL, & ESTIMATE TO LAP | ALL MDOT REQUESTED REVISIONS TO LAP (4) | LETTING DATE | COMMISSION MEETING (TENTATIVE THURSDAY) | AD BOARD MEETING (1ST & 3RD TUESDAY, TENTATIVE) |
|------------------------|------------------------|---|------------------------|--|--|--------------------|--|---|
| 04/12/13 F | 05/10/13 F | 05/24/13 F | 06/21/13 F | 07/26/13 F | 08/09/13 F | 10/04/13 F | 10/24/13 ^ | 11/05/13 |
| 05/10/13 F | 06/07/13 F | 06/21/13 F | 07/19/13 F | 08/23/13 F | 09/06/13 F | 11/01/13 F | 11/21/13 *^ | 12/03/13 |
| 06/14/13 F | 07/12/13 F | 07/26/13 F | 08/23/13 F | 09/27/13 F | 10/11/13 F | 12/06/13 F | 12/19/13 *^ | 01/07/14 |
| 07/19/13 F | 08/16/13 F | 08/30/13 F | 09/27/13 F | 11/01/13 F | 11/15/13 W* | 01/10/14 F | 01/23/14 | 02/04/14 |
| 08/16/13 F | 09/13/13 F | 09/27/13 F | 10/25/13 F | 11/27/13 W * | 12/13/13 W* | 02/07/14 F | 02/27/14 | 03/04/14 |
| 09/13/13 F | 10/11/13 F | 10/25/13 F | 11/22/13 F | 12/27/13 F | 01/10/14 F | 03/07/14 F | 03/27/14 | 04/01/14 |
| 10/11/13 F | 11/08/13 F | 11/22/13 F | 12/20/13 F | 01/24/14 F | 02/07/14 F | 04/04/14 F | 04/24/14 | 05/06/14 |
| 11/08/13 F | 12/06/13 F | 12/20/13 F | 01/17/14 F | 02/21/14 F | 03/07/14 F | 05/02/14 F | 05/22/14 | 06/03/14 |
| 12/13/13 F | 01/10/14 F | 01/24/14 F | 02/21/14 F | 03/28/14 F | 04/11/14 F | 06/06/14 F | 06/26/14 | 07/01/14 |
| 01/17/14 F | 02/14/14 F | 02/28/14 F | 03/28/14 F | 05/02/14 F | 05/16/14 F | 07/11/14 F* | 07/24/14 | 08/05/14 |
| 02/07/14 F | 03/07/14 F | 03/21/14 F | 04/18/14 F | 05/23/14 F | 06/06/14 F | 08/01/14 F | 08/28/14 | 09/02/14 |
| 03/14/14 F | 04/11/14 F | 04/25/14 F | 05/23/14 F | 06/27/14 F | 07/11/14 F | 09/05/14 F | 09/25/14 | 10/07/14 |
| 04/11/14 F | 05/09/14 F | 05/23/14 F | 06/20/14 F | 07/25/14 F | 08/08/14 F | 10/03/14 F | 10/23/14 | 11/04/14 |
| 05/16/14 F | 06/13/14 F | 06/27/14 F | 07/25/14 F | 08/29/14 F | 09/12/14 F | 11/07/14 F | 11/20/14 *^ | 12/02/14 |

1. All bridge projects (bridge replacement and major rehabilitation regardless of funding) require a Type, Size and Location (TS&L) submittal. Final 05/14/2013
2. For projects that may require an Environmental Assessment, the Program Application and supporting documents must be submitted to LAP at least one year prior to advertisement date.
3. For reconstruction (4R) projects on the National Highway System (NHS) and over \$5,000,000 in total cost, submit Plans, Proposal, and Estimate to LAP at least two weeks prior to the dates shown in this guide.
4. Final date that all MDOT requested revisions are to be received by MDOT LAP, so that all modifications identified during the final plan review can be incorporated.
5. * : Date adjusted due to holiday. ! : Earlier turn in date due to busiest lettings. ^ : Tentative Date
6. Schedule is based on requirements for letting projects through E-Proposal and ProjectWise
7. M- Monday, T-Tuesday, W- Wednesday, TH- Thursday, F- Friday
8. Grade inspection submittals shall include hard (paper) copies of the plans, unique special provisions, cost estimate in MERL format, and programming application.