

From Bruce Kadzban, Local Agency Program Section Administrator

**Policy Update: Policies & Procedures for
Consultant/Vendor Services on Local Agency Federal-Aid Projects**

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*This advisory is superseded by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

Direct questions and inquiries
regarding this Advisory to:

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Effective immediately, the Michigan Department of Transportation (MDOT) has issued a policy update for ***Policies & Procedures for Consultant/Vendor Services on Local Agency Federal-Aid Projects.***

The updated document, as well as related appendices/checklists can be found on the [Local Agency Webpage](#) under "Consultant Selection"- or directly by clicking [HERE](#).

The policy was updated to incorporate changes to federal requirements and to follow MDOT trunkline consultant/vendor service selection guidelines more closely. The major changes are as follows:

1. The thresholds have been updated to agree with the Federal limits.
 - a. Reduction to two categories (refer to documents for full requirements):
 - i. Services less than \$250,000: Local Agency can use their own contract and include language required per CFR.
 - ii. Services \$250,000 and up: Local Agency must use QBS and have an MDOT approved third-party agreement/priced proposal. MDOT Agreements/OCA review required.
2. A new section was added: Services for Catastrophic Failure or Emergency/Disaster Recovery.
3. The process for when there are an inadequate number of vendor submittals (less than 3) has been updated. Approval is with MDOT instead of FHWA.

In addition, the Frequently Asked Questions document for Consultant Selection on Local Agency Projects has been updated. It can be found at the same location- or directly by clicking [HERE](#).

Please contact Ryan Doyle (DoyleR3@Michigan.gov) with questions or for more information.