



Minnesota Department of Transportation

395 John Ireland Boulevard
Saint Paul, MN 55155

Date: April 4, 2014

Therese Haffner
Planning Associate
City of Sartell
125 Pinecone Road North
Sartell, MN 56377

RE: SRTS Infrastructure Grant - CSAH 133/2nd St. S Sidewalk

Dear Therese Haffner:

Congratulations! We are pleased to inform you that your Safe Routes to School infrastructure project was selected for funding through the Minnesota Department of Transportation's (MnDOT) 2015-2016 SRTS solicitation. Your application demonstrated comprehensive planning with community support and has potential to increase the number of students safely walking and bicycling to and from school.

Your project was awarded \$435,567 federal funds. Attached is a project schedule for the 2015 and 2016 SRTS projects. As indicated on the project schedule, your project must first be programmed into the State Transportation Improvement Program (STIP) and secure federal authorization before the project may start. **Please do not expend any funds or proceed with any phase of your project you wish to be reimbursed for until you have been notified that the project is authorized and an executed agreement in place between the project sponsor and MnDOT.**

The MnDOT State Aid Office will assist you with specific guidance on managing your SRTS project and negotiating the federal process for reimbursement. An initial project meeting with the District State Aid Engineer and project sponsor is required for this award. You will be contacted in the next few weeks to set a date for the meeting. It is important that the meeting takes place within 2 months of the award.

Congratulations again on your success with the application and we look forward to working with you to get the project moving.

Sincerely,

Mao Yang
SRTS Infrastructure
651-366-3827
mao.yang@state.mn.us

Lisa Austin
SRTS Coordinator
651-366-4193
lisa.austin@state.mn.us

Nicole Campbell
SRTS Non-Infrastructure
651-366-4180
nicole.m.campbell@state.mn.us

Cc: Kelvin Howieson – DSAE

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Project Funding

Phase of Work	Local	Federal	Total
Preliminary Engineering	\$14,292	\$57,168	\$71,460
Construction Engineering	\$9,528	\$38,112	\$47,640
Construction Cost	\$85,072	\$340,287	\$425,359
Total	\$108,892	\$435,567	\$544,459

Project TimeLine

The funding for this solicitation must be approved for funding by the Federal Highway Administration within the 2015-2016 state fiscal years (July 2014– June 2016). Projects that cannot meet the dates and milestones in the table risk delaying the project and losing federal funds.

	2015 Dates	2016 Dates	Milestones
	4/14 -	4/14 -	Schedule project meeting
	5/14 -	5/14 -	MnDOT programs projects into the State Transportation Improvement Program (STIP)
			NEPA documents for preliminary engineering
Preliminary Engineering	7/14 -	7/15 -	FHWA authorization of preliminary engineering^{1, 3}
			Preliminary Engineering Agreement
	11/14	11/15	Submit final NEPA documents for construction project
	4/15/15	4/15/16	Deadline to submit final construction plans and submittal package
			Submit pay request for preliminary engineering ²
	5/15	5/16	FHWA authorization of construction project¹
Construction & Constr. Engineering	7/15	7/16	Construction Engineering Agreement
			Let project by competitive bid
			Award construction contract
			Start construction project
			Complete construction project
			Pay request for construction project and construction engineering ²
			After student tally surveys and parent surveys
	2016	2017	Request final audit and close out construction project and agreements

Notes: ¹ Related work prior to authorization will not be reimbursed.

² First pay request must be submitted within 11 months of the authorization date.

³ The authorization for the preliminary engineering or construction project may not be submitted until the projects are in an approved Statewide Transportation Improvement Program (STIP) with appropriate project description.