NOTICE OF GRANT OPPORTUNITY

Minnesota Department of Transportation (MnDOT)
Local Road Improvement Program (LRIP) Program Grant Solicitation
2026 Solicitation Guide
State Aid for Local Transportation (SALT) Programs

Note: This document is available in alternative formats by emailing ADArequest.dot@state.mn.us or for persons who have a hearing or speech difference by calling the Minnesota Relay Service by calling 651-602-9005 (Voice) or 651-964-1514 (Video Phone).

This grant announcement does not obligate MnDOT to award a Grant or complete the project, and MnDOT reserves the right to cancel the solicitation if it is considered to be in its best interest.

Responses to this grant announcement will be public information under the Minnesota Data Practices Act, Minnesota Statutes Chapter 13.

DEPARTMENT OF TRANSPORTATION

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DEPARTMENT OF TRANSPORTATION

Program Overview

IMPORTANT NOTES:

- Projects that have received legislatively selected appropriations ("earmarks") or previous Local Road Improvement Program (LRIP) grants are not eligible for funding under this solicitation.
- Federally Recognized Indian Tribes are eligible to participate in Tribal LRIP Solicitations. Because Tribes may receive general fund appropriations only, and the 2026 LRIP program solicitation is supported entirely by general obligation bonds, a Tribal LRIP solicitation will not be held in 2026. Tribes are encouraged to collaborate with local project applicants by providing letters of support for projects located within Tribal boundaries or benefiting Tribal lands.
- Projects that begin construction before the anticipated LRIP selection notifications on March 30, 2027 are not eligible for funding under this solicitation. Note that all projects must follow all state aid processes, including plan review and approval by the District State Aid Engineer (DSAE). Refer to the Solicitation FAQs for additional information on state aid processes.
- Required design standards. Work on County State Aid Highways and Municipal State Aid Streets are subject to all the requirements in the State Aid Rules. For projects on county roads, municipal streets, and township roads, the DSAE will determine the appropriate design standards in consultation with the grantee and sponsor. The design standards could be from the State Aid Rules, American Association of State Highway and Transportation Official (AASHTO) A Policy on Geometric Design of Highways and Streets, or other design standards. Applicants can contact their District State Aid Engineer to discuss design standard assumptions during the application process if desired.

MnDOT requests responses for the 2026 Local Road Improvement Program (LRIP) solicitation.

The Local Road Improvement Program (LRIP) was established by the Minnesota legislature in 2002 and is defined in Minnesota Statute 174.52. The legislature appropriated $50,000,000 in general obligation (GO) bonds (of which $3,000,000 is designated for grants to townships) in Laws of Minnesota 2026 Session, Chapter 130, Article 1, Section 16, Subdivision 2. Depending on the number and quality of applications received, projects will be selected from this program for counties, state aid cities, non-state aid cities, and townships for the 2026 LRIP solicitation.

The LRIP provides funding for capital construction costs only – LRIP funds cannot be used for engineering, right-of-way, construction administration or other non-construction related costs. The statute describes three types of accounts with a specific intent for the types of local road projects that can be considered for the program.

1. The Trunk Highway Corridor Account provides funds to assist in paying the local share of local road improvements that are part of trunk highway projects. For consideration under this account, all the following conditions must be met, and a letter of support from the corresponding MnDOT District Engineer must be submitted.
    i. There must be a MnDOT trunk highway project in the State Transportation Improvement Plan (STIP). The State Project number must be provided in the application under Section E1 below.

ii. The local entity must have cost sharing responsibility. Only those costs for local road improvements outside of the trunk highway right-of-way and locally owned are eligible for LRIP funds.

Note that funds from this account are for local road improvements impacted by trunk highway projects where local entities have cost responsibility. LRIP funds cannot be used for improvements or projects on the trunk highway or within the trunk highway corridor right-of-way that may require local cost sharing per MnDOT's Cost Participation Policy. All LRIP funds cannot be used for work on a trunk highway or on trunk highway right-of-way.

2. The Routes of Regional Significance Account provides funds for the costs of constructing or reconstructing city streets, county highways, or town roads, with statewide or regional significance.
3. The Rural Road Safety Account funds capital safety improvement projects on County State Aid Highways primarily to reduce traffic crashes, deaths, injuries, and property damages. Funds from this account are eligible for use on County State Aid Highways only.

Program Goal

The MnDOT State Aid for Local Transportation Office, in partnership with the Office of Tribal Affairs and under the oversight of the LRIP Advisory Committee (per statute 174.52 Subd. 3), co-administers the Local Road Improvement Program. The criteria and process for determining eligibility and prioritizing projects are defined in 174.52 Subd. 5, with recommendations and guidance from the Advisory Committee. Following this, solicitation parameters and project grant recommendations are presented to the MnDOT Commissioner for approval. The program's goal is to provide funding assistance for roadway construction, reconstruction, or reconditioning projects.

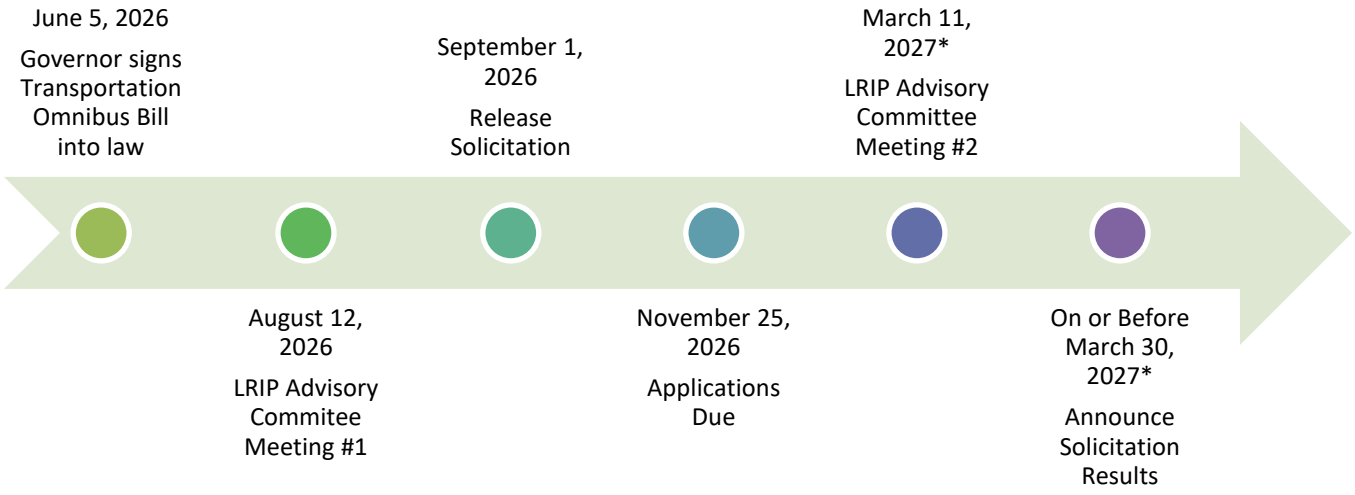
Funding Availability

The competitive 2026 LRIP appropriation provides $50,000,000 in general obligation (GO) bond funding. Grant requests must range from a minimum of $50,000 to a maximum of $1,500,000 per project. Tribes are eligible to receive general funds only and are encouraged to partner with local entities on projects.

Grant funds may be requested for LRIP eligible construction costs, up to the maximum project amount, or be leveraged with other funding sources on a project.

LRIP funding does not require any local match, and grants are paid on a reimbursable basis (the grantee finances 100% of the project cost up front and submits State Aid Pay Requests for reimbursement as costs are incurred, typically monthly).

Solicitation Schedule



*Note that this schedule is subject to change depending on the number of applications submitted and review time required.

Project Requirements

Proposed projects must follow the listed requirements to be considered for grant funding:

1. Eligibility. The project must be a local road (street or highway) construction, reconstruction, or reconditioning project under one of the three accounts established in the LRIP.
   Notes:
   A. LRIP funds may not be used for right-of-way acquisition, engineering, construction administration/inspection, public or private utilities, work on trunk highways or work on trunk highway right-of-way, or standalone enhancement projects (landscaping, trails, sidewalks, ADA improvements, etc.).

2. Operations and Safety. Address a transportation deficiency and/or improve safety on local roads.

3. Account Specific Considerations

   i) Trunk Highway: The project must be located on a local road owned by the local entity that is impacted by a Trunk Highway project.

   ii) Regionally Significant. Demonstrate the regional significance of the route by being classified as a major collector or higher unless it meets one of the following criteria; a) identified in a regional plan as a farm-market artery, b) part of a 10-ton route system, c) part of an economic development plan, d) serves as a regional tourist destination, e) provides capacity

or congestion relief to a parallel trunk highway or county road, and f) is a connection to the regional system, trunk highway, or a county road.

iii) Rural Road Safety Account: The project must be located on a rural County State Aid Highway.

4. All eligible applicants must be supported by their entity board or council and other local entities impacted by the project, including project sponsor.
   Note: Cities that are not a State Aid city (populations less than 5,000) and townships must have a county project sponsor and support of the County Board. ***A city or township resolution in support of the project and a county board resolution for support and willingness to sponsor the project must be included in the application package****. See "Project Sponsor" section below for sponsor's tasks.*

5. Consider availability of other funding sources.

6. Be non-controversial.

   Note: Projects should have minimum problems or issues that could delay the letting and construction such as right-of-way acquisition, railroad, and historical impacts.

7. Expected useful life. Include permanent elements of the roadway corridor and have a minimum expected life of the project of 10 years. Maintenance type activities such as filling potholes, blading gravel roads, and ditch repairs are not eligible for LRIP.

8. High Impact. Provide letters of support from other local entities, Federally Recognized Indian Tribes, or public/private parties impacted by the improvement. For example, letters of support from area businesses regarding the impact and benefit of constructing a road to a 10-ton design standard.

9. Projects would be anticipated for construction in years **2027-2029**.

Eligible Entities

The 2026 LRIP Solicitation is available to a broad spectrum of political subdivisions. Townships and non-state aid city applicants must have a project sponsor. Note that a resolution of support is required from the applicant entity's governing council and from the project sponsor's governing council or board, if applicable. Additionally, resolutions of support must be submitted by all entities that will have property or right-of-way impacted by this project. Eligible applicants include:

- Counties
- State Aid and non-State Aid Cities
- Townships

Project Sponsor

Township and non-state aid city applicants require a county to sponsor their application and project. The sponsor's tasks could include (see State Aid Manual, Chapter 5.3 Section X.), but are not limited to:

- Serve as the fiscal agent on behalf of the community

- Request a State Aid Project/State Project number for the project
- Ensure the project meets milestones and dates for scheduled completion
- Assist local entity in execution of any grant agreement
- Develop, review, and approve the construction plan project
- Ensure that any required environmental documents and permits are received, and requirements are followed
- Submit plan, engineers estimate, and proposal to the District State Aid Engineer (DSAE)
- Advertise/let/award the project in accordance with state aid and/or federal aid procedures
- Submit the State Aid Pay Requests / project grant progress reports to the DSAE
- Communicate progress and updates with the DSAEs and State Aid State Programs Engineer
- Ensure that the project receives adequate supervision and inspection to ensure that project is completed in conformance with approved plans and specifications
- Assist with project close out and final contract documents
- Retain project documents in accordance with document retention schedule
- The Joint Powers Agreement between grantee and sponsor should clearly indicate who is responsible for what. See sample agreement (Word)

Scoring Criteria

Project selection will consider geographical distribution and distribution among jurisdictions along with other criteria, some of which include:

- The number of people that will benefit from the project. Generally, the more people benefited by the project, the higher the score. For example, a regionally significant roadway reconstruction project for a road with 2,000 average vehicles per day would benefit the 2,000 daily users 365 days per year. Whereas a standalone culvert improvement project on a similar regionally significant road with 2,000 average vehicles per day to prevent overtopping associated with localized flooding, would benefit the 2,000 daily users perhaps 5-10 days per year. Based on the two project examples, the first project is expected to deliver a greater overall benefit than the second.
- The critical nature of the transportation deficiency that would be eliminated by the project.
- Project readiness. Bond funds are set to expire on December 31, 2030, so we want to fund projects that have a high degree of certainty of being constructed in 2027, 2028, or 2029 with little controversy or potential for the project to be delayed or abandoned.
- Account Specific Considerations.
    - Trunk Highway: The degree to which local roads will be impacted by the Trunk Highway project.
    - Routes of Regional Significance: The degree to which a roadway is regionally significant. In general, roadways that are more regionally significant will score higher.
    - Rural Road Safety Account: The degree to which proposed improvements will address existing safety concerns on rural County State Aid Highways. Proposed projects may be identified in a County Road Safety Plan, align with elements of the Minnesota Strategic Highway Safety Plan, or have standalone benefit cost analysis.

LRIP Eligible and Ineligible Project Components

LRIP project applications may request funding for eligible capital construction costs only, including reasonable elements associated with roadway construction, reconstruction and reconditioning.

Ineligible project components include:

- Maintenance type activities, including but not limited to repairing frost boils, filling potholes, blading gravel roads, and ditch repairs
- Non-capital costs and soft costs, including but not limited to right-of-way acquisition, consultant costs associated with engineering and construction administration or inspection, public entity staff time, etc.
- Capital construction items cost above standard for decorative or aesthetic purposes
- Capital construction item costs related to public utilities such as water main and sanitary sewer, including manholes, hydrants, gate valves, etc. and all other trunk and appurtenance costs, removals and new, adjustments and relocations, regardless of the reason for the work
- Capital construction costs for privately owned infrastructure, such as private utilities, private driveways, private retaining walls, etc.
- Capital construction costs on MnDOT Trunk Highways or on locally owned infrastructure that is located within MnDOT Trunk Highway right-of-way

Questions

Responders who have any questions regarding this grant program may contact Rashmi Brewer at rashmi.brewer@state.mn.us. Questions must be submitted prior to 5:00 pm on October 5, 2026. Responses will be posted on the LRIP webpage. If responses to questions require revisions to the solicitation documents, then a revision date will be included with each new posting.

Questions on individual applications may be submitted to Rashmi Brewer prior to 5:00 pm CST on November 18, 2026. Ms. Brewer will work with individual applicants to resolve specific application-related questions.

Application Contents

The following sections provide guidance and assistance to potential applicants in filling out the application. Narratives in the application should be kept clear and concise. Note that the application is submitted as an online form. Responses can be saved as drafts up to 30 days until the form is fully submitted.

Applicants to the 2026 LRIP Solicitation will have three options for submitting projects. New projects seeking 2026 funding must complete the full application described in this guide. Projects submitted in the 2025 LRIP Solicitation but not selected for funding may be resubmitted through streamlined options, either by submitting the previous application with required attachments as-is or by providing an updated version with added flexibility for required resolutions of support.

Applicants will select their submission option on the application cover page, which will automatically tailor the application. Selection of an option is required to proceed.

The three submission options are:

1. RESUBMIT - Unselected 2025 project submitted without any changes to application or attachments
2. REFRESH - Unselected 2025 project resubmitted with updated narratives and/or attachments
3. NEW – New project submitted for 2026 funding

The RESUBMIT option is for unselected 2025 LRIP projects that are reapplying without making any updates to their narratives or attachments. Applicants choosing this option will complete only the initial contact information and project location sections before reconfirming eligibility. They will then proceed directly to the submittal page to affirm required statements regarding minimum project service life, continued validity of resolutions of support (as applicable), obtaining a 2026 MnDOT District Engineer letter of support if Trunk Highways impacts are expected and overall accuracy of the submittal. While new 2026 resolutions are not required, applicants must personally confirm continued support from their governing body, project sponsor, and any impacted partners. State Aid staff will copy the 2025 narrative and attachments into the 2026 records after the application submittal deadline.

The REFRESH option is for applicants who wish to enhance their 2025 LRIP application and/or attachments. A new full application is required, with the choice to submit new 2026 resolutions of support or attach signed statements affirming the continued validity of 2025 resolutions. Applicants may use their 2025 application text to expedite completion. Applicants should have received an email with a PDF copy of their 2025 submission responses. If an entity does not have its 2025 submittal, then only that applicant entity may request a copy by emailing Rashmi Brewer with the subject line "2025 LRIP Application Request, "Applicant Entity Name", "Project Name" by November 9, 2026. State Aid will not forward previous application attachments.

The NEW option is for applicants submitting a project for LRIP grant funding consideration for the first time. A full application and all required attachments must be completed.

The following section-by-section instructions correspond to a NEW application, with notes provided where the RESUBMIT or REFRESH options differ.

A. Applicant Entity Information (RESUBMIT, REFRESH & NEW)

This section should be completed based on the applicant entity only. Do not enter third party preparer information here.

1. Applicant Name (First Name & Last Name): Provide the name of the contact person at the local entity applying for the funds. This person should be the person to contact with questions about the application and who represents the entity submitting the project.
2. Applicant Job Title/Position: The job title or position held by the applicant.
3. Applicant Phone: The work phone number of the person at the applicant entity.
4. Applicant Email: The work email address of the person at the applicant entity.
5. Applicant Address: The number and street name of the applicant entity.
6. Applicant City: The City where the applicant entity is located
7. Applicant State: This will always be Minnesota

8. Applicant ZIP Code: The ZIP code where the applicant entity is located
9. Applicant Entity Name: The name of the entity submitting the application
10. Applicant Entity Type: Select the appropriate entity type from the dropdown list for the submitting entity: Township, Non-State Aid City (Population < 5,000), State Aid City, County

As a grant applicant, are you representing a non-state aid city or township? If yes, it is required to have a county project sponsor. State Aid City and County applicants shall select the "No" radio button. Non-State Aid City and Township applicants shall select the "Yes" radio button and proceed to enter the contact information of their county project sponsor.

1. Sponsoring County: Select the project sponsoring County from the dropdown list
2. Sponsoring County Engineer Name: Provide the name of the County Engineer of the sponsoring county
3. Sponsoring County Engineer Phone: The work phone number of the sponsoring County Engineer
4. Sponsoring County Engineer Email: The work email address of the sponsoring County Engineer

As a grant applicant, are you serving as the lead entity for a LRIP grant application benefitting multiple jurisdictions (a co-application)? Applicants requesting LRIP funds for projects entirely within their entity limits shall select the "No" radio button. Applicants requesting LRIP funds for projects proposing improvements impacting multiple entities and sharing grant funds shall select the "Yes" radio button. Co-applicants should provide additional details in the project description, cost estimate and project map defining the proposed scope of work and how the grant funds are anticipated to be shared. Multi-organization collaboration is required for any entity that owns or manages right-of-way that will be impacted with LRIP-eligible infrastructure improvements with an approved resolution (per Section I Attachments).

B. Project Location (RESUBMIT, REFRESH & NEW)

MnDOT District: Select the MnDOT District where the proposed project is located. Refer to the Solicitation FAQs to help identify the MnDOT District by County if not known.

County: Select the County where the proposed project is located from the dropdown list.

City: Provide the City where the proposed project is located if a portion or the entire project is within city limits. If the project will entirely benefit a township jurisdiction only, then please leave this response blank.

Township: Provide the Township where the proposed project is partially or wholly located (if applicable).

Name/Designation of Road: Provide the formal designation of the roadway (e.g. CSAH 17, County Road 143) and/or any other local names used (e.g. Moose Lake Road, 5th Street).

Type of Road: Select the road type radio button that best describes the proposed project.

Functional Classification of Road: Select the functional classification radio button that describes the character of service that the roadway provides in the local transportation network. Refer to the

Solicitation FAQs to help identify the roadway functional classification via a MnDOT Mapping Tool if not known.

Average Daily Traffic (ADT) Count or Estimate: Provide the ADT from the most recent traffic count available, or an estimate of ADT if counts are not available.

Year of ADT Data Collection: Provide the year that the most recent traffic count was performed. The traffic count should be no more than 5 years old. If the ADT entered is based on an estimate, leave this field blank.

Road Authority Type: Select the entity type radio button that identifies the primary jurisdictional owner of the roadway proposed for improvements

Road Authority Name: Provide the name of the primary entity that owns and holds jurisdiction on the roadway

Brief description or title for your project: Example: "Reconstruction of CSAH 29 from Main Street to 4th Avenue SW in the City of Moose River." (300 character maximum)

Project Termini – From: Provide the intersecting roadway name or distance from the nearest intersection to identify the beginning of the project. This is typically the westernmost or southernmost project limit.

Project Termini – To: Provide the intersecting roadway name or distance from the nearest intersection to identify the project's end point. This is typically the easternmost or northernmost project limit.

Beginning Point – Latitude: Provide the latitude of the beginning point of a linear project or center point of an intersection project in decimal format. Refer to the Solicitation FAQs for instructions on how to identify your project's latitude and longitude.

Beginning Point – Longitude: Provide the longitude of the beginning point of a linear project or center point of an intersection project in decimal format. Refer to the Solicitation FAQs for instructions on how to identify your project's latitude and longitude.

General Environment: Select the general environment radio button option that best represents the predominant land use adjacent to the roadway improvements. From Minnesota Administrative Rules 8820.0200:

- "Urban" means a roadway that includes a curb and gutter and is, or will be in the foreseeable future, located in an area that is sufficiently developed to warrant an urban design.
- "Suburban" means an area both in a subdivided area or an area in a detailed development process, and where physical restraints are present that prevent reasonable application of the rural design standards.
- "Rural" means a roadway that includes ditches and is located in an area that is not presently, nor will it be in the foreseeable future, sufficiently developed to warrant use of an urban design.

Will construction of the proposed improvements impact or disturb the right-of-way or property of a jurisdiction other than the applicant entity or project sponsor? Applicants requesting LRIP funds for projects entirely within their and/or their sponsor's (if applicable) jurisdictions shall select the "No" radio button. Applicants requesting LRIP funds for projects proposing improvements in rights-of-way other than their own or with tie-down or other in-kind, unimproved impacts outside of their or their sponsor's (if applicable) jurisdiction shall select the "Yes" radio button. Signed resolutions of support are required from any non-applicant entities whose rights-of-way and/or roadways will be impacted. These resolutions shall include a statement that acknowledges such impacts and supports the project. Refer to the Solicitation FAQs for example language impacted entities can consider in creating these resolutions.

C. LRIP Grant Eligibility Checks (RESUBMIT, REFRESH & NEW)

Proposed projects must verify their project complies with the listed eligibility requirements below. The application form will display responses when ineligible answers are marked. **If a question below is not included in your application, then proceed to the next question within the online application as logic has been applied to meet the requirements of each entity type.**

1. Has the PROJECT received a legislatively directed appropriation (also known as an "earmark") or previous competitive LRIP grant funds? If yes, this project is not eligible for funding under this solicitation.
2. All applicants must have a **signed resolution** (not just a letter of support) from their council or governing board approving the project and pledging support to fund engineering, right-of-way, inspection, and other non-LRIP eligible costs, as well as LRIP-eligible items in excess of the LRIP grant amount. The applicant understands this eligibility requirement and has executed the signed resolution for attachment to the application.
3. Township and Non-State Aid City applicants must have a County to serve as their project sponsor. If a project sponsor is required, the applicant must have a **signed resolution** (not just a letter of support) from the sponsoring entity's board supporting the project and agreeing to act as the project sponsor. The applicant understands this eligibility requirement and has obtained this signed resolution for attachment to the application.
4. The applicant must have a **signed resolution** (not just a letter of support) from all non-Tribal entities (except MnDOT) other than the applicant entity or project sponsor whose property or right-of-way will be impacted by the proposed project. The applicant understands this eligibility requirement and has obtained, if required, this signed resolution(s) from all impacted entities for attachment to the application.
5. Projects are required to be ready for construction in 2027, 2028 or 2029. The applicant understands this eligibility requirement and will execute a signed MnDOT grant agreement prior to starting construction and prior to December 31, 2029. Please select the anticipated construction year.
6. LRIP grant funds cannot be used on trunk highway improvements or on local improvements that are located within trunk highway right-of-way. The applicant understands this eligibility requirement.

7. Only capital construction costs are grant eligible for the program. Development of engineering and construction plans and construction administration/inspection are not eligible expenses nor are right-of-way acquisition costs. All selected projects must follow the State Aid process, which includes identifying applicable design standards and developing a construction plan set signed by a licensed professional engineer. The applicant must have the ability to develop this plan set or the funds to pay a consultant to develop the proposed project plan set. Exhibits from engineering studies do not qualify as a construction plan set. The applicant understands this requirement and has the ability or funds to develop the plan set.

8. LRIP grant funds cannot be used to pay local entity staff time to construct or install any improvements. Local entity staff time is not an eligible cost for the program. All selected projects must be advertised for bids and awarded to a contractor, consistent with the Uniform Municipal Contracting Law in Statute 471.345. The applicant understands this program requirement and plans to bid the project out to a contractor.

D. Project Description through I. Attachments (RESUBMIT)

2026 LRIP applications selecting the RESUBMIT option will not be required to complete Sections D through I. State Aid staff will import the 2025 LRIP application responses for these sections for reconsideration in the 2026 LRIP solicitation. As the RESUBMIT option does not provide for the revision or enhancement of these sections, applicants seeking to update or upgrade these responses shall return to the first page of the 2026 LRIP application and select the REFRESH option.

D. Project Description (REFRESH & NEW)

1. Type of Project. Select the radio button best describing the type of work proposed on this project. For consistency in use with State Aid Programs the definition of reconstruction and reconditioning are taken from the Local State Aid Route Standards, Chapter 8820, for road projects.

    - **New Construction –** new or re-aligned road
    - **Reconstruction** – the significant full depth replacement or widening of an existing roadway on a similar alignment.
    - **Reconditioning** – includes resurfacing, replacement, or rehabilitation of the pavement structure to extend the life of the roadway and effectively address critical safety and operation needs through minor improvements to the existing facility.

2. Address Deficiencies. Provide a description of the proposed project corridor's existing transportation deficiencies, including any current operational or safety concerns. Also, include supporting data (e.g. pavement condition index (PCI) ratings, percentages of heavy truck traffic, etc.). Attaching pictures (via Section I. Attachments) can be helpful supplements, yet are not required.

3. Describe Project. Provide a robust and specific description of the proposed project, including roadway dimensions, lane configurations and all other associated improvements. Attaching a proposed typical section to the application can be helpful as a supplement to conveying the intent of the proposed project (yet a typical section is not an LRIP application submittal

requirement). Address how the proposed project will eliminate transportation deficiencies and improve operations and safety along the corridor. Note: projects seeking funding from the Rural Road Safety Account will need to provide a more detailed description of safety issues and benefits under Section E3. Rural Road Safety Account Considerations and Eligibility page of the application.

E. LRIP Account Considerations and Eligibility (REFRESH & NEW)

This section will request additional specific project information based on the LRIP Account requested for funding. Although only the questions specific to the selected LRIP Account will be displayed in the application, all three options are listed in this guide for applicant's review and consideration.

LRIP Account Requested for Funding. Select the radio button corresponding to the LRIP account from which your project is seeking funding. If you believe your project falls under more than one possible LRIP Account, select the account that is the best fit. Options listed are:

- **Trunk Highway Corridor Account.** Select this option if funds will be used for local costs on local road improvements that are part of a trunk highway improvement project. This account cannot be used for local costs of trunk highway projects as required by MnDOT's Cost Participation Policy.
- **Routes of Regional Significance Account.** Select this option if funds will be used to construct or reconstruct city streets, Municipal State Aid Streets, county highways, County State Aid Highways, or town roads with statewide or regional significance.
- **Rural Road Safety Account.** Select this option if the funds will be used for safety improvements on rural County State Aid Highways primarily to reduce traffic crashes, deaths, injuries, and property damage.

E1. Trunk Highway Corridor Account Considerations and Eligibility

1. For Trunk Highway Corridor Account projects, describe the state trunk highway project and how the local road(s) will be impacted by the trunk highway project. Address why the local work is not being funded by State or Federal funds and what potential impacts could be if the local work is not completed as part of the trunk highway project. If applying under this account, the application must include a letter of support from the MnDOT District Engineer.
2. Trunk Highway Project State Project number. Enter the State Project number for the associated Trunk Highway project and any tied State Aid Project numbers.

Note that these funds are intended for local road improvements within locally owned right-of-way impacted by trunk highway projects where local entities have cost responsibility. LRIP funds are not to be used for improvements or projects on the trunk highway or within the trunk highway right-of-way that require local cost sharing under MnDOT's Cost Participation Policy.

E2. Routes of Regional Significance Account Considerations and Eligibility

1. Routes of Regional Significance Criteria. Check all criteria that apply to your project. At least one must be identified to be considered a regionally significant route. More criteria being checked will generally correspond to higher regional significance.
    i. Farm to Market Route
    ii. Part of an economic development plan
    iii. Provides capacity or congestion relief to a parallel trunk highway system or county road
    iv. Part of a 10-ton route network
    v. Connect to a regional tourist destination
    vi. Project limits provide a direct connection to the regional system, trunk highway or a county road
2. Positive Impact. Describe the potential number of people and multiple local entities who will be positively impacted and how they will benefit by the proposed project. This should include a quantitative assessment of the number and type of roadway users impacted. This could also include a qualitative description of who uses the facility and how they will benefit from the project, and which local entities may benefit.
3. Economic Development. Describe the proposed project's contribution to the local, regional or state economy, including economic development or redevelopment efforts. Specifically reference plans with page numbers and letters of support addressing anticipated business and community impacts that this project would have in the region.

E3. Rural Road Safety Account Considerations and Eligibility (Only rural County State Aid Highways are eligible)

1. Is this project on a rural County State Aid Highway? The project must be on a rural County State Aid Highway to be eligible for funding under this account.
2. Is this project or components of this project identified in a County Road Safety Plan (CRSP)? All counties have completed CRSPs that identify priority safety projects through a data driven process. These projects on rural County State Aid Highways may be eligible under the Rural Road Safety Account. Use the radio buttons to select yes or no. If yes, provide a brief description of the elements of the project that are included in the CRSP and identify the page numbers (per Section I Attachments).
3. Minnesota Strategic Highway Safety Plan.
   http://www.dot.state.mn.us/trafficeng/safety/shsp/index.html

   This is an effort to align local safety projects with safety priorities identified in the Minnesota Strategic Highway Safety Plan. The plan was completed with a thorough analysis of statewide crash data and trends affecting transporting with various stakeholders. It identified several primary focus areas to help establish safety priorities. Three of the focus areas, intersections, speed, and lane departure include engineering strategies for partners to consider when championing safety projects. Please select the radio button corresponding to the focus area that your project or safety components of your project align with. The three choices are:
   - **Intersections**

Select if your project makes improvements to an intersection or approaches to an intersection. Sample engineering strategies from this focus area include improve visibility of signs/signals, pedestrian countdown timers, clear sight triangles on stop or yield controlled approaches, reduced conflict intersections, or roundabouts. See the full list of strategies from plans and partners in the Minnesota Strategic Highway Safety Plan.

- **Speeding** (over posted speed, too fast for conditions)
  Select this choice if your project or components of your projects will look to address speeding. Sample engineering strategies from this focus area include dynamic speed display signs, automated speed enforcement, or traffic calming measures. See the full list from plans and partners in the Minnesota Strategic Highway Safety Plan.
- **Lane departures** (run-of-road, head-on, sideswipes)
  Select this choice if your project will make improvements to address lane departure crashes or minimize damage associated with these crashes. Sample strategies from focus areas include curve speed warning systems, shoulder/centerline rumble strips, improve horizontal curves, guardrails, or remove/relocate objects in hazardous locations. See the full list from plans and partners in the Minnesota Strategic Highway Safety Plan.

4. Safety Deficiency. Identify the type of crash or safety hazard this project is trying to address. Transportation deficiencies could include substandard roadway structure, lane or shoulder width, conditions related to certain types of crashes, and other conditions that negatively impact the public. Describe how the issue(s) was identified and what harm it presents to the public. Provide this information even if the project is listed in a County Road Safety Plan or the Minnesota Strategic Highway Safety Plan.

5. Improvement. Describe how the project will improve safety and/or reduce traffic crashes, fatalities, injuries and property damages. Clearly explain why the proposed project and safety strategy are most effective including anticipated benefits and the expected crash modification factor. Provide this information even if the project is listed in a County Road Safety Plan or the Minnesota Strategic Highway Safety Plan.

F. Project Readiness and Ability to Safely Operate/Maintain (REFRESH & NEW)

This section will be used to gauge the readiness of the project. LRIP funds will expire and begin the cancellation process after four years, so it is important that projects selected for LRIP funding can be delivered within that timeframe, with minimal risk of delay.

1. Railroad (RR) Impacts. Select the appropriate radio button and provide a narrative as necessary to indicate whether your project has railroad crossings or is adjacent to railroad tracks which may require additional coordination, permits, and agreements. Choose from the following options:
   - No RR crossings or RR tracks within 600’; or
   - Yes, necessary RR permits/agreements obtained; or
   - Yes, will obtain RR permits/agreements as needed.

2. Project Status. Select the appropriate radio button and provide a narrative as necessary to indicate the status of the engineering and design work on the project. Engineering and design includes any site surveying or study, developing plan sheets, specifications, and engineering estimates. Select from the following choices that best reflects the status of the design work on the project.
    - Design work not started. Select this option if no site survey has been done, project not yet planned/programmed in a Capital Improvement Plan or approved by the local jurisdiction.
    - Design in progress. Select this option if site survey has been done, project is approved by local jurisdiction to proceed, and plans are being developed.
    - Design completed (plan complete). Select this option if your project is approved by the local jurisdiction and the plan is approved by the responsible engineer. The plan is ready to be reviewed and approved by the MnDOT District State Aid Engineer.
3. Right-Of-Way (ROW) Acquisition. Select the appropriate radio button and provide a narrative of the status of ROW acquisition, including both permanent and temporary acquisitions and easements, if required. The answer to this question will help gauge the readiness of the project. As a reminder, right-of-way acquisition costs are not an eligible use for LRIP funds.
    - No additional ROW is required
    - ROW has been acquired
    - ROW acquisition underway
    - ROW acquisition yet to begin
4. Ability to Safely Operate and Maintain Facility. Describe the local entity's ability to adequately provide for the safe operation and maintenance of the facility upon completion.

G. Multimodal/Complete Streets (REFRESH & NEW)

Multimodal Improvements. Depending on where and how local roads are improved, vehicle traffic, multi-modal, and non-motorized bike and pedestrian movements may benefit. Identify other users of the roadway and describe non-motorized/multi-modal/transit improvements included on the project and how they align with the elements of Complete Streets. Note: adoption of a Complete Streets policy is not required for grant eligibility.

H. Estimated Project Construction Cost (Only include construction costs) (REFRESH & NEW)

Federal Funding. Select the appropriate radio button to indicate whether this project has been selected for federal funding. If yes, upload the Federal Aid application and/or grant selection letter as an attachment and answer the following:

a) Indicate the name of the federal funding program

b) Indicate how much federal funding is programmed

Source of Funding. Provide estimated costs for construction from each funding source, including the amount of LRIP funds requested. The application will automatically calculate the total project cost based

on the amounts you enter. Please confirm that the calculated total matches the total cost in the detailed estimate to be attached to the application.

Applicants must upload a project construction cost estimate that includes estimated costs for both LRIP eligible and ineligible items. Construction cost estimates should be based on planning and engineering principles. All funding sources listed as coming from entities other than the applicant must be committed funds as reflected in a letter of support (entity has agreed to provide these funds for the project). Additional local funds that may be required from the applicant need to be committed to the project as well. Do not include costs for studies, design, right-of-way acquisition, construction engineering/administration, or soft costs such as staff time. These costs will need to be paid by sources other than LRIP.

LRIP funds will be capped at $1,500,000 per project for counties, state aid cities, non-state aid cities and townships. Projects with total estimated costs below the maximum allowable (capped amount) do not need to provide a local match provided that all of the construction items are LRIP-eligible.

Funding Commitments. Are all non-LRIP funding sources fully committed? If not, provide a brief explanation describing the plan for how and when the remaining funds will be secured.

Is this project concurrently applying for any other State or Federal funding in addition to this program? Answer "Yes" if other funding sources are being sought. Please provide the name(s) of these additional competitive funding sources, the amount(s) being requested, and the anticipated selection announcement date(s).

I. Attachments (REFRESH & NEW)

Upload all required attachments with your application. Required fields are denoted with an asterisk (*). Files must be submitted as PDFs, except cost estimates, which may be uploaded in Excel (preferred) or PDF. **If the attachment listed does not apply to your project, simply proceed to the next item, as the online application will guide you based on your entity type.**

Ensure to include:

a) Required attachments that do not affect the final application score:
   - Approved applicant entity resolution of support, including approved resolutions from any non-Tribal entity (except MnDOT) that owns or manages right-of-way that will be impacted with LRIP-eligible infrastructure improvements (*)
     - REFRESH applicants may submit new 2026 resolutions or attach signed statements to 2025 resolutions confirming the continued validity of project and application support
   - Approved project sponsor resolution of support (* if applicable)
     - REFRESH applicants may submit a new 2026 sponsor resolution or attach a signed statement to the 2025 sponsor resolution confirming the continued validity of sponsoring support
   - Approved letter of support from the MnDOT District Engineer if the project has selected the Trunk Highway Account or if MnDOT trunk highway impacts are expected (* if applicable)
     - All applicants (RESUBMIT, REFRESH & NEW) must obtain and attach a 2026 District Engineer letter of support when applicable
   - Engineering or planning based construction cost estimate (*)

- Timeline indicating major milestones and their anticipated completion dates (*)
- Federal Aid application or grant selection letter – AND/OR – additional grant application(s) or selection letter(s) (* if applicable)

b) Required attachments that will affect the final application score:
   - County Road Safety Plan (CRSP) or study that identifies the proposed project or improvements or a link to these documents if publicly available elsewhere (*)
   - Any updates, addendums, surveys, etc. that show updates to the above listed documents (* if applicable)
   - At least one project location map with project routes or improvements identified. If you choose to include project photos, please make sure the project location map is the first page in this attachment. (*)

c) Three upload slots are available for attaching other optional documents supporting your application. These may include but are not limited to:
   - Letters of concurrence or support. Please merge multiple letters into a single file.
   - Photos of existing conditions
   - Supporting data (crash history, ADT, PCI)
   - Project design exhibits or typical sections
   - Planning documents that identify the proposed project

Attachments may be uploaded by dragging and dropping files into the designated areas or browsing to a local file location. Note that due to software limitations, only one file may be uploaded at a time. Note that attaching large files may cause the form to submit slowly. Please do not refresh the web browser until the form has been fully submitted.

Maximum file sizes per attachment are listed on each upload slot. Applicants should strive to submit no more than 25 MB of attachments total. Avoid raw photos and consider trimming down large documents to relevant pages or sections. Including web links to publicly available documents is acceptable when specific page numbers are provided.

J. Conflict of Interest Disclosure (RESUBMIT, REFRESH & NEW)

Please read document and affirm that no potential organization conflict of interest exists with this grant application submittal. If a potential conflict of interest is determined, please describe the nature of the potential conflict and the measures proposed to mitigate it in the text boxes below. (2000 character maximum) All disclosures of potential conflicts will be reviewed and confirmed and do not necessarily result in ineligibility.

K. Affirmation of Non-Collusion (RESUBMIT, REFRESH & NEW)

Please review the four listed conditions and affirm the following statement by clicking the “Yes” radio button: “The Applicant affirms that this solicitation response has been submitted without collusion.” No signature is required.

L. 2026 LRIP Application Submittal (RESUBMIT, REFRESH & NEW)

Most affirmations displayed in this section will be variable depending upon the characterization of the application, your entity type and the anticipated impacts of your project. If the affirmation below is not included in your application, then proceed to the next affirmation within the online application as logic has been applied to meet the requirements of each entity and the proposed project.

(RESUBMIT, REFRESH & NEW) Please affirm the following statement by clicking the "Yes" radio button: "The applicant affirms to the best of their current knowledge and belief that the proposed project will be maintained to provide a minimum service life of 10 years."

(RESUBMIT) Please affirm the following statement by clicking the "Yes" radio button: "The applicant affirms to the best of their current knowledge and belief that the project support and program understanding documented in the submitted 2025 LRIP Applicant Entity Resolution of Support remains valid under the current composition of the issuing governing body."

(RESUBMIT, For Non-State Aid City and Township applicants only) Please affirm the following statement by clicking the "Yes" radio button: "The applicant affirms to the best of their current knowledge and belief that the project sponsorship commitment documented in the submitted 2025 LRIP Project Sponsor Resolution of Support remains valid under the current composition of the issuing governing body."

(RESUBMIT, Projects with Impacted Entities other than the applicant or sponsor) Please affirm the following statement by clicking the "Yes" radio button: "The applicant affirms to the best of their current knowledge and belief that the project support documented in any additional submitted 2025 LRIP Impacted Entity Resolution of Support remains valid under the current composition of the issuing governing body or bodies."

(RESUBMIT, if applicable) Please confirm the following statement by clicking the "Yes" radio button and uploading this required attachment: "Applicants resubmitting an unselected 2025 LRIP project are required to obtain and attach an approved 2026 Letter of Support from their MnDOT District Engineer if the project is applying via the LRIP Trunk Highway Account or if MnDOT Trunk Highway impacts are expected."

(RESUBMIT, REFRESH & NEW) Please affirm the following statement by clicking the "Yes" radio button: "The applicant affirms to the best of their current knowledge and belief that this grant application submittal is accurate and complete."

Click "Submit Form" to complete your grant application. A message stating "Thank you for submitting an application to the 2026 LRIP Solicitation. A confirmation email (including a PDF copy of your submitted application responses) has been sent to "Applicant Name" at "Applicant Email"." should appear on your screen. The "Applicant Name" and "Applicant Email" fields will correspond to the contact data entered within the Applicant Entity Information section of the application. Please reach out to rashmi.brewer@state.mn.us if this PDF is not received.

Application Format & Availability

This application is submitted as an online form, which can be accessed on the LRIP Program Webpage. The online form may not be available until the full application period opens on September 1, 2026. All prompts and questions on the online form will be the same as in this solicitation guide. A link may be generated to save responses until the whole form is submitted. This link will be valid for 30 calendar days. MnDOT staff cannot retrieve information from an expired link. The final date to submit the full application form is November 25, 2026.

Proposal Evaluation

Representatives of MnDOT will evaluate all responses received by the deadline. The review committee consists of State Aid for Local Transportation staff members. State Aid will consult with each of the MnDOT District State Aid Engineers (DSAEs) on scores and draft project recommendations. In some instances, an interview and/or follow up questions may be part of the evaluation process. State Aid State Programs Engineer will make project selection recommendations to the MnDOT Commissioner and LRIP Advisory Committee, comprised of one county commissioner, one county engineer, one city engineer, two city council members or city administrators (one each from cities with population less than and greater than 5,000), and one town board member (appointed by the Minnesota Association of Townships) as defined in Minnesota Statute 174.52; to seek input on project recommendations; then selects and approves projects for funding. Overall, selections will achieve allocations by applicant entity type then strive for equitable distribution across the program selection pools and eligible MnDOT Districts statewide.

A 100-point scale will be used to create the final evaluation recommendation. The application scoring factors and their weighting are summarized in the table below:

Rating Factor	Weighting Percentage
D. Project Description	35%
E. Account Specific Considerations	35%
F. Project Readiness and Ability to Safely Operate/Maintain	20%
G. Complete Streets Consideration	5%
H. Funds Committed	5%

MnDOT anticipates that the evaluation and selection will be announced on or before March 30, 2027, pending the volume of applications received.

General Information

Responders must adhere to all terms of this RFP. All costs incurred in responding to this RFP will be borne by the responder.

MnDOT Not Obligated To Complete Project

This RFP does not obligate MnDOT to award a Contract or complete the project, and MnDOT reserves the right to cancel the solicitation if it is considered to be in its best interest.

Proposal Certifications

By submitting a Proposal, responders warrant that the information provided is true, correct, and reliable for purposes of evaluation for potential Contract award. The submission of inaccurate or misleading information may be grounds for disqualification from Contract award and may subject the responder to suspension or debarment proceedings, as well as other remedies available to MnDOT, by law.

Public Data

Per Minn. Stat. § 13.599

- Names and addresses of grant applicants will be public data once proposal responses are opened.
- All remaining data in proposal responses (except trade secret data as defined and classified in §13.37) will be public data after the evaluation process is completed. For the purposes of this grant solicitation, the evaluation process will be considered complete when grant selections have been announced.
- All data created or maintained by MnDOT as part of the evaluation process (except trade secret data as defined and classified in § 13.37) will be public data after the evaluation process is completed. For the purposes of this grant solicitation, the evaluation process will be considered complete when grant selections have been announced.

Conflicts of Interest

Responders must provide a list of all entities with which it has relationships that create, or appear to create, a conflict of interest with the work that is contemplated in this RFP. This list should indicate the name of the entity, the relationship, and a discussion of the conflict. Responders must complete the attached “Conflict of Interest Checklist and Disclosure Form” and submit it as part of the proposal.

Organizational Conflicts of Interest

The responder warrants that, to the best of its knowledge and belief, and except as otherwise disclosed, there are no relevant facts or circumstances, which could give rise to organizational conflicts of interest. An organizational conflict of interest exists when, because of existing or planned activities or because of relationships with other persons, a vendor is unable or potentially unable to render impartial assistance or advice to MnDOT, or the successful responder’s objectivity in performing the Contract work is or might be otherwise impaired, or the successful responder has an unfair competitive advantage. The responder agrees that, if after award, an organizational conflict of interest is discovered, an immediate and full disclosure in writing must be made to MnDOT, which must include a description of the action, which the successful responder has taken or proposes to take to avoid or mitigate such conflicts. If an organizational conflict of interest is determined to exist, MnDOT may, at its discretion, cancel the Contract. In the event the responder was aware of an organizational conflict of interest prior to the award of the Contract and did not disclose the conflict to MnDOT, MnDOT may terminate the Contract for default. The provisions of this clause must be included in all subcontracts for work to be performed

similar to the service provided by the prime contractor, and the terms “contract,” “contractor,” and “contracting officer” modified appropriately to preserve MnDOT’s rights.

Pre-Award Audit Process

The successful responder will be required to submit pre-award audit information and comply with audit standards. Failure to do so may result in disqualification. The Office of Audit reviews various financial documents to assess the financial strength of a grantee or subrecipient.

Post Award Audit Process

The final payment will be based on actual acceptable costs as determined by an audit conducted by the state. The audit will be conducted using the cost principles and procedures set forth in 2 Code of Federal Regulations – (CFR) part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. The state will pay the final payment due within 30 days of completion of the audit.

Title VI Notice

MnDOT, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) other nondiscrimination requirements and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement will be awarded without discrimination on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP.

Sample Contract

You should be aware of MnDOT’s standard Grant Contract terms and conditions in preparing your response. The 2026 LRIP GO bond grant agreement template is available for your reference. Much of the language reflected in the Contract is required by statute. If you take exception to any of the terms, conditions, or language in the Contract, you must indicate those exceptions in your response to this RFP; certain exceptions may result in your response being disqualified from further review and evaluation. Only those exceptions indicated in your response to this RFP will be available for discussion or negotiation.

Construction Reporting Requirements

Per the State Aid Manual, Chapter 6 Construction, VI. Payment Provisions, the State Aid Pay Request process will fulfill the reporting requirements and process for each project.

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DEPARTMENT OF TRANSPORTATION

CONFLICT OF INTEREST CHECKLIST AND DISCLOSURE FORM

Purpose of this Checklist This checklist is provided to assist applicants in screening for potential organizational conflicts of interest. The checklist is for the internal use of applicants and does not need to be submitted to MnDOT, however, the "Disclosure of Potential Conflict of Interest" form must be submitted with your application submittal.

Definition of "Applicant" As used herein, the word "applicant" includes both the potential Grantee and any sub grantees.

Checklist is Not Exclusive Please note that this checklist serves as a guide only, and that there may be additional potential conflict situations not covered by this checklist. If an applicant determines a potential conflict of interest exists that is not covered by this checklist, that potential conflict must still be disclosed.

Use of the Disclosure Form Applicants must complete this "Conflict of Interest Disclosure" section of the application before submitting. If an applicant determines a potential conflict of interest exists, it must disclose the potential conflict to MnDOT; however, such a disclosure will not necessarily disqualify an applicant from being awarded a grant. To avoid any unfair "taint" of the selection process, the disclosure form will not be provided to selection committee members. MnDOT's Contract Management personnel will review the disclosure and the appropriateness of the proposed mitigation measures to determine if the applicant may be awarded the grant notwithstanding the potential conflict. MnDOT's Contract Management personnel may consult with MnDOT's Project Manager and Department of Administration personnel. By statute, resolution of conflict of interest issues is ultimately at the sole discretion of the Commissioner of Administration.

Material Representation The applicant is required to complete the "Conflict of Interest Disclosure" section of the application either declaring, to the best of its knowledge and belief, that no potential conflict exists, or identifying potential conflicts and proposing remedial measures to ameliorate such conflict. The applicant must also update conflict information if such information changes after the disclosure. Information provided in the application will constitute a material representation as to the award of this grant. MnDOT reserves the right to cancel or amend the resulting grant if the applicant failed to disclose a potential conflict, which it knew or should have known about, or if the applicant provided information on the disclosure form that is materially false or misleading.

Approach to Reviewing Potential Conflicts MnDOT recognizes that applicants must maintain business relations with other public and private sector entities in order to continue as viable businesses. MnDOT will take this reality into account as it evaluates the appropriateness of proposed measures to mitigate potential conflicts. It is not MnDOT's intent to disqualify applicants based merely on the existence of a business relationship with another entity, but rather only when such relationship causes a conflict that potentially impairs the applicant's ability to provide objective advice to MnDOT. MnDOT would seek to disqualify applicants only in those cases where a potential conflict cannot be adequately mitigated. Nevertheless, MnDOT must follow statutory guidance on organizational conflicts of interest.

Statutory Guidance Minnesota Statutes §16C.02, Subdivision 10(a) places limits on state agencies ability to award grants to entities having an "organizational conflict of interest". For purposes of this checklist and disclosure requirement, the term "vendor" includes "applicant" as defined above. Pursuant to such statute, "organizational conflict of interest" means that because of existing or planned activities or

because of relationships with other persons: (1) the vendor is unable or potentially unable to render impartial assistance or advice to the state; (2) the vendor's objectivity in performing the contract work is or might otherwise be impaired; or (3) the vendor has an unfair advantage.

Additional Guidance for Professionals Licensed by the Minnesota Board of Engineering The Minnesota Board of Engineering has established conflict of interest rules applicable to those professionals licensed by the Board (see Minnesota Rules Part 1805.0300) Subpart 1 of the rule provides "A licensee shall avoid accepting a commission where duty to the client or the public would conflict with the personal interest of the licensee or the interest of another client. Prior to accepting such employment the licensee shall disclose to a prospective client such facts as may give rise to a conflict of interest".

An organizational conflict of interest may exist in any of the following cases:

- The applicant, or its principals, own real property in a location where there may be a positive or adverse impact on the value of such property based on the recommendations, designs, appraisals, or other deliverables required by this Contract.
- The applicant, or its principals, in previous work for the state has provided the final design or related services that are directly related to performance of work required under this contract. **Comment**: this provision will, for example, disqualify a proposer who performed final design for MnDOT and now seeks to provide construction administration services for that same project. MnDOT believes this is necessary because the firm that prepared the plans may be unable to objectively determine plan errors and omissions. This may cause a situation where: (1) the vendor is unable or potentially unable to render impartial assistance or advice to the state; and (2) the vendor's objectivity in performing the contract work is or might otherwise be impaired.
- The proposer is providing services to another governmental or private entity and the applicant knows or has reason to believe, that entity's interests are, or may be, adverse to the state's interests with respect to the specific project covered by this contract. **Comment:** the mere existence of a business relationship with another entity would not ordinarily need to be disclosed. Rather, this focuses on the nature of services commissioned by the other entity. For example, it would not be appropriate to propose on a MnDOT project if a local government has also retained the proposer for the purpose of persuading MnDOT to stop or alter the project plans.
- The contract is for right-of-way acquisition services or related services (e.g., geotechnical exploration) and the proposer has an existing business relationship with a governmental or private entity that owns property to be acquired pursuant to this contract.
- The applicant is providing real estate or design services to a private entity, including but not limited to developers, whom the applicant knows or has good reason to believe, own or are planning to purchase property affected by the project covered by this grant, when the value or potential uses of such property may be affected by the applicant's performance of work pursuant to this grant award. "Property affected by the project" includes property that is in, adjacent to, or in reasonable proximity to current or potential right-of-way for the project. The value or potential uses of the private entity's property may be affected by the applicant's work pursuant to the grant when such work involves providing recommendations for right-of-way acquisition, access control, and the design or location of frontage roads and interchanges. **Comment**: this provision does not presume applicants know or have a duty to inquire as to all of the business objectives of their clients. Rather, it seeks the disclosure of information regarding cases where the applicant has reason to believe that its performance of work under this grant award may materially affect the value or viability of a project it is performing for the other entity.

- The applicant has a business arrangement with a current MnDOT employee or immediate family member of such employee, including promised future employment of such person, or a subcontracting arrangement with such person, when such arrangement is contingent on the proposer being awarded this grant. This item does not apply to pre-existing employment of current or former MnDOT employees, or their immediate family members. **Comment:** this provision is not intended to supersede any MnDOT policies applicable to its own employees accepting outside employment. This provision is intended to focus on identifying situations where promises of employment have been made contingent on the outcome of this particular procurement. It is intended to avoid a situation where a proposer may have unfair access to "inside" information.
- The proposer has, in previous work for the state, been given access to "data" relevant to this procurement or this project that is classified as "private" or "nonpublic" under the Minnesota Government Data Practices Act, and such data potentially provides the proposer with an unfair advantage in preparing a proposal for this project. **Comment**: this provision will not, for example, necessarily disqualify an applicant who performed some preliminary work from obtaining a final design contract, especially when the results of such previous work are public data available to all other proposers. Rather, it attempts to avoid an "unfair advantage" when such information cannot be provided to other potential applicants. Definitions of "government data", "public data", "non-public data" and "private data" can be found in Minnesota Statutes Chapter 13.
- The applicant has, in previous work for the state, helped create the "ground rules" for this solicitation by performing work such as: writing this solicitation, or preparing evaluation criteria or evaluation guides for this solicitation.
- The applicant, or any of its principals, because of any current or planned business arrangement, investment interest, or ownership interest in any other business, may be unable to provide objective advice to the state.

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DEPARTMENT OF TRANSPORTATION

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST

Having had the opportunity to review the Organizational Conflict of Interest Checklist, the applicant hereby indicates that it has, to the best of its knowledge and belief:

_____ Determined that no potential organizational conflict of interest exists with this grant application submittal

_____ Determined a potential organizational conflict of interest exists with this grant application submittal. The nature of this conflict and proposed mitigation measures are described below.

Describe the nature of the potential conflict of interest with this grant application submittal:

Describe the measures proposed to mitigate the potential conflict of interest with this grant application submittal:

Signature _____ Date _____

If a potential conflict has been identified, please provide name and phone number for a contact person authorized to discuss this disclosure form with MnDOT contract personnel.

Name _____ Phone: _____

DEPARTMENT OF TRANSPORTATION

STATE OF MINNESOTA

AFFIRMATION OF NON-COLLUSION

Please affirm:

1. That I am the applicant or a representative of the applicant entity having authority to apply on its behalf;

2. That the grant application in response to this solicitation has been arrived at by the applicant independently and has been submitted without collusion with and without any agreement, understanding or planned common course of action with, any other applicant or provider of materials, supplies, equipment or services described in the application, designed to limit fair and open competition;

3. That the contents of the grant application have not been communicated by the applicant or its employees or agents to any person not an employee or agent of the applicant and will not be communicated to any such persons prior to the official closure of the solicitation; and

4. That I am fully informed regarding the accuracy of the statements made in this affirmation.