

From: Horne-Harley, Edna
Sent: Wednesday, February 01, 2012 9:19 AM
Subject: Local Agency Program Information Tool (LAPIT) Overview
Importance: High

Good Morning:

All agencies are **REQUIRED** to use the LAPIT System. Attached is a list of Documents that should be submitted through LAPIT. The Florida Department of Transportation (FDOT) serves as the prime recipient of federal transportation funds and is the supervising agency in accordance with 23 Code of Federal Regulation Part 635.105. The FDOT is responsible for insuring that Local Agency Program (LAP) projects receive adequate supervision and inspection from the Local Agency to insure that projects are completed in conformance with approved plans and specifications. In order to achieve its oversight responsibilities, the FDOT does the following

- Certifies Local Agencies to participate in LAP
- Conducts Quality Assurance Reviews (QARs)
- Inspects and Accepts all LAP projects
- Reviews LAP projects for conformance with approved plans and specifications
- Reviews Local Agency program to insurance compliance with the applicable federal and state regulations

LAPIT provides FDOT with a centralize data and file repository for LAP information. The various FDOT functional area experts are able to review Local Agency submittals and provide project comments from the LAPIT. Project status and contact information are accessible from LAPIT, thereby reducing unnecessary research and administrative functions. LAPIT simplifies project reporting to the FHWA, FDOT and Local Agencies to a simple point and click exercise.

- Give you visibly defined steps, painting a clearer picture of your agency's role in this critical partnership.
- Make the local agency program more efficient, by eliminating document mailing.
- Streamline the process of documentation
- Which will reduce the impact on local agencies during the quality assurance process.

LAPIT will enable FHWA to conduct project and quality assurance reviews from the FHWA offices via computer. This ability will reduce travel cost to essential travel activities such as field visits. Additionally, the ability to conduct a computer based project or program review will minimize the impact to the transportation production process.

Please **DO NOT SUBMIT INVOICES** through LAPIT at this time.

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