

When considering the LAP project delivery method, what factors should be examined?

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Purpose: To identify what is of importance to evaluate and consider during the early stages of assigning and requesting project funding via the Local Agency Program (LAP).

Details: The LAP project delivery method is a reimbursement program which provides access to federal funds for local agency projects. Some smaller scope projects may have administrative costs, associated with the approval process for federal funds reimbursement, which would not be reimbursable. To mitigate this issue, of expenditure of unforeseen agency dollars, some districts have a set or suggested monetary threshold to aid a local agency in their decision to seek funding assistance via federal aid. For projects that involve right of way acquisition, federal requirements govern the means by which right of way purchases and related activities must be handled. The district staff can offer assistance with specific project right of way questions and processes. Project related environmental concerns and permitting needs may affect the manner in which the project development and documentation must be handled to make it eligible for federal aid reimbursement. The district staff can provide guidance on what a local agency must consider relating to environmental issues. Some work activities, typically those related to maintaining a transportation facility, are not reimbursable. These would need to be funded with local funds when using the LAP project delivery method. Each district has determined what phases of the project that reimbursement will be budgeted under. Some districts do not participate in funding certain phases of the project development process. Project phases that are determined to be non-reimbursable must be funded with local funds. The “design effort” and “changes to the scope during the construction phase” are two areas, for example, that local funds may need to be acquired.

This a broad overview of some of the critical considerations that should be addressed before decided on the LAP project delivery method. The Local Agency Program Community of Practice (LAP CoP) group is preparing further guidance on this topic, and there is a draft in process in the internal review stage containing revisions to [Chapter 4: Project Selection](#) of the [Local Agency Program \(LAP\) Manual](#). The LAP Manual and other related LAP information is available on the Statewide LAP Website: <http://www.dot.state.fl.us/projectmanagementoffice/lap/>

References: [LAP Website](#); [LAP Manual](#); [LAP CoP Webpage](#)

Exceptions: N/A

Contributors: Cheri Sylvester and Jerald Marks, [LAP Project Review Section](#)

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