



# ALABAMA DEPARTMENT OF TRANSPORTATION

Local Transportation Bureau  
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Kay Ivey  
Governor

John R. Cooper  
Transportation Director

March 7, 2025

## MEMORANDUM FY 2025-03

To: All County Engineers  
All Mayors

From: Mr. Bradley B. Lindsey, P.E.  
State Local Transportation Engineer

By: Joshua A. Sanford  
Joshua A. Sanford, P.E.  
Asst. State Local Trans. Engineer - Design

RE: **Procedural Guidelines for Local Public Agency (LPA) Projects**

Please be advised that the **Procedural Guidelines for Local Public Agency Projects** manual has been approved for use taking effect immediately. This document shall supersede the **Procedural Guidelines for County Projects** and the **LPA Manual for Federal-Aid Projects in Alabama**. The ALDOT website has been updated to reflect this change, and these new guidelines can be found at the following link:

<https://www.dot.state.al.us/publications/LocalTransportation/Procedures.html>

These new guidelines should be utilized on federal or state funded projects sponsored by an LPA (towns, cities, counties, universities, special authorities, etc.), especially those in which all or a significant portion of the improvements will be performed on an LPA's right-of-way. This manual provides plan development guidance and addresses environmental clearance, right-of-way acquisition, railroad involvement, and utility procedures for several modes of construction (locally let, let through state services, and force account). The LPA Road Design Policy contained in this manual was previously approved on April 20, 2022.

Projects that are currently under development will continue to follow the previous guidelines, or upon request can receive special considerations to follow the new procedures depending on the project's current status. Please feel free to contact me at [sanforda@dot.state.al.us](mailto:sanforda@dot.state.al.us) or (334) 242-6719 if you have any questions or comments concerning this matter.

BBL/JAS

CC: All Bureau Chiefs

CC: All Region Engineers

CC: All Region Pre-Construction Engineers

CC: All Area Local Transportation Engineers

PC: File