

Agenda

TECHNICAL ADVISORY COMMITTEE MEETING

WEDNESDAY, APRIL 12TH, 2017 – 1:30 P.M.

EAST GRAND FORKS CITY HALL TRAINING ROOM

MEMBERS

Lang _____	Laesch/Konickson__	West _____
Ellis _____	Johnson/Hanson _____	Magnuson _____
Bail/Emery _____	Kuharenko/Williams/Yavarow _____	Sanders _____
Gengler/Erickson _____	Bergman/Rood _____	
Riesinger/Audette _____	Christianson _____	

1. CALL TO ORDER
2. CALL OF ROLL
3. DETERMINATION OF A QUORUM
4. MATTER OF APPROVAL OF THE MARCH 8TH, 2017, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE
5. MATTER OF UPDATE ON SORLIE/KENNEDY BRIDGE PROJECTS HAUGEN
6. MATTER OF PROPOSED AMENDMENT TO THE FY2017 ANNUAL ELEMENT OF THE 2017-2020 T.I.P..... HAUGEN
 - a. Public Hearing
 - b. Committee Action
7. MATTER OF DRAFT MINNESOTA SIDE FY2018-2021 T.I.P..... HAUGEN
8. MATTER OF SUBMISSIONS TO STREET/HIGHWAY PLAN UPDATE RFP..... HAUGEN
9. MATTER OF ND FTA #5310 & #5339 CANDIDATE PROJECTS KOUBA
10. MATTER OF DRAFT TRANSIT DEVELOPMENT PLAN AND TRANSIT ASSET MANAGEMENT KOUBA
11. MATTER OF SOLICITATION OF COMMENTS ON ANNUAL BIKEWAY MAP VIAFARA
12. OTHER BUSINESS
 - a. 2017 Annual Work Program Project Update
13. ADJOURNMENT

ANY INDIVIDUAL REQUIRING A SPECIAL ACCOMMODATION TO ALLOW ACCESS OR PARTICIPATION AT THIS MEETING IS ASKED TO NOTIFY EARL HAUGEN, MPO EXECUTIVE DIRECTOR AT (701) 746-2660 OF HIS/HER NEEDS FIVE (5) DAYS PRIOR TO THE MEETING. ALSO, MATERIALS CAN BE PROVIDED IN ALTERNATIVE FORMATS: LARGE PRINT, BRAILLE, CASSETTE TAPE, OR ON COMPUTER DISK FOR PEOPLE WITH DISABILITIES OR WITH LIMITED ENGLISH PROFICIENCY (LEP) BY CONTACTING THE MPO EXECUTIVE DIRECTOR (701) 746-2667 FIVE (5) DAYS PRIOR TO THE MEETING.

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, March 8th, 2017
East Grand Forks City Hall Training Conference Room**

CALL TO ORDER

Earl Haugen, Chairman, called the March 8th, 2017, meeting of the MPO Technical Advisory Committee to order at 1:35 p.m.

CALL OF ROLL

On a Call of Roll the following members were present: Michael Johnson, NDDOT-Bismarck; Paul Konickson, MnDOT-District 2; Dale Bergman, Grand Forks Cities Area Transit; Nick West, Grand Forks County Engineer; Nancy Ellis, East Grand Forks Planning; Ryan Riesinger, Grand Forks Airport Authority; David Kuharenko, Grand Forks Engineering; and Brad Bail, East Grand Forks Consulting Engineer; and Brad Gengler, Grand Forks Planning.

Staff present: Earl Haugen, GF/EGF MPO Executive Director; Jairo Viafara, GF/EGF MPO Senior Planner; Teri Kouba, GF/EGF MPO Senior Planner; Brandyn Heck, GF/EGF MPO Intern; and Peggy McNelis, Office Manager.

Guest(s) present: Al Grasser, Grand Forks Engineering; Jason Carbee, HDR Omaha; and Ken Demmons, HDR Fargo.

DETERMINATION OF A QUORUM

Haugen declared a quorum was present.

INTRODUCTIONS

Haugen asked that, because there are some new faces here today, everyone please state their name and the organization they represent.

MATTER OF APPROVAL OF THE FEBRUARY 8TH, 2017, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE

MOVED BY ELLIS, SECONDED BY KUHARENKO, TO APPROVE THE FEBRUARY 8TH, 2017, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE, AS SUBMITTED.

MOTION CARRIED UNANIMOUSLY.

MATTER OF UPDATE ON SORLIE/KENNEDY BRIDGE PROJECTS

Kennedy Bridge

Haugen reported that included in the packet was the handout from the open house that was held last Wednesday. He asked if Mr. Konickson could give a brief overview on the results of that meeting.

Konickson stated that the open house generated some basic questions as to what is going on, with the main concern being traffic, and specifically the movement of large farm equipment during the project. He said that this issue is still being discussed internally, as well as with the local police departments on both sides, to try to figure out what and how we can accommodate larger farm equipment.

Konickson commented that they are looking at beginning the project on March 15th, with a 2018 conclusion date.

Haugen referred to the information in the packet, and pointed out that you can get more detail and maps of the project at: www.mndot.gov/d2/projects/kennedybridge . He added that you can also sign up there for e-mail updates or by sending a request to: tj.melcher@state.mn.us.

Sorlie Bridge

Haugen reported that there are no updates on the Sorlie Bridge at this time.

MATTER OF SPRING FLOOD/BRIDGE CLOSURE CONTACT LIST

Haugen reported that back when we first developed the Bridge Closure Plan it was agreed that each spring, during the February/March timeframe, we would provide a synopsis of what the Corps is forecasting our flood outlook will be. He referred to a slide and explained that it was just released last week. He pointed out that it shows that there isn't much of flood threat at this time, but in any event we also need to ensure that all of the contact names and numbers are correct in the event that should change, therefore he would ask that you please take a look at the list and let MPO Staff know if there are any changes required.

Riesinger asked who actually makes the calls to these various entities as part of this. He said that he is relatively new to this process and he is just wondering whether we should add a contact or two for the airport on here because it would probably be good for them to have this information as well. Haugen responded that we certainly can add the Airport Authority to the list if you wish. He added that this list is not only for flood fights, but also for when maintenance on the structures occurs as well.

Discussion on the various methods of getting information out during flood or maintenance events ensued.

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Haugen asked that Mr. Riesinger get him the Airport contact information for inclusion on the list.

MATTER OF U.S. #2/U.S. BUSINESS #2 STUDY UPDATE

Haugen reported that included in the packet were slide from the last Steering Committee meeting. He explained that one of the first things was that they wanted to get a better feel for, and be able to inform MnDOT and our consultant, was for the beet harvest's impact on the corridor.

Haugen commented that during the four to six week beet campaign there are a lot of trucks going in and out of American Crystal, with, more or less a third from the west, a third from the east, and a third from the south, and a very few from the north.

Haugen stated that last fall American Crystal did build a second scale, which has helped pretty much eliminate the stacking of trucks waiting to turn off of U.S. Business #2.

Haugen referred to a slide presentation (a copy of which is included in the file and available upon request) and went over the top three alternatives.

Haugen commented that the first alternative is the "do nothing" alternative, which was the preferred option when the study began, however that is no longer the case. He stated that the preferred option now is Alternative 2b – West bound alignment shift and eastbound acceleration lane.

Haugen stated that now that we have narrowed the alternatives, SRF will begin fine-tuning some of them; looking at street signage changes, and even looking at the advance warning light system maybe being used to indicate to drivers that there might be crossing traffic in their path, etc.

Haugen said that the next public meeting is tentatively scheduled for April 4th, which is a Tuesday.

MATTER OF I-29 TRAFFIC OPERATIONS STUDY UPDATE

Haugen reported that included in the packet was a draft implementation plan. He said, however, that before we get to that he would like to focus on something he forgot to put in the packet. He explained that a lot of time was spent at the Steering Committee meeting on Monday afternoon discussing the question of where should the north/south roadways be, and how far away should they be from the actual interchange on and off ramps at 47th and Merrifield. He stated that the intent is to try to avoid having spacing too close, such as what we currently have at 32nd Avenue, so that it doesn't impede the operation of the interchange. He added that KLJ is using a couple guidance tools from TRB; one is more for rural type interstate designs, and the other is for more of an urban developed area to look at this issue.

Haugen referred to a slide that shows the approximate location of those roadways, and explained that the study is going to discuss instead of using a specific distance to use 34th Street as the full

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access full point. He added that it is also going to discuss that there will be other available access points but there likely won't be full access points, three quarter access with right in and right out between the State 50 and 34th Street, similarly on the west side as well.

Haugen referred to the Implementation Plan, and explained that it is trying to lay out, by using staging, when improvements, from a technical point of view, might be the best fit and approached for construction; short-term, mid-term, and long-term projects.

Haugen went over the project list/timeline briefly.

Grasser asked who came up with the timeline. Haugen responded that it was developed by KLJ, and the Steering Committee is now being asked to digest this and provide feedback on it. He added that the meeting on Monday was just KLJ presenting, from what they felt was their technical point of view, the timing of these improvements.

Grasser said that his first thought, when he looks at this, is that there is a state of synergy and impact between 32nd and the 47th Interchange, and if we are running into operational problems by 2025ish, and we've got 32nd and 47th both in the same timeline of 2026-2030 he is wondering how they are going to do them both in that timeline. He added that he thinks you will need to have the interchange done before you really get into heavy construction on 32nd because you will have to have an alternate route, so his thought is that we should probably put advance project development into that first grouping opposed to the second grouping so that we are in a position to advance 32nd in the second grouping, otherwise he would think you will have a problem getting it done in that timeline.

Haugen commented that the Steering Committee talked about a sort of "chicken and the egg" scenario with this. He explained that there is a lot of development that is needed to be done to support the 47th Avenue Interchange, and there is also that road network, and development that would cause 32nd Avenue to get to this level of congestion. He added that Mr. Kuharenko and Mr. Johnson were at the meeting; and didn't they talk about trying to have a kind of "cheat sheet" that could help give a sense of when 32nd is past capacity to help guide the investment decision as to which one should be done first.

Kuharenko responded that that was something that Mr. Noehre brought up, if memory serves, about that they are trying to figure out when 32nd Avenue reaches a Level of Service "F". Johnson added that they have these ideas where we have a 2025 model run and we have a 2040 model run and we know what 32nd is going to look like at each of those levels, but Mr. Noehre is trying to determine a better idea of what is the actual year that it is going to fail, or have major issues, and have a more linear idea of when it is going to have an issue; but also compare that to having an ADT value at the 32nd Avenue Interchange so that if KLJ goes through a scenario to try to come up with a linear progression based on traffic projections through the model, that it could say that in Year 2032 it is going to completely fail based on these traffic numbers, Mr. Noehre was trying to get to a point where he could see those traffic numbers and then compare them to actual traffic numbers year by year so that in 2032 if the model is showing the numbers are going to be this, but we are in 2032 and this is where they are actually at, we can see if we

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are tracking and can determine if we are on track or if we need to fast track things or slow things down.

Kuharenko stated that he thinks this conversation was also started a bit because of Table 2, where it is showing the 42nd Street Railroad Grade Separation being a higher priority in the current year versus in 2025 when 47th Avenue Interchange became the higher priority, so he thinks that is kind of how the conversation started, they are trying to find out when is it actually a factor.

Grasser said that his point is, he thinks if you started adding construction years into this thing; if you are only programming during the 2026 to 2030 timeline, if you found that your problem is in 2025, 2026, or 2027 and a half, you could put that information on your projections, so when is construction, that is part of his question, because he thinks it would lead you back, and we could probably get earlier starts on a couple of these things, even if we are still talking about constructing it in 2025-2030. He stated that he thinks that as part of that exercise when we look at that targeting, at least for planning purposes, what years might we be doing that. Haugen said that this is good feedback to provide KLJ.

Haugen reported that none of the improvements currently have any identified funding source, other than the things in these categories, but all of this money is already locked up in other projects in our Long Range Transportation Plan, so all of the dollar values you see here are beyond our current fiscal constraint.

Grasser asked, going back to the access points, does it make a difference what kind of traffic control or geometry you have. He said that in the back of his mind it is somewhere close to where 38th would be; so could one consider a round-about or something, and if so would it help alleviate some of the traffic backup that might otherwise be driving that half mile distance. He stated that a half mile here would put us right on a street that this would make it a major street that goes right by a school again, and he would rather not see that happen, so he is wondering if a round-about or some other geometry, besides a right-in/right-out, would help.

Haugen responded that they didn't talk about round-a-bouts specifically, but they did talk about $\frac{3}{4}$ access, and about right-in/right-outs. Grasser commented that a round-a-bout kind of scares him on a multi-lane road but it is something that we may need to think about. Johnson added that Mr. Haugen is right, they didn't get into that detail, but he would say that a round-a-bout would constitute a full access intersection, and the way the guidance document is laid out is that is about full access intersections, so it falls under the same guidance as a standard intersection with turn lanes. He added that it isn't necessarily related to how well it can maybe move traffic through a certain area, it is about having that instantaneous location of traffic needing to bottleneck.

Grasser commented that the other wheels that are in motion here is where they are trying to do some initiatives to get more lots on the market and they will be building really close to the east side of 34th this year, and there are some concepts floating around on the west side that will markedly impacted by the change in access there, so they will have to sort some of this out fairly quickly. Johnson said that the conversation that was dominated was looking at 32nd Avenue and

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the existing issues on both sides of the interchange; and the comment he made during the meeting was that this wasn't the only interchange in the State with this issue, there is at least one in every community, where intersections were put in too close, and at the time it probably looked like 47th Avenue, when the road was put in and there wasn't anything out there, but then it built up and it turns into a mess, so we have one guidance document that says that for that urban dense interchange, about 900 feet for minor arterials and collectors, but for a more rural design it is more like a half mile, so as a group it was more along the lines of maximizing that opportunity as best as possible and then looking at anything intermittent as giving it as much access as we can. He said that this would mean that if you have the three quarter you have everything except the left out because that is typically the intersection that isn't controlled, that is the one that causes the most problems, the left out; but you have the right in/right out and left in.

Grasser asked if a three quarter acceptable, because this one said right in/right out, which is different. Johnson responded that this is something that KLJ will be looking at; so if 34th is a full access, and we move 38th in, obviously you would probably have to move to the east a little bit, the question is how far, or maybe it does line up there, but it would be looked at as a three quarter, and that is what KLJ was going to start on. He added that they talked about something similar to this with 42nd Street, which would basically follow the interstate like it does, but then swing over to a three quarter location. Grasser stated that an advantage with 42nd is that we have more flexibility on how to line up some of these streets.

Kuharenko commented that he imagines that if we are looking at other options, if we move 38th over and frame it into 34th, kind of what we did on 38th and 42nd north of 32nd, that is information that we should have sooner rather than later, as that area, particularly east of 34th develops. Grasser stated that the problem is that 34th should come into 38th so that 38th is still the main one but the alignment with 34th is so off. Johnson agreed, commenting that that was a thought he had during the Steering Committee but he couldn't find a way just looking at a map to make it work. He added that there are potential ways to make that work if this thing gets shifted a quarter mile south and you chase 38th Street to the east, that opportunity is there. Grasser agreed, adding that it gives us more distance for alignment, because otherwise we will end up having to do something like we have at 24th and 34th, and we tried to solve that problem with a round-about, which isn't out of the question here either. Johnson agreed, adding that that might be another benefit, besides interchange spacing, to move it further to the south for that future arterial connection.

Haugen stated that they are asking for comments on the draft report so it can be approved. He commented that the next steps in this study have been slightly modified, per NDDOT's request, and some activities will be delayed until after the presentation has been done. He added that the draft report should be out by the end of March, giving everyone an opportunity to view and comment on the full draft document; which he thinks will be the 30-day review timeline. Johnson agreed, adding that you can use the draft report for the Steering Committee, the DOT and Federal Highway's reviews. He added that for corridor studies they actually only require a 15-day period, unless they should request more days. Haugen stated, then, that sometime in mid-April we should have a good idea of what all the comments are.

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Haugen reported that once they have given the management presentation, which should reflect all of the comments on the full draft report; then, based on whatever reaction they get from the presentation, they will go back and do the updates to the City Council, County Commission, and then hold a public open house, and then try to get final adoption by the end of June.

Haugen commented that an open house was held February 16th, at which the Merrifield proponents were present in full force.

OTHER BUSINESS

a. 2017 Annual Work Program Project Update

Haugen pointed out that the updated monthly progress table was included for your information.

b. TDP Steering Committee Meeting – March 9, 2017

Haugen commented that the Transit Development Plan Steering Committee will be meeting here tomorrow morning. He stated that if you look at our website you will see materials for this study including the Draft Coordination Plan, draft Goals and Objectives, draft Route Alternatives, and a little “white paper” report on Bus Rapid Transit.

c. Transit Performance Targets

Haugen reported that they are still trying to understand the transit targets; and hopefully sometime soon Federal Transit or either State will give us some idea of what their targets are so that we then can start working on our targets for them.

Haugen commented that this was on the agenda last month, but there hasn't been any new information provided since, other than they are working on it on the Minnesota side, and he isn't sure what is happening on the North Dakota side. Johnson responded that they are talking about it now, so they hope to have some information available for the MPO Directors meeting next week.

d. Corridor Impacts

Grasser asked for some clarification; if you did Merrifield Interchange and not 47th – did we have zero impact on 32nd or minimal or can you characterize what Merrifield Road's relative impacts on 32nd. Haugen responded it would reduce traffic slightly is what the model suggests, but it wouldn't resolve the capacity issues on 32nd by any means. Grasser asked if it would get us to a six lane section on 32nd. Haugen responded that that would be a question to follow up with KLJ. Haugen stated we would with 47th, and we know that there is enough traffic reduction on 32nd that it could be left as is.

Haugen said that he doesn't think the study ever proposed the question of what would 32nd have to be with just the Merrifield Interchange. Johnson commented that he doesn't think directly, but through some of the iterations that KLJ went through you could probably surmise what that

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would mean, because early on they talked about alternatives; just Merrifield, just 47th, you could maybe get there. West said that his gut feeling is that it wouldn't solve the problem with 32nd; it helps a little bit but he doesn't think it helps enough.

Grasser said that they are running into a host of other issues, a host of poor choices, and he doesn't know what's getting funded. Johnson responded that the only thing it could potentially help is; you know the model that we see right now, that we are using, is based off of projected land use patterns that we have in place and that shows a lot of that growth by the future 47th Interchange, so if you put in Merrifield first that development may change a little and your request to change that development might change those patterns a little bit to where it may indirectly drive that traffic off of 32nd, and you could probably control it a little more if you did do a Merrifield Interchange first. He asked, then is it the same type of development or might it be more keen to having the larger commercial industrial type land uses down there rather than the shopping centers and those types of things. West suggested that that certainly could be asked. Grasser responded that he doesn't like asking that. West said though that it is a valid question, and we should maybe take a peek at it. Johnson added that he would bet that Mr. Bittner has done enough work to be able to answer it pretty quickly.

West commented that even when they ran the eight lane scenario it just didn't even come close to working. Kuharenko commented that he thought that the major benefit from Merrifield was more the hours traveled, the vehicle hours traveled. Grasser stated that from a zoning standpoint, if you can build one in the next ten years versus not building one in the next ten years, not having interchanges does impact on 32nd also. He added that there could be an argument about changing land use plans, but he doesn't know how you could do all that. Johnson responded that you would have to change your focus, and it would be an undertaking, but you could go that way and say that you are now going to put all your eggs into Merrifield now because of these other items. He added that it is currently a county road and it connects to another road that could potentially serve this whole by-pass thing that they want, but you would have to change a lot of that background.

Grasser stated that each alternative has attributes that are good in one aspect but bad in another, and he isn't suggesting anything, he is just asking the question. Haugen said that he would just mention that at the macro-level stage we were talking about, and federal highway wanted us to add 62nd Avenue as a location, and there was discussion about phasing this, any of these as do the grade separation, and then later on add the ramps, so, again he isn't sure what the cost difference is, if it is adding the ramps with the grade separation is minimal compared to the grade separation costs, but it is a way to stage it that currently isn't in the implementation plan and that is to provide the grade separation which gets you a lot off of 32nd Avenue, and then later add the ramps as a way to approach it. Grasser said that with what he just heard you are going to have significant developer concerns and school district concerns.

ADJOURNMENT

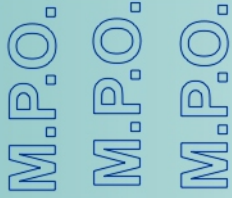
***MOVED BY BERGMAN, SECONDED BY GENGLER, TO ADJOURN THE MARCH 8TH,
2017 MEETING OF THE TECHNICAL ADVISORY COMMITTEE AT 2:30 P.M.***

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MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by,

Peggy McNelis,
Office Manager



Grand Forks - East Grand Forks Metropolitan Planning Organization

MPO Staff Report **Technical Advisory Committee: March 8, 2017** **MPO Executive Board: March, 2017**

RECOMMENDED ACTION: Update on the Kennedy and Sorlie Bridge Projects

Matter of the Kennedy and Sorlie Bridges.

Background:

Sorlie: Oral Update as available

Kennedy: Oral Update as available

This is the internet site for the project:

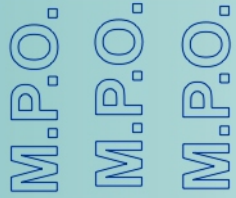
<http://www.dot.state.mn.us/d2/projects/kennedybridge/index.html>

ANALYSIS AND FINDINGS OF FACT:

- None

SUPPORT MATERIALS:

- March 1st meeting handout
Correspondence



Grand Forks - East Grand Forks Metropolitan Planning Organization

MPO Staff Report

Technical Advisory Committee: April 12, 2017

MPO Executive Board: April 19, 2017

RECOMMENDED ACTION: Recommend the approval of FY2017 Annual Element TIP amendment and FY2018 Project Listing to the MPO Executive Board.

Matter of the Public Hearing on FY2017 Annual Element TIP and FY2018 Project Listing Amendment.

Background: After the MPO adopts a four year TIP, amendments may need to be process when a project cost estimate changes significantly or the scope of the project changes or federal programs have announced funding awards.

The State of Minnesota sought candidate projects to expand greater Minnesota transit services; the awarded expansion projects would benefit from 100% State funding, meaning no local match was required during this two year period. The proposed FY2017 amendment is add Minnesota State funding towards East Grand Forks Public Transportation's purchase of one additional vehicle and to expand operating hours both during the daytime and the nighttime. These expanded hours benefit both the fixed route and the demand response services. The operating funds also were awarded to continue the expanded operating hours for a second year. The draft 2018-2021 TIP identifies these funds. These funds were awarded and add new state funding to the TIP. Therefore, the fiscal constraint is not compromised.

East Grand Forks is requesting amending its FY2018 ATP City Sub-target project. Currently, a proposed roundabout at the intersection of Bygland Road and Rhinehart Drive. The City is discovering some refined design details that make delivery of the project by 2018 in question. In order to avoid this, the City is proposing to amend the project out to 2022 and in its place complete 5 projects to utilize the full federal funds.

The projects are:

- Multi-use trail along the west median between MN 220N (Central Avenue) and frontage road; this 8' trail will be between US 2 (Gateway Drive) and 17th St. NW.
- Greenway Boulevard Reconstruction and Sidewalk Improvements involving the modifications to the center median to improve access and to construct a sidewalk from Bygland Road to Rhinehart Drive.
- At the intersection of Bygland Road and 13th St SE improve the pedestrian crossing treatments to enhance the safety of pedestrians crossing at this intersection.
- Rhinehart Drive reconstruction between just south of Bygland Road (avoiding the possible

footprint of the roundabout) to 6th St SE.

- Mill and overlay the asphalt segment of 1st Ave SE adjacent to the Point Bridge.

The total costs of these projects utilize the full amount of federal funds available. Therefore, fiscal constraint is not compromised.

The attached proposed project amendment shows the new modified project. Also attached is the public hearing notice (being held at the TAC meeting) that was published concerning this proposed amendment.

Findings and Analysis:

- Project modifications have been identified.
- The proposed project is consistent with the MPO Long Range Transportation Plan.
- A Public Hearing is scheduled for April 12th at the TAC meeting; written comments are being accepted until 11:00 am, April 12th.
- These amended project does not impact funds in the TIP so fiscal constraint is maintained.

Support Materials:

- Copy of Public Hearing Notice.
- Copy of MN Transit Award
- Copy of Map showing Amended Project Locations
- Copy of Amendments



Grand Forks - East Grand Forks Metropolitan Planning Organization

PUBLIC HEARING

The Grand Forks – East Grand Forks Metropolitan Planning Organization (MPO) will hold a public hearing on proposed amendments to the MPO’s 2017-2020 Transportation Improvement Program (TIP). The TIP lists all transportation improvement projects needing federal action programmed to be completed between the years 2017 to 2020. The TIP also incorporates the local transit operator’s Program of Projects (POP). The hearing will be held in Training Room of East Grand Forks City Hall, 600 DeMers Ave, East Grand Forks MN. The hearing will begin at 1:30 PM on April 11, 2017. The public is encouraged to attend.

A copy of the proposed amendments are available for review and comment weekdays between 8:00 a.m. and 5:00 p.m. at the MPO Offices in Grand Forks City Hall and East Grand Forks City Hall. Comments on the proposed amendment can be submitted to either MPO office until 11:00 AM on April 11th.

For further information, contact Mr. Earl Haugen at 701/746/2660. The GF-EGFMPO will make every reasonable accommodation to provide an accessible meeting facility for all persons. Appropriate provisions for the hearing and visually challenged or persons with limited English Proficiency (LEP) will be made if the meeting conductors are notified 5 days prior to the meeting date, if possible. To request language interpretation, an auxiliary aid or service (i.e., sign language interpreter, accessible parking, or materials in alternative format) contact Earl Haugen of GF-EGFMPO at 701-746-2660. TTY users may use Relay North Dakota 711 or 1-800-366-6888. Materials can be provided in alternative formats: large print, Braille, cassette tape, or on computer disk for people with disabilities or with LEP by Earl Haugen of GF-EGFMPO at 701-746-2660. TTY users may use Relay North Dakota 711 or 1-800-366-6888.

(Please publish ASAP)

(Please submit bill to MPO 746-2660)



Office of Transit
 395 John Ireland Boulevard, MS 430
 Saint Paul, MN 55155

March 31, 2017

Nancy Ellis
 Planner
 City of East Grand Forks
 600 DeMers Avenue
 East Grand Forks, MN 56721-1840

Dear Ms. Ellis:

Thank you for submitting an application for the *Greater Minnesota New Service Expansion Grant Program* (the New Service Program). You may be aware that a 2010 state statute requires the Minnesota Department of Transportation (MnDOT) to fund at least 80 percent of public transit need in Greater Minnesota by 2015, and 90 percent of public transit need by 2025. Consistent with this statute, MnDOT's Office of Transit developed the New Service Program to help local transit agencies assist with MnDOT's compliance with this legislation.

Congratulations! This award letter is in regard to your State Fiscal Year (SFY) 2018 request for New Service Program funding. The MnDOT Office of Transit received 66 applications (consisting of over 184 operating and capital projects) for a variety of transit service improvements from across Greater Minnesota. The Office of Transit reviewed all applications and your SFY 2018 request has been approved for an award of the following operating and/or capital amounts¹:

MnDOT OFFICE OF TRANSIT NSE AWARD NOTICE										
City of East Grand Forks						State Project Number	OPERATING SFY 2019 (7/1/2018-6/30/2019)			
OPERATING SFY 2018 (7/1/2017-6/30/2018)	UPIN	COST	REVENUE	OP DEFICIT	STATE AMOUNT		COST	REV	OP DEFICIT	STATE AMOUNT
Add Route 3/5	BCG0003937	\$28,000	\$1,000	\$27,000	\$27,000		\$114,000	\$8,000	\$106,000	\$106,000
Add Night Service for Route 3	BCG0003943	\$29,000	\$1,000	\$28,000	\$28,000		\$116,000	\$5,800	\$110,200	\$110,200
CONTRACT AWARD OP FOR SFY 2018		\$57,000	\$2,000	\$55,000	\$55,000	TRF-0018-1820	\$230,000	\$13,800	\$216,200	\$216,200
CAPITAL SFY 2018 (7/1/2017-6/30/2018)										
Buy 40-ft Expansion Bus	BCG0003944	\$460,000	\$0	\$460,000	\$460,000	TRF-0018-182C				
CONTRACT AWARD CAP FOR SFY 2018		\$460,000								
PROJECTED SFY 2019 (7/1/2018-6/30/2019)										
	OPERATING SFY 2019	\$230,000	\$13,800	\$216,200	\$216,200	TRF-0018-1920				
	CAPITAL SFY 2019	\$0								
PROJECTED TOTAL AWARD (SFY 2018 & 2019)		\$731,200								

¹This award letter is for the list SFY 2018 requests. Non-listed SFY 2018 and all SFY 2019 requests are not included in this award notification. SFY 2019 requests identified in this letter represent potential MnDOT Office of Transit Funding obligations and are subject to review.

Office of Transit Decision Process:

Complemented by input from MnDOT staff, the Office of Transit utilized a strategic decision-making process to review, analyze, and rank the transit service requests. Projects were vetted against the policies in the *2017-37 Greater Minnesota Transit Investment Plan (GMTIP)* as well as criteria developed to assess this unique grant opportunity. Priority was given to projects emphasizing immediate implementation of new service.

New Service Program Review:

The Office of Transit will rely on criteria from the *GMTIP* to annually evaluate the awarded projects. Data (as currently reported monthly by the transit systems) will be used to evaluate the operational and financial outcomes of the New Service Program projects. To complete this review, the transit systems will provide the following additional information regarding Service Outcomes:

- A written plan for how the local share will be raised to cover the new service effective 7/1/2019;
- A description of the marketing and advertising tools used to promote the service; and
- A quantitative assessment of user satisfaction (such as a survey).

Specific information and guidelines for completing these tasks will be sent prior to annual review by MnDOT.

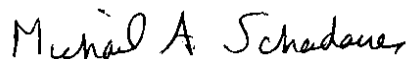
Contract Awards:

The Office of Transit anticipates releasing the New Service Program contract(s) (both operating and capital) before May 2017, with contract execution prior to June 30, 2017. Contracts will start July 1, 2017 and extend through June 30, 2018. New contracts for service extensions from July 1, 2018 through June 30, 2019 (SFY 2019) will be subject to a review on the Service Outcomes (see above)

The New Service Program awards for operating and/or capital projects will need to be included in the State Transportation Improvement Program (STIP). A State Project (SP) number has been inserted in the award table to assist with including the total operating and/or capital amounts in the appropriate Transportation Improvement Program (TIP). Insert both SFY 2018 and SFY 2019 award amounts in the TIP.

If you have any questions please contact your Office of Transit Project Manager.

Again congratulations,



Mike Schadauer
Director, Office of Transit

cc:

Tom Gottfried, Transit Programs Director
Michael Johnson, Transit Programs Coordinator
Darrell Washington, District Transit Project Manager

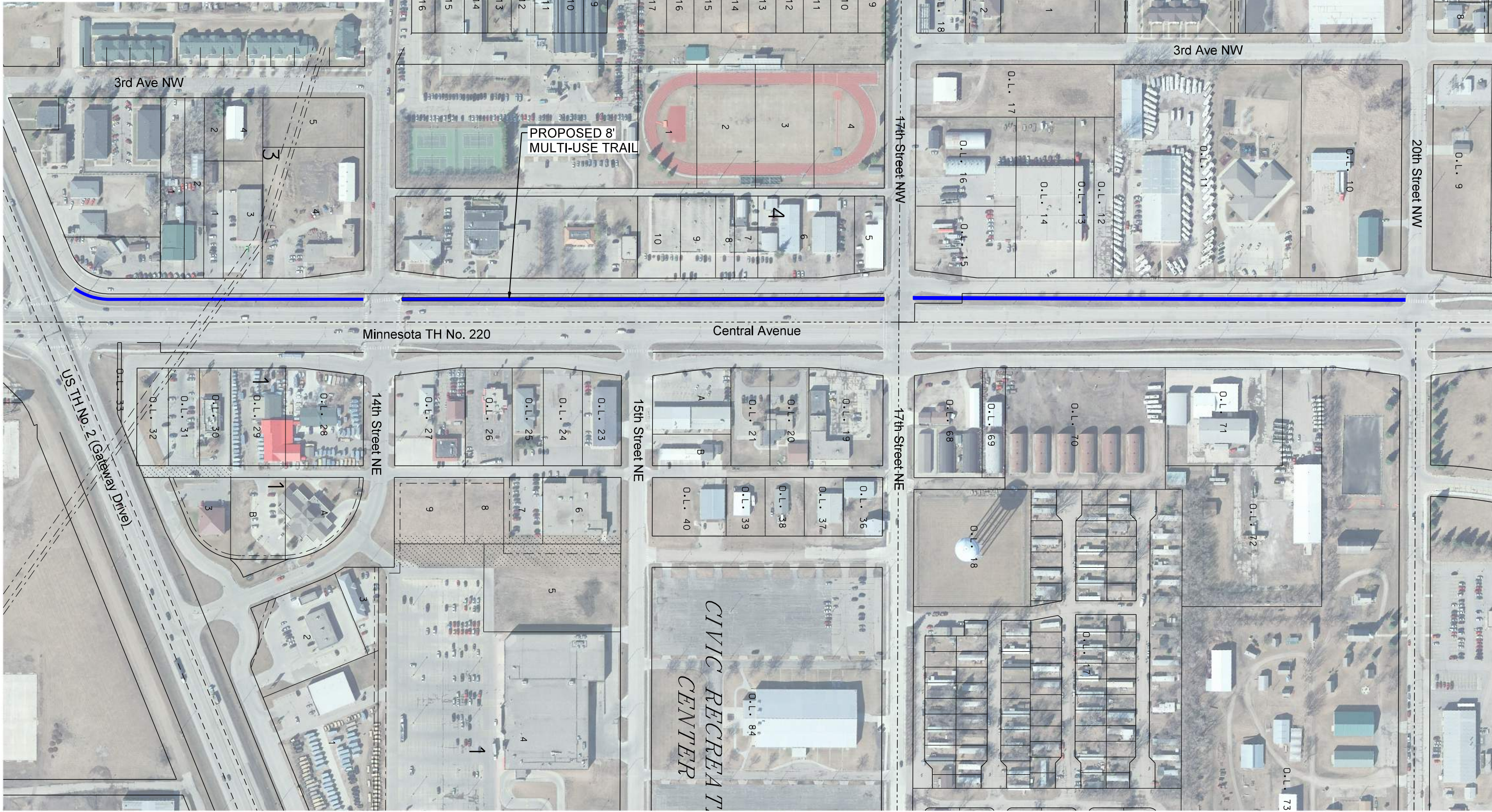


0 125 250

Scale in Feet



PROPOSED 8' MULTI-USE TRAIL



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT
WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND
IN ACCORDANCE WITH THE REQUIREMENTS OF A PROFESSIONAL ENGINEER UNDER
THE LAWS OF THE STATE OF MINNESOTA.

REVISIONS DESCRIPTION	DATE	BY

DATE	SCALE	CHECKED BY:	JOB NUMBER:

2018 Federal Project
East Grand Forks, Minnesota
Hwy 2 - 20th Street NW Multi-Use Trail

SHEET NO.	OF

MODEL - Detail
PART - 3/29/2017 City of East Grand Forks 07/26/2020 03:05:00 City of East Grand Forks 07/26/2020 03:05:00 - East Grand Forks CAD 07/26/2020 03:05:00 - point bridge.mxd



0 50 100

Scale in Feet



MILL & OVERLAY

MILL & OVERLAY AREA

1st Street SE

3rd Ave SE

Louis Murray Bridge

RED

LAKE

RIVER

ELM

GROVE

Point Bridge

RED RIVER OF THE NORTH

2018 Federal Project
East Grand Forks, Minnesota
1st Street SE Mill & Overlay

DATE	SCALE	DRAWN BY	CHECKED BY	DATE	REV#	REVISION DESCRIPTION
	AS SHOWN				1	
					2	
					3	
					4	

BY: _____
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
DATE: _____ LIC. NO. _____

WIDSETH SMITH NOLTING
Engineering | Architecture | Surveying | Environmental

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2017-2020

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL	FUTURE EXPENDITURES				
										ELEMENT	2017	2018	2019	2020	
PROJECT NUMBER	RESPONSIBLE AGENCY	CLASSIFICATION	PROJECT TYPE	FUNDING STATUS	TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	Capital	P.E.	R.O.W.	CONSTR.	
	FUNDING SOURCE					TOTAL									
	East Grand Forks #1	East Grand Forks			NA	Operating subsidy for proposed East Grand Forks fixed-route transit service. The service will operate 6 days a week and averages 62.5 hours of revenue service daily. Bus for the period January 1, 2017 to December 31, 2017 (Costs for fixed-route service are estimates).		REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$328,900 Estimated fare is \$13,800 Other is MN Transit Formula Funds							
	East Grand Forks	Operations								338.43	0.00	NA			
	Fixed-Route Transit Service	Entitlement	TRF-0018-17B		338.43	80.63	0.00	169.48	88.32	NA	NA	NA	NA	NA	
	FTA 5307					TOTAL					338.43				
East Grand Forks #2	East Grand Forks	NA	Operating subsidy for demand response service for disabled persons and senior citizens covering the period January 1, 2017 to December 31, 2017. The paratransit service operates the same hours of operation as the fixed-route transit service (costs for paratransit service are estimates)		REMARKS: Contract demand response service Estimated fare is \$13,260 Other is MN Transit Formula Funds										
	East Grand Forks	Operations								68.00	0.00	NA			
	Paratransit Service for Disabled Persons	Entitlement	TRF-0018-17A		68.00	0.00	0.00	57.00	11.00	NA	NA	NA	NA	NA	
	State Transit Funds					TOTAL					68.00				
East Grand Forks #3			Intentionall left blank		REMARKS: Project amended out April 19, 2017										
										0.00					
					TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	CONSTR.				
					TOTAL										

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2017-2020

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES							
	RESPONSIBLE AGENCY	CLASSIFICATION								2017	2018	2019	2020					
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations									
				FUNDING SOURCE					CONSTR.									
									TOTAL									
East Grand Forks #1a	East Grand Forks	NA	Operating subsidy for proposed East Grand Forks additional day time fixed route service. Cost reflects first of two year project	REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$56,000 Estimated fare is \$1,000 Other is MN Transit Formula Funds One time state funding														
	East Grand Forks	Operations							Operations	27.00								
	Fixed-Route Transit Service	Entitlement	TRF-0018-18ZO	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.									
					27.00	0.00	0.00	56.00	0.00	CONSTR.								
									State Transit Funds					TOTAL	27.00			
East Grand Forks #2a	East Grand Forks	NA	Added night service of both fixed route and demand response services. Cost reflect first of two year project.	REMARKS: Contract demand response service Estimated fare is \$1000 One time state funding Other is MN Transit Formula Funds														
	East Grand Forks	Operations							Operations	29.00								
	Paratransit Service for Disabled Persons	Entitlement	TRF-0018-18ZO	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.									
					29.00	0.00	0.00	29.00	0.00	CONSTR.								
									State Transit Funds					TOTAL	29.00			
East Grand Forks #3a	East Grand Forks	NA	Purchase Class700 for added fixed route service	REMARKS: One time state funding														
	East Grand Forks	Capital							Capital	460.00								
	Fixed-Route Transit Service	Entitlement	TRF-0018-18ZC	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.									
					460.00	0.00	0.00	400.00	0.00	CONSTR.								
									State Transit Funds					TOTAL	460.00			

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2017-2020

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL	FUTURE EXPENDITURES							
	RESPONSIBLE AGENCY	CLASSIFICATION								2017	2018	2019	2020					
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations									
										Capital								
			FUNDING SOURCE					CONSTR.										
								TOTAL										
East Grand Forks #4	East Grand Forks	US #2	RED RIVER OF THE NORTH IN EAST GRAND FORKS (MN LEAD)	REMARKS: Total is for the whole project Other is NDDOT share; see ND Area listing for breakdown of funding sources in FY2016 MnDOT Federal are Advanced Construction AC Payback in FY2018														
	MnDOT	Kennedy Bridge																
	Rehabilitation	Discretionary	Project # 6018-02						TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	0.00			
									18,000.00	7,200.00	1,800.00	9,000.00	0.00	CONSTR.	18,000.00			
			NHPP/MN Chapter 152					TOTAL	18,000.00									
East Grand Forks #5	East Grand Forks	US #2	Construction Engineering for Kennedy Bridge ReDeck	REMARKS: NDDOT includes this item within the total cost not as a separate item like MnDOT														
	MnDOT	Kennedy Bridge																
	Rehabilitation	Discretionary	Project # 6018-02CE						TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	1,800.00			
									1,800.00	0.00	900.00	900.00	0.00	CONSTR.				
			Chapter 152					TOTAL	1,800.00									
East Grand Forks #6	East Grand Forks	NA	Purchase security and IT Equipment for Cities Area Transit Bus Facility	REMARKS: Cities Area Transit will pay Other cost as local match														
	East Grand Forks	Capital																
	Capital Equipment	Discretionary	TRF-0017-XXX						TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.				
									30.00	24.00		6.00		CONSTR.				
			FTA 5307					TOTAL	30.00									

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2017-2020

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES			
	RESPONSIBLE AGENCY	CLASSIFICATION								2017	2018	2019	2020	
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
				FUNDING SOURCE					CONSTR.					
									TOTAL					
East Grand Forks #10			Amended to be left blank	REMARKS: Amended April 19, 2017										
									Operations					
									Capital					
									P.E.					
				TOTAL					R.O.W.					
									CONSTR.					
									TOTAL					
East Grand Forks #11			Intentionally left blank	REMARKS:										
									Operations					
									Capital					
									P.E.					
				TOTAL					R.O.W.					
									CONSTR.					
									TOTAL					
East Grand Forks #12	East Grand Forks	US #2	RED RIVER OF THE NORTH IN EAST GRAND FORKS (MN LEAD) Project # 6018-02	REMARKS: AC Payback of FY2016 project										
	MnDOT	Kennedy Bridge							Operations					
									Capital					
									P.E.					
	Rehabilitation	Discretionary		TOTAL	0.00	7200	0.00	0.00	0.00	R.O.W.				
									CONSTR.		7200			
									TOTAL					

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2017-2020

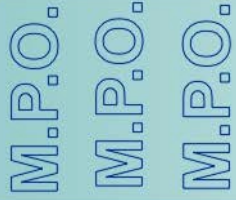
URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES								
	RESPONSIBLE AGENCY	CLASSIFICATION								2017	2018	2019	2020						
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	Capital	P.E.	R.O.W.	CONSTR.	TOTAL					
East Grand Forks #10a	East Grand Forks	Rhinehart Dr	reconstruct the isegment of Rhinehart Drive between Bygland Dr and 6th St SE. Includes a sidewalk.	REMARKS: Other is State Aid Amended April 19, 2017															
	East Grand Forks	Collector																	
	Reconstruction	Discretionary	Project # 119-129-002 covers several projects as individually listed						TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.		80.00			
									430.00	280.00		150.00		CONSTR.		350.00			
									TOTAL		430.00								
East Grand Forks #10b	East Grand Forks	Bygland Dr.	construct/install pedestrian safety improvmeent at the intersection with 13th St SE.	REMARKS: Other is State Aid Amended April 19, 2017															
	East Grand Forks	Minor Arterial																	
	Safety	Discretionary	Project # 119-129-002 covers several projects as individually listed						TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.		57.00			
									282.00	180.00		102.00		CONSTR.		225.00			
									TOTAL		282.00								
East Grand Forks #10c	East Grand Forks	Greenway Bvl	install sidewalk/safe route to school along Greenway Bvl and modify the median to allow more vehicular access	REMARKS: Other is State Aid Amended April 19, 2017															
	East Grand Forks	Collector																	
	Construction	Discretionary	Project # 119-129-002 covers several projects as individually listed						TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.		64.00			
									364.00	237.00		127.00		CONSTR.		300.00			
									TOTAL		364.00								

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2017-2020

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES				
	RESPONSIBLE AGENCY	CLASSIFICATION								2017	2018	2019	2020		
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	Capital	P.E.	R.O.W.	CONSTR.	TOTAL	
				FUNDING SOURCE					TOTAL						
East Grand Forks #10d	East Grand Forks	1st St SE	pavement rehabilitation of asphalt segment of 1st St SE immediately off the Point Bridge	REMARKS: Other is State Aid											
	East Grand Forks	Collector		Amended April 19, 2017											
	Rehabilitation	Discretionary	Project # 119-129-002 covers several projects as individually listed	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.			6.00			
				31.00	20.00		11.00			CONSTR.		25.00			
				TOTAL							31.00				
East Grand Forks #10e	East Grand Forks	Central Ave	install multi-use path along Central Ave between Gateway Dr and 20th Ave NW	REMARKS: Other is State Aid											
	East Grand Forks	Minor Arterial		Amended April 19, 2017											
	Construction	Discretionary	Project # 119-129-002 covers several projects as individually listed	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.			77.00			
				414.00	144.00		270.00			CONSTR.		337.00			
				TOTAL							414.00				
East Grand Forks			Intentionally left blank	REMARKS:											
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.						
										CONSTR.					
				TOTAL											



Grand Forks - East Grand Forks Metropolitan Planning Organization

MPO Staff Report **Technical Advisory Committee: April 12, 2017** **MPO Executive Board: April 19, 2017**

RECOMMENDED ACTION: Recommend the approval of draft FY2018-2021 MN Side TIP to the MPO Executive Board,

Matter of the Draft FY2018-2021 MN side TIP.

Background: Annually, the MPO, working in cooperation with the state dots and transit operators, develop a Transportation Improvement Program (TIP), which also serves as the transit operators' Program of Projects (POP). The TIP covers a four period and identifies all transportation projects scheduled to have federal transportation funding during the four year period. The process runs over an eleven month period with several public meetings ranging from solicitation of projects for specific programs and comments on listed projects. This point in the process is the documenting of the draft TIP.

The Minnesota side of the draft TIP has been cooperatively developed. The North Dakota side is still pending this cooperative process.

This draft assumes that the City of East Grand Forks' request to amend it FY2018 City Sub-target project will be approved. As this staff report is being written, there is still some issues on the transit funding that has been trying to iron out since March 16th.

The TAC and MPO Executive Board will be requested to adopt the MN side draft TIP for 2017-2020.

Findings and Analysis:

- The projects listed are consistent with the MPO's Long Range Transportation Plan.
- The projects listed are consistent with the draft MN draft ATIP.
- The projects have identified funding and therefore the TIP is fiscally constrained.

Support Materials:

- Copy of draft 2018-2021 MN side TIP Submitted to Public Comment

M.P.O.
M.P.O.
M.P.O.

Grand Forks - East Grand Forks
Metropolitan Planning Organization

MINNESOTA SIDE
Draft
TRANSPORTATION
IMPROVEMENT
PROGRAM

2018 - 2021

April, 2017

FISCAL YEARS 2018 - 2021
MINNESOTA SIDE Draft
TRANSPORTATION IMPROVEMENT PROGRAM

FOR THE
GRAND FORKS - EAST GRAND FORKS
METROPOLITAN AREA

PREPARED BY:
THE GRAND FORKS - EAST GRAND FORKS
METROPOLITAN PLANNING ORGANIZATION

METROPOLITAN PLANNING ORGANIZATION
MEMBERSHIP

Gary Malm

REPRESENTING:
GRAND FORKS COUNTY
COMMISSION

Warren Strandell

REPRESENTING:
POLK COUNTY COMMISSION

Ken Vien

REPRESENTING:
GRAND FORKS CITY
COUNCIL

Clarence Vetter

REPRESENTING:
EAST GRAND FORKS CITY
COUNCIL

Jeannie Mock

REPRESENTING:
GRAND FORKS CITY
COUNCIL

Marc DeMers

REPRESENTING:
EAST GRAND FORKS CITY
COUNCIL

Al Grasser

REPRESENTING:
GRAND FORKS PLANNING
& ZONING COMMISSION

Michael Powers

REPRESENTING:
EAST GRAND FORKS PLANNING
& ZONING COMMISSION

Dr. Michael Brown

REPRESENTING:
MAYOR OF GRAND FORKS
Non-voting Ex Officio

Dr. Steve Gander

REPRESENTING:
MAYOR OF EAST GRAND
FORKS
Non-voting Ex Officio

**TRANSPORTATION PLANNING PROCESS
CERTIFICATION STATEMENT**

The Grand Forks – East Grand Forks Metropolitan Planning Organization for the Grand Forks, North Dakota, and East Grand Forks, Minnesota, metropolitan region hereby certifies that it is carrying out a continuing, cooperative and comprehensive transportation planning process for the region in accordance with the applicable requirements of:

- 23 USC 134 and 49 USC 5303, and 23 CFR Part 450;
- In non-attainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- Section 1101(b) of the Fixing America’s Surface Transportation (FAST) (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of Disadvantaged Business Enterprises in USDOT funded planning projects;
- 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- Section 324 of Title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

GF-EGF MPO
Metropolitan Planning
Organization

Minnesota Department
of Transportation

Signature

Signature

Chair

Director

Date

Date

**A RESOLUTION APPROVING FY 2018 - FY 2021
MINNESOTA SIDE
DRAFT TRANSPORTATION IMPROVEMENT PROGRAM FOR THE
GRAND FORKS-EAST GRAND FORKS METROPOLITAN AREA**

WHEREAS, the U.S. Department of Transportation requires the development and annual updating of a draft Transportation Improvement Program (TIP) for each urbanized area under the direction of a Metropolitan Planning Organization; and

WHEREAS, projects must be included in the draft TIP in accordance with 23 CFR 450.324 (f) (1); and

WHEREAS, local transit projects utilizing Federal Transit Administration Section 5307 funds must be listed in a Program of Projects (49 U.S.C. 5307 c); and

WHEREAS, local projects of regional significance without federal funding are included, and

WHEREAS, the Grand Forks-East Grand Forks Metropolitan Planning Organization has been designated as the urban policy body with responsibility for performing urban transportation planning and required reviews; and

WHEREAS, the Grand Forks-East Grand Forks Metropolitan Planning Organization is designated by the Governors of North Dakota and Minnesota as the body responsible for making transportation planning decisions in the Grand Forks-East Grand Forks Metropolitan Area; and

WHEREAS, Presidential Executive Order 12372 gave state government the flexibility to design their own review process and select federal programs and activities to be subject to the process. Wherein, North Dakota Executive Order 1984-1 establishes the North Dakota Federal Program Review process and exempts the Transportation Improvement Program (TIP) from said process; and

WHEREAS, the projects contained in the TIP are located in an area where both the North Dakota and Minnesota State Implementation plans for Air Quality are not required to contain any transportation control measures. Therefore, the conformity procedures do not apply to these projects; and

WHEREAS, projects contained in the draft Minnesota Side T.I.P. were developed in cooperation with the Minnesota Department of Transportation, the local public transit operator and the MPO; and

WHEREAS, the Technical Advisory Committee has recommended approval of the draft Minnesota Side TIP after having held a public hearing on the Draft TIP on April 12, 2017.

NOW, THEREFORE, BE IT RESOLVED, that the Grand Forks-East Grand Forks Metropolitan Planning Organization approves the Grand Forks-East Grand Forks Metropolitan Area Draft Minnesota Side Transportation Improvement Program for the FY 2018 to FY 2021 program period as being consistent with the Long Range Transportation Plan and the area's plans and program included therein.

Date

Ken Vien, Chairman

Date

Earl Haugen, Executive Director

**A RESOLUTION CONFIRMING THE
METROPOLITAN TRANSPORTATION PLAN
AS BEING CURRENTLY HELD VALID**

WHEREAS, the **23 U.S.C. 134** requires that the Metropolitan Planning Organization (MPO) designated with the authority to carry out metropolitan transportation planning in a given urbanized area shall prepare a transportation plan for that area; and

WHEREAS, the Grand Forks-East Grand Forks Metropolitan Planning Organization has been designated by the Governors of the States of Minnesota and North Dakota as the MPO for the Grand Forks-East Grand Forks Metropolitan Area; and

WHEREAS, the Grand Forks - East Grand Forks MPO has a Transportation Plan composed of a Metropolitan Transportation Plan (adopted December 18, 2013); and

WHEREAS, the Technical Advisory Committee of the Grand Forks - East Grand Forks MPO has recommended that this Transportation Plan be considered currently held valid and consistent with current transportation and land use considerations.

NOW, THEREFORE, BE IT RESOLVED THAT, the Grand Forks-East Grand Forks Metropolitan Planning Organization certifies that the Transportation Plan for the Grand Forks-East Grand Forks Urbanized Area is currently held valid and consistent with current transportation and land use considerations.

Date

Ken Vien,
Chairman

Earl T. Haugen,
Executive Director

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INTRODUCTION

The draft Transportation Improvement Program (TIP) for the Grand Forks -East Grand Forks area lists the significant transportation system improvements to be implemented during the next four years. The draft 2018-2021 TIP is submitted under the Fixing America's Surface Transportation (FAST). This Act was adopted in 2014.

Federal requirements stipulate each state must develop a TIP, and project selection must be performed in cooperation with the MPOs. Similarly, local TIP's must be developed in cooperation with the State. The TIP is updated annually, and encompasses a 4-year time period. Projects may be programmed for periods beyond 4 years, provided they are prioritized, and financial funding sources dedicated to transportation uses are identified. In order to remain consistent with these requirements, projects programmed for 2018 are considered the Annual Element, and Program Years 2019, 2020 and 2021 are designated as Future Year projects.

The projects which comprise the draft TIP were developed, studied, and evaluated as part of the Metropolitan "3C" Transportation Planning Processes, which has been established in the Grand Forks - East Grand Forks Area. The TIP may be modified at any time, consistent with procedures established for its development, and consistent with the Transportation Plan. Each year the TIP process is unique. However, there are some common "significant differences" during the development of each TIP. The addition of a project, or expansion of its scope, not on the advance review material would constitute a difference that would require additional public input before final adoption. If a project's local share is increased by over 25% the amount identified in advance, the difference would require additional public input. A decrease, on the other hand, would not. Changing the source of state or federal funds would constitute a significant difference. The modification criteria are identified in the MPO's Public Participation Plan.

The Federal Highway Administration (FHWA), and the Federal Transportation Administration (FTA) require that in order for certain projects to be funded with federal assistance, those projects must be included in a Transportation Improvement Program (TIP) approved by the appropriate Metropolitan Planning Organization (MPO). In the Grand Forks-East Grand Forks Metropolitan Area, the Grand Forks-East Grand Forks Metropolitan Planning Organization is the designated MPO. FHWA and FTA require federally funded projects located within the boundaries of the "Study Area" (see map in Appendix II), and funded from any of the categories of federal aid to be in a MPO approved TIP.

The MPO staff worked with the local communities and State Departments of Transportation to prepare the draft FY 2018-2021 Transportation Improvement Program for the Grand Forks-East Grand Forks Metropolitan Area. The MPO utilizes the selection criteria from each respective State Department of Transportation rather than creating another.

**MINNESOTA AREA
PROJECT LISTINGS**

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2018-2021

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL	FUTURE EXPENDITURES				
										ELEMENT	2018	2019	2020	2021	
PROJECT NUMBER	RESPONSIBLE AGENCY	CLASSIFICATION	PROJECT TYPE	FUNDING STATUS	TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	Capital	P.E.	R.O.W.	CONSTR.	
	FUNDING SOURCE					TOTAL									
	East Grand Forks #1	East Grand Forks			NA	Operating subsidy for proposed East Grand Forks fixed-route transit service. The service will operate 6 days a week and averages 62.5 hours of revenue service daily. Bus for the period January 1, 2018 to December 31, 2018 (Costs for fixed-route service are estimates).	TRF-0018-18B	REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$328,900 Estimated fare is \$13,800 Other is MN Transit Formula Funds							
East Grand Forks		Operations	TOTAL	FEDERAL	STATE			OTHER	LOCAL	Operations	350.00				
Fixed-Route Transit Service		Entitlement	350.00	85.00	0.00			180.00	85.00	Capital	0.00				
					FTA 5307					P.E.	NA				
										R.O.W.	NA				
										CONSTR.	NA				
										TOTAL	350.00				
East Grand Forks #2	East Grand Forks	NA	Operating subsidy for demand response service for disabled persons and senior citizens covering the period January 1, 2018 to December 31, 2018. The paratransit service operates the same hours of operation as the fixed-route transit service (costs for paratransit service are estimates)	TRF-0018-18A	REMARKS: Contract demand response service Estimated fare is \$13,260 Other is MN Transit Formula Funds										
	East Grand Forks	Operations			TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	68.00				
	Paratransit Service for Disabled Persons	Entitlement			68.00	0.00	0.00	57.00	11.00	Capital	0.00				
					State Transit Funds					P.E.	NA				
										R.O.W.	NA				
										CONSTR.	NA				
										TOTAL	68.00				
East Grand Forks #3	East Grand Forks	NA	Purchase of a Class 500 vehicle for Demand Response	TRF-0018-18C	REMARKS: Cities Area Transit will cover the local match										
	East Grand Forks	Capital			TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	0.00				
	Paratransit Vehicle	Discretionary			150.00	120.00	0.00	0.00	30.00	Capital	150.00				
					FTA #5307					P.E.	NA				
										R.O.W.	NA				
										CONSTR.	NA				
										TOTAL	150.00				

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2018-2021

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS)					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES			
	RESPONSIBLE AGENCY	CLASSIFICATION		AND SOURCE OF FUNDING						2018	2019	2020	2021	
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
				FUNDING SOURCE					CONSTR.					
East Grand Forks #4	East Grand Forks	NA	Operating subsidy for proposed East Grand Forks additional day time fixed route service. Cost reflects first of two year project TRF-0019-19ZO	REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$XXXXXX Estimated fare is \$8,800 Other is MN Transit Formula Funds One time state funding covering 2 years										
	East Grand Forks	Operations							Operations	108.10				
	Fixed-Route Transit Service	Entitlement								Capital				
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	P.E.					
				108.10	0.00	0.00	108.10	0.00	R.O.W.					
				State Funds					CONSTR.					
									TOTAL	108.10				
East Grand Forks #5	East Grand Forks	NA	Added night service of both fixed route and demand response services. Cost reflect first of two year project. TRF-0019-19ZO	REMARKS: Contract demand response service Estimated fare is \$5,000 One time state funding covering 2 years Other is MN Transit Formula Funds										
	East Grand Forks	Operations							Operations	108.10				
	Paratransit Service for Disabled Persons	Entitlement							Capital					
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	P.E.					
				108.10	0.00	0.00	108.10	0.00	R.O.W.					
				State Transit Funds					CONSTR.					
									TOTAL	108.10				
East Grand Forks #6				REMARKS:										
									Operations					
									Capital					
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	P.E.					
									R.O.W.					
									CONSTR.					
									TOTAL					

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2018-2021

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES			
	RESPONSIBLE AGENCY	CLASSIFICATION								2018	2019	2020	2021	
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
									Capital					
									P.E.					
									R.O.W.					
									CONSTR.					
FUNDING SOURCE									TOTAL					
East Grand Forks #7	East Grand Forks	Rhinehart Dr	reconstruct the isegment of Rhinehart Drive between Bygland Dr and 6th St SE. Includes a sidewalk.	REMARKS: Other is State Aid										
	East Grand Forks	Collector							Operations					
	Reconstruction	Discretionary	Project # 119-129-002 covers several projects as individually listed						Capital					
									P.E.	80.00				
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				430.00	280.00		150.00		CONSTR.	350.00				
									TOTAL	430.00				
East Grand Forks #8	East Grand Forks	Bygland Dr.	construct/install pedestrian safety improvmeent at the intersection with 13th St SE.	REMARKS: Other is State Aid										
	East Grand Forks	Minor Arterial							Operations					
	Safety	Discretionary	Project # 119-129-002 covers several projects as individually listed						Capital					
									P.E.	57.00				
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				282.00	180.00		102.00		CONSTR.	225.00				
									TOTAL	282.00				
East Grand Forks #9	East Grand Forks	Greenway Bvl	install sidewalk/safe route to school along Greenway Bvl and modify the median to allow more vehicular access	REMARKS: Other is State Aid										
	East Grand Forks	Collector							Operations					
	Construction	Discretionary	Project # 119-129-002 covers several projects as individually listed						Capital					
									P.E.	64.00				
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				364.00	237.00		127.00		CONSTR.	300.00				
									TOTAL	364.00				

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2018-2021

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES			
	RESPONSIBLE AGENCY	CLASSIFICATION								2018	2019	2020	2021	
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
				FUNDING SOURCE					CONSTR.					
									TOTAL					
East Grand Forks #10	East Grand Forks	1st St SE	pavement rehabilitation of asphalt segment of 1st St SE immediately off the Point Bridge	REMARKS: Other is State Aid										
	East Grand Forks	Collector	Project # 119-129-002 covers several projects as individually listed						Operations					
	Rehabilitation	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	P.E.	6.00				
				31.00	20.00		11.00		R.O.W.					
									CONSTR.	25.00				
									TOTAL	31.00				
East Grand Forks #11	East Grand Forks	Central Ave	install multi-use path along Central Ave between Gateway Dr and 20th Ave NW	REMARKS: Other is State Aid										
	East Grand Forks	Minor Arterial	Project # 119-129-002 covers several projects as individually listed						Operations					
	Construction	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	P.E.	77.00				
				414.00	144.00		270.00		R.O.W.					
									CONSTR.	337.00				
									TOTAL	414.00				
East Grand Forks #12			Intentionally left blank	REMARKS:										
									Operations					
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	P.E.					
									R.O.W.					
									CONSTR.					
									TOTAL					

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2018-2021

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES					
	RESPONSIBLE AGENCY	CLASSIFICATION								2018	2019	2020	2021			
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations							
									Capital							
									P.E.							
									R.O.W.							
									CONSTR.							
FUNDING SOURCE									TOTAL							
East Grand Forks #13	East Grand Forks	NA	Operating subsidy for proposed East Grand Forks fixed-route transit service. The service will operate 6 days a week and averages 62.5 hours of revenue service daily. Bus for the period January 1, 2019 to December 31, 2019 (Costs for fixed-route service are estimates). TRF-0018-19B	REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$338,800 Estimated fare is \$14,200 Other is MN Transit Formula Funds												
	East Grand Forks	Operations							Operations	360.00						
	Fixed-Route Transit Service	Entitlement							Capital	0.00						
									P.E.	NA						
									R.O.W.	NA						
					CONSTR.	NA										
FTA 5307									TOTAL	360.00						
East Grand Forks #14	East Grand Forks	NA	Operating subsidy for demand response service for disabled persons and senior citizens covering the period January 1, 2019 to December 31, 2019. The paratransit service operates the same hours of operation as the fixed-route transit service (costs for paratransit service are estimates). TRF-0018-19A	REMARKS: Contract demand response service Estimated fare is \$13,260 Other is MN Transit Formula Funds												
	East Grand Forks	Operations							Operations	69.00						
	Paratransit Service for Disabled Persons	Entitlement							Capital	0.00						
									P.E.	NA						
									R.O.W.	NA						
					CONSTR.	NA										
State Transit Funds									TOTAL	69.00						
East Grand Forks #15			Intentionally left blank	REMARKS:												
									Operations	0.00						
									Capital	0.00						
									P.E.	NA						
									R.O.W.	NA						
					CONSTR.	NA										
FTA #5307									TOTAL	0.00						

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2018-2021

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS)					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES			
	RESPONSIBLE AGENCY	CLASSIFICATION		AND SOURCE OF FUNDING						2018	2019	2020	2021	
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
				FUNDING SOURCE					Capital					
									P.E.					
									R.O.W.					
									CONSTR.					
									TOTAL					
East Grand Forks #16			Intentionally left blank	REMARKS:										
				Operations										
				Capital										
				P.E.										
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
									CONSTR.					
									TOTAL					
East Grand Forks #17			Intentionally left blank	REMARKS:										
				Operations										
				Capital										
				P.E.										
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
									CONSTR.					
									TOTAL					
East Grand Forks #18			Intentionally left blank	REMARKS:										
				Operations										
				Capital										
				P.E.										
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				0.00	0.00	0.00	0.00	0.00	CONSTR.					
									TOTAL					

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2018-2021

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES				
	RESPONSIBLE AGENCY	CLASSIFICATION								2018	2019	2020	2021		
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations						
										Capital					
									P.E.						
									R.O.W.						
									CONSTR.						
									TOTAL						
East Grand Forks #22	East Grand Forks	NA	Operating subsidy for proposed East Grand Forks fixed-route transit service. The service will operate 6 days a week and averages 62.5 hours of revenue service daily. Bus for the period January 1, 2021 to December 31, 2021 (Costs for fixed-route service are estimates). TRF-0018-21B	REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$338,800 Estimated fare is \$14,200 Other is MN Transit Formula Funds											
	East Grand Forks	Operations		Operations									380.00		
	Fixed-Route Transit Service	Entitlement		Capital									0.00		
				P.E.									NA		
				TOTAL	380.00	94.00	0.00	193.00	94.00	R.O.W.				NA	
									CONSTR.				NA		
									TOTAL				380.00		
									FTA 5307						
East Grand Forks #23	East Grand Forks	NA	Operating subsidy for demand response service for disabled persons and senior citizens covering the period January 1, 2021 to December 31, 2021. The paratransit service operates the same hours of operation as the fixed-route transit service (costs for paratransit service are estimates). TRF-0018-21A	REMARKS: Contract demand response service Estimated fare is \$13,650 Other is MN Transit Formula Funds											
	East Grand Forks	Operations		Operations									71.00		
	Paratransit Service for Disabled Persons	Entitlement		Capital									0.00		
				P.E.									NA		
				TOTAL	71.00	0.00	0.00	58.00	13.00	R.O.W.				NA	
									CONSTR.				NA		
									TOTAL				71.00		
									State Transit Funds						
East Grand Forks #24	East Grand Forks	NA	Purchase Class 500 replacemmnt vehicle TRF-0018-21C	REMARKS:											
	East Grand Forks	Operations		Operations									0.00		
	Paratransit Service for Disabled Persons	Entitlement		Capital									180.00		
				P.E.									NA		
				TOTAL	180.00	0.00		180.00	0.00	R.O.W.				NA	
									CONSTR.				NA		
									TOTAL				180.00		
									State Transit Funds						

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2018-2021

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL	FUTURE EXPENDITURES			
	RESPONSIBLE AGENCY	CLASSIFICATION								ELEMENT	2018	2019	2020	2021
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
									Capital					
									P.E.					
									R.O.W.					
									CONSTR.					
FUNDING SOURCE									TOTAL					
East Grand Forks #25	East Grand Forks	US 2	WBL - FROM 5TH AVE NW (EAST GRAND FORKS) TO 0.3 MI E OF POLK CSAH 15 (FISHER), RESURFACING Project # 6001-61	REMARKS: Likely can include alternative concepts currently being considered in US 2 Study										
	MnDOT	Principal Arterial							Operations				0.00	
	Rehabilitation	Discretionary							Capital				0.00	
									P.E.				NA	
									R.O.W.				NA	
TOTAL	9,770.00	7,816.00	1,954.00	0.00	0.00	CONSTR.					9,770.00			
FTA 5307									TOTAL				9,770.00	
East Grand Forks #26	East Grand Forks	19th Ave SE	construct a safe routes to school sidewalk from 19th Ave SE and along 13th St SE to connect to school Project # 119-591-006	REMARKS:										
	East Grand Forks	Local							Operations				0.00	
	Construction	Discretionary							Capital				0.00	
									P.E.				NA	
									R.O.W.				NA	
TOTAL	171.25	137.00	0.00	0.00	34.25	CONSTR.					171.25			
State Transit Funds									TOTAL				171.25	
East Grand Forks #27	East Grand Forks	NA	Safe Routes to School educational and encouragement funding for a three year period Project # 119-591-007	REMARKS: Agreement between East Grand Forks and SafeKids GF										
	East Grand Forks	NA							Operations				0.00	
	Safety	Discretionary							Capital				0.00	
									P.E.				NA	
									R.O.W.				NA	
TOTAL	37.50	30.00		0.00	7.50	CONSTR.					37.50			
State Transit Funds									TOTAL				37.50	

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2018-2021

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES			
	RESPONSIBLE AGENCY	CLASSIFICATION								2018	2019	2020	2021	
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS	TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	Capital	P.E.	R.O.W.	CONSTR.	TOTAL	
			FUNDING SOURCE					TOTAL	TOTAL	TOTAL	TOTAL			
			East Grand Forks Totals											
									634.20	429.00	440.00	451.00		
									150.00	0.00	0.00	180.00		
									284.00	NA	0.00	0.00		
									0.00	0.00	0.00	0.00		
									1,237.00	0.00	0.00	9,978.75		
									2,305.20	429.00	440.00	10,609.75		

APPENDIX I
FY2017 Project Status

FY 2015 PROJECT STATUS SUMMARY

The following is a general status report of East Grand Forks 2017 projects listed in the 2017 to 2020 Transportation Improvement Program.

The MPO is not aware of any other project undertaken in our Study Area that used federal transportation funds.

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

STATUS OF 2017 PROJECTS

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	Project Status		
	RESPONSIBLE AGENCY	CLASSIFICATION							2017				
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations				
									Capital				
									P.E.				
									R.O.W.				
									CONSTR.				
FUNDING SOURCE									TOTAL				
East Grand Forks #1	East Grand Forks	NA	Operating subsidy for proposed East Grand Forks fixed-route transit service. The service will operate 6 days a week and averages 62.5 hours of revenue service daily. Bus for the period January 1, 2017 to December 31, 2017 (Costs for fixed-route service are estimates). TRF-0018-17B	REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$328,900 Estimated fare is \$13,800 Other is MN Transit Formula Funds							Service is on-going		
	East Grand Forks	Operations		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	338.43			
	Fixed-Route Transit Service	Entitlement		338.43	80.63	0.00	169.48	88.32	Capital	0.00			
				FTA 5307					P.E.	NA			
								R.O.W.	NA				
								CONSTR.	NA				
								TOTAL	338.43				
East Grand Forks #2	East Grand Forks	NA	Operating subsidy for demand response service for disabled persons and senior citizens covering the period January 1, 2017 to December 31, 2017. The paratransit service operates the same hours of operation as the fixed-route transit service (costs for paratransit service are estimates). TRF-0018-17A	REMARKS: Contract demand response service Estimated fare is \$13,260 Other is MN Transit Formula Funds							Service is on-going		
	East Grand Forks	Operations		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	68.00			
	Paratransit Service for Disabled Persons	Entitlement		68.00	0.00	0.00	57.00	11.00	Capital	0.00			
				State Transit Funds					P.E.	NA			
								R.O.W.	NA				
								CONSTR.	NA				
								TOTAL	68.00				
East Grand Forks #3	East Grand Forks	NA	Purchase of Paratransit vehicle TRF-0018-17C	REMARKS:							Amended in April 2017 to be removed; not being pursued		
	East Grand Forks	Capital		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	0.00			
	Paratransit Vehicle	Discretionary		40.00	32.00	0.00	0.00	8.00	Capital	40.00			
				FTA #5307					P.E.	NA			
								R.O.W.	NA				
								CONSTR.	NA				
								TOTAL	40.00				

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

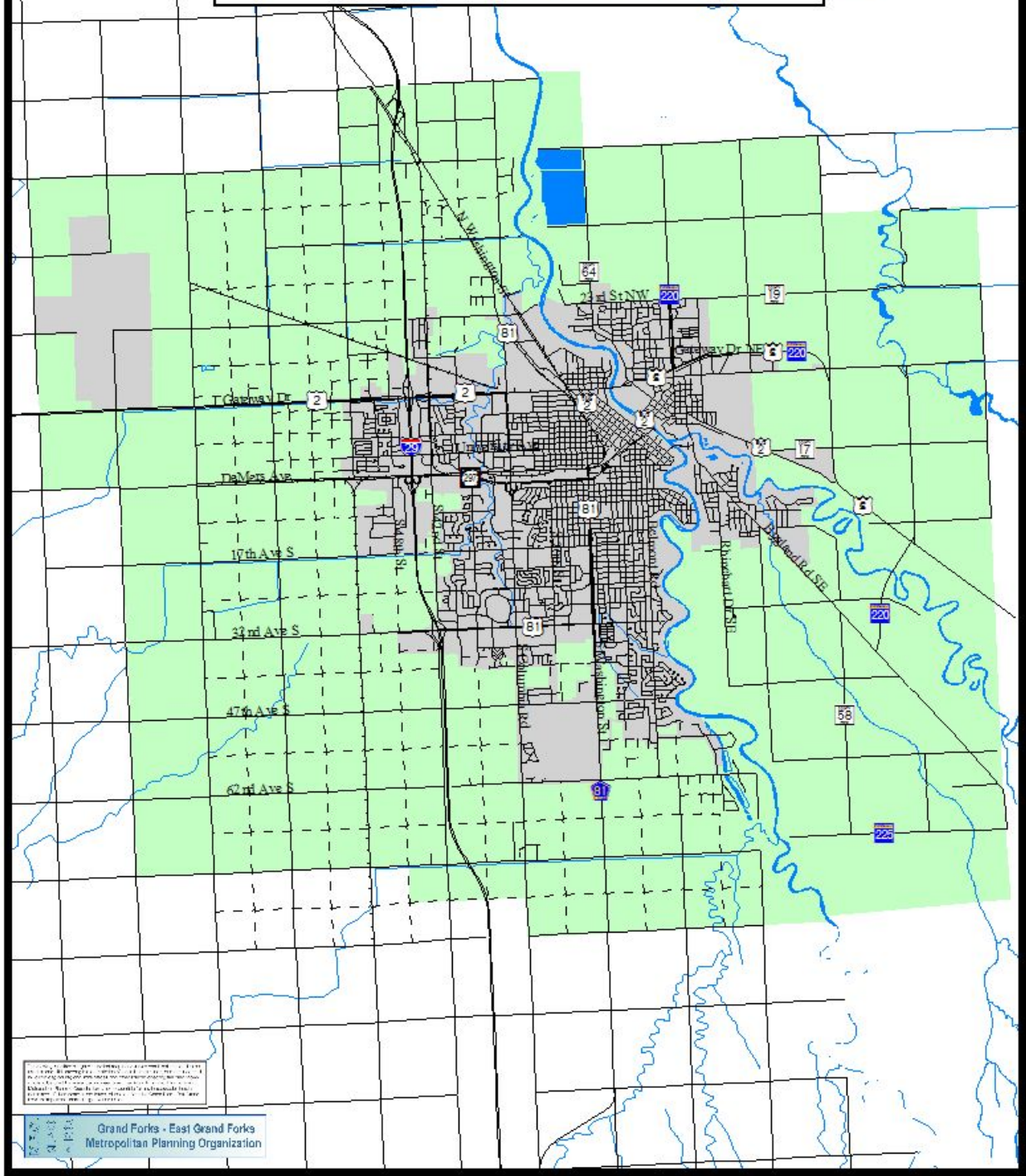
STATUS OF 2017 PROJECTS

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	Project Status							
	RESPONSIBLE AGENCY	CLASSIFICATION							Operations	2017								
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS	PROJECT DESCRIPTION	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	CONSTR.	Project Status							
	FUNDING SOURCE			TOTAL	FUNDING SOURCE			TOTAL										
East Grand Forks #4	East Grand Forks	US #2	RED RIVER OF THE NORTH IN EAST GRAND FORKS (MN LEAD)	REMARKS: Total is for the whole project Other is NDDOT share; see ND Area listing for breakdown of funding sources in FY2016 MnDOT Federal are Advanced Construction AC Payback in FY2018					Operations	NA	Construction has started							
	MnDOT	Kennedy Bridge	Project # 6018-02						TOTAL	FEDERAL				STATE	OTHER	LOCAL	R.O.W.	CONSTR.
	Rehabilitation	Discretionary							18,000.00	7,200.00				1,800.00	9,000.00	0.00	NA	18,000.00
				NHPP/MN Chapter 152					TOTAL	18,000.00								
East Grand Forks #5	East Grand Forks	US #2	Construction Engineering for Kennedy Bridge ReDeck	REMARKS: NDDOT includes this item within the total cost not as a separate item like MnDOT					Operations		construction has started							
	MnDOT	Kennedy Bridge	Project # 6018-02CE						TOTAL	FEDERAL				STATE	OTHER	LOCAL	R.O.W.	CONSTR.
	Rehabilitation	Discretionary							1,800.00	0.00				900.00	900.00	0.00		
				Chapter 152					TOTAL	1,800.00								
East Grand Forks #6	East Grand Forks	NA	Purchase Security and IT Equipment for Cities Area Transit Bus Facility	REMARKS: Cities Area Transit will cover the local match Amended April 19, 2017					Operations		Just amended into TIP							
	East Grand Forks	Capital	Paratransit Vehicle						TOTAL	FEDERAL				STATE	OTHER	LOCAL	R.O.W.	CONSTR.
	Discretionary	30.00							24.00	0.00				6.00	0.00			
				FTA #5307					TOTAL									

APPENDIX II

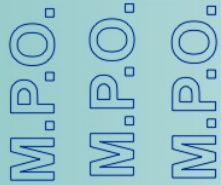
GF/EGF MPO AREA MAP

Grand Forks - East Grand Forks MPO Study Area



Map prepared by Grand Forks - East Grand Forks Metropolitan Planning Organization. All rights reserved. No part of this map may be reproduced without the written permission of the MPO. The MPO is not responsible for any errors or omissions on this map. The MPO is not liable for any damages, including consequential damages, arising from the use of this map. The MPO is not liable for any claims, including consequential claims, arising from the use of this map. The MPO is not liable for any losses, including consequential losses, arising from the use of this map. The MPO is not liable for any injuries, including consequential injuries, arising from the use of this map. The MPO is not liable for any deaths, including consequential deaths, arising from the use of this map. The MPO is not liable for any disabilities, including consequential disabilities, arising from the use of this map. The MPO is not liable for any damages, including consequential damages, arising from the use of this map. The MPO is not liable for any claims, including consequential claims, arising from the use of this map. The MPO is not liable for any losses, including consequential losses, arising from the use of this map. The MPO is not liable for any injuries, including consequential injuries, arising from the use of this map. The MPO is not liable for any deaths, including consequential deaths, arising from the use of this map. The MPO is not liable for any disabilities, including consequential disabilities, arising from the use of this map.

Grand Forks - East Grand Forks
Metropolitan Planning Organization



Grand Forks - East Grand Forks Metropolitan Planning Organization

MPO Staff Report **Technical Advisory Committee: April 12, 2017** **MPO Executive Board: April 19, 2017**

RECOMMENDED ACTION: Approval of the Consultant Selection for Updating the Street/Highway Element of 2045 Metropolitan Transportation Plan.

Matter of Approval of the Consultant Selection for 2045 Street/Highway element.

Background: The UPWP identifies that the major undertaking of the MPO for the next two years is to update the Street/Highway Element of our Metropolitan Transportation Plan to the horizon year of 2045.

The RFP was adopted by the MPO in February and announced through the NDDOT Qualification Based Selection process. The deadline for proposals was March 31st. Four proposals were received: from SRF, KLJ, HDR and Kimley-Horn. Interviews are scheduled for April 11th. The Selection Committee is comprised of the voting members of the MPO's Technical Advisory Committee. The Selection Committee will forward its recommendation to the Board for its consideration at its April 19th meeting.

Findings and Analysis:

- This activity is identified in UPWP.
- The regular 5 year update cycle ends December 2018
- This update is required to be FAST compliant
- This update will need to incorporate require performance measures and targets.
- A consultant budget not to exceed \$300,000 over the next two years is in the UPWP.

Support Materials:

- Cover Letters from Each Proposal.

March 31, 2017

Mr. Earl Haugen
Executive Director
Grand Forks-East Grand Forks MPO
600 DeMers Avenue
East Grand Forks, MN 56721

2550 University Avenue West
Suite 238N
St. Paul, MN
55114
TEL 651.645.4197

Re: Grand Forks-East Grand Forks MPO Street/Highway Plan Update

Dear Mr. Haugen and Members of the Selection Committee,

The Street and Highway element of the Grand Forks-East Grand Forks Metropolitan Planning Organization's (MPO) 2040 Long-Range Transportation Plan (LRTP), while adopted under MAP-21, included a significantly refocused financial plan and was completed prior to the issuance of final federal rules and regulations for performance-based planning and programming. As the MPO now updates the plan, it needs a consultant team with the knowledge, experience, and creativity to help successfully deliver an implementable update that clearly communicates local investment needs and priorities while complying with all stipulations of the FAST Act.

Kimley-Horn, in partnership with **WSB & Associates**, is excited to bring our extensive transportation planning experience to this plan update. Our team looks forward to providing the Grand Forks-East Grand Forks MPO unparalleled knowledge in creating performance-based regional plans, local experience, and a unique understanding of MPOs, all while focusing on successful and efficient plan delivery and implementation.

- **UNMATCHED EXPERIENCE DELIVERING PLANS THAT SATISFY THE FAST ACT.** As your project manager, I will serve as your single point of contact. I've successfully delivered several transportation plans including the recently completed Sioux Falls MPO 2040 LRTP. My leadership, problem solving, collaboration, and attention to detail is a proven balance of skills necessary to successfully lead this planning project. Although the project manager is important, equally important is the team that they bring to deliver each project. I'm extremely proud of the planning experience and the record of success this team brings delivering a transportation plan that will satisfy the FAST Act. For example, **Allison Fluitt, AICP, P.E.** (NC), will serve as Kimley-Horn's national transportation planning specialist, bringing more than 13 years of LRTP experience. Allison and I have worked together on multiple projects and she has led or managed tasks for more than 50 LRTPs, 20 of which involved application of the new MAP-21 or FAST Act legislation. She has a **100 percent success record** in getting LRTPs adopted by MPOs, state DOTs, and the Federal Highway Administration (FHWA). Allison places an emphasis on balancing federal and state requirements with regional priorities.
- **LOCAL EXPERIENCE AND MPO UNDERSTANDING.** **Scott Mareck, AICP**, will serve as our deputy project manager on this project. He has 22 years of MPO experience and understands what it takes to create and adopt compliant MPO transportation plans. Scott understands the unique challenges and concerns that MPO directors and staff face as they seek to deliver the 3C (continuing, comprehensive, and collaborative) planning and programming processes involving multiple agencies, elected officials, residents, and businesses. Our team also brings local knowledge of the Grand Forks-East Grand Forks region from WSB's recently completed 2045 Grand Forks Land Use Plan and Kimley-Horn's work on the Transit Development Plan Update.
- **FOCUS ON SUCCESSFUL IMPLEMENTATION.** Our team brings national experience without the arrogance—we understand this is your plan—and our ability to listen, learn, and teach when appropriate on each project is the cornerstone of our success. Together, we are creating a unique plan that will reflect the local needs and interests of the Grand Forks-East Grand Forks region. **Mary Karlsson, P.E.** (MN), who has 15 years of transportation planning experience and led the transformation of the Metropolitan Council 2040 Transportation Policy Plan, has the unique ability to create transportation plans that are tied to reality and are easy to understand and use. The Kimley-Horn team will deliver a plan that can make a difference in your community for years to come.

Kimley-Horn is prepared to assist the MPO in building off the great work already completed through prior and recent planning efforts. We have staffed our project team with experienced planners and engineers who are committed and passionate about this project. We're excited to help update the vision for the Grand Forks-East Grand Forks region's street and highway system. Please contact me at 651.643.0421 or brandon.bourdon@kimley-horn.com with any questions.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



Brandon Bourdon, P.E. (ND, MN)
Project Manager

3203 32nd Avenue South
Suite 201
PO Box 9767
Fargo, ND 58106-9767
701 232 5353
kljeng.com

March 31, 2017

Earl Haugen
Executive Director
Grand Forks – East Grand Forks MPO
600 Demers Avenue
East Grand Forks, MN 56721



◇ **RE: Proposal to Perform Transportation Planning Services for a Street/Highway Plan Update**

Dear Earl,

KLJ has developed a multi-disciplinary project team to develop this important 2045 Long Range Transportation Plan (LRTP) for the GF-EGF MPO. **Our team of trusted advisors will be able to leverage local expertise to systematically prioritize projects and develop an implementable plan.**

Transportation Planning Leader Wade Kline has worked with you as a consultant, most recently on the nearly completed Transit Development Plan (TDP) update. He was also employed by the FM Metro COG for more than 10 years. Wade's background as a consensus builder and communicator will be critical in making sure the LRTP process and product has local, Minnesota Department of Transportation (MnDOT), and North Dakota Department of Transportation (NDDOT) support from start to finish.

Developing and prioritizing solutions is cornerstone to how KLJ delivers projects. We have developed a blended team of technical experts who will be guided by a project manager with several years of experience orchestrating actionable transportation plans. Our Project Manager Mike Bittner has delivered timely and technically-sound guidance on several recent corridor level studies for GF-EGF MPO. These studies cover some of the most significant transportation assets in your community.

Financing is a critical element of the 2045 LRTP update. KLJ will be working with AE2S to assist in maximizing and developing a thoughtful and creative approach to understanding existing and future investment strategies to support the 2045 LRTP. AE2S' regionally-recognized financial insight will be coupled with Wade Kline's more than 15 years of MPO, MnDOT and NDDOT programming experience to develop a range of investment scenarios and a final cost constrained plan to support the 2045 LRTP.

Performance based planning is a key element of the 2045 LRTP update. KLJ will be assisted by Cambridge Systematics in development of the performance-based LRTP for GF-EGF MPO. Cambridge Systematics' national experience and close working relationship with the Federal Highway Administration will be combined with KLJ's local presence to develop a seamless transition to a performance-based transportation planning process for the GF-EGF MPO. Please contact us at 701 271 5009 with any questions.

Sincerely,

KLJ

A handwritten signature in black ink that reads "Wade S. Kline".

Wade Kline
Transportation Planning Leader

A handwritten signature in black ink that reads "Mike Bittner".

Mike Bittner, PE, PTOE, PMP
Project Manager

NATIONAL PERSPECTIVE
REGIONAL EXPERTISE
TRUSTED ADVISOR



March 31, 2017

Earl Haugen
Executive Director
Grand Forks – East Grand Forks MPO
600 DeMers Avenue
East Grand Forks, MN 56721

Dear Mr. Haugen and Members of the Selection Committee:

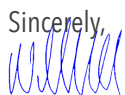
SRF Consulting Group has a long history of working with stakeholders in the Grand Forks-East Grand Forks MPO area to develop land use plans, transportation plans, corridor improvement concepts, and traffic operations and safety studies. We believe our established history with the MPO creates the foundation needed to give the organization and area stakeholders an exceptional product and a collaborative process in the proposed update of the Street and Highway Plan.

Since our work with the MPO on the successful 2013 update of the plan, SRF has enhanced our staff in the areas of multimodal planning and freight that expand our planning and engagement capabilities proven in the region. Our team brings together staff with many years of experience working in the MPO area and new faces that add to our depth in critical areas of freight and performance measure application.

The SRF Team brings the MPO several strengths, which will enable us to effectively and efficiently complete this project:

- » **Local Knowledge: Members of our team have worked in Grand Forks-East Grand Forks since 1987 on a wide range of multi-modal projects.** Over this time, we have helped the MPO and partners through a number of decisions that have improved the overall system. This experience will serve as a stepping stone in helping streamline the update.
- » **Expertise: Over the past three years we have brought on the seasoned expertise of Bill Troe and along with the exciting new expertise in Dan Haake.** Dan was the principal planner in the Mid Ohio Regional Planning Commission (MORPC) and brings added performance measure and freight planning experience. He will serve as a task lead to ensure the update is compliant with NEW federal rules. Dan will also play a significant role in helping integrate a stronger freight theme throughout the plan. Our Deputy Project Manager Lance Bernard and Project Principal Bill Troe have managed many complex MPO projects under MAP-21 and FAST Act requirements.
- » **Commitment: SRF has a long-term commitment to the MPO.** You are a respected client we look forward to working with, and as such, we have reserved staff capacity specifically for this engagement to ensure we are available to help the MPO complete the tasks that are critical to your MTP update. We are committed to meeting your needs and ensuring your project is completed by the end of 2018.
- » **Trusted Partnership: SRF has partnered with the MPO on numerous engagements – we see this update as the next step in our partnership.** We maintain strong relationships with stakeholders throughout the region and with your local partners (e.g., cities and DOTs). We will work to serve the region's best interests; we are your advocates.

Thank you for the opportunity to submit our proposal. We hope that you find our approach in line with your needs and expectations. Please do not hesitate to contact us at (763) 475-0010 or by email at btroe@srfconsulting.com or lbernard@srfconsulting.com.

Sincerely,


William Troe
Project Principal



Jacob Nordick, PE (ND, MN)
Project Manager
www.srfconsulting.com



RE: Request for Proposals for Transportation Services, Street / Highway Plan Update

Dear Mr. Haugen and Members of the Selection Committee,

The news around the country regarding infrastructure improvements is consistent – traditional federal funding of local improvements is declining, requiring local agencies to identify alternative sources to maintain their infrastructure network. Now more than ever, it is important to identify network improvements for safety, reliability, capacity, and preservation of the system. To obtain this information, the MPO will be looking for a firm that has proven experience gathering the important information through research/data gathering, analysis, stakeholder input, and public input. As a part of the public input, it is the responsibility of the engineering firm to inform the public about the steps and cost to maintain and improve the infrastructure network assisting the municipalities in meeting their funding needs. Hiring the HDR Team will give the Grand Forks – East Grand Forks Metropolitan Planning Organization (MPO) an updated Highway and Streets plan you are looking for and a public informational approach you need.

We are excited by the possibility of providing the transportation planning services to the Grand Forks - East Grand Forks Metropolitan Planning Organization (MPO), and its member agencies, for an update to your Street and Highway Plan. Our team combines an unmatched combination of locally-based resources and national expertise delivering all facets of FAST Act-compliant metropolitan transportation plans. This expertise is focused by our understanding of the Grand Forks - East Grand Forks street and highway system from working in the area, and talking with local stakeholders.

Our North Dakota-based HDR team is supplemented by staff from the Flint Group. The Flint Group has offices here in Grand Forks and in Fargo, to provide a locally-rooted public engagement program, supplemented by HDR's national expertise delivering multi-faceted engagement programs on Metropolitan Transportation Plans. In addition to this combination of local roots and national expertise, two key benefits we bring to the plan update include:

- A deep understanding of emerging Federal Rules for **Performance-Based Planning**. We understand that the MPO has incorporated performance measures into how it does business for years. However, as Federal rule making has come out on the requirements for safety, system reliability, freight, congestion, environmental, and pavement / bridge condition, the MPO's needs are more formalized. We have assembled a team that understands how to assemble the data and tools required and how to tie project prioritization to overall system performance. Our team includes experts required to deliver a Plan that meets performance management requirements.
- A **public engagement process** that provides multiple avenues for the public and stakeholders to participate. This approach will build a following through grass roots outreach at community events, has a social media presence that drives citizens to our study website, provides online tools that provide intuitive ways for the public and stakeholders to provide input and receive information, and provides interactive public meetings that allow for useful, two-way communication with the public and stakeholders.

Our team project manager, Ken Demmons, PE, is a Senior Engineer in our Fargo office. Ken has experience leading a multi-disciplined team consisting of local and national experts to deliver quality results on time and within budget. Ken will work closely with our team's Deputy Project Manager and Transportation Planning Lead, Jason Carbee, AICP. Jason is a Senior Transportation Planner with 20 years of transportation planning experience, including extensive work on the 2030 and 2035 Street/Highway Plans for Grand Forks – East Grand Forks. In addition to working on past Street/Highway plans in Grand Forks – East Grand Forks, Jason's recent relevant regional transportation plan experience includes completing Long Range Transportation Plans (LRTPs) for the Bismarck-Mandan and Ames (IA) MPOs, and the Metro Area Travel Improvement Study for the Omaha-Council Bluffs (NE/IA) MPO.

Our enclosed Proposal provides more details on our approach and unique qualifications for working together. We are excited by the potential to team with you on this plan update. We sincerely appreciate your consideration, and look forward to the opportunity to further discuss your needs and our ideas for this project. If you have any questions, feel free to contact our Project Manager, Ken Demmons, at 701.353.6105 or via email at ken.demmons@hdrinc.com.

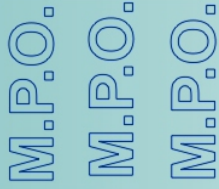
Sincerely,
HDR Engineering, Inc.


Ken Demmons, PE
Project Manager


Jason Carbee, AICP
Deputy Project Manager / Lead Transportation Planner

hdrinc.com

51 N. Broadway, Suite 550, Fargo, ND 58102-4970
(701) 353-6100



Grand Forks - East Grand Forks Metropolitan Planning Organization

MPO Staff Report **Technical Advisory Committee: April 12, 2017** **MPO Executive Board: April 19, 2017**

RECOMMENDED ACTION: Approve Candidate Projects for the ND FTA 5339 & 5310 Grant in the priority order given.

Matter of Approval of Candidate Projects for ND FTA 5339 & 5310 Grant application.

Background: In February, the MPO and NDDOT solicited applications for FTA 5339 & 5310 projects. This is the first year that NDDOT solicited applications for projects under both funding sources at the same time. Additionally, NDDOT is relying on a computer based, online system for any candidate projects to be submitted. Projects are not directly submitted to the MPO; the MPO accessed the system to see what projects have been entered.

The NDDOT has a deadline of May 1, 2017. Any candidate projects from the MPO area were due to the MPO by April 1st. This ensured the candidate projects could be vetted through the MPO in time to meet the NDDOT deadline. Any candidate projects are submitted directly by the MPO. The only candidate projects that the MPO received for 5339 & 5310 projects were from Cities Area Transit (CAT). This staff report will list each FTA program separately below.

The 5339 program focuses funding to replace, rehabilitate, and purchase buses and related equipment, and to construct bus related facilities. There is a total of \$420,000 available for urban areas. There is \$1,500,000 available to fund statewide transit providers, which urban providers are eligible to receive as well.

CAT 5339 funding request includes the following projects in priority order:

1. **Fare Media Encoding “PEM” Machines:** CAT has two PEM machines to read and encode bus passes. Both are in need of replacement, as service and replacement parts are no longer available. Total cost for the two replacement PEM machines is \$38,000. CAT is requesting \$30,400 in Section 5339 funding; the 20% local match of \$7,600 will be paid out of the Grand Forks City Public Transportation budget.

2. **Facility Rehabilitation:** The Public Transportation Maintenance and Administration Facility (Facility) was built in 1983 and is in need of renovation. The Facility has old and inefficient heating, air conditioning, ventilation, and lighting systems. It was designed to hold seven buses. The CAT operation has grown to a fleet of eleven buses, nine vans, four staff cars, two shop pickups, and a staff of over 30. Rehabilitation projects are needed to bring CAT's largest FTA funded asset to a state of good repair. This will provide for safe and efficient operations well into the future.

Facility Rehabilitation will include replacement of inefficient HVAC system to accommodate existing space and future office and storage area expansions, indoor and outdoor lighting, and two metal doors. The total cost of the project is \$387,000. CAT is requesting \$309,600 in Section 5339 funding; the 20% local match of \$77,400 will be paid out of the Grand Forks City Public Transportation budget.

3. **Mobile Video Camera System:** The Mobile Video Camera System on CAT's large buses has exceeded its useful life and is in need of replacement. The total cost for the Mobile Video Camera System is \$60,000. CAT is requesting \$48,000 in Section 5339 funding; the 20% local match of \$12,000 will be paid out of the Grand Forks City Public Transportation budget.
4. **Maintenance Software:** This project involves replacing CAT's Maintenance Software program. The project will improve the maintenance and record-keeping for vehicles, equipment, and facilities. The total cost of the project is \$100,000. CAT is requesting \$80,000 in 5339 funding; the 20% local match of \$20,000 will be paid out of the Grand Forks City Public Transportation budget.

The 5310 program focuses funding to Elderly and Individuals with Disabilities. There is \$370,000 available for urban areas. Projects can be submitted by public transit providers, nonprofit agencies, social service agencies and others. All projects must show consistency with the locally adopted Human Services Public Transportation Coordination Plan. This plan is currently being update and will be part of the updated TDP.

CAT 5310 funding request includes the following projects in priority order:

1. **Mobility Manager:** The Mobility Manager serves as a regional transit coordinator and is responsible for planning, marketing, education and outreach for Cities Area Transit. The Mobility Manager provides bus training for senior citizens and persons with disabilities and is the agency contact for local human service providers. The total cost for the Mobility Manager position is \$92,932. CAT is requesting \$74,345 in Section 5310 funding the 20% local match of \$18,587 will be paid out of the Grand Forks City Public Transportation budget.

2. **Replacement of ADA Minivan:** The 2010 Dodge Grand Caravan #109 has a current mileage of 140,822 and has exceeded its useful life of 4 years or 100,000. The vehicle is scheduled to be replaced with an ADA Minivan for a total cost of \$38,500. CAT is requesting \$30,400 in Section 5310 funding, the 20% local match of \$7,700 will be paid out of the Grand Forks City Public Transportation budget.

3. **Replacement of ADA Minivan:** The 2012 Dodge Grand Caravan #121 has a current mileage of 96,501 and has exceeded its useful life of 4 years or 100,000. The vehicle is scheduled to be replaced with a 15 + 4 Passenger Van for a total cost of \$68,500. This larger vehicle is needed to accommodate passenger demand at peak operating times. CAT is requesting \$54,800 in Section 5310 funding, the 20% local match of \$13,700 will be paid out of the Grand Forks City Public Transportation budget.

Findings and Analysis:

- The current TDP does not list capital project past 2016.
- The TDP update does list projects for 2017 and beyond. The TDP Update does list priority on State of Good Repair and Transit Asset Management.
- The Coordinated Human Service Transportation Plan emphasizes the need for marketing and education. This work falls under the Mobility Manager's responsibilities.
- Staff recommends approval of the 5339 & 5310 application as being consistent with the TDP.

Support Materials:

- CAT Staff reports
- Section 5339 & 5310 Applications



City of Grand Forks Staff Report

APPROVED & ACCEPTED
by City Council

04/03/2017

Candice Stjern
Candice Stjern
Acting City Auditor

Service/Safety Committee – March 27, 2017
City Council – April 3, 2017

Agenda Item: North Dakota Section 5339 Funding Application

Submitted by: Dale Bergman, Public Transportation Division Director

Staff Recommended Action: Approve Cities Area Transit (CAT) application for North Dakota Section 5339: Bus and Bus Facilities funding in the amount of \$468,000.

Committee Recommended Action: Refer to City Council with the recommendation to approve.

Council Action:

BACKGROUND:

The North Dakota Department of Transportation (NDDOT) has released a notice of funding availability and request for applications for Section 5339: Bus and Bus Facilities program. Staff recommends approval of its Section 5339 funding request of \$468,000

ANALYSIS & FINDINGS OF FACT:

- The Section 5339 funding request includes the following projects in priority order:
 1. **Fare Media Encoding “PEM” Machines**

CAT has two PEM Machines to read and encode bus passes. Both are in need of replacement, as service and replacement parts are no longer available. The total cost for the two replacement PEM Machines \$38,000. CAT is requesting \$30,400 in Section 5339 funding; the 20% local match of \$7,600 will be paid out of the City’s Public Transportation budget.
 2. **Facility Rehabilitation**

The Public Transportation Maintenance and Admin Facility (Facility) was built in 1983 and is in need of renovation. The facility has old and inefficient heating, air conditioning, ventilation and lighting systems. It was designed to hold seven buses. The CAT operation has grown to a fleet of eleven buses, nine vans, four staff cars, two shop pickups, and a staff of over 30. Rehabilitation projects are needed to bring CAT’s largest FTA-funded asset to a state of good repair. This will provide for safe and efficient operations well in to the future.

Facility Rehabilitation will include replacement of the inefficient HVAC system to accommodate future office and storage area expansions, indoor and outdoor lighting, and two metal doors. The total cost of the project is \$387,000. CAT is requesting \$309,600 in Section 5339 funding; the 20% local match of \$77,400 will be paid out of the City's Public Transportation budget.

3. Mobile Video Camera System

The Mobile Video Camera System on CAT's large buses has exceeded its useful life and is in need of replacement. The total cost for the Mobile Video Camera System is \$60,000. CAT is requesting \$48,000 in Section 5339 funding; the 20% local match of \$12,000 will be paid out of the City's Public Transportation budget.

4. Maintenance Software

This project involves replacing CAT's Maintenance Software program. The project will improve the maintenance and record-keeping for vehicles, equipment, and facilities. The total cost of the project is \$100,000. CAT is requesting \$80,000 in Section 5339 funding; the 20% local match of \$20,000 will be paid out of the City's Public Transportation budget.

SUPPORT MATERIALS:

- Section 5339 Funding Application

Section 5339 Bus & Bus Facilities Grant Program	
Agency Name	City of Grand Forks Cities Area Transit (CAT)
Contact Person	Dale Bergman
DUNS #	071347249

Section 5339 – The Federal Transit Administration (FTA) Section 5339 (Bus & Bus Facilities Program) is a capital-only program and funds are limited to capital projects to replace, rehabilitate, and purchase buses and bus-related equipment, and to construct bus-related facilities.

NDDOT will use Section 5339 funds for vehicle purchases, bus related facility construction, including garages and transfer stations. Section 5339 funds can also be used for new technology, safety and security items for transit and vehicle rehabilitation. **The federal share of eligible project costs may not exceed 80% of the cost of the project.**

The entire Section 5339 – Bus and Bus Facilities Grants is further explained in FTA Circular 9300.1B, located on the FTA website at https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/Final_C_9300_1_Bpub.pdf.

GENERAL INFORMATION	
Provide a detailed description of the transportation services your agency currently provides and plans for increasing services, expanding service area and increasing ridership.	CAT provides fixed route and paratransit service within the city limits of Grand Forks, ND. CAT also has a contract to provide public transit services in the city of East Grand Forks, MN. The current Transit Development Plan will be adopted by both cities in June 2017. The plan proposes a restructured fixed route system aimed at improving service frequencies and increasing ridership over the next five years.
Provide a description of the current services being provided (Days and hours of service, fare structure, total vehicles your agency has in service, type of service being provided, counties and communities in your service area).	CAT services operate within the city limits of Grand Forks and East Grand Forks from 6 am to 10 pm Monday through Friday and 8 am to 10 pm on Saturdays. The adult fare for fixed route is \$1.50, \$0.75 for students, and \$0.60 for seniors/persons with disabilities/Medicare card holders. The one-way fare for paratransit is \$3.00.
Provide a detailed explanation of how and why this request is important to your agency and how it will improve or provide for future service to citizens in the communities/counties you provide service to. Explain where in your current coordination plan this project (s) is specifically stated (list section and page number(s)).	This capital request is important to bring assets that have exceeded their useful life to a state of good repair. This request will also improve the safety and efficiency of the CAT operation.
What percentage of change in ridership has your	<input type="checkbox"/> Increase X Decrease

agency experienced in the FY2017 reporting period? Provide a brief explanation of the reason for the change in ridership.	CAT has experienced a 3% decrease in ridership during the FY2017 reporting period. This decrease is likely due to the need to restructure the fixed route system to serve newer university student housing areas. This is planned in the current Transit Development Plan update.
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VEHICLE PROJECT REQUESTS

There is space provided below to request a replacement or expansion vehicle. If applying for more than one vehicle, please attach additional sheets and create a separate project for each vehicle in the Black Cat System.

Description of the vehicle you are requesting. (Include: Year, Make, ADA qualified, and seating capacity)	N/A
Describe in detail which programs and services the requested vehicle will be utilized in and how it will enhance or maintain your service?	N/A
If requesting a replacement, which vehicle in your fleet are you replacing? (Your description MUST include: VIN, Year, Make, Model, and Current Mileage)	N/A
If requesting an expansion vehicle, list the agency/community/county to be served (Include: hours and days of service and estimated ridership).	N/A
If requested vehicle is a non-ADA vehicle, can your agency certify to NDDOT that you can adequately meet these needs with your existing fleet? Applicant MUST attach a Certificate of Equivalent Services.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Estimate the total cost of vehicle	N/A
Following are suggested price requests for vehicles based on current state bid quotes. Keep in mind if you intend to order vehicles with additional options prices will vary accordingly.	
ADA Low Floor Mini Van NDDOT Term Contract No. 382	\$37,995
14 Passenger or 12 + 2 Passenger Cutaway NDDOT Term Contract No. 384	\$58,759 - \$59,100
15 Passenger (including driver) Cutaway NDDOT Term Contract No. 300	\$69,995 - \$74,184
MV-1- Multi Purpose Built Mobility Vehicle NDDOT Term Contract No. 184	\$42,000
FTA Useful Life Standards	
Mini-Vans/Modified Vans – 3-14 passenger	4 years or 100,000 miles
Med-Size Light Duty Cutaway – 8-16 passenger	5 years or 150,000 miles

Med-Size Med Duty Cutaway – 16-30 passenger	7 years or 200,000 miles
Med-Size Heavy Duty Bus – 24-25 passenger	10 years or 350,000 miles
Large Heavy Duty Bus – 35-40+ passenger	12 years or 500,000 miles

FACILITY REHABILITATION & CONSTRUCTION PROJECT

NOTE: This request MUST first be created as a project in the Black Cat System.

FACILITY REHABILITATION PROJECT	
Do you currently have a transit facility? If no, skip to the Construction Project section below.	X Yes <input type="checkbox"/> No
If yes, briefly describe the facility and the need for rehabilitation, improvements or remodeling? Include information on the current building, the number of vehicles your facility holds and any changes in your program that justify the request.	The CAT facility was built in 1983 and is need of renovation. The facility has old and inefficient heating, air conditioning, ventilation and lighting systems. It was designed to hold 7 buses. The CAT operation has grown to a fleet of 11 buses, 9 vans, 4 staff cars, 2 shop pickups, and a staff of over 30. Rehabilitation projects are needed to bring CAT's largest FTA-funded asset to a state of good repair. This will provide for safe and efficient operations well in to the future.
Give a detailed description of the proposed project. Include necessary repair work, cost estimates, temporary or permanent repair, and other details that you deem relevant to assist NDDOT in making a project determination.	This project will replace the facility's HVAC system, indoor and outdoor lighting, and two metal doors. The project includes carbon monoxide, indoor air quality, and ventilation repairs in the maintenance shop, storage areas, wash bay, and offices. The project will move the facility from electric and propane to efficient natural gas and is designed to accommodate future office and storage area expansions. Lighting will be upgraded to LED to improve safety and efficiency. Two metal walk-in doors are rusted and in need of replacement.
Your agency will be required to interview and hire an architect/consultant to design the plans and specifications and manage the bidding and construction of this building to meet FTA and NDDOT standards and requirements. Have you incorporated these costs into your request?	Yes, an architect/consultant has already designed the specifications and project management is incorporated in to the budget.
Have you completed an Independent Cost Estimate to show that the price is fair and reasonable? Provide this documentation.	Yes, an independent cost estimate has been completed and is attached.
Are you proposing to use the value of land as match, in whole or part, for your project? If yes, please indicate whether this is an appraised value or estimate. Only the portion of land required for the project can be considered in this valuation.	<input type="checkbox"/> Yes X No <input type="checkbox"/> Appraised Value <input type="checkbox"/> Estimate Value

Does the appraised value or estimate cover your entire match? If not, identify other sources of match for this project.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has your agency held public meetings about this project? If yes, when and did the community support this project? Include documentation of all public meetings (agendas, advertisements, meeting minutes, comments, and list of attendees)	X Yes <input type="checkbox"/> No This project is included as a priority in the City's Transit Development Plan. Public meetings were held in 2012 and the plan was adopted by City Council. The updated plan will be adopted in June 2017.
If this request is for a facility expansion, explain in detail the need for the expansion, scope of the project, and cost estimates.	N/A
Does your agency have a written Facility Maintenance Plan? Explain the procedures to ensure facility & equipment is inspected and maintained per manufacturer's warranty instructions on a regular scheduled basis as described in your Facility Maintenance Plan.	Yes. CAT's Facility Maintenance Plan outlines procedures for routing inspections and repair of facilities and equipment per manufacturers' warranty instructions.
Is your facility and any maintenance records recorded in your TAM plan as required by FTA and NDDOT? If No, please explain.	X Yes <input type="checkbox"/> No
What is the condition rating of your facility?	2
Estimate total project cost?	\$387,000

CONSTRUCTION PROJECT – Buying or Building a Facility

Buying a Facility	Complete this portion if you propose to purchase an existing facility
If buying a facility, what is the asking price?	N/A
Have you completed an Independent Cost Estimate to show that the price is fair and reasonable? Provide this documentation.	N/A
Justify why it is more cost effective to purchase this facility versus building a new one.	N/A
Describe the facility you are considering for purchase in detail. Provide specifications, environmental assessments, drawings/plans, etc.	N/A
Are there any known environmental issues with the facility you are proposing to purchase? (e.g. underground fuel storage) If yes, please describe.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will this facility require any renovation for use	<input type="checkbox"/> Yes <input type="checkbox"/> No

in your transit program? If yes, please describe these renovations in detail and specify whether or not these costs are figured into the above asking price.	
Has your agency held any public meetings about this project? If yes, when and did the community support this project? Include documentation of all public meetings (agendas, advertisements, meeting minutes, comments, and list of attendees)	<input type="checkbox"/> Yes <input type="checkbox"/> No N/A
Are there any additional details or factors that you feel NDDOT should consider when evaluating this project?	N/A
Estimate project cost including purchase and renovations?	N/A
Building a Facility	Complete this portion if you propose to build a new facility.
Describe in detail the need for a facility in your transit program.	N/A
Describe your proposed project in detail. Include a description of all the amenities you feel the project will need to meet your needs – e.g. number of vehicles it will hold, wash bays, etc. Keep in mind, this facility should be designed to meet your current needs with a reasonable projection of your future needs.	N/A
Do you have preliminary design plans for this project? If you do, please include a copy with this application.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Your agency will be required to interview and hire an architect/consultant to design the plans and specifications and manage the bidding and construction of this building to meet FTA & NDDOT standards and requirements. Have you incorporated these costs into your request?	N/A
Have you completed an equity analysis for the proposed building location? Please attach. NOTE: This is not a requirement at the time of application submittal, but must be completed prior to receiving a contract.	N/A
Are you proposing to use the value of land as match, in whole or part, for your project? If yes, please indicate whether this is an appraised value or estimate. Only the portion of land required for the project can be considered in this valuation.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Appraised Value <input type="checkbox"/> Estimate Value N/A

Does the appraised value or estimate cover your entire match? If not, identify other sources of match for this project.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are there any known environmental issues with the land on which you propose to build? (e.g. underground fuel storage) If yes, please describe.	<input type="checkbox"/> Yes <input type="checkbox"/> No N/A
Has your agency held any public meetings about this project? If yes, when and did the community support this project? Include documentation of all public meetings (agendas, advertisements, meeting minutes, comments, and list of attendees).	N/A
Have you looked at options to scale the building back in case the construction costs come in over budget?	N/A
Estimate total project cost?	N/A

EQUIPMENT & MISCELLANEOUS CAPITAL PROJECTS

Fill in the requested information below regarding your Equipment and Miscellaneous Capital Project(s). These projects must directly relate to your transportation program. Any equipment purchased with these funds must be required for and used for public transportation. **If applying for more than project, please attach additional sheets and create a separate project for each in the Black Cat System.**

Describe your proposed project(s) in detail (Detail MUST include: type, quantity, estimated cost, purpose of equipment being requested).	This project involves replacing two (2) printing and encoding "PEM" Machines for CAT's fixed route fare collection system.
How does this project enhance your transportation program?	This project enhanced our transportation program by keeping our fare collection system operating in a state of good repair.
What is the estimated cost for the proposed project?	\$38,000

EQUIPMENT & MISCELLANEOUS CAPITAL PROJECTS

Fill in the requested information below regarding your Equipment and Miscellaneous Capital Project(s). These projects must directly relate to your transportation program. Any equipment purchased with these funds must be required for and used for public transportation. **If applying for more than project, please attach additional sheets and create a separate project for each in the Black Cat System.**

Describe your proposed project(s) in detail (Detail MUST include: type, quantity, estimated cost, purpose of equipment being requested).	This project involves replacing the Video Camera System on seven (7) of CAT's fixed route buses.
How does this project enhance your transportation program?	This project will bring the Video Camera System to a state of good repair. The current camera system has exceeded its useful life.
What is the estimated cost for the proposed	\$60,000

project?	
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EQUIPMENT & MISCELLANEOUS CAPITAL PROJECTS

Fill in the requested information below regarding your Equipment and Miscellaneous Capital Project(s). These projects must directly relate to your transportation program. Any equipment purchased with these funds must be required for and used for public transportation. **If applying for more than project, please attach additional sheets and create a separate project for each in the Black Cat System.**

Describe your proposed project(s) in detail (Detail MUST include: type, quantity, estimated cost, purpose of equipment being requested).	This project involves replacing CAT's Maintenance Software program.
How does this project enhance your transportation program?	This project will improve the maintenance and record-keeping for CAT vehicles, equipment, and facilities.
What is the estimated cost for the proposed project?	\$100,000

FY 2018 PROJECT FUNDING REQUEST

In the table below, list by priority, and specify in detail the sources and dollar amounts of Local Match funding (state aid, mill levy, donations, contract income, etc.) that are available to be used towards each project (Vehicle, Facility Rehabilitation & Construction, and/or Equipment/Miscellaneous Capital). ***Documentation of sources of Local Match MUST be attached or it will not be considered.**

Ranking	Project	Estimated Cost of Project	Local Match Needed	Sources of Local Match*
1	GFI PEM Machines	\$38,000	\$7,600	City Mill Levy
2	Facility Rehabilitation	\$387,000	\$309,600	City Mill Levy
3	Video Camera System	\$60,000	\$48,000	City Mill Levy
4	Maintenance Software	\$100,000	\$80,000	City Mill Levy

Please Note:

- Capital project requests will require a **20% Local Match**.
- Assets purchased with Federal Funds must be maintained and inventoried through the Transit Asset Management (TAM) Plan.
- As with most Federal Assistance Programs, 5339 is designed as a reimbursement program. Your agency should be prepared to pay for your equipment upon delivery/acceptance and then request reimbursement from NDDOT.
- If you receive \$750,000 from any federal source you are required to have a Single Audit per 2 CFR 200 subpart F.
- All application are due **May 1, 2017, 12:00pm CDT**. Late and/or incomplete applications may be subject to a penalty % reduction of requested amount.



City of Grand Forks Staff Report

APPROVED & ACCEPTED
by City Council
04/03/2017
Candice Stjern
Candice Stjern
Acting City Auditor

Service/Safety Committee – March 27, 2017
City Council – April 3, 2017

Agenda Item: North Dakota Section 5310 Funding Application

Submitted by: Dale Bergman, Public Transportation Division Director

Staff Recommended Action: Approve Cities Area Transit (CAT) application for North Dakota Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities funding in the amount of \$159,945.

Committee Recommended Action: Refer to City Council with the recommendation to approve.

Council Action:

BACKGROUND:

The North Dakota Department of Transportation (NDDOT) has released a notice of funding availability and request for applications for Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities program. Staff recommends approval of its Section 5310 funding request of \$159,945.

ANALYSIS & FINDINGS OF FACT:

- The Section 5310 funding request includes the following projects in priority order:
 1. **Mobility Manager Position**

The Mobility Manager serves as the regional transit coordinator and is responsible for planning, marketing, education and outreach for Cities Area Transit. The Mobility Manager provides bus training for senior citizens and persons with disabilities and is the agency contact for local human service providers. The total cost for the Mobility Manager position is \$92,932. CAT is requesting \$74,345 in Section 5310 funding; the 20% local match of \$18,587 will be paid out of the City's Public Transportation budget.
 2. **Replacement of ADA Minivan**

2010 Dodge Grand Caravan #109 has a current mileage of 140,822 and has exceeded its useful life of 4 years or 100,000 miles. The vehicle is scheduled to be replaced with an ADA Minivan for a total cost of \$38,500. CAT is requesting \$30,800 in Section 5310 funding; the 20% local match of \$7,700 will be paid out of the City's Public Transportation budget.

3. Replacement of ADA Minivan

2012 Dodge Grand Caravan #121 has a current mileage of 96,501 and has exceeded its useful life of 4 years or 100,000 miles. The vehicle is scheduled to be replaced with a 15+4 Passenger Van for a total cost of \$68,500. This larger vehicle is needed to accommodate passenger demand at peak operating times. CAT is requesting \$54,800 in Section 5310 funding; the 20% local match of \$13,700 will be paid out of the City's Public Transportation budget.

SUPPORT MATERIALS:

- Section 5310 Funding Application

Section 5310 – Enhanced Mobility of Seniors & Individuals with Disabilities

Agency Name	City of Grand Forks Cities Area Transit (CAT)
Contact Person	Dale Bergman
DUNS #	071347249

The goal of Section 5310, the Transportation for Elderly Persons and Persons with Disabilities Program, is to *improve mobility for the elderly and persons with disabilities throughout the country*. Section 5310 provides financial assistance for capital purchases and operating assistance for transportation services planned, designed and carried out to meet the special transportation needs of the elderly and persons with disabilities in all areas – small urban and rural. The program requires coordination of federally-assisted programs and community services in order to make the most efficient use of federal resources.



Vehicles may be used to provide meal delivery service for homebound persons on a regular basis in conjunction with passenger transportation. Delivery service **must not** conflict with the provision of transit services or result in reduced service to transit passengers.

GENERAL INFORMATION

Provide a detailed description of the transportation services your agency currently provides and plans for increasing services, expanding service area and increasing ridership.	CAT provides fixed route and paratransit service within the city limits of Grand Forks, ND. CAT also has a contract to provide public transit services in the city of East Grand Forks, MN. The current Transit Development Plan will be adopted by both cities in June 2017. The plan proposes a restructured fixed route system aimed at improving service frequencies and increasing ridership over the next five years.
Provide a description of the current services being provided (Days and hours of service, fare structure, total vehicles your agency has in service, type of service being provided, counties and communities in your service area).	CAT services operate within the city limits of Grand Forks and East Grand Forks from 6 am to 10 pm Monday through Friday and 8 am to 10 pm on Saturdays. The adult fare for fixed route is \$1.50, \$0.75 for students, and \$0.60 for seniors/persons with disabilities/Medicare card holders. The one-way fare for paratransit is \$3.00.
Provide a detailed explanation of how and why this request is important to your agency and how it will improve or provide for future service to citizens in the communities/counties you provide service to. Explain where in your current coordination plan this project(s) is specifically	This request is important to continue the Mobility Management Program and bring aging vehicles to a state of good repair. This is vital to meeting the demand for transportation in and around Grand Forks and East Grand Forks. The need for a Mobility Manager position was introduced in the 2009 Coordinated Plan and again in the

stated (list section and page number(s)).	2012 update. The current plan update calls for “Targeted Mobility Management & Niche Marketing Materials” on page 16 of the Coordinated Human Services Transportation Plan draft memo.
What percentage of change in ridership has your agency experienced in the FY2017 reporting period? Provide a brief explanation of the reason for the change in ridership.	<input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease CAT has experienced a 3% decrease in ridership during the FY2017 reporting period. This decrease is likely due to the need to restructure the fixed route system to serve newer university student housing areas. This is planned in the current Transit Development Plan update.
Do you share resources in any significant amount with other agencies? (e.g. maintenance, mechanics, marketing, dispatching or scheduling, training, vehicles, etc.) Briefly describe how you share resources and with whom.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No CAT does maintenance for other public transit agency vehicles. CAT also houses the statewide 1-800 number for Veteran transportation resources.
Has the coordination of resources lead to any measurable savings in operating costs to your program? If yes, please briefly describe these savings.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Performing maintenance for other public transit agencies has helped cut down expenses as CAT charges only for parts and labor.

Coordinated Public Transit Human Services Transportation Plan

Applicants must be part of a locally derived Coordinated Public Transit Human Services Transportation Plan approved by North Dakota Department of Transportation (NDDOT) prior to submission of this application.



Has your Coordinated Public Transit Human Services Transportation Plan been approved by the Transit Section and uploaded into the BlackCat System?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the requested project part of a Coordinated Public Transit Human Services Transportation Plan?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, indicate the page number where this project is listed. If No, explain why this project is not part of your current plan.	

Section 5310 Project Details

This section of the application is broken into two parts – **Project Description** and **Transportation Program Details**. The **Project Description** is designed to get specific information about the capital item(s) for which you are currently applying. The **Transportation Program Details** is designed to get more general information about your transportation program and how this project request will enhance your existing service. Both portions allow the Grant Review Committee to evaluate your agency proposals and should be used as a way for you to justify your request.

Non Vehicle Project Request

There is space provided below to request a project. If applying for more than project, please attach additional sheets and create a separate project for each request in the Black Cat System.

Please describe in detail your proposed project. Be specific and include a description of what you would like to purchase and how it benefits your transportation program.	Mobility Manager (1 st priority) – The Mobility Manager serves as the local and regional transit coordinator and is responsible for marketing, education and outreach for Cities Area Transit. The Mobility Manager provides bus training for senior citizens and persons with disability and is the agency contact for human service providers.
If this is a request for Mobility Manager funding, have you attached a current job description?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are you the lead transit provider in your area? If not, what is the relationship of your program to other transportation providers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is the need for transit service in your area? Why does this need exist? How have you determined this need?	Grand Forks is a hub in the northeast region of North Dakota. The CAT system serves a wide variety of transit users – seniors, persons with disabilities, youth, New Americans, college students, adults, etc. There is a great need to expand services to reach developing areas of the community. Grand Forks is growing to the south and to the west, where there is limited or no fixed route service available.
How will this proposed project address this need for service?	The Mobility Manager helps users and agencies access transportation services through education, outreach and travel training. By promoting and educating the community on fixed route service, pressure is relieved on paratransit. This is especially important as public transportation strives to meet the demand of the aging population.

Vehicle Project Request

There is space provided below to request a project. If applying for more than project, please attach additional sheets and create a separate project for each request in the Black Cat System.

Description of the vehicle you are requesting. (Include: Year, Make, ADA qualified, and seating capacity)	ADA Low Floor Minivan (2 nd Priority)
Describe in detail which programs and services the requested vehicle will be utilized in and how it will enhance or maintain your service?	The vehicle will be used for paratransit service.
If requesting a replacement, which vehicle in your fleet are you replacing? (Your description MUST include: VIN, Year, Make, Model, and Current Mileage)	2010 Dodge Grand Caravan Current Mileage: 140,822
If requesting an expansion vehicle, list the agency/community/county to be served (Include: hours and days of service and estimated ridership).	N/A
If requested vehicle is a non-ADA vehicle, can your agency certify to NDDOT that you can adequately meet these needs with your existing fleet? Applicant MUST attach a Certificate of Equivalent Services.	N/A

If operating a fixed route, what are the paratransit eligibility criteria for people to ride your service?	Fixed route service is open to the public. ADA Paratransit "Dial-A-Ride" service is open to persons who are not able to access the fixed route due to a disability. Senior Rider service is open to persons age 62 and older.						
What is the purpose of the three most commonly requested trips that your clients require? (e.g. medical, shopping, employment, education, etc.)	<table border="1"> <tr> <td data-bbox="829 300 873 338">1.</td> <td data-bbox="881 300 1521 338">Medical</td> </tr> <tr> <td data-bbox="829 348 873 386">2.</td> <td data-bbox="881 348 1521 386">Work</td> </tr> <tr> <td data-bbox="829 396 873 434">3.</td> <td data-bbox="881 396 1521 434">Shopping</td> </tr> </table>	1.	Medical	2.	Work	3.	Shopping
1.	Medical						
2.	Work						
3.	Shopping						
Are you the lead transit provider in your area? If not, what is the relationship of your program(s) to other transportation providers?	X Yes <input type="checkbox"/> No						
Please describe the need for transit service in your area? Why does this need exist? How have you determined this need? How will the proposed project address this need for service? Is this need addressed in your Human Service Coordination Plan?	Grand Forks is a hub in the northeast region of North Dakota. The CAT system serves a wide variety of transit users – seniors, persons with disabilities, youth, New Americans, college students, adults, etc. There is a great need to expand services to reach developing areas of the community. Grand Forks is growing to the south and to the west, where there is limited or no fixed route service available.						
How many trips do you provide on an annual basis?	2016 Fixed Route: 318,019 2016 Dial-A-Ride/Senior Rider: 48,363 2016 Total Ridership: 366,382						
Describe your fare structure. What is the average fare a rider will pay for a trip in your transportation program?	Fixed Route = \$1.50 (full fare); \$0.75 (K-12 Student); \$0.60 (Disabled/Senior/Medicare) Dial-A-Ride/Senior Rider = \$3.00 one way						
Do you market or promote your service? If yes, please provide a description of how you market the program and to whom in the box at the right.	X Yes <input type="checkbox"/> No CAT services are marketed through outreach efforts, the CAT website, print materials, television commercials and special events.						
Vehicle Project Request							
There is space provided below to request a project. If applying for more than project, please attach additional sheets and create a separate project for each request in the Black Cat System.							
Description of the vehicle you are requesting. (Include: Year, Make, ADA qualified, and seating capacity)	15+4 Passenger Van (3 rd Priority)						
Describe in detail which programs and services the requested vehicle will be utilized in and how it will enhance or maintain your service?	The vehicle will be used for paratransit service.						
If requesting a replacement, which vehicle in your fleet are you replacing? (Your description MUST include: VIN, Year, Make, Model, and Current Mileage)	2012 Dodge Grand Caravan Current Mileage: 96,501						
If requesting an expansion vehicle, list the agency/community/county to be served (Include: hours and days of service and estimated ridership).	N/A						
If requested vehicle is a non-ADA vehicle, can your agency certify to NDDOT that you can adequately meet	N/A						

these needs with your existing fleet? Applicant MUST attach a Certificate of Equivalent Services.	
If operating a fixed route, what are the paratransit eligibility criteria for people to ride your service?	Fixed route service is open to the public. ADA Paratransit "Dial-A-Ride" service is open to persons who are not able to access the fixed route due to a disability. Senior Rider service is open to persons age 62 and older.
What is the purpose of the three most commonly requested trips that your clients require? (e.g. medical, shopping, employment, education, etc.)	1. Medical
	2. Work
	3. Shopping
Are you the lead transit provider in your area? If not, what is the relationship of your program(s) to other transportation providers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Please describe the need for transit service in your area? Why does this need exist? How have you determined this need? How will the proposed project address this need for service? Is this need addressed in your Human Service Coordination Plan?	Grand Forks is a hub in the northeast region of North Dakota. The CAT system serves a wide variety of transit users – seniors, persons with disabilities, youth, New Americans, college students, adults, etc. There is a great need to expand services to reach developing areas of the community. Grand Forks is growing to the south and to the west, where there is limited or no fixed route service available.
How many trips do you provide on an annual basis?	2016 Fixed Route: 318,019 2016 Dial-A-Ride/Senior Rider: 48,363 2016 Total Ridership: 366,382
Describe your fare structure. What is the average fare a rider will pay for a trip in your transportation program?	Fixed Route = \$1.50 (full fare); \$0.75 (K-12 Student); \$0.60 (Disabled/Senior/Medicare) Dial-A-Ride/Senior Rider = \$3.00 one way
Do you market or promote your service? If yes, please provide a description of how you market the program and to whom in the box at the right.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No CAT services are marketed through outreach efforts, the CAT website, print materials, television commercials and special events.

Following are suggested price requests for vehicles based on current state bid quotes. Keep in mind if you intend to order vehicles with additional options prices will vary accordingly.	
ADA Low Floor Mini Van NDDOT Term Contract No. 382	\$37,995
14 Passenger or 12 + 2 Passenger Cutaway NDDOT Term Contract No. 384	\$58,759 - \$59,100
15 Passenger (including driver) Cutaway NDDOT Term Contract No. 300	\$69,995 - \$74,184
MV-1- Multi Purpose Built Mobility Vehicle NDDOT Term Contract No. 184	\$42,000
FTA Useful Life Standards	
Mini-Vans/Modified Vans – 3-14 passenger	4 years or 100,000 miles

Med-Size Light Duty Cutaway – 8-16 passenger	5 years or 150,000 miles
Med-Size Med Duty Cutaway – 16-30 passenger	7 years or 200,000 miles
Med-Size Heavy Duty Bus – 24-25 passenger	10 years or 350,000 miles
Large Heavy Duty Bus – 35-40+ passenger	12 years or 500,000 miles

FY 2018 PROJECT FUNDING REQUEST

In the table below, list by priority, and specify in detail the sources and dollar amounts of Local Match funding (state aid, mill levy, donations, contract income, etc.) that are available to be used towards each project (Vehicle, Facility Rehabilitation & Construction, and/or Equipment/Miscellaneous Capital).

***Documentation of sources of Local Match MUST be attached or it will not be considered.**

Ranking	Project	Estimated Cost of Project	Local Match Needed	Sources of Local Match*
1	Mobility Manager	\$92,932	\$18,586	Local Mill Levy
2	ADA Low Floor Minivan	\$38,500	\$7,599	Sale of Property
3	15+4 Passenger Van	\$68,500	\$11,600	Sale of Property

Please Note:

- Capital project requests will require a **20% Local Match**.
- Mobility Manager salary is a capital project expense and requires a **20% Local Match**.
- Assets purchased with Federal Funds must be maintained and inventoried through the Transit Asset Management (TAM) Plan.
- As with most Federal Assistance Programs, 5310 is designed as a reimbursement program. Your agency should be prepared to pay for your equipment upon delivery/acceptance and then request reimbursement from NDDOT.
- If you are awarded a Section 5310 project, your agency will be required to report a number of performance measures, at least annually, to NDDOT. Information required to report may include, but will not be limited to the following:

The number of 5310 one-way trips;
The number of 5310 vehicles you have in service; and
5310 ridership demographics.

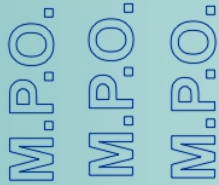
- If you receive \$750,000 from any federal source you are required to have a Single Audit per 2 CFR 200 subpart F.
- All application are due **May 1, 2017, 12:00pm CDT**. Late and/or incomplete applications may be subject to a penalty % reduction of requested amount.

The NDDOT Transit Staff is available to provide guidance and answer any questions on the application process.

North Dakota Department of Transportation
Local Government Division Transit Section
608 East Boulevard Avenue
Bismarck, ND 58505-0700

Phone: (701) 328-2542, 328-2835, 328-2194, or 328-3720,

E-mail: bhanson@nd.gov, dkarel@nd.gov, jsmall@nd.gov or conelson@nd.gov



Grand Forks - East Grand Forks Metropolitan Planning Organization

MPO Staff Report **Technical Advisory Committee: April 12, 2017** **MPO Executive Board: April 19, 2017**

RECOMMENDED ACTION: Preliminary Approval of the Transit Development Plan Update.

Matter of Preliminary Approval of the Transit Development Plan Update.

Background: The Transit Development Plan (TDP) covers a defined five-year planning horizon, currently 2012 to 2016. It functions as a sub-element of the Long Range Transportation Plan (LRTP). The previous TDP was adopted in May 2012, with the last update in January 2014. Development and adoption of the TDP is recommended by FTA for the purposes of establishing a vision for public transportation, assessing needs, and identifying a framework for program implementation. Program implementation largely depends on funding, grants, and participation from FTA and/or other state agencies. A comprehensive TDP guides operations, maintenance, infrastructure, and capital within a fiscally constrained environment.

This year, the MPO is updating the TDP and have hired KLJ/Kimley-Horn as the consultant for this project. The consultant has been under contract since April 2016 and has:

- Completed an Existing Conditions Report;
- Completed an Issues Analysis Report;
- Completed a Performance Management Plan (Goals) Report;
- Completed an Alternative Analysis Report;
- Completed a Coordinated Human Services Transportation Plan Report

These reports were compiled to be the base of the draft Transit Development Plan. These reports have also been presented and discussed either in a public input meeting or at a Steering Committee meeting. The comments gathered about the reports are reflected in the Draft TDP. Through the comment period for the Draft TDP approval process, people will have the chance to make comments on the full draft. The Financial Plan, Transit Asset Plan, and Public Input were the last to be added to the final document. Most comments will be expected on these sections of the Draft TDP.

The Coordinated Human Services Transportation Plan has a report available on the webpage This plan goes from being a separate plan to being part of the TDP. This section was developed as a framework approach to addressing mobility management, a guidebook for initiatives and strategies to improve transportation options through outreach with coordination of the network of

community groups and agencies in the larger community. A project scoring and weighting was suggested for prioritization of projects.

Transit Asset Management (TAM) final ruling came out in July 2016. The TAM section put together an inventory of all CAT assets, a Condition Assessment of the assets, and three scenarios of Investment Prioritization. These were all done using FTA's TERM software. With this information, this TDP has worked in capital project investment for the CAT system in the Financial Section of the TDP. In the TAM section, three scenarios were presented to achieve the federal performance levels. The middle ground scenario was suggested but an increase in funding would be needed. Useful life has always been addressed with the timely replacement of vehicles in the fleet. There are other equipment, technology, and building/facility maintenance, update, and replacement that the CAT system has and is waiting for funding opportunities to present themselves

Due to the fact that CAT is a small agency, they can be part of a "Group Plan" that can be state sponsored. In order to support ease of inclusion into a "Group Plan", this TDP has started the inventory process of CAT assets as well as the process of condition assessment. Questions remain as to how and when CAT will be invited to participate in a "Group Plan" While it may make sense for a state to be a "Group Plan" sponsor, it is not mandated that the state invite CAT to participate. Another question is since this is a bi-state transit system, with each city being recognized as succinct, separate transit operators, would each have only the ability to join their respective State sponsored "Group Plan".

The Financial Section ties together all sections of the Draft TDP. In order for a plan to be adopted it must be cost constrained. The proposed changes to routes were done to accommodate issues in the CAT system and set the CAT system up to achieve performance measures and targets desired on a local, state, and federal level. Funding levels available dictate ability to achieve the desired outcomes for the CAT system. Additional funding is needed to achieve the most desired alternatives. The proposed changes to the CAT system can be on a cost constrained level but the increase of more frequency of service is sacrificed. The financials show the needed funding to achieve the most desired outcome for the CAT system.

In the end, the Financial Section highlights the need for additional funding sources to just maintain current service in the future. To truly achieve the main of the desires of the community a commitment to transit is needed.

Next the TDP will be presented to the Public, Grand Forks and East Grand Forks Planning Commissions and the Grand Forks and East Grand Forks City Councils for preliminary approval. Comments and input will be gathered for inclusion into the Final Document. The Final Document will then be brought before the Planning Commissions and the City Councils for final approval. Once that is done the final approval will come before the TAC and Executive Board.

Information on the TDP, including the Draft TDP, can be found on the website and on Facebook: <https://theforksmpto.wordpress.com/the-forks-mpo/transit-development-plan-update/>
<http://www.facebook.com/GrandForksEastGrandForksTransit>

Findings and Analysis:

- Staff recommends Preliminary Approval

Support Materials:

- TAM Section
- Financial Section
- Approval Schedule

TRANSIT ASSET MANAGEMENT

The mission statement of CAT is to “promote mobility by developing, providing, maintaining, and supporting the development and delivery of public transportation services. These services will be geared toward improving the quality of life for residents and increasing the economic vitality of Grand Forks and East Grand Forks.” Having a Transit Asset Management (TAM) plan which assesses current and future needs and prioritizes investments to resolve those needs is critical to meeting this mission statement.

OVERVIEW

To comply with FTA guidance, CAT must use inventory and condition data and well-defined objectives to provide a systematic process for improving resource allocation decision-making. This chapter will:

- » Assess the existing asset management practice at CAT
- » Present an asset management framework and business model that defines and communicates best practices of similar agencies around the country
- » Assist CAT in developing measurable goals and objectives for providing a systematic process for inventorying and assessing assets
- » Provide guidance for developing an FTA-compliant, high-level condition assessment for advancing asset management and guiding resource allocation decision-making within CAT

BEST PRACTICES IN ASSET MANAGEMENT

TRANSITION TO PREVENTATIVE MAINTENANCE

Traditionally, asset management was a reactive find-and-fix maintenance method. Improved transit asset management uses a predict-and-prevent approach to reduce cost and improve safety and reliability of the system. This new approach to asset management aligns with the guidance of the Federal Transit Administration (FTA), which requires that recipients of federal funding report on:

- » The condition of their system
- » Any change in condition since the last report
- » Targets set for the state-of-good-repair performance measures
- » Progress towards meeting those targets

CONDUCT REGULAR INSPECTIONS

In addition to reporting the data, inspections should be conducted on all assets. These inspections are critical to maintaining an accurate database that can help make investment decisions. Regular vehicle and equipment inspections should be conducted based upon vehicle type, mileage, road conditions and other policies.

- » Vehicle type: Due to deterioration from stop frequency and wear and tear from congestion and general use, revenue vehicles used for Fixed Route or Demand Response service require a more frequent and in-depth preventative maintenance inspection than other vehicles.
- » Mileage: Vehicles with the highest mileage should be inspected frequently.
- » Road conditions: Vehicles used in inclement weather or road conditions, such as ice, snow, or gravel, should be inspected more frequently than the manufacturer recommendation.

Inspections should occur on a regular schedule and be fully documented. Many agencies identify a specific staff person to manage this task.

REVIEW AND ADJUST

Finally, CAT staff should continually review these maintenance practices to identify improvements to the program. The current condition assessment portion of this chapter includes the first iteration of a FTA-compliant report on state of good repair (SOGR). Continually updating this section of the report with current numbers, budgets and the SOGR is the first recommended change.

EXISTING ASSET MANAGEMENT PRACTICES AT CAT

CAT currently has a robust and thorough vehicle maintenance program. Lead by the Transportation Supervisor, this program employs two full-time fleet maintenance mechanics who are responsible for the mechanical operation of the bus fleet. In addition to conducting daily repairs on the diesel engines and all related parts, they perform scheduled preventive maintenance according to a full-service checklist. To ensure safe, reliable operations, a vehicle inspection is performed every 4,000 miles on diesel and 3,000 miles on gas vehicles.

Any defect found during an inspection that would adversely affect the safe operation of the vehicle is to be repaired prior to release for service. Defects not affecting safe vehicle operation will normally be repaired prior to the vehicle being released for service. However, buses requiring parts not in stock, unavailable outside vendor services or excessive repair time, may be released at the discretion of the supervisor.

Bus operators are responsible for daily morning inspections of transit vehicles and operating a fixed route while providing excellent customer service. Operators also have a Driver's Check Sheet to make the inspection more consistent and routine.

INVESTMENT FRAMEWORK: GOALS AND OBJECTIVES

Achieving balance between maintaining current stock and replacing the oldest assets is a priority to CAT. Providing a safe and secure ride, operating a reliable transit system and making financial maintenance decisions at the most cost-effective time are also important to CAT. These goals will be balanced as financial operating and maintenance needs are suggested based on asset condition.

One initial desire of CAT is to remodel and expand the bus garage, originally built in 1984, for added garage and administrative space and become ADA compliant. In addition to this significant financial investment, maintaining an efficient, effective and high-quality transit coach fleet is also a top priority.

CURRENT CONDITION ASSESSMENT

METHODOLOGY

The FTA Transit Economic Requirements Model (TERM) Lite tool estimates transit capital investment needs over an extended time horizon. It estimates asset condition based on age, useful life and asset decay curves. This tool was used to identify the current condition of the CAT transit system features and create recommendations for resource allocation to reach and maintain a SOGR for years to come. The assumptions used for the base model were:

- » 20-year horizon
- » All assets have the same priority
- » Expansion assets include five vehicles (two revenue vehicles and three non-revenue vehicles)
- » Agency soft costs are 10 percent across all asset types
- » Inflation is set at four percent
- » Agency capital budget is set at \$200,000 in 2017 and increases with inflation each year. This \$200,000 is for capital expenditures only; it is beyond the operation and maintenance budget of the agency.

Inputs

The inputs for this TERM Lite model are based on an inventory report from February 7, 2016. These inputs include 118 lines items such as seven buses and associated ITS equipment, 14 vans, 17 bus shelters, one bus garage, various office equipment and supplies and many maintenance and repair equipment pieces.

Useful lives were individualized for every asset. Revenue buses assumed useful lives between 10 and 12 years, other vehicles were closer to five years, maintenance equipment ranged from five to seven years.

ASSET INVENTORY REPLACEMENT VALUE

Figure 97 shows the existing replacement value of CAT's capital assets at \$22.7 million. Facilities, which include the existing bus garage, make up the largest single asset type at nearly \$10 million. Vehicles and bus shelters each make up around one-quarter of the value of CAT's assets.

ASSET CONDITIONS

An asset is in a SOGR if it has not reached the end of its useful life. The SOGR backlog represents the value of all assets in the transit system that are beyond their useful life and should be replaced. Based on the provided inventory, 68 percent of the total value of CAT's transit system is in backlog (Figure 98). This backlog is largely due to the bus garage being beyond its 30-year design life, many bus stops and shelters surpassing their design life, and the GFI fareboxes nearing the end of their useful life. If the bus garage is excluded from the analysis, 50 percent of the total value of CAT's transit system is in backlog.

Figure 97: Value of CAT Capital Assets by Category (2016 \$)

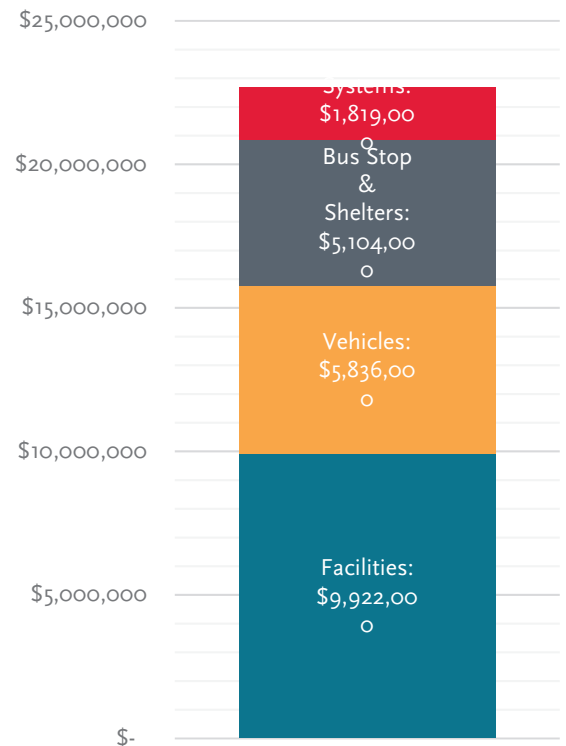


Figure 98: CAT Assets in State of Good Repair Backlog

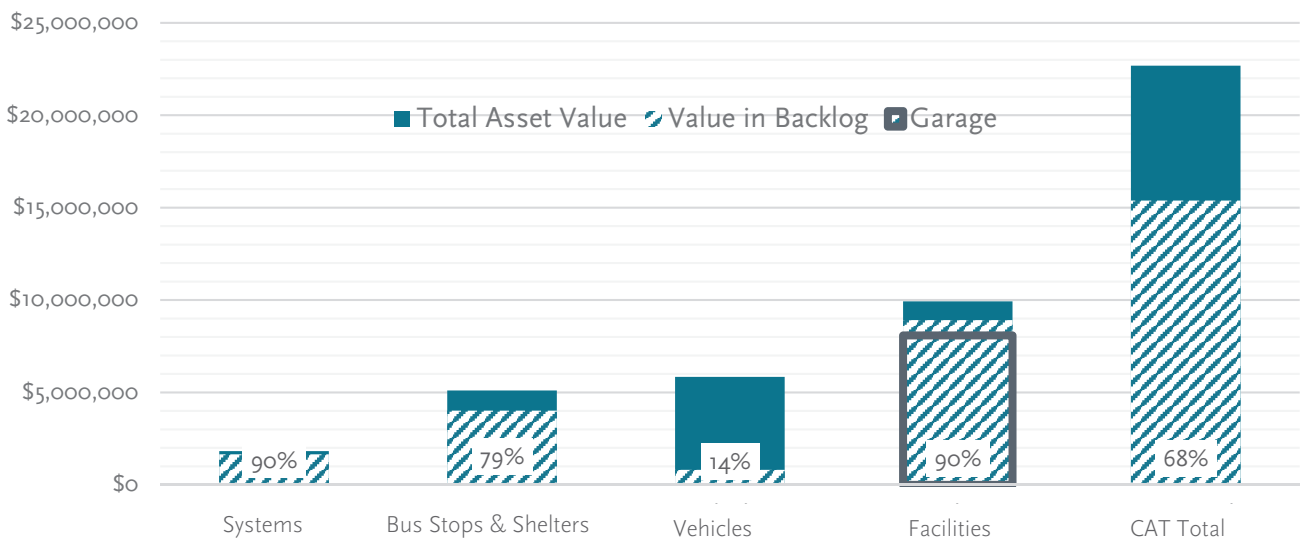


Table 67 shows how each FTA Category, Sub-Category and Element fits into the five FTA defined asset-condition categories based on how soon it will reach its useful life. For example, the CAT Maintenance Garage (Facilities, Buildings, Maintenance) is beyond its useful/functional life, thus it is classified as poor whereas the Fixed Route buses category (Vehicles, Revenue Vehicles, Bus) shows 24 percent of assets in excellent condition, 63 percent in marginal condition and 13 percent in poor condition.

Table 67: Asset Condition by Category and Type

Category	Sub-Category	Element	Useful Life	Replacement Value (2016 \$)	Excellent	Good	Adequate	Marginal	Poor*
Facilities	Buildings	Maintenance	30	\$8,081,000					100%
Facilities	Equipment	-	5 to 10	\$198,000	3%		5%	77%	15%
Facilities	Equipment	Maintenance	5 to 7	\$804,000		18%	3%	30%	49%
Facilities	Equipment	MIS/IT/Network Systems	3 to 7	\$839,000			21%	77%	3%
Vehicles	Revenue Vehicles	Bus	10 to 12	\$4,005,000	24%			63%	13%
Vehicles	Revenue Vehicles	Vans, Cutaways, and Autos	4 to 7	\$1,488,500	69%	22%	3%	3%	3%
Vehicles	Non-Revenue Vehicles	-	6	\$343,000	25%		14%	5%	56%
Stations	Bus Stop & Shelters	Bus Stops	20	\$1,091,000			100%		
Stations	Bus Stop & Shelters	Bus Stop Shelters	7	\$4,013,000					100%
Systems	Communications	Phone System	5	\$38,000		100%			
Systems	Communications	Radio	7	\$52,000					100%
Systems	Communications	Safety and Security	5 to 7	\$214,000		24%	15%	38%	23%
Systems	ITS	-	5 to 7	\$52,000			100%		
Systems	Revenue Collection	-	7	\$1,462,395				100%	

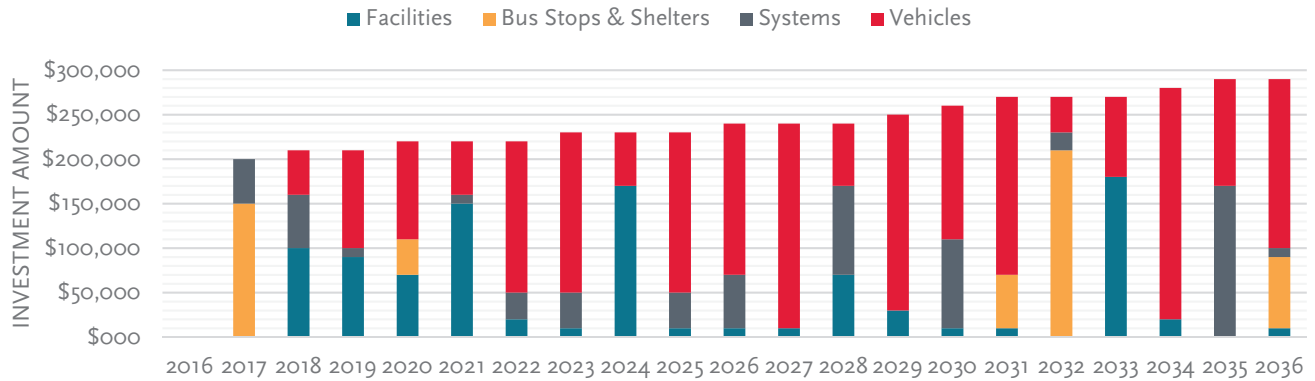
*Poor condition indicates the asset has reached the end of its useful life and is not in a state of good repair

RECOMMENDATIONS FOR GUIDING RESOURCES

CURRENT FUNDING SCENARIO

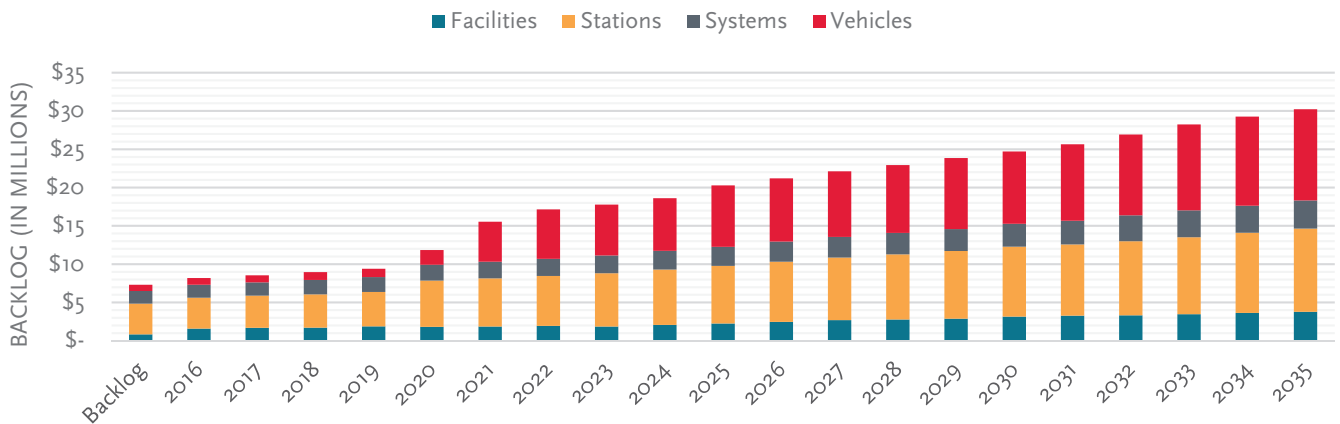
If CAT had unlimited funding, assets would be replaced as soon as they reach the end of their useful life. However, with funding remaining constant at its current \$200,000 value for 20 years (adjusted for inflation), capital improvement decisions need to be made with limited funding. Figure 99 shows the investment schedule if funding stays constant. The bus garage expansion, valued at over \$8 million, is removed from this investment schedule analysis as it is assumed that this one-time renovation would come from other funding sources beyond the \$200,000 per year budget.

Figure 99: Proposed Investment Schedule Assuming \$200,000 Annual Capital Investment Budget



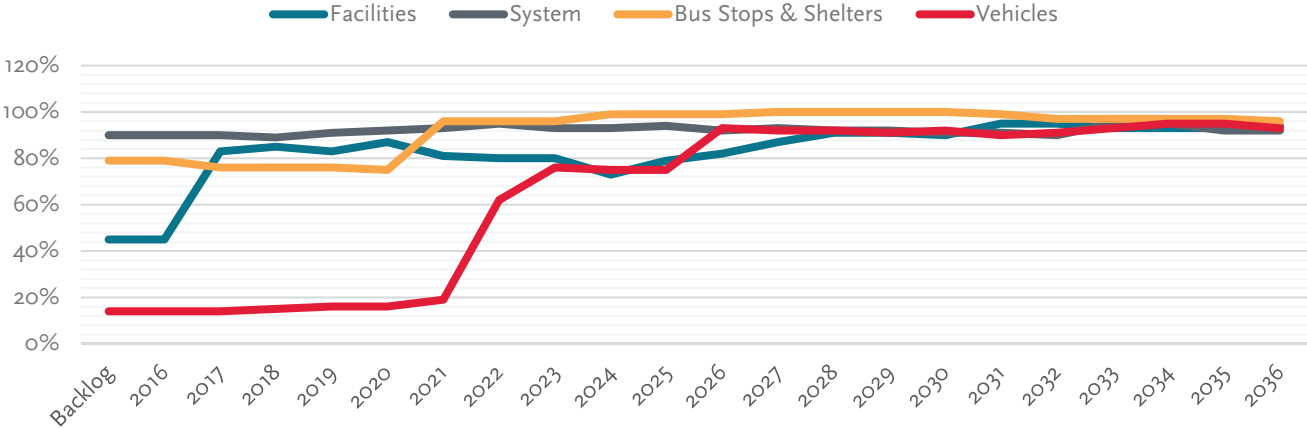
The capital funding schedule under this scenario assumes over \$7 million in total investments over the next 20 years with investments ranging from \$250,708 to \$499,579 per year. This funding scenario does not resolve the SOGR backlog. As expected, the backlog grows significantly over time when funding levels only increase with inflation (Figure 100).

Figure 100: State of Good Repair Backlog with Current Annual Funding



Not all assets are in a consistent backlog given this funding scenario. Vehicles continue to rise from 20 percent in backlog in 2021 to over 90 percent beyond 2026 (Figure 101).

Figure 101: Percent of Replaceable Assets That Exceed Their Useful Life by Category in Current Funding Conditions



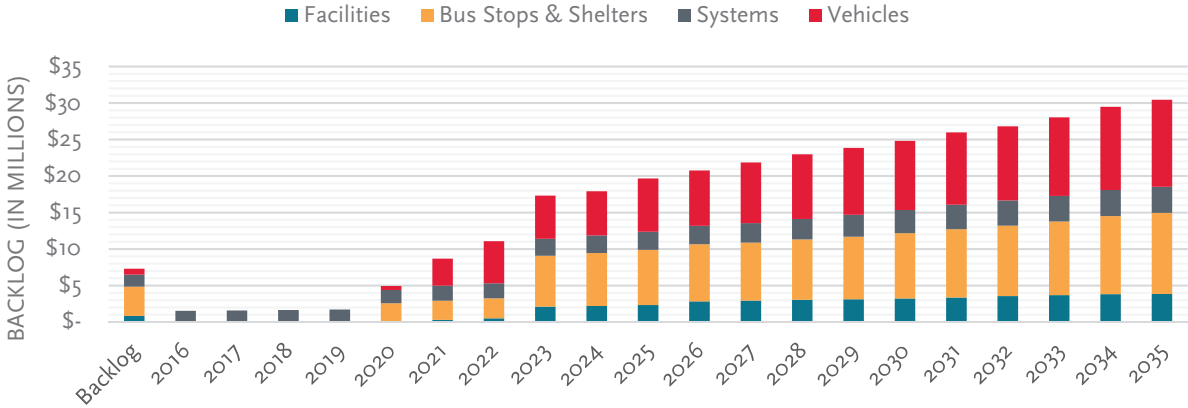
BACKLOG MANAGEMENT SCENARIOS

Three scenarios demonstrate how different funding levels and investment patterns could affect the SOGR at CAT.

Scenario 1: Eliminate Backlog with Immediate Cash Infusion

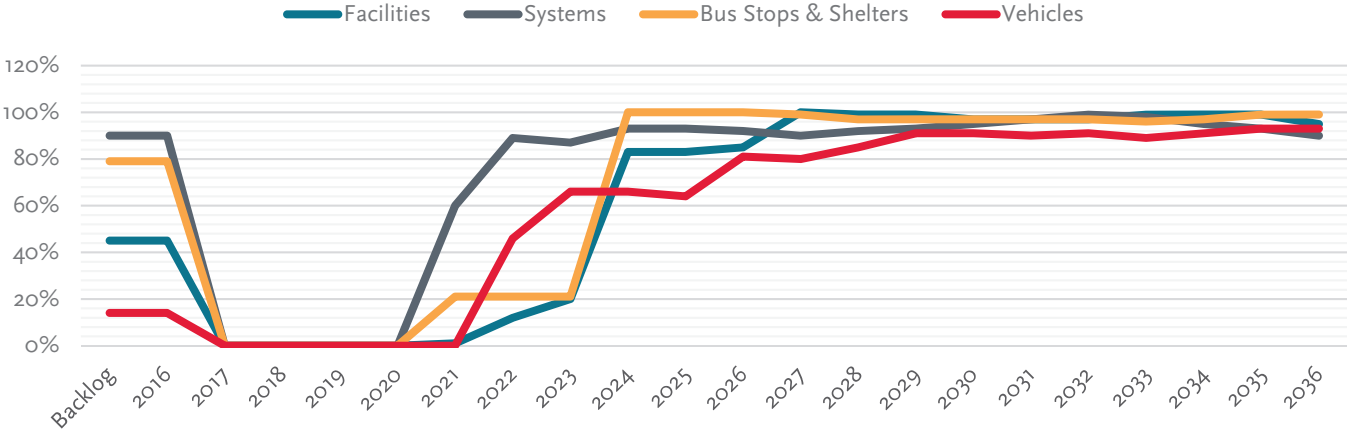
Without the bus garage expansion, the entire existing backlog is \$7.3 million (50 percent of the value). The first funding scenario presented eliminates this backlog with an immediate cash infusion. It is assumed that annual spending on capital improvement following this one-time correction remains steady at \$200,000 adjusted for inflation. This cash infusion eliminates the backlog for four years, but without increased capital spending, the backlog returns to over \$7 million by 2021 (Figure 102).

Figure 102: State of Good Repair for Scenario 1: Backlog Assuming Immediate Cash Infusion



Vehicles are the first replaceable asset type to return to a backlog greater than 50 percent (Figure 103).

Figure 103: Percent of Replaceable Assets That Exceed Their Useful Life by Category Assuming Immediate Cash Infusion

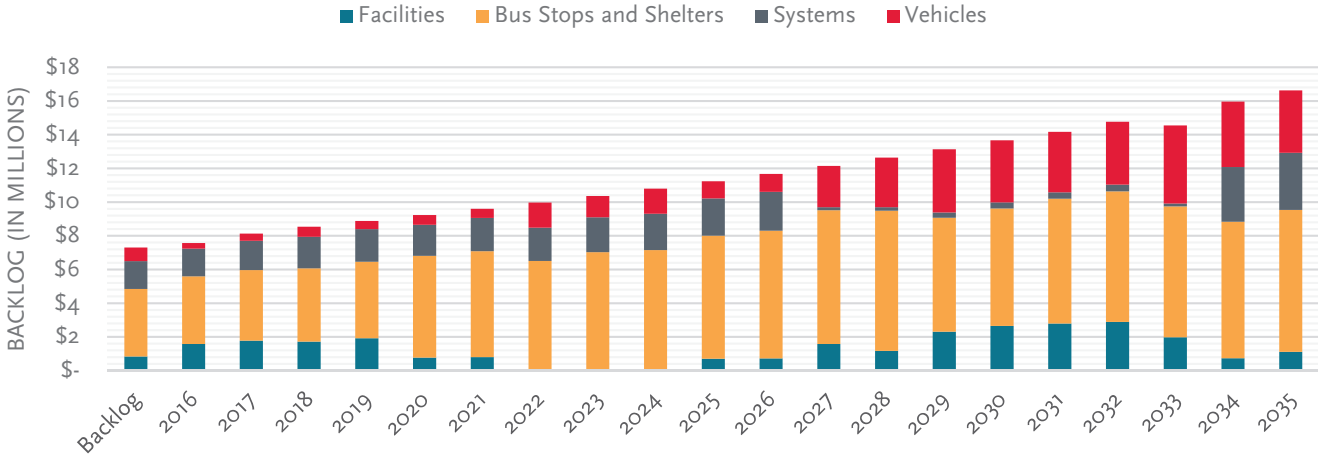


Although this immediate cash infusion scenario resolves the existing backlog today, it is not a realistic or effective capital funding solution for the agency in the long term.

Scenario 2: Maintain Backlog for Fifteen Years

The goal of the second funding scenario is to maintain the current 50 percent backlog for 15 years (Figure 104). Although the dollar value of the backlog rises over time, this value, given inflation, remains at nearly 50 percent of the asset’s total value.

Figure 104: State of Good Repair for Scenario 2: Maintain Backlog at 50 percent



To achieve this consistent backlog of 50 percent, investments per year will vary significantly. While some years need little or no capital expenditures, other years will require large investments to maintain more expensive assets. For instance, while 2018 needs no capital investments, 2021 is slated for vehicle maintenance, fuel tank replacements and communication system upgrades that total \$2.3 million (Figure 105). The average annual investment over the 15 years that the 50 percent backlog is being maintained in this scenario is \$1.24 million.

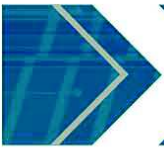
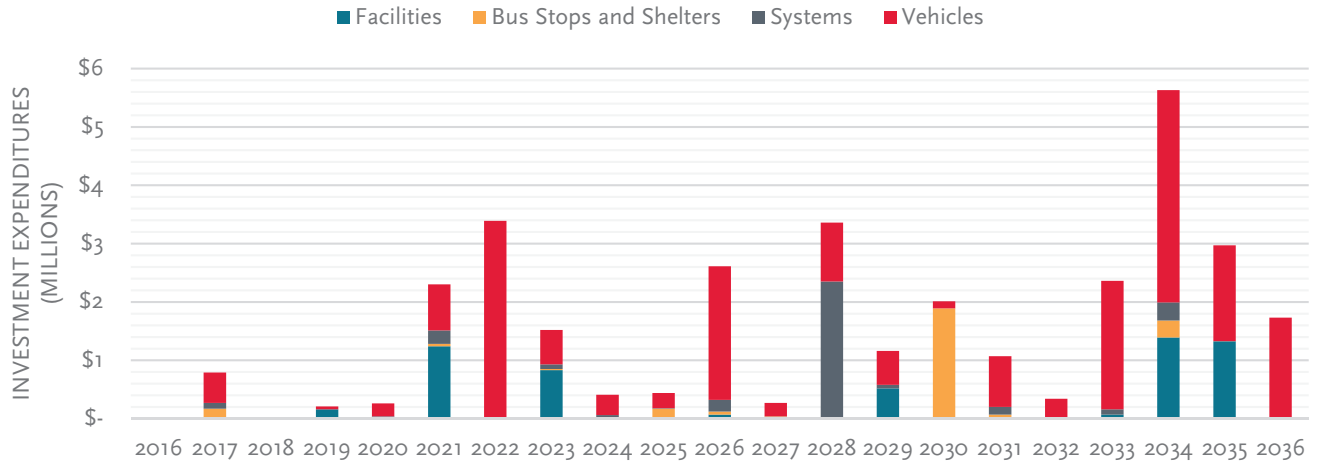


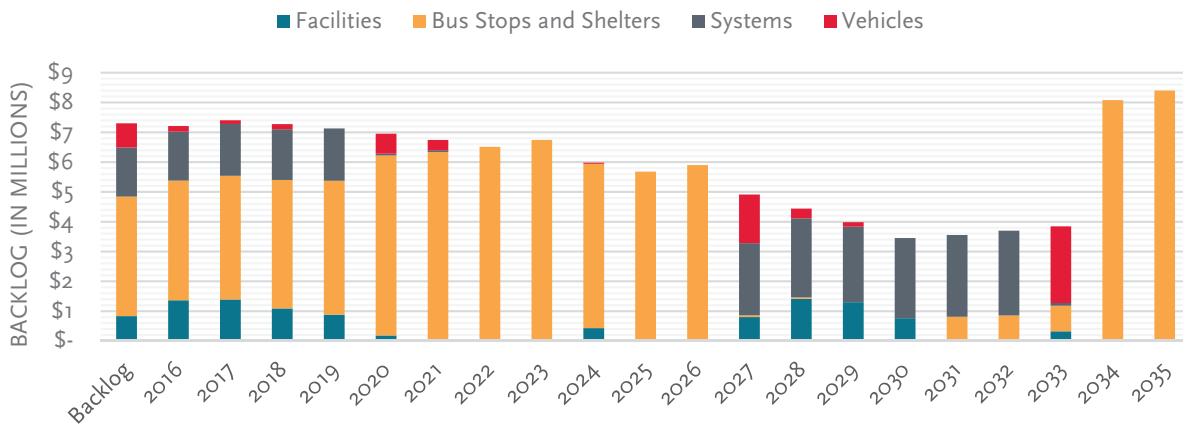
Figure 105: Investment Schedule to Maintain 50 Percent Backlog for 15 Years



Scenario 3: Reduce Backlog Incrementally

The goal of the last scenario is to reduce the backlog over 15 years to 25 percent of its current value (Figure 106).

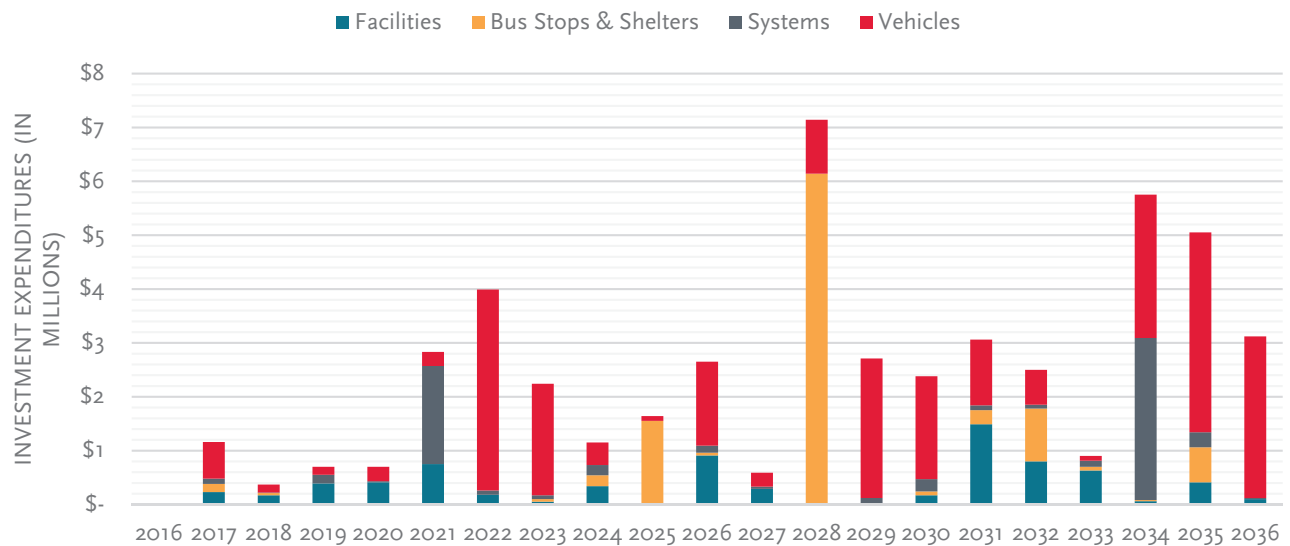
Figure 106: Backlog in the Incremental Reduction Scenario



To achieve this incremental backlog reduction, investments per year need to increase over time. While the first four years would require around one million in capital expenditures per year, following years need consistently more than \$2 million in expenditures per year (Figure 107). The average annual investment over the 15 years that the backlog is being incrementally reduced in this scenario is \$2.08 million.

2028 is a unique year in the scenario, where \$6.4 million is spent replacing 17 bus shelters. Although the model replaces all the shelters in one year, it is likely that the bus shelters would be incrementally replaced so that those costs could be spread over many years and be less of a burden on the transit agency's annual budget.

Figure 107: Investment Schedule to Reduce Backlog Incrementally for 15 Years



SUMMARY OF TRANSIT ASSET MANAGEMENT AND STATE OF GOOD REPAIR

Several themes emerge from the analysis:

- » The current assumed level of capital investments (\$200,000 per year) will not improve the SOGR. Without increasing funding levels, the backlog could increase dramatically over twenty years.
- » Investments will need to be made strategically. A single investment level is not practical. Targeting specific, costlier improvements in a certain year, such as vehicle replacements or bus shelter upgrades, will be more effective at reducing the backlog over time.
- » Targeting a specific backlog reduction—such as one percent per year—can help drive investment decisions.

Annual investments between \$1 and \$2 million per year will reduce the backlog in CAT's inventory. Focusing investments in opportune years will help bring the agency's assets into a SOGR.

FINANCIAL PLAN

INTRODUCTION

This section provides an overview and summary of the five-year (2018-2022) financial analysis related to implementation of the recommended operational strategy for CAT.

The fiscally constrained implementation of the TDP would result in the implementation of the Cost Constrained Scenario for Grand Forks and the Cost Constrained Scenario for East Grand Forks. However, this plan provides guidance to move towards implementing the Cost + Scenario in Grand Forks and Cost Constrained Scenario in East Grand Forks by the 2nd Quarter of 2018. The system restructure proposed by the TDP allows for a new route structure to be implemented, with varying levels of new revenue investment by each major CAT funding partner.

If after approval of the TDP, it is determined the Cost + is not fundable by Grand Forks, then the Cost Constrained Scenario would be advanced in Grand Forks, and would match the Cost Constrained Scenario implementation for East Grand Forks.

ASSUMPTIONS

Assumptions used in the development of this element of the TDP are as follows.

- » Implementation of the TDP starts April 1, 2018, and therefore cost for calendar year 2018 are assumed at $\frac{3}{4}$ of those shown in the Operational Analysis in the Alternatives Analysis chapter above. Operations costs were initially inflated in the Operational Analysis, so for this element of the TDP, they again grown four percent annually from 2019 on. Revenue projections match those discussed below.
- » The selection of April 1, 2018 as the implementation window was developed to match recent funding provided by MnDOT to support CAT service improvements in East Grand Forks.
- » Revenue assumptions were based on the current approved 2017-2020 Grand Forks – East Grand Forks Transportation Improvement Program (TIP). These revenue assumptions were augmented to account for recent 100 percent State funding provided to the East Grand Forks by MnDOT. Revenue projections for East Grand Forks also assume slightly elevated annual revenue as reported by MnDOT for the years 2020 and 2021 (and extrapolated to 2022) to support with TIP and STIP development.

OPERATIONS

Operational costs are broken out by system. Based on MnDOT funding provided to East Grand Forks, the Cost Constrained Scenario is fully fundable through the year 2019. Implementation of the Cost + Scenario for Grand Forks will require an effort to garner additional revenue as part of the upcoming 2018 budgeting process.

Grand Forks

Table 68 shows the overall operation analysis for the Grand Forks portion of the TDP for the years 2017 to 2022. New funds are needed for the Grand Forks portion of the CAT system to reach the Cost + Scenario. As shown below, total new Grand Forks revenue to support implementation of the Cost + Scenario is projected to be between \$225,000 and \$330,00 annually over the five-year life of the TDP. Not moving forward with the Cost + Evening Service implementation would reduce this by between \$97,000 and \$150,000 annually over the life of the TDP. Implementation of the Cost Constrained Evening Service in Grand Forks would match the proposed evening service in East Grand Forks, and therefore not complicate system wide coordination.

Table 68: Grand Forks Financial Analysis

	2017	2018	2019	2020	2021	2022
Other	\$338.4	\$345.20	\$352.10	\$359.14	\$366.33	\$373.65
Local	\$1,765.1	\$1,800.37	\$1,836.38	\$1,873.11	\$1,910.57	\$1,948.78
State	\$253.1	\$258.18	\$263.35	\$268.61	\$273.99	\$279.46
Federal	\$1,112.0	\$1,134.21	\$1,156.89	\$1,180.03	\$1,203.63	\$1,227.70
Total Revenue	\$3,468.6	\$3,538.0	\$3,608.7	\$3,680.9	\$3,754.5	\$3,829.6
Existing Service						
Existing Cost	\$3,468.6	\$3,538.0	\$3,608.7	\$3,680.9	\$3,754.5	\$3,829.6
New Service						
Cost + (Day)	\$0.0	\$126.0	\$168.0	\$174.7	\$181.7	\$189.0
Cost + (Night)	\$0.0	\$96.5	\$128.6	\$133.7	\$139.1	\$144.7
Total Cost	\$3,468.6	\$3,760.5	\$3,905.3	\$3,989.4	\$4,075.3	\$4,163.2
Total Shortfall/Surplus	\$0.0	-\$222.5	-\$296.6	-\$308.5	-\$320.8	-\$333.6

East Grand Forks

Table 68 shows the overall operation analysis for the East Grand Forks portion of the TDP for the years 2017 to 2022. For years 2018 and 2019, East Grand Forks can meet anticipated revenue needs to support the Cost Constrained Scenario. Even with the assumption in increased revenues from MnDOT over life the planning horizon, East Grand Forks will run between \$135,000 and \$150,000 deficient following loss of the one-time MnDOT money.

Table 69: East Grand Forks Financial Analysis

	2017	2018	2019	2020	2021	2022
Local	\$99.3	\$101.3	\$103.3	\$98.5	\$106.0	\$108.1
State	\$226.5	\$288.0	\$523.8	\$234.8	\$263.0	\$268.3
Federal	\$80.6	\$82.2	\$83.9	\$186.7	\$191.0	\$194.8
Total Revenue	\$406.4	\$471.6	\$711.0	\$520.0	\$560.0	\$571.2
Existing Service						
Existing Cost	\$406.4	\$414.6	\$422.8	\$431.0	\$439.7	\$448.4
New Service						
Cost + (Day)	\$0.0	\$28.5	\$114.0	\$118.6	\$123.3	\$128.2
Cost Constrained (Night)	\$0	\$28.5	\$116.0	\$120.6	\$125.5	\$130.5
Total Cost	\$406.4	\$471.6	\$652.8	\$670.2	\$688.5	\$707.1
Total Shortfall/Surplus	\$0.0	\$0.0	\$58.2	-\$150.3	-\$128.5	-\$135.9

CAPITAL

GRAND FORKS

Table 70 shows the current projected capital expenditures needed to support the Grand Forks side of the CAT System over the life of this TDP through year 2022.

Short-Term Needs

Over the life of the TDP Grand Forks will face an estimated need for \$4.0 million in capital funding to meet short-term capital needs. Nearly \$1.4 million of these funds are currently programmed, with another \$700,000 currently submitted for 2018 Federal funding through NDDOT. The largest chunk of this unfunded need will be four large vehicle replacements in 2022.

Long-Term Needs

The Grand Forks capital analysis is not inclusive of needed ongoing upgrades and expansion to the CAT Bus Garage. The full expansion and upgrade of the CAT Bus Garage is estimated at \$8.0 million. A multi-year funding strategy for this facility is needed, and should consider the potential for a MnDOT share in the eligible portions of the facility.

Based on the Transit Asset Management (TAM) Plan developed as part of the TDP, it is suggested that an additional \$1.25 million in new capital revenues are needed per year to maintain a backlog of roughly 50 percent for the next 15 years. Some of this backlog may already be addressed through capital replacements included in Table 70. Given the current split in overall service and revenue miles of the CAT System, approximately 85 percent of this backlog, or \$1.062 million would be Grand Forks' burden.

Table 70: Grand Forks Capital Investment Schedule

Grand Forks							
Item	Status	2017	2018	2019	2020	2021	2022
Replace Fixed Route (976)	Programmed	\$368.0					
Replace 2 Fixed Route (Replace 31 & 91)	Programmed	\$416.0					
Replace 2 DAR Vehicles (Replace 109 & 121)	Candidate - 5310		\$107.0				
Replace 3 DAR Vehicles (153-154)	Illustrative				\$120.0		
Replace Fixed Route (Replace 42 & 112)	Programmed		\$480.0				
Replace 1 Fixed Route (161)	Illustrative					\$68.0	
Replace 4 Fixed Route (103-106)	Illustrative						\$1,600.0
Misc. Capital + Safety	Programmed -5307	\$35.0	\$15.0	\$15.0	\$15.0	\$15.0	
Fixed Route Video System	Candidate - 5339		\$60.0				
GFI Ticket Vending Machines	Candidate 5339		\$38.0				
Shop Maintenance Software	Candidate - 5339		\$100.0				
Ticket Vending Machine	Illustrative			\$98.0			
Transit Garage Upgrades	Candidate 5339		\$387.0				
Replace Shop Vehicles (2)	Illustrative			\$64.7			
Programmed		\$819.0	\$495.0	\$15.0	\$15.0	\$15.0	\$0.0
Illustrative/Candidate		\$0.0	\$692.0	\$162.7	\$120.0	\$68.0	\$1,600.0
Total - Grand Forks		\$819.0	\$1,187.0	\$177.7	\$135.0	\$83.0	\$1,600.0

EAST GRAND FORKS

Table 71 shows the current projected capital expenditures needed to support the East Grand Forks side of the CAT System over the life of this TDP through year 2022.

Short-Term Needs

Over the life of the current TDP, East Grand Forks has a total capital need of \$1.24 million. Of this amount, \$920,000 is currently programmed. The unfunded elements of the East Grand Forks capital analysis relate to vehicle needs in 2021 for replacement of vehicles 142 and 162.

Long Term Needs

The East Grand Forks capital analysis is not inclusive of needed ongoing upgrades and expansion to the CAT Bus Garage. Based on current services provided by CAT, MnDOT may potentially consider funding some portion of this facility. These discussions should be included in future investment planning for upgrade and expansion of the CAT Bus Garage.

The East Grand Forks capital analysis is not reflective of the needed additional investments to maintain a state of good repair. Based on the earlier discussion of the TAM Plan for CAT, an additional \$187,000 in revenue is needed from East Grand Forks to maintain their proportional share (based on percent of system revenue miles) of the current CAT capital infrastructure.

Table 71: East Grand Forks Capital Investment Schedule

East Grand Forks							
Item	Status	2017	2018	2019	2020	2021	2022
Replace DAR Vehicle (Replace 141 w/cutaway)	Programmed		\$80.0				
Replace DAR Vehicle (Replace 151 w/cutaway)	Programmed			\$80.0			
Replace DAR Vehicle (Replace 152 w/cutaway)	Programmed				\$80.0		
Replace DAR Vehicle (142)	Illustrative					\$220.0	
Replace 1 Fixed Route (162)	Illustrative					\$400.0	
Expansion Fixed Route (MnDOT 100% \$)	Programmed		\$460.0				
Programmed		\$0.0	\$540.0	\$80.0	\$80.0	\$220.0	\$0.0
Illustrative/Candidate		\$0.0	\$0.0	\$0.0	\$0.0	\$400.0	\$0.0
Subtotal - East Grand Forks		\$0.0	\$460.0	\$80.0	\$80.0	\$620.0	\$0.0

Date	Body to be Presented to	Action
March 9, 2017	TDP Steering Committee	Present final tech memos for comment and input
April 12, 2017	MPO TAC	Preliminary Approval of Draft TDP Document
April 19, 2017	MPO Executive Policy Board	Preliminary Approval of Draft TDP Document
April 20, 2017	Public Open House	Present Draft TDP Document
May 3, 2017	Grand Forks Planning Commission	Preliminary Approval of Draft TDP Document+ ordinance language
May 8, 2017	Grand Forks Committee of the Whole	Present Draft TDP Document
May 9, 2017	East Grand Forks City Council- Work Session	Present Draft TDP Document
May 11, 2017	East Grand Forks Planning Commission	Preliminary Approval of Draft TDP Document+ ordinance language
May 15, 2017	Grand Forks City Council	Preliminary Approval of Draft TDP Document + ordinance language
May 16, 2017	East Grand Forks City Council	Preliminary Approval of Draft TDP Document + ordinance language
June 7, 2017	Grand Forks Planning Commission	Final Approval of Draft TDP Document+ ordinance language
June 8, 2017	East Grand Forks Planning Commission	Final Approval of Draft TDP Document+ ordinance language
June 14, 2017	MPO TAC	Final Approval of Draft TDP Document
June 19, 2017	Grand Forks City Council	Final Approval of Draft TDP Document+ ordinance language
June 20, 2017	East Grand Forks City Council	Final Approval of Draft TDP Document+ ordinance language
June 21, 2017	MPO Executive Policy Board	Final Approval of Draft TDP Document



MPO Staff Report
Technical Advisory Committee: April 12, 2017
MPO Executive Board: April 19, 2017

RECOMMENDED ACTION	For Information Only
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Matter of the update 2017 Grand Forks-East Grand Forks Bikeway System Map

BACKGROUND:

For the last eight months, MPO staff with dedicated support from members of the Advisory Committee, members of the established Working Group, Greenway Bicycle & Pedestrian User’s Group, Greenway Technical Advisory Committee, staff from Engineering and Planning Departments, partner Agencies and concerned citizens has been working on the update of the Bicycle and Pedestrian Element of the Long Range Transportation Plan. Among others, the update entails: **a) Identifying pedestrian and bicycle issues and needs.** One issue of interest is the need to update the current, annual Grand Forks-East Grand Forks Bikeway System Map to better reflect realities on the ground. An objective of the bicycle system is to provide reliable conditions, direct routes to destinations, and improve the safety of both motorists and bicyclists. Bicyclist’s needs include trip purpose, age of bicyclist and physical conditions of the system, all these factors contribute to the classification of the bicyclist, and to the selection of preferred routes according to their skills. The map is a tool to help users in finding the best route for their riding skill and abilities level.

The Map serves to provide important information about the system, and about characteristics such as cohesion, directness, accessibility, alternative routes, perceived safety and security and comfort. By providing a Bicycle Map, our MPO strives to improve safety for all, enhance user’s level of comfort, and increase levels of riders on existing network. In addition, one of the proposed objectives for the map is to create opportunities for linking current map to safety concerns, transit integration, public health, tourism and economic development objectives of the Bicycle and Pedestrian Element.

ANALYSIS AND FINDINGS OF FACT:

1) Existing Facilities Map

Heeding the request made by a group of local avid bicyclists, a small group of stakeholders, including Grand Forks City staff from the departments of Engineering and Planning conducted three “*bikeability*”¹ rides during the past summer and fall in Grand Forks. Through these rides, staff listened to and observed various concerns dealing with the nature of the system; and in particular, about the suitability of the existing bicycle network for travel, that –if left unattended- could significantly reduce bicycle ridership.

Through these rides the following network characteristics were observed:

- Traffic volume
- Functional classification
- Roadway width
- Truck traffic
- Driveways
- Pavement surface

¹ *Bikeability* – an assessment of a bikeway-network in terms of the ability and perceived comfort and convenience to access important destinations. Lowry, Callister, Gresham, and Moore (2012).

The criteria, shown above, are based on a *Type B* user as described in the Guide for Development of Bicycle Facilities, published by AASHTO. This type of users include “*Enthusiased and confident*” bicyclists; *who are fairly comfortable riding in dedicated bikeways but usually choose low traffic streets or shared use trails when available.*”

Some examples of the observed characteristics included:

- Stop sign at 1st Avenue at 3rd Street: Not visible
- Columbia Road at 10 Avenue N: No pedestrian crosswalk
- 14th Street N: Bike route signage not included in the map. However, there is signage indicating Bike Route
- Washington Underpass at DeMers Avenue: Poor pavement on access to underpass
- 10th Avenue North at 15th Street North: No indicated access to Bike Route
- Access to Grand Forks Public Library: Not in good shape
- Tesoro Gas Station on Washington at Cities Mall: Access to mall from Washington through Gas Station done through private property

Some examples of observed existing facilities that were perceived missing on the map (at the time of the critique):

- 11th Ave S (S 42nd St to S 40th St). Shared Use Path: Updated
- 11th Ave S (Garden View Dr. Cul de Sac to S 34th St). Shared Use Path: Updated
- S 20th St (40th Ave S to S 19th St). Shared Use Path: Updated
- 6th Ave N (N 42nd St to English Coulee). Bike Route: Updated
- S 14th St (Demers Ave to 15th Ave S). Bike Route: Updated
- N Washington St (8th Ave N to 9th Ave N). Shared Use Path: Updated
- 11th Ave S (S 34th St to S 30th St). Shared Use Path: Updated

All changes brought to our attention by stakeholders and local governments’ staff was incorporated in the corresponding 2017 Grand Forks-East Grand Forks Bikeway System Map update. Ever since those conditions were observed, it is plausible that some of these conditions may have been addressed by respective departments; may have been included in a prospective program for repair; or may no longer exist as pressing needs.

2) Map Critique Survey

A Map Critique is a technique used to evaluate whether important elements expected to be included in any map are missing or are still relevant or/and serving their technical purpose. Relevant questions used in a Map Critique Survey are geared to answer some questions, including:

- a) What is the map purpose?
- b) What is the map’s type (thematic map – pros and cons)?
- c) Which elements belong to the basemap?
- d) Who could be the map user – target group?
- e) What would you improve on this map: objectives, quality, design, map elements etc.?

As part of the Bicycle and Pedestrian Element update, our existing 2017 Grand Forks-East Grand Forks Bikeway System Map is currently under review. A Map Critique survey was prepared to gather impressions from stakeholders about the quality and contents of the map. The 2017 Map and survey were distributed among local agencies and stakeholders seeking their comments and input. A number of comments have been received. Those comments are expected to be included in the upcoming update of the 2018 Grand Forks-East Grand Forks Bikeway System Map. Other aspects still in need of attention will be addressed during upcoming updates of the Grand Forks-East Grand Forks Bikeway System.

Map questions include:

1. **Linking the Grand Forks-East Grand Forks Bikeway System Map to some proposed Economic Vitality, Accessibility & Mobility and Tourism’s objectives & standards** outlined in the Bicycle and

Pedestrian Element update.

- **Goal 1 -Economic Vitality: 1.1.2** Promote the bicycle and pedestrian system as an exceptional feature of the community to attract and retain quality residents and commerce.
- **Goal 3 -Accessibility & Mobility: 3.1.3** Improve bicyclist and pedestrian way finding signage, and bike and pedestrian maps to facilitate user’s access, connections, mobility and regular enjoyment of the system.
- **Goal 10 -Tourism: 10.2.4** Support dissemination of printed information on pedestrian and bicycle tourist activities, such as maps, and other additional materials promoting natural and historic routes, scenic locations, and neighborhood tours.

2. **Network’s Name:** (*Andy Hampsten* in Grand Forks) The City Ordinance naming the Bikeway system has been repealed. Action: Name was removed from the 2017 Grand Forks-East Grand Forks Bikeway System Map version. City of Grand Forks is considering action to address this event. The East Grand Forks side of the Bikeway system has not been currently named.
3. **Map size:** A number of comments requests consideration for a larger 23.5 x 16 inches map. A larger size map may entail a larger “*blank space*” on the “*back plate*” of the map. This area could positively be used to further promote more educational, enforcement, encouragement, tourism and economic development information and activities for bicyclist and pedestrian users.

Although further discussion with stakeholders is expected; thus far, this information could potentially include:

Safety tips for bicyclist of all ages; location of tourist attractions and heritage, scenic and tourist bicycle and pedestrian routes, historical neighborhoods	, Bicycle Hub or Station City-Wide Wayfinding and Signage Program, Ordinances regulating bicycle and pedestrian activities	Education and Awareness Campaigns, Bike/Walk Focused Community Events, Safe Routes To Schools Activities, Walking School Bus/Bicycle Train,
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4. **Map size:** A larger map could potentially lead to a shorter run printing or to a fewer number of maps available for distribution. However, the overall benefits of a larger size still deserve further consideration by stakeholders.
5. **Readability:** As the population matures, the need to include relevant information for users, in a convenient format becomes pressing. Issues with the use of fonts, color schemes and design must accommodate the needs of senior’s citizens and those experiencing difficulties reading printed materials.
6. **Contents:** Consideration of additional layers of information such as proposed bicycle and pedestrian tours in historical neighborhoods, school boundaries, information about the location of public facilities, parks and main transit stops.
7. **Platforms:** Consideration of a Web-based map and Application for mobile telephones & devices.

All changes brought to our attention by stakeholders and user’s group will be incorporated and reflected in the corresponding 2018 Grand Forks-East Grand Forks Bikeway System Map.

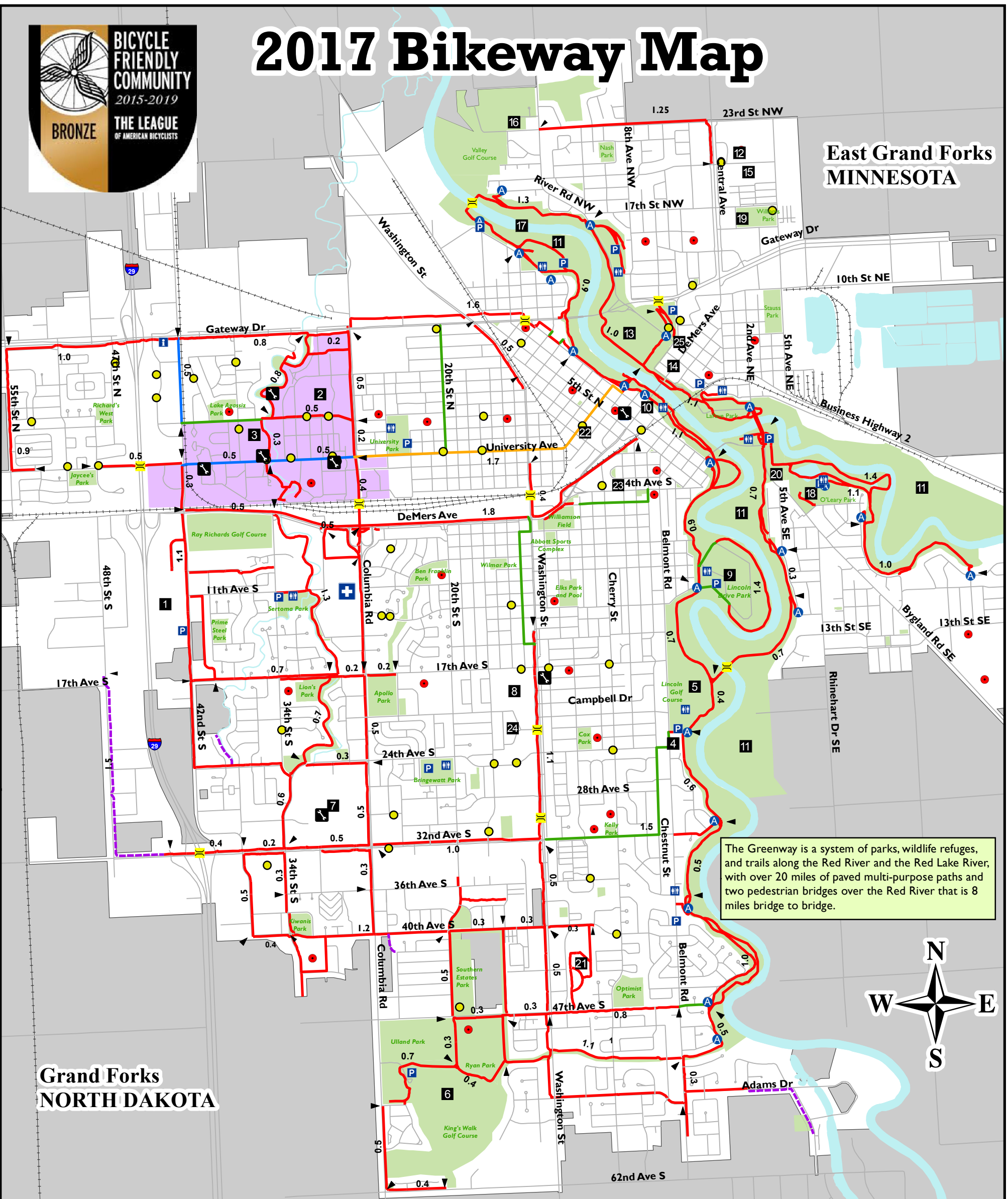
SUPPORT MATERIALS:

- a) 2017 Grand Forks-East Grand Forks Bikeway System Map
- b) Map Critique Survey



2017 Bikeway Map

East Grand Forks
MINNESOTA



Grand Forks
NORTH DAKOTA

The Greenway is a system of parks, wildlife refuges, and trails along the Red River and the Red Lake River, with over 20 miles of paved multi-purpose paths and two pedestrian bridges over the Red River that is 8 miles bridge to bridge.



0 0.5 1 2 Miles

- Bike Bridge or Tunnel
- Bike Repair
- Greenway Access Point
- Information Center
- Medical Facilities
- Parking
- Public Restroom
- Distance Marker (miles)
- Schools
- Bus Stops
- Bike Lane: A dedicated bike lane on busier streets
- Sharrow: Shared roadway with vehicle traffic; painted symbol
- Multi-use Path: Offstreet paved path
- Bike Route: Signed bike route along local streets
- Unpaved Trail: Trail that connects to current bikeway
- Rail Road
- Road
- Water Bodies
- Parks
- UND Campus
- City Limits

- 1** Alerus Center
- 2** Ralph Engelstad Arena
- 3** University of North Dakota
- 4** Myra Museum
- 5** Lincoln Golf Course
- 6** King's Walk Golf Course
- 7** Columbia Mall
- 8** Grand Cities Mall
- 9** Lincoln Disc Golf Course
- 10** Grand Forks Townsquare
- 11** The Greenway
- 12** Northland Community College
- 13** Red River State Recreational Area Campground
- 14** Riverwalk Center/ Cabela's
- 15** Heritage/Railroad Museum
- 16** Valley Golf Course
- 17** Riverside Dam
- 18** VFW Arena
- 19** East Grand Forks Civic Center
- 20** Zavaral Frisbee Golf Course
- 21** Choice Health & Fitness
- 22** YMCA
- 23** Grand Forks Senior Center
- 24** Grand Forks Public Library
- 25** East Grand Forks Cambell Library

DISCLAIMER:
The bikeway system is shown as of April 2017. Please use caution and obey all posted signage and vehicle codes. Bike facilities throughout the system are subject to closure due to construction or other circumstances at any time. While every effort has been made to provide a high quality, accurate, and usable map, the depicted bikeway information is advisory only. Map users assume all risks as to the quality and accuracy of the map information, and agree that their use is at their own risk. Please forward all comments & corrections for this map to the GF/EGF MPO.

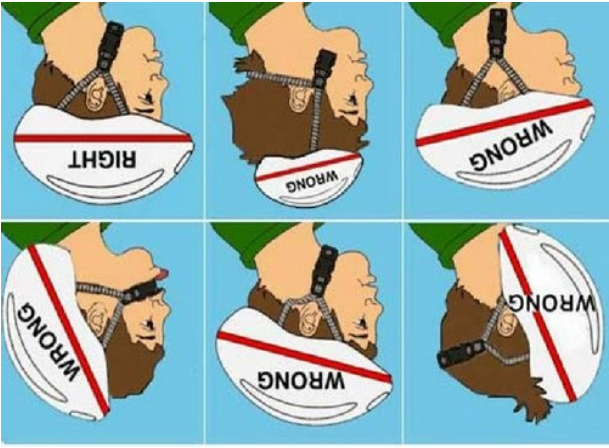
Grand Forks - East Grand Forks
Metropolitan Planning Organization

Contact info:
P.O. Box 5200
Grand Forks, ND 58206-5200
(701) 746-2660

Map Revised April 2017

POLICE NON-EMERGENCY NUMBER:

Make sure the helmet fits snugly, is worn FLAT on the head and does not obstruct field of view. Make sure the chin strap fits securely and the buckle stays fastened.



SAFETY FIRST!!

- Always wear a helmet.
- Follow traffic signals & road signs.
- Let other bicyclists or walkers know how you are passing.
- Ride at least 3 feet away from parked cars.
- Always signal before you turn.
- Dress for the weather & wear bright colored clothing.
- Be like a car & never ride against traffic.

Bike Safety Tips

Whether you're cycling to work or just for fun, the communities of Grand Forks and East Grand Forks have plenty of bikeways to choose from. With over 70 miles of on road bike facilities and paths woven throughout the two cities, bicyclists can enjoy many hours of bicycling in a variety of settings.

Just the Facts

- Over 70 miles of paved paths 8' wide or wider.
- Over 5 miles of designated Bike Routes/Sharrows/Bike Lanes.
- 1.5 miles of on-road bike lanes.



- Greater Grand Forks Cities Area Transit buses feature bike racks on every bus.
- Loading a bike on a bus rack takes less than 20 seconds.
- Racks are convenient for traveling to work, school or local bike trails.
- Certification is required to use the bus feature. Call (701) 746-2600

Bike and Bus Program

- Bicycling instead of driving is a great way to reduce pollution, improve your health & help the environment.
- Upkeep and maintenance is relatively inexpensive and the only fuel needed is you.
- Everyone living in the metro area is within 5 miles of work, school or shopping.

Reasons to Bike



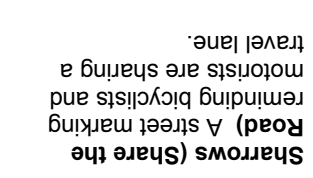
Bike Lane
A marked lane for cyclists only.



Greenway Trails
is a path separated from motorized vehicular traffic that can be used by pedestrians and bicyclists.



Bike Route
is a signed bike route



Sharrows (Share the Road) A street marking reminding bicyclists and motorists are sharing a travel lane.

- Riding a bicycle is not permitted on the Downtown sidewalks.
- Bicyclists must follow traffic laws when riding roadways.
- Bicyclists must yield to the right-of-way to any pedestrians and give audible warning before overtaking & passing pedestrians on multi-use paths.
- No bicycle may carry more people than the number for which it is designed or equipped.
- Headlamps & reflectors are required if riding at night.

Follow the Law

For additional maps call (701) 746-INFO (4636)

To report Bikeway issues call 311 or download the GF311 App



Grand Forks—East Grand Forks
Metropolitan Planning Organization

P.O. Box 5200

Grand Forks, ND 58206-5200

(701) 746-2660



www.theforksmo.wordpress.com

2017 BIKE MAP



GRAND FORKS
NORTH DAKOTA
&
EAST GRAND FORKS
MINNESOTA



www.theforksmo.wordpress.com



Earl T. Haugen, Executive Director

Public Input Bicycle Map – Bicycle and Pedestrian Plan Update

MAKE YOUR OPINION COUNT!-PLEASE CONTRIBUTE TO THE SUCCESS OF THE PROPOSED MAP UPDATE

PLEASE SHARE YOUR IMPRESSIONS ON THE EXISTING 2017 MAP

PLEASE RETURN THE COMPLETED FORM BY MAY 30, 2017

EMAIL TO: teri.kouba@theforksmpto.org, OR jairo.viafara@theforksmpto.org

Dear Stakeholder,

The MPO will be updating the 2017 Bicycle Map for the *Grand Forks-East Grand Forks Bikeway System*.

1 2018 MAP PROPOSED SIZE:	
A) 23.5 X 16 Inches FOLDABLE <input type="radio"/> Will include more space on the back to disseminate more information on education, enforcement, encouragement, tourism and economic development for bicyclists and pedestrians.	B) Current Size: 11x 17 Inches FOLDABLE <input type="radio"/> C) I prefer map & size to remain same <input type="radio"/>

Understanding that different users have different needs and abilities, please indicate your level of Agreement with the following opportunities offered by the map:

Please provide your ideas or suggestions to improve the following features used in the proposed map:

2	General	Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree
1	Is the map readable at your reading distance?	5	4	3	2	1
2	Are all necessary elements included?	5	4	3	2	1
3	Are all unnecessary elements excluded?	5	4	3	2	1
4	Are these choices appropriate?	5	4	3	2	1
5	Do you have all the information you will need to interpret the map appropriately?	5	4	3	2	1

Comments:

3	Color	Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree
1	Do the colors clash	⑤	④	③	②	①
2	Do the colors clutter?	⑤	④	③	②	①
3	Are there too many (most common) colors?	⑤	④	③	②	①
4	Are there too few colors?	⑤	④	③	②	①
5	Do colors add emphasis in appropriate places/ways?	⑤	④	③	②	①

Comments:

4	Data	Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree
1	Is the scale of the map appropriate to its intended use?	⑤	④	③	②	①
2	Does the data in the map match the scale?	⑤	④	③	②	①

Comments:

5	Text: Fonts on the layout:	Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree
1	Many fonts and font styles make for cleaner layouts?	⑤	④	③	②	①
2	Fewer fonts and font styles make for cleaner layouts?	⑤	④	③	②	①
3	Is the choice of font appropriate to the map's use and to the feel of the layout?	⑤	④	③	②	①
4	Is the choice of font appropriate to the feel of the layout?	⑤	④	③	②	①
5	Are the labels, titles, legend labels, etc. in an appropriate size, location, and/or color?	⑤	④	③	②	①

Comments:



6	Layout/Visual/Map Elements	Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree
1	Are the sizes of the elements appropriate and balanced?	⑤	④	③	②	①
2	Does the map object that attracts you most comply with the apparent map objective?	⑤	④	③	②	①
3	Is the legend information sufficient to understand the map?	⑤	④	③	②	①
4	Do you think the user can easily decipher the colors?	⑤	④	③	②	①

Comments:

Sources: Questions to Guide Map Critiques, Christina Friedle
<http://www.christinafriedle.com/map-critiques.html>

UNIFIED PLANNING WORK PROGRAM Schedule - 2015-2016

TABLE OF CONTENTS* UPDATE APRIL, 2017

CODE	AREA	PROJECT SCHEDULE/TIMELINE		% COMPLETED	FISCAL YEAR	COMPLETION DATE
	Introduction	Task(s)	ACTIVITY			
300.1	PLANNING AND IMPLEMENTATION		ACTIVITIES			
300.1	Plan Update	1	The model development is in the data collection and methodology development stage. Cleaning up & formatting data obtained to represent the employment centers. The data shows the type of employment and the number of employees by NAICS code.	25%	2016	Dec-18
300.1	Bicycle & Pedestrian Planning Element (Update) NEW	2-3-4-5	MPO's staff continued the preparation of goals, objectives and performance Standards. MPO's staff requested and received input from key stakeholders. Submitted draft document to Engineering for review and comments. Continued working in the preparation of the 2nd Day of the proposed Complete Streets Workshop. Requested financial assistance and technical support from FHWA (North Dakota). Obtained quotes to facilitate request for funds. Worked on updates for the Existing Conditions, Planned Facilities Maps. Started Initiated preparation of the Introductory sections of the plan. Initiated the review of data supporting 'existing conditions.'	65%	16/17	Jun-17
300.1	Transit Development Planning Element (Update) NEW	3	Consultant submitted a Draft version of the Transportation Development Plan (TDP). MPO staff starting to get preliminary approval. Consultant is preparing to have be a public meeting on April 20th, 2017	90%	16/17	Jun-17
300.2	CORRIDOR PLANNING					
300.2	Traffic Count Program	Ongoing	A no-cost extension has been recently approved by the MPO as intersections are offline			
300.2	Corridor Preservation	Ongoing	Ongoing			Ongoing
300.3	TRANSPORTATION IMPROVEMENT PROGRAM (TIP) ANNUAL					
300.4	LAND USE PLAN		ACTIVITIES			
300.5	SPECIAL STUDIES					
300.5	MAP-21/FAST (2015)		Ongoing			Ongoing
300.5	I-29 Traffic Operations Study	1	In March, Consultant held a Steering Committee Meeting to discuss the Implementation Plan. Consultant is also finalizing the draft report. Consultant has completed approximately 89% of the technical analysis (8/9 deliverables), 85% of the stakeholder involvement (6/7 Steering Committee Meetings) and 66% of the public engagement activities (2/3 public input meetings).	See %	2015/17	7/30/2016 (Work extended to 2017)
300.6	PLAN MONITORING, REVIEW AND EVALUATION		ACTIVITIES			
300.7	GEOGRAPHIC INFORMATION SYSTEMS (GIS) DEVELOPMENT					
	Geographic Information Systems (GIS) Development	Ongoing	Ongoing in-house			Ongoing

Note: Brief project update review for information only. It does not replace Project Reports.