

Grand Forks - East Grand Forks Metropolitan Planning Organization

Agenda

TECHNICAL ADVISORY COMMITTEE MEETING WEDNESDAY, JANUARY 10TH, 2018 – 1:30 P.M. EAST GRAND FORKS CITY HALL TRAINING ROOM

MEMBERS

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

1. CALL TO ORDER
2. CALL OF ROLL
3. DETERMINATION OF A QUORUM
4. MATTER OF APPROVAL OF THE DECEMBER 13TH, 2017 MINUTES OF THE TECHNICAL ADVISORY COMMITTEE
5. MATTER OF 2019-2022 T.I.P. CANDIDATE PROJECTS FOR THE MINNESOTA SIDE HAUGEN
6. MATTER OF AMENDMENT #2 TO THE ANNUAL UNIFIED WORK PROGRAM..... HAUGEN
7. MATTER OF DRAFT RFP FOR 2018 AERIAL PHOTOS KOUBA
8. MATTER OF 2045 STREET/HIGHWAY ELEMENT UPDATE HAUGEN
9. OTHER BUSINESS
 - a. 2017 Annual Work Program Project Update
10. 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, December 13th, 2017
East Grand Forks City Hall Training Conference Room**

CALL TO ORDER

Earl Haugen, Chairman, called the December 13th, 2017, meeting of the MPO Technical Advisory Committee to order at 1:33 p.m.

CALL OF ROLL

On a Call of Roll the following members were present: Michael Johnson, NDDOT-Bismarck (Via Conference Call); David Kuharenko, Grand Forks Engineering; Stephanie Erickson, Grand Forks Planning; Nancy Ellis, East Grand Forks Planning; Ryan Riesinger, Airport Authority; Dustin Lang, NDDOT-Local District; Brad Bail, East Grand Forks Consulting Engineer; and Dale Bergman, Cities Area Transit.

Absent were: Nels Christianson, Darren Laesch, Paul Konickson, Steve Emery, Brad Gengler, Ali Rood, Nick West, Lane Magnuson, Rich Sanders, and Richard Audette.

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

Guest(s) present: Al Grasser, Grand Forks Engineering and, Jesse Kadrmas, NDDOT-Local District.

DETERMINATION OF A QUORUM

Haugen declared a quorum was present.

MATTER OF APPROVAL OF THE NOVEMBER 1ST, AND 8TH, 2017, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE

MOVED BY KUHARENKO, SECONDED BY BERGMAN, TO APPROVE THE NOVEMBER 1ST, AND 8TH, 2017, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE, AS SUBMITTED.

MOTION CARRIED UNANIMOUSLY.

MATTER OF APPROVAL OF AMENDMENT TO THE FY2017-2020 T.I.P.

Haugen reported that this is an amendment to the FY2017-2020 T.I.P. document. He explained that the NDDOT requested this to essentially replace hardware in the traffic signal out at Airport Drive and U.S.#2.

Haugen pointed out that the project cost estimate is about \$60,000.00, with roughly \$49,000.00 in federal funding participation. He said that, as shown in the project listing, the project is scheduled to occur in 2018.

a. Public Hearing

Haugen stated that we did advertise that a public hearing would be held at today's meeting, and that anyone that couldn't attend please submit their comments by noon. He said that there were no comments submitted, and there is no one present today for discussion.

b. Committee Discussion

Kuharenko asked what the equipment being replaced consists of. Lang responded that he doesn't know. Reisinger stated that there was discussion about some of the timing relative to the warning lights at the intersection, but he hasn't heard any specifics.

Haugen commented that we had that safety review of the intersection of US 2 and Airport Dr or GF County Highway 5, and we talked about those things, but this was something identified earlier this year to amend the T.I.P. He asked if Mr. Johnson had any specifics he could share on this item. Johnson responded that to his understanding the equipment inside the cabinet is getting difficult to find, if not impossible to find for replacement so they are having issues so the majority of the work is really to upgrade the equipment inside the cabinet.

c. Committee Recommendation

MOVED BY KUHARENKO, SECONDED BY REISINGER, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE FY2017-2020 T.I.P. AMENDMENT, AS PRESENTED.

Voting Aye: Lang, Bail, Erickson, Johnson, Kuharenko, Bergman, and Reisinger.

Voting Nay: None.

Abstain: Ellis.

Absent: Christianson, Laesch, Konickson, Emery, Gengler, Rood, West, Magnuson, Sanders, and Audette.

MATTER OF APPROVAL OF AMENDMENT TO THE FY2018-2021 T.I.P.

Haugen reported that this item will be addressing the FY2018-2021 T.I.P. He commented that, as noted in the staff report, we already approved a Minnesota Side FY2018-2021 T.I.P., but North Dakota delayed approval of their document until just recently. He added that North

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Dakota submitted a S.T.I.P. to Federal Highway prior to the MPO and there were some projects in the S.T.I.P. that changed, or added projects to the MPO T.I.P. so we are playing catch-up with the 2018 T.I.P. versus the North Dakota S.T.I.P., so in an effort to have consistency between what years are in the T.I.P. and the S.T.I.P. and the Minnesota and the North Dakota sides staff is recommending that we adopt a North Dakota side T.I.P. for FY2018-2021, thus the T.I.P. document will reconcile with the projects that were modified or added from the Final S.T.I.P. on the North Dakota side.

Haugen commented that the last thing is, as we have been discussing for the last couple of months now, North Dakota is not programming in this S.T.I.P. or T.I.P. the Urban Program for the last year 2021, so you will notice that we have no projects from the Urban Program side in the last year of this T.I.P.

a. Public Hearing

Haugen reported that we did advertise that a public hearing would be held today and that anyone that could not attend should submit their comments by noon. No comments were received and there is no one here for comments. He added that, included in the packet was the full North Dakota Side T.I.P. document for your review.

b. Committee Discussion

Kuharenko referred to the 2018 Project Tables, Project #10 – Shared Use Path on North 55th Street; and suggested that staff may want to address that this is actually a FY2017 Project that is being constructed in FY2018, so should it still be shown in FY2018 or should it be brought into FY2017. Haugen responded that what is shown here is what is shown in the North Dakota S.T.I.P. document.

Kuharenko referred to the Status of 2017 Projects tables, Project #7 – Intersection at South Washington and 44th Avenue South; and pointed out that the project description reads: “This project will make an intersection improvement at a specific intersection that will be identified at a future date”. He stated that this should probably be removed now that the intersection has been identified.

Haugen responded that the intent of this listing of obligations is to take what was programmed and what was obligated to the project; so they are trying to show the T.I.P. document as it was adopted, and including what the highlighted section is in terms of what the obligation amounts were. He added that they also show progress has been made, so that is why it is worded the way it is.

c. Committee Recommendation

MOVED BY KUHARENKO, SECONDED BY ERICKSON, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE ADOPTION OF THE FINAL FY2018-2021 NORTH DAKOTA SIDE T.I.P., SUBJECT TO THE MODIFICATION OF THE PROJECT DESCRIPTION OF FY2018

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***PROJECT #9 FROM 6TH AVENUE NORTH TO NORTH 40TH STREET TO 6TH AVENUE
NORTH TO NORTH 55TH STREET.***

Voting Aye: Lang, Bail, Erickson, Johnson, Kuharenko, Bergman, Ellis, and Reisinger.

Voting Nay: None.

Abstain: None.

***Absent: Christianson, Laesch, Konickson, Emery, Gengler, Rood, West, Magnuson,
Sanders, and Audette.***

**MATTER OF FY2019-2022 T.I.P. CANDIDATE PROJECTS ON THE NORTH
DAKOTA SIDE**

Haugen reported that North Dakota is soliciting projects for the Highway Safety Improvement Program (HSIP) and Transportation Alternative (TA) Program; and then, as you notice on the agenda, we are going to talk about the Main Street Initiative as well.

Haugen mentioned that Recreational Trails is also open for solicitation, and the applications are due January 5th.

a. Transportation Alternative (TA) Projects

Viafara referred to the staff report and pointed out that the Grand Forks Engineering Department submitted four bicycle and pedestrian related projects for consideration, shown in priority order. He added that it is worth noticing that the application has been supported by a number of agencies including Safe Kids, Greenway Bicycle and Pedestrian Group, the Greenway Advisory Committee, and the Grand Forks School District.

Viafara explained that the Transportation Alternative Program is a program whose intent is to basically guide the growth and development of the main bike infrastructure. He stated that the candidates are what we call Transportation Alternatives, which are infrastructure and non-infrastructure projects. He commented that this is a highly competitive program, in terms of the amount of funding available. He stated that we have way too much projects for the few dollars that are available and the participation rate for any of the projects is 80% federal and 20% local share, but there is a cap of \$290,000.00 per selected project.

Viafara commented that in the past there have been applications that also include some non-infrastructure projects, and they are mainly supported by Safe Kids. He added that the idea is to provide some opportunities to develop new educational programs, or to develop new materials.

Viafara reported that there are about ten areas where the Cities or Agencies may be able to apply for funding for including wildlife, storm-water mediation, vegetation, historical preservation, etc., so there are a number of opportunities still available for us to apply. He added that most of the projects that are being under consideration are under the area of pedestrian and bicycle possibilities.

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Viafara commented that in the past Grand Forks has been awarded funding for several of the projects they submitted for consideration.

Viafara referred to the project descriptions, included in the packet, and stated that today he would like to focus on Projects #1 and #2, and then #3 and #4 will be discussed rather briefly. He explained that Grand Forks is submitting an application for four projects, but given some constraints in the overall selection and determination process there is the likelihood that more likely than not our best candidates will be Projects #1 and #2. He went over the projects briefly, in priority order:

- 1) Shared Use Path at 17th Avenue South from South 25th Street to South 20th Street:

This path is located immediately in front of Red River High School and Apollo Park and connects to the nearby low income and/or minority population area. It will extend a shared use path eastward, and will provide a safer walking and bicycling environment for school children, transportation disadvantaged individuals, commuters, and recreational users.

- 2) Shared Use Path at University Avenue from the Mobile Home Entrance to North 48th Street.

Individuals living in the surrounding area who are transportation disadvantaged are restricted to either riding or walking on the street or on the sidewalk. University Avenue provides one of the few locations where pedestrians and bicyclists can cross I-29. The path will connect two existing shared use paths together and complete a loop of shared use paths.

Viafara referred to Projects #3 and #4, and commented that they are, again, sound projects and they have opportunity to continue enhancing the connectivity around the entire system, but because of the ranking, how they were listed, the likelihood is that the attention will be placed on Projects #1 and #2.

MOVED BY LANG, SECONDED BY ELLIS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE TRANSPORTATION ALTERNATIVE CANDIDATE PROJECTS FROM THE CITY OF GRAND FORKS AS BEING CONSISTENT WITH THE LONG RANGE TRANSPORTATION PLAN AND TO GIVE THEM PRIORITY ORDER, AS SHOWN; SUBJECT TO MODIFICATION OF PROJECT #2 – UNIVERSITY AVENUE DESCRIPTION FROM MOBILE HOME ENTRANCE TO SOUTH 20TH STREET TO MOBILE HOME ENTRANCE TO NORTH 48TH STREET.

Voting Aye: Lang, Bail, Erickson, Johnson, Kuharenko, Bergman, Ellis, and Reisinger.

Voting Nay: None.

Abstain: None.

Absent: Christianson, Laesch, Konickson, Emery, Gengler, Rood, West, Magnuson, Sanders, and Audette.

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b. Highway Safety Improvement Program (HSIP) Projects

Haugen reported that this year they received two applications from the City of Grand Forks. He said that the first one is to do a system wide upgrade of the school crossing beacons. He added that there are twenty-two beacons throughout Grand Forks, and the map included in the application itself shows the location of those beacons. He explained that the project will allow more events to be programmed to adjust to the complicated school schedule as well as to allow for pedestrians to activate the beacons rather than just having to rely on programmed events.

Haugen commented that when reviewing the Local Road Safety Program document there is a list of projects identified in it, and these beacons were not identified, City Staff was assisting us in identifying, from the document, what the prioritized strategies were that would show these beacons being consistent with that planning/programming document.

Haugen stated that the second application was to implement some remaining recommendations from the 32nd Avenue Corridor Project. He said that, hopefully we all are aware that along 32nd Avenue there is an HSIP program project in 2019 to make a lot of improvements elsewhere on the corridor at intersections, but the 17th ST. intersection was not part of that project. He explained that the City had requested funding to put in a traffic signal at 17th, and then also do some left-turn lane offsets, and some ped crossing improvements; the traffic signal is not an eligible HSIP project so City staff was asked if they wanted to separate that cost from the project, but they didn't want to do that so the City Council adopted the whole project, so the traffic signal being ineligible, staff is recommending that we also find that the whole project is ineligible to move forward; so with the HSIP program we are recommending approval of the upgrade to the school beacons and declaring the second project to be ineligible.

Bergman asked if the crossing beacons will be upgraded for someone that is sight impaired as well, will there be audio. Grasser responded that they are audible. Ellis added that they aren't push button ones either correct. Kuharenko responded that they currently are not but they are proposed to be, so it would be upgrading controllers because right now the controllers can't handle all the events, and especially with the early release times that we have every other Wednesday, our beacons are flashing from pretty much the noon hour until after school gets let out every single school day. Ellis said, then that they are more traffic beacons, they aren't crossing beacons so the kids don't come up to them and push a button to cross. Kuharenko responded that they push the button to activate the lights to notify drivers they are crossing. Ellis said, then, that they should probably have audio capabilities then.

Bergman asked if it would be wise to look into having audio signals running as well. Haugen asked if he was questioning the audio for ADA requirements, is that why the question was raised. Bergman responded that he is just wondering if it could be an issue. Haugen said that since this would be replacing everything with new then must fully comply with ADA and ADA requires the audio component he believes. Bergman asked, then, if this is something that we should be looking at as we move forward with these; he doesn't want to stop this project here. Ellis commented, though, that these are flashing lights for the cars, it isn't a push button to get you to cross the cross-walk. Haugen responded that currently they are not push button, but they are proposing they will become push button. He suggested that this is something that should be

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clarified, is it an ADA requirement that they be audible, and if the answer is yes then that is the answer; if the answer is no then the question is, is should they be. Ellis said that you aren't using them like you would use them at a stop light, the only reason you are pushing the button is to flash to notify traffic that you are in the crosswalk, otherwise you would need the walk signal as well.

Grasser commented that he thinks that at this time we don't even know if they will be operable only on push button or not; so his thought is if we find out later on that we have to add that, if someone defines that, he knows he isn't capable of defining that level of nuance, or a court case, probably, that would reflect this unless Mr. Johnson knows off-hand, we can move the project ahead and figure what we are going to need to make them compliant, so we will meet whatever details that need to be met, or we can choose not to move forward.

MOVED BY KUHARENKO, SECONDED BY BERGMAN TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE APPLICATION TO UPGRADE THE FLASHING BEACONS, AND DENY THE APPLICATION TO INSTALL TRAFFIC SIGNALS ON 32ND AVENUE SOUTH.

Voting Aye: Lang, Bail, Erickson, Johnson, Kuharenko, Bergman, Ellis, and Reisinger.

Voting Nay: None.

Abstain: None.

Absent: Christianson, Laesch, Konickson, Emery, Gengler, Rood, West, Magnuson, Sanders, and Audette.

c. Main Street Initiative

Haugen reported that included in the packet was what was released to us prior to a meeting that was held Monday morning. He explained that essentially what is in the packet is a redlined version, and they just eliminated the stuff that is in red; and if it is crossed out it is included with what is not crossed out, so take out the crossed out stuff, you have a final draft of the new program.

Haugen commented that the big thing to note is they removed trying to designate who the selection committee representatives are from; and instead it has language stating that it will be determined annually by the NDDOT Director.

Haugen stated that also included in the packet was the application itself. He pointed out that the big take-out was the requirement to have a return on investment analysis done, although it is still encouraged, and there may be bonus points awarded if it is done, but it isn't an official part of the program.

Haugen said that the big question was "where is the funding source from". He stated that, as you will recall, the original proposal was to take half of the Urban Program funding away from being dedicated to our historical urban program projects, and make it more competitive. He said that they have since come up with a different funding scheme for this; it is a minimum of 4.6 million dollars available for this program, \$1 million comes from the Urban Program but when you

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distribute that across the urban cities, the impact on each individual one is less than what the 50% cut would be. He added that another \$1.6 million comes from the TA Program, under the federal allowance that the State gets in the TA program they are allowed to shift 50% of it over to the STP Program and North Dakota has been doing that in the past, so it is just identifying that that 50% that has been shifted in the past is now shifted to this Main Street Initiative Program. He stated that another funding source is \$1 million from the State Regional System, and the last \$1 million is from the State Rural Program.

Haugen reported that North Dakota does have, for the small cities, a Main Street Program already in place; and he believes it is a \$3 million dollar program on an annual basis; however the \$3 million isn't spoken for every year, so they would shift whatever remains into the Main Street Initiative Program as well.

Haugen commented that at the Meeting on Monday, after they went through the changes they also announced that the solicitation is open for this program; and both the MPO and the City of Grand Forks received their solicitation letter package, so the deadline is February 23rd, and the deadline for the MPO is February 6th. He added that it is his thought that because the letter was only to the City this isn't something that any other agency or entity can apply for.

Haugen stated that the solicitation is for FY2019 and FY2020. He asked Mr. Johnson if he knows, in response to our transportation plan, if we are to assume that this will be a regular program that we should try to identify projects for, and to start scoping projects out for to meet the criteria this program is putting forth. Johnson responded that he would say the answer to that is yes. He added that now that we have the criteria, application, and funding defined this will be very similar to other grant based programs like the TA and HSIP.

Haugen commented that he is sure that he isn't the only one that is curious to know what the actual fiscal impact is going to be; when do you think we might know that distribution of how it is impacting our current funding sources. Johnson responded that he isn't really sure on how to answer that question at this time. Haugen stated that Stacey Hanson mentioned that we should be getting the Urban Program solicitation soon, so hopefully in that package we will find this out. Johnson responded that you will be getting some kind of idea through that, at least on the Urban Program side of it.

Grasser asked Mr. Johnson if he knows if in that document there is going to be a theoretical reset in the Urban funds that each community might be carrying. He said that he knows there was some discussion about that a few months back, that there will be a big reset like we had around six or seven years ago. He explained that they talked about the rebalancing; or the fact that usually the natural delivery of dollars is less than the theoretical availability of dollars, and so the DOT, he knows a few years back, they kind of reset the checkbook, so to speak; and he knows there was discussion about having to do that reset again, and he is wondering if that is going to occur. Johnson responded that he believes that that information will be in that packet because it will include your updated spreadsheet like you would normally get with your solicitation. He added that what it actually contains, and he has not actually seen it, but you will have an idea of where things are sitting based on the decisions that were made. Grasser stated that that is going to be a big driver as to what we might apply for.

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Grasser asked if Mr. Haugen was going to do anything different or special; or inside or outside to the Long Range Transportation Plan relative to public input in the downtown area about projects and things. He said that they talked about having public support and background. Haugen responded that in the Long Range Transportation we will have to engage the public about this specific program and its requirements. For this solicitation, we really don't have anything that is scoped to meet this criteria, so we would be treating it as an illustrative project that is presented to us very similar to how we would treat a TIGER Grant; we would say that if it is awarded we would amend it in, etc..

Haugen explained that for the future years we hope that North Dakota will allow us to make an assumption that "X" amount of dollars will be available to us, not every year, but maybe every third year whereby we can get \$10 million dollars, or whatever amount, and then we would identify in the plan what projects would be good candidates for the funds, that would be one approach. He added that another approach would be; a lot of the things they are looking for are eligible on any project that is done with federal aid, so we can identify almost any project in the Long Range Transportation Plan as including those component.

Haugen stated that the short answer, then, is yes there will be input; the long answer is the outcome is still up in the air.

Grasser commented that, maybe just for this group, this is a very advance discussion ahead of us actually doing anything, but given the short timeline we have to pull the trigger on these applications; our current thinking is that we may put in an application for enhancements on the DeMers Avenue Reconstruction Project, fully understanding that not only do we not know if it is going to be a reconstruction project yet, but we also don't know what will or won't be eligible, or even what the downtown area wants, so bear in mind that if you see something that comes through that is very much lacking a lot of detail, that is because we don't want to walk away from the funds, but we don't really know what else to do. He added that they do have a couple of projects going on that could potentially utilize these as enhancements.

Haugen agreed, adding that he is sure there is some focus on the downtown when this program is gearing up, but they are open to other areas of the communities, except if you are talking about creating some streets in the southern portion of Grand Forks. He stated that you could submit them, but they won't be favorably reviewed, and probably not very competitive, but he would see that anything inside of 40th Avenue, where you have built areas, they would be receptive to, not something that is growing, but something that is already developed, or potentially redeveloped.

Haugen referred to a map, and pointed out areas that could potentially be considered including Columbia, the coulee, University Avenue, etc. He pointed out that the area in yellow may or may not grow through that public comment period, but he is sure there is an interest, but is probably best to leave it as it is or shrink it. Grasser asked if the fact that that Near Southend Neighborhood is a historical district, would that enter in the decision. He said that when they made their initial comments they hadn't really thought a lot about that, about having a historical district immediately south, and it isn't downtown, but it is a historical district, and he is wondering if there is any thought or availability at this time of even expanding that yellow area

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to take into account some of those historical districts. Haugen responded that they could be taken into account, but he believes the historical district goes to 13th, and then you have the UND Historical District, Riverside Park Historical District, so which one to you include, which ones do you exclude. Grasser responded that he would take them all, or at least those districts that are maybe contiguous with the downtown.

Haugen commented that he thinks they would first look would be to see if your project is inside the yellow block, and then vet it through the process; but if you can put up a good case for anywhere else, as long as it is in an already developed area, or an area that is seeking to be redeveloped more intensely, that would be favorably reviewed, but if you are looking at new growth, that would not.

Haugen stated that because this is now a regular program, you now the first year probably a lot of people will be looking inside the yellow box, and then the third and fourth year it may not be as much of an issue. He added that we will need to figure out, in the Long Range Transportation Plan, how we want to try to scope out projects that address the multi-modalism that this Main Street Initiative is pushing.

Haugen reported that Ms. Hanson mentioned that she expects the regular Urban Program to also follow that February 6th timeline as well, so the Urban Regional, the Regular Urban Program, and the Main Street Initiative Program will all be due February 6th. He added that he would imagine that our Draft T.I.P. and S.T.I.P. might be delayed, then, because unless they are going to act really fast, April would seem to be a push for project to be identified by from the end of February to April, so it will probably be more likely to have a Minnesota Draft in April and a North Dakota in May or June.

MATTER OF 2045 STREET/HIGHWAY ELEMENT UPDATE

a. Contract Amendment #1

Haugen reported that we had a lot of discussion in the Month of November about future river crossings, and many of you attended a meeting with both City Councils, the MPO Board, on a Thursday night. He said that the outcome of that meeting was to have a scope-of-work to get some traffic numbers assembled for us as to what each of these individually located river crossings would do to our traffic network. He commented that we also talked about trying to seek relief of local traffic.

Haugen stated that also included in the packet was the Scope-Of-Work, put together by Kimley-Horn and A.T.A.C.. He said that it is pretty straight-forward, with Kimley-Horn showing an estimate of just over \$20,000 for their portion of the work, and A.T.A.C. showing just under \$5,000 for their portion of the work. He stated that the hope would be that we would get the results at our Technical Advisory Committee meeting. He added that staff is recommending the Technical Advisory Committee approve a recommendation to the MPO Executive Policy Board that they approve execution of the Contract Amendment to do the additional Future River Crossing Analysis as scoped.

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MOVED BY LANG, SECONDED BY BERGMAN, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE EXECUTION OF THE CONTRACT AMENDMENT TO DO THE ADDITIONAL FUTURE RIVER CROSSING ANALYSIS, AS SCOPED.

Voting Aye: Lang, Bail, Erickson, Johnson, Kuharenko, Bergman, Ellis, and Reisinger.

Voting Nay: None.

Abstain: None.

Absent: Christianson, Laesch, Konickson, Emery, Gengler, Rood, West, Magnuson, Sanders, and Audette.

Haugen commented that, as you will recall, our 2017 Consolidated Planning Grant was not utilized for most of 2017 costs; the NDDOT ran into a grant management issue of having not being able to open up the 2017 funds, so they used 2014 dollars, and because of that we announced a request for additional projects for the additional \$300,000 we were allocated, and this project will be funded with those monies.

Grasser asked if both local communities received administrative approval for the local match. Haugen responded that both City Councils were made aware of this on Monday. He added that with the project cost being around \$25,000, the local match will be around \$6,000 split each.

b. Goals/Objectives/Standards

Haugen reminded the committee members that we looked at the two new goals at our meeting last month, and explained that we will now look at all of the goals, objectives, and standards that are being proposed to be redrafted.

Haugen referred to the draft document (included in the file and available upon request), and stated that they hope to have people review and comment back by the middle of January. He added that he hopes there are enough notes included to be able to understand what is being done.

Kuharenko referred to Goal 8 – Safety, and stated that previously there were only two objectives for it, but now we are up to 21 or so; can you elaborate a little bit more on the reason for that change. Haugen responded that that is due to integrating the Strategic Safety Plan document and the Highway Safety Plan document into our transportation plan, so these are the; they use the term strategies in those documents, so these are the strategies that are coming from the Strategic Safety Plan, and these are the individual actions that they have in them that we put in as standards, so it is taking those documents and integrating them into our transportation plan. He commented that these documents are the adopted Strategic Highway Safety Plan of both States, and then on the North Dakota side it is the Local Road Safety Program, and on the Minnesota side it is a combination of the County Plan and the District Plan.

Kuharenko said, then, incorporating these objectives and standards into it, potentially it is translating into the performance measures he would imagine as well. He stated that he is a little concerned as to what kind of performance measures we will end up seeing based off of these

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standards, especially with the large number of them. Haugen responded that we are just proposing five as only five performance measures are required.

Grasser asked if Mr. Haugen had an idea of what the performance measures might look like. Haugen responded that he will show everyone exactly what they are shortly. Grasser stated that he thinks that if we start word-smithing, or detailing out the words, the potential impact of those words is where they have some concerns. Haugen asked if this concern includes words that are already in the documents that at some point have been adopted. Grasser responded that, again, if you keep reinforcing those then they start manifesting themselves in a bigger manner than they have in the past.

c. Safety Performance Measures

Haugen referred to a slide presentation, and pointed out the five Safety Performance Measures that we have been talking about:

- 1) Number of Traffic Fatalities
- 2) Traffic Fatality Rate Per 100 Million VMT
- 3) Number of Crash-Related Serious Injuries
- 4) Serious Injury Rate Per 100 Million VMT
- 5) Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries

Haugen reported that this item was added to the website later than most of the other documents, so paper copies are being distributed.

Haugen stated that we aren't proposing to use different performance measures for the safety; our discussion is whether we adopt a local document, or adopt both state documents, or a combination of those.

Haugen commented that for the number of traffic fatalities, we did have a discussion as to whether or not the past five years is a long enough period; so you will see that they have gone back ten years for the analysis. He stated that to give you some sense of how the numbers have been moving up and down, but on the North Dakota side and the Minnesota side, and then on the bottom we show what both State's targets are that have been adopted, so in the case of fatalities; they are suggesting, as a draft, that if you wish to decide to have a local one covering the MPO area, that three or fewer be used.

Haugen referred to a slide on the number of fatalities and pointed out that the most that we have had was four fatalities in one year, the second most was three, but for the most part it was two or less, and the target of three seemed to fit with the statistical data. Grasser asked what those would look like if they had gone statewide. Haugen responded that it would be 138 for North Dakota and 375 for Minnesota versus 3.

Erickson commented that it doesn't make sense to have 138 for our area. Ellis stated that that would be state-wide and we would just be under the blanket of their performance target. Haugen added that our 3 is part of the 138 and the 375 for each State. He said that our option is to adopt

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these two, or to adopt this one; that is the option we have available to us. Ellis stated, then, that her question is for these performance measures, is funding and different types of things tied to that, so then, technically, if we adopt our own then are we excluded from the State one. Haugen responded that he would have to say no, and add that we are no better off in the State process than on our own. He said that he thinks that there are a lot of black boxes on the Safety Program that takes place in both States, and having an MPO target forces more discussion to take place about how they are programmed. Ellis asked, then, if we are better off having more performance measures to follow, is that what you are saying, by having our own and having to follow the States. Haugen responded that we would be following the States, but by having our own we are forcing discussions of how things are programmed because the targets are not just for planning purposes, they are also for programming purposes as well, and there are a lot of people that program dollars that aren't aware of, perhaps, our safety needs that exist in urban areas.

Ellis said that it could be a help, but it could also be a hindrance. Grasser commented that he thinks that is the problem, that we really don't know which way this thing may manifest itself, and what he is concerned about, and they should have sent this out, but Ms. Williams did some research on a question of level of service versus accidents and injuries; and some of the things she found was that there is a direct correlation between an increasing level of service and the increase of accidents/injuries. He added that the chain of logic that he is using in his head is if they are, through the federal process, adopting a level of service D at intersections, which represents a decrease in the level of service, we can expect increasing levels of accidents. He said, though, that if we adopt targets that have increasing performance, i.e., decreasing accidents, are we really being logical or are we fooling ourselves by adopting one thing but doing something else. He added that if that is the case, and, again, his assumption is that on an overall basis we probably have more intersections within the metropolitan area that may, over the next five to ten years, decrease to a level of service D, then we do on a statewide basis. He stated, then, that he thinks there are things other than level of service that can enter into accidents, but on a statewide basis he thinks we are going to have less intersections operating at that level, and if you follow that long convoluted chain of logic, then we are better off at the State level because you probably have less exposure to poorly operating intersections and a better ability to meet targets than we will locally, and he is concerned about setting targets that we can't logically meet.

Ellis commented that she feels the opposite. She asked, what if we meet our targets, but the State can't meet that decline because there is a road in Brainerd that doesn't meet their target; so now when it comes to programming, are they going to withhold money because they can't meet that performance measure, or are they going to say "we need them to figure out a way to bring that down so we are going to dump programming money into their project so we can get our State target down", so we are kind of hindering ourselves because we are meeting our own target; whereas Brainerd isn't meeting the State target, so now Brainerd is getting the money so that the State can meet their performance targets. She said that she is fearful of how they are going to use these performance measures to program funding, because if the State has to meet one, in terms of safety, wouldn't you want to put it towards someone who isn't meeting it so that you can get closer to your performance measure, that as a State you have to meet. She added that there is still some confusion as to how this is going to be used for programming.

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Grasser stated that he has the exact concerns, and we have the same unknowns. He added that he really doesn't know, and to him he would probably default with the State; just from a statistical basis he thinks there will be less variability than at the local level; one accident changes something 100, 200, or 300% depending on what year and what it is, and his concern is, and maybe this is just his negative way of looking at federal funding. He added that it seems like we are getting more mandates with less money so if we aren't meeting local targets is someone going to tell us "well you have got to meet that target even though they aren't going to provide the money". He stated that we don't know which scenario is going to play out, and he is afraid it will be mandated to do something by which resources aren't going to be allocated to us to do that.

Ellis asked what the other MPOs are doing, are they looking at their own performance measure, or are they going with their State measures. Haugen responded that most are just defaulting to the State measures. He added that we do have until February to decide, and we can try to get the programming side to visit at our January meeting if their willing to discuss how they do this programming side. Ellis said that that would be great.

Haugen stated that December's meeting was to give you an idea of what the numbers would be for the MPO, and so these slides are showing you how they calculated what the draft targets are. He added that on the bottom of each slide is what the adopted State targets are.

Haugen said that they will do their best to have our January discussion on what programming is reacting to the requirements.

d. 2030-2045 E & C Loaded Network

Haugen reported that these are the forecasted models for 2030 and 2045, and A.T.A.C. has, and some of you may already be familiar with their website where you can geographically view these things, but they are still working on getting this onto that website, so for now we only have this static information for you.

Haugen commented that the first one is a volume map; and the corridors that have high volume will continue to be corridors that have high volume.

Haugen said that the second one is a bit more interesting in that they talk about volume versus capacity. He explained that this is where we start to see that the congestion level starts to be noticed quite a bit. He added that, again, this is the 2030 data. He pointed out that we also start to see that we have segments that are over the modeling volume capacity of 1 and others that are close to that.

Haugen commented that one thing to notice is that we aren't getting a lot of purple segments, and that is the 32,000 or more traffic volume. He said that in 2045 we start seeing more purple show up as far as more volume, and that corresponds with more volume/capacity where we are going.

Haugen stated that in 2045, we have been talking about additional river crossings, of our three existing ones, the Sorlie is over volume/capacity 1.0 and the other two are at 0.9 to 1.0.

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Haugen said that, again these are just on the networks. He pointed out that you can see the basic network behind, where they added some streets. He stated that they have some projects programmed where they are changing some land configurations and things, but we really don't have any programmed projects or projects that are committed to provide us new corridors.

Grasser asked if they had run a scenario where we had 20% of our growth downtown, and how it impacts our existing bridges. Haugen responded that they haven't run those yet. He commented that the next set of runs they will provide, will of course be the ones that we just amended the scope of work for; and then we will have that one where we still need to meet with you to figure out what that right percentage of downtown growth is. He added that, as we discussed Monday, we already shifted some development to the downtown and we have to figure out what that percentage is and to see how much more, so we will have to schedule that here.

Grasser asked if anybody is going to weigh in on the issue of self-driving cars and the changing landscape of retail. He explained that they had a discussion with the Director of NDDOT, and the issue of the 47th Avenue South Interchange, and they said "well we aren't sure your future traffic demands are being reflective of what has happened in the past, because maybe you don't need it if the volumes aren't there." He stated that he wasn't sure how to address that, and asked if it was being factored in here whatsoever; is there going to be an option or an ultimate run about some scenario that decreases car ownership or such. Haugen responded that the travel demand model group, which is the three MPOs, NDDOT, and ATAC, and the consensus was that there is still too much guessing taking place; so it wasn't conducive to attempt to do anything this go around, but with our next transportation plan we will have to, so we will see how this advances in the next few years.

Grasser commented that the challenge he sees on something like that and interchange is that that ghost is going to continue to be floating around out there, it is hard to fight a ghost, it may not really exist and yet it might be there; and as an engineer he doesn't know how to address that. He said that we may do a transportation plan, but there may be some doubt in the plan as to how that does predict the future, and he doesn't know how to address that anomaly. He added that right now the data shows a strong need so...

Kuharenko asked if there have been any discussions with BNSF on, as the Cities continue to expand, railroad crossings, and if there is going to be the perceived requirement to close two crossings in order to open another one, and how that ends up affecting the growth of the Cities; has that been discussed at all, what is the general update on that. Haugen responded that on the bike plan update the specific request was about bike crossings; and Mr. Grasser and himself had a conversation Monday morning on where that is at. He said that Federal Highway and Federal Railroads are discussing that issue, and it is on their timetable.

Grasser commented that they had a recent discussion about that with the ND State Mill wanting to expand the trackage there, both State owned and perhaps Burlington Northern tracks, so the asked about the possibility of establishing crossings or licenses, both on the new and the existing, and the answer seemed to be pretty emphatic – two for one.

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Haugen asked if, on the street side, is the City contemplating any new streets crossing the railroad. Grasser responded that they aren't at the Mill. He added that there would be a few that might be worthwhile, but they really aren't contemplating them because of the two for one deal. He said that right now their plan isn't indicating that this is going to happen because of the two for one closure, and what could be really scary is if BNSF adopts two for one for each track, so for one crossing are we going to be talking four, so it quickly becomes unmanageable.

e. **Open House**

Haugen reported that they are holding an open house on the Street/Highway Element Update tomorrow evening here in East Grand Forks City Hall's Rotunda from 5:00 to 7:00 p.m.

Haugen commented that some of the things that you haven't seen yet, that he just got based off of Wiki-Mapping; there are the issues that were identified, a percent of what they were addressing to them, so this will be a board that will be on display showing the results of the mapping exercise, where people were commenting and what type of comment it was, what category it goes in. He said that this just gives a schematic of the traditional way of how we draft the ?? of alternatives, they eventually work their way through the fiscal constraint issue to come up with a final fiscally constrained plan.

Haugen stated that we introduced what our financial resources, how our goal areas match up with some investment strategies; some of the traditional funding sources that are available, and some of the issues, with the big one being that costs are rising faster than our resources are available.

Haugen said that they will also have an activity for them to do, which is available on-line as well as at the open house. He explained that it is an exercise where we will give people ten dots, and each dot will represent a tenth of the total budget available, and ask them to place their priorities on a board showing the six categories to try to get some sense of how it matches us with the issues identified.

Haugen commented that they will also have the future river crossing maps showing where we are modeling future crossings.

OTHER BUSINESS

a. **2017 Annual Work Program Project Update**

Haugen reported that the updated 2017 Annual Work Program Project Table was included in the packet for review.

b. **Corridors of Commerce Program**

Haugen commented that in Minnesota there is a Corridors of Commerce Program that is about to be announced for solicitation of projects. He explained that this program is State dollars, similar to the North Dakota Main Street Initiative Program, but not as multi-modal in scope.

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c. State Associations

Haugen stated that both State Departments of Transportation, ASHTO, AMPO, MPOs, National RDCs, have all submitted a joint letter to the Secretary of Transportation asking for Federal Highway and Federal Transit to consider delaying, by one year, the initial target settings. He said that right now, as we discussed, we have different dates; February for Safety, May for many of the other Safety Targets, and then the MPO planning documents are due a year after each of the target dates, so the letter is suggesting that instead of having all these different dates we delay to the end to have everything consistent with one date.

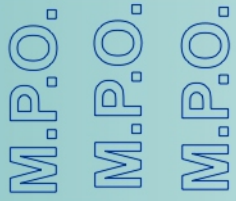
ADJOURNMENT

***MOVED BY LANG, SECONDED BY BAIL, TO ADJOURN THE DECEMBER 13TH, 2017,
TECHNICAL ADVISORY COMMITTEE MEETING AT 3:02 P.M.***

MOTION CARRIED UNANIMOUSLY

Respectfully submitted by,

Peggy McNelis,
Office Manager



Grand Forks - East Grand Forks Metropolitan Planning Organization

MPO Staff Report

MPO Technical Advisory Committee: January 10, 2018

MPO Executive Board: January 17, 2018

RECOMMENDED ACTION: Approve List of Candidate Projects for the FY2019-2022 TIP as Being Consistent with the Long Range Transportation Plan and Give Priority Ranking

Matter of List of Candidate Projects for 2017-2020 TIP.

Background: The MPO and MnDOT formally solicited candidate projects for the 2019-22 TIP/STIP. In order for the MPO to give both the local agencies as much time as possible yet still allow MPO staff to “vet” the candidate projects, the project submittal deadline to the MPO was January 4th.

These candidate projects are being processed with many unknown outcomes of FAST. It is very possible that significant changes may occur to these projects as more information and decisions are made through implementation of FAST. In short, any action of these projects is subject to change. Particularly with FAST emphasis on “State of Good Repair” and on National Highway System (NHS) Routes, the impacts of at least these two areas may cause changes. The MPO staff did advise it local agencies to keep these two emphasis in mind with their candidate projects. This Report will identify the candidate projects as either being on the NHS and/or as “State of Good Repair”

The City of East Grand Forks is scheduled to receive the NWATP City Sub-Target for FY2022. The amount of federal funds available is \$860,000. The City, when amending its FY2018 project, delayed the construction of a roundabout at the intersection of Bygland Rd and Rhinehart Dr until FY2022. Therefore, they are resubmitting that project. MnDOT does annually adjust the rate of inflation for the out years of the TIP/STIP. MPO Staff is still waiting for guidance from MnDOT on how to adjust the estimated FY2018 cost to YOY FY2022; therefore, the documentation still reflects the FY2018 information.

For FY2022, neither MnDOT nor Polk County submitted any candidate projects.

Findings and Analysis:







- The MPO must annually prepare a Transportation Improvement Program
- TIP eligible projects with the MPO Area must be submitted to the MPO for its consideration
- The projects submitted are being considered as being consistent with the Long Range Transportation Plan with the understanding that as MAP-21/FAST is implemented this

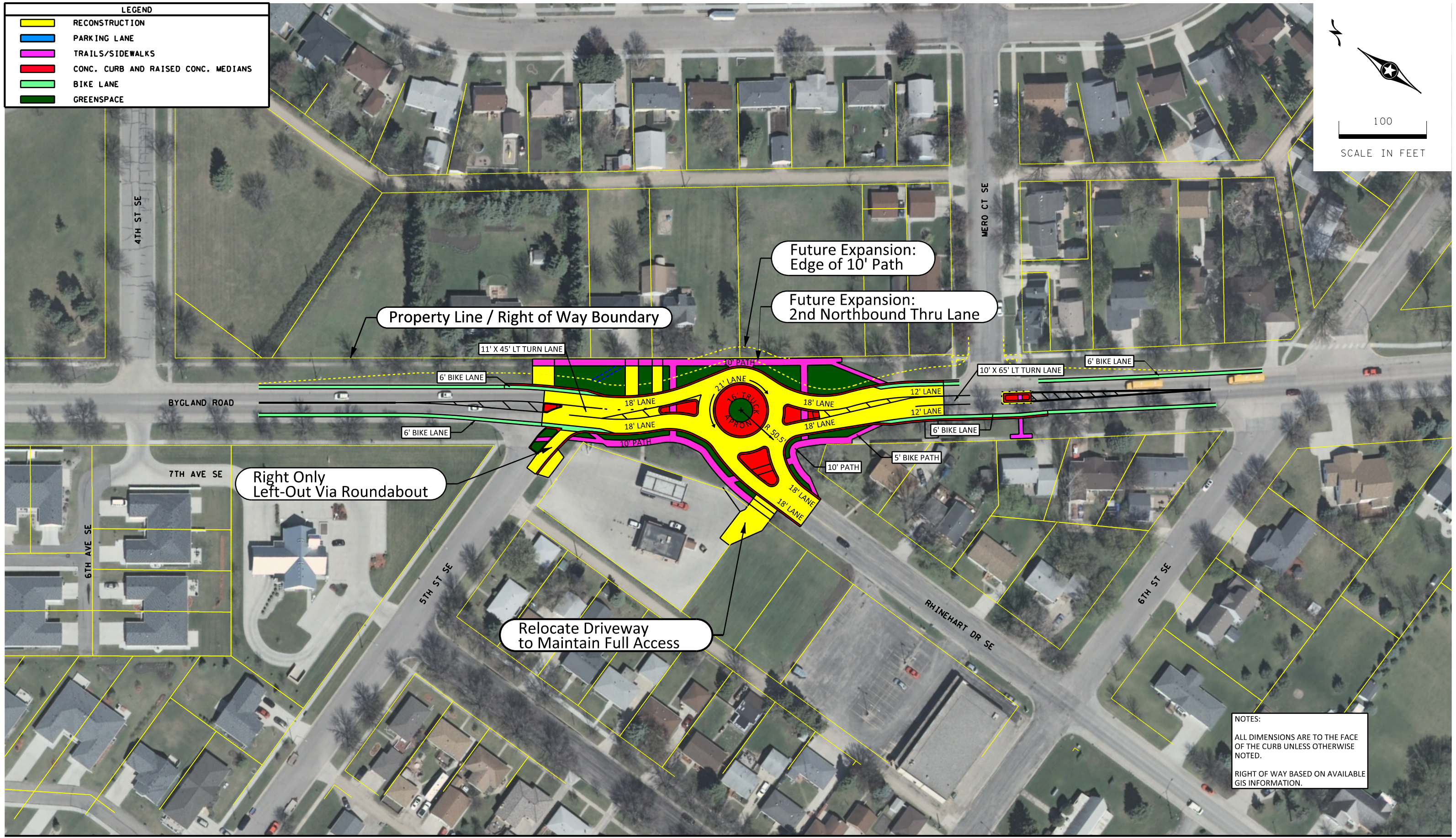
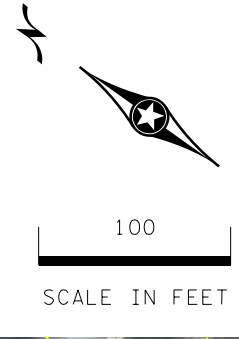
determination is subject to change.

- The projects should be given high priority ranking.

Support Materials:

- Bygland Rd/Rhinehart Dr Roundabout Application

LEGEND	
	RECONSTRUCTION
	PARKING LANE
	TRAILS/SIDEWALKS
	CONC. CURB AND RAISED CONC. MEDIANS
	BIKE LANE
	GREENSPACE



NOTES:
 ALL DIMENSIONS ARE TO THE FACE OF THE CURB UNLESS OTHERWISE NOTED.
 RIGHT OF WAY BASED ON AVAILABLE GIS INFORMATION.

**NORTHWEST MINNESOTA ATP CITY STP FUNDS
PROJECT NOMINATION FORM**

PROJECT IDENTIFICATION

Proj/Rdwy Name and/or No. Bygland Road and Rhinehart Drive

Project No. S.P. 119-129-??? & S.P. 119-119- (Project numbers have been requested)

Federal Project No. (Project number has been requested)

Proposer(s) City of East Grand Forks

Time Frame (color/bold) **SFY 2018** SFY 2019 SFY 2020

Project Ready Date: January 2018

Project letting Date: February 2018

<p>Township: <u>Rhinehart</u></p> <p>City Name/Population: <u>EGF / 8500</u></p> <p>County: <u>Polk</u></p> <p>MPO: <u>Grand Forks/East Grand Forks</u></p>	<p><u>Location</u></p>	<p>RDC Region: _____</p> <p>Mn/DOT Dist: <u>2</u></p> <p>Legis Dist: <u>01B</u></p> <p>Congress Dist: <u>7</u></p>
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Instructions: Fill in all information. Attach 8 1/2" x 11" Location

CONTACT PERSON

Name: Steven R. Emery Title: City Engineer

Address: 1600 Central Ave NE, East Grand Forks, Mn 56721

Phone No.: 218-773-5626

Instructions: Also include phone number and address of contact person if different.

<p>INTENT OF PROJECT <u>Safety Improvement</u> (Select)</p> <p>Reconstruction/New Const.</p> <p>Preservation/Repair/Rehabilitation</p> <p>Roadway Strengthening (1 0 Ton)</p> <p>Safety Improvement (Roadway or Rail)</p> <p>Capacity Improvement</p> <p>Transit Capital (New, Replacement or Service)</p>	<p>Add Bike way</p> <p>Improve Air Quality</p> <p>Intermodal Improvement</p> <p>Economic Development</p> <p>Enhancement</p>
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Instructions: Select the primary intent of the project from the list and write it in the space provided.

PROJECT JUSTIFICATION

Construction of Round About at the intersection of Bygland Road and Rhinehart Drive will provide for continuous flow of traffic and provide traffic calming. It will further improve pedestrian crossings by reducing exposure and will provide for a center island refuge. It will reduce crash severity, improve the overall aesthetics of the intersection as well as improving access onto Bygland from Rhinehart Drive.

Supporting Data

	Existing	Proposed		Existing	Proposed
AADT:	8400	15010	Surf. Type:	Concrete	Concrete
HCADT:	1680	3002	Spring Load:		
Lane Width:	12	12	PQI:		
Shldr. Width:	10	0	Roadway Suff. Rating:		
Shldr. Type:	Concrete	Concrete	Bridge Suff. Rating:		

Instructions: Describe why this project is justified. Include major deficiencies to be corrected. Indicate age, mileage, and estimated service life of transit vehicles being replaced. Use additional pages or maps if needed. If using accident data to support purpose of the project, include number of accidents and the reduction that the proposed improvement is anticipated to prevent.

PROJECT DESCRIPTION

The project will include complete reconstruction of the Intersection of Bygland Road and Rhinehart Drive. Construction will include a Round About with a circular raised island and splitter medians at all approaches.

Location /	Intersection of Bygland Road & Rhinehart Drive	Beg. Ref. Pt.	
Service Area:		End. Ref. Pt.	

Project Length: **Miles:** .20 **Kilometers:** _____

Roadway Type:MSAH _____ **(Select)**

Interstate
MN Trunk Highway
C.S.A.H.
M.S.A.H.

Local Street
County Road
Township Road

Functional Class: Minor Arterial **(Select)**

Principal Arterial
Minor Arterial
Rural Major Collector

Rural Minor Collector
Urban Collector
Local

Market Artery Route?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Please refer to Market Artery study.
Existing or Planed Bike Way?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Transit Route?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Cooperative Venture?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Right of Way?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Other Federal Grants Applied For?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	

If yes, what Federal Program? _____

Instructions

Nature of Project: Describe the project being proposed and what it intends to accomplish.

Location/ **What is the projects termini or location? Fill in Ref. Pts. if available. Include distances to major intersections.**

Service Area **What is the service area (Transit projects)?**

Questions **Answer all questions that are applicable to project. Cooperative venture is circled "YES" if more than one government unit is proposing the project.**

PROJECT COSTS

	FEDERAL FUNDS	STATE FUNDS	STATE AID FUNDS	LOCAL FUNDS	TOTAL
CONSTRUCTION COSTS	858,000		542,000		1,400,000
PRELIMINARY ENGINEERING			168,000		168,000
RIGHT~OF-WAY (Possible)			???		???
OTHER NON-CONSTRUCTION COSTS			294,000		294,000
TOTAL PROJECT COST	858,000		1,004,000		1,862,000
TYPE OF FEDERAL FUNDS:	NW City Subtarget				
SOURCE OF MATCHING FUNDS:	State Aid				

BENEFITS (PLEASE DESCRIBE):

Improved Pedestrian Crossing of Bygland Road, traffic calming, 24 hour intersection operation and low delay, aesthetic improvements and reduced crash severity by reducing right angle conflict thus improving safety.

CATEGORY / TYPE OF WORK

Category of Work: Safety (Select One)

Safety	Non-Roadway
Preservation	Enhancements
Bridge Replacement	Transit
Major Investment	Rail Crossing

Type of Work: Intersection Reconstruction / Round a bout

Examples:	Grading	Guard Rail	Surfacing
	Resurfacing	Signing	Widen Shoulders
	Paving Shoulders	Bikeway Improvement	New Bridge
	Bridge Rehabilitation	Rail Improvement	Bridge Replacement
	Rest Areas	Transit Capital Improvement	Culvert Replacement
	Turn Lanes	Transit Vehicle Replacement	Traffic Signals
	Conc. Pavement Rehab.	Historic Preservation	Lighting
	Pedestrian Trail	Landscaping	Waysides

Instructions: Fill in the blank for Category of Work with one of the seven possible categories, Indicate the work type that best describes the project.

TIP SCORING SHEETS

TELUS ASSISTED SCORING MPO SCORING SHEET FOR EACH PROJECT

0=No
1=Yes

Project Number	<input type="text"/>	Project Name	Bygland / Rhinehart Roundabout
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Category 1 Economic Vitality		
<i>Support the economic vitality through enhancing the economic competitiveness of the metropolitan area by giving people access to jobs, education services as well as giving</i>		Assign score 0 or 1
A	Consistent with local, regional or state economic development plans	1
B	Work located on identified truck route or identified in Freight Study	1
C	Provides new access to jobs and opportunities	0
D	Improves connection to terminal (air, multimodal) on the last mile or two access	0
E	Located on arterial street	1
Category 2 Security		
<i>Increase security of the transportation system for motorized and nonmotorized uses.</i>		Assign score 0 or 1
A	Installs equipment that improves the security of the transportation infrastructure	0
B	Consistent with regional emergency/security/hazardous materials movement.	0
C	Coordinates/improves Bridge Closure Management Plan	0
D	Coordinate/improves special events management plans	0
Category 3 Accessibility and Mobility		
<i>Increase the accessibility and mobility options to people and freight by providing more transportation choices.</i>		Assign score 0 or 1
A	Provides acceptable LOS for facility as recommended in LRTP	1
B	Implements local access control regulations	1
C	Enhances accessibility and mobility for all modes	1
D	Address existing LOS deficiency not resolved by another planned project	1
E	Enhances the range of freight service options available to local businesses	0
Category 4 Environmental/Energy/QOL		
<i>Protect and enhance the environment, promote energy conservation, and improve quality of life by valuing the unique qualities of all communities - whether urban, suburban, or rural.</i>		Assign score 0 or 1
A	Demonstrates core context sensitive solutions principles	1
B	Addresses EJ analysis process	1
C	Decreases fuel consumption which will reduce greenhouse gas	1
D	Avoids or minimize impacts to wetlands/natural habitats/cultural/historic resource	1
E	Incorporates innovative stormwater management techniques	0
F	Promotes nonmotorized travel	1

TIP SCORING SHEETS

TELUS ASSISTED SCORING MPO SCORING SHEET FOR EACH PROJECT

0=No
1=Yes

Project Number		Project Name	Bygland / Rhinehart Roundabout
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Category 5 Integration and Connectivity		
<i>Enhance the integration and connectivity of the transportation system, across and between modes for people and freight, and housing, particularly affordable housing located close to</i>		Assign score 0 or 1
A	Reduces excessive travel delays	1
B	Improves direct travel trips between regional major generators	1
C	Address last segment/link of corridor	0
D	Improves the integration/connectivity of whole transportation system	0
Category 6 Efficient System Management		
<i>Promote efficient system management and operation by increasing collaboration among federal, state, local government to better target investments and improve accountability..</i>		Assign score 0 or 1
A	Incorporates elements from ITS Strategic Plan	0
B	Improving operations without adding through capacity	1
C	Enhances interoperability among modal equipment/technologies	0
D	Contributes to better collecting traffic data	0
Category 7 System Preservation		
<i>Emphasize the preservation of the existing transportation system by first targeting federal funds towards existing infrastructure to spur revitalization, promote urban landscapes and</i>		Assign score 0 or 1
A	Utilize pavement management system results	1
B	Emphasizes system rehabilitation rather than expansion	1
C	Incorporates technologies new to the MPO area	1
D	Maximizes existing capacity	1
E	Contributes to better system maintenance	0
Category 8 Safety		
<i>Increase safety of the transportation system for motorized and nonmotorized uses.</i>		Assign score 0 or 1
A	Address locations identified as high crash locations in LRTP or corridor studies o	0
B	Enhances safe route to school route	1
C	Consistent with Strategic Highway Safety Plan	1
D	Improves points of conflict	1
E	Enhances the public safety of nonmotorized users	1

TIP SCORING SHEETS

TELUS ASSISTED SCORING MPO SCORING SHEET FOR EACH PROJECT

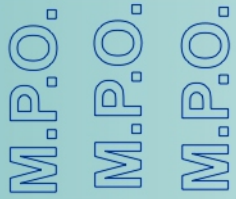
0=No
1=Yes

Project
Number

Project
Name

Category 9 Local/Regional Factors

<i>Factors of local or regional importance</i>		Assign score 0 or 1
A	Conformance with regional or state plan	1
B	Demonstrates analysis of project risk in implementation	1
C	Provides benefit for multiple transportation agencies	1
D	Advances smart growth objectives	1



Grand Forks - East Grand Forks Metropolitan Planning Organization

MPO Staff Report **Technical Advisory Committee: January 10, 2018** **MPO Executive Board: January 17, 2018**

RECOMMENDED ACTION: Approve Proposed Amendment #2 to 2018 Unified Planning Work Program subject to Partner Agency Review.

Matter of the Amendment #2 2018 UPWP.

Background: The MPO amended its 2018 Work Program in December, in part, to reflect the added scope of work for the added possible future Red River crossings. The MPO also carry-overed the Near Southside Neighborhood Study into FY2018. At that time, staff also indicated that some additional CPG funding was available. The funds, which totaled \$250,000 was amended into the budget, of which \$21,000 was allocated to the additional potential bridge crossings work.

FHWA-MN and MnDOT have placed an emphasis on compliance with ADA Transition Plan requirements. One portion of the requirements is to access the condition and compliance of the facilities for pedestrians in the City's right of way (ROW). Other portions cover City buildings and other facilities. East Grand Forks is requesting MPO assistance in completing the ADA ROW Transition Plan. East Grand Forks has been informed:

“Starting in 2019, any county or city that has a project with federal funding will have to have an adopted ADA transition plan or be substantially working on one. If the local agency does not have their plan completed or in progress they may not be approved by the feds to use the funds on their project.”

The proposed work activity will be to retain a consultant to assist City and MPO staff conduct an analysis of the compliance of pedestrian facilities in the ROW, develop an action plan to achieve compliance and to engage the public in setting priorities. The proposed budget is \$50,000 and East Grand Forks will provide the local match. The consultant budget is \$35,000.

Findings and Analysis:

- The MPO is required to prepare a Unified Planning Work Program.
- The activities are to occur over a two year period of 2017-2018.
- Amendment is necessary for 2018 Activities.
- Additional CPG funds are available to add activities to the Work Program.
- East Grand Forks has agreed to provide the local match.

Support Materials:

- Draft 2018 UPWP Amendment #2

Request for Council Action

Date: December 7, 2017

To: East Grand Forks City Council Mayor Steve Gander, Council President Mark Olstad, Council Vice-President Chad Grassel, Council members Clarence Vetter, Mike Pokrzywinski, Tim Riopelle, Henry Tweten, and Marc DeMers.

Cc: File

From: Nancy Ellis, City Planner

RE: ADA transition plan for transportation plan

RECOMMENDATION:

Staff recommends approval to request the MPO's assistance in developing an ADA transportation transitional plan with the use of in-house staff and consultants.

BACKGROUND: The Grand Forks – East Grand Forks MPO has a work plan that includes activities its local units of government would like the MPO to accomplish over the next two years. Engineering and Planning Staff is looking for help from the MPO to complete an ADA transition plan for our transportation system. We received an email from MnDOT reminding the City that, “Starting in 2019 any county or city that has a project with federal funding will have to have an adopted ADA transition plan or be substantially working on one. If the local agency does not have their plan completed or in progress they may not be approved by the feds to use the funds on their project. Therefore, staff is asking that the Council request the MPO's assistance in hiring consultants to complete an ADA transition plan for our transportation system.

FINDINGS AND ANALYSIS

- The MPO has provided support to assist in transportation studies in the past by utilizing current and temporary staff as well as consultants.
- The City has utilized MPO assistance in the past and should consider favorably using the MPO resources again to complete this study.
- The City should request “outside expert” assistance in addition to using “in house” staff to complete the study.
- The MPO would be paying the consultants and the City will be responsible for the 20% local match required to complete the study.

2017-2018 UNIFIED PLANNING WORK PROGRAM



Grand Forks – East Grand Forks
**Metropolitan Planning
Organization**

AMENDMENT #2

Prepared By

**Grand Forks – East Grand Forks
Metropolitan Planning Organization
JANUARY 2018**

The signature below constitutes the official adoption of the Amendment #2 to 2017-2018 Unified Planning Work Program (UPWP) by the Grand Forks – East Grand Forks Metropolitan Planning Organization (MPO). The Amendment #2 was approved the MPO Executive Policy Board at its _____, 2018, meeting.

Ken Vein, Chairman
Grand Forks – East Grand Forks MPO

Date

300.5 SPECIAL STUDIES

Additional Studies are being identified

OBJECTIVES:

- 300.51 MAP-21/FAST Implementation: To participate in the implementation of the new transportation reauthorization bill.
- 300.52 ***EGF ADA ROW Transition Plan: 2018 – To assist East Grand Forks complete the required ADA ROW Transition Plan***
- 300.53 School Safety Study: 2017/18– To work with Safe Kids, cities and local school districts to develop strategies to improve safety in and around middle schools.
- 300.54 Technical Assistance: To provide technical assistance to the Cities of Grand Forks and East Grand Forks in areas related to transportation planning.

PROPOSED WORK:

- 300.51 MAP21/FAST Implementation: Staff activities as necessary to keep involved with the process of implementing the transportation bill. Experience has shown that reauthorization requires significant staff time. Involvement also means maintaining an understanding of issues, participating with either state department of transportation efforts regarding implementation.

With passage of FAST continuing MAP21 performance based planning and programming, final regulations are being promulgated to implement this major shift in MPO activities. By the end of this UPWP, the MPO will need to be fully compliant with FAST in its planning and programming documents.

- 300.52 ***EGF ADA ROW Transition Plan: 2018 – TheFHWA-MN and MnDOT have placed an emphasis on having the required ADA ROW Transition Plans brought up to compliance; they have indicated a desire to freeze agencies from receiving FHWA funds if this doesn't occur by 2019. The MPO will assist with the portion of the Transition Plan that addresses the right of way. The MPO will investigate the current status/compliance of the facilities within the ROW, develop a plan of action to obtain compliance, engage the community in setting priorities, and ensure the City is able to continue to received FHWA funds. The MPO staff, with assistance from a consultant, will complete the work. East Grand Forks staff will prepare the needed***

portions of the ADA Transition Plan outside the ROW (i.e., public buildings, etc.)

300.53 School Safety Study: 2017/18 – The MPO, Cities and School District have been working with the SAFE KIDS Coalition to identify safety improvements at local middle schools. Each year, a number of schools will be studied to evaluate current traffic circulation and pedestrian safety conditions, identify safety issues, and recommend improvements to address the identified issues.

300.54 Technical Assistance: This task allows for work to be done on various studies requested throughout the annual program year. Unidentified requests will be approved on a priority basis after evaluation of resource commitment. It is envisioned that formal proposals will be required prior to approval.

PRODUCTS:

300.51 Undetermined.
300.52 *EGF ROW ADA Transition Plan*
300.53 School Safety Study – 2017/8
300.54 Undetermined.

COMPLETION DATE:

300.51 As needed.
300.52 *December 31, 2018*
300.53 December 31, 2017/18
300.54 As needed

**GRAND FORKS-EAST GRAND FORKS
FUNDING SOURCE SUMMARY
2018 ANNUAL WORK PROGRAM**

	FUNDING SOURCES				BUDGETED AMOUNTS			
	Fed/St	St/Loc*	Total	%	Fed/St	St/Loc*	Total	%
CPG 2018**	\$610,000	\$141,500	\$751,500	98%	\$610,000	\$141,500	\$751,500	100.0
CPG Previous Year***	\$250,000	\$62,500	\$312,500	0%	\$86,800	\$22,200	\$101,000	19.5%
Minnesota State Funding*	\$11,000	\$2,750	\$13,750	2%	\$11,000	\$2,750	\$13,750	100.0
TOTAL	\$871,000	\$206,750	\$1,077,750	100.0	\$717,800	\$166,450	\$876,250	100.0

- * Minnesota State Money is used for match for federal funds reducing local match.
- ** Contains ND CPG and MN CPG
- *** FY2017 CPG funds

**GRAND FORKS – EAST GRAND FORKS
COST ALLOCATION
2018 ANNUAL WORK PROGRAM**

Fund	Amount	Percent
Consolidated Planning Grant	\$716,800	80%
MN State	\$11,000	1.4%
Local Match to MN State	\$2,750	0.3%
Other Local Match	\$173,700	18.5%
TOTAL	\$876,500	100%

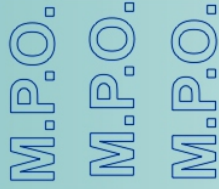
GRAND FORKS - EAST GRAND FORKS

2018 ANNUAL WORK PROGRAM

AMENDMENT #2

ACTIVITY	FUNDING SOURCE			STAFF						
	FED/STATE	STATE/LOCAL*	TOTAL	Ex. Dir FTE=1.0	Planner FTE=1.0	Planner FTE=1.0	Office Man FTE=1.0	Intern FTE=1.0	TOTAL Staff Hrs	Consultant Cost
100.0 PROGRAM ADMINISTRATION										
100.1 General Administration	24,000	6,000	30,000	160	35	40	290		525	
100.2 UPWP Development	9,600	2,400	12,000	50	10	10	155		225	
100.3 Financial Management	9,600	2,400	12,000	25			225		250	
100.4 Facilities and Overhead	\$14,400	\$3,600	18,000							
200.0 PROGRAM SUPPORT AND COORDINATION										
200.1 Interagency Coordination	28,800	7,200	36,000	50	110	50	550		760	
200.2 Pub. Info. & Cit. Part.	16,000	4,000	20,000	134	20	25	135		314	
200.3 Education/Training & Travel	16,000	4,000	20,000	130	65	50	50		295	
200.4 Equipment	\$12,000	\$3,000	15,000							
300.0 PLANNING AND IMPLEMENTATION										
300.1 Transportation Plan Update & Imp.	206,000	51,450	257,450	485	435	590	25	0	1535	\$135,000
Amendment #1	16,800	4,200	21,000							\$21,000
ATAC	28,000	7,000	35,000							\$35,000
300.2 Corridor Planning	144,800	36,200	181,000							
300.20 US2/US81 Skewed Intersectio	48,000	12,000	60,000	100	75	40	120	0	335	\$45,000
carryover 300.20a Near Southside Study	32,000	8,000	40,000	100						\$35,000
300.21 ATAC Traffic Count	21,600	5,400	27,000	20	5	10		0		\$25,000
300.22 Corridor Preservation	4,000	1,000	5,000			120				
300.23 Aerial Photo Update	39,200	9,800	49,000		140					\$42,000
300.3 TIP and Annual Element	17,600	4,400	22,000	220			80	0	300	
300.4 Land Use Plan	8,000	2,000	10,000			160			160	
300.5 Special Studies	87,200	24,600	111,800							
300.51 FAST Implementation	15,200	6,600	21,800	160	90	90	30		370	
300.52 EGF ROW ADA Transition	40,000	10,000	50,000	20	125	50	20	250		\$35,000
300.53 School Safety Study	20,000	5,000	25,000	90		135		0		
300.54 Technical Assistance	12,000	3,000	15,000							
300.6 Plan Monitoring, Review & Evaluatio	28,000	7,000	35,000							
300.61 Monitoring & Surveillance Annu	16,000	4,000	20,000	10	10	200	25	250	495	
300.62 Data Collection	12,000	3,000	15,000		105	100	30	400	635	
300.7 GIS Development & Application	32,000	8,000	40,000	10	555	100	25	750	1440	
TOTAL	698,800	177,450	876,250	\$158,326	\$83,346	\$86,543	\$73,310	\$19,800	\$421,325	\$373,000
				1764	1780	1770	1760	1650	8724	

* Minnesota and North Dakota State Funding will be used for local match.



Grand Forks - East Grand Forks Metropolitan Planning Organization

MPO Staff Report **Technical Advisory Committee: January 10, 2018** **MPO Executive Board: January 17, 2018**

RECOMMENDED ACTION: Approval of the RFP for Aerial Imagery Project.

Matter of RFP for Aerial Imagery project.

Background: The Aerial Imagery project is a project that allows the MPO and its partners to keep up to date GIS information. The aerial image of the MPO area has been on a three year cycle to get a new image. With the high growth that has happened in the Grand Forks/East Grand Forks area since 2015 this has been a highly requested update. The new photo will help the MPO see where the growth is happening and helps people visualize concepts for planning and building purposes. There is a not to exceed consultant budget of \$42,000 for the project. The cost for the 2015 photo was just under \$39,000.

There was some expressed interest in LiDAR, particularly by EGF Water and Light Department. The MPO staff discussed this with Water and Light staff to inform them that this would be outside the MPO program and would need to be purchased 100% with local costs. The MPO would consider inserting the LiDAR as an optional component in the RFP if there was enough commitment from others. In canvassing other agencies to assess their interest and willingness to cost share, there appeared to be little interest from anyone else. Therefore, the attached draft RFP does not include it as a n option.

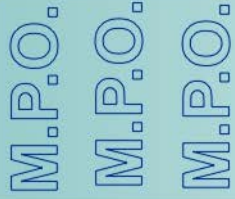
This RFP is set to be advertised on Jan. 24th, with contract approval on March 21st. The flight will take place sometime between April 13th and May 18th. The goal is to have no snow on the ground and no leaves on the trees. It is also preferable to have the river in its banks or as close as possible. With these conditions it is easy to see road widths, sidewalks, and other items in the right-of-way. The final deliverables are due by November 2nd.

Findings and Analysis:

- UPWP identifies the completion of Aerial Imagery.

Support Materials:

- Draft RFP



Grand Forks - East Grand Forks Metropolitan Planning Organization

Grand Forks – East Grand Forks Metropolitan Planning Organization

Request for Proposals for Transportation Planning Services

Digital Orthophotography Grand Forks, ND and East Grand Forks, MN

February 2018

**REQUEST FOR PROPOSALS
FOR
TRANSPORTATION PLANNING SERVICES**

The Grand Forks – East Grand Forks Metropolitan Planning Organization (MPO) requests proposals from qualified consultants for the following project:

Digital Orthophotography for Grand Forks, ND and East Grand Forks, MN

Qualifications based selection criteria will be used to analyze technical submittals from responding consultants. Upon completion of technical ranking, the MPO will enter into contract negotiations with the top ranked firm. Sealed cost proposals will be required with the RFP. The cost proposal of the top ranked firm will be opened during contract negotiations. The MPO reserves the right to reject any or all submittals. This project has a not to exceed budget of \$42,000 dollars.

Interested firms should contact Teri Kouba, Planner, at the MPO, 600 DeMers Avenue, East Grand Forks, MN 56721. Contact can also be done via phone 701.746.2660, or by email: teri.kouba@theforksmpo.org

All proposals received by **February 19, 2018**, at Noon at the MPO Office will be given equal consideration. Minority, women-owned, and disadvantaged business enterprises are encouraged to participate. **Electronic proposals are preferred** in Microsoft Word or Adobe Acrobat format; however they must be easily reproducible by MPO in black-and-white. The full length of each proposal should not exceed twenty-five (25) double-sided pages, including any supporting material, charts, or tables. Respondents can submit six (6) hard copies of the proposal. MPO will not accept spiral bound proposals; consultants are encouraged to prepare proposals in a format that will ensure for efficient disposal, and are encouraged to use materials that are easily recycled. A sealed cost proposal must still be provided in hard copy by noted due date. Submittals must be received no later than **February 19, 2018** at noon (Grand Forks local time) and will not be considered after that time. Hard copies of technical and/or cost proposals should be shipped to ensure timely delivery to:

**Teri Kouba
Planner
Grand Forks – East Grand Forks MPO
600 DeMers Avenue
East Grand Forks, Minnesota 56721
teri.kouba@theforksmpo.org**

Fax versions will not be accepted as substitutions for hard copies of proposals. Once submitted, the proposals become the property of MPO.

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Appendix A Attachments 1 and 2

Appendix B Cost Proposal Form

**REQUEST FOR PROPOSALS FOR
TRANSPORTATION PLANNING SERVICES**

I. PURPOSE OF REQUEST

The MPO requests proposals from the qualified consultants for the following project:

Digital Orthophotography

The purpose of this Request for Proposals (RFP) is to provide interested consulting firms with enough information about the professional services desired by the MPO.

A selection committee will rank submittals from responding consultants. Upon completion of the ranking, the MPO will enter into contract negotiations with the top ranked firm. Sealed cost proposals will be required with the RFP. The cost proposals of the top ranked firm will be opened during contract negotiations. The MPO reserves the right to reject any and all submittals.

II. GENERAL INSTRUCTIONS

A. Any questions or comments regarding this proposal should be submitted to:

Teri Kouba
Planner
GF/EGF MPO
600 DeMers Avenue
East Grand Forks, MN 56721

Phone: 701/746-2660
FAX: 701/787-3755
e-mail: teri.kouba@theforksmmpo.org

B. Proposals shall be submitted to:

GF/EGF MPO
600 DeMers Avenue
East Grand Forks, MN 56721

C. All proposals must be clearly identified and marked as follows:

Proposal For:
Digital Orthophotography
Firm's Name
GF/EGF MPO

All proposals must be received by noon February 19, 2018 at which time the technical proposals will be opened for review. Cost proposals will remain sealed in a secure place until technical ranking is complete and contract negotiations begin. An electronic copy or six (6) hard copies of the technical proposal must be provided. One copy of the cost proposal shall be submitted in a separate, sealed, and clearly marked envelope.

D. Selection Committee

The technical proposals will be reviewed by the Selection Committee, which may include staff from local municipalities and multi jurisdictional bodies as follows:

- City of East Grand Forks IT
- City of East Grand Forks Planner
- MPO
- City of Grand Forks Engineering Department
- City of Grand Forks GIS Services/IT Department

Once the written proposals are received, the Selection Committee will rank the proposals. The top three ranked proposals will be given an opportunity to schedule a presentation time with the selection committee. This 30 minute interview will provide an opportunity for the selection committee members to ask questions of the submitting firms and get clarification on any information in the proposal that may not be clear. The interviews may be conducted in person at the MPO Offices or via phone or web based communications. Firms may be asked to verbally expand upon particular points in their written proposal and should be prepared to do so.

E. Respondent Qualifications

Respondents must submit evidence that they have relevant past experience and have previously delivered services similar to the ones required. Each respondent may also be required to show that he/she has satisfactorily performed similar work in the past and that no claims of any kind are pending against such work. No proposal will be accepted from a respondent who is engaged in any work that would impair his/her ability to perform or finance this work.

No proposal will be accepted from, nor will a subcontract be awarded to, any respondent who is in arrears to MPO or its representative governments, upon any debt or contract; who is in default, as surety or otherwise, upon any obligation to the local partners; or who is deemed to be irresponsible or unreliable by the local representatives.

F. Disadvantaged Business Enterprise

In the performance of this agreement, the contractor shall cooperate with MPO in meeting its goals with regard to the maximum utilization of disadvantaged business enterprises, and will use its best efforts to ensure that such business enterprises shall have the maximum practical opportunities to compete for subcontract work under this agreement.

1. Policy

It is the policy of the Department of Transportation that disadvantaged business enterprises as defined in 49 CFR Part 23, shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with federal funds under this Agreement. Consequently, the DBE requirements of 49 CFR Part 23 applies to this Agreement.

2. DBE Obligation

The MPO and contractor agree to ensure that disadvantaged business enterprises as defined in 49 CFR Part 23 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with federal funds provided under or pursuant to this Agreement. In this regard, the contractor shall take all necessary and reasonable steps in accordance with 49 CFR Part 23 to ensure that disadvantaged business enterprises have the maximum opportunity to compete for and perform contracts. The contractor shall not discriminate on the basis of race, creed, color, national origin, age, or sex in the award and performance of DOT-assisted contracts.

G. Equal Employment Opportunity

In connection with this proposal and any subsequent contract, the consultant shall not discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, disability, sex, or status regarding public assistance. The consultant will take action to ensure that its employees are fairly treated during employment without regard to their race, color, creed, religion, national origin, disability, sex, or status regarding public assistance. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising, layoff or termination; rate of pay or other forms of compensation; and selection for training, including internship and/or apprenticeship. The consultant further agrees to insert a similar provision in all subcontracts, except subcontract for standard commercial supplies or raw materials. The consultant will furnish all necessary information and reports and will permit access to its books, records, and accounts by the MPO and/or its representatives including state and federal agencies, for purposes of investigation to ascertain compliance with non-discrimination provisions or any resultant contract.

H. *Ownership, Publication, Reproduction, and Use of Materials*

All work products of the contractor which result from this contract are the exclusive property of MPO, local partners, and its federal/state grantor agencies. No material produced in whole or part under this agreement shall, during the life of this agreement, be subject to copyright in the United States or in any other country. Permission and approval must be obtained from the MPO before any report, handbook, cassettes, manual, interim data, or results are published. Draft copies of all deliverables must be prepared by the consultant and reviewed and approved by the MPO before publication. The consultant, subject to the approval by the MPO, shall have the authority to publish, disclose, distribute, and otherwise use in whole and part, any reports, data, or other materials prepared under this agreement.

I. *Records, Access, and Audits*

The consultant shall maintain complete and accurate records with respect to allowable costs incurred and manpower expended under this contract. All such records shall be maintained on a generally accepted accounting basis and shall be clearly identified and readily accessible. The consultant shall provide free access to the representatives of MPO, the US Department of Transportation, and the Comptroller General of the United States at all proper times to such data and records, and their right to inspect and audit all data and records of the Consultant relating to his performance under the contract; and to make transcripts there from as necessary to allow inspection of all work data, documents, proceedings, and activities related to this contract for a period of three (3) years from the date of the final payment under this contract.

J. *Conflicts of Interest*

No official or employee of the MPO, state, or any other governmental instrumentality who is authorized in his official capacity to negotiate, accept, or approve, or to take part in negotiating, accepting, or approving any contract or subcontract in connection with a project shall have, directly or indirectly, any financial or other personal interest in any such contract or subcontract. No engineer, attorney, appraiser, inspector, or other person performing services for the MPO, state, or a governmental instrumentality in connection with a project shall have, directly or indirectly, a financial or other personal interest other than his employment or retention by the MPO, state, or other governmental instrumentality, in any contract or subcontract in connection with such project. No officer or employee of such person retained by the MPO, state, or other governmental instrumentality shall have, directly or indirectly, any financial or other personal interest in a project unless such interest is openly disclosed upon the public records of the MPO, the NDDOT, the MnDOT, or such other governmental instrumentality, and such officer, employee, or person has not participated in such acquisition for and in behalf of the state.

K. *Eligibility of Proposer, Non-procurement, Debarment and Suspension Certification; and Restriction on Lobbying*

The consultant is advised that his or her signature on this contract certifies that the company/agency will comply with all provisions of this agreement, as well as applicable federal and state laws, regulations, and procedures. Moreover the consultant affirms its compliance with the federal Debarment and Suspension Certification and the Federal Restrictions on Lobbying.

L. *Subcontracting*

The contractor may, with prior approval from the MPO, subcontract as necessary to accomplish the contract objectives. Subcontracts shall contain all applicable provisions of this agreement, and copies of the subcontract must be filed with the MPO.

M. Assignments

The contractor shall not assign or transfer the contractor's interest in this agreement without the express written consent of the MPO.

N. Procurement - Property Management

The contractor shall adhere to 49 CFR 18.36 when procuring services, supplies, or equipment, and to the applicable provisions of 49 CFR 18.32 and FHWA Safety Grant Management Manual, Transmittal 14, October 5, 1995 Property Management Standards, which are incorporated into this agreement by reference, and are available from the North Dakota Department of Transportation.

O. Termination

The right is reserved by either party to terminate this agreement with or without cause at any time if the recipient does not comply with the provisions of this agreement or its attachments.

If the MPO terminates this agreement, it reserves the right to take such action as it deems necessary and appropriate to protect the interests of the MPO, and its state/federal grantor agencies. Such action may include refusing to make any additional reimbursements of funds and requiring the return of all or part of any funds that have already been disbursed.

P. Amendments

The terms of this agreement shall not be waived, altered, modified, supplemented, or amended in any manner whatsoever, except by written instrument signed by the parties.

Q. Civil Rights

The contractor will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (78 STAT. 252), the regulation of the Federal Department of Transportation, 49 CFT, Part 21, and Executive Order 11246.

The contractor shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, handicap, or national origin. The contractor shall take affirmative action to insure that applicants are employed and that employees are treated during their employment without regard to their race, religion, color, sex, age, handicap, or national origin. Such actions shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or advertising, layoff or termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. Furthermore, the contractor agrees to insert a similar provision in all subcontracts, except subcontracts for standard commercial supplies or raw materials.

R. Civil Rights - Noncompliance

If the contractor fails to comply with the federal or state civil rights requirements of this contract, sanctions may be imposed by the FHWA or the NDDOT as may be appropriate, including, but not limited to:

1. Withholding of payments to the contractor under the contract until the contractor complies, or
2. Cancellation, termination, or suspension of the contract, in whole or in part.

S. Energy Efficiency

The contractor shall comply with the standards and policies relating to energy efficiency which are contained in the North Dakota Energy Conservation Plan issues in compliance with the Energy Policy & Conservation Act, Public Law 94-163, and Executive Order 11912.

T. Handicapped

The contractor shall ensure that no qualified handicapped individual, as defined in 29 USE 706(7) and 49 CFR Part 27 shall, solely by reason of this handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives or benefits from the assistance under this agreement.

U. *EPA Clean Act and Clean Water Acts*

The contractor shall comply with the Clean Air Act, 42 U.S.C. 1857; the Clean Water Act, 33 U.S.C. 1251; EPA regulations under 40 CFR Part 15, which prohibits the use of nonexempt federal contracts, grants, or loans of facilities included on the EPA List of Violating Facilities, and Executive Order 11738.

V. *Successors in Interest*

The provisions of this agreement shall be binding upon and shall ensure to the benefit of the parties hereby, and their respective successors and assigns.

W. *Waivers*

The failure of the MPO or its local state/federal grantors to enforce any provisions of this contract shall not constitute a waiver by the MPO or its state/federal grantors of that or any other provision.

X. *Notice*

All notices, certificates, or other communications shall be sufficiently given when delivered or mailed, postage prepaid, to the parties at their respective places of business as set forth below or at a place designated hereafter in writing by the parties.

Y. *Hold Harmless*

The contractor shall save and hold harmless the MPO, its officer, agents, employees, and members, and the State of North Dakota and Minnesota and the NDDOT and MnDOT, its officers, agents, employees, and members from all claims, suits, or actions of whatsoever nature resulting from or arising out of the activities of the contractor or its subcontractors, agents, or employees under this agreement. It is hereby understood and agreed that any and all employees of the contractor and all other persons employed by the contractor in the performance of any of the services required or provided for under this agreement shall not be considered employees of the MPO, the NDDOT, or the MnDOT and that any and all claims that may arise under the Worker's Compensation Act on behalf of said employees while so engaged and any and all claims by any third parties as a consequence of any act or omission on the part of said contractor's employees while so engaged in any of the services to be rendered under this agreement by the contractor shall in no way be the obligation or responsibility of the MPO.

Z. *Compliance with Federal Regulations*

The contractor is advised that his or her signature on this contract certifies that its firm will comply with all provisions of this agreement as well as applicable federal and state laws, regulation, and procedures. Moreover, the contractor affirms its compliance with the federal Debarment and Suspension Certification and the federal Restrictions on Lobbying.

III. PRELIMINARY PROJECT SCHEDULE

A. Consultant Selection

Advertise RFP to Qualified Firms	January 24 , 2018
Receive Proposals	February 19 , 2018
Selection Committee Activity:	
Review Proposals	February 20 – February 23, 2016
Proposal Interviews	February 26, 2018 – March 2, 2018
Select Finalist	March 2 , 2018
Contract Negotiations Completed	March 6 , 2018
MPO Policy Board Approval of Consultant Selection and Contract	March 21, 2018
B. Project Development	
Notice to Proceed	March 23, 2018
Flight	April 13 – May 18, 2018
Final Deliverables	November 2, 2018

IV. RFP EVALUATION CRITERIA & PROCESS

The MPO in close coordination with members of the Steering Committee will evaluate the written proposals based on, but not limited to, the following criteria and their weights:

A. Understanding the Scope-of-Work and Proposed Project Approach (25 points)

1. Does the firm demonstrate an understanding of the study objectives?
2. What is the consultant's approach to performing the scope-of-work effectively and efficiently?
3. What is the proposed schedule for completing the study?
4. What is the firm's proposed quality assurance/quality control plan?

B. Related Experience on Similar Projects (25 points)

1. How familiar is the firm with this kind of work?
2. Does the firm have a history of successfully completing similar kinds of studies?

C. Past Performance (15 points)

1. Does the firm routinely deliver desired products in a timely manner?
2. Does the consultant routinely demonstrate initiative, efficient use of time and resources, and reliability in completing their projects?

D. Expertise of the Technical and Professional Team Members Assigned to the Project (25 points)

1. What are the technical and professional skills of each team member?
2. What will be the assigned role each member will play?

E. Recent, Current, and Projected Workloads of Persons Working on the Project (10 points)

1. Can the team members devote the time and resources necessary to successfully complete this project?

Each proposal will be evaluated on the above criteria by the Selection Committee. After RFP review, the Committee will schedule oral interviews. The Committee will determine which firm would best provide the services requested by the RFP. The qualifying firm chosen by the Selection Committee will enter into a contract and fee negotiation based on the sealed cost proposal, submitted in a separate envelope.

The MPO is an Equal Opportunity Employer.

V. TERMS AND CONDITIONS

- A. The MPO reserves the right to reject any or all proposals, or to award the contract to the next most qualified firm if the successful firm does not execute a contract within forty-five (45) days after the award of the proposal.
- B. The MPO reserves the right to request clarification of information submitted and to request additional information of one or more applicants.
- C. Any proposal may be withdrawn up until the date and time set for the opening of the proposals. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of 90 days, to provide to the MPO the services set forth in the attached specifications, or until one or more of the proposals have been approved by the MPO Policy Board.
- D. If, through any cause, the firm shall fail to fulfill in timely and proper manner the obligations agreed to, the MPO shall have the right to terminate its contract by specifying the date of termination in a written notice to the firm at least ninety (90) working days before the termination date. In this event, the firm shall be entitled to just and equitable compensation for any satisfactory work completed.
- E. Any agreement or contract resulting from the acceptance of a proposal shall be on forms either supplied by or approved by the MPO and shall contain, as a minimum, applicable provisions of the Request for Qualifications. The MPO reserves the right to reject any agreement that does not conform to the Request for Qualification and any MPO requirements for agreements and contracts.
- F. The firm shall not assign any interest in the contract and shall not transfer any interest in the same without prior written consent of the MPO.

VI. PROPOSAL FORMAT AND CONTENT

Proposals shall include the following sections at a minimum:

- 1. Introduction and Executive Summary
- 2. Response to Administration Questions
- 3. Summary of Proposed Technical Process/Planning Process
- 4. Description of Similar Projects
- 5. Project Staff Information including breakdown of estimated staff hours by each staff class per task
- 6. References
- 7. DBE/MBE Participation
- 8. Sealed Cost Proposals (to be bound separately)

Detailed requirements and directions for preparation of each section are outlined below:

A. Introduction and Executive Summary

Provide the following information concerning your firm:

- 1. Firm name and business address, including telephone number, FAX number, and e-mail address, if available.
- 2. Year established (include former firm names and year established, if applicable)
- 3. Type of ownership and parent company, if any.
- 4. Project manager's name, mailing address, and telephone number, if different from Item 1. Project manager's experience.

In the Executive Summary, highlight the major facts and features of the proposal, including any conclusions, assumptions, and recommendations you desire to make.

B. Administrative Questions

Respond to each of the following questions, and please cite the question before each answer.

- 1. Identify the respondent's authorized negotiator.

Give name, title, address, and telephone number of the respondent's authorized negotiator. The person cited shall be empowered to make binding commitments for the respondent firm.

2. Provide workload and manpower summaries to define respondent's ability to meet project time line.

C. Summary of Proposed Technical Process

Discuss and clearly explain the methodology that your firm proposes to use to satisfactorily achieve the required services on this project. The respondent must document his/her clear understanding of the RFPs entire scope of work and project intent (see VII of RFP) for Transit Development Plan Update, data requirements, public participation process, and alternative evaluation methodology. Include all aspects of technical analysis, projections, advanced technology and software, and public participation processes. Address any unique situations that may affect timely, satisfactory completion of this project.

D. Project Staff Information

Provide a complete project staff description in the form of a graphic organization chart, a staff summary that addresses individual roles and responsibilities, and resumes for all project participants. Please provide staff information breakdown of estimated staff hours by each staff class per task. It is critical that contractors commit to particular levels of individual staff members' time to be applied to work on this project. Variance from these commitments must be requested in writing from the MPO and reviewed/approved in terms of project schedule impact.

The completion of the scope of work in this agreement by the contractor must be done without any adverse effect in any way on other contracts that the contractor currently has in place with the MPO.

E. Similar Project Experience

Describe similar types of studies/construction projects completed or currently under contract.

F. References

Provide references of three clients for whom similar work has been completed.

G. DBE/MBE Participation

Present the consultant's efforts to involve DBE/MBE businesses in this project. If the consultant is a DBE/MBE, a statement indicating that the business is certified by the NDDOT or MNDOT as a DBE/MBE shall be included in the proposal. If the consultant intends to utilize a DBE/MBE to complete a portion of this work, a statement of the subcontractor's certification by either the NDDOT or Mn/DOT shall be included. The percent of the total proposed cost to be completed by the DBE shall be shown.

H. Cost Proposals/Negotiations

1. Cost Proposals

Submit in a separate sealed envelope a cost proposal for the project work activities. Cost proposals will be separated from technical proposal and secured unopened until the technical evaluation process is completed. Only the cost proposal from the top ranked technical proposal will be opened during the negotiation process. Cost Proposals shall be based on hourly "not to exceed" amount. Cost proposals must be prepared using the format provided in Appendix B.

2. Contract Negotiations

The MPO will negotiate a price for the project after the Selection Committee completes its final ranking of the consultants. Negotiation will begin with the most qualified consultant, based on the opening of their sealed cost proposal. If the MPO is unable to negotiate a fair and reasonable contract for services with the highest ranking firm, negotiations will be formally terminated, and will begin with the next most qualified firm. This process will continue until a satisfactory contract has been negotiated.

The MPO reserves the right to reject any, or all, submittals.

VII. BACKGROUND AND SCOPE OF WORK

A. Background

The Grand Forks-East Grand Forks metropolitan area is located along the North Dakota and Minnesota border about 75 miles south of the Canadian border. The City of Grand Forks is approximately 17 square miles in size, and the City of East Grand Forks is approximately 5 square miles in size. The MPO study area includes both cities and a four mile radius around both cities. The proposed 144 square miles of coverage includes both cities and portions of the four mile radius.

Over the years the MPO has made investments in its Geographic Information System and data. The MPO relies on ESRI ArcGIS and AutoCADD software to maintain and implement the Geographic Information System. Aerial photography has been an integral part of the GIS system for many years. Recent growth of the metropolitan area requires the aerial photo update.

The desired aerial photography is to be color and flown in Spring 2018 in snow-free, leaf-off conditions. The aerial photography specifications, including scanning/digital, should be adequate (scale, resolution, etc) to support production of other products desired by the MPO under this RFP. The MPO is requesting a price for the color digital orthophotography with six inch pixel ground resolution, or the equivalent, with desired horizontal accuracy approximately plus or minus one foot is intended to be used at a scale of 1"=100' for the 6 inch or the equivalent.

B. Scope of Work

The proposed project involves three separate, but related components:

1. Ground Control
2. Aerial Photography acquisition
3. Digital orthophotography production

Component 1: Ground Control

The contractor will determine what ground control is needed to meet photo specifications. The successful bidder may utilize the existing digital elevation model and GPS monuments established by the City of Grand Forks. **The successful bidder may utilize the available LiDAR of the area as well.**

Component 2: Aerial Photography Acquisition

The MPO wishes to obtain color aerial photography in early spring of 2018 to support and upgrade the existing GIS base map. Respondents are asked to propose an approach to the photography acquisition that will best meet the needs of the MPO at a 6 inch pixel resolution.

The proposed approach to aerial photography acquisition should outline the respondents intended flight plan including date and time of photography, flight height and negative scale, flight lines, endlap and sidelap, planning aerial equipment and materials and quality control procedures. In addition the respondents are expected to identify all products to be delivered to the MPO from this work component.

Specifications:

- Photographic coverage will be approximately 144 square miles of land. The geographic area of interest is depicted on Pg 18.
- The respondents should identify what ground control is needed to support the photography and describe how its acquisition should be coordinated with other control development work elements.
- The MPO requires aerial photography to be acquired after snow/lake ice-out and before leaf-on conditions.
- Less than 5% cloud cover and/or shadows shall not appear in any of the images.
- In no case, shall the vender resample from a larger pixel resolution to achieve the 6 inch pixel

resolution.

- The solar angle must be 30 degrees or more above the horizon at the time of exposure.
- National Map Accuracy Standard suitable for 1"=100' scale mapping is to be used.

Component 3: Digital Orthophoto Production

The third component involves the production of digital orthophotography from any previous ground control and aerial photography work components. Respondents shall provide a strategy for creating and delivering color digital orthophoto images with a 6 inch pixel ground resolution with desired horizontal accuracy approximately +-1 foot intended to be used at a scale of 1"=100' for the 6 inch.

Specifications:

- Quarter-section based digital orthophoto images that are georeferenced to the North Dakota State Plane Coordinate System (North Zone) based on NAD 83 datum. Orthophotography will be delivered for the entire area of aerial photo acquisition as described in component 2.
- Quarter-section digital images are to be edge matched with no pixel gaps between geographic partitions.
- Digital images are to be delivered in standard GeoTIFF and ECW file by quarter to be used with the MPO's GIS software environments. In addition the MPO is requiring the delivery of mosaic imagery as a single Mr.SID compressed image file and a single ECW file.
- All digital imagery is to be generated by digital image or by scanning aerial photographs and processing the data within a digital environment. Scanned conventional hardcopy orthophotos will not be accepted.
- Color density matching of digital ortho images to create seamless mosaic. Respondents are expected to identify the quality assurances and checking procedures that will be employed to guarantee proper tone balancing and overall image quality.

C. Project Deliverables

- Samples of images before final delivery, to determine quality, acceptability, and fitness of products.
- Digital flight line maps on DVD or external hard drive.
- Color digital orthophoto ECW and GeoTIFF files delivered by quarter section tiles on DVD or external hard drive.
- One seamless MrSID and/or ECW digital image file of the entire fly-zone area on DVD or external hard drive.
- FGDC compliant metadata (.xml and .txt format) for all deliverables.
- A final index map in digital and hardcopy format for every coverage tile of the digital orthophotography.
- Ground Control Survey Report, which includes a narrative describing procedures employed and results achieved. Any shapefiles created for ground control should be delivered.

D. Estimated Project Budget

This project has a not-to-exceed budget of \$42,000. Consultants submitting proposals are asked to use their audited DOT rates when completing their Cost Proposal Form (See Appendix B).

E. Other Requirements

The consultant will update the Project Manager on an on-going basis, along with a written monthly progress report which will clearly reflect progress, timeliness, and budget expenditures. The monthly progress report will be required with the submission of each invoice.

VIII. INFORMATION AVAILABLE FOR CONSULTANT

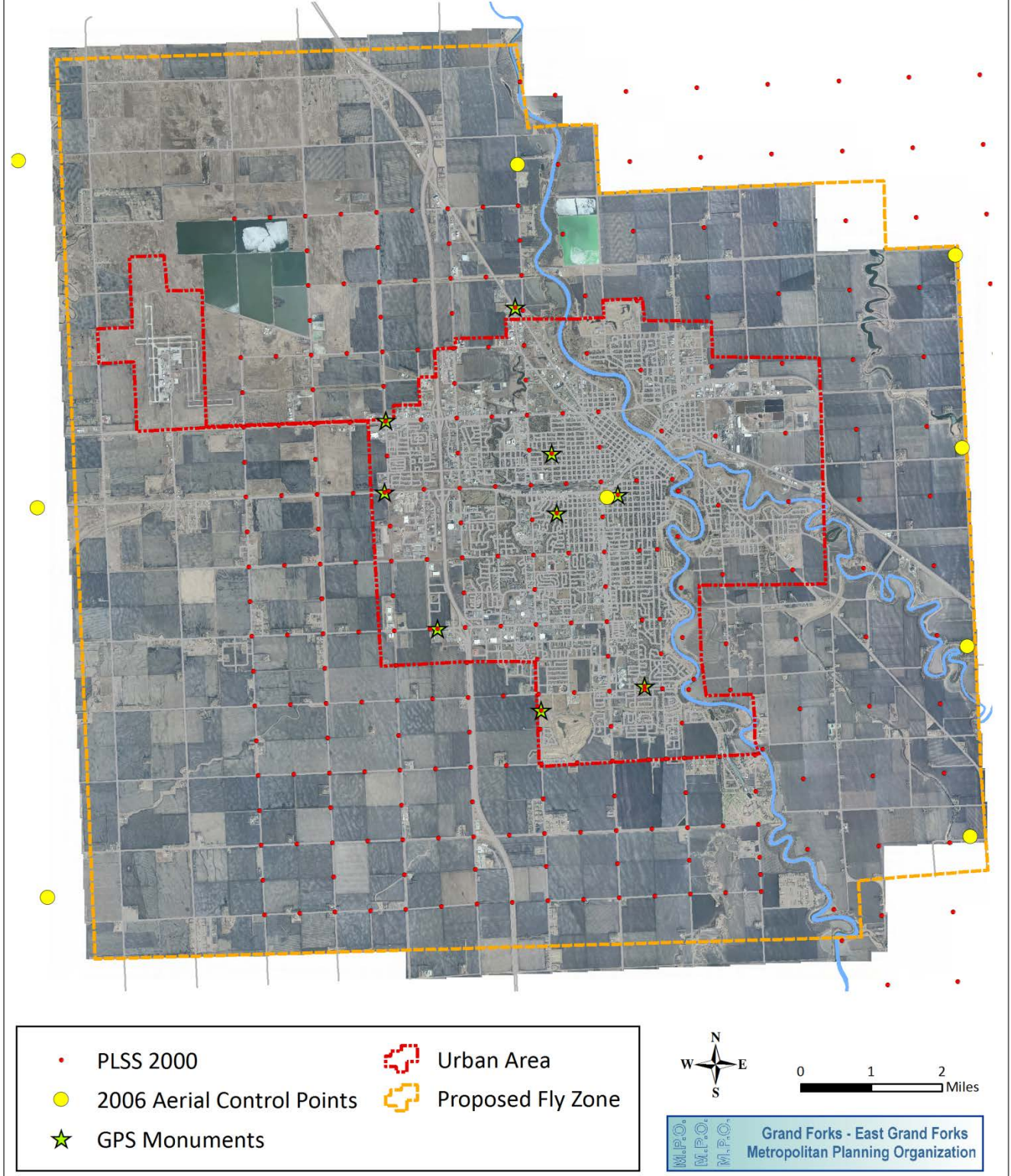
A. General Information

Shapefiles of:

- Fly Zone
- GPS Monuments in Grand Forks
- PLSS 2000
- Any other relevant data as requested.

IX. MAP OF PROJECT AREA –

2018 Proposed Fly Zone for Grand Forks, ND & East Grand Forks, MN



APPENDIX A

ATTACHMENTS 1 & 2

DEBARMENT OR SUSPENSION CERTIFICATION

The Participant, _____ (name of firm) certifies to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any of the offenses enumerated in paragraph two (2) of this certification; and
4. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or Local) terminated for cause of default.

THE PARTICIPANT, CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 31 U.S.C. 3801 ET SEQ. ARE APPLICABLE THERETO.

(Signature of Authorized Official)

Date

(Title of Authorized Official)

Attachment 2
CERTIFICATION
OF
RESTRICTION ON LOBBYING

I _____, hereby certify on behalf of
(Name and title of grantee official)

_____ that:
(Name of grantee)

- (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, US Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Executed this _____ day of _____, _____

By _____
(Signature of Authorized Official)

(Title of authorized official)

APPENDIX B

COST PROPOSAL FORM

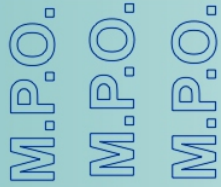
(Include completed cost form from Appendix C in a separate sealed envelope - labeled "SEALED COST FORM - Vendor Name" and submit with technical proposal as part of overall RFP response.)

COST PROPOSAL FORM

The cost estimated should be based on a not to exceed cost as negotiated in discussion with the most qualified contractor. Changes in the final contract amount and contract extensions are not anticipated.

REQUIRED BUDGET FORMAT
Please Use Audited DOT Rates Only

1. Direct Labor	Hours	X	Rate	=	Total
Name, Title, Function	0.00	X	0.00	=	0.00
		X			
		X			
		X			
2. Overhead					
3. General & Administrative Overhead					
4. Subcontractor Costs					
5. Materials and Supplies Costs					
6. Travel Costs					
7. Fixed Fee					
8. Miscellaneous Costs					
Total Cost					



Grand Forks - East Grand Forks Metropolitan Planning Organization

MPO Staff Report Technical Advisory Committee: January 10, 2018 MPO Executive Board: January 17, 2018

RECOMMENDED ACTION: Update on the Street/Highway Element of 2045 Metropolitan Transportation Plan.

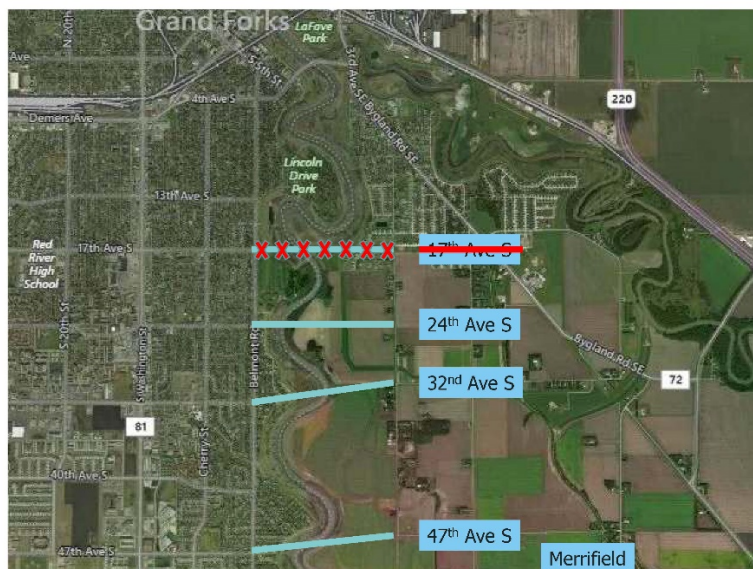
Matter of Update on 2045 Street/Highway Element.

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. This monthly update will report on three items:

1. Draft Added River Crossing Scope of Work Amendment
2. Draft Goals/Objectives/Standards
3. Draft Safety Performance Measures

Added River Crossings:

The MPO Board requested a scope of work amendment to have a traffic change analysis done to allow some level of comparison of how each individual new river crossing would be forecasted to impact traffic patterns. The Board desired results for new crossing at 5 locations (17th, 24th, 32nd, 47th and Merrifield). At the December Board, the motion ended up being only to study four locations; the Board dropped the 17th Ave S location. There was long discussion with split votes causing a “middle ground” being adopted on a 4-2 vote.



With the dropping of one location, the budget amount was capped to \$22,000. Both the work of Kimly-Horn and ATAC were renegotiated and are under the cap. The work is underway.

Also at the December Board meeting, M. Malm informed the Board:

County Study On Merrifield Bridge (draft minutes)

Malm reported that Grand Forks County Commission, yesterday, approved for the County Highway Engineer to do a study on constructing a bridge at Merrifield. He commented that this would be a bridge that would be financed between North Dakota, Minnesota, Grand Forks County, and Polk County.

Malm stated that they are going to set aside, if he comes back with information to increase their mill levy by 3 mills, and in eight years there will be enough money to pay the County's portion of the cost to construct the bridge.

Vein said, then, that Grand Forks County is taking the lead on that. He asked if they had discussed this with their Minnesota counterparts. Strandell responded that Polk County is on board with it, but they have not committed any funds at this time. Malm stated that they haven't committed any funds either, but they are trying to look at a way to move this forward, and want to have a financial plan in place if a decision were to be made to construct a bridge at Merrifield.

Malm commented that this was not a unanimous decision, they had one person vote against it, but it wasn't him. He said that they just felt that someone had to take this by the horn and start moving down the road because once it is determined where it is going to go, then you have to figure out how you are going to pay for it and what kind of a bridge you want. He added that this would be a bridge that would be above flood stage, and that basically takes care of rural transportation and others in that area, but if they can't find anyone to go along with it, then it will be a dead issue, but in any event the County is looking forward and will be setting aside money.

Vein asked if the study would be doing traffic counts and all of that. Malm responded that they are leaving that up to the engineer. Vein asked if they would be doing cost and alignment. Malm responded that they picked a spot and they will look at all of those questions. He added that the County Highway Engineer will develop the idea of what to do. Vein asked if this information would be brought back to the Executive Board. Malm responded it would.

Draft Goals/Objectives/Standards:

At last month's meeting, we distributed draft wording for the goals/objective/standards. The intent is to introduce these and then request to have comments provided by mid January. The proposed Safety Goal changes were originally considered back in 2014 and are not modified from then.

In response to our discussions about this update concerning autonomous vehicles, we are proposing adding this language to Goal 6: all are new text into the document

Objective #5: Consider advances in autonomous vehicles and connected vehicles technology in the transportation planning and programming processes.

Standards:

Participate in state and national autonomous vehicle and connected vehicle planning efforts.

Support implementation in autonomous vehicle and connected vehicle technology that collectively provide the increased transportation options for people and freight.

Recognize and address autonomous vehicles and connected vehicles changes at the local, regional, state and national level that influence the metro area's transportation system

SAFETY PROGRAMMING

At last month's meeting, we discussed trying to have the programming side of performance targets discussed. To date, I have not had a commitment from the necessary folks to be available for our Jan 10th meeting. We may have to schedule a special meeting to accommodate all schedules.

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.
- The consulting team of Kimley-Horn and WSB are under contract and working.
- One of the first activities is to analyze the existing conditions.

Support Materials:

- None

TABLE OF CONTENTS* UPDATE DECEMBER, 2017

CODE	AREA	PROJECT SCHEDULE/TIMELINE		% COMPLETED	FISCAL YEAR	COMPLETION DATE
		Task(s)	ACTIVITY			
	Introduction					
300	PLANNING AND IMPLEMENTATION		ACTIVITIES			
	2045 Street & Highway Plan NEW	1	Consultant team posted draft existing conditions report to the website. Continues developing Goals, Objectives, and Standards as well as Draft Safety Performance Measures. Draft 2030 and 2045 Existing Plus Committed Loaded Networks from ATAC were recently submitted are being reviewed and adjustments made. Consultant team is preparing for the open house on Thursday December 12, 2017. Consultant has been assisting MPO in developing a scope of work to review transportation impacts of several potential additional river crossing locations.	35%		
300	Plan Update (Travel Demand Model)	1	The TDM base year model is complete, 2030 and 2045 model year updates have been developed and are currently under review.	40%	2107	18-Dec
300	Bicycle & Pedestrian Planning Element (Update)	2-3-4-5	Prepared response to stakeholders comments and concerns. Elaborated new Performance Measures, Monitoring Activities and proposed Targets. Submitted finalized version document for consideration of Advisory Committee. Organizing Meeting Advisory Committee to define Performance Measures.	80%	2017	Sep-18
300	Transit Development Planning Element (Update)		STUDY COMPLETED IN JULY, 2017		2016	Feb-17
300	CORRIDOR PLANNING					
300	Traffic Count Program	Ongoing	Resumed data collection setup for the rest of the intersections.	70%	2015	Ongoing
300	Corridor Preservation	Ongoing	Ongoing		2015	Ongoing
	Near South Neighborhood NEW	Task(s) 1	Near Southside historical neighborhood study: Travel Demand Model scenario runs complete. Countermeasures/recommendations presented Dec 11th to Committee. Approx. 80% complete.	95%	2017	2018
300	TRANSPORTATION IMPROVEMENT PROGRAM (TIP) ANNUAL		Currently, processing amendments to Transportation Improvement Program for 2017. Also, adopting Transportation Improvement Program, 2018. Considering 2019 candidate projects for ND (side).		2017	
300	LAND USE PLAN		ACTIVITIES			
301	SPECIAL STUDIES		ACTIVITIES			
301	MAP-21/FAST (2015)		Ongoing		2015	Ongoing
301	I-29 Traffic Operations Study	1	STUDY COMPLETED IN JUNE, 2017	100%	2015	7/30/2016 (Work extended to 2017)
301	PLAN MONITORING, REVIEW AND EVALUATION		ACTIVITIES			
301	GEOGRAPHIC INFORMATION SYSTEMS (GIS) DEVELOPMENT					
	Geographic Information Systems (GIS) Development	Ongoing	Ongoing in-house		2015	Ongoing

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