

# Grand Forks - East Grand Forks Metropolitan Planning Organization

## Agenda

### TECHNICAL ADVISORY COMMITTEE MEETING WEDNESDAY, OCTOBER 10<sup>TH</sup>, 2018 – 1:30 P.M. EAST GRAND FORKS CITY HALL TRAINING CONFERENCE ROOM

#### MEMBERS

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

1. CALL TO ORDER
2. CALL OF ROLL
3. DETERMINATION OF A QUORUM
4. MATTER OF APPROVAL OF THE SEPTEMBER 12<sup>TH</sup>, 2018, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE
5. MATTER OF AMENDMENT TO THE TRANSIT DEVELOPMENT PLAN ..... KOUBA
  - a. Public Hearing At MPO Executive Policy Board Meeting
  - b. Committee Action
6. MATTER OF AMENDMENT TO THE 2019-2022 T.I.P..... HAUGEN
  - a. Public Hearing At MPO Executive Policy Board Meeting
  - b. Committee Action
7. MATTER OF CANDIDATE PROJECTS FOR FTA 5339 GRANT SOLICITATION..... HAUGEN
8. MATTER OF PRELIMINARY APPROVAL OF THE 2045 STREET/HIGHWAY ELEMENT DRAFT PLAN ..... HAUGEN
  - a. Projects
  - b. Approval Process
10. OTHER BUSINESS
  - a. 2018 Annual Work Program Project Update
  - b. Solicitation Of Transportation Alternative Projects For Both States And SR2S In Minnesota
11. 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, September 12<sup>th</sup>, 2018  
East Grand Forks City Hall Training Conference Room**

**CALL TO ORDER**

Earl Haugen Chairman, called the September 12<sup>th</sup>, 2018, meeting of the MPO Technical Advisory Committee to order at 1:37 p.m.

**CALL OF ROLL**

On a Call of Roll the following members were present: Michael Johnson, NDDOT-Bismarck (via phone); David Kuharenko, Grand Forks Engineering; Brad Gengler, Grand Forks Planning; Jane Williams, Grand Forks Engineering; Jesse Kadrmass, NDDOT-Local District; Brad Bail, East Grand Forks Consulting Engineer; Nick West, Grand Forks County Engineer; Paul Konickson, MnDOT District 2; and Dale Bergman, Area Cities Transit.

Absent were: Darren Laesch, Nancy Ellis, Richard Audette, Dustin Lang, Stephanie Halford, Ryan Brooks, Steve Emery, Lane Magnuson, Ali Rood, Ryan Riesinger, Stacey Hanson, Mike Yavarow, Lars Christianson, and Rich Sanders.

Guest(s) present were: Brandon Bourdon, Kimley-Horn; Scott Mereck, WSB; and Al Grasser, Grand Forks Engineering.

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

**DETERMINATION OF A QUORUM**

Haugen declared a quorum was present.

**MATTER OF APPROVAL OF THE JULY 27<sup>TH</sup> AND AUGUST 22<sup>ND</sup>, 2018, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE**

***MOVED BY BAIL, SECONDED BY GENGLER, TO APPROVE THE JULY 27<sup>TH</sup> AND AUGUST 22<sup>ND</sup>, 2018 MINUTES OF THE TECHNICAL ADVISORY COMMITTEE, AS PRESENTED***

***MOTION CARRIED UNANIMOUSLY.***

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, September 12<sup>th</sup>, 2018**

**MATTER OF APPROVAL OF THE DRAFT RFP FOR THE SKEWED  
INTERSECTION STUDY**

Kouba reported that we received a request from the City of Grand Forks to do a study to include the US#2/US#81 intersection, the US#2/Gateway Drive intersection, and the US Bus#2/Mill Road intersection. She explained that the purpose of the study is to try to find ways to improve safety, reduce existing and future traffic congestion, provide efficient access for existing and future development, and improve mobility and connectivity for all transportation modes.

Kouba stated that they did put together a request for proposals to do this study and are looking for alternatives that can help alleviate some of the issues seen in the study area. She added that we have a budget of \$60,000 for the study.

Kouba commented that the Grand Forks Engineering Department did submit some grammar corrections as well as some corrections to the maps, so she will make those changes before the final document is submitted to the MPO Executive Policy Board for their approval.

Williams referred to the first page of the Background and Scope-Of-Work, and pointed out that Number 7 says “structures”, and she is wondering if that is referring to the review of the existing traffic signals and railroad and everything to make sure that there are no deficiencies and recommendations as far as replacement or such. Kouba responded that it is included.

Haugen commented that previously it has been identified that the railroad signals and the Mill Road signal were one above the other, so that has been pointed out to do that again. Williams added that there are also no gates, there are several things; one of the signal poles is a little too low because trucks keep hitting the back plates, so that is kind of what she is looking at.

***MOVED BY KUHARENKO, SECONDED BY BERGMAN, TO APPROVE FORWARDING  
A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY  
APPROVE THE DRAFT RFP FOR THE U.S.#2/U.S.#81 SKEWED INTERSECTION  
STUDY SUBJECT TO THE PREVIOUSLY DISCUSSED CORRECTIONS/COMMENTS  
BEING IMPLEMENTED.***

***Voting Aye: Kadrmas, Bail, Gengler, West, Johnson, Kuharenko, Konickson, and Bergman.***

***Voting Nay: None.***

***Abstain: Williams.***

***Absent: Lang, Emery, Halford, Brooks, Audette, Riesinger, Laesch, Hanson,  
Yavarow, Rood, Ellis, Magnuson, Sanders, Christianson.***

Haugen reported that this is one of those studies that we have received approval from the NDDOT that they will provide 10% of the cost.

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, September 12<sup>th</sup>, 2018**

**MATTER OF EGF ADA TRANSITION PLAN UPDATE**

Haugen reported that this year we have been working with SRF Consulting Group on the East Grand Forks ADA Transition Plan, and Ms. Kouba will walk us through an update on this study.

Kouba stated that we hired SRF back in April and at the end of June, beginning of July, they were out collecting data for the self-evaluation portion of the plan, and have been doing a quality control check on the data collected to make sure that the slope and the run and all of that is correct for those intersections and making sure that there are truncated domes and whether things are compliant or non-compliant. She added that they are also entering some of the sidewalks and making sure that they are flat and meet ADA requirements.

Kouba commented that overall East Grand Forks is pretty much where everybody else is in terms of compliance for ADA so they haven't found anything unusual. She stated that the next steps will be to move forward and they are now in the process of putting together a presentation for a focus group meeting with members of the community most affected by the impending improvements. A public meeting will be held the same day as the focus group meeting, a date will be set soon.

Williams asked, just out of curiosity, on the compliant, is it compliant based on current standards or compliant based on the standard of when it was installed. Kouba responded that it is compliant based on current standards. Kouba added that where the focus group and our public meeting will come into play, prioritizing everything, so things that were compliant when they put in but aren't right now might have a lower prioritization.

Haugen asked if this was broken out yet by agency. Kouba responded that it is not.

Information only.

**MATTER OF DOWNTOWN TRANSPORTATION STUDY UPDATE**

Haugen reported that we received one proposal to our RFP for the Downtown Transportation Study. He said that the submittal came in as if we were going to do the whole RFP that we originally drafted, so in working with the City of Grand Forks, the NDDOT and the consultant, we reached a scope-of-work that focuses just on updating the downtown parking standards to get a sense of what existing parking is there, what the proposed developments that might be coming from the Downtown Action Plan would change the parking, and to see if the parking is based on the proper land use type.

Haugen commented that another thing they will be doing is to create Event Management Plans. He explained that this past weekend there were several activities going on in the downtown that changed how people could arrive and how they were able to park, and this would come up with some of those event management plans to try to help ease the pain of getting information out and assigning where people can go to park.

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, September 12<sup>th</sup>, 2018**

Haugen said that they are also then looking at the ride hailing areas that police and the City have designated already and doing a critique on them.

Haugen stated that the last piece is looking at the potential vacation of 3<sup>rd</sup> Street, where the Water Treatment Plan redevelopment is.

Haugen reported that what was removed from the RFP were the review of the one-way pairs through 4<sup>th</sup> Street, and a study of University Avenue connection between the downtown and UND, those are the two significant things that we dropped. He added that we also make a decision to drop the whole scope-of-work to look at the traffic network and trying to address that, we decided not to put that in the RFP, but the consultant did have it as a part of the submittal, so it was removed.

Haugen said that this maintains the budget of \$60,000; the work schedule is still on the same timeline as the Downtown Action Plan; and KLJ's subconsultant is still RDG.

Haugen commented that the Executive Policy Board authorized the Finance Committee the ability to executive that contract, and they are scheduled to meet tomorrow to do that. He added that, assuming we get concurrence from the NDDOT on the selection process authorization to proceed should be done by the end of the month.

Information only.

**MATTER OF MN 220 NORTH STUDY RFP UPDATE**

Viafara reported that last month the MPO sought authorization from the Technical Advisory Committee to engage a consulting company to advance the MN 220 North Corridor Study. He added that we also asked the MPO Executive Policy Board to approve this as well and a Request For Proposal was issued.

Viafara stated that August 31<sup>st</sup> our MPO received three proposals and a committee of seven people was established to review and to help in the selection process of hiring a consultant, and the firm they selected was Alliant Engineering.

Information only.

**MATTER OF 2045 STREET/HIGHWAY ELEMENT UPDATE**

Performance Measure/Targets

Brandon Bourdon, Kimley-Horn, was present for a presentation (a copy of which is included in the file and available upon request).

Presentation ensued.

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, September 12<sup>th</sup>, 2018**

Bourdon commented that some of this will just be a review, but they are going to talk a little bit about some specific performance measures and targets and they do have final revenue forecasts that they would like to discuss.

Bourdon stated that there has been some new information develop in terms of where some draft investment direction and scenarios are starting to look based on what they had for revenues and some of the project prioritization information they received, and they will provide an update on the river crossing analysis.

Bourdon referred to the project schedule and said that there is an open house tonight at the Alerus Center from 5:30 to 7:00 p.m., with a presentation at 5:45 p.m. He stated that that will be the last public meeting and added that they will be working on getting together a draft for review on the 5<sup>th</sup> of October.

Haugen referred to a slide presentation (a copy of which is included in the file and available upon request) and pointed out that PM3 are three targets. He added that last month we discussed where both States sit on those targets and also the fact that some of these facilities aren't located in Minnesota, and if we adopted by default the State targets we would formally be adopting MnDOT's targets for the interstate system even though there isn't an interstate system, so we are suggesting that we use some of the information from both States but not necessarily adopt the State targets as a default.

Haugen pointed out that, based on the data for the Truck Travel Time Liability, North Dakota went with an ultra-conservative index of 3 and Minnesota went with a 1.5. He added that he thinks that last month we discussed where some of our surrounding States were with their information, and when we look at the data that is available through the MAP-21 tool we see where the Grand Forks MPO area is at, and that is at the 1.2 or so area. He said that we also discussed that there has been a change in vendor of the data collection between 2017 and 2018, with the 2018 data being more informed data, so for the draft target for consideration we are suggesting that we consider going with 1.5.

Haugen stated that on the regular interstate travel reliability, again our data shows 100%, North Dakota's shows 85%, and Minnesota shows 80%; and we are suggesting that we go with 90%. He said that this give us a little room for forgiveness, but not a lot so that it would be less valuable.

Haugen commented that for the non-interstate travel reliability, again we see a difference between 2017 data and 2018 data. He said that we also know that North Dakota went with 85%, Minnesota went with 75%, and we are suggesting something similar as North Dakota's 85%.

Haugen stated that we show these PM3 proposed targets for the MPO but the we are also back to the PM2, the pavement and bridge conditions. He said that, again we discussed this last month; in some cases, because of the data availability and the inconsistency we are pretty much going to recommend that we adopt the State's targets. He added, though, that in some cases, again because there are no facilities on the Minnesota side, we default then to the North Dakota

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, September 12<sup>th</sup>, 2018**

number, but we aren't saying that we are adopting it as a State target, it will become an MPO number and an MPO target it is just the same as North Dakota's target.

Haugen said that the MPO column is what they are asking the Technical Advisory Committee consider recommending to the MPO Executive Policy Board that they consider adopting. He added that we do have, technically until the middle of November to make these decisions, but as you heard we are trying to have a draft document ready for review in October reflecting what these targets are. He said that they think they have enough information to make this recommendation for our consideration ahead of that 180 day timeline, so with that staff is asking for a motion to recommend forwarding a recommendation to the MPO Executive Policy Board to approve these targets.

Haugen commented that you will notice that on the State's side, after two years they have to make a report to the feds about their progress and at that time they can make a decision to adjust a target or keep it as is. He added that on the MPO side we just have four-year targets that we are adopting. He pointed out that there are nine total, and of the nine four are State targets and the rest are MPO targets, and that is what staff is requesting the Technical Advisory Committee approve today.

Kadrmass asked what the benefit of using 1.5 instead of 3 for the truck travel time reliability is. Haugen responded that the benefit would be to make a better argument if we are having 1.7 index, if that is a real truck freight mobility reliability issue in our MPO area versus saying we will wait until we hit 3 to raise it as a concern. He added that that is why Congress gave MPOs the ability to adopt their own targets to take a statewide average and make it more specific and local, which is sort of similar to the discussion we had with Safety Targets.

Kadrmass asked if this is what the other MPOs and Bismarck are doing as well. Haugen responded that Bismarck is currently adopting the State targets because they are just in the process of preparing to update their Long Range plan, and they expect that when they adopt their plan a year from now that they will be adopting some of their own targets. He added that Fargo/Moorhead, because of their change in directorship are adopting the State targets for now as well, but they have not officially adopted the PM2s and PM3s yet.

***MOVED BY KADRMAS, SECONDED BY KUHARENKO, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE MPO TARGETS, AS SUBMITTED.***

***Voting Aye: Kadrmass, Bail, Gengler, West, Johnson, Kuharenko, Konickson, and Bergman.***

***Voting Nay: None.***

***Abstain: Williams.***

***Absent: Lang, Emery, Halford, Brooks, Audette, Riesinger, Laesch, Hanson, Yavarow, Rood, Ellis, Magnuson, Sanders, Christianson.***

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, September 12<sup>th</sup>, 2018**

Haugen reported that the next few slides discuss environmental measures. He said that our current Long Range Transportation Plan adopted a performance measure for tailpipe emissions, so this information is to tell you that when you look at the 2015 numbers compared to the numbers that we were working off of in the 2040 plan we had, between 2006 and 2010, a significant reduction in vehicle miles traveled; between 2010 and 2015 we had a significant increase in vehicle miles traveled. He explained that between 2006 and 2010 the gas economy did not change, and we saw an improvement on gas mileage that the average vehicle was achieving. He stated that for the actual emissions, even though we saw an increase in vehicle miles traveled we actually achieved a decrease in the fuel consumed, which also then led to a decrease in our emissions, so our trend continued going down, but our rate of trend didn't continue as fast as of right now as it did in the past.

Williams said that in the 2040 plan we had talked about basing this on population; because our population is increasing it makes it difficult to continue to have a downward trend if you are just using straight numbers, so was population taken into consideration at all. Haugen responded that it hasn't yet on this calculation.

Haugen commented that this is just to bring everyone up to date on where we are standing with that current target in our plan with the 2015 data, and the trend is still to be planning from this point of view but next month they will show the actual target and the way they worded it.

Bourdon reported that the next few slides discuss investment direction. He explained that they are in the process of getting input on investment direction; and they have gotten public input on issue areas and investment priorities, have considered State and local plans, and have included input from all areas to make sure that they define the available revenues.

Bourdon commented that they talked about goals, performance measures, objectives; really some of the things that we reviewed back in August when they went to the public and got input and asked where are your biggest areas of concern, and this diagram shows the results of that. He went over and said that there was a focus on safety and pavement condition, but there were also concerns with signals, congestion and access. He said that they then, at the January public meeting, did an activity asking where people would focus your investment priorities, and the results of that are shown on this diagram as well. He pointed out that the highest priority was maintaining infrastructure with state of good repair projects at 30%; new river crossings at 29%; new freeway interchanges at 16%, etc.

Bourdon stated that taking that information, and working through the Technical Advisory Committee members, they were able to define the current revenue scenario, and they went through, based on the periods buckets, where the total revenue sits. He referred to the diagram and pointed out that they included Safety, ND Main Street, State of Good Repair-Interstate, State of Good Repair-Non-Interstate NHS and minor arterials, and Local Projects. He said that the percent share is shown and they are at basically \$436 million dollars, with the bulk of that tying in to the State of Good Repair for the Interstate, NHS and minor arterials; and a good portion to Grand Forks local projects that don't fall into some of the federal aid categories and sales tax.



**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, September 12<sup>th</sup>, 2018**

Haugen reported that we distributed this out, and each of the agencies received this ahead of time, how that pie chart, and the projects are distributed within the pie charts, so for the Minnesota side, they gave them a fiscally constrained list of projects already, so there wasn't a whole lot of work that they had to do there; on the NDDOT side all the projects they identified they found funding for, but they did have to shift some of the regional dollars over to the Interstate System to fund it; but with the fiscal constraint there are a couple million dollars left on the table, but not enough to really play with.

Haugen stated that on the East Grand Forks side, with their City Subtarget available every fourth year, it make their list of projects a little more tricky as they had to work with the project ranking from the tool that they distributed at the end of July and came up with a list that shook out with East Grand Forks.

Haugen said that on the Grand Forks side they started with the City's request on the NHS system. He added that Grand Forks also did request that we consider a 60/40 match ratio with the federal funds, and when they did that there was some remaining federal funds still on the table, so they shifted those over to the minor arterial network; and using the tool that ranks projects they identified minor arterials to fit with the funding. He stated that they are still working on the other two agencies, the counties, and are also still working on the other two categories; safety and North Dakota Main Street.

Kuharenko stated that he saw the spreadsheets that were sent out earlier this week and he is wondering what is being used for the base, are they using 2015 as the base or 2018 as the base. Haugen responded that it is 2018 and 2023 is sort of the first year of the general fiscal plan. Kuharenko said, then, that 2023 is the target that you're inflating to, the short-term timeband; so what are the mid-term and long-term years. Mereck responded that there are three timebands; the short time band starts on the out year of the T.I.P. Haugen added that 2023 to 2027, and so our year of expenditure is at the mid-point of that 2024/2025 time-frame so the mid-term is 2028 to 2038, and so whatever the mid-point of that band is what they gave the year of expenditure to. Kuharenko said that he would assume then that 2039 to 2045 is the long-term. Haugen responded that that is correct. He added that, so they didn't say that a project had a year of expenditure of 2024 versus 2027, everything was on the same year of expenditure. Kuharenko asked what they ended up using as a rate of inflation. Mereck responded that NDDOT and MnDOT recommended they use factors, and he can send that out. Bourdon said that he could send that and then just make sure that all the time-banks are mostly clear. Haugen added that those two things didn't change between 2040 and 2045. Kuharenko said he just didn't know what they were off-hand. He added that as he was going through the document he wasn't sure, he saw that there was a factor in there, and he took whatever the estimated value was and multiplied by 1.132 for the short-term, but he wasn't exactly sure how that related back in inflation rate or what years they went over. He said that he knows that in the costs that they sent over had an as bid estimate based in 2015 dollars so it sounds like it might be a couple of extra years of inflation that they might need to shift in there as well. He added that he knows that in our previous discussions, where we ended up talking about the 60/40 split, that is more in relation to if they end up looking at total project costs because there is your engineering; whether it is designed construction, if you need to do right-of-way acquisition, utility relocates, or other

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, September 12<sup>th</sup>, 2018**

project incidentals; whether it is impractical or eligible for federal funding, they end up covering those entirely as a city cost and so the cost that they end up providing the 2015 dollars, and those are for construction costs only, so they probably need to figure in some kind of a factor if they are going to go with the 60/40 split versus the 80/20 split.

Haugen said that he knew that but they didn't do the calculation. He explained that they took the construction costs and added contingency, admin, and then construction if that raised it 50%, then split that 60/40. He said that they just took what was there, 60/40. Kuharenko said that if we are just taking that; what they gave was a construction estimate, and do that 60/40 that isn't capturing all the costs. He stated that if you are going to do it on a 60/40 basis, typically they end up using 15% for design engineering, 15% for construction engineering, and 3% as a token amount; and he thinks that the federal expenditure; if it is 80/20 under construction, should still be the same if you are at a 60/40, so that should help clear things up.

Mereck asked if they were going to recommend what type of inflation adjustment they want used for those other considerations. Kuharenko asked if he was talking about inflating the construction dollars to projects costs. Mereck responded that he believes they gave them construction estimate for all the projects; and he thinks the suggestion is to add on some administrative and contingency costs to that, so the question is whether or not they have a recommended additional percentage that they would like them to add for those types of things. Kuharenko responded that they would like to just have it multiplied by 1.33.

Grasser commented that he thinks that when we originally had the 60/40 discussion we were trying to determine what we had available for local dollars for matches and things like that, and they wanted to recognize that the local match is more than 80/20, and they were talking about it on a macro scale, that was the discussion for the 60/40; and maybe it should have been 80/20 plus another 20% local or 25% local, maybe that would have been a better way of stating it, but he is a little concerned, even on this conversation, that it depends on what roadway or what type of project that we are actually doing. He explained that if you're doing a project on Highway #2, we don't have those kinds of local match inflators with that, where we get into higher local contribution is where we are responsible for the engineering and things, so it depends somewhat on the project and we might have to have a memo or something that defines which project you add what kind of inflators to; because, again, work on Gateway Drive, while there is zero percent City contribution on that but like Washington and some of the other State Highways we have a ten, and those tend to remain fairly well under control, there might be a few extras in there depending upon what they are, but when we get into the Urban Program, that is where we run into things like bikepaths, and those types of programs have a way different ratio because of how the engineering interplay comes into that so we might want to be a little more thoughtful and define what those are. He added that just so we are all producing the same estimate, if we are doing an estimate that doesn't include engineering, 80/20 is fine because those costs are usually project eligible, and then the City portion would be those non-eligible items so it may be better to come up with a different percentage like 80/20 plus because we have to be careful about the percentages and using them in the right way for the situation being dealt with.

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, September 12<sup>th</sup>, 2018**

Bourdon stated that he agrees that it is important that we make sure we are on the same page, but he also thinks we have to keep in mind that we are working on the Long Range Transportation Plan and are trying to maintain some level of consistency. He said that he has been doing quite a few of these, and we want to do what is right and make sure that the local funding is properly accounted for, but he thinks this is more tied to the big amount of local funds you have so it is more something they have to get on the page with and talk about what is reasonable given this is a Long Range Transportation Plan, and when he says that he isn't ignoring what you're saying, he just thinks this is an issue that they need to work out with Grand Forks because that is more tied into that local funding level. Grasser agreed, adding that that is why he thinks we need to probably establish in writing what those ratios are that we agree with because they always struggle a little bit when they see a number, did it include the engineering, didn't it include the engineering, because that makes a big difference on the local side. Mereck added that one important thing to keep in mind is that this is a planning study so all of the cost estimates in the plan are going to be planning level cost estimates, they aren't going to be preliminary engineering types of estimates that he knows a lot of you are accustomed to working with on a regular basis, so it is going to be an increment of accuracy a little bit higher than you would deal with with the preliminary engineering estimate, and with that there is a little bit more generality that goes with the estimate, and that doesn't mean that they aren't trying to be as accurate as we can be but we also want to be as consistent as we can be across all the agencies that we are estimating costs for because it ends up working better for their methodology to compare back to our fiscal constraint.

Mereck commented that obviously when you go through the planning process the next step after the project is selected and put into the T.I.P., you go through a more detailed more rigorous pre-engineering environmental review process that gets into more detail of what those regular costs are, and the contingencies, and all the other factors that go into the overall project cost. Grasser said that he doesn't know if he cares what is in your number, it is just that once we arrive and understand what went into that number we apply the right percentage to that number, we can't take a percentage of an inappropriate number and expect to have a reasonable result. Mereck stated that he might be coming up with that percentage to apply relatively equally based on the type of cross section of your project so they aren't writing three pages of different numbers. Kuharenko commented that he thinks that is kind of what they are saying, if they are going to go with the 80/20 then the numbers they ended up giving you work quite well with that, but if we are going to be looking at splitting it out at a 60/40 basis we need to just incorporate into that factor to take into consideration that extra engineering. Grasser added that it might be a better approach, when we get down to the project level, to maybe leave it at 80/20 with the numbers that everybody is generally generating and then just recognizing at the local level plus another 20%, he thinks that will help keep the federal and local flow closer to reality.

Bourdon stated that he thinks that with this conversation he thinks we can get where we need to be, it is just making sure that we are on the same page, so he will follow up on this.

Haugen referred to the list of projects that was distributed earlier and asked that everyone please look through it to see if there might be some projects that might be justified as safety funding, instead of normal state of good repair project. He stated that on the North Dakota side you can't

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, September 12<sup>th</sup>, 2018**

install a new traffic signal, but you could, perhaps, revise traffic signals or at one time Stanford Road and Gateway Drive and North 36<sup>th</sup> Street Alignment might be a project that could be classified as safety. He added that in East Grand Forks there are a few recommended round-about locations, which could be identified as safety improvements; and that would be the other thing that is one reason why we haven't addressed the safety yet because they made a request, got little feedback, and are making the request again to see if there are some projects that we can try to make an argument that there should be a safety consideration and fund it through the HSIP process. Grasser said, then, in that light they've got traffic signal upgrades proposed in the T.I.P. and S.T.I.P., and a lot of the traffic signal things that they are doing are going to be pedestrian oriented such as push buttons and heads, so could there be an argument made that some of that is safety related, or is that too far down the trail already. Haugen responded that it is on the illustrative side of our T.I.P. and S.T.I.P. currently so it is still seeking funding so it is a question that should be asked, but at some point different staff people communicate as to what is eligible as part of HSIP and that wouldn't be so there might be an argument that possible could happen, so yes you should make the request to see if there is a part of those applications that could be considered.

Grasser asked if Mr. Johnson had any guidance in relation to this; if they went through some methodology and came up with the idea that 10% of those traffic rehab projects are safety related, has anybody done that or would that be a path that would be very difficult. Johnson responded that he hasn't had any experience with that, it would be something unique, and he isn't sure how you would figure out what that potentially would be for the baseline.

Haugen commented that the one thing that he thinks is clear is that in the past they don't like to mix safety funds with other funds so if it is a standalone safety project it needs to be justified as a stand-alone safety project, so if you part out some of those components you end up having two separate projects instead of two funding sources for one project. Johnson agreed, adding that Federal Highway has directed to separate safety improvements out as stand-alone safety measures. Kuharenko added that, if memory serves, just the general timeline for the HSIP program, as well as the T.I.P. going into the S.T.I.P., those are programmed different years as well because they are typically four years out whereas the HSIP is typically two or three, so you also have that gap as well, that tiny gap that can be problematic if you were to try to line up two different funding sources. Haugen stated that this plan is the first plan that is planning out safety to the 20-plus year horizon. He added that there are a lot of projects that aren't being recommended or assigned in the fiscal constraint side of things, so if you can find projects that might justify the safety side we are encouraging you to let us know.

Williams asked what category the Washington Street Underpass project falls in. Haugen responded that it is a T.I.P. project that is already programmed. He added that it isn't really part of the work that we have been working on for 2045. Williams said she asked this because that project certainly has a lot of safety items involved with it. Haugen responded that it isn't a project that we use as a project to base our forecasted revenue because it is such an outlier, and it is already programmed in the T.I.P. so we aren't trying to plan for it in this 2045 timeframe.

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, September 12<sup>th</sup>, 2018**

Haugen commented that the Main Street is just seeing how we are going to address those utility locates and if there are replacement projects or not on that list.

Bourdon stated that the next few slides show a list of potential discretionary projects. He said that most of them have been discussed in the past. He pointed out that the Point Bridge approach on the East Grand Forks side has been added to the list, and stated that there has been a lot of discussion on river crossings and 32<sup>nd</sup> Avenue and Merrifield are potential discretionary projects.

Kuharenko commented that under our potential discretionary projects he isn't seeing anything regarding an I-29/47<sup>th</sup> Avenue Interchange. Haugen responded that the bulk of this list is coming from that tool, again, the priority ranking that was in that tool that we asked you to review, and they got little feedback on, so these are the output of that tool. He added that they didn't rank the river crossings in the tool, so review the tools to see how it shook out and where we can make the improvements.

River Crossing Analysis

Bourdon stated that we have been looking at five river crossings, and we actually started this process earlier in the year, and there really aren't many changes except to address the discussion we had at your last meeting, specifically whether or not trucks were considered as part of the crossing and there were some adjustments to how they presented costs, so he will give a brief review of the next few slides.

Presentation continued.

Williams asked, when we are talking low and high, is low like the elevation of the Sorlie and high the elevation of the Kennedy, or in-between there. Haugen responded that the low; politicians always talk about the Point Bridge, so it is floodable approaches is what the low is, so it isn't really like either the Sorlie or the Kennedy, its like those other types of bridges where the approaches are not meant to be safe from flooding.

Haugen commented that he did make a request to the Polk County Commissioners to see what their stance is on the potential 47<sup>th</sup> Avenue Bridge, and the MPO Executive Policy Board had a question of Polk County on where they stand on Merrifield, so those were two questions we raised for Polk County. He said that they haven't responded back yet, so he will follow up on those two issues. He added that he also made an offer to all of the Grand Forks Council members whose wards would be impacted by these crossings to attend their ward meetings if they wished.

Johnson stated that, and this is more of an observation than anything, but in regard to the information that was e-mailed earlier today, he finds it very interesting that the lowest ranking potential river crossing also coincides with the quote/unquote I29 Study identified highest interchange need along I-29. He said he finds the two things to be interesting. Haugen responded that he thinks they have been saying all along that there has been a disconnect between interchange and interstate traffic with the river crossings in our travel demand model.

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, September 12<sup>th</sup>, 2018**

He commented that in the I-29 Study we specifically added tasks to the consultant to delve into that issue and they found that there was, even at a more refined level, still a disconnect. He added that the exception to this is the Merrifield crossing, which has more connection to I-29 than the other locations have shown in our model in the past, so he thinks this result is kind of reflecting the consistency with those past reviews. Johnson said that he does remember that part of the I-29 Study, but it is still an interesting dynamic that wouldn't ever push or guide you to that decision.

Bourdon reported that there is a public meeting tonight at the Alerus Center, and they will continue to have some back and forth between now and October 5<sup>th</sup>, and there will be some separate outreach to it together on the main street and safety and some of those projects on ?? just because the draft is only as good as we have the time to incorporate it into ??? He said that another thing they will do, some way or another, is to touch base with Grand Forks folks on those ?? to make sure we are all on the same page.

Information only.

**OTHER BUSINESS**

a. 2018 Annual Work Program Project Update

Haugen reported that the monthly work program update is included for your review.

b. UPWP Project Solicitation

Haugen reported that we do have an open solicitation for our next two-year work program so if anyone has any projects they would like considered, please make sure they are eligible before we get too far into the process and then we find out they aren't.

c. T.I.P. Project Solicitation

Haugen reported that we are getting to the point in the year where we will start opening up solicitations for our next T.I.P. cycle, 2020 to 2023.

d. 2045 Land Use Plan Update Discussion

Gengler stated that he would be in touch with Mr. Haugen soon to try to get together to talk about the various options for the 2045 Land Use Plan Update.

e. T.I.P. Amendment

Bergman asked where we are at with the T.I.P. stuff for the Bus Barn project? Haugen responded that we have to amend the Transit Development Plan first, so where are you at with that; Ms. Kouba has been working with you on it. Bergman commented that the project has already started so we better figure out how to do this because if it gets held up, which it is now

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, September 12<sup>th</sup>, 2018**

because they are closing out the federal grant website, that could be an ugly business, and it won't be on his side, so he would suggest we get something done with it, and pretty quickly. Haugen stated that he thinks that has been their message since you got the award.

f. MnDOT Autonomous Vehicle Study

Haugen reported that he sent information concerning that MnDOT has a connected vehicle, autonomous vehicle study going on so there is a bunch of different sub-committees. He asked that if you didn't get that e-mail let him know and he will get you connected to that study link.

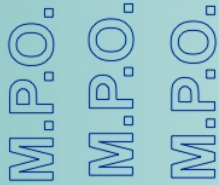
**ADJOURNMENT**

***MOVED BY GENGLER, SECONDED BY BERGMAN, TO ADJOURN THE SEPTEMBER 12<sup>TH</sup>, 2018, TECHNICAL ADVISORY COMMITTEE MEETING AT 2:56 P.M.***

***MOTION CARRIED UNANIMOUSLY.***

Respectfully submitted by,

Peggy McNelis,  
Office Manager



# Grand Forks - East Grand Forks Metropolitan Planning Organization

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

**RECOMMENDED ACTION: Adopt the Amendment of the Transit Development Plan Financial Chapter.**

Matter of Amendment of the Transit Development Plan Financial Chapter.

### **Background:**

The Transit Development Plan (TDP) covers a defined five-year planning horizon, currently 2017 to 2022. It functions as a sub-element of the Metropolitan Transportation Plan (MTP). Development and adoption of the TDP is recommended by FTA for the purposes of establishing a vision for public transportation, assessing needs, and identifying a framework for program implementation. Program implementation largely depends on funding, grants, and participation from FTA and/or other state agencies. A comprehensive TDP guides operations, maintenance, infrastructure, and capital within a fiscally constrained environment. In July 2017, the Cities of Grand Forks and East Grand Forks and the MPO adopted the current TDP.

Cities Area Transit won an award of funding from the 5339 competitive grant for the expansion and the renovation of the Transit Administration and Garage Facility that was not listed as being funded through available funding sources. The project award was less than the identified “illustrative” project so the project description has also been rescoped to meet the available funding.

Additional capital projects have been awarded funds that were originally not part of the adopted TDP. These projects have been added. Future candidate capital projects have also been added as “illustrative” projects. Lastly, a change was made to the operational analysis. Couple of reasons for the change was the realization of cost savings when the new routes were implemented and State of Minnesota providing additional future year funding for operating the added service in East Grand Forks.

With the award of the grant and the changes in operational costs due to the new route structure an amendment to the financial chapter is needed. The analysis of fiscal constraint shows that the Cities Area Transit is still within the federal financial constraint requirements. Both Cities have indicated that this type of amendment does not necessitate an amendment to each’s respective City Comprehensive Plan. Therefore, the MPO can act without waiting for each city to process an amendment to their plans.



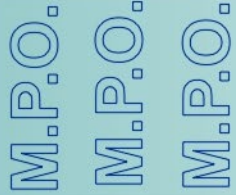
This amendment triggers the inclusion of a section outlining how performance based planning and programming is taking place. Using the framework provided for addressing the Safety Performance Measures, also attached is a draft section documenting the Transit Asset Management Performance Measures.

**Findings and Analysis:**

- Staff recommends Final Approval

**Support Materials:**

- Updated financial chapter
- Draft documentation of performance based planning and programming of Transit Asset Management targets.



## Grand Forks - East Grand Forks Metropolitan Planning Organization

### **PUBLIC HEARING**

The Grand Forks – East Grand Forks Metropolitan Planning Organization (MPO) will hold a public hearing on proposed amendment to the MPO’s Transit Development Plan (TDP). The TDP identifies how the transit services will be provided and the capital purchases needed to deliver that service between the years 2017 to 2022. The TDP also incorporates the local transit operator’s candidate Program of Projects (POP) that is integrated into the MPO’s Transportation Improvement Program. The hearing will be held in Training Room of East Grand Forks City Hall, 600 DeMers Ave, East Grand Forks MN. The hearing will begin at 12:00 PM on October 17, 2018. The public is encouraged to attend.

A copy of the proposed amendment is available for review and comment weekdays between 8:00 a.m. and 5:00 p.m. at the MPO Offices in Grand Forks City Hall and East Grand Forks City Hall. Comments on the proposed amendment can be submitted to either MPO office until 11:00 AM on October 17th.

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

(Please publish ASAP)

(Please submit bill to MPO 746-2660)



# City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721  
218-773-2483 · 218-773-9728 fax      [www.eastgrandforks.net](http://www.eastgrandforks.net)

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October 5, 2018

GF-EGF MPO Executive Board  
Attn. Earl Haugen  
600 Demers Ave  
East Grand Forks, MN 56721

RE: TDP amendments will not require a Comprehensive Plan Amendment

Dear Executive Board Members;

Currently, both the City of Grand Forks and East Grand Forks have adopted a Transit Development Plan to identify transit needs, both capital items and operational functions, and the implementation of such needs through Federal, State and Local funding and/or grants.

Currently, Cities Area Transit has received grant funding to expand the CAT Administrative and Garage Facility. As well, we have implemented route changes throughout the CAT system which has changed the operational costs and funding for both Cities. Concurrent to these major transit items, additional capital needs have come to the forefront and we have received funding for some and will seek funding for others. Although most of these items were listed in the TDP; the project costs and funding sources and amounts are not specific or correct within the TDP. Some items need to be added all together.

Many of the capital items are required to maintain our State of Good Repair. Our new routes required updated financial analysis and in doing so the State of MN is providing more funding to address our operational needs. The changes must be updated or amended in the TDP. However, because a majority of the projects are discussed within the document or shown within the vision or needs of the TDP; the City of East Grand Forks does not see a need to amend our City's Comprehensive Plan. Therefore, please consider this letter as the City's confirmation that the Comp Plan Amendment was not deemed necessary. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Nancy Ellis". The signature is written in a cursive, flowing style.

Nancy Ellis  
City Planner



# City of Grand Forks

255 North Fourth Street - P. O. Box 5200 - Grand Forks, ND 58206-5200

(701) 746-2661  
Fax # (701) 787-3755

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## MEMORANDUM

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**TO:** Earl Haugen, GF/EGF Metropolitan Planning Organization  
**FROM:** Brad M. Gengler, Grand Forks City Planner *BMG*  
**RE:** Building expansion of the CAT Administrative and Maintenance Facility located at 867 South 48<sup>th</sup> Street.  
**DATE:** October 4, 2018

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The purpose of this memorandum is to provide you with information regarding the expansion project for the CAT Administrative and Maintenance Facility located at 867 South 48<sup>th</sup> Street. The proposed project will not require an amendment to the approved Comprehensive Plan.

Should you have questions regarding this matter please do not hesitate to contact me at 701-746-2661 or by email at [bgengler@grandforksgov.com](mailto:bgengler@grandforksgov.com).

## 10) FINANCIAL PLAN

### INTRODUCTION

This section provides an overview and summary of the five-year (2018-2022) financial analysis related to implementation of the recommended operational strategy for CAT. The fiscally constrained implementation of the TDP would result in the implementation of the Cost Constrained Scenario for Grand Forks and East Grand Forks.

This plan provides guidance to move towards implementing the Cost Constrained Scenario by the 2<sup>nd</sup> Quarter of 2018. The system restructure proposed by the TDP allows for a new route structure to be implemented, with varying levels of new revenue investment by each major CAT funding partner. However, based on existing funding projected to be available, it is recommended that the Cost Constrained Scenario be implemented as outlined in Alternatives Analysis element of the TDP.

### ASSUMPTIONS

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

- » Implementation of the TDP starts April 1, 2018, and therefore cost for calendar year 2018 are assumed at ¾ of those shown in the Operational Analysis in the Alternatives Analysis chapter above. Operations costs were initially inflated in the Operational Analysis, so for this element of the TDP, they again grown four percent annually from 2019 on. Revenue projections match those discussed below.
- » The selection of April 1, 2018 as the implementation window was developed to match recent funding provided by MnDOT to support CAT service improvements in East Grand Forks.
- » Revenue assumptions were based on the current approved 2017-2020 Grand Forks – East Grand Forks Transportation Improvement Program (TIP). These revenue assumptions were augmented to account for recent 100 percent State funding provided to the East Grand Forks by MnDOT. Revenue projections for East Grand Forks also assume slightly elevated annual revenue as reported by MnDOT for the years 2020 and 2021 (and extrapolated to 2022) to support with TIP and STIP development.
- » The tripper service should be discontinued and reevaluated in coordination with area agencies and human service stakeholders.

### OPERATIONS

Operational costs are broken out by system. Based on MnDOT funding provided to East Grand Forks, the Cost Constrained Scenario is fully fundable through the year 2019 in East Grand Forks. Implementation of the Cost Constrained Scenario for Grand Forks is essentially cost neutral through the five-year planning horizon.

### Grand Forks

Table 10-1 shows the overall operation analysis for the Grand Forks portion of the TDP for the years 2017 to 2022. No new funds are needed for the Grand Forks portion of the CAT system to implement the Cost Constrained Scenario over the life of the TDP. If Grand Forks were wishing to reach the Cost + Scenario, total new Grand Forks revenue to support implementation of the Cost + Scenario is projected to be between \$225,000 and \$330,000 annually over the five-year life of the TDP. Not moving forward with the Cost + Evening Service implementation would reduce this by between \$97,000 and \$150,000 annually over the life of the TDP.

### 2018 Update

Table 10-1 has been updated to reflect the most current cost of service and estimated incoming revenue. Grand Forks has implemented the Cost+ Scenario of the proposed new route alternatives. The City was also to find some cost savings when implementing this new route structure. The final routes look different from the ones proposed in this plan due to test runs

and on the ground verification of current ridership. The riders had a month and multiple meeting opportunities to provide input. This input also change routing and time tables that are part of the final route structure.

Table 10-1: Grand Forks Financial Analysis

	2017	2018	2019	2020	2021	2022
Other	\$338.4	\$345.20	\$352.10	\$359.14	\$366.33	\$373.65
Local	\$1,765.1	\$1,800.37	\$1,836.38	\$1,873.11	\$1,910.57	\$1,948.78
State	\$253.1	\$258.18	\$263.35	\$268.61	\$273.99	\$279.46
Federal	\$1,112.0	\$1,134.21	\$1,156.89	\$1,180.03	\$1,203.63	\$1,227.70
<b>Total Revenue</b>	<b>\$3,468.6</b>	<b>\$3,538.0</b>	<b>\$3,608.7</b>	<b>\$3,680.9</b>	<b>\$3,754.5</b>	<b>\$3,829.6</b>
<b>Existing Service</b>						
Existing Cost	\$3,468.6	\$3,538.0	\$3,608.7	\$3,680.9	\$3,754.5	\$3,829.6
<b>New Service</b>						
Cost Constrained (Day)	\$0.0	-\$18.0	-\$24.0	-\$25.0	-\$26.0	-\$27.0
Cost Constrained (Night)	\$0.0	\$9.0	\$12.0	\$12.5	\$13.0	\$13.5
<b>Total Cost</b>	<b>\$3,468.6</b>	<b>\$3,529.0</b>	<b>\$3,596.7</b>	<b>\$3,668.4</b>	<b>\$3,741.5</b>	<b>\$3,816.1</b>
<b>Total Shortfall/Surplus</b>	<b>\$0.0</b>	<b>\$9.0</b>	<b>\$12.0</b>	<b>\$12.5</b>	<b>\$13.0</b>	<b>\$13.5</b>

\*All values shown as \$1,000s

## 2018 Operational Costs Table- Grand Forks

	2017	2018	2019	2020	2021	2022
Other	\$338.4	\$345.20	\$372.20	\$379.64	\$387.24	\$394.98
Local	\$1,765.1	\$1,703.57	\$1,615.3	\$1,669.7	\$1,725.6	\$1,783.1
State	\$250.0	\$210.0	\$255.0	\$255.0	\$255.0	\$255.0
Federal	\$1,112.0	\$1,134.2	\$1,155.5	\$1,178.6	\$1,202.2	\$1,226.2
<b>Total Revenue</b>	<b>\$3,465.5</b>	<b>\$3,393.0</b>	<b>\$3,398.0</b>	<b>\$3,483.0</b>	<b>\$3,570.0</b>	<b>\$3,659.3</b>
<b>Cost of Service</b>	<b>\$3,468.6</b>	<b>\$3,393.0</b>	<b>\$3,398.0</b>	<b>\$3,483.0</b>	<b>\$3,570.0</b>	<b>\$3,659.3</b>
<b>Total Shortfall/Surplus</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>

\*All Values Shown as \$1,000s

## East Grand Forks

Table 10-2 shows the overall operational analysis for the East Grand Forks portion of the TDP for the years 2017 to 2022. For years 2018 and 2019, East Grand Forks can meet anticipated revenue needs to support the Cost Constrained Scenario. Even with the assumption in increased revenues from MnDOT over life the planning horizon, East Grand Forks will run between \$135,000 and \$150,000 deficit following loss of the one-time MnDOT money. Therefore, Table 10-2 shows the investment in new services ending at the end of 2019. New funds would be needed to operate the Cost Constrained Scenario following the end of the two year MnDOT funding.

## 2018 Update

Table 10-2 has been updated to reflect the most current cost of service and estimated incoming revenue. MnDOT has committed to increasing the funding to East Grand Forks from MnDOT. Initially, MnDOT was only going to fund the additional service for a two year period. MnDOT is now indicating they will fund the added service for the remaining years as well. With the implementation of the new routes, a new cost allocation model was produced. This allowed for an easier understanding of the division of the cost and fare box revenue.

Table 10-2: East Grand Forks Financial Analysis

	2017	2018	2019	2020	2021	2022
Local	\$99.3	\$101.3	\$103.3	\$98.5	\$106.0	\$108.1
State	\$226.5	\$288.0	\$523.8	\$234.8	\$263.0	\$268.3
Federal	\$80.6	\$82.2	\$83.9	\$186.7	\$191.0	\$194.8
<b>Total Revenue</b>	<b>\$406.4</b>	<b>\$471.6</b>	<b>\$711.0</b>	<b>\$520.0</b>	<b>\$560.0</b>	<b>\$571.2</b>
<b>Existing Service</b>						
Existing Cost	\$406.4	\$414.6	\$422.8	\$431.0	\$439.7	\$448.4
<b>New Service</b>						
Cost Constrained (Day)	\$0.0	\$28.5	\$114.0	\$0.0	\$0.0	\$0.0
Cost Constrained (Night)	\$0	\$28.5	\$116.0	\$0.0	\$0.0	\$0.0
<b>Total Cost</b>	<b>\$406.4</b>	<b>\$471.6</b>	<b>\$652.8</b>	<b>\$431.0</b>	<b>\$439.7</b>	<b>\$448.4</b>
<b>Total Shortfall/Surplus</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$58.2</b>	<b>\$89.0</b>	<b>\$120.3</b>	<b>\$122.8</b>

\*All values shown as \$1,000s

## 2018 Operational Costs Table- East Grand Forks

	2017	2018	2019	2020	2021	2022
Local	\$99.3	\$105.6	\$101.2	\$103.2	\$105.3	\$107.5
State	\$226.5	\$294.0	\$448.8	\$457.8	\$466.9	\$476.3
Federal	\$80.6	\$85.0	\$85.0	\$86.7	\$88.4	\$90.2
<b>Total Revenue</b>	<b>\$406.4</b>	<b>\$484.6</b>	<b>\$635.0</b>	<b>\$647.7</b>	<b>\$660.7</b>	<b>\$674.0</b>
<b>Cost of Service</b>	<b>\$406.4</b>	<b>\$414.6</b>	<b>\$550.0</b>	<b>\$563.8</b>	<b>\$577.8</b>	<b>\$592.3</b>
<b>Total Shortfall/Surplus</b>	<b>\$0.0</b>	<b>\$70.0</b>	<b>\$85.0</b>	<b>\$84.0</b>	<b>\$82.8</b>	<b>\$81.7</b>

\*All Values Shown as \$1,000s

## CAPITAL

### Grand Forks

Table 10-3 shows the current projected capital expenditures needed to support the Grand Forks side of the CAT System over the life of this TDP through year 2022.

#### SHORT-TERM NEEDS

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

#### LONG-TERM NEEDS

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

Based on the Asset Management analysis developed as part of the TDP, it is suggested that an additional \$1.25 million in new capital revenues are needed per year to maintain a backlog of roughly 50 percent for the next 15 years. Some of this backlog may already be addressed through capital replacements included in Table 10-3. Given the current split in overall service and revenue miles of the CAT System, approximately 85 percent of this backlog, or \$1.062 million would be Grand Forks' burden.

## 2018 Update

Table 10-3 has been updated to reflect the most current capital investment schedule. In 2018 Grand Forks was awarded 5339 competitive grant funding for the expansion and remodel of the Transit Administration and Maintenance facility for a total cost \$4.87 million. This is a one-time funding for a project that this plan could not see being done with current traditional funding sources. CAT had the floor plans redone so that the new cost of the expansion/renovation will be covered by the awarded grant amount. There have been additional 5339 formula funds being solicited for projects. CAT has a list of projects that will start working on the Transit Assets that are need of being brought back into a state of good repair. CAT will use this list to apply for future 5339 formula funds.

Table 10-3: Grand Forks Capital Investment Schedule

Grand Forks							
Item	Status	2017	2018	2019	2020	2021	2022
Replace Fixed Route (976)	Programmed	\$368.0					
Replace 2 Fixed Route (Replace 31 & 91)	Programmed	\$416.0					
Replace 2 DAR Vehicles (Replace 109 & 121)	Candidate - 5310		\$107.0				
Replace 3 DAR Vehicles (153-154)	Illustrative				\$120.0		
Replace Fixed Route (Replace 42 & 112)	Programmed		\$480.0				
Replace 1 Fixed Route (161)	Illustrative					\$68.0	
Replace 4 Fixed Route (103-106)	Illustrative						\$1,600.0
Misc. Capital + Safety	Programmed - 5307	\$35.0	\$15.0	\$15.0	\$15.0	\$15.0	
Fixed Route Video System	Candidate - 5339		\$60.0				
GFI Ticket Vending Machines	Candidate - 5339		\$38.0				
Shop Maintenance Software	Candidate - 5339		\$100.0				
Ticket Vending Machine	Illustrative			\$98.0			
Transit Garage Upgrades	Candidate - 5339		\$387.0				
Replace Shop Vehicles (2)	Illustrative			\$64.7			
Grand Cities Mall Shelter Improvements	Illustrative			\$100.0			
Programmed		\$819.0	\$495.0	\$15.0	\$15.0	\$15.0	\$0.0
Illustrative/Candidate		\$0.0	\$692.0	\$262.7	\$120.0	\$68.0	\$1,600.0
<b>Total - Grand Forks</b>		<b>\$819.0</b>	<b>\$1,187.0</b>	<b>\$277.7</b>	<b>\$135.0</b>	<b>\$83.0</b>	<b>\$1,600.0</b>

\*All values shown as \$1,000s

## 2018 Capital Investment Schedule- Grand Forks

Grand Forks							
Item	Status	2017	2018	2019	2020	2021	2022
Fixed Route Vehicles	Programmed	\$784.0	\$480.0	\$490.0			
Paratransit Vehicles	Programmed		\$107.0	\$110.0			
Safety & Security	Programmed - 5307	\$35.0	\$15.0	\$15.0	\$15.0	\$15.0	\$15.0
Fixed Route Video System	Programmed		\$60.0				
Shop Mtce. Software	Programmed		\$100.0				
Shop Tools/Equipment	Programmed			\$16.0			
Digital Way Signs	Programmed			\$25.0			
Destination Signs	Programmed			\$20.0			
Transit Admin/Garage Upgrades	Programmed		\$387.0	\$4,784.4			
Bus Stops/Buildings Improvements/Maintenance	Programmed			\$10.0			
Paratransit Vehicles	Candidate - 5310/Illustrative				\$160.0		\$80.0
Fixed Route Vehicles- Replacement	Candidate - 5339/Illustrative					\$1,060.0	\$1,250.0
Fixed Route Vehicles- Expansion	Candidate- 5339/Illustrative			\$1,521.0			



Non-Revenue Vehicles	Candidate - 5339/Illustrative			\$63.0		\$30.0	
Capitalized Vehicle Maintenance	Candidate - 5339/Illustrative				\$80.0		
Shop Tools/Equipment	Candidate - 5339/Illustrative			\$20.0		\$80.0	
Bus Fare Boxes	Candidate - 5339/Illustrative			\$200.0			
Fare Collection Vault/Software & Servers	Candidate - 5339/Illustrative			\$106.3			
Transit Admin/Garage Upgrades	Candidate - 5339/Illustrative			\$150.0			
Bus Stops/Buildings Improvements/Maintenance	Candidate - 5339/Illustrative			\$186.0	\$20.0	\$45.0	\$20.0
<i>Programmed</i>		\$819.0	\$1,149.0	\$5,470.4	\$15.0	\$15.0	\$15.0
<i>Candidate/Illustrative</i>		\$0.0	\$0.0	\$2,246.3	\$260.0	\$1,215.0	\$1,350.0
<b>Total - Grand Forks</b>		<b>\$819.0</b>	<b>\$1,149.0</b>	<b>\$7,716.7</b>	<b>\$275.0</b>	<b>\$1,230.0</b>	<b>\$1,365.0</b>

\*All Values Shown as \$1,000s

## East Grand Forks

Table 10-4 shows the current projected capital expenditures needed to support the East Grand Forks side of the CAT System over the life of this TDP through year 2022.

### SHORT-TERM NEEDS

Over the life of the current TDP, East Grand Forks has a total capital need of \$1.23 million. Of this amount, \$610,000 is currently programmed. The unfunded elements of the East Grand Forks capital analysis relate to vehicle needs in 2021 for replacement of vehicles 142 and 162.

### LONG TERM NEEDS

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

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

### 2018 Update

Table 10-3 has been updated to reflect the most current capital investment schedule. This reflects the change in year when a bus replacement will happen. There has been added card/ticket vending machines to help the system improve the ability for customers to access new fare cards or reload current ones.

Table 10-4: East Grand Forks Capital Investment Schedule

East Grand Forks							
Item	Status	2017	2018	2019	2020	2021	2022
Replace DAR Vehicle (Replace 141 w/cutaway)	Programmed		\$150.0				
Replace DAR Vehicle (142)	Illustrative					\$220.0	
Replace 1 Fixed Route (162)	Illustrative					\$400.0	
Expansion Fixed Route (MnDOT 100% \$)	Programmed		\$460.0				
Programmed	-	\$0.0	\$610.0	\$0.0	\$0.0	\$0.0	\$0.0
Illustrative/Candidate	-	\$0.0	\$0.0	\$0.0	\$0.0	\$620.0	\$0.0
<b>Subtotal - East Grand Forks</b>	-	<b>\$0.0</b>	<b>\$610.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$620.0</b>	<b>\$0.0</b>

\*All values shown as \$1,000s

**2018 Capital Cost Investment Schedule- East Grand Forks**

East Grand Forks							
Item	Status	2017	2018	2019	2020	2021	2022
Paratransit Vehicle	Programmed		\$150.0				\$170.0
Fixed Route Vehicles	Programmed					\$170.0	
Safety & Security	Programmed		\$3.8				
Ticket Vending Equipment	Programmed			\$220.0			
Bus Stops/Buildings Improvements/Maintenance	Programmed				\$200.0		
Card Vending Equipment	Programmed						\$250.0
Expansion Fixed Route (MnDOT 100% \$)	Programmed		\$460.0				
<b>Programmed</b>		<b>\$0.0</b>	<b>\$613.8</b>	<b>\$220.0</b>	<b>\$200.0</b>	<b>\$170.0</b>	<b>\$420.0</b>
Illustrative/Candidate		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Subtotal - East Grand Forks</b>		<b>\$0.0</b>	<b>\$613.8</b>	<b>\$220.0</b>	<b>\$200.0</b>	<b>\$170.0</b>	<b>\$420.0</b>

*\*All Values Shown as \$1,000s*

## **Performance Base Planning and Programming and TIP**

### **TRANSIT ASSET MANAGEMENT**

MAP-21 and FAST ACT requires incorporation of performance based planning and programming in the development of the Grand Forks – East Grand Forks Metropolitan Planning Organization’s (Forks MPO) Transportation Improvement Program (TIP). The requirement in these US Laws defined that the TIP shall include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance measures by linking them with the investment priorities. The Forks MPO is a bi-state mpo with area included in parts of Minnesota and North Dakota included within its study area.

Performance based planning and programming are fairly new to the Forks MPO. Although the current 2040 Metropolitan Transportation Plan (MTP) introduced performance measures and targets, the federally required measures were not yet fully available. As the federal requirements were being promulgated, MPO staff kept abreast of their development via webinars, workshops and trainings. The Forks MPO is developing and defining the organizational framework and roles in meeting the performance requirements. One example has been the adoption of a MOA with each state dot and each local transit operator that identifies the roles and responsibilities of each in achieving the necessary requirements. Performance based planning and programming is varied between the two state dots. Minnesota has used its version of performance measures and target setting for a decade or more. Whereas, North Dakota has just started emerging with its performance based planning and programming. The Minnesota side MOA includes more of the measures that are federally required and identifies more roles and responsibilities. The North Dakota side MOA will be expanded as additional measures are cooperatively developed.

Another example of the efforts of the Forks MPO in meeting the federal performance requirements is the current updating of the MTP. The 2045 MTP will be developed and adopted in time to meet the timelines for all federally required performance measures and target setting. This effort will continue to expand the Forks MPO abilities in furthering the use of performance in our decision making.

There is allowed a phase in period for the required performance base measures and targets. As of October, 2018, the only required transit performance measures (PM) to have the description of anticipated effect are those related to the Transit Asset Management (TAM). The performance goal, as stated from a national perspective, is to achieve a state of good repair of the transit assets. Therefore, this section of the TIP will address them. The FTA 5307 and 5339 Programs are the core Federal-aid programs with the purpose to achieve a state of good repair. The TAM PM Final Rule supports the data-driven performance focus on the state of good repair. The TAM PM Final Rule establishes four performance measures, of which only three apply to the Forks MPO area.

In regards to the TAM PM, there are three specific measures that must be considered to carry out the TAM.

1. Condition of Rolling Stock
2. Condition of Equipment
3. Condition of Facilities

The initial targets were to be set by January 1, 2017. None were submitted to the MPO. At that time, the development of the 2045 TDP was coming to conclusion. Within the TDP, the transit operators and MPO were developing components of the TAM and did identify targets.

In June 2017, after close coordination with both states and including several discussions occurring at numerous MPO Technical Advisory Committees (TAC) and Executive Board meetings, the Forks MPO adopted TAM targets specific to the MPO study area (see Table 1). The general purpose of the Forks MPO is to establish a uniform transportation plan and program for planning investments in the transportation system. Further, one overall transportation plan covering the entire metropolitan area, including area for future growth, establishes the goals, objectives, and standards to achieve the plan.

TABLE 1

<b>Performance Measure</b>	<b>Target</b>
Condition of Rolling Stock	50% of Useful Life Benchmark
Condition of Equipment	80% of Useful Life Benchmark
Condition of Facilities	50% of facilities rated at 3 or better

The two transit operators have been working on TAM documents. A deadline of October 1, 2018, existed for transit operators to submit a TAM. An option for the transit operators was to join a state sponsored TAM (Tier II Group TAM). During the month of September, a decision was made to join the ND TAM. Despite East Grand Forks being in Minnesota and that there exists a MN TAM, the decision was to have it participate in the ND TAM. The lead agency is Grand Forks as East Grand Forks purchases transit services from them. This decision came to late to process respective approvals to meet the October 1<sup>st</sup> deadline. Each transit operator has requested an one month extension to submit a TAM. Once the Forks MPO receives the TAM, it will work with its partners to determine whether an adjustment is needed to the TDP targets. One distinguishing factor is that the transit operator TAM targets are an annual target whereas the MPO targets are considered five year targets.

As the TAM PM is an annual target setting requirement, the States, transit operators, and Forks MPO have identified methods to assist in achieving target setting. Annually, assessment of each asset condition is to be documented. This work is reported to the National Transit Database. This annual report will provide the basis for the annual target setting and the reporting of progress towards achieving the state of good repair.

The current metropolitan Transit Development Plan is the 2045 Plan. It was developed and adopted under the guidance available for the MAP-21 and FAST ACTs. The established measures specific to TAM were not finalized until after the 2045 Plan was adopted. In that Plan, the Forks MPO did establish performance targets regarding TAM. State of Good Repair is one of the explicit goals of the 2045 Plan. Many objectives were adopted to support this goal. In addition, standards were approved that assist in reaching the objectives and overall goal.

These measures and targets were developed prior to the final federal required measures and target setting process. Therefore, an exact comparison cannot be made. The Forks MPO is currently updating the 2045 Plan. Under this process, the new Plan will implement the now promulgated required national

performance measures. Particular attention is being done to integrate the various TAM plans being promulgated by respective agencies.

As stated previously, the national TAM performance effort is to achieve a state of good repair. The predominant program that Congress has created to achieve this is the FTA 5339 Program. Most notably, each state has an adopted TAM Plan. As noted above, the North Dakota TAM Plan has been adopted by our two transit operators even though one is located in Minnesota. State of good repair targets are identified within each and specific strategies are adopted.

The Forks MPO TDP has been recently amended to update the potential capital projects to maintain a state of good repair for transit assets. This list will be the primary candidate projects for the annual solicitation of federal and state capital funds. Periodically, new, unanticipated funding solicitations are made and this list will be reviewed and adjusted if appropriate.

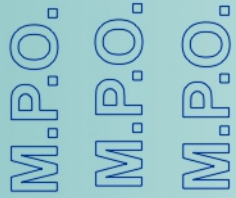
The Forks MPO has a project selection process adopted to assist it in planning and programming projects. Each possible project is reviewed through several criteria pertinent for the projects likely funding source. State of good repair is one of the primary considered criteria for transit capital requests. The application form requests the project sponsor to indicate whether the proposed projects are furthering the respective TAM plans that exists.

For this current TIP, the FTA 5339 program has many projects programmed towards state of good repair for transit assets. Several vehicle replacements are on schedule to keep the fleet up-to-date. Equipment is programmed as well as components of facilities. A recent award will bring the main Public Transportation Facility into a state of good repair. Significant investment is being made to modernize, renovate and expand the facility. Candidate projects are currently being vetted through the TIP process for bus shelters, equipment and other items to bring additional assets into a state of good repair.

Besides the FTA programs, the state Of Minnesota provides state funds to assist the East Grand Forks transit operator to maintain state of good repair. Minnesota funds have been used and are programmed to be use to purchase replacement vehicles and replacement fare machines.

In conclusion, the Forks MPO understands that they are in the early stages of developing a fully compliant performance based MTP and TIP. This amendment to the TIP serves to codify existing baseline TAM PMs in the TIP, as cooperatively developed with NDDOT and MnDOT. Through the current MTP update process, the Forks MPO will fully integrate TAM PM into their prioritization methodology for projects based on the performance measures and targets.

As multiple years of data is collected for the performance measures and their targets, the Forks MPO will be able to see if the performance of their transportation system is moving in the right direction to meet the desired targets. Adjustments can be made to the strategies to meet the performance targets if the desired results are not being met.



# Grand Forks - East Grand Forks Metropolitan Planning Organization

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

**RECOMMENDED ACTION: Recommend the approval of FY2019 TIP amendment to the MPO Executive Board.**

Matter of the Public Hearing on FY2019 TIP Amendment.

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

Cities Area Transit are amending the TIP by adding a newly awarded grant. CAT was awarded funds from a national competitive grant solicitation for the FTA 5339 Program. The project was for updates, renovations and expansion to the Public Transportation facility (Bus Barn). The total cost estimate is \$4.5M with \$3.6M in federal funds.

This TIP amendment impacts FTA funds. Performance measures for FTA are effective October 2018. Therefore, this amendment does trigger write-up in the TIP on performance measures, particularly for Safety.

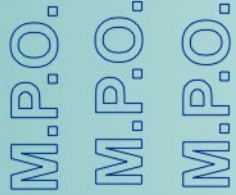
The attached proposed project amendment shows the new project. Also attached is the public hearing notice (being held at the Board meeting) that was published concerning this proposed amendment.

### **Findings and Analysis:**

- Project modifications have been identified.
- The proposed project is consistent with the MPO Long Range Transportation Plan.
- A Public Hearing is scheduled for October 17th at the Board meeting; written comments are being accepted until 11:00 am, October 17th.
- These amended project does not impact funds in the TIP so fiscal constraint is maintained.

### **Support Materials:**

- Copy of Public Hearing Notice.
- Copy of Amendment



## Grand Forks - East Grand Forks Metropolitan Planning Organization

### **PUBLIC HEARING**

The Grand Forks – East Grand Forks Metropolitan Planning Organization (MPO) will hold a public hearing on proposed amendment to the MPO’s 2019-2022 Transportation Improvement Program (TIP). The TIP lists all transportation improvement projects needing federal action programmed to be completed between the years 2019 to 2022. The TIP also incorporates the local transit operator’s Program of Projects (POP). The hearing will be held in Training Room of East Grand Forks City Hall, 600 DeMers Ave, East Grand Forks MN. The hearing will begin at 12:00 PM on October 17, 2018. The public is encouraged to attend.

A copy of the proposed amendment is available for review and comment weekdays between 8:00 a.m. and 5:00 p.m. at the MPO Offices in Grand Forks City Hall and East Grand Forks City Hall. Comments on the proposed amendment can be submitted to either MPO office until 11:00 AM on October 17th.

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

(Please publish ASAP)

(Please submit bill to MPO 746-2660)

**GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION**

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2019 - 2022**

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES			
										2019	2020	2021	2022	
PROJECT NUMBER	RESPONSIBLE AGENCY	CLASSIFICATION	PROJECT DESCRIPTION	TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
	PROJECT TYPE	FUNDING STATUS							R.O.W.					
FUNDING SOURCE									CONSTR.					
									TOTAL					
Grand Forks #9 PCN 22164	Grand Forks	DeMers Ave	Possible installation of traffic signals and turn lanes at intersection with Columbia Road west ramp	REMARKS:										
	NDDOT	Principal Arterial		Operations										
	ITS	Discretionary		Capital										
					P.E.									
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				600.00	485.50	54.40		60.00	CONSTR.	600.00				
				Urban Regional Secondary Roads Program					TOTAL	600.00				
Grand Forks #10 No PCN	Grand Forks	NA	Work will done to the Public Transportation Facility to modernize, remodel, and add space for both offices and maintenance/storage of vehicles.	REMARKS:										
	Grand Forks	Capital		Amended October 2018					Operations					
	Fixed Route	Discretionary		Capital										
				Discretionary	P.E.	4,500.00								
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				4,500.00	3,600.00			900.00	CONSTR.					
				FTA 5339 National Grant Award					TOTAL	4,500.00				
Grand Forks #11 PCN 21,884.00	Grand Forks	32nd Ave S	completing safety improvements at various intersection along 32nd Ave S between I29 and S. Washington St.	REMARKS:										
	Grand Forks	Principal Arterial		Operations										
	Safety	Discretionary		Capital										
				Discretionary	P.E.									
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				7,373.00	6,635.00	369.00		369.00	CONSTR.	7,373.00				
				Highway safety Improvement Program					TOTAL	7,373.00				



## **Performance Base Planning and Programming and TIP**

### **TRANSIT ASSET MANAGEMENT**

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As stated previously, the national TAM performance effort is to achieve a state of good repair. The predominant program that Congress has created to achieve this is the FTA 5339 Program. Most notably, each state has an adopted TAM Plan. As noted above, the North Dakota TAM Plan has been adopted by our two transit operators even though one is located in Minnesota. State of good repair targets are identified within each and specific strategies are adopted.

The Forks MPO TDP has been recently amended to update the potential capital projects to maintain a state of good repair for transit assets. This list will be the primary candidate projects for the annual solicitation of federal and state capital funds. Periodically, new, unanticipated funding solicitations are made and this list will be reviewed and adjusted if appropriate.

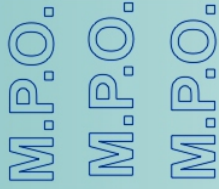
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In conclusion, the Forks MPO understands that they are in the early stages of developing a fully compliant performance based MTP and TIP. This amendment to the TIP serves to codify existing baseline TAM PMs in the TIP, as cooperatively developed with NDDOT and MnDOT. Through the current MTP update process, the Forks MPO will fully integrate TAM PM into their prioritization methodology for projects based on the performance measures and targets.

As multiple years of data is collected for the performance measures and their targets, the Forks MPO will be able to see if the performance of their transportation system is moving in the right direction to meet the desired targets. Adjustments can be made to the strategies to meet the performance targets if the desired results are not being met.



## Grand Forks - East Grand Forks Metropolitan Planning Organization

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

**RECOMMENDED ACTION: Approve priorities of the Grand Forks Cities Area Transit 5339 Mid-Year Grant application with the priority order given.**

Matter of Approval of priorities of the Grand Forks Cities Area Transit 5339 Mid-Year Grant application.

**Background:** In August, the MPO, together with NDDOT, solicited applications for FTA 5339. The NDDOT has a deadline of October 19, 2018. All applications from the MPO area need to have MPO submittal to NDDOT through Black Cat; applications were due to the MPO by Oct 3<sup>rd</sup>. This ensured the candidate projects could be vetted through the MPO in time to meet the NDDOT deadline. The only application that the MPO received for 5339 projects was from Cities Area Transit (CAT). This staff report will list each FTA program separately below in priority order. There is a total of \$2.5 million in funding available.

The 5339 program focuses funding to replace, rehabilitate, and purchase buses and related equipment, and to construct bus related facilities. CAT is looking at a funding request of \$1,757,040.

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

1. **Fixed Route Fare Boxes:** This project involves replacement of fixed route fare boxes, which were purchased in 2009 and have exceeded their useful life. The new fare boxes will bring this equipment to a state of good repair and allow for additional payment options. The total cost for this project is \$200,000. CAT is requesting \$160,000 in Section 5339 funding; the 20% local match of \$40,000 will be paid out of the Grand Forks City Public Transportation budget.
2. **Fare Collection Vault and Software:** This project involves replacement of a fare collection vault and software program. The current vault and software purchased in 2009 and have exceeded their useful life. Furthermore, the current vault is not

compatible with CAT's facility and cash handling plan. The new vault will be wall mounted to deposit in to a secure cash handling room. The total cost of the project is \$90,000. CAT is requesting \$72,000 in Section 5339 funding; the 20% local match of \$18,000 will be paid out of the Grand Forks City Public Transportation budget.

3. **Servers:** This project involves replacement of servers for CAT's fare collection and video surveillance systems. The current servers were purchased in 2003 and 2009 and have exceeded their useful life. The total cost for the project is \$16,300. CAT is requesting \$13,040 in Section 5339 funding; the 20% local match of \$3,260 will be paid out of the Grand Forks City Public Transportation budget.
4. **Back-Up Generator:** This project involves the purchase of a back-up generator for the CAT Administrative & Maintenance Facility. This is necessary to continue operations in the event of a power outage, weather event, or other emergency situation. The total cost of the project is \$150,000. CAT is requesting \$120,000 in Section 5339 funding; the 20% local match of \$30,000 will be paid out of the Grand Forks City Public Transportation budget.
5. **Shop Pickup Replacement:** This project involves replacement of a shop pickup purchased in 2009 and has exceeded its useful life. Total cost of the project is \$25,000. CAT is requesting \$20,000 in Section 5339 funding; the 20% local match of \$5,000 will be paid out of the Grand Forks City Public Transportation budget.
6. **Staff Car Replacement:** This project involves replacement of a staff car that was purchased in 2010 and has exceeded its useful life. Total cost of the project is \$18,000. CAT is requesting \$14,400 in Section 5339 funding; the 20% local match of \$3,600 will be paid out of the Grand Forks City Public Transportation budget.
7. **Bus Shelter Replacements:** This project involves replacement of seventeen (17) bus shelters that were purchased in 1987 and have exceeded their useful life. Total cost of the project is \$136,000. CAT is requesting \$108,800 in Section 5339 funding; the 20% local match of \$27,200 will be paid out of the Grand Forks City Public Transportation budget.
8. **Disc Brake Tool:** This project involves the purchase of tooling required to properly maintain disc brakes that are present on new heavy duty buses. Total cost of the project is \$20,000. CAT is requesting \$16,000 in Section 5339 funding; the 20% local match of \$4,000 will be paid out of the Grand Forks City Public Transportation budget.
9. **Heavy Duty Buses:** This project involves the purchase of three (3) heavy duty buses for the operation of University of North Dakota campus circulator routes. Total cost of the project is \$1,521,000. CAT is requesting \$1,216,800 in Section 5339 funding; the 20% local match of \$304,200 will be paid by the University of

North Dakota. City staff is awaiting a letter of commitment of the local match from the University. If commitment is not received by the funding application deadline of October 17, 2018, this project will be removed from the request.

10. **Shop Pickup:** This project involves the purchase of an additional shop pickup. This is necessary to support CAT staff in the performance of tasks related to the maintenance and repair of vehicles, facilities, bus shelters, and grounds. Total cost of the project is \$20,000. CAT is requesting \$16,000 in Section 5339 funding; the 20% local match of \$4,000 will be paid out of the Grand Forks City Public Transportation budget.

After the City Council approved the priority list above, there was some discussion that the priority order should be changed.

**Findings and Analysis:**

- The TDP does list priority on State of Good Repair and Transit Asset Management.
- Staff recommends approval of the 5339 application as being consistent with the TDP.

**Support Materials:**

- CAT Staff reports
- Section 5339

<b>Section 5339 Bus &amp; Bus Facilities Grant Program</b>	
Agency Name	City of Grand Forks Cities Area Transit (CAT)
Agency Contact	Dale Bergman <span style="float: right;">Phone: 701-746-2590</span>
DUNS #	071347249

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

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

The entire Section 5339 – Bus and Bus Facilities Grants is further explained in FTA Circular 9300.1B, located on the FTA website at [https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/Final\\_C\\_9300\\_1\\_Bpub.pdf](https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/Final_C_9300_1_Bpub.pdf).

**Please Note:**

- Capital project requests will require a minimum of **20% Local Match**.
- Assets purchased with Federal Funds must be maintained and inventoried through the Transit Asset Management (TAM) Program.
- As with most Federal Assistance Programs, 5339 is designed as a reimbursement program. Your agency should be prepared to pay for your equipment upon delivery/acceptance and then request reimbursement from NDDOT.
- If requesting a replacement vehicle, the vehicle listed must have met FTA/NDDOT Useful Life. However, regardless of useful life having been met, federal interest remains until the value of the vehicle or equipment falls below \$5,000.
- If you receive \$750,000 from any federal source you are required to have a Single Audit per 2 CFR 200 subpart F.
- All applications are due **October 19, 2018, 12:00pm CDT**. Late and/or incomplete applications may be subject to a penalty percentage reduction of requested amount.

**GENERAL INFORMATION**

1. Provide a detailed description of the transportation services your agency currently provides and any plans for increasing services, expanding service area and increasing ridership. (days and hours of service, fare structure, total vehicles in service, type of service being provided, transportation provided to what counties and communities in your service area, etc.).

CAT provides fixed route and paratransit service in the city of Grand Forks, ND. CAT also has a contract to provide public transit services in the city of East Grand Forks, MN. The most recent Transit Development Plan was adopted by both cities in June 2017. The plan proposed a restructured fixed route system aimed at improving performance and increasing ridership over the next five years. The restructured routes went in to effect on July 16, 2018.

CAT services operate within the city limits of Grand Forks and East Grand Forks from 6 am to 10 pm Monday through Friday and 8 am to 10 pm Saturdays. The adult fare for fixed route is \$1.50, \$0.75 for students, and \$0.60 for seniors, persons with disabilities, and Medicare card holders. The one-way fare for paratransit is \$3.00

2. Provide a detailed explanation of how and why this request is important to your agency and how it will improve or provide for future service to citizens in the communities/counties you provide service to. Explain where in your current 3-5 year plan this project(s) is specifically stated (list section and page number(s)).

This capital request is important to bring assets that have exceeded their useful life to a state of good repair. This request will also improve the safety and efficiency of the CAT operation.

## VEHICLE PROJECT REQUESTS

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

4. Description of the vehicle you are requesting. (include: Year, Make, ADA qualified, and seating capacity)

- a. Non-Revenue Vehicle – 2019 Ford Fusion (state bid)
- b. Non-Revenue Vehicle – 2019 Chevrolet 2500 (state bid)
- c. 2 Heavy Duty Fixed Route Vehicles; ADA accessible; 27 seated + 26 standing
- d. Non-Revenue Vehicle – 2019 Chevrolet 1500 (state bid)

5. Describe in detail which programs and services the requested vehicle will be utilized in and how it will enhance or maintain your service?

- a. This vehicle will support CAT's service as a staff/lunch/relief car for fixed route drivers.
- b. This vehicle will support CAT's service as a shop/maintenance pickup.
- c. These vehicles are needed to expand public transportation services under contract with the University of North Dakota.
- d. This vehicle will support CAT's service as an additional staff/lunch/relief/shop/maintenance pickup.

6. If requesting a replacement, which vehicle in your fleet are you replacing?

a. Vehicle Information Number (VIN):

- a.
- b.

b. Vehicle Year:

- a. 2010
- b. 2011

c. Make/Model:

- a. Ford Fusion



b. Ford F250
d. Current Mileage: a. b.
7. If requesting an expansion vehicle, list the agency/community/county to be served (include: hours and days of service and estimated ridership).
c. These vehicles will operate in the CAT fixed route service area. Expanded service will circulate on the University of North Dakota campus Monday-Friday from 7:30 am to 4:30 pm.
8. Provide an estimated timeline for the purchase of this vehicle (s). Provide a separate timeline if you are applying for different types of vehicles. <b><u>See sample timeline below, add or remove lines as needed.</u></b>
RFP/IFB Issue Date: a. State bid b. State bid c. Current consortium contract d. State bid
Contract Award Date: a. State bid b. State bid c. Current consortium contract d. State bid
Initial Vehicle Delivery Date: a. 2/19 b. 2/19 c. 7/19 d. 2/19
Final Vehicle Deliver Date: a. 2/19 b. 2/19 c. 7/19 d. 2/19
Contract Completion: a. 3/19 b. 3/19 c. 8/19 d. 3/19
Final Payment Submitted to DOT: a. 3/19 b. 3/19 c. 8/19 d. 3/19
9. Estimate the total cost of vehicle.
a. \$18,000 b. \$25,000 c. \$815,000 d. \$20,000

Following are suggested price requests for vehicles based on current state bid quotes. **Keep in mind if you intend to order vehicles with additional options prices will vary accordingly.**

ADA Low Floor Mini Van NDDOT Term Contract No. 382	Base price - \$37,995
14 Passenger or 12 + 2 Passenger Cutaway/Bus NDDOT Term Contract No. 384	Base price - \$58,759 - \$59,100
15 Passenger (including driver) Cutaway/Bus NDDOT Term Contract No. 300	Base price - \$69,995 - \$74,184
Rear Lift ADA Transit Vehicle NDDOT Term Contract No. 301	Base price - \$43,834 – 57,956
<b>FTA Useful Life Standards</b>	
Mini-Vans/Modified Vans – 3-14 passenger	4 years or 100,000 miles
Med-Size Light Duty Cutaway – 8-16 passenger	5 years or 150,000 miles
Med-Size Med Duty Cutaway/Bus – 16-30 passenger	7 years or 200,000 miles
Med-Size Heavy Duty Bus – 24-25 passenger	10 years or 350,000 miles
Large Heavy Duty Bus – 35-40+ passenger	12 years or 500,000 miles

## FACILITY PROJECT

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

### FACILITY REHABILITATION/RENOVATION PROJECT

10. Do you currently have a transit facility? If no, skip to the Construction Project section below.

Yes     No

11. If yes, briefly describe the facility, including the year it was constructed, and the need for rehabilitation, improvements or remodeling. Include information on the current building, year constructed, the number of vehicles your facility holds and any changes in your program that justify the request.

12. Give a detailed description of the proposed project. Include necessary repair work, cost estimates, temporary or permanent repair, and other details that you deem relevant to assist NDDOT in making a project determination.

13. Provide an estimated timeline for the project (s). Provide a separate timeline for each project you are applying for. See sample timeline below, add or remove lines as needed.

RFP/IFB Issue Date:

Contract Award Date:

Project State Date:

Construction Completion Date:

Contract Completion:
Final Payment Submitted to DOT:
14. Has your Agency completed the FTA Region 8 Categorical Exclusion Worksheet for this project?
<input type="checkbox"/> Yes (Applicant must complete and attach the worksheet) <input type="checkbox"/> No (Applicant must provide an explanation)
15. Has your agency completed and attached an Equity Analysis for this renovation? NOTE: An Equity Analysis must occur before the preferred site is selected.
<input type="checkbox"/> Yes <input type="checkbox"/> No
16. Your agency will be <b>required</b> to interview and hire an architect/consultant to design the plans and specifications and manage the bidding and construction of this building to meet FTA and NDDOT standards and requirements. Have you incorporated these costs into your request?
<input type="checkbox"/> Yes <input type="checkbox"/> No
17. Have you completed an Independent Cost Estimate to show that the price is fair and reasonable? Provide this documentation.
<input type="checkbox"/> Yes <input type="checkbox"/> No
18. Are you proposing to use the value of land as match, in whole or part, for your project? If yes, please indicate whether this is an appraised value or estimate. Only the portion of land required for the project can be considered in this valuation.
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Appraised Value <input type="checkbox"/> Estimate Value
19. Does the appraised value or estimate cover your entire match? If not, identify other sources of match for this project.
<input type="checkbox"/> Yes <input type="checkbox"/> No
20. Has your agency held public meetings about this project? If yes, when and did the community support this project? Include documentation of all public meetings (agendas, advertisements, meeting minutes, comments, and list of attendees)
<input type="checkbox"/> Yes <input type="checkbox"/> No
21. Does your agency have a written Facility Maintenance Plan? Explain the procedures to ensure facility & equipment is inspected and maintained per manufacturer's warranty instructions on a regular scheduled basis as described in your Facility Maintenance and TAM Plans.
22. Are your facility and any maintenance records recorded in your TAM maintenance program as required by FTA and NDDOT? If No, please explain.
<input type="checkbox"/> Yes <input type="checkbox"/> No
23. What is the condition (1(Poor) – 5 (Excellent) rating scale assessment) rating of your facility?
24. Estimate total project cost?

## PURCHASING A FACILITY

Complete this portion if you propose to purchase an existing facility.

25. If purchasing a facility, what is the asking price?

26. Have you completed an Independent Cost Estimate to show that the price is fair and reasonable? Provide this documentation.

Yes  No

27. Justify why it is more cost effective to purchase this facility versus building a new one.

28. Describe the facility you are considering for purchase in detail. Provide specifications, environmental assessments, drawings/plans, etc.

29. Are there any known environmental issues with the facility you are proposing to purchase? (e.g. underground fuel storage) If yes, please describe.

Yes  No

30. Will this facility require any renovation for use in your transit program? If yes, please describe these renovations in detail and specify whether or not these costs are figured into the above asking price.

Yes  No

31. Has your agency held any public meetings about this project? If yes, when and did the community support this project? Include documentation of all public meetings (agendas, advertisements, meeting minutes, comments, and list of attendees)

Yes  No

32. Provide an estimated timeline for the project (s). Provide a separate timeline for each project you are applying for. NOTE: If renovations are needed you will need to add that to the timeline. **See sample timeline below, add or remove lines as needed.**

RFP/IFB Documents Date:

Purchase Date:

Project State Date:

Construction Completion Date:

Contract Completion:

Final Payment Submitted to DOT:

33. Estimate project cost including purchase and renovations.

## BUILDING A FACILITY

Complete this portion if you propose to build a new facility.

34. Describe in detail the need for a facility in your transit program.

35. Describe your proposed project in detail. Include a description of all the amenities you feel the project will need to meet your needs – e.g. number of vehicles it will hold, wash bays, etc. Keep in mind, this facility

should be designed to meet your current needs with a reasonable projection of your future needs.
36. Has your Agency completed the FTA Region 8 Categorical Exclusion Worksheet for this project?
<input type="checkbox"/> Yes (Applicant must complete and attach the worksheet) <input type="checkbox"/> No (Applicant must provide an explanation)
37. Has your agency completed and attached an Equity Analysis for this renovation? NOTE: An Equity Analysis must occur before the preferred site is selected.
<input type="checkbox"/> Yes <input type="checkbox"/> No
38. Do you have preliminary design plans for this project? If you do, please include a copy with this application.
<input type="checkbox"/> Yes <input type="checkbox"/> No
39. Your agency will be <b>required</b> to interview and hire an architect/consultant to design the plans and specifications and manage the bidding and construction of this building to meet FTA and NDDOT standards and requirements. Have you incorporated these costs into your request?
40. Are you proposing to use the value of land as match, in whole or part, for your project? If yes, please indicate whether this is an appraised value or estimate. Only the portion of land required for the project can be considered in this valuation.
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Appraised Value <input type="checkbox"/> Estimate Value
41. Does the appraised value or estimate cover your entire match? If not, identify other sources of match for this project.
<input type="checkbox"/> Yes <input type="checkbox"/> No
42. Has your agency held any public meetings about this project? If yes, when and did the community support this project? Include documentation of all public meetings (agendas, advertisements, meeting minutes, comments, and list of attendees).
43. Have you looked at options to scale the building back in case the construction costs come in over budget?
44. Provide an estimated timeline for the project (s). Provide a separate timeline for each project you are applying for. <b><u>See sample timeline below, add or remove lines as needed.</u></b>
RFP/IFB Issue Date:
Contract Award Date:
Project State Date:
Construction Completion Date:
Contract Completion:
Final Payment Submitted to DOT:
45. Estimate total project cost?

## EQUIPMENT & MISCELLANEOUS CAPITAL PROJECTS

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

46. Describe your proposed project(s) in detail (detail MUST include: type, quantity, cost, purpose of equipment being requested).

- a. This project involves replacing fare collection equipment on fixed route vehicles. This is needed to bring CAT's fare collection equipment to a state of good repair. The current fare collection equipment is nine years old, requires frequent repair, and does not allow for the use of additional payment options or automatic download of data.
- b. This project involves replacing CAT's fare collection vault and software program. This is needed to bring fare collection equipment to a state of good repair. The current vault is nine years old and is not compatible with CAT's facility and cash handling plan. The current vault requires cash to be transported in the open between the vault location and secure cash handling room. CAT's 2019 facility remodel plan calls for a vault that deposits directly in to the cash handling room.
- c. This project involves replacing servers for video camera and fare collection systems. The current servers were purchased in 2003 and 2009 and have exceeded their useful life.
- d. This project involves the purchase of a generator for the CAT maintenance and administrative facility. This is needed to provide service in the event of a power outage, weather event, or other emergency.
- e. This project involves the replacement of 17 bus shelters that were purchased in 1987. The bus shelters have exceeded their useful life and are in poor condition. This is needed to bring CAT's bus stops to a state of good repair.
- f. This project involves the purchase of tooling to maintain and repair disc brakes. This is needed to properly maintain the disc brakes on CAT's heavy duty fixed route vehicles. CAT currently does not have the tooling required to repair disc brakes.

47. How does this project enhance your transportation program?

- a. This project enhances the CAT program by bringing fare collection equipment to a state of good repair.
- b. This project enhances the CAT program by bringing fare collection equipment to a state of good repair.
- c. This project enhances the CAT program by bringing security and fare collection equipment to a state of good repair.
- d. This project enhances the CAT program by providing service in the event of a power outage, weather event, or other emergency.
- e. This project enhances the CAT program by bringing passenger bus stops to a state of good repair.
- f. This project enhances the CAT program by providing proper maintenance on revenue vehicles.

48. Have you completed an Independent Cost Estimate document to show that the price is fair and reasonable? Provide this documentation.

Yes, attached.

49. Provide an estimated timeline for the purchase of this equipment. Provide a separate timeline if you are applying for different types of equipment. **See sample timeline below, add or remove lines as needed.**

RFP/IFB Issue Date:

- a. N/A – sole source
- b. N/A – sole source

- c. 12/18
- d. 6/19
- e. 4/19
- f. 12/18

Contract Award Date:

- a. 1/19
- b. 1/19
- c. 1/19
- d. 7/19
- e. 5/19
- f. 1/19

Initial Delivery/Installation Date:

- a. 6/19
- b. 6/19
- c. 2/19
- d. 8/19
- e. 8/19
- f. 2/19

Final Deliver/Installation Date:

- a. 6/19
- b. 6/19
- c. 2/19
- d. 8/19
- e. 8/19
- f. 2/19

Contract Completion:

- a. 6/19
- b. 6/19
- c. 2/19
- d. 8/19
- e. 8/19
- f. 2/19

Final Payment Submitted to DOT:

- a. 8/19
- b. 8/19
- c. 3/19
- d. 8/19
- e. 8/19
- f. 3/19

50. Estimated cost for the project?

- a. \$200,000
- b. \$90,000
- c. \$16,300
- d. \$150,000
- e. \$136,000
- f. \$20,000

## FY 2019 PROJECT FUNDING REQUEST

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

**\*Documentation of sources of Local Match (including state aid) MUST be attached or it will not be considered.**

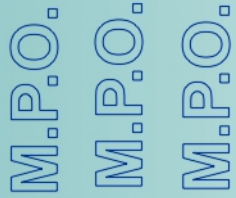
Ranking	Project	Estimated Cost of Project	Local Match Needed	Sources of Local Match*
1	Replacement of Fare Collection Equipment	\$200,000	\$40,000	Mill Levy
2	Replacement of Fare Collection Equipment	\$90,000	\$18,000	Mill Levy
3	Replacement of Servers	\$16,500	\$3,300	Mill Levy
4	Back-Up Generator	\$150,000	\$30,000	Mill Levy
5	Replacement of Shop Pickup	\$25,000	\$5,000	Mill Levy and Sale of Vehicles
6	Replacement of Staff Car	\$18,000	\$3,600	Mill Levy and Sale of Vehicles
7	Replacement of Bus Shelters	\$136,000	\$27,200	Mill Levy
8	Disc Brake Tool	\$20,000	\$4,000	Mill Levy
9	Heavy Duty Buses	\$815,000	\$163,000	University of North Dakota
10	Shop Pickup/Staff Car	\$20,000	\$4,000	Mill Levy and Sale of Vehicles

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

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

Phone: (701) 328-2542, 328-2835, 328-2194, or 328-3720,  
E-mail: [bhanson@nd.gov](mailto:bhanson@nd.gov), [dkarel@nd.gov](mailto:dkarel@nd.gov), [jsmall@nd.gov](mailto:jsmall@nd.gov) or [conelson@nd.gov](mailto:conelson@nd.gov) .





## Grand Forks - East Grand Forks Metropolitan Planning Organization

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

**RECOMMENDED ACTION: Recommend the preliminary approval of the draft 2045 Street/Highway Plan to the MPO Executive Board.**

Matter of the Draft 2045 Street/Highway Plan

**Background:** For the past 24 months, the MPO has been cooperatively working with its partners to develop an update to the 2040 Street/Highway Plan. The requirement is to have an updated planning document every 5 years. The end of December of this year ends the current five year cycle; we must adopt an update by then. We all have been working of a transit element and a bike and pedestrian element which together comprise the overall Metropolitan Transportation Plan.

As part of the MPO adoption, we request our respective local partners to consider amending their respective comprehensive plans to include the MPO Transportation Plan. In order to submit a request and to allow each respective local agency the necessary time to vet this request, the MPO needs to adopt a preliminary draft. The draft is that – a preliminary document that goes through a formal input process during the months of November and December. It is a draft that will likely be changed due to input received.

At the October meetings, we will seek approval of this preliminary draft so that a request can be made to our respective local agencies.

In September, we distributed draft list of projects that were being within the fiscal constraint parameters. As they were distributed and after our discussion, significant revisions were made to further fiscally constrain the lists. Each agency has received a revised list of their respective projects some time ago for review and comment. The draft document reflects those latest lists without any change since we have received none.

Attached are the projects within the fiscal constraint of each respective side HSIP revenue forecast. For the ND side, it shows for the short term all the projects identified in the Local Road Safety Program. It further identifies projects during the mid range that should not be considered as being within the fiscal constraint. Merely, they are examples of projects that have been previously identified in corridor studies or other reports that are located at places that have higher than expected crash rates. We also identify a need to update the local road safety programs as they are currently created to create a short term identification of potential crash projects.

For the Minnesota side, the lack of HSIP funding to the MPO area has created a very miniscule revenue forecast. However, the various safety planning documents have identified many potential projects. There is a mismatch between the planning and programming of these projects. As we have discussed during the target setting process, we are working with MnDOT and others, on changing this situation. So for now, we cannot really identify safety projects within our fiscal constraint.

Also attached is a short presentation that highlights the fiscal constraint issue, the recommended funding emphasis and projects.

For the future river crossings, MPO staff does not believe that there is any new information that has been generated to cause the current two recommended sites to be changed.

### **Findings and Analysis:**

- 2040 Street/Highway Plan needs to be updated.
- The deadline for adoption is end of December 2018.
- A Preliminary Approved Draft document is needed in October to present to the respective local agencies, and public, for their consideration and input.
- The draft document has been provided.

### **Support Materials:**

- Copy Safety Projects
- Copy Presentation

ND Side

PSO-004	Various	Various	Install Red Light Confirmation Indicators for the Through Lane Traffic.	City of Grand Forks	Short-Range	76800	101000	
PSO-006	Various	Various	Advanced Walk Timer Bicycle/Pedestrian Upgrade	City of Grand Forks	Short-Range	271200	357000	
PSO-003	Various	Various	Rural Intersection and Segment Safety Upgrades	Grand Forks County	Short-Range	353886	466000	
PSO-005	Various	Various	Install Red Light Confirmation Indicators for the Through Lane Traffic.	NDDOT/City	Short-Range	9600	13000	
PSO-007	Various	Various	Advanced Walk Timer Bicycle/Pedestrian Upgrade	NDDOT/City	Short-Range	129600	171000	
PSO-012	DeMers Avenue	at Airport Drive (16th Street)	Rural Intersection Safety Upgrades	Grand Forks County	Short-Range	80000	105000	
PSO-013	Gateway Drive	at Airport Drive	Intersection Reconfiguration and ITS Improvements	NDDOT/City/County	Short-Range	1722000	2266000	\$3,000,000 federal with \$300,000 local match
							3479000	

NEED TO UPDATE THE LOCAL ROAD SAFETY PROGRAM SOON

PSO-011	Gateway Drive/US 2	at Stanford Road	Realign Stanford Road to North 36th Street	City of Grand Forks	Mid	1000000	1316000	
DIS-045	Interstate 29	at Gateway Drive	Upgrade to Existing Interchange (NE Loop and Other Upgrades)	NDDOT	mid	6342000		
DIS-003	Gateway Dr	Cambridge St (RE Arena Ent)	Reconstruct intersection at Columbia Rd, signalize intersection at entrance to	NDDOT	mid	4264000		\$7,000,000 federal with \$700,000 local match

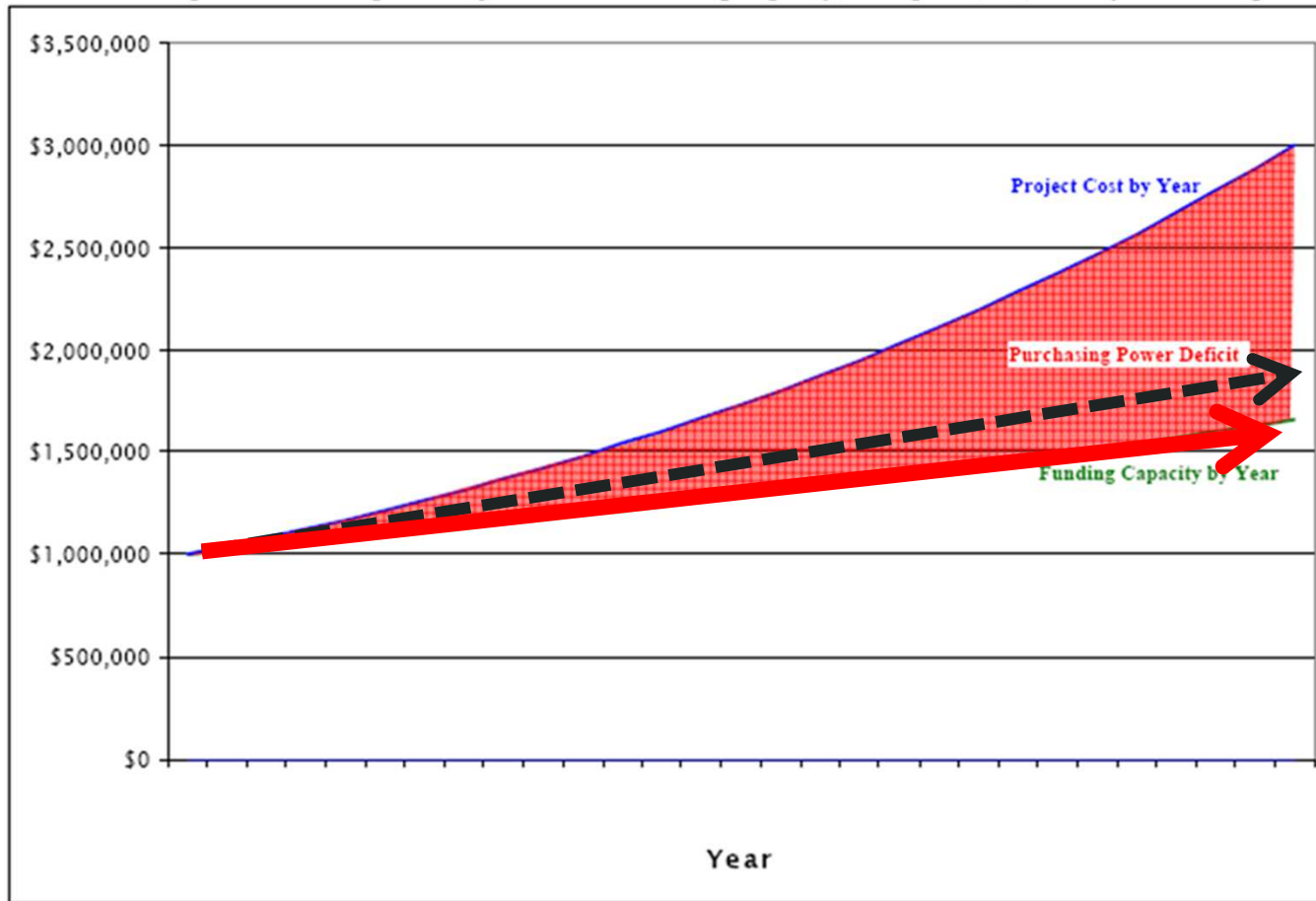
MN Side

PSO-009	Various	Various	Access Management and Safety Upgrades	MnDOT	Short-Range	630000	852000	
PSO-010	Various	Various	Signal and Turn Lane Upgrades	MnDOT	Short-Range	651800	881000	
PSO-014	US 2	W JCT TH 220 MSAS 120 RT	Signal and Turn Lane Upgrades	MnDOT	Short-Range	3266800	4417000	
PSO-015	US 2	5th Avenue NEM 98/EGF	Signal and Turn Lane Upgrades	MnDOT	Short-Range	1002400	1355000	
PSO-008	Various	Various	Rumble Strip and Edgeline Safety Upgrades	Polk County	Short-Range	20030	27000	
DIS-008	Bygland Road	at 13th Avenue	Roundabout	City of East Grand Forks	Long-Range	1875000	5271000	
DIS-007	Bygland Road	at 5th Avenue	Roundabout	City of East Grand Forks	Long-Range	1875000	5271000	\$100,000 in federal with \$10,000 local

NEED TO WORK WITH PARTNERS TO DEVELOP ROAD SAFETY PROGRAM ASAP

# Erosion of Purchasing Power – Costs Rise Faster than Revenue

FIGURE 1. Comparison of Anticipated Project Costs and Funding Capacity, Example \$1,000,000 Project / Funding

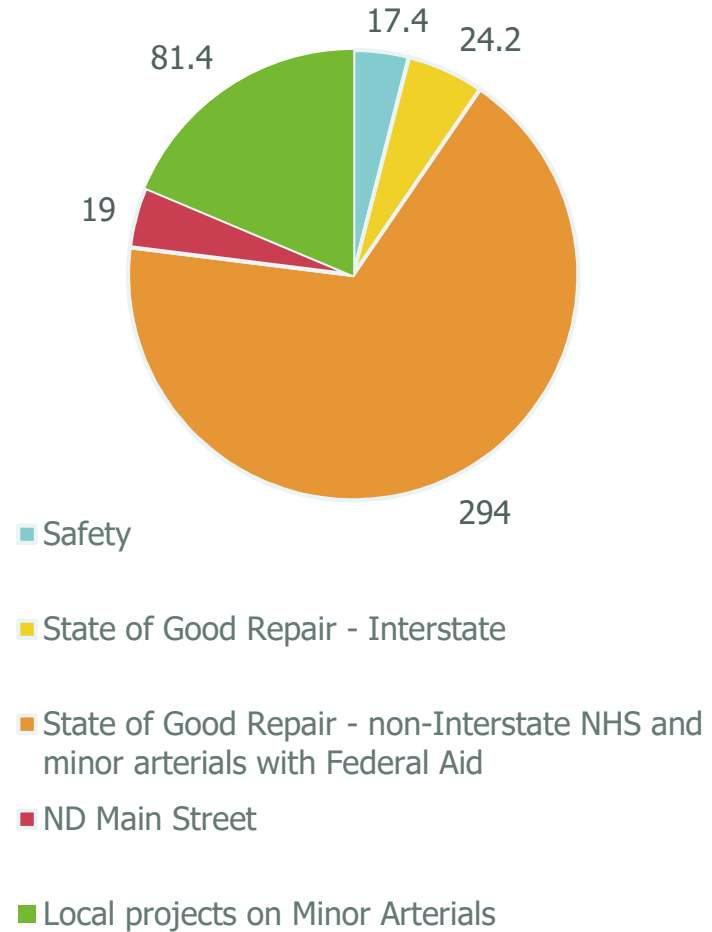


# Investment Scenarios

# Investment Scenarios: Current Revenue Scenario

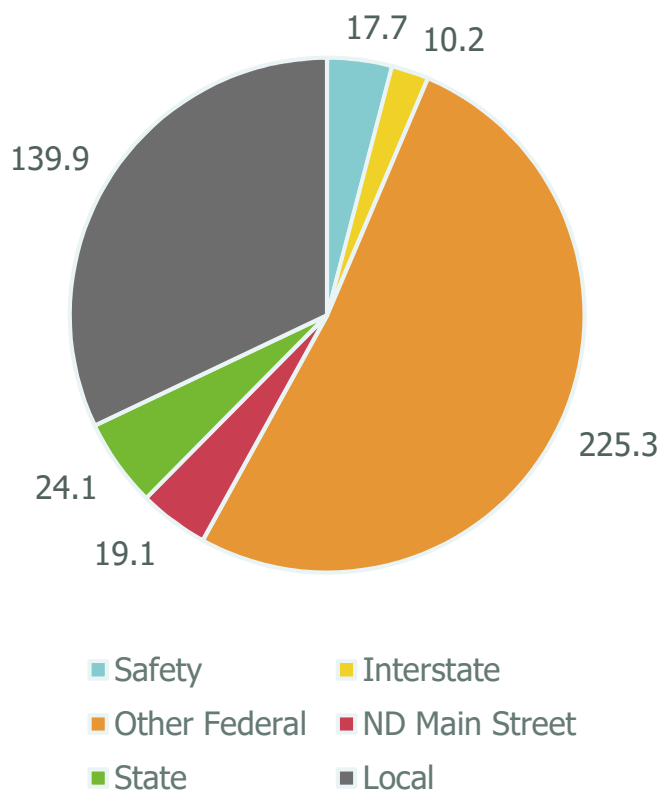
	Amount	Share
Safety	\$17.4M	4%
ND Main Street	\$19M	4%
State of Good Repair – Interstate	\$24.2M	6%
State of Good Repair – non-Interstate NHS and minor arterials with Federal Aid	\$294M	67%
Local projects on Minor Arterials	\$81.4M	19%
<b>TOTAL</b>	<b>\$436M</b>	<b>100%</b>

Highway Investment Amounts (\$436M)

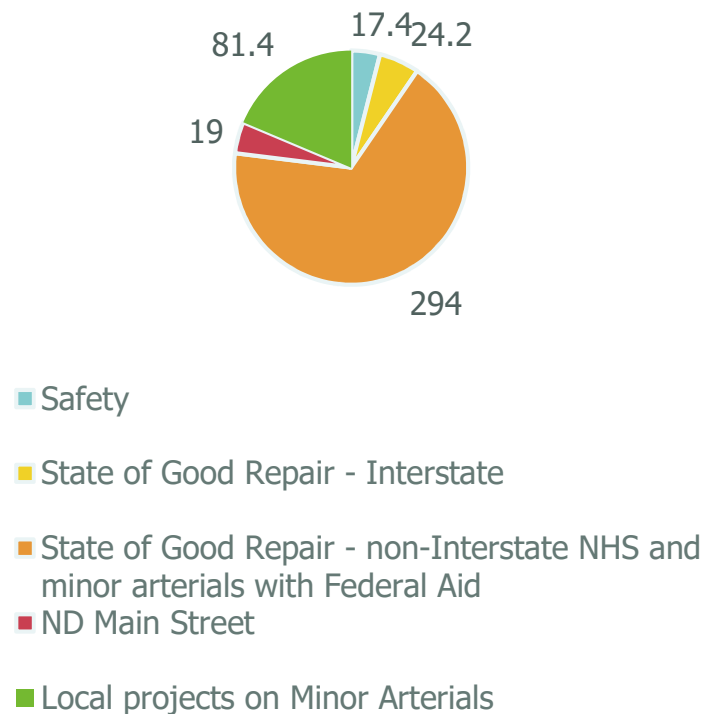


# Investment Scenarios: Current Revenue Scenario – Fiscal Constraint

Highway Revenues (\$443M)



Highway Investment Amounts (\$436M)



## Funding Priority - Preserve

### Interstate State of Good Repair

All projects recommended for funding except two that were identified for year 2045 – I-29 between US 2 and N. Washington

### Principal Arterials State of Good Repair

All projects recommended for funding except two that were identified for year 2045 – follow-up rehab on 32<sup>nd</sup> Ave

### Minor Arterials State of Good Repair

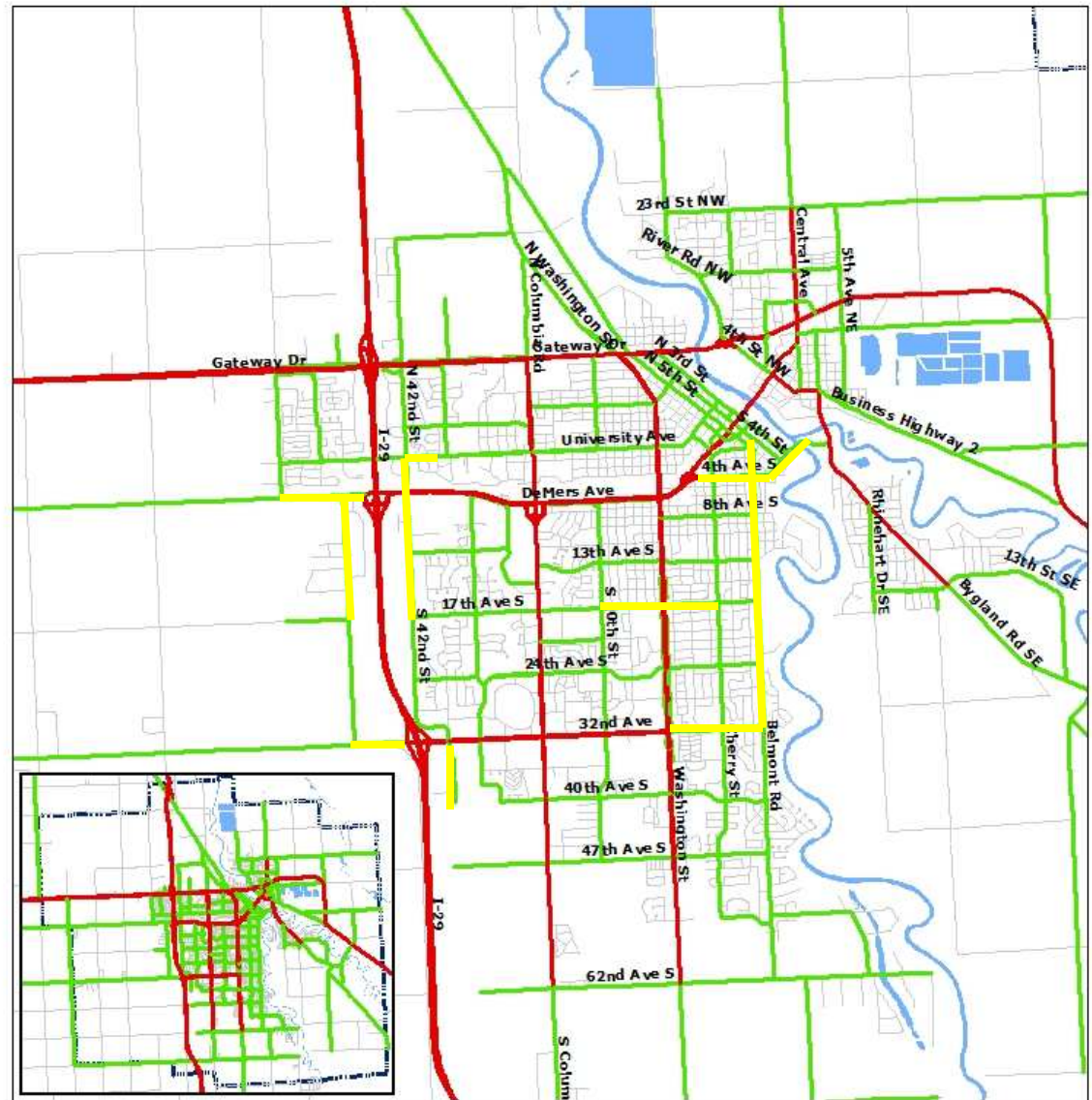
Some projects recommended for funding  
**Shown in Yellow**

### Collectors State of Good Repair

County State Aid Highways have some projects funded

### Traffic Signals maintained

4 new signals or roundabouts



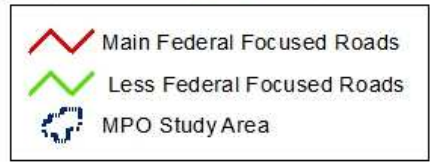
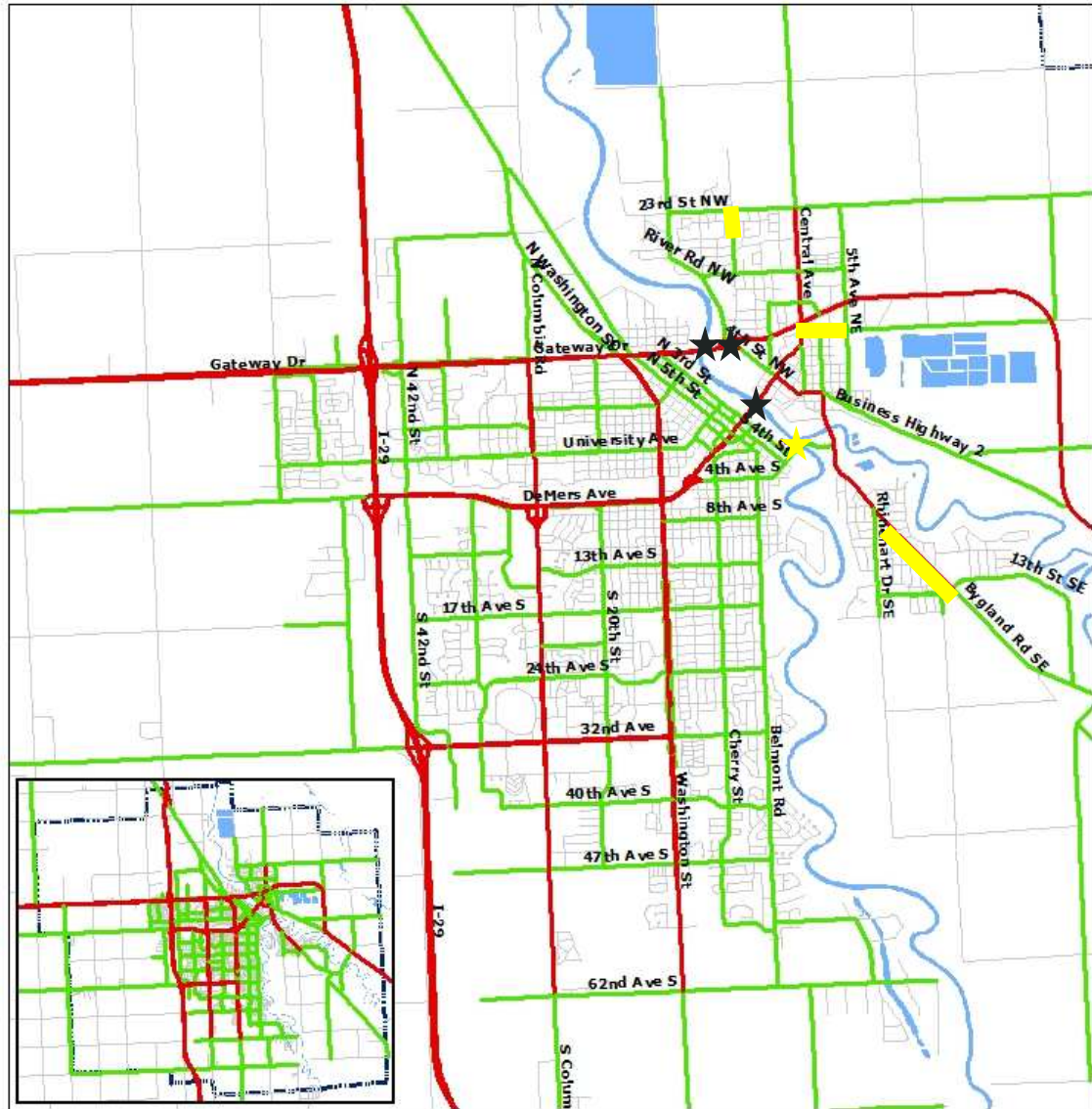
- Main Federal Focused Roads
- Less Federal Focused Roads
- MPO Study Area



0 0.5 1 2 Miles

Grand Forks - East Grand Forks  
Metropolitan Planning Organization





Grand Forks - East Grand Forks  
Metropolitan Planning Organization

**Funding Priority - Preserve**

**Interstate State of Good Repair**  
All projects recommended for funding except two that were identified for year 2045 – I29 between US 2 and N. Washington

**Principal Arterials State of Good Repair**  
All projects recommended for funding  
**Replace US2 Bridge over River Road**  
**Maintain Kennedy and Sorlie**

**Minor Arterials State of Good Repair**  
Some projects recommended for funding  
**Shown in Yellow**

**Collectors State of Good Repair**  
County State Aid Highways have some projects funded

**Traffic Signals maintained**  
4 new signals or roundabouts

# *Investment Scenarios: Unfunded* **Potential Regional Projects**

- State of good repair
  - Non-NHS federal aid-eligible streets and highways
- Bridge repair
  - East Grand Forks Point Bridge
  - Approach
- Intersections
  - 32<sup>nd</sup> Avenue/S Washington
  - Central Ave 17<sup>th</sup> St to 23<sup>rd</sup> St
  - Washington St/DeMers
  - US 2 (Gateway) Washington St to Mill Rd
  - US 2 (Gateway) Cambridge St to Columbia Rd
- Additional lanes
  - Columbia Rd 14<sup>th</sup> Ave S to 24<sup>th</sup> Ave S
- I-29 interchange upgrades
  - North Washington, US 2 (Gateway), DeMers, 32<sup>nd</sup> Avenue
- New grade separations
  - US 2 (Gateway) east of I-29
  - 42<sup>nd</sup> Street north of DeMers Avenue
- River crossings
  - 32<sup>nd</sup> Avenue
  - Merrifield Road

**TABLE OF CONTENTS- UPDATE OCTOBER, 2018**

CODE	AREA	TASK	%	COMPLETION DATE	
300.1	<b>TRANSPORTATION PLAN UPDATE AND IMPLEMENTATION</b>	<b>ACTIVITIES</b>			
	<b>2045 Street &amp; Highway Plan</b>	Draft Fiscally constrained lists of projects by program have been distributed to respective agencies for review. Draft Plan document is released for technical review and consideration. Public input meetings are being scheduled in October. Bridge Location - Final technical memorandum has been released. Public input meeting are being scheduled in October	70%	Dec, 2018	
300.1	<b>Transit Development Plan</b>	Final Document was completed on July 2017. An amendment will be brought forward.	100%	July, 2017	
300.1	<b>Bicycle and Pedestrian Planning Element (Update)</b>	Edited Part IV in response to comments by Stakeholders. Prepared and distributed Response Comments document to stakeholders. Attended the Bicycle, Pedestrian and Greenway Advisory Group seeking support in ranking & prioritizing proposed on-road bicycle facilities.	85%	Dec, 2018	
300	<b>Plan Update (Travel Demand Model)</b>	Based model is complete. No further updates (August).	100%	Dec, 2018	
300.2	<b>CORRIDOR PLANNING</b>	<b>US 2/US 81 Skewed Intersection Study</b>	Draft Request for Proposal was on the agenda last month. No update (September).		
		<b>Grand Forks Downtown Transportation Plan</b>	Consultant has been selected and final approval of contract is anticipated soon. Work will begin immediately with tentative starting date of October 8th	0%	22-Aug-18
		<b>MN 220 N Corridor Study</b>	The Request for Proposals was released on July 18, 2018 and closed on August 31, 2018. Submissions were received from three professional engineering firms: Alliant Engineering, SRF and KLJ Engineering. Proposals were carefully reviewed by a six members Selection Committee. Interview presentations were scheduled on September 11, 2018 at the East Grand Forks City Hall Conference Room. The award was conferred to the proposal submitted by Alliant Engineering. Notice to proceed was received from North Dakota DOT.	5%	31-May-19
		<b>Update Arial Photo</b>	The 2018 imagery has been delivered. No update (October)	85%	Dec, 2018
		<b>Traffic Count Program</b>	Vision Camera Data Collection & Traffic Analysis Enhancements Preliminary data quality audits being performed after delayed start due to factors including server replacement. No update (October).	10%	
300.5	<b>SPECIAL STUDIES EGF EDA Transition Plan</b>	A Focus Group and a Public Meeting were held on Oct. 4th.	60%	Dec. 2018	
300.6	<b>PLAN MONITORING, REVIEW AND EVALUATION</b>				
300.7	<b>GIS Development</b>				