



TECHNICAL ADVISORY COMMITTEE MEETING

WEDNESDAY, APRIL 10TH, 2019 – 1:30 P.M.

EAST GRAND FORKS CITY HALL TRAINING ROOM

MEMBERS

Kadrmass/Lang _____
 Ellis _____
 Bail/Emery _____
 Gengler/Halford _____
 Riesinger/Audette _____

Laesch/Konickson _____
 Johnson/Hanson _____
 Kuharenko/Williams _____
 Bergman/Rood _____

West _____
 Magnuson _____
 Sanders _____
 Christianson _____

1. CALL TO ORDER
2. CALL OF ROLL
3. DETERMINATION OF A QUORUM
4. MATTER OF APPROVAL OF THE MARCH 13TH, 2019, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE
5. MATTER OF ITS REGIONAL ARCHITECTURE PRESENTATION..... A.T.A.C.
6. MATTER OF APPROVAL OF DRAFT MINNESOTA SIDE 2020-2023 T.I.P. HAUGEN
 - a. Public Hearing
 - b. Committee Action
7. MATTER OF APPROVAL OF DOWNTOWN TRANSPORTATION PLAN RFP HAUGEN
8. MATTER OF LISTING OF OBLIGATIONS..... HAUGEN
9. MATTER OF JOINT CITY COUNCIL BRIDGE MEETING HAUGEN
10. OTHER BUSINESS
 - a. 2019 Annual Work Program Project Update
 - b. Skewed Intersection Open House April 11th
 - c. Mn220No Open House April 16th
110. ADJOURNMENT

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

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, March 13th, 2019
East Grand Forks City Hall Training Conference Room**

CALL TO ORDER

Earl Haugen Chairman, called the March 13th, 2019, meeting of the MPO Technical Advisory Committee to order at 1:36 p.m.

CALL OF ROLL

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

Absent: Paul Konickson, Steve Emery, Richard Audette, Jane Williams, Jesse Kadrmaz, Nancy Ellis, Darren Laesch, Dustin Lang, Ryan Brooks, Brad Gengler, Lane Magnuson, Ali Rood, Stacey Hanson, Mike Yavarow, Lars Christianson, and Rich Sanders.

Guest(s): Jim Mertz, Bolton And Menk and Paul McCullough, Cities Area Transit.

Staff: 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 not present.

MATTER OF APPROVAL OF THE FEBRUARY 13TH, 2019, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE

As there was not a quorum present, action could not be taken on the February 13th, 2019 minutes.

MATTER OF 2019 BIKE MAP UPDATE

Viafara reported that included in the packet was the staff report and a copy of the Draft 2019 Bike Map. He commented that the design, printing and distribution of the 2019 Bike Map is one of the objectives of the 2045 Bicycle and Pedestrian Element we recently adopted. He added that it is supported by a number of goals, objectives and standards; as discussed in the staff report.

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Viafara pointed out that there are number of panels are also included as part of the map. He said that the purpose of these panels is to improve all the information and safety for the bikeway users. He referred to the panels and went over them briefly.

Viafara then went over some of the updated information on the map; explaining that the purpose is to showcase all of the new facilities that Engineering has been building. He stated that they did miss one small segment, but added that in reality five new segments were included on the map. He pointed out where all of these new segments were located.

Viafara stated that this map is expected to be available by March 22nd for distribution at the Grand Forks Home Show.

Information only.

MATTER OF PROPOSED CAT ROUTE CHANGES

Kouba reported that after CAT introduced the new routes in July of 2018, they have been working on getting them up and running. She stated that they have been getting feedback from both riders and drivers on how they feel the new routes are working, and a report was released at the end of January 2019.

Kouba referred to the staff report and commented that some of the bigger changes were to move some of the on-time performance from one route to another, and so it kind of snowballed into being able to meet up and meet transfers in a timely fashion, and things of that nature. She added that there were requests for areas not being served to be served, so they put together some new ideas and are bringing forward some new routes. She said that they did evaluate how well those routes that were implemented were doing; especially with the new peak periods that were being provided; and they found out that they weren't doing quite as well as they thought they would. She went over some of the route changes briefly.

Kouba stated that this is a budget neutral change, and meetings are scheduled for March 19 in the Grand Forks City Hall Council Chambers and then on March 21st in the East Grand Forks City Hall in the Training Conference Room.

Kouba said that they are taking comments until March 29; and are looking at an implementation date of June 3rd.

Information only.

MATTER OF MN 220 NORTH STUDY UPDATE

Viafara reported that on February 19th they held the third Steering Committee meeting. He said that it entailed a presentation and a discussion by the committee of proposed alternatives as outlined in Tech Memo #4, which is available on the MPO website. He gave a brief synopsis of the discussion that was held at the Steering Committee meeting.

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Viafara referred to the staff report and pointed out that it shows that the four primary objectives of the study are: 1) improve access control; 2) improve safety; 3) improve mobility/capacity; and 4) improve pedestrian crossings on Mn220 North.

Viafara said that with this in mind, a number of objectives were proposed. He went over them briefly: 1) access/traffic control device considerations, such as traffic signals, whether to build a round-a-bout or whether to bring access management and geometric analysis to improve the corridor; 2) access management, basically the idea is to prohibit some through crossings at some of the intersections, or to restrict some left turning movements; and the overall idea is to improve safety on the corridor; 3) traffic signals, there are a number of treatments on this because there is a need to upgrade some of them to today's standards, or there is a need to install a new signal systems, and also there is a need to have some intersections have some level of stop control elements; 4) traffic improvements that deal with the possibility to improve access, disability, exposure of pedestrians when they are crossing, and wellness in terms of safety.

Viafara referred to Tech Memo #4 and commented that if you look at this memo you will see that for each intersection an alternative development was performed and they are listed here by intersection. He added that this information gives us the pros and cons for each intersection, and the overall benefits, including cost/benefits.

Haugen commented that one of the significant things that is coming out of this study is that in prior plans the City and the MPO have had discussions of carrying the four lane or five lane section up to 23rd. He stated that we have unique lane drop in the right turn lane and the transition that add some confusion and where the right turn lanes ends and where the second lane starts we had some confusion. He added that as part of the study we are finding out, from a capacity point of view that really the four lanes, even south at 20th, are not needed, from a capacity to traffic flow point of view, so we would be looking at ways to maybe do a road diet from 17th Street North along the corridor, which makes it easier to implement some of the round-a-bout concepts, instead of reducing the two-by ones or two through lane roundabouts, with one for the cross street, making them simple one lane round-a-bout at 17th.

Information only.

MATTER OF GRAND FORKS DOWNTOWN PARKING STUDY UPDATE

Haugen reported that previously we shared what the analysis of the existing parking situation downtown is. This is looking at two different things. He said that the first thing is looking at the fact that there are a lot of development/redevelopment proposals or concepts, some are active in construction, some are active in design, some are concepts in people's minds, so one of things that we asked the consultants to do was to look at our parking supply and see how much more we need, or if we have enough, or do we need to add parking.

Haugen commented that one of the concepts that we are working with the committee on is shifting from having one stall committed to one car for twenty-four hours a day; we would instead, for certain uses, use that parking stall at different times of the day, and so instead of now

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finding out from occupancy that we have roughly 50% vacant spaces that we look at the parking using more of a time of day scenario, whereby some of the stalls would be used overnight but not during the day, and some would be used during the day and not overnight, so a time of day profile is being introduced, and from that they looked at these six different development proposals; the first five are ones that are either actively being done or have been conceptualized in drawings and presented.

Haugen commented that they have also included a pretty significant “what if” scenario; and that is on the Century Link building block, so they made a major development, suggested in there just to do a “what if” scenario of the parking that would be added.

Haugen stated that for these developments in which the concepts are a little bit more defined; they show on-site parking as part of their development, so they included that on-site parking, but for some of the other developments they are assuming that parking is being provided by the municipal system, or is paying into the assessment instead of provided their own parking.

Haugen said that the other scenarios they are looking at is whether increased biking/walking has a big impact on the parking demand; does the introduction of automated vehicle or connected vehicles have a big impact on the parking demand; so in short they are looking at that we have enough parking downtown, and they are using the Downtown Action Plan concepts of the ten year type time frame to come up with these ten year scenario impacts, and they are finding that there is sufficient parking available even with the developments that are proposed and with the high density development that there is still plenty of parking available. He added that they are finding that some of these alternative transportation modes and autonomous vehicles will have some impact, but it isn't a very significant impact; the parking demand is lessened a little bit, but not a lot, but in the end there is still plenty of parking spaces available.

Haugen reported that the next thing they will be looking at is what alternatives, or what changes to how parking is currently being managed; and the ordinance, besides the way we change how the ordinance reads with the time of day parking, there seems to be a consensus that a marketing campaign needs to be developed and worked on to get past the perception that there is limited parking, so they are working on some suggestions for that.

Haugen commented that some questions they are asking, because utilization shows there is a lot of parking available, currently there is no ability or desire to tell any individual development/redevelopment that they should not be providing so much parking; so in instances we have uses that have been built that go beyond what the assessment would have required them to do and therefore we are just adding more available parking to a parking supply that has a lot of occupancy that is not being utilized.

Haugen stated that there has also been discussions on what is the best use of space downtown, is it parking lots or is it development.

Haugen commented that since we aren't seeing a lot of real significant impact on the parking side of things; some of these other improvements are mostly geared towards a lot of the

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Downtown Action Plan concepts, just to help make the parking study be in-sync with them; alleyways, lighting, and so on. He added that event management includes trying to work with some of the available transit services, or add some of the transit services to help out.

Haugen said that they are seeing that people know that there is a lack of enforcement of parking downtown, they are willing to take the risk of getting a ticket that they typically won't get, so we are working and trying to increase the enforcement and are looking into the possibility of a graduated parking fine, but part of the problem with that is that is very inexpensive to get a parking ticket, but it would cost you more if you get two tickets, even more if you get three, and so on. He added that there has also been discussion on instead of enforcing the whole area, just focusing enforcement on just the real hot spots, and making sure they get enforced on a more regular basis. He said that right now the enforcement is low on the priority list. Halford asked who sets the amount a ticket can be, is it the State or is it the City. Haugen responded that they are working on getting that clarified. He added that the City of Fargo currently has a graduated parking structure; and the court case that struck down speeding tickets caused a lot of cities to change their fine system, Fargo did not change their parking fine system. Kuharenko asked about the amount of violations that we have been getting; he saw in the existing conditions report that it looks like on average 24.1%, so are the majority of those on-street or are those in parking structures. Haugen responded that it is mostly on-street.

Grasser asked if Mr. Haugen could explain the Century Link concept, he isn't familiar with what that would be. Haugen responded that it is Lot #3. He explained that it is building a five-story sidewalk to sidewalk full development with mixed use, so it is not something that anybody has sent to us or the consultants; it is just an idea of what we could put in the spot; it is us saying "what if we had a real big project come in, how does it impact our parking" There is in the Downtown Action Plan some buzz about that Century Building and whether it has a use anymore or not. Grasser said, then, that it would be a fairly high traffic generator then. Haugen responded that it would. Kuharenko stated that even though it is a very high intensity development they are still showing a level of service B. Haugen explained that that is a parking level of service, not a traffic level of service.

Haugen stated that the idea behind this is that even with the known developments we saw that there was a lot of parking availability from the occupancy rate study they did; so how much could we build and still have enough parking before we have to start worrying about parking.

Kuharenko referred to the slides and pointed out that the ten-year scenario impact slide shows that that block has a level of service B; but on the following one with walking, biking and transit trips increasing by 2% each year, it shows a level of service C for parking for that same block; that doesn't make sense to him. Haugen responded that he knows there is a reason for that, but he can't remember exactly what it is, so he will look that up and get back to him.

Haugen reported that because of the infrastructure investment, on the County Ramp in particular there are some maintenance issues that need to be addressed to make it a better ramp option for people. He added that they are also looking at how to change the management, allowing some of the ramp spaces; like the Central Ramp is virtually restricted to permitted parking only during

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most of the work day, and yet half of the spaces are empty; so try to get more use out of it by adding some clarification that some stalls are free like the County and Corporate ramps do.

Haugen said that they are trying to work with the Downtown Development Association on event management. He explained that, as an example, when the Alerus Center has major events there is an event plan that is used to help people get to and from an event; so it would be helpful to have an event plan in place for downtown events to inform people which routes to take, what available parking should be first sought, etc. He reported that in terms of the marketing side of things, on the study itself the documents that are available on the website; there are other things about the autonomous vehicles, transit, and other things, but since they didn't have a huge impact in the short-term, they aren't even allocated as something that should be done in the short-term.

Haugen stated that an open house is scheduled for March 21st at the Empire Art Theater downtown from 4:00 p.m. to 7:00 p.m. He added that the Downtown Development Association is offering a taco bar at the same time, so if nothing else come and have some tacos.

Information only.

MATTER OF PROGRESS ON 2020-2023 T.I.P.

Haugen reported that the Minnesota side is basically out; he isn't sure if the NWATP has formally published it yet, but the ATP did meet this month and finalized the Draft ATIP on the Minnesota side.

Haugen commented that some things to note on the Minnesota funding side; they saw a huge year of expenditure change occur, and that impacted the State projects, so the City Subtargets, County Subtargets, etc., weren't impacted this go-around, but as you can see they had a 17% where normally we are talking 4 or 5 percent, so that trickled throughout the rest of their outer-year projects.

Haugen stated that we also saw that they were over-programming or were over-aggressive in their programming, so they are scaling back, so there has been less revenue coming in to our ATP areas, so the basic message here is that so far it hasn't impacted the local agencies, nor has it really affected any of the projects programmed or scheduled or our MPO area.

Haugen reported that on the North Dakota side, so far North Dakota has only announced one award; that was for the Urban Grant or Main Street, and that is the reconstruction of North 3rd Street. He said that the rest of the programs are still under development.

Haugen stated that North Dakota DOT and the MPO just announced the next round of the 5339 solicitation. He said that applications are due to the MPO on April 1st, a really short turn-around time.

Haugen commented that not listed on here, but what should have been, is that you will be getting from him the Annual Listing of Obligation and a progress report request to fill out for the 2018

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Annual Listing of Obligations and a progress report for the 2019 current construction season projects.

Grasser asked if any other Urban Grant projects were awarded. Haugen responded that they did. He added that he doesn't know all of them but he does know that Bismarck received one. Grasser asked what the nature was of the ones that were awarded, were they reconstruction type activities and what did they involve. Haugen responded that he doesn't know, and asked if Mr. Johnson knew what projects were awarded and what they involved. Johnson responded that the ones that were notified were Grand Forks, Bismarck, and Williston. He added that they were still gathering some additional information for the committee on that potential awarding of another project.

Grasser asked what type of projects got awarded. Johnson responded that Bismarck was awarded funding for a concrete pavement repair, gutter repairs, sidewalk repairs, pavement marking, ornamental pedestrian lighting, street tree event taping and signage; Williston was awarded funding for installation of street trees, pedestrian lighting and plantings.

Discussion on application deadline issues/solutions ensued. Bergman questioned the deadline for the FTA 5339 as being much too tight. Haugen responded it came from NDDOT without much MPO input yet did state that he would send a reply requesting a later deadline. Haugen mentioned he would see if the other two MPOs would concur extending the deadline.

Information only.

OTHER BUSINESS

a. 2019 Annual Work Program Project Update

Haugen reported that the monthly progress report is included for your review. He pointed out that Mr. Viafara has added some new things that we haven't started work on yet, but he has identified what they are. Halford asked if that is what is left or are there still other things that possibly could be coming about. Haugen responded that these are pretty much everything that is identified in the work program.

Halford thanked Mr. Viafara for doing that, and asked if he could also act a column for the original completion date as well as the new completion date.

b. Acceptance Of 2045 MTP

Haugen reported that the 2045 MTP has been accepted, and we now have started the clock for the January 2024 update. He added that, as we discussed, we hope there is more revenue that will allow is to amend the MTP well before 2024.

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c. Draft ND Moves Plan Out For Review

Haugen reported that the Draft ND Moves plan is out for review on the NDDOT website. He explained that ND Moves is the plan for public transportation and bike/ped.

d. CAT/UND Merger Study Contract With SRF

Haugen reported that SRF was selected to work with the MPO on the CAT/UND Merger Study, so they are now under contract.

ADJOURNMENT

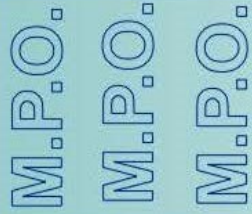
***HAUGEN CLOSED THE MARCH 13TH, 2019 TECHNICAL ADVISORY COMMITTEE
MEETING AT 2:21 P.M.***

Respectfully submitted by,

Peggy McNelis,
Office Manager

Overcoming Barriers

Strengthening Connections



Grand Forks - East Grand Forks Metropolitan Planning Organization

Ensuring Opportunities

Planning One Community

MPO Staff Report

Technical Advisory Committee: April 10, 2019

MPO Executive Board: April 17, 2019

RECOMMENDED ACTION: Recommend the approval of draft FY2020-2023 MN Side TIP to the MPO Executive Board,

Matter of the Draft FY2020-2023 MN side TIP.

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

The Minnesota side of the draft TIP has been cooperatively developed. The North Dakota side is still pending this cooperative process. The public hearing is scheduled for April 10th TAC meeting. Written comments are due by noon April 10th.

The TAC and MPO Executive Board will be requested to adopt the MN side draft TIP for 2020-2023.

Findings and Analysis:

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

Support Materials:

- Copy of draft 2020-2023 MN side TIP Submitted to Public Comment
- Copy of Public Notice

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

DRAFT FISCAL YEARS 2020-2023

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES					
	RESPONSIBLE AGENCY	CLASSIFICATION								2020	2021	2022	2023			
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS	TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	R.O.W.	CONSTR.	TOTAL					
		CONSTR.														
East Grand Forks #1	East Grand Forks	NA	Operating subsidy for proposed East Grand Forks fixed-route transit service. The service will operate 6 days a week and averages 62.5 hours of revenue service daily. Bus for the period January 1, 2020 to December 31, 2020 (Costs for fixed-route service are estimates). TRF-0018-19B	REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$500,000 Estimated fare is \$14,200 Other is MN Transit Formula Funds												
	East Grand Forks	Operations		Operations	550.00											
	Fixed-Route Transit Service	Entitlement		Capital	0.00											
								P.E.	NA							
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	NA						
			550.00	94.00	0.00	331.00	125.00	CONSTR.	NA							
				FTA 5307					TOTAL	550.00						
East Grand Forks #2	East Grand Forks	NA	Operating subsidy for demand response service for disabled persons and senior citizens covering the period January 1, 2020 to December 31, 2020. The paratransit service operates the same hours of operation as the fixed-route transit service (costs for paratransit service are estimates). TRF-0018-19A	REMARKS: Contract demand response service Estimated fare is \$13,260 Other is MN Transit Formula Funds												
	East Grand Forks	Operations		Operations	70.00											
	Paratransit Service for Disabled Persons	Entitlement		Capital	0.00											
								P.E.	NA							
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	NA						
			70.00	0.00	0.00	58.00	12.00	CONSTR.	NA							
				State Transit Funds					TOTAL	70.00						
East Grand Forks #3	East Grand Forks	NA	As partnership in the CAT system, assist the purchase of support equipment and/or facilities equipment TRF-0018-20C	REMARKS: Local is from City of Grand Forks												
	East Grand Forks	Operations		Operations	0.00											
	Fixed-Route Transit Service	Entitlement		Capital	200.00											
								P.E.	NA							
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	NA						
			200.00	160.00	0.00	0.00	40.00	CONSTR.	NA							
				FTA #5307					TOTAL	200.00						

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

DRAFT FISCAL YEARS 2020-2023

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES						
	RESPONSIBLE AGENCY	CLASSIFICATION								2020	2021	2022	2023				
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations								
										Capital							
									P.E.								
									R.O.W.								
									CONSTR.								
									TOTAL								
East Grand Forks #4	East Grand Forks	NA	Operating subsidy for proposed East Grand Forks fixed-route transit service. The service will operate 6 days a week and averages 62.5 hours of revenue service daily. Bus for the period January 1, 2021 to December 31, 2021 (Costs for fixed-route service are estimates).	REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$515,000													
	East Grand Forks	Operations		Estimated fare is \$14,200 Other is MN Transit Formula Funds						572.00							
	Fixed-Route Transit Service	Entitlement	TRF-0018-21B	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.		NA						
					572.00	98.00	0.00	344.00	130.00	CONSTR.		NA					
									FTA 5307				TOTAL		550.00		
East Grand Forks #5	East Grand Forks	NA	Operating subsidy for demand response service for disabled persons and senior citizens covering the period January 1, 2021 to December 31, 2021. The paratransit service operates the same hours of operation as the fixed-route transit service (costs for paratransit service are estimates)	REMARKS: Contract demand response service Estimated fare is \$13,650													
	East Grand Forks	Operations		Other is MN Transit Formula Funds						71.00							
	Paratransit Service for Disabled Persons	Entitlement	TRF-0018-21A	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.		NA						
					71.00	0.00	0.00	58.00	13.00	CONSTR.		NA					
									State Transit Funds				TOTAL		71.00		
East Grand Forks #6	East Grand Forks	NA	Purchase Class 500 replacement vehicle	REMARKS:													
	East Grand Forks	Operations		Other is MN Transit Formula Funds						0.00							
	Fixed-Route Transit Service	Entitlement	TRF-0018-21C	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.		NA						
					165.00	132.00	0.00	33.00	0.00	CONSTR.		NA					
									FTA #5307				TOTAL		165.00		

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			
	RESPONSIBLE AGENCY	CLASSIFICATION								2020	2021	2022	2023	
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
									Capital					
									P.E.					
									R.O.W.					
									CONSTR.					
									TOTAL					
									FUNDING SOURCE					
									TOTAL					
East Grand Forks #7	East Grand Forks	US 2	WBL - FROM 5TH AVE NW (EAST GRAND FORKS) TO 0.3 MI E OF POLK CSAH 15 (FISHER), RESURFACING Project # 6001-61	REMARKS: Likely can include alternative concepts currently being considered in US 2 Study										
	MnDOT	Principal Arterial		Operations		0.00								
	Rehabilitation	Discretionary		Capital		0.00								
				P.E.		NA								
				R.O.W.		NA								
TOTAL	10,200.00	8,160.00	2,040.00	0.00	0.00	CONSTR.		10,200.00						
									District Managed Program					
									TOTAL		10,200.00			
East Grand Forks #8	East Grand Forks	19th Ave SE	construct a safe routes to school sidewalk 20th Ave SE starting at 10th St SE and 13th St SE and along 13th St SE to connect to school Project # 119-591-006	REMARKS:										
	East Grand Forks	Local		Operations		0.00								
	Construction	Discretionary		Capital		0.00								
				P.E.		NA								
				R.O.W.		NA								
TOTAL	171.25	137.00	0.00	0.00	34.25	CONSTR.		171.25						
									State Transit Funds					
									TOTAL		171.25			
East Grand Forks #9	East Grand Forks	NA	Safe Routes to School educational and encouragement funding for a three year period Project # 119-591-007	REMARKS: Agreement between East Grand Forks and SafeKids GF										
	East Grand Forks	NA		Operations		0.00								
	Safety	Discretionary		Capital		0.00								
				P.E.		NA								
				R.O.W.		NA								
TOTAL	37.50	30.00		0.00	7.50	CONSTR.		37.50						
									State Transit Funds					
									TOTAL		37.50			

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

DRAFT FISCAL YEARS 2020-2023

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL	FUTURE				
	RESPONSIBLE AGENCY	CLASSIFICATION								ELEMENT	EXPENDITURES				
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS	PROJECT DESCRIPTION	TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	2020	2021	2022	2023		
	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Capital	P.E.	R.O.W.	CONSTR.	TOTAL		
										FUNDING SOURCE					
										TOTAL					
East Grand Forks #10	East Grand Forks	NA	Operating subsidy for proposed East Grand Forks fixed-route transit service. The service will operate 6 days a week and averages 62.5 hours of revenue service daily. Bus for the period January 1, 2022 to December 31, 2022 (Costs for fixed-route service are estimates). TRF-0018-22B	REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$530,000 Estimated fare is \$14,200 Other is MN Transit Formula Funds											
	East Grand Forks	Operations											594.88		
	Fixed-Route Transit Service	Entitlement											0.00		
														NA	
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.			NA			
				594.88	102.00	0.00	358.00	135.00	CONSTR.			NA			
				FTA 5307					TOTAL				594.88		
East Grand Forks #11	East Grand Forks	NA	Operating subsidy for demand response service for disabled persons and senior citizens covering the period January 1, 2022 to December 31, 2022. The paratransit service operates the same hours of operation as the fixed-route transit service (costs for paratransit service are estimates). TRF-0018-22A	REMARKS: Contract demand response service Estimated fare is \$13,650 Other is MN Transit Formula Funds											
	East Grand Forks	Operations											72.00		
	Paratransit Service for Disabled Persons	Entitlement											0.00		
														NA	
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.			NA			
				72.00	0.00	0.00	59.00	13.00	CONSTR.			NA			
				State Transit Funds					TOTAL				72.00		
East Grand Forks #12	East Grand Forks	NA	Purchase Class 500 replacement vehicle for Demand Response ** 165,000 with 4% increase TRS-0018-22T	REMARKS: Flex STPBG from FHWA Other is MN Transit Formula Funds											
	East Grand Forks	Operations											0.00		
	Paratransit Service for Disabled Persons	Entitlement											180.00		
														NA	
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.			NA			
				180.00	144.00		36.00	0.00	CONSTR.			NA			
				Flexed STP Funds					TOTAL				180.00		

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

#REF!

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES				
	RESPONSIBLE AGENCY	CLASSIFICATION								2020	2021	2022	2023		
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS	PROJECT DESCRIPTION	TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	Capital	P.E.	R.O.W.	CONSTR.	TOTAL	
	FUNDING SOURCE					TOTAL	2020	2021	2022	2023					
East Grand Forks #13	East Grand Forks	NA	As partnership in the CAT system, assist the purchase of card vending machines for CAT riders to lessen the demand of cash or tickets TRF-0018-22D	REMARKS: Other is City of Grand Forks											
	East Grand Forks	Capital		Operations											
	Fixed-Route Transit Service	Entitlement		Capital											250.00
					P.E.										
				TOTAL	250.00	200.00	0.00	50.00	0.00	R.O.W.					
									CONSTR.						
				FTA 5307					TOTAL						250.00
East Grand Forks #14	East Grand Forks	Bygland Rd	reconstruct the intersection of Bygland Road and Rhinehart Drive into a roundabout Project # 119-129-013	REMARKS: Other costs are non-construction costs Other Revenue is MN State Aid											
	East Grand Forks	Minor Arterial		OTHER											162.00
	Reconstruction	Discretionary		Operations											
					Capital										
				TOTAL	1,670.00	860.00		650.00	160.00	P.E.					150.00
									R.O.W.					62.00	
									CONSTR.					1,296.00	
									TOTAL					1,670.00	
East Grand Forks #15			Intentionally left blank	REMARKS:											
				Operations											
				Capital											
					P.E.										
				TOTAL					R.O.W.						
									CONSTR.						
									TOTAL						

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

DRAFT FISCAL YEARS 2020-2023

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES			
	RESPONSIBLE AGENCY	CLASSIFICATION								2020	2021	2022	2023	
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
									Capital	P.E.	R.O.W.	CONSTR.		
FUNDING SOURCE									TOTAL					
East Grand Forks #16	East Grand Forks	NA	Operating subsidy for proposed East Grand Forks fixed-route transit service. The service will operate 6 days a week and averages 62.5 hours of revenue service daily. Bus for the period January 1, 2023 to December 31, 2023 (Costs for fixed-route service are estimates). TRF-0018-23B	REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$545,000 Estimated fare is \$14,200 Other is MN Transit Formula Funds										
	East Grand Forks	Operations											619.00	
	Fixed-Route Transit Service	Entitlement												0.00
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.				NA	
				619.00	106.00	0.00	373.00	140.00	CONSTR.				NA	
				FTA 5307					TOTAL				619.00	
East Grand Forks #17	East Grand Forks	NA	Operating subsidy for demand response service for disabled persons and senior citizens covering the period January 1, 2023 to December 31, 2023. The paratransit service operates the same hours of operation as the fixed-route transit service (costs for paratransit service are estimates). TRF-0018-23A	REMARKS: Contract demand response service Estimated fare is \$13,650 Other is MN Transit Formula Funds										
	East Grand Forks	Operations											73.00	
	Paratransit Service for Disabled Persons	Entitlement												0.00
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.				NA	
				73.00	0.00	0.00	59.00	14.00	CONSTR.				NA	
				State Transit Funds					TOTAL				72.00	
East Grand Forks #18				REMARKS:										
													0.00	
														180.00
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.				NA	
				180.00	144.00		36.00	0.00	CONSTR.				NA	
				Flexed STP Funds					TOTAL				180.00	

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL	FUTURE EXPENDITURES			
	RESPONSIBLE AGENCY	CLASSIFICATION								ELEMENT	2020	2021	2022	2023
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
									CONSTR.					
									FUNDING SOURCE					
									TOTAL					
									Operations				0.00	
									Capital				0.00	
									P.E.				NA	
									R.O.W.				NA	
									CONSTR.				NA	
									TOTAL				0.00	
									Operations				0.00	
									Capital				0.00	
									P.E.				NA	
									R.O.W.				NA	
									CONSTR.				NA	
									TOTAL				0.00	
									Operations				0.00	
									Capital				0.00	
									P.E.				NA	
									R.O.W.				NA	
									CONSTR.				NA	
									TOTAL				0.00	



PUBLIC NOTICE

The Grand Forks - East Grand Forks Metropolitan Planning Organization (MPO) will hold a public hearing on the Minnesota Side Draft MPO 2020 to 2023 Transportation Improvement Program (TIP). The TIP also incorporates the local transit operators' Program of Projects (POP). The hearing will be held in the Training Room of East Grand Forks City Hall, 600 DeMers Ave., East Grand Forks, Minnesota. The hearing will start at 1:30 PM on April 10th. The public, particularly special and private sector transportation providers, are encouraged to attend.

The draft TIP lists all transportation improvement projects programmed to be completed between the years of 2020 to 2023 on the Minnesota side of the Red River. A separate draft for the North Dakota side will be done later and notice will be given when it is ready. A copy of the draft TIP is available for review and comment weekdays between 8 AM and 5 PM at the MPO Offices in Grand Forks City Hall and East Grand Forks City Hall. Comments on the draft TIP can be submitted to either MPO Office until noon on April 10th.

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.

Overcoming Barriers Strengthening Connections



Ensuring Opportunities Planning One Community

"A community that provides a variety of complementary transportation choices, that are fiscally constrained, for people and goods."

Intelligent Transportation System (ITS) Regional Architecture Update Process
Kick-Off Meeting: Wednesday, April 10, 2019, 3:30 PM-5:00 PM
East Grand Forks (MN) Training Room (City Hall)

OPPORTUNITIES FOR ACTIVE PARTICIPATION!

Every 5 years, the MPO is required to update its Intelligent Transportation System (ITS) Regional Architecture. The 2019 update will be developed to assist in the implementation of ITS initiatives and strategies included in the Metropolitan Transportation Plan. The current document can be viewed here: <http://regional.atacenter.org/grandforks/>

Key objectives of the proposed Grand Forks-East Grand Forks Regional ITS Architecture Update (2019) include:

- Address changes in regional needs
- Changes in stakeholders
- Changes in the scope of services considered
- Deployment of ITS projects in the region, and
- Address changes in the National ITS Architecture.

A wide range of stakeholders will be involved in the Regional Architecture update, their involvement varies depending on the degree of which they own/operate/use intelligent transportation system components. Stakeholders will be guiding the overall project, facilitate project activities, and approve project deliverables

The MPO is inviting you to share your knowledge in the transportation system in the area, help to guide the overall project, facilitate project activities, review every task and approve project deliverables.

Your participation is truly appreciated. Please accept our invitation to attend the kick-off meeting of the Intelligent Transportation System (ITS) Regional Architecture update.

Regional ITS Architecture Update

GF-EGF MPO

Technical Advisory Committee

April, 10 2019

Mohammad Smadi

Advanced Traffic Analysis Center

Overview

- ITS and Architecture
- GF-EGF RA
- RA update
- Next steps

Intelligent Transportation Systems (ITS)



ITS Architecture

- Framework for integrating ITS and guiding deployment
 - National: a template containing the whole gamut of ITS applications
 - Regional: a customization based on regional needs

Regional ITS Architecture

- Accurately describe the ITS picture in a region
- Increase integration opportunities between systems
- Improve interoperability
- Better communications
 - Between people
 - Between systems

Regional ITS Architecture

- A planning tool for ITS deployment
- A living product through constant updates
- Technology independent/service focused
- Meets federal requirements for ITS projects funding

GF-EGF ITS Architecture

Planning

The regional ITS architecture is an integral part of the planning process, providing a structured way to translate operational objectives and strategies into an inter set of ITS projects. This page identifies the planning objectives and strategies that are supported by the regional ITS architecture.

Number	Type	Statement
1	Objective	<u>Safety</u>
2	Objective	<u>Infrastructure Condition</u>
3	Objective	<u>Congestion Reduction</u>
4	Objective	<u>System Reliability</u>

Objective 3

Statement Congestion Reduction

Description To achieve a significant reduction in congestion

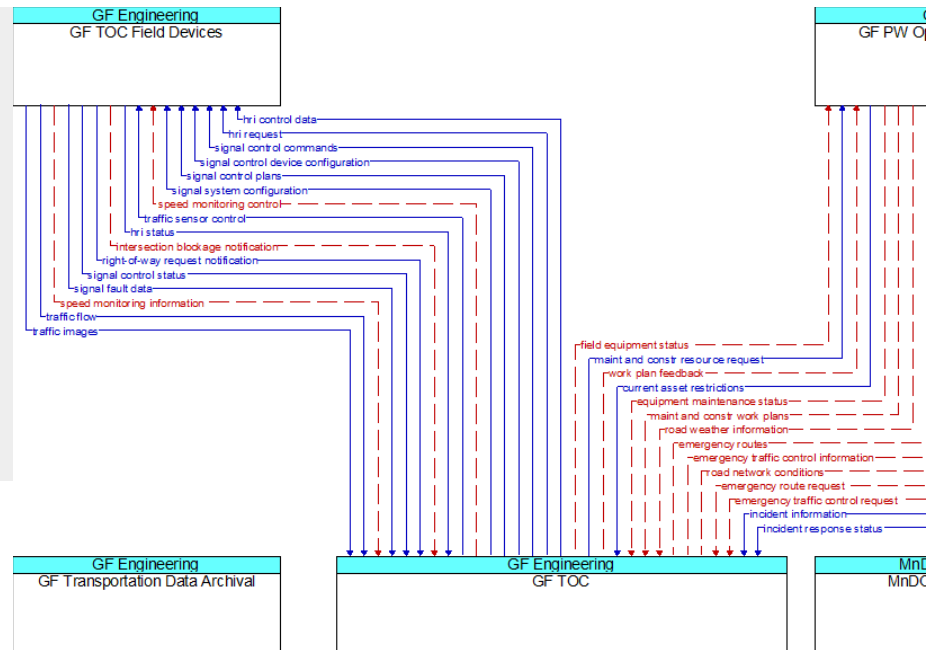
Source Long Rane Transportation Plan

Associated Service Packages

ATMS01: Network Surveillance

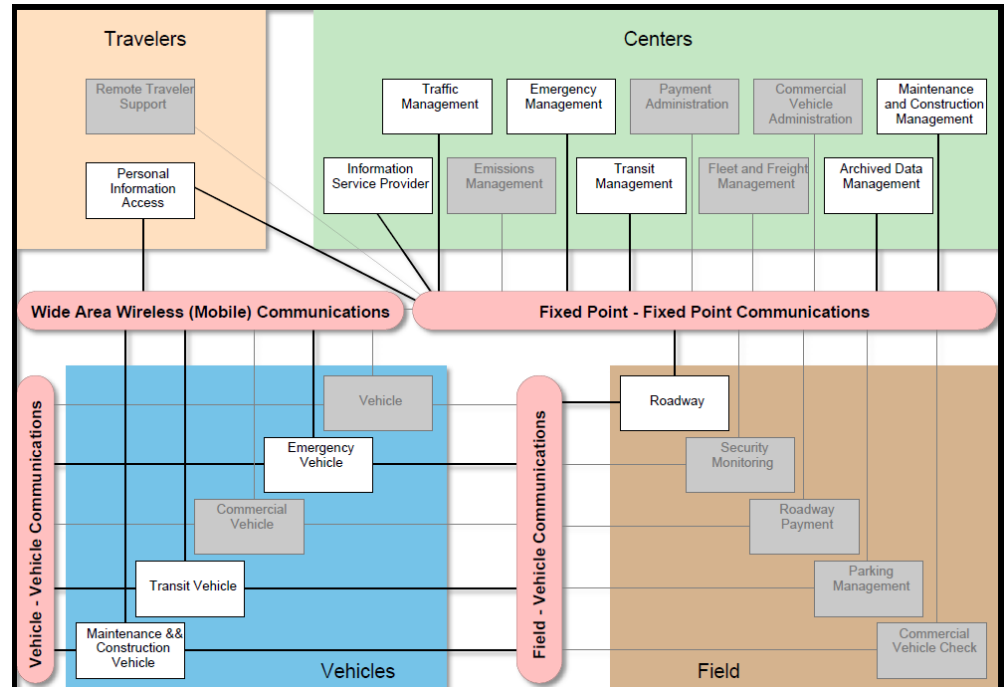
ATMS03: Traffic Signal Control

ATMS13: Standard Railroad Grade Crossing



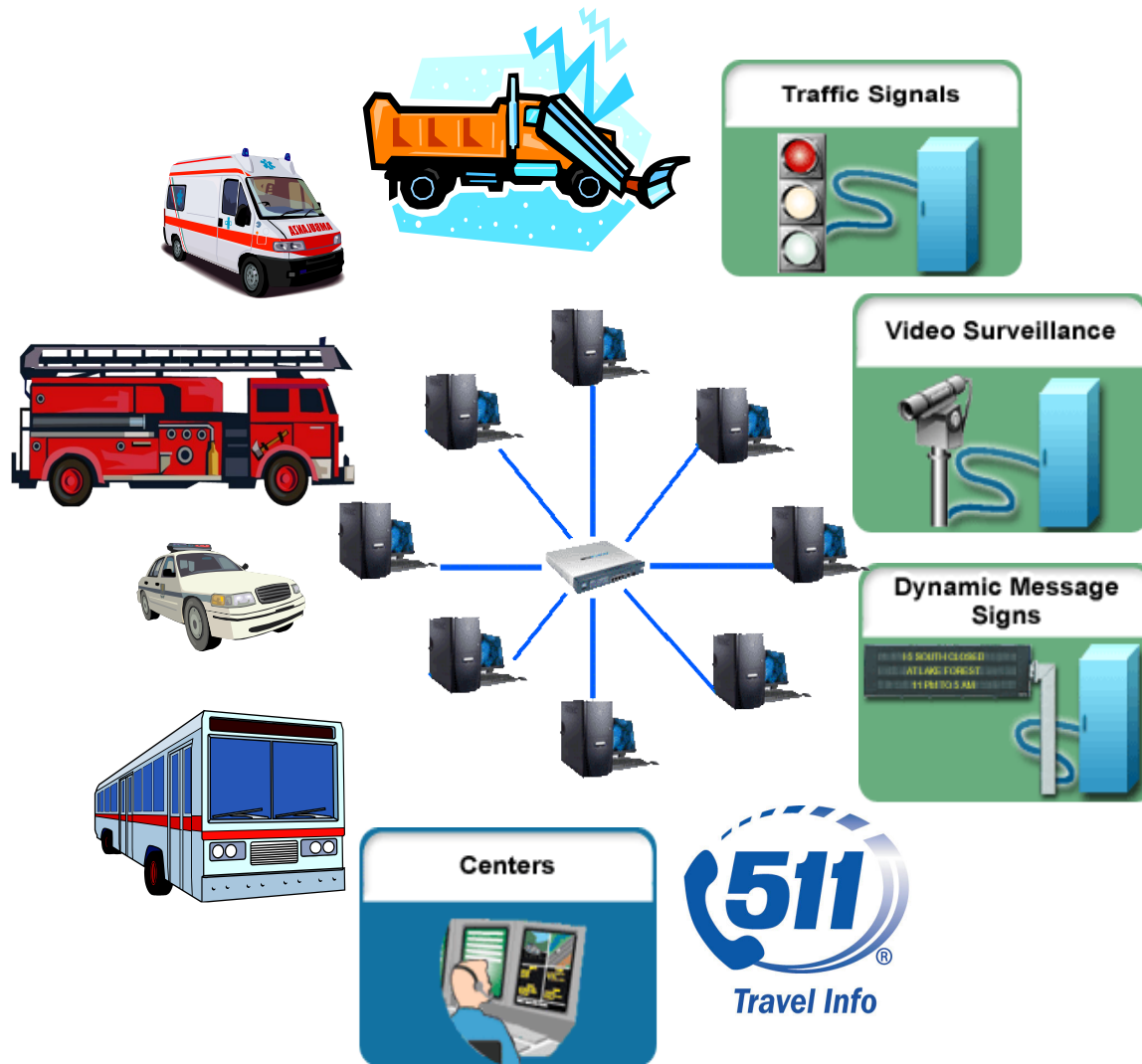
GF-EGF RA

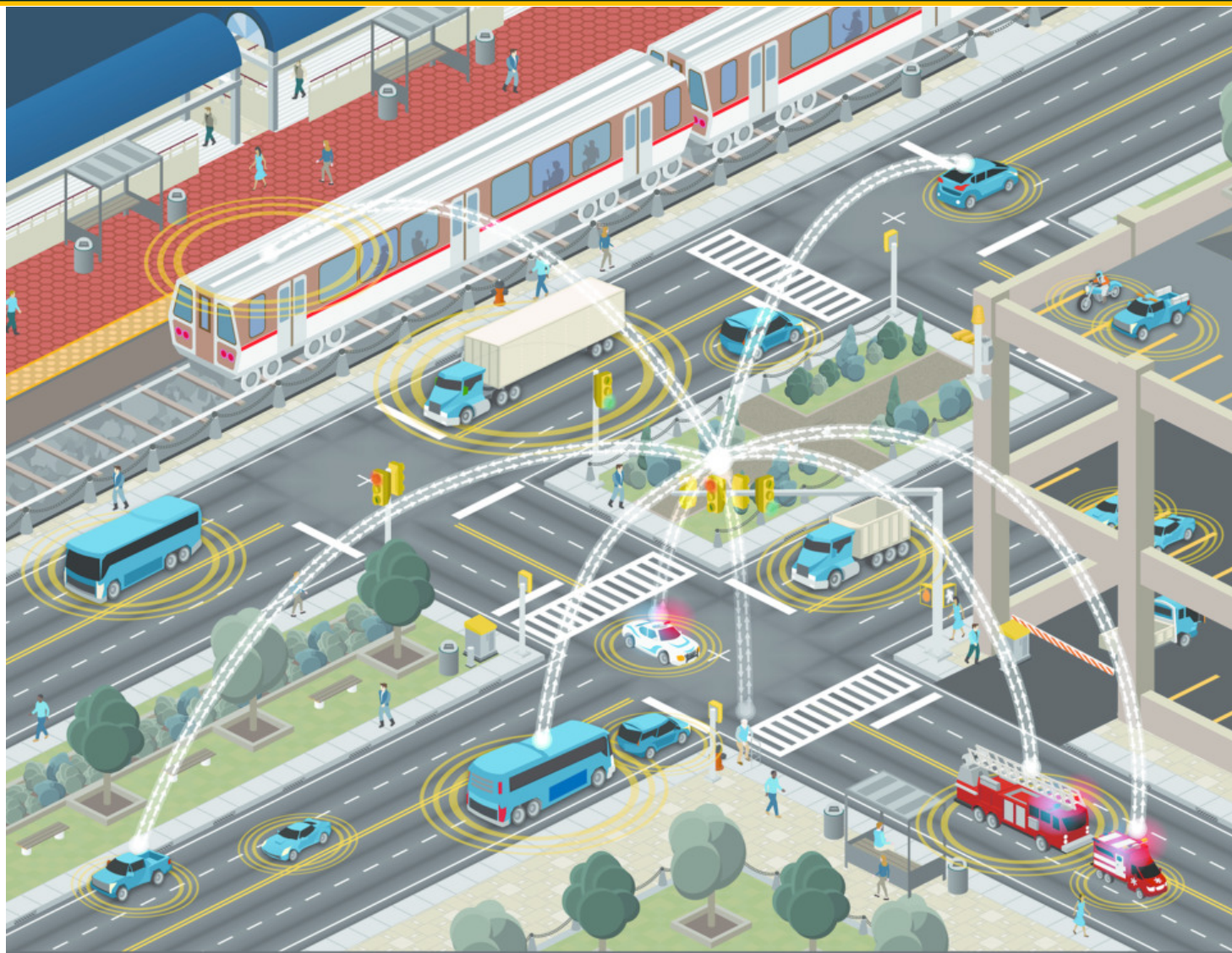
- Developed in '05, updated in '08 and '14
- 6 service areas



Why Update?

- Living document
- Changes in the region
 - Stakeholders, priorities, goals, objectives, project status, etc.
- Changes in the National Architecture
 - Integration of Connected Vehicle services





 U.S. Department of Transportation

Next Steps

- Official project kickoff
- Stakeholder small group meetings (May-Jun)
- Update system inventory (Jul-Aug)
- Regional needs, update services and elements (Sep)
- Implement updates (Oct-Nov)
- Draft and final report (Dec)

Overcoming Barriers

Strengthening Connections



Ensuring Opportunities

Planning One Community

“A community that provides a variety of complementary transportation choices, that are fiscally constrained, for people and goods.”

MPO Staff Report

Technical Advisory Committee: April 10, 2019

MPO Executive Board: April 17, 2019

RECOMMENDED ACTION: Approval of the RFP for the Downtown Transportation Plan

Matter of the RFP for Downtown Transportation Plan.

Background:

Our Work Program has identified that the MPO will conduct a study of a downtown transportation. Attached is proposed scope of work. The proposed work activity will be to retain a consultant to conduct an analysis of several key elements of downtown transportation. The Study is being coordinated with consultants developing a Grand Forks Downtown Action Plan, a Grand Forks Downtown Parking Plan, Greater Minnesota Mobility Plan and is including elements that cross over into East Grand Forks.

The study will include the coordination/integration with separate planning efforts. Considering impact of infill projects anticipated in the next 5-10 years, considering the DeMers Ave reconstruction project on the North Dakota side not providing capacity for the forecasted traffic (augmented by the decision not to replace the Sorlie Bridge, and MnDOT’s Greater Minnesota Mobility Plan identified DeMers Ave as having mobility issues today, the MPO will study downtown traffic flow to include but not be limited to signal coordination on both sides of river; smart transportation technology, promote mode shift, train detection, Kittson and 1st Avenue as diverter to DeMers Ave traffic and the possibility of a downtown bus circulator.

The consultant budget is currently set at \$1210,000. The MPO would release an RFP and hire consultant assistance with this study. The work will begin in 2019 and conclude in 2020.

ANALYSIS AND FINDINGS OF FACT:

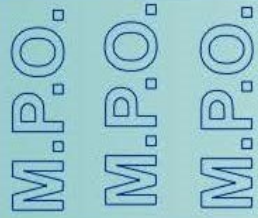
- RFP will utilize the NDDOT Qualification Based Selection Process.

SUPPORT MATERIALS:

- Draft RFP.

Overcoming Barriers

Strengthening Connections



**Grand Forks - East Grand Forks
Metropolitan Planning Organization**

Ensuring Opportunities

Planning One Community

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

**Request for Proposals
for
Transportation Planning Services**

Downtown Transportation Plan

Grand Forks and East Grand Forks

April 2019

**REQUEST FOR PROPOSALS
FOR
TRANSPORTATION PLANNING SERVICES**

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

Downtown Transportation Plan

Qualifications based selection criteria will be used to analyze technical submittals from responding consultants. Upon completion of technical ranking, the MPO will enter into contract negotiations with the top ranked firm. Sealed cost proposals will be required with the RFP. The cost proposal of the top ranked firm will be opened during contract negotiations. The MPO reserves the right to reject any or all submittals. This study has a not to exceed budget of \$120,000 dollars.

All proposals received by **May 29, 2019**, at Noon at the MPO Office will be given equal consideration. Minority, women-owned, and disadvantaged business enterprises are encouraged to participate. Respondents must submit ten (10) copies of the proposal. The full length of each proposal should not exceed twenty-five (25) double-sided pages, including any supporting material, charts, or tables. MPO will not accept spiral bound proposals; consultants are encouraged to prepare proposals in a format that will ensure for efficient disposal, and are encouraged to use materials that are easily recycled. **Electronic proposals are preferred** in Microsoft Word or Adobe Acrobat format, however they must be easily reproducible by MPO in black-and-white. A sealed cost proposal must still be provided in hard copy by noted due date. Submittals must be received no later than **May 29, 2019** at noon (Grand Forks local time). Hard copies of technical and/or cost proposals should be shipped to ensure timely delivery to:

Earl Haugen
Executive Director
Grand Forks – East Grand Forks MPO
600 DeMers Ave.
East Grand Forks, Minnesota 56721
earl.haugen@theforksmpo.org
Phone: 701/746/2657

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

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Appendix A	Attachments 1 and 2
Appendix B	Cost Proposal Form

**REQUEST FOR PROPOSALS FOR
TRANSPORTATION PLANNING SERVICES**

I. PURPOSE OF REQUEST

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

DOWNTOWN TRANSPORTATION PLAN

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

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

II. GENERAL INSTRUCTIONS

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

**Earl Haugen
Executive Director
GF/EGF MPO
600 DeMers Ave
East Grand Forks, MN 56721**

**Phone: 701/746-2660
FAX: 701/787-3755
e-mail: earl.haugen@theforksmpo.org**

B. Proposals shall be submitted to:

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

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

**Proposal For:
Downtown Transportation Plan
Firm's Name
GF/EGF MPO**

All proposals must be received by noon May 29, 2019 at which time the technical proposals will be opened for review. Cost proposals will remain sealed in a secure place until technical ranking is complete and contract negotiations begin. Ten (10) copies of the technical proposal must be provided. One copy of the cost proposal shall be submitted in a separate, sealed, and clearly marked envelope.

D. Selection Committee

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

- 1 staff from NDDOT GF District
- 1 staff from MnDOT District #2
- 1 staff from City of East Grand Forks Engineering Department
- 1 staff from City of Grand Forks Engineering Department
- 1 staff from City of Grand Forks Planning Department
- MPO Executive Director
- 1 staff from City of East Grand Forks Planning Department

Once the written proposals are received, the Selection Committee will meet to rank the proposals. An interview will be scheduled with the firms that submit the top three ranked proposals. This 40 minute interview will provide an opportunity for the selection committee members to ask questions of the submitting firms and get clarification on any information in the proposal that may not be clear. Firms chosen for interviews will be expected to make presentations, and should prepare one. The interviews may be conducted in person at the MPO Offices. Firms may be asked to verbally expand upon particular points in their written proposal and should be prepared to do so.

E. Respondent Qualifications

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

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

F. Disadvantaged Business Enterprise

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

1. Policy

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

2. DBE Obligation

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

G. Equal Employment Opportunity

In connection with this proposal and any subsequent contract, the consultant shall not discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, disability, sex, or status regarding public assistance. The consultant will take action to ensure that its employees are fairly treated

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

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

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

I. *Records, Access, and Audits*

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

J. *Conflicts of Interest*

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

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

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

L. *Subcontracting*

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

M. Assignments

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

N. Procurement - Property Management

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

O. Termination

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

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

P. Amendments

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

Q. Civil Rights

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

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

R. Civil Rights - Noncompliance

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

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

S. Energy Efficiency

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

T. Handicapped

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

U. EPA Clean Act and Clean Water Acts

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

V. Successors in Interest

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

W. Waivers

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

X. Notice

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

Y. Hold Harmless

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

Z. Compliance with Federal Regulations

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

III. PRELIMINARY STUDY SCHEDULE

A. Consultant Selection

Advertise RFP to Qualified Firms	April 20, 2019
Receive Proposals	May 29, 2019
Selection Committee Activity:	
Review Proposals	May 30-31, 2019
Proposal Interviews	June 3-5, 2019
Select Finalist	June 6, 2019
Contract Negotiations Completed	June 18, 2019
MPO Policy Board Approval of Consultant Selection and Contract	June 19, 2019

B. Study Development

Notice to Proceed	June 28, 2019
Draft Report Submittal	May 31, 2020
Final Report Submittal	June 30, 2020

IV. RFP EVALUATION CRITERIA & PROCESS

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

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

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

B. Related Experience on Similar Studies (25 points)

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

C. Past Performance (15 points)

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

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

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

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

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

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

The MPO is an Equal Opportunity Employer.

V. TERMS AND CONDITIONS

- A. The MPO reserves the right to reject any or all proposals, or to award the contract to the next most qualified firm if the successful firm does not execute a contract within forty-five (45) days after the award of the proposal.
- B. The MPO reserves the right to request clarification of information submitted and to request additional information of one or more applicants.
- C. Any proposal may be withdrawn up until the date and time set for the opening of the proposals. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of 90 days, to provide to the MPO the services set forth in the attached specifications, or until one or more of the proposals have been approved by the MPO Policy Board.

- D. If, through any cause, the firm shall fail to fulfill in timely and proper manner the obligations agreed to, the MPO shall have the right to terminate its contract by specifying the date of termination in a written notice to the firm at least ninety (90) working days before the termination date. In this event, the firm shall be entitled to just and equitable compensation for any satisfactory work completed.
- E. Any agreement or contract resulting from the acceptance of a proposal shall be on forms either supplied by or approved by the MPO and shall contain, as a minimum, applicable provisions of the Request for Qualifications. The MPO reserves the right to reject any agreement that does not conform to the Request for Qualification and any MPO requirements for agreements and contracts.
- F. The firm shall not assign any interest in the contract and shall not transfer any interest in the same without prior written consent of the MPO.

VI. PROPOSAL FORMAT AND CONTENT

Proposals shall include the following sections at a minimum:

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

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

A. Introduction and Executive Summary

Provide the following information concerning your firm:

1. Firm name and business address, including telephone number, FAX number, and e-mail address, if available.
2. Year established (include former firm names and year established, if applicable)
3. Type of ownership and parent company, if any.
4. Study Project manager's name, mailing address, and telephone number, if different from Item 1. Study Project manager's experience. If the Study Project Manager is a PE, please submit a copy of the ND Certification.

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

B. Administrative Questions

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

1. Identify the respondent's authorized negotiator.

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

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

C. Summary of Proposed Technical Process

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

D. Study Staff Information

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

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

E. Similar Study Experience

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

F. References

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

G. DBE/MBE Participation

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

H. Cost Proposals/Negotiations

1. Cost Proposals

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

2. Contract Negotiations

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

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

VII. BACKGROUND AND SCOPE OF WORK

A. Background: In June 2018, the City of Grand Forks hired a consultant to develop a Downtown Action Plan. The DAP is meant to develop and coordinate technical elements – Parks & Open Space Plan, Streetscape & Wayfinding Plan, Design Guidelines, Redevelopment Strategy – that will support and implement the vision of the Mayor's Vibrancy Initiative and the principles of Governor Burgum's Main Street ND Initiative (www.grandforksgov.com/vibrant, www.mainstreetnd.com). DeMers Ave in Grand Forks will be completely reconstructed between the Sorlie Bridge and 6th Str. The streetscaping as part of this project is being incorporated into the overall DAP. The reconstruction is being done to provide the maximum capacity a three lane cross section

can handle despite the future traffic projections indicating a five lane configuration is needed. Additionally, Grand Forks was successful in receiving federal funds (via the NDDOT Urban Program) to reconstruct N. 3rd Str between DeMers Ave and University Ave. The project will incorporate much of the DAP streetscaping plans.

In conjunction with the DAP, the MPO retained a consultant to review the parking situation in downtown Grand Forks. The DAP is identifying redevelopment opportunities, and the market is already bringing forward redevelopment projects, that the City wanted an assessment of how parking is currently meeting the demand and how these future developments would impact that demand. The parking study also examines emerging trends such as increased active transportation and/or automated vehicles may have on parking demand. While still in draft form, the early conclusion is that there exists an adequate supply of parking to meet the future demand if the current parking spaces are managed differently.

MnDOT complete a Greater Minnesota Mobility Study and identified the segment of DeMers Ave in downtown East Grand Forks as having mobility issues. The intent of the Study was to identify road segments that were in need of improvement form a mobility concept. An amount of state revenue is set aside to help fund possible improvements aim at the mobility issue. Further, MnDOT has programmed the replacement of traffic signals in downtown East Grand Forks for 2023 construction season.

The 2045 Metropolitan Transportation Plan identified congested conditions along DeMers Ave only getting worse in the future. Additional river crossing of the Red River have been recommended, although not funded. However, these additional crossing did not appear to alleviate much of the traffic congestion on DeMers Ave. in the downtown area. The hope is that this study can assist in identifying improvements to the transportation system to address this capacity issue. The existing Sorlie Bridge was just analyzed and a decision has been made to complete a repainting project and not address adding capacity. That project has been completed.

The MPO is now seeking a qualified firm to perform transportation planning activities to support the Downtown Action Plan, the parking study and the Greater Minnesota Mobility Study. These all suggest that additional improvements are necessary and/or desired to improve the overall experience of the downtown areas. So this study is being completed to analyze other methods that could be deployed to meet the future traffic demand.

B. SCOPE OF WORK

The selected firm will work with federal, state and city staff and steering committee members, as well as MPO staff, to ensure collaboration and coordination across all efforts. While other options may be requested as the planning process progresses, following are minimum deliverables:

- 1) Existing and Future Conditions Technical Memorandum
 - a. Shall report on all of the existing conditions that may impact traffic generation

- 2) Multi-modal Traffic Analysis Technical Memorandum.
 - a. Shall include a full, multi-modal traffic analysis on existing year volumes and future planning year volumes for 2030 and 2045 based upon the 2045 Metropolitan Transportation Plan.
 - b. Crash analysis should access the last 5 years crash data from both State DOTs. Additional data analysis may be necessary.
- 3) Issues Technical Memorandum
 - a. Shall summarize issues identified within the first two technical memos and issues identified during the public input process.
- 4) Alternative Development Technical Memorandum
 - a. The study should identify a reasonable range of alternatives. Emerging technology and mobility trends should be a part of the alternative development. The study can reduce the total number of alternatives to be considered in a future project development phase by documenting how and why an alternative is not consistent with the 2045 Metropolitan Transportation Plan.
 - b. ATAC may be requested to provide the necessary travel demand forecasts based upon the various alternatives selected to have 2030 and 2045 volumes forecasted.
 - c. Shall include a reasonably detailed description of each alternative developed for the Study. It should also include a preliminary layout for each technically feasible alternative.
 - d. In an effort to provide visualization of alternative concepts, 3D animation is desired. This animation has been used successfully in other MPO studies to convey a better understanding of what may be less familiar alternatives to the local users.
- 5) Alternative Evaluation Technical Memorandum
 - a. Shall include sufficient details to assist with the evaluation of each developed alternative. The list of information that must be included is shown below. Additional information on other items may be included if deemed essential to support the removal of alternatives from further consideration. The alternative evaluation technical memorandum can also identify if any of the developed alternatives are deemed technically infeasible and should not be carried into further consideration.
 - b. Cost Estimate for each alternative. All cost summaries and tables will identify the following:
 - 1) Base year of construction costs
 - 2) include engineering and what percentage
 - 3) include land acquisition costs and if so what basis
 - 4) include utility relocation costs and if so what basis.
 - c. Readily identifiable planning level impacts for each alternative (e.g. Right of way, utilities, environmental impacts, et al.).
 - d. Improvements resulting from each alternative – how does each alternative improve corridor issues and support the performance of traffic? (e.g. crash reduction factors, level of service analysis, etc.).

6) Public Input Summary Memorandum

- a. Shall summarize the public input meeting(s) that were completed during the study phase. This should include details regarding how the meeting was advertised and comments to ensure that the meetings were conducted in compliance with the environmental requirements.

7) Implementation Plan Technical Memorandum

- a. Shall identify milestones and phases for the recommendations including timelines for initiation of the NEPA document, Right-of-Way acquisition, implementation timeline, etc. The implementation plan shall also identify the intended funding for each technically feasible alternative for the Study. It could include how local entities plan to fund their share of the recommendations.
- b. Recommendations for the short term should be developed as a Phase I. Subsequent phases will include long term improvements to the system as a whole.

C. Public Involvement Process

Public Participation will be consistent with the “GF-EGF MPO Public Participation Plan” (adopted July 2013) and Title VI/Non-Discrimination Plan (adopted July 2017). The use of visual aids such as but not limited to pictures, maps, diagrams, charts, and/or other graphic displays, as well as the use, of electronic media such as e-mail, social networking media, and/or the internet is strongly encouraged in the public participation process.

A Steering Committee will be formed to assist the MPO and selected consultant is completing this Study. Membership of the Steering Committee could include representatives from:

- NDDOT Grand Forks District
- MnDOT District 2
- City of Grand Forks
- City of East Grand Forks
- Downtown Development Association
- Member from DAP Steering Committee.

In addition to five Steering Committee meetings, the following are the minimum recommended public involvement efforts the consultant should consider for budget purposes:

- 1) One (1) general public meeting at the initial stages of the Study to present current issues and future issues
- 2) One (1) general public meeting to present concepts of alternatives
- 3) One (1) general public meeting to present recommendations during a meeting of the Grand Forks City Council Committee of the Whole.
- 4) One (1) general public meeting to present recommendations during a meeting of the East Grand Forks City Council working session.

Innovation and creativity is encouraged throughout the development of the Downtown Transportation Plan especially in the public participation process. This is particularly appropriate in methods of attracting public audiences, obtaining meaningful public input and in the planning of jurisdictional meetings and public meetings to minimize costs.

The consultant is encouraged to consider the use of on-line surveys, community access television, e-mail lists, polling systems, press releases, and social networking media if appropriate to enhance the public involvement process and encourage EJ population participation. The development and maintenance of a user friendly up-to-date Study web-site should be used.

The location of public meeting will consider mobility challenged individuals including but not limited to individuals with disabilities and/or individuals without adequate access to automobiles. Unconventional meeting locations should be considered to attract members of the public. The Downtown Transportation Plan will document all questions, comments, or concerns obtained through the public involvement process, as well as, identify how the questions, comments, or concerns were addressed and/or incorporated into the document.

E. Consultant Responsibilities

- i. Develop a preliminary Downtown Transportation Plan with recommendations for improved safety, traffic operations, street and multimodal improvements for the study area. The study will address safety, deficiencies and/or excess capacity, capital improvement programming (cost, funding sources, and timing), and operational improvements.
- ii. Develop a final Downtown Transportation Plan and provide final copies for review by the Steering Committee and the MPO.

F. Project Deliverables

The final product will show recommendations for Downtown Transportation Plan.

1. A draft plan for preliminary approval by noon, May 31, 2020 (10 full draft copies)
2. A draft for final approval by noon, June 30, 2020 (25 full copies)

By July 31, 2020, one electronic copy of the approved final reports will be delivered to the Grand Forks-East Grand Forks MPO in PDF format. The electronic copies should be complete and in order such that additional copies of either document could be printed on-demand. In addition, electronic copies of any pertinent working papers and modeling software either during the study or at its conclusion will be delivered to the MPO.

G. Estimated Study Budget

This study has a not-to-exceed budget of \$120,000. Consultants submitting proposals are asked to use their audited DOT rates when completing their Cost Proposal Form (See Appendix B).

H. Other Requirements

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

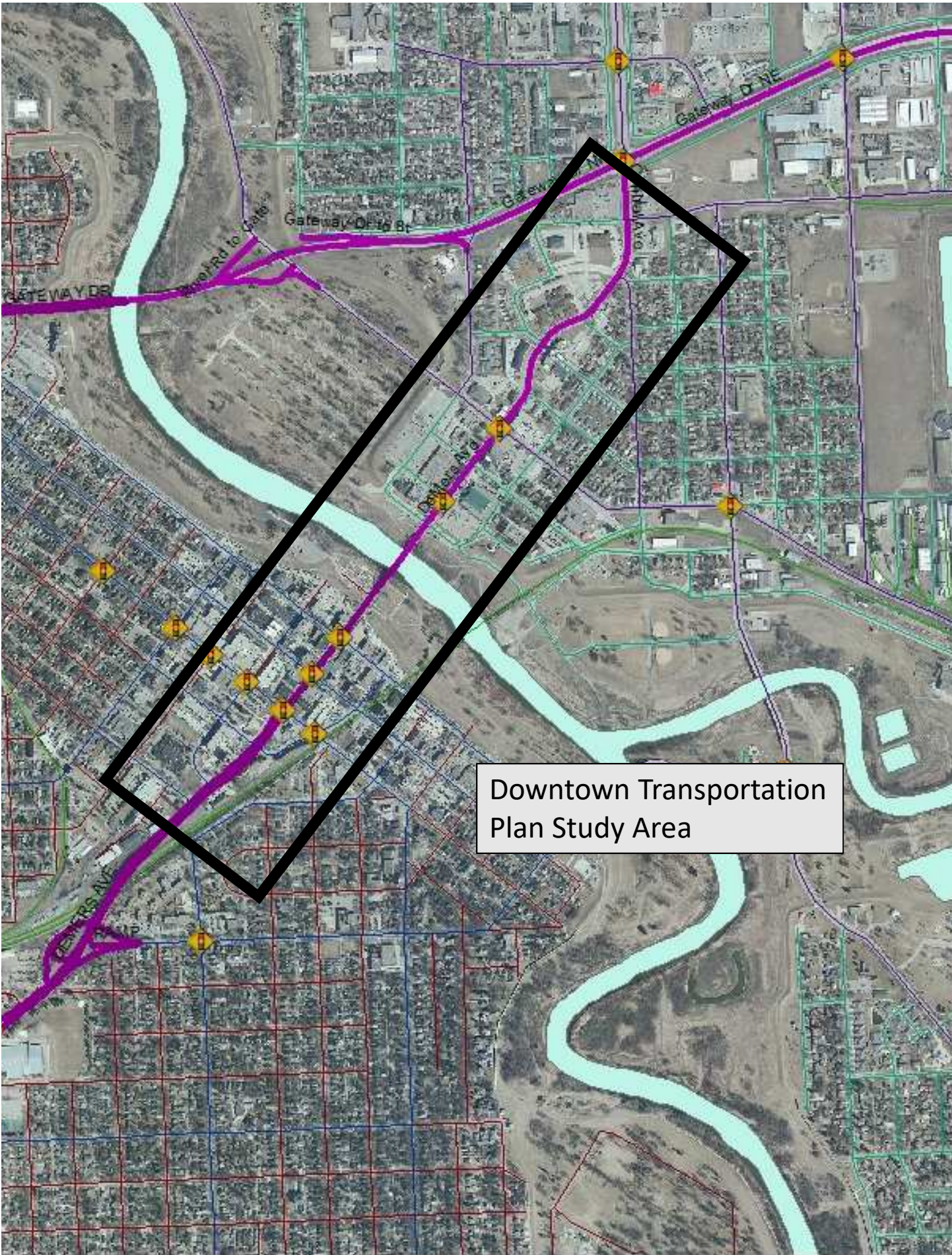
VIII. INFORMATION AVAILABLE FOR CONSULTANT

A. General Information

The following resource data / information are available for the project:

- 2045 Land Use Plans
- DeMers Reconstruction Traffic Operations Study
- Downtown Grand Forks Traffic Signal Upgrade Traffic Operations Study
- Draft Grand Forks Downtown Action Plan
- Draft Grand Forks Downtown Parking Study
- Draft Mn220N Corridor Study
- Grand Forks/East Grand Forks 2045 Long Range Transportation Plan Update
- Grand Forks Land Development Code
- State DOT Ground Counts and historical ground counts
- Video Traffic Counting Tool via ATAC and MPO turning movement counts
- Digital Municipal/State Infrastructure Information (paving, underground utilities, overhead utilities, zoning and land use)
- Digital property ownership
- Latest Transportation Improvement Program of Projects
- 2015 Aerial Photo
- Greater MN Mobility Plan
- MnDOT Safety Plan
- Local Road Safety Plan
- NDDOT Safety Plan

IX. MAP OF STUDY AREA – next page



Downtown Transportation
Plan Study Area

APPENDIX A
ATTACHMENTS 1 & 2

DEBARMENT OR SUSPENSION CERTIFICATION

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

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

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

(Signature of Authorized Official)

Date

(Title of Authorized Official)

CERTIFICATION
OF
RESTRICTION ON LOBBYING

I _____, hereby certify
on behalf of

(Name and title of grantee official)

_____ that:
(Name of grantee)

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

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

Executed this _____ day of _____, _____



By _____
(Signature of Authorized Official)

(Title of authorized official)

APPENDIX B

COST PROPOSAL FORM

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

COST PROPOSAL FORM

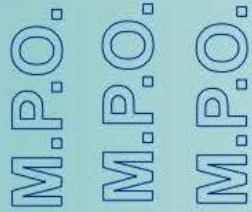
The cost estimated should be based on a not to exceed cost as negotiated in discussion with the most qualified contractor. Changes in the final contract amount and contract extensions are not anticipated.

REQUIRED BUDGET FORMAT
Please Use Audited DOT Rates Only
Bygland Road Study

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

Overcoming Barriers

Strengthening Connections



Grand Forks - East Grand Forks Metropolitan Planning Organization

Ensuring Opportunities

Planning One Community

MPO Staff Report

Technical Advisory Committee: April 10, 2019

MPO Executive Board: April 17, 2019

RECOMMENDED ACTION: Update on the Annual Listing of Obligations,

Matter of the Annual Listing of Obligations.

Background: Annually, the MPO, promulgates an Annual Listing of Obligations. Federal regulations (23 CFR 450.334) require that the MPO publish a list of all projects in the MPO Study Area that obligated federal transportation funds during the last program year. Federal law also requires the Annual Listing of Federal Obligations be published no later than 90 days after the year ends. The MPO works cooperatively with State and local partners to meet these federal requirements each year.

The list of obligated projects must include sufficient descriptions of each project (type of work, project termini, total length, etc.). The list must also include: the amount of obligated funding for each project and the amount of federal funding requested in the MPO Transportation Improvement Program. An obligation, otherwise known as a commitment, is the federal government's budgetary term that refers to a binding agreement that results in an outlay to pay for a project immediately or sometime in the future. For instance, an obligation for federal transit projects occurs when FTA awards the grant, while on the other hand, federal highway obligations occur when FHWA and the state or other grantee executes a project agreement and requests that the funds be obligated.

The listing also allows the MPO to perform a check on the financial plan of the MTP and TIP. Two important items are reviewed. First is the cost estimate provided when the TIP is being developed versus the cost estimate that has the obligation amount. Hopefully, the cost estimate do not vary much. Second, a process of TIP modification or amendment is checked. Projects that receive more than 25% additional federal funds should be requesting an amendment to the TIP. Again, considerable effort and much discussion takes place about fiscal constraint during the MTP and TIP development. This listing offers a check on the financial planning.

Also included in this document is a progress report on the advancement of the project towards implementation. This progress report historically was part of the draft TIPs that were promulgated typically in April. The MPO has not produced a draft TIP, particularly for the ND side, for the past several years. The past few years has seen this report included as an appendix in

the final TIP document.

From the attached document, you will see that GF Transit has not completed their project listing. A commitment has been made to have these completed by time of the TAC meeting.

Findings and Analysis:

- The projects listed are consistent how they appear in the TIP.
- The projects listed indicate what level of obligation that has occurred.
- The projects have identified their progress towards implementation

Support Materials:

- Copy of draft Annual Listing of Obligations and Progress Report

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

2019 ANNUAL LISTING OF OBLIGATIONS AND PROGRESS REPORT

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	Progress Report			
	RESPONSIBLE AGENCY	CLASSIFICATION								2019				
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
									Capital					
									P.E.					
									R.O.W.					
									CONSTR.					
									FUNDING SOURCE	TOTAL				
East Grand Forks #1	East Grand Forks	NA	Operating subsidy for proposed East Grand Forks fixed-route transit service. The service will operate 6 days a week and averages 62.5 hours of revenue service daily. Bus for the period January 1, 2019 to December 31, 2019 (Costs for fixed-route service are estimates). OBLIGATION	REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$338,800 Estimated fare is \$14,200 Other is MN Transit Formula Funds										
	East Grand Forks	Operations		448.00	85.00	0.00	318.20	44.80	Operations	360.00			In progress	
	Fixed-Route Transit Service	Entitlement		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Capital	0.00				
				360.00	89.00	0.00	183.00	88.00	P.E.	NA				
		FTA 5307					TOTAL	360.00						
East Grand Forks #2	East Grand Forks	NA	Operating subsidy for demand response service for disabled persons and senior citizens covering the period January 1, 2019 to December 31, 2019. The paratransit service operates the same hours of operation as the fixed-route transit service (costs for paratransit service) OBLIGATION	REMARKS: Contract demand response service Estimated fare is \$13,260 Other is MN Transit Formula Funds										
	East Grand Forks	Operations		77.00	0.00	0.00	73.15	3.85	Operations	69.00			In progress	
	Paratransit Service for Disabled Persons	Entitlement		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Capital	0.00				
				69.00	0.00	0.00	58.00	11.00	P.E.	NA				
		State Transit Funds					TOTAL	69.00						
East Grand Forks #3			Operating subsidy for proposed East Grand Forks additional day time fixed route service and additional service for night fixed route and paratransit service. Cost reflect first year of a two year project OBLIGATION	REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$222,000 Estimated fare is \$8,800 Other is MN Transit Formula Funds One time state funding covering 2 years										
				230.00	0.00	0.00	230.00	0.00	Operations	230.00			In progress	
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	Capital	0.00				
				230.00	0.00	0.00	230.00	0.00	P.E.	NA				
		FTA #5307					TOTAL	230.00						

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

2019 ANNUAL LISTING OF OBLIGATIONS AND PROGRESS REPORT

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS)					STAGING	ANNUAL ELEMENT	Progress Report				
	RESPONSIBLE AGENCY	CLASSIFICATION		AND SOURCE OF FUNDING						2019					
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations						
				FUNDING SOURCE					CONSTR.						
				TOTAL											
East Grand Forks #4	East Grand Forks	NA	Purchase a fare collection equipment	REMARKS:											
	East Grand Forks	Operations		OBLIGATION					0.00	0.00	0.00	0.00	0.00		
	Fixed-Route Transit Service	Entitlement	TRF-0018-19C	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	NA				Procurement process in the spring	
				220.00	176.00	0.00	44.00	0.00	CONSTR.	NA					
				FTA 5307					TOTAL	220.00					
East Grand Forks #4a	East Grand Forks	NA		REMARKS:											
	East Grand Forks	Capital	Purchase of a Class 300 vehicle for demand response and as back-up for fixed route.	Amended into FY2019 Originally FY2018 purchase										Purchased and received	
				OBLIGATION					140.00	119.00	0.00	0.00	21.00		
	Paratransit Vehicle	Discretionary	TRF-0018-18C	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.						
			140.00	119.00			21.00	CONSTR.							
				TOTAL					140.00						
			Intentionally left blank	REMARKS:											
									Operations						
									Capital						
									P.E.						
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.						
									CONSTR.						
				TOTAL											

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

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2019 ANNUAL LISTINGS OF OBLIGATIONS AND PROGRESS REPORT

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS)					STAGING	ANNUAL ELEMENT	Progress Report
	RESPONSIBLE AGENCY	CLASSIFICATION		AND SOURCE OF FUNDING					Operations	2019	
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	CONSTR.		
			FUNDING SOURCE					TOTAL			
Grand Forks #3 No PCN	Grand Forks	NA	Purchase a 35 foot medium duty transit vehicle Install four digital way signs at Metro Transit Center Replacement of four destination signs of four buses	REMARKS:							
	Grand Forks	Operating	Purchase a two person Man Lift Purchase Bus Stop Way Signage	OBLIGATION					Operations		
	Fixed Route	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	CONSTR.	
				561.00	448.80			112.20			
				FTA #5339 Capital					TOTAL	561.00	
Grand Forks #4 No PCN	Grand Forks	NA	Purchase one demand response vehicle	REMARKS:							
	Grand Forks	Operating	25 foot low flow bus	OBLIGATION					Operations		
	Fixed Route Paratransit and/or Senior Service	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	CONSTR.	
				110.00	88.00		0.00	22.00			
				FTA #5310					TOTAL	110.00	
Grand Forks #5 No PCN	Grand Forks	NA	continue funding for the mobility manager position	REMARKS:							
	Grand Forks	Operating		OBLIGATION					Operations		
	Fixed Route Paratransit and/or Senior Service	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	CONSTR.	
				94.90	75.90			19.00			
				FTA #5310					TOTAL	94.00	

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URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS)					STAGING	ANNUAL ELEMENT	Progress Report			
	RESPONSIBLE AGENCY	CLASSIFICATION		AND SOURCE OF FUNDING					Operations	2019				
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				FUNDING SOURCE					CONSTR.	TOTAL				
Grand Forks #3a No PCN	Grand Forks	NA	Purchase fare collection equipment, purchase computer servers, purchase generator OBLIGATION	REMARKS: Awarded December 2018 Amended January 2019										
	Grand Forks	Capital								Operations				
	Fixed Route	Discretionary								Capital	456.00			
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	P.E.					
				456.00	365.04			91.26	R.O.W.					
				FTA #5339 Capital					CONSTR.					
				TOTAL					TOTAL	456.00				
Grand Forks #3b No PCN			Intentionally left blank	REMARKS:										
										Operations				
										Capital				
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	P.E.					
									R.O.W.					
									CONSTR.					
				TOTAL					TOTAL					
Grand Forks #3c No PCN	Grand Forks	I-29	Install high tension median cable guard rail between Gateway Dr and 32nd Ave S. OBLIGATION	REMARKS: Amended in January 2019										
	NDDOT	Interstate								Operations				
	Safety	Discretionary								Capital				
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	P.E.					
				840.00		840.00			R.O.W.					
									CONSTR.					
				TOTAL					TOTAL	840.00				

To be bid in June 2019; funds not yet obligated.

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

2019 ANNUAL LISTINGS OF OBLIGATIONS AND PROGRESS REPORT

URBAN AREA PROJECT NUMBER	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	Progress Report
	RESPONSIBLE AGENCY	CLASSIFICATION		TOTAL	FEDERAL	STATE	OTHER	LOCAL	2019		
	PROJECT TYPE	FUNDING STATUS		FUNDING SOURCE					Operations	Capital	
									P.E.	R.O.W.	
									CONSTR.		
									TOTAL		
Grand Forks #6 PCN 21841	Grand Forks	DeMers Ave	Reconstruction of DeMers Ave between the Sorlie Br. and N. 5th St	REMARKS:							To be bid in April 2019.
	NDDOT	Principal Arterial		OBLIGATION \$ 5,744,181 \$ 4,648,766 \$ 520,997 \$ - \$ 574,418					Operations		
	Reconstruction	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.		
				5,406.00	4,375.00	490.00	0.00	541.00	CONSTR.	5,406.00	
				Urban Regional Secondary Roads Program					TOTAL	5,406.00	
Grand Forks #7 PCN 21843	Grand Forks	DeMers Ave	reconstruction of DeMers Ave between N. 5th St and N. 6th St (ND297)	REMARKS:							To be bid in April 2019.
	NDDOT	Principal Arterial		OBLIGATION \$ 849,319 \$ 687,353 \$ 77,033 \$ - \$ 84,932					Operations		
	Reconstruction	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.		
				1,744.00	1,411.00	158.00		174.00	CONSTR.	1,744.00	
				Urban Regional Secondary Roads Program					TOTAL	1,744.00	
Grand Forks #8 PCN	Grand Forks	Gateway Dr.	Install red light running confirmation lights to the traffic signal on Gateway Dr. Safety projects on various corridors to install backplates and leading pedestrian timing	REMARKS: The draft TIP out for public comment had these as two separate projects. The STIP is showing as a combined projects with slightly different funding split for match							Consultant hired, no expenditures yet
	Grand Forks	Principal Arterial		OBLIGATION					Operations		
	Safety	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.		
				399.00	359.10	3.45		36.47	CONSTR.	399.00	
				Highway Safety Improvement Program					TOTAL	399.00	

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URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS)					STAGING	ANNUAL ELEMENT	Progress Report					
	RESPONSIBLE AGENCY	CLASSIFICATION		AND SOURCE OF FUNDING						2019						
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations							
				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:							To be bid in April 2019.					
	NDDOT	Principal Arterial		OBLIGATION \$ 941,258 \$ 761,760 \$ 85,372 \$ - \$ 94,126					Operations							
					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:							To be bid in April 2019.					
	Grand Forks	Capital		Amended October 2018					Operations							
					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 21884	Grand Forks	32nd Ave S	completing safety improvements at various intersection along 32nd Ave S between I29 and S. Washington St.	REMARKS:							To be bid in Fall 2019; no funds obligated yet.					
	Grand Forks	Principal Arterial		OBLIGATION					Operations							
					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						

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

2019 ANNUAL LISTINGS OF OBLIGATIONS AND PROGRESS REPORT

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS)					STAGING	ANNUAL ELEMENT	Progress Report			
	RESPONSIBLE AGENCY	CLASSIFICATION		AND SOURCE OF FUNDING						2019				
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
				FUNDING SOURCE					CONSTR.					
				TOTAL										
Grand Forks #12	Grand Forks	Washington St	Address ADA curb ramps along Washington St between Hammerling and DeMers and also between 1st Ave N and 8th Ave N.	REMARKS:										
PCN 22211	NDDOT	Principal Arterial		Amended into TIP March 2018					Operations					To be bid in June 2019; no funds obligated yet.
			OBLIGATION						Capital					
	ADA Transition	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				476.00	385.00	43.00		48.00	CONSTR.	476.00				
				Urban Regional Secondary Roads Program					TOTAL	476.00				
Grand Forks #13	Grand Forks	US #2	The entails HBP mill/overlay US #2 from N. 69th St. west to the Grand Forks Air Force Base Projects is on westbound lane	REMARKS: Eastern three miles in the MPO Study Area Funding is pending for FY2019 Amount in the MPO Study area is \$2,473,363 with federal amount of \$1,978,691										
PCN 21981	NDDOT	Principal Arterial		OBLIGATION					Operations					To be bid in Fall 2019; no funds obligated yet.
									Capital					
	Pavement Rehab	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				9,069.00	7,340.00	1,729.00		0.00	CONSTR.	9,069.00				
				Urban Regional Primary Roads Program					TOTAL	9,069.00				
Grand Forks #14	Grand Forks	N. Washington St	Conduct some Concrete Panel Replacement and grinding of the pavement over the flood diversion bridge	REMARKS:										
PCN 22180	NDDOT	Minor Arterial		OBLIGATION					Operations					Combined with project #16 below.
									Capital					
	Pavement Preserve	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				96.00	78.00	18.00	0.00	0.00	CONSTR.	96.00				
									TOTAL	96.00				

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

2019 ANNUAL LISTINGS OF OBLIGATIONS AND PROGRESS REPORT

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS)					STAGING	ANNUAL	Progress Report			
										ELEMENT				
				AND SOURCE OF FUNDING					Operations	2019				
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	Capital	R.O.W.				
FUNDING SOURCE					CONSTR.	TOTAL								
Grand Forks #15	Grand Forks	Gateway Dr.	Install traffic signals and turn lanes at intersection with N. 55th St.	REMARKS:										
PCN 22165	NDDOT	Principal Arterial	OBLIGATION	\$ 1,118,147	\$ 904,916	\$ 213,231	\$ -	\$ -			To be bid in April 2019.			
	ITS	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				600.00	486.00	114.00			CONSTR.	600.00				
				Urban Regional Primary Roads Program					TOTAL	600.00				
Grand Forks #16	Grand Forks	N. Washington S	CPR, Grinding, DBR pavement rehabilitation type work at various locations but generally described as 8th Ave N to US 2) & 4-lane N of US 2 and flood protection bridge	REMARKS: A separate project shows in the draft STIP as \$100,000 at flood protection bridge										
PCN 22180	NDDOT	Minor Arterial	OBLIGATION	\$ 1,131,281	\$ 915,546	\$ 102,607	\$ -	\$ 113,128			To be bid in April 2019.			
	Rehabilitation	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				1,420.00	1,149.50	139.30		132.40	CONSTR.	1,420.00				
				Urban Regional Secondary Program					TOTAL	1,420.00				
Grand Forks #17	Grand Forks	University Ave	Pavement preservation work tentatively described as a mill and overlay between State Road and N. 3th St.	REMARKS:										
PCN 22515	Grand Forks	Minor Arterial	OBLIGATION								Scheduled to be bid Feb 2020; no funds obligated yet.			
	Rehabilitation	Discretionary		TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.					
				3,461.00	2,459.00			1,002.00	CONSTR.	3,461.00				
				Urban Roads Program					TOTAL	3,461.00				

JOINT MEETING
GRAND FORKS CITY COUNCIL / EAST GRAND FORKS CITY COUNCIL
Wednesday, April 10, 2019 – 5:30 p.m.
Grand Forks City Council Chambers
255 N 4th St, Grand Forks, ND 58203

AGENDA

Notice is hereby given that the Grand Forks City Council will meet on the above date and time, in the City Council Chambers, 255 North Fourth Street, Grand Forks, North Dakota. Persons with disabilities who may need assistance should contact the ADA Coordinator at least 24 hours prior to this meeting at 746-2665.

1. Welcome and Roll Call
2. GF/EGF MPO South End Bridge(s)Update and Discussion
3. Other Discussion
4. Adjourn

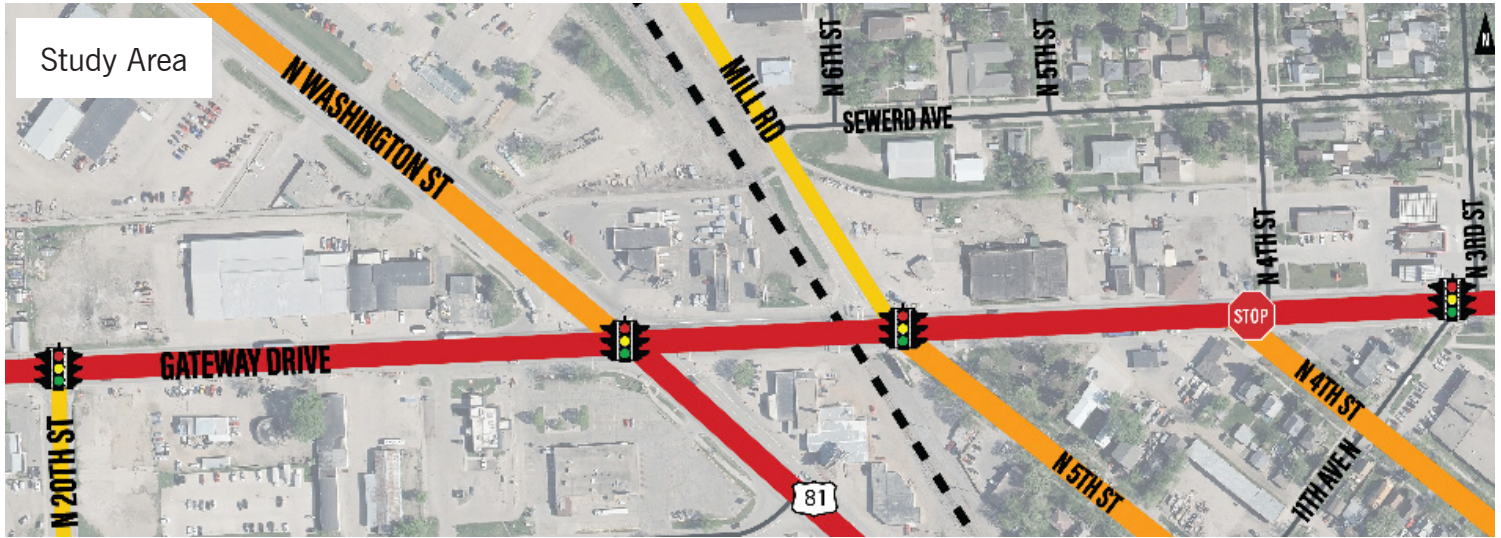
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**TRANSPORTATION PLAN UPDATE AND IMPLEMENTATION
ACTIVITIES**

MPO UNIFIED PLANNING WORK PROGRAM -UPDATE , 2019

CODE	AREA	TASK	%	ORIGINAL COMPLETION DATE	PROJECTED COMPLETION DATE
200.2	Public Participation Plan	Being scheduled to start mid-summer.		On-going	
3001	Functional Classification (Update)	Being scheduled to start mid-summer.		30-Jun-19	
300.1	ITS Regional Architecture (Update)	Preliminary background work on the architecture. Review of a portion of the material from the previous version has been completed. Project presentations will be made to the MPO TAC and Policy Board in the coming weeks, and the project will have an official kick off on April 10th with stakeholders from different focus areas invited to participate.	5%	31-Dec-19	
	CAT Route Changes	The public comment period ended March 29th. Comments have been compiled and responses are being prepared for presentation to the City Council.	80%	30-Apr-19	
300.2	CORRIDOR PLANNING				
	US 2/US 81 Skewed Intersection Study	A public meeting will be held on April 11th starting at 5:00PM in the Grand Forks City Hall Council Chambers. Consultant will inform the public on the existing and future conditions of the intersection. Consultant will gather input on the public's vision of the future for the corridor.	20%	June, 2019	
	Grand Forks Downtown Parking Study	An Open House was held to present results of the future development scenarios impact on parking supply and possible alternatives to implement to improve parking. Public comments are open until April 12th.	70%	1-May-19	
	MN 220 N Corridor Study	Recommended improvement alternatives and preliminary implementation phasing will be discussed at upcoming Steering Committee meeting in April. Improvement alternatives will be presented to the public at that time.	45%	31-May-19	
	Downtown Transportation Study	A draft background/scope of work was distributed in late March to local agencies to review and comment. Release of the RFP is expected in April.	5%	30-Jun-20	
	Traffic Count Program	Vision Camera Data Collection & Traffic Analysis Enhancements.	30%	On-going	
300.5	SPECIAL STUDIES EGF ADA Transition Plan	A final document is done but transit stop information is needed to be added. This will be done in June	95%	Dec. 2018	
300.54	CAT/UND Shuttle Merger	Information and data is being analyzed in preparation for a steering and public meeting on May 24th	25%	30-June-19	
300.6	PLAN MONITORING, REVIEW AND EVALUATION			On-going	
300.7	GIS Development			On-going	

US 2/US 81 SKEWED INTERSECTION STUDY PUBLIC INPUT MEETING



WHY THIS STUDY?

The US 2 and US 81 skewed intersection and the Mill Spur railroad create challenging traffic operations, making turning movements for trucks difficult and blocking driveways, creating safety issues for vehicles, bicycles, and pedestrians.

WHY THIS MEETING?

This meeting will present the existing and future conditions and obtain public input on these issues. The community will also be asked to help brainstorm possible alternatives and develop a list of priorities.

MEETING DETAILS: APRIL 11, 2019

OPEN FORUM: 5 to 7 PM

PRESENTATION: 5:30 PM

LOCATION: Grand Forks City Hall Council Chambers
255 N. 4th Street

Can't Make It?

Send written comments by April 26, 2019 to:

Mike Bittner, Project Manager

728 East Beaton Drive

West Fargo, ND 58078

Or via email

mike.bittner@kljeng.com with "US 2/US 81 Intersection" in the subject line.



The Grand Forks/ East Grand Forks Metropolitan Planning Organization will consider every request for reasonable accommodation. To request accommodations, contact Earl Haugen, at 701-746-2660 or earl.haugen@theforksmpl.org.

PUBLIC INPUT MEETING

WHY?

MN 220 N Corridor Study Public Open House

The Grand Forks-East Grand Forks Metropolitan Planning Organization (MPO) MnDOT, and the City of East Grand Forks is preparing the MN 220 N Corridor Study. The objective is to:

- Develop recommended corridor implementation Plan
- Identify timeframes for implementation of proposed improvements
- Identify potential action items.

Information can be found at

<http://www.alliant-inc.com/grandforks/index.html>

WHEN?

April 16, 2019
5:30 PM to 7:30 PM

WHERE?

East Grand Forks City Hall
600 DeMers Avenue
East Grand Forks, MN 56721

OPEN HOUSE CONDUCTED BY

Overcoming Barriers Strengthening Connections



Ensuring Opportunities Planning One Community

Grand Forks/ East Grand Forks Metropolitan Planning Organization and Alliant Engineering

WRITTEN STATEMENTS or comments about this project must be mailed by April 30th, to Jairo Viafara, AICP, MPO Project Manager; PO Box 5200, Grand Forks, ND 58106
Email: Jairo.viafara@theforksmpo.org
Note "Mn220 N Corridor" in email subject heading.

The Grand Forks/ East Grand Forks will consider every request for reasonable accommodation to provide:

- an accessible meeting facility or other accommodation for people with disabilities,
- language interpretation for people with limited English proficiency (LEP), and
- translations of written material necessary to access NDDOT programs and information.

Appropriate provisions will be considered when the MPO is notified at least 5 days prior to the meeting date or the date the written material translation is needed.

To request accommodations, contact Earl Haugen, at 701-746-2660 or earl.haugen@theforksmpo.org. TTY users may use Relay North Dakota at 711 or 1-800-366-6888.