



**TECHNICAL ADVISORY COMMITTEE MEETING
 OCTOBER 14TH, 2020 – 1:30 P.M.
 East Grand Forks City Hall Training Room/Zoom**

PLEASE NOTE: Due to ongoing public health concerns related to COVID-19, and the fact that the East Grand Forks City Hall is not open to the public; the Grand Forks/East Grand Forks Metropolitan Planning Organization (GF/EGF MPO) is encouraging citizens to provide their comments for public hearing items via e-mail at info@theforksmpo.org. The comments will be sent to the Technical Advisory Committee members prior to the meeting and will be included in the minutes of the meeting. To ensure your comments are received and distributed prior to the meeting, please submit them by 5:00 p.m. one (1) business day prior to the meeting and reference the agenda item your comments addresses.

MEMBERS

Kadrmas/Peterson _____
 Ellis _____
 Bail/Emery _____
 Gengler/Halford _____
 Riesinger _____

Mason/Hopkins _____
 Zacher/Johnson _____
 Kuharenko/Williams _____
 Bergman _____

West _____
 Magnuson _____
 Sanders _____
 Christianson _____

1. CALL TO ORDER
2. CALL OF ROLL
3. DETERMINATION OF A QUORUM
4. MATTER OF APPROVAL OF THE SEPTEMBER 9TH, 2020, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE
5. MATTER OF NDDOT TRANSPORTATION CONNECTIONSNDDOT
6. MATTER OF GRAND FORKS LAND USE PLAN RFP.....HAUGEN

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7. MATTER OF T.I.P. AMENDMENT FOR TRANSIT DEVELOPMENT PLAN.....HAUGEN
8. MATTER OF 2021-2022 UNIFIED PLANNING WORK PROGRAMHAUGEN
9. MATTER OF 2022-2025 T.I.P. SOLICITATION.....HAUGEN
10. MATTER OF DOWNTOWN TRANSPORTATION STUDYHAUGEN
11. OTHER BUSINESS
 - a. 2020 Annual Work Program Project Update
 - b. East Grand Forks Land Use Plan Update
 - c. FAST and Continuing Resolution
 - d. November Technical Advisory Committee Meeting Date Change
12. ADJOURNMENT

INDIVIDUALS REQUIRING A SPECIAL ACCOMMODATION TO ALLOW ACCESS OR PARTICIPATION AT THIS MEETING ARE ASKED TO NOTIFY EARL HAUGEN, TITLE VI COORDINATOR, AT (701) 746-2660 OF HIS/HER NEEDS FIVE (5) DAYS PRIOR TO THE MEETING. IN ADDITION, MATERIALS FOR THIS MEETING 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 TITLE VI COORDINATOR AT (701) 746-2660

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, September 9th, 2020
Zoom Meeting**

CALL TO ORDER

Earl Haugen, Chairman, called the September 9th, 2020, meeting of the MPO Technical Advisory Committee to order at 1:31 p.m.

CALL OF ROLL

On a Call of Roll the following members were present via Zoom: David Kuharenko, Grand Forks Engineering; Les Noehre (Proxy For Jesse Kadrmas), NDDOT-Grand Forks District; Brad Gengler, Grand Forks Planning; Nancy Ellis, East Grand Forks Planning; Dale Bergman, Cities Area Transit; Wayne Zacher, NDDOT-Local Government; Ryan Riesinger, Airport Authority; Steve Emery, East Grand Forks Consulting Engineer; and Jon Mason, MnDOT-District 2 .

Absent: Brad Bail, Stephanie Halford, Jason Peterson, Patrick Hopkins, Jesse Kadrmas, Michael Johnson, Ryan Brooks, Lane Magnuson, Lars Christianson, Nick West, and Rich Sanders.

Guest(s) present: Kristen Sperry, FHWA-North Dakota; Anna Pierce, MnDOT-St. Paul; Stewart Milakovic, NDDOT; Evan Enarson, Cam Systems; and Baird Bream, Cam Systems.

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

DETERMINATION OF A QUORUM

Haugen declared a quorum was present.

MATTER OF APPROVAL OF THE AUGUST 12TH, 2020, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE

MOVED BY GENGLER, SECONDED BY KUHARENKO, TO APPROVE THE AUGUST 12TH, 2020 MINUTES OF THE TECHNICAL ADVISORY COMMITTEE, AS PRESENTED.

MOTION CARRIED UNANIMOUSLY.

MATTER OF NDDOT STATEWIDE TRANSPORTATION PLAN

Haugen introduced Stewart Milakovic and gave him control of the screen for a brief presentation.

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Milakovic thanked everyone for allowing him and his consulting team time on the agenda to give an update on Transportation Connection, North Dakota's update for the State Long Range Transportation Plan. He said that Mr. Enarson would be giving the presentation, and added that it has been two months since they have had a chance to present information to this body, and they wanted to give a brief update on where they are at with the plan and also go a bit more indepth with future scenarios, which was something they debuted on the project website last week and it has actually been getting quite a bit of feedback from the public, so this will be their opportunity to share it with the Technical Advisory Committee. He said that he also believes that Mr. Enarson is going to engage in some additional polling with some MPO directed questions to help shape this plan.

Enarson referred to the presentation (a copy of which is included in the file and available upon request) and went over it briefly.

Enarson stated that they have been very busy, particularly reaching out to significant partners across the State and holding a number of events. He said that they had a very successful meeting with the North Dakota Department of Emergency Services that included a really wide range of Federal, State, Regional and Local Agencies, that really helped contribute to the thoughts and ideas that are going into this plan, particularly on vision and goals, but also risk and resiliency and how to address those areas in the plan.

Enarson commented that for some other events they have been following a very successful Spanish language forum that they hosted earlier in the year, and they are continuing to collaborate with the North Dakota Department of Health; who has a very interesting New Americans, Foreign born, Immigrant Advisory Board, and they are extremely interested in this plan development process and how some of the groups they represent can contribute to it, so they are continuing to coordinate with those groups, looking at potential for additional forums and other language translations for the surveys to allow for more voices.

Enarson stated that they also hosted a virtual town hall broad input meeting at the end of last month and had a handful of participants attend that were able to learn about the plan and to weigh in on vision and goal priorities. He said that they will continue to offer those town hall broad public input opportunities as the plan progresses, and particularly as a draft plan is developed.

Enarson said that on the website: www.transportationconnection.org, if you haven't had an opportunity to check it out, please do, as they have new content coming up on-line on a regular basis; most recently kind of a virtual meeting or a tour on how they are approaching scenario planning through the statewide long range plan was added, so he does encourage everyone to check that out.

Enarson commented that there is a lot of exciting stuff coming up as well; there are surveys on issues and priorities and goals that will go out to the public, and they are working on a really exciting virtual meeting or tool to help really connect the public to how transportation is funded, how much do individuals contribute, how would they set their budget, how can we understand

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the tradeoffs associated with how much we are able to invest in some of our key system components, and then what some of the performance outcomes of that might be, and then encouraging them to let them know if they would be willing to pay more or less and what mechanisms or traditional revenue options might be unacceptable to the broader public, so that information will be coming out in a month or so.

Enarson stated that, as Mr. Milakovic mentioned, planning in the time of a pandemic, and then doing virtual outreach entirely is a new experience and they are learning as they go, but they are reaching a fair number of people, particularly partner agencies and groups such as this committee, and getting more and more on-line survey responses, which people have told them is the easiest way for them to contribute to this plan overall. He added that they have attracted more visitors to their website and have been getting some great views. He said that they are looking, over the next month or two, to really roll out a robust social media presence by placing ads and encouraging people to visit to website and take a survey, which is a scenario planning tool, and really using that to kind of target their social media outreach to those specific audiences across the State; depending on where people live, what age they are, what their interest are, and some other things they can really do through social media.

Enarson commented that they wanted to preview a little bit of what they have been hearing through some of those broad input opportunities and on-line surveys and partner meetings. He said that one of the questions that they have been asking many groups, including this committee; what should our vision be for transportation in North Dakota, and they asked people if they could choose only one word to describe transportation, what would it be. He referred to a slide and pointed out that it shows an example of some of the responses they received. He said that they are collecting a great amount of input on here and they really want to frameup the vision statement for this plan using a lot of these key words, so that overall vision of where we want to be as a State in 2045 reflects what people are saying is important to them.

Enarson stated that they are also rolling out a number of surveys through some of their partner meetings, and they will have a broader public survey out on-line and through social media very soon; asking a lot of different questions about what is important to you, what are some of the opportunities out there, and then also asking some questions about what their priorities and goals should be moving forward. He added that they will continue to add responses as they come in.

Enarson referred to a slide and pointed out that it shows a quick snapshot of some of the responses that are coming in, and again, they will continue to add to this; asking people to rank what is more important and less important to them. He said that they have seen a lot of interesting responses coming in, with a lot of interest around that livable and sustainable communities, safety is always a hot topic; great responses coming back in on technology with a lot of interest from the broader public on really becoming a leader in transportation technology. He added that there is also a lot of interest around mobility and economic development, and some of the more traditional perspectives on congestion and delay and those things ranking at the bottom, so this is really encouraging, and, again, they will set up their goals and objectives and set up their goals and objectives and their plan framework to really respond to a lot of these new and emerging issues in transportation.

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Enarson commented that one of the things they have been really working hard on and collaborating internally and with a lot of their key partners and committees over the last month or so, has been on scenario planning. He said that they are taking a different tact with this plan and are kind of using an exploratory approach rather than trying to forecast trends or pick a preferred or alternative future, and they have actually identified a set of plausible alternative futures that represent the extreme of future directions where North Dakota might go, and that helps us look across all those different scenarios and outcomes and say, okay, what if something like this happens, so what, how do some of the issues and priorities and challenges and opportunities change into those scenarios and how might that impact our ability to achieve our vision and goals, and from there they can kind of really help instill the chief strategies and action and really look for some of those strategies that are common regardless of how the future turns out.

Enarson stated that he would now like to just preview the four different scenarios to give you a taste of what they are looking at.

Presentation on scenarios continued.

Enarson asked that everyone please let them know your take on how things might change, and again, they will be bringing all that information back so that we can understand a little more how each of these features might impact North Dakota, and might impact our ability to achieve our transportation vision and to develop a well responsive and agile long range transportation plan based on those strategies, so please take some time and click through this and tell us what you think.

Enarson said that he would like to highlight the current opportunity on the scenario planning. He stated that they have some future opportunities coming up as well; one of the things they want to do is work on the educational and informational tool and virtual public experience, really around funding and performance; so putting together some information on how should the future system work and perform, how important is this transportation, how well did you understand how transportation was funded, where does the money go; looking at kind of developing tools where people can set their own budget and see different performance outcomes in terms of, again, the condition of our roads, or transit ridership, our active transportation network, our safety, so they can understand, again, just how much it takes to meet some of their expectations and then look at the performance outcomes.

Enarson commented that, as he mentioned, they will use kind of an educational tool to gauge support for alternative or additional revenues; and ask people whether they might support a half cent increase in the gas tax, and if they were to support that how much money would that generate to go back to the State, and in-turn, how would that additional funding ability help meet overall expectation.

Enarson referred to a slide that illustrated a tool that is currently in development and commented that MnDOT has a great example of this on-line, where you can go ahead and type in your miles per gallon, how much you drive a year, the age of your vehicle, and it will tell you how much you pay a month to support the statewide transportation system, and how does that compare to

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your cell phone bill, your NetFlix bill, and some of those other on-going service payments that we take for granted.

Enarson said that another tradeoff tool; they will kind of build out a different look at infrastructure and services that are provided by the DOT, and allow people to set their own budget and set their own performance outcomes there; doing so within a constrained environment and an unconstrained budget environment so that we can see what people's priorities are, but ultimately we are helping link overall transportation planning to their expectations as to what is actually achievable.

Enarson stated that they also have some examples of that willingness to pay, and future transportation funding options; and building something back out where they can go ahead and let them know that they would like to pay more or maybe less in transportation revenue and how might that impact some households from a monthly budget perspective, as well as the entire State transportation budget; so if you agree to pay half a cent more or another \$1.00 in user fees, how much money would that generate and how much additional money would be available to achieve our performance goals and vision.

Enarson said that they can certainly come back to the Technical Advisory Committee at future meetings with both the results of what they hearing from the public; with the opportunity for you to go in and play with those virtual tools and tell them what you think; and again how they will link this to the long range plan; and with that they encourage everyone to visit the website, follow along on Facebook or Twitter, share some of these exciting tools with you own personal and professional networks, and help us reach a broad range of residents across the State, certain people who are even commuting into the area from out of state.

Bergman asked if this is going to be released to the public, and if so they have the ability to advertisement this on our transit vehicles, so they could help advertise this. Enarson asked if he was talking about the overall Statewide Plan and Transportation Connection. Bergman responded that that was correct. He added that if you are going to want surveys from the public, they would try to help advertise them more. Enarson responded that that would be wonderful. He added that they do have a pretty robust social media presence, and the website, and have been launching these things. He said that they have certainly talked about, in collaboration with the MPOs and other partners, to kind of join the brand, but the easiest way is for your official account to go on and follow up on line, and boost some of those audiences, but please reach out if you have any other ideas for getting the information out there and attracting more people in the process, as they are certainly open to other ideas. Bergman said that he would follow-up on this with Mr. Haugen or Mr. Enarson because he would like to see it get out to the public that is actually riding their vehicles so we can hear back from them.

Haugen said that if you haven't already signed up to be directly contacted by Transportation Connection go to the website and sign up for it. He explained that the MPO is trying to send out reminders or notices as they get them, both in our Constant Contact e-mail list and also on our Facebook Page, so you have plenty of ways to get more information and keep informed as things

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progress. He added that he would assume we will have another update next month. Enarson responded that that is correct.

Information only.

MATTER OF SOLICITATION OF NORTH DAKOTA FTA 5339 PROGRAM

Haugen reported that we are starting the next solicitation of the federal programs; the first one up is the 5339. He stated that this is an additional solicitation to the annual one, and Ms. Kouba will walk us through this agenda item.

Kouba said that the NDDOT has basically written a grant for funding buses and other associated capital projects, and they are looking at putting out an announcement and advertisement on September 7th, but she has yet to see them but will continue to keep an eye out.

Kouba commented that there is a tentative deadline for submittal of applications to the NDDOT of November 20th, so the MPO would like the applications submitted to them by November 3rd in order to be able to get them through the approval process.

Kouba stated that you can find the applications on Black Cat, however, again, we are still waiting for the official announcement and advertisement of this.

Haugen asked if Mr. Zacher has the ability to follow-up with Becky to see where we are at with on the formal announcement. Zacher responded that he made a note and will follow up on this.

Haugen commented that the NDDOT Transit has been stressing that its funding available for vehicles is our top priority so that is how we are advertising it as well; there are a lot of other capital needs, perhaps, so we will just see how this shakes out.

Haugen reiterated that you need to have your applications to the MPO by November 3rd so they can be vetted to our November Technical Advisory Committee and Executive Policy Board meetings for consistency and prioritization, and then that should allow us to get them into the NDDOT by their November 20th deadline.

Information only.

MATTER OF DISCUSSION ON NEXT T.I.P. SOLICITATIONS

Haugen reported that, again, the 5339 was an extra solicitation taking place for this particular program. He said that we are in the cycle where are starting to prepare the solicitations for our more normal federal programs, that ultimately lead to projects being programmed into the next T.I.P.

Haugen stated that on the North Dakota side they have also moved the transit regular annual programs to coincide with the highway side, so as a general rule of thumb, most of the North

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Dakota projects are going to be due to the MPO by noon on December 2nd, which is the first Wednesday of December, so that would be the Transportation Alternatives, the Urban Roads, the Regional Roads, HSIP, and Transit Annual 5339 and 5310 Programs. He said that the only exception to that would be the North Dakota Parks, who processes the Recreational Trail Program, and they usually have a different timeline and deadline, typically around the January timeframe.

Haugen said that on the Minnesota side there is more diversity in the scheduling of the T.I.P. submittals, and he is still working on getting all of those timelines identified so that they can be properly reviewed and prioritized by the MPO. He added that part of that also; Jon Mason is coordinating with the ATP scheduled, as in the past it has typically been a January deadline for most of the ATP items, however we haven't had a chance to chat about the ATP schedule with the other MPOs.

Haugen stated that this agenda item is more to get people primed to start considering what projects they might be submitted for the various federal programs and we will follow up with identifying, particularly on the North Dakota side, if there are any difference from the December 2nd deadline, and then on the Minnesota side trying to identify the various programs and their timelines for how they will be processed.

Zacher commented that he was just contacted by Becky and the ads in the paper will be starting this week for the 5339 and then the application is actually available now on Black Cat; it was published yesterday. Haugen asked if this was for the extra 5339 solicitation that is due November 3rd to the MPO. Zacher responded that that is correct.

Mason said that Mr. Haugen is correct that the need to get together and solidify the dates; he doesn't expect there will be a lot changes from last year, he thinks we are probably looking at the same general timeframes, although they aren't going to have the applications due on a Saturday, they will make those adjustments, but they will have to get those dates nailed down as far as the TA deadlines, with the letter of intent and the full application, and the regular surface transportation block grant and bridge funds, so they will get those solidified and discuss then with you and make sure they work.

Haugen commented that he does know on the Minnesota side that there was a solicitation just announced this morning that he hasn't looked at but he did see the e-mail subject line; the Safe Routes To School Demonstration Project Grant application is out right now, so if you are on the Minnesota side and you want to take a look at it, or need to have the e-mail forwarded to you, please let him know and he will get it out to you. He added that he believes those are State funds to do demonstration projects of how a curb bulb out might look at a particular location, before you actually do the hardscape investment you can take a look at it and kind of measure and get public feedback as to what the public's reaction might be. He said that many of you are perhaps familiar with the fact that the NDDOT funded somewhat of a similar project demonstration program projects as part of their Main Street Initiative and Grand Forks did implement something on DeMers Avenue and North 3rd Street, so it would be something along that line,

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although this would be focused just on Safe Routes to School techniques and not the broader traffic calming, enhancing that North Dakota DOT tried to do with theirs.

Bergman asked if he could get a list of the dates for the 5310 and regular 5339 submittals. Haugen responded that the date for them is noon December 2nd, but he will send a follow up on that. Bergman said, then, that you want one on top of the other. Haugen responded that they are due one month apart.

Haugen stated that he is sure that we will bombard Becky and her staff to get the November announcements out as early as they can so that we know what we should be applying for in December, if anything.

Information only.

MATTER OF DISCUSSION ON 2021-2022 UNIFIED PLANNING WORK PROGRAM

Haugen reported that last month we started the discussion of our next two year work program, and we did talk about having fairly tight funds, but that we may have an additional \$50,000; and we had discussed that on our regular three year cycle we do an aerial photo, and that \$50,000 would fit nicely with that project. He said that there was also discussion on the possibility of us doing 3-inch instead of our typical 6-inch resolution, but Ms. Kouba is still working on getting a cost estimate to see what that would do to the budget.

Haugen said that also in the staff report, hopefully we have some continued good news; one of our transit operators has offered the use of some of their 5307 funding, particularly earmarking it for the transit development program element of our Long Range Transportation Plan update, and so far we have had a discussion, and the transit operator and himself have forwarded it on, from the MPO perspective, to our State and Federal partners as to how we would work with these 5307 funds with the consultant; last he heard Denver FTA was still waiting for the transit operator to make contact with them. Ellis responded that that is correct. Haugen asked if it still seems that we will move forward assuming that this can be worked out. Ellis responded that she has information, but she didn't get a chance to contact Renae last week, so she will try to contact this week and work on the grant next week. Haugen said that would be great and explained that the \$120,000 is federal funds, and that also needs to have local match, the typical 20%, so that would be a great help and it would allow us to do some other studies that are needed in the Grand Forks/East Grand Forks area.

Haugen commented that last month we talked about that if there was this possibility, what other activities or studies would be out there for us to consider; and we did identify that in the past we've been doing pavement management, particularly for the Federal Aid Routes.

Haugen said that there was a year, or a cycle in the past where it wasn't an eligible activity for planning funds, but that was reversed, and it is eligible now. He added that we also know that, as highlighted in the staff report, that we are updating the Grand Forks Land Use Plan; we have the East Grand Forks update under contract and underway. He said that one of the things that Grand

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Forks was going to have done outside of the MPO plan update, they were working with Smart Growth America on doing a comparison of what it takes to develop something like a farm field being converted to City neighborhoods versus doing the same amount of development but utilizing existing or infill development, which is something the City has been working on; it is an idea they got after attending the North Dakota Main Street Conference last fall, and he thinks Brookings, South Dakota had this analysis done, but in the end with COVID-19, Grand Forks didn't do it so in talking with Mr. Gengler and finalizing the staff scope of work draft we are looking at perhaps doing a similar study as part of the regular Land Use Plan update and so we are identifying some additional funds from our current estimated \$90,000 total to incorporate that additional staff work, and we are also trying to add more emphasis or effort on really looking at all of this extra territorial area where the City might be growing and how it should plan for that growth; currently it does a universal two mile extension out in controlled land use all around areas, that leads to some areas where the City probably doesn't need to have the full two miles, but then there are also areas, particularly around some of the City's facilities like the airport and landfill and lagoon systems where we don't go out beyond the City limits at all, and so we are adding some effort into this Land Use Plan update to look at some of those areas where the City should be really concentrating it's growth on, perhaps a little more than they have in past planning efforts.

Haugen commented that all of that is taking up some additional dollars that we just mentioned that Transit is giving us, and we are kind of assuming that there is going to be about \$92,000 left in those federal funds, and with the match it would mean a total of \$115,000 available. He said that he has not heard since last month about any potential projects so he reached out to our State DOTs and he left some information and Jon Mason and himself, a while back, had briefly discussed an update on the US#2 Corridor Study in East Grand Forks as there are some projects coming up in the next five to six years such as replacing the interchange bridge at River Road and 4th Street, right off the Kennedy Bridge, and the Central Avenue and Gateway Drive intersection and there are also some safety projects identified and some safety plans out at the 5th Avenue N.E. intersection with US#2, so there is at least the start of us possibly looking at updating that corridor study. He added that he also talked with Jason Peterson about the South Washington Study; if you will recall the application in the last T.I.P. cycle was to reconstruct South Washington Street and there was some discussion about how it met or didn't meet the cost estimates contained in the South Washington Street Study, so they are wondering if this might be an opportune time to look at that, or if there are any other ideas out there, but what they are hearing is that there is likely a really good chance that we will have the additional funds, some of which are already kind of being committed to augmenting the Land Use Plan Update for Grand Forks, but there are still some remaining funds, and at least three things have been identified for consideration; 1) Pavement management, 2) US#2 Corridor in East Grand Forks, updating that study, and 3) South Washington Street Study update.

Noehre stated that they are going to put in the South Washington Street Reconstruction project again for this T.I.P. cycle, but he doesn't think that would be a good fit for the work program this time because going through that reconstruction process they will touch on everything that updating the corridor study would do, and more, so it just seems like it would be more cost effective for the project development than for the MPO work program to focus on something

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else. He added that it certainly might be for the City's Pavement Management System, if there is additional monies, he would propose looking at 32nd Avenue Corridor to go along with the 47th Avenue Interchange NEPA document or US#2 west of the Interstate in Grand Forks because of the development that is going on in that area, and the potential for more development and the recent pavement that they did to the west of there, so from the District and the DOTs point of view those would be two spots to better focus on rather than South Washington which they will cover in detail through project development. Haugen agreed those are two good ideas but added that the process is going to require that you actually work with City staff and get the City Council to ultimately submit those in priority order to the MPO, principally because the local match is coming from the City and not the District unless, we have had in the past success with the District or the DOT helping to assist with funding. Kuharenko stated that he is in agreement with Mr. Noehre on this; he does like the pavement management option as it has become eligible once again, and he also likes looking at 32nd Avenue, particularly with that 47th Avenue Interchange. He said that Mr. Noehre also brought up a really good point with US#2, with the development out there, and he knows that with the Airport and master planning going on out there that might be a beneficial thing to try to incorporate all of the development going on in that area as well. He added that in looking at getting approval from City Council, you need it for the October TAC, when would you be needing that information by in October because it looks to him like City Council would be meeting on October 5th, would that be soon enough for you. Haugen responded that that October 6th would be as good a time to have formal commitment, but of course the earlier that you can get it the easier it would be for him to prepare the actual work program document itself, so on the 5th it would be their action item. Kuharenko stated that September 28th would be the Committee of the Whole meeting where the agenda item would first be presented, but unfortunately they have already submitted items for this upcoming cycle, for September 14th and September 21st City Council meetings, so the earliest available option would be the Committee of the Whole on September 28th and the City Council on October 5th. Haugen said, though, that if you could report what the discussion was on September 28th, that would help frame up some of the work that the MPO can on its end on the work program. Kuharenko responded that they will work on getting that prepared then.

Kuharenko said that he had one quick question on the staff report; he just wanted to verify that we are continuing the traffic counting program for our traffic signals as part of the 2021-2022 program. Haugen responded that we are. Kuharenko said the second question was for the Street and Highway Plan and for the Bike/Ped Plan, are we going to be hiring a consultant to work on those activities. Haugen responded that that is the thought process; the RFPs wouldn't go out until 2022.

Reisinger stated that he just wanted to mention that he appreciate the comments regarding the airport on this and wanted to let everybody know that there have been some initial conversations with both Brad Gengler from the City as well as Earl Haugen from the MPO, and they have been included in their Master Planning process from the beginning, which was a long process, as some of you may know, but certainly the plans for the airport are significant and he thinks the timing is right for us to have these sorts of conversations relative to cooperative land use zoning in the vicinity of the airport and making sure that that is incorporated in so he appreciates the comment and he looks forward to working with everybody on that.

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Mason said that he has a question about the funding available; so with that estimated \$92,000, is that seen as a cap, if it does play out that \$115,000 with a match is available, would that be seen as a cap for a study. Haugen responded that that would be what the MPO could provide, but if say MnDOT wanted to overmatch it, instead of just meeting the minimum 20% match, if you wanted to come and do a 40% match, then the cap would be more than the \$115,000 total, either MnDOT, NDDOT, Grand Forks, East Grand Forks wanted to contribute to the total project, but that would be the MPOs cap. Mason said that that is a good amount of money, but we would have to send out RFPs and go through that process, so we don't even know exactly how much a study would cost, but with that number it is something to keep in mind when putting a scope of work together for what we can actually get based on how much potentially extra you are willing to pay. He added that as far as doing the US#2 Study in East Grand Forks, he is looking into that further and he has scheduled a couple of meetings with people within the District to learn more about their ideas and whether now would be a good time to study that so he will have to get back to you at a later date.

Haugen stated that regarding US#2 on the Grand Forks side, west of the interstate, we did study about four years ago so we would be updating that study, is that the thought process. Noehre responded that that is one idea he would say, again 32nd Avenue is another but maybe that would more essentially starting from scratch so that might cost more, but he thinks that even the last time we looked at US#2 west of the interstate, a lot of those things have changed so he thinks there is some value in updating it. Kuharenko commented that, again, he is in agreement with Mr. Noehre on that one; in general he thinks it really boils down to how much funding is available, and if we end up doing a lot of other low cost projects, if we end up getting partial pavement management, we update US#2, if there is something on the East Grand Forks with US#2 as well, it all really looks at what all is the available funding and how can we end up splitting things out to have the most effective projects out there.

Haugen commented that hearing some general interest in pavement management on the Grand Forks side, how about on the East Grand Forks side, updating the pavement management for the east side as well. Emery responded that he thinks that is something that they can discuss, but he thinks it is a good idea.

Haugen stated that from an MPO staff perspective he thinks a project that benefits both sides might be a little higher in the pecking order than a project that is focused, even though they are great studies, on benefiting one side, although anything in the metro area does benefit both sides to some degree as a general rule.

Haugen said that, again, the same timeline that we talked about with Mr. Kuharenko's question, October 6th would be the absolute latest, perhaps, to get something vetted through your local agency to identify, and if there is more than one item, what the priority order might be so that way we can work on our end on getting a work program. He added that, as noted in the staff report we do have a harsh hard deadline of November 1st for North Dakota, so we do have to get this accomplished in October, and October 14th would be our regular Technical Advisory Committee meeting and October 21st would be the regular MPO Executive Policy Board meeting so October 6th would be the absolute deadline for any formal request to the MPO for it's next

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, September 9th, 2020**

two year work program. Zacher added to please keep in mind that that November 1st date is after a 30-day draft review as well, so if we are waiting until after the Technical Advisory Committee meeting we might miss the November 1st date, but you're right, we need to get it done.

Information only.

OTHER BUSINESS

a. 2020 Annual Work Program Project Update

Haugen reported that this is our monthly update of where the MPO is at on its major activities. He stated that Mr. Gengler and himself have worked on a draft scope of work, from a staff point of view, that was just e-mailed out to the local land use subcommittee for review, and he also sent it to our State and Federal partners so they can start a review and get comments to us. He said that they anticipate that in October we will have the full RFP for consideration, hiring someone by the end of the year, and moving forward with the update.

Haugen said that East Grand Forks is under contract for their land use plan update and they have been sharing data with WSB to get them up to date and more informed of the true understanding of the City.

Haugen commented that the Future Bridge Traffic Impact study, as noted in the staff report, there have been discussions taking place among City leaders as to how to proceed with the information from the hydraulic report.

Haugen stated that the Downtown Transportation Study, September 24th is what we hope will be the final meeting of the Steering Committee, and in October we should start seeing results of where the Downtown Transportation Study is leading us.

Haugen said that the Traffic Count Program is continuing, there are some new intersections that are being updated, some of the assurances or checkpoints of when there are power outages or the camera gets moved, to tell us whether there needs to be some maintenance, either from the IT end or from the electricians to go out to the actual mast. He said that some of us are getting e-mails every Monday morning saying that they have downloaded counts and here are some intersections that are missing some counts.

Haugen stated that another thing he wanted to mention with A.T.A.C. is that they have done some augmentation of the traffic analysis website, and so we are trying to schedule a webinar with A.T.A.C. leading us on highlighting and showcasing some of those augmentations they've done to the traffic count information so look for an email announcing some possible dates for that webinar so you can start seeing how the count has been augmented.

Information only.

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, September 9th, 2020**

b. MnDOT District 2 Draft Freight Plan

Haugen reported that MnDOT District 2 has been working on drafting a Freight Plan for the district, and the MPO has been involved and we would invite you to look at their website: www.district2freightplan.com. He stated that they have some interactive surveys and information for you to look at. He added that MPO and District staff have been holding discussions on some suggested enhancements from the MPOs perspective in the freight plan, so the draft is out there and we are alerting you to the website and ask that you take a look at it and provide some feedback on it.

Mason thanked Mr. Haugen for bringing that up and including the link here. He added that they are planning to do some social media postings and do a news release, maybe by the end of the day or tomorrow, and they are looking at about a 30-day comment period where they are asking people to provide feedback, so it would be ideal if you could get them your comments by October 9th, the earlier the better, and they will do their best to incorporate them and discuss them with you as needed. He commented that this is been about a year long process, and they are looking forward to using the plan for future solicitations and enhancing the freight system in Northwestern Minnesota. He said that if anyone has any questions feel free to contact him, his name will be on the website and the news release along with his contact information.

Information only.

c. End Of Federal Fiscal Year 2020

Haugen stated that the other big topic would be that the end of September is the end of the Federal Fiscal Year, it is the end of FAST-ACT as well. He asked if the State and Federal partners have anything to add about the end of September and the start of October and Re-Authorization and Appropriations.

Sperry commented that they haven't heard anything more than you have, they are still waiting for an update.

Information only.

ADJOURNMENT

***MOVED BY KUHARENKO, SECONDED BY GENGLER, TO ADJOURN THE
SEPTEMBER 9TH, 2020, TECHNICAL ADVISORY COMMITTEE MEETING AT 2:39
P.M.***

MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by,

Peggy McNelis, Office Manager



MPO Staff Report

Technical Advisory Committee: **October 14, 2020**

MPO Executive Board: **October 21, 2020**

RECOMMENDED ACTION: Update on NDDOT Statewide Long Range Transportation Plan.

Matter of the Update for NDDOT Statewide Long Range Transportation Plan.

Background: The MPO staff has previously informed its MPO members of the NDDOT's updating its statewide transportation plan. NDDOT staff and consultants will be presenting before the MPO TAC and Board.

From the NDDOT Press Release:

The North Dakota Department of Transportation (NDDOT) is launching Transportation Connection, a Long Range Transportation Plan that will look out more than 20 years into the future and help identify plausible scenarios for transportation in the state.

"Transportation Connection is our opportunity to make transportation easy, safe and accessible for everyone in the years to come. North Dakotans' voices and ideas are essential to its success. We want to hear from them directly," said Bill Panos, NDDOT Director.

The NDDOT will use online engagement opportunities, surveys, videos, social media and direct conversations to collect information to help shape the future of transportation in North Dakota. Due to the rapidly changing nature of the COVID-19 pandemic, the NDDOT will slowly introduce in person outreach as appropriate.

The tentative project timeline will be as follows:

- **Spring** – Stakeholder coordination and planning
- **Summer** – Public, tribal and stakeholder online meetings and surveys
- **Fall** – Needs assessment, plan preparation and scenario planning
- **Winter** – Plan development and implementation

NDDOT shall coordinate its planning with the MPO's transportation planning activities. NDDOT has indicated that this update will be a more extensive effort and will expand upon the new paradigms in transportation planning. Since this is the first update since the requirements of performance based planning and programming, the NDDOT will also address these new requirements into its document.

There are many similarities to the MPO planning process. There are two major differences that need to be pointed out. First, the Forks MPO must coordinate with two statewide long range transportation plan to craft a Metropolitan Transportation Plan. The results of these two state efforts requires the Forks MPO to meld together the similarities and differences between these two efforts. Some things the MPO addresses may not be incorporated at the same level within the NDDOT plan.

Second, the MPO has very specific fiscal planning and fiscal constraints on its plan. NDDOT is not required to had this same level of detail. Therefore, the NDDOT will not be project specific nor identify fiscal constraint issues. However, the NDDOT plan will include discussion of future

revenues, alternative funding sources, and potential future funding needs to meet customer expectations.

Further information can be found at: <http://www.transportationconnection.org>

MnDOT has also announced it will be updating its statewide long range transportation plan. Their effort has started later and is not yet to the same level as NDDOT. In the future, MnDOT will also be engaging the TAC and Board on its efforts.

At some point, the MPO staff has indicated to both states that it would be ideal if both state efforts could be discussed at the same TAC and Board meetings.

ANALYSIS AND FINDINGS OF FACT:

- The MPO and NDDOT must cooperatively work together in finalizing their respective transportation plans.
- A website specific to the NDDOT Statewide Transportation Plan update has been created.

SUPPORT MATERIALS:

- Information submitted by NDDOT.

Transportation Connection

MPO Update

October 2020

Plan Development Progress

- **Continuing our partner and public outreach**
 - Introductory meetings with tribal authorities
- **Launched Priorities Survey**
 - https://form.jotform.com/NDDOT_LRTP/priorities
- **Launched Bike/Ped Survey**
 - Partnership with North Dakota Active Transportation Alliance
- **Launching virtual tools to connect expectations, funding, and performance**
 - Public education on transportation funding, budget allocations, and performance outcomes
 - Experiment for public: Meeting performance targets with additional revenues
 - Survey information on Willingness to Pay provides context for TC Plan goal-setting

Engagement Reach

26

...public and partner events

557

...online survey responses

250+

...virtual meeting participants

**Over
1,300**

...unique website visitors

1,300

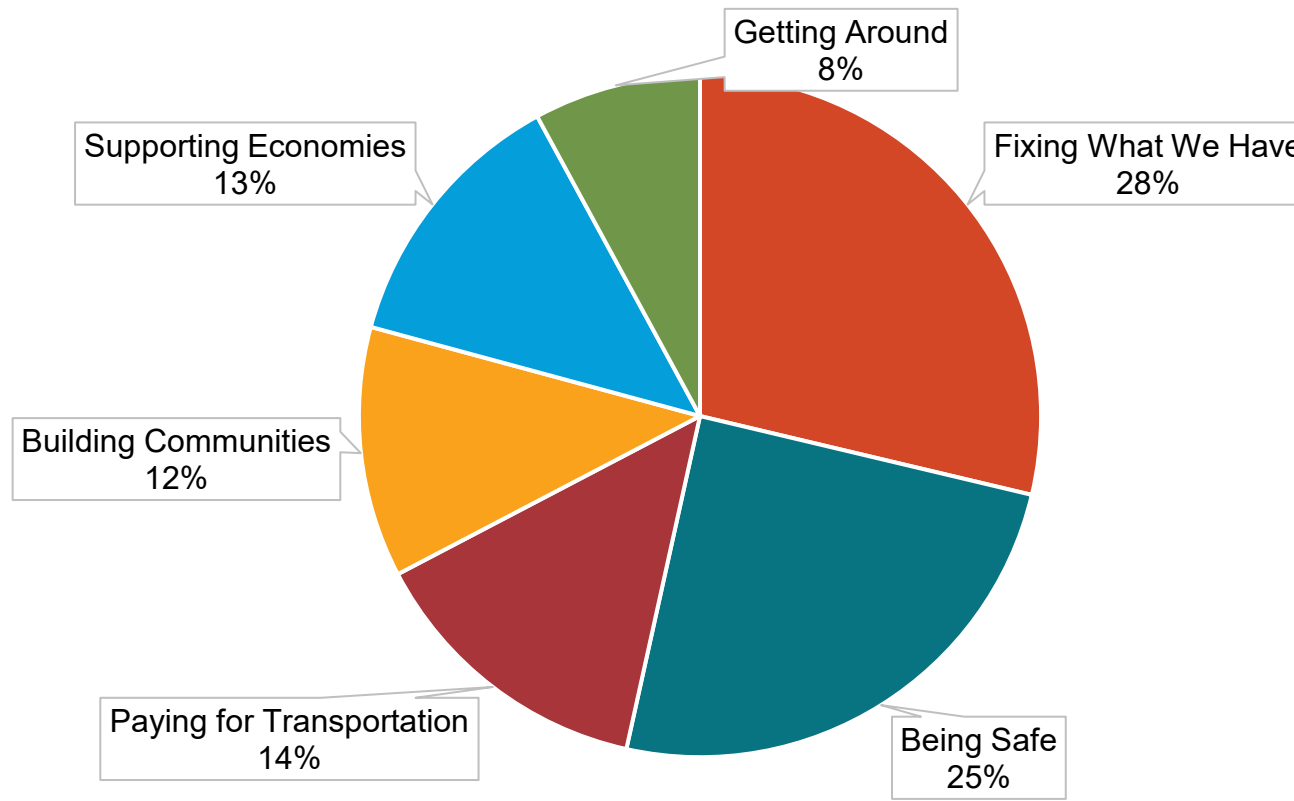
...views of TC101 online meeting

3,887

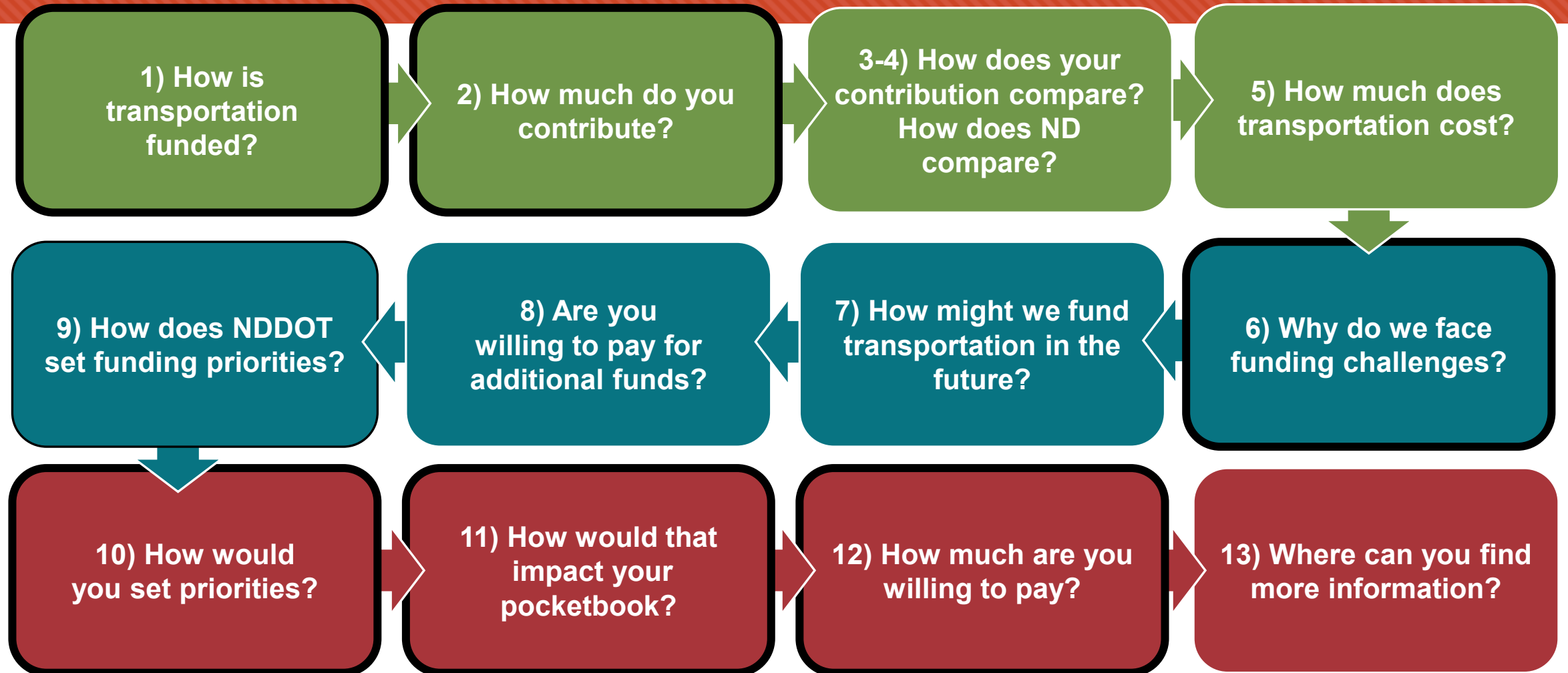
... likes and interactions on social media in the past 30 days

What Are We Hearing?: What are our priorities?

What are the most significant transportation issues facing North Dakota today?
Choose your top 3 issues



Telling The Story

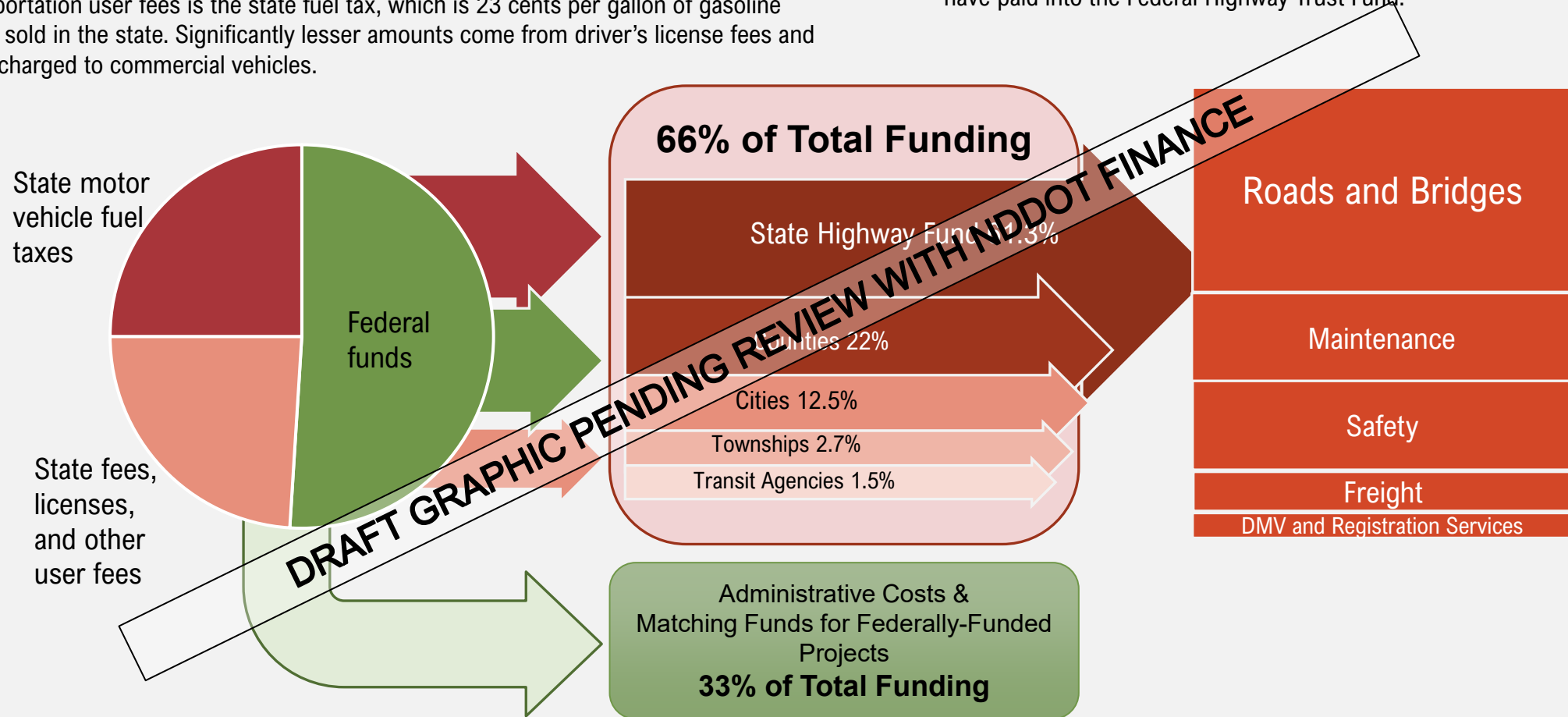


How is transportation funded in North Dakota?

North Dakota's transportation system is a tremendous asset. The system was built by our parents and grandparents who believed investing in transportation was important for them and future generations. Today it has a replacement value of \$14.2 billion.

The state transportation user revenue comes from state fuel taxes you pay when you buy fuel for your vehicle and registration fees you pay to license your vehicle. The largest source of revenue for state transportation user fees is the state fuel tax, which is 23 cents per gallon of gasoline and diesel fuel sold in the state. Significantly lesser amounts come from driver's license fees and some permits charged to commercial vehicles.

A significant amount of transportation funding comes from the federal government. Federal funding is generated by the federal fuel tax – 18.4 cents per gallon for gasoline and 24.4 cents per gallon for diesel. The majority of federal revenue is dedicated to pay for a share of eligible highway improvement project costs. Historically, North Dakota has received \$2 of Federal Highway funds for every \$1 North Dakota drivers have paid into the Federal Highway Trust Fund.



How much do you pay each month?

If you drive a pickup truck that averages 20 mpg and you drive 12,000 miles per year, you pay \$11.50/month or \$138/year. **Select an option from the drop-down menus that is the closest to your driving experience to see how much you pay each month.**



Your average mpg

Miles driven each year

Age of your vehicle

Weight of your vehicle
(Select the example that best matches your vehicle)

You currently pay

\$11.50

per month in **North Dakota state fuel taxes** and

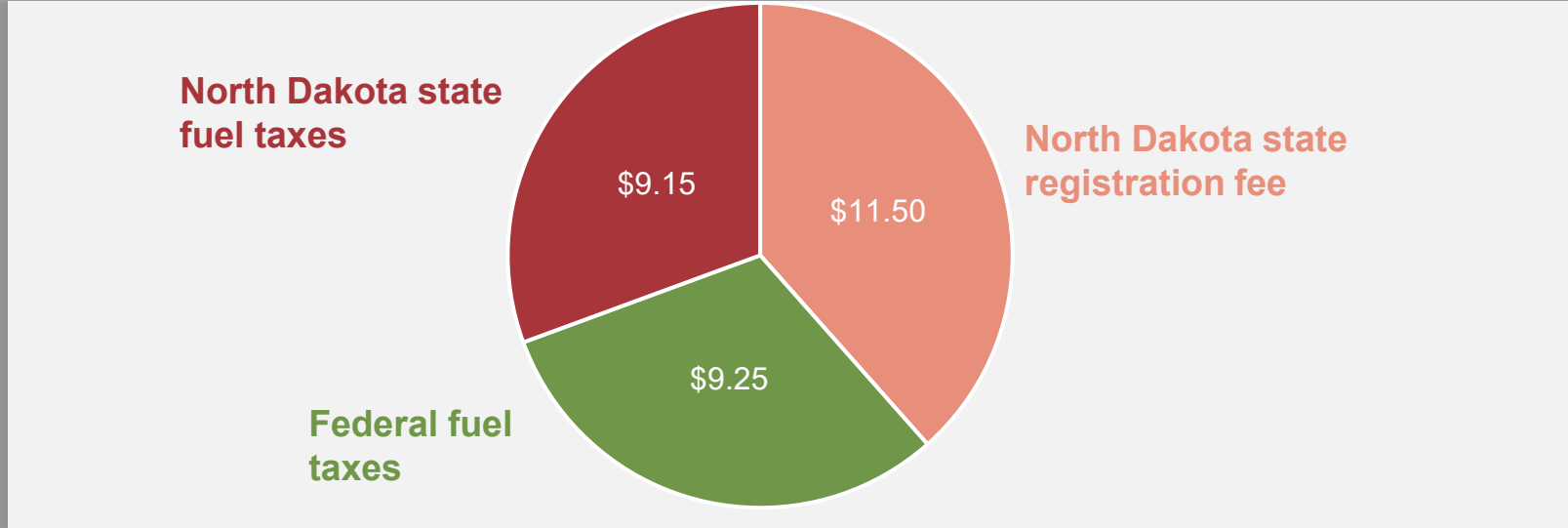
\$9.25

per month in **registration fees**

In addition to state fuel taxes and fees you pay approximately

\$9.16

in **Federal fuel taxes** each month.



Why are we facing funding challenges?

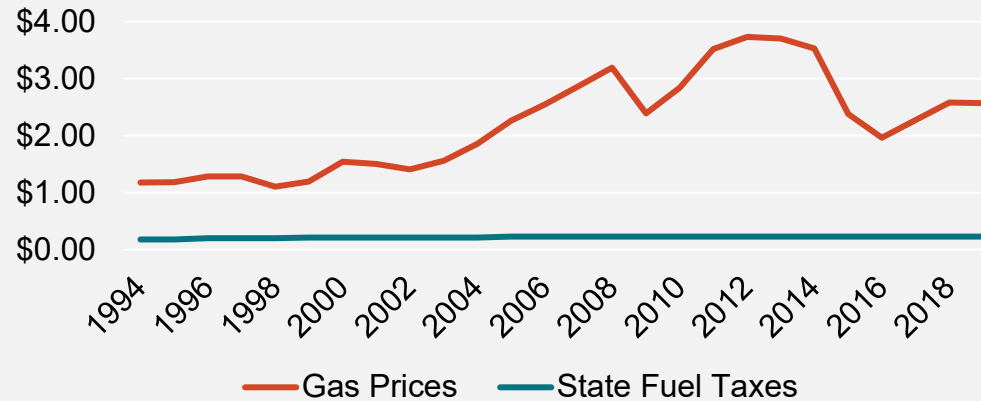
North Dakota's state transportation revenues are heavily dependent on motor fuel taxes and vehicle registration fees.

Motor fuel taxes are levied per gallon, not per dollar. **As fuel economy improves, people buy less gas and the state receives less revenue.**

The last time North Dakota state rates were raised was in 2005. The last time Federal gas rates were raised was 1993. The same amount of revenue purchases fewer projects as project costs increase.

North Dakota's federal funding is projected to remain relatively flat, while North Dakota's state transportation revenues are likely to grow very slowly under current conditions. North Dakota raised fees on electric and hybrid vehicles to compensate for their lower-to-zero gas tax contributions, but these vehicles are a small percentage of the total number of vehicles in the State, and their funding contributions are similarly low.

ND Gas Prices and State Fuel Taxes, 1994-2019



Because services or service levels are directly related to available funding, all of the transportation services NDDOT provides today would require **\$24.6 billion over the next 20 years**. This equates to a gap of \$14.6 billion of additional funding compared to today's funding levels over the next 20 years.

Move ND has identified \$2.2 billion in critical investments for the highway network alone over the next 10 years. These are crucial investments to maintain key system components and minimize freight restrictions.

Would you support additional funding for transportation infrastructure and services?

- No, we can make do with what we have
- Yes, we can make good use of additional funds

\$10.0 b

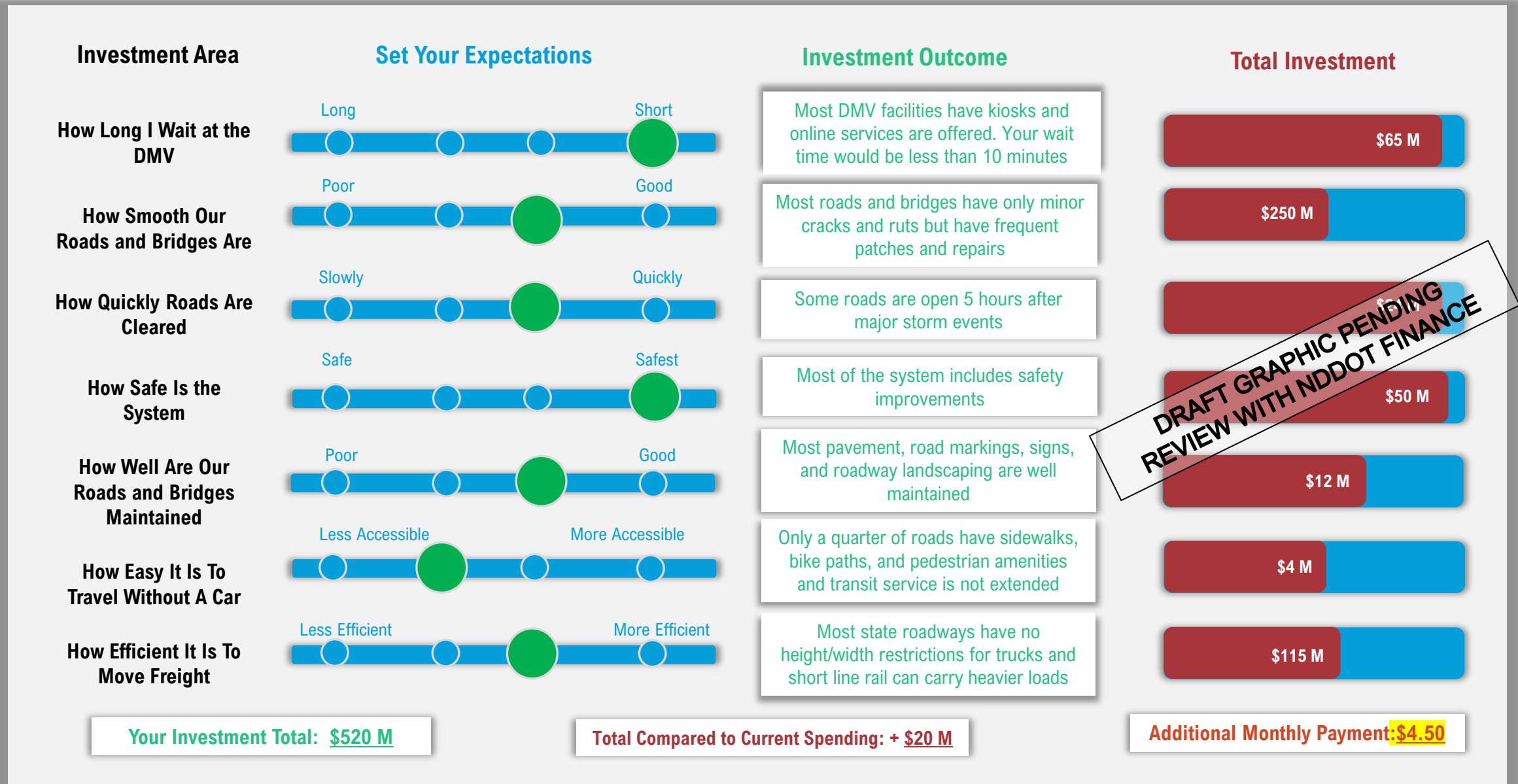
Current
20-Year
Funding

\$24.6 b

Projected
20-Year
Service
and Asset
Need

How would you invest in transportation?

Slide the bars to set your expectations for each area. Invest as little or as much as you choose and see if you're investing more or less than what is currently available.



How would new funds impact your pocketbook?

Now you've learned more about how transportation is funded and what challenges we face in meeting our future needs. You've set your own budget priorities and invested in North Dakota's transportation system and seen how that investment compares to current levels. At your proposed level of investment, how would your contribution to transportation change?

Additional Monthly Contributions Needed: \$4.50

Choose from the options at right to see how much more could be raised for transportation.

Change in State fuel tax **\$0.05**

Change in registration fees **\$1.00**

You elected to contribute an additional

\$3.75

per month in state transportation costs.

If everyone in North Dakota did the same, an additional

\$37.0 million

could be available to support our state transportation system and services.

How much would you invest in transportation?

Based on what you just learned about how much it costs for NDDOT to deliver your expectations and keep North Dakota's transportation system and services in good order. Please tell us a bit more! Your responses will help NDDOT understand North Dakotans' priorities and values for the state's transportation network.

	Decrease	No Change	Increase
How Long I Wait at the DMV	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
How Smooth Our Roads and Bridges Are	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
How Quickly Roads Are Cleared	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
How Safe Is the System	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
How Well Are Our Roads and Bridges Maintained	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
How Easy It Is To Travel Without A Car	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
How Efficient It Is To Move Freight	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Now that you've learned about how transportation is funded in North Dakota...

Do you support a change in fuel taxes?

- Increase of 1 to 5 cents
- Increase of 5 to 10 cents
- Decrease of 1 to 5 cents
- Decrease of 5 to 10 cents
- No change

Would you support a change in monthly registration fees?

- Increase of \$1
- Increase of \$1 to \$5
- Decrease of \$1
- Decrease of \$1 to \$5
- No change

Please share any other comments you have on this topic

SUBMIT

Next Steps

- Develop Funding and Performance tool in late September/early October
- Send Funding and Performance tool to NDDOT Project Advisory Team members for testing in early October
- Roll-out Funding and Performance tool in mid-October
- Conduct social media blitz to promote Funding and Performance tool, priority survey, and other Transportation Connection content
- Develop Transportation Connection plan framework

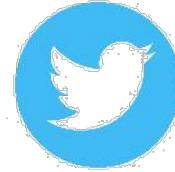
How Can You Reach Us?



www.dot.nd.gov/projects/lrtp/



www.facebook.com/TransportationConnection/



www.twitter.com/ndlrtp



www.instagram.com/transportationconnection/

ND Dept of Transportation

Stewart Milakovic | smilakovic@nd.gov

Project Team

Evan Enarson | eenarson@camsys.com



MPO Staff Report
Technical Advisory Committee:
October 14, 2020
MPO Executive Board:
October 21, 2020

RECOMMENDED ACTION: Approval of the Grand Forks Land Use Plan Update Request for Proposals (RFP).

Matter of the approval of the Grand Forks Land Use Plan update RFP.

Background: The City of Grand Forks and the MPO have worked cooperatively on a Land Use Plan update. This cooperative process allows for the City to have a Land Use Plan that plans for a future that is guided by the most current vision that the City wishes to follow. The MPO has a clearer understanding of how the City plans to grow as it updates Regional plans every five years.

An up to date Land Use Plan is vital in the process to update the MPO Metropolitan Transportation Plan (MTP). The Land Use Plan will establish the current population and the percent growth per year for the future for the MTP. The Land Use Plan will also establish the areas of the City that will be used to accommodate the growth of the City whether it is residential or employment. This vision of how and where the City grows will establish the transportation network of the City in the future. The transportation network is established in the Metropolitan Transportation Plan, which will plan how people get to and from these new areas of growth.

The current Grand Forks Land Use Plan was adopted in November 2016. Since that time the City has grown, changes in the business community have happened, and a new vision of the future might be needed.

The consultant will be required to do public meetings, work with the steering committee identified in the RFP, and report to the City's Planning Commission and/or City Council to gather input and comment at various stages of the planning process.

This RFP is set to be advertised on October 22nd, with contract approval on December 23rd. A draft of the plan is expected to be submitted by the consultant by January, 2022 to be presented to the Public, Grand Forks Planning Commission, Grand Forks City Council, MPO TAC, and MPO Executive Board throughout the month of January. A copy will be sent to MNDOT, NDDOT, and FHWA for their input. The finalized plan will be submitted on March, 2022 and go through the process again. The deadlines mentioned are for the consultant to get documents to the MPO. The complete printed

document should be to the MPO by April, 2022. There is a not to exceed consultant budget of \$1350,000 for this project. The cost will be spread between the 2020 and 2022 Work Programs.

Findings and Analysis:

- Grand Forks Land Use Sub-committee recommended approval of the scope of work.
- The scope of work was submitted for review to the State DOTs and FHWA-ND.
- In the 2020 Work Program
- Staff recommends approval of the RFP.

Support Materials:

- Draft Grand Forks Land Use Plan RFP



Grand Forks - East Grand Forks

METROPOLITAN
PLANNING ORGANIZATION

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

**Request for Proposals
for
Transportation Planning Services**

Grand Forks 2050 Land Use Plan
Grand Forks, ND

October 2020

**REQUEST FOR PROPOSALS
FOR
TRANSPORTATION PLANNING SERVICES**

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

East Grand Forks 2050 Land Use 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 project has a not to exceed budget of \$**135,000** dollars.

Interested firms should contact Earl Haugen, at the MPO, 600 DeMers Avenue, East Grand Forks, MN 56721. Contact can also be done via phone 701.746.2657 or by email: earl.haugen@theforksmpo.org

All proposals received by **December XX, 2020**, at Noon at the MPO Office will be given equal consideration. Minority, women-owned, and disadvantaged business enterprises are encouraged to participate. The full length of each proposal should not exceed twenty-five (25) double-sided pages, including any supporting material, charts, or tables. **Electronic proposals are preferred** in Microsoft Word or Adobe Acrobat format; however they must be easily reproducible by MPO in black-and-white. If printed copies are sent, only six (6) should be sent and the MPO will not accept spiral bound proposals; consultants are encouraged to prepare proposals in a format that will ensure for efficient disposal, and are encouraged to use materials that are easily recycled. A sealed cost proposal must still be provided in hard copy by noted due date. Submittals must be received no later than **December XX, 2020** at noon (Grand Forks local time). Hard copies of technical and/or cost proposals should be shipped to ensure timely delivery to:

Earl Haugen
Grand Forks – East Grand Forks MPO
600 DeMers Avenue
East Grand Forks, Minnesota 56721.
earl.haugen@theforksmpo.org

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

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Appendix A Attachments 1 and 2

Appendix B Cost Proposal Form

**REQUEST FOR PROPOSALS FOR
TRANSPORTATION PLANNING SERVICES**

I. PURPOSE OF REQUEST

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

Grand Forks 2050 Land Use Plan in Grand Forks, ND

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

**Phone: 701/746-2657
e-mail: earl.haugen@theforksmpo.org**

B. Proposals shall be submitted to:

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

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

**Proposal For:
Grand Forks 2050 Land Use Plan in East Grand Forks, MN
Firm's Name
GF/EGF MPO**

All proposals must be received by noon December XX 2020 at which time the technical proposals will be opened for review. Cost proposals will remain sealed in a secure place until technical ranking is complete and contract negotiations begin. An electronic copy or six (6) copies of the technical proposal must be provided. One copy of the cost proposal shall be submitted in a separate, sealed, and clearly marked envelope.

D. Selection Committee

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

- City of Grand Forks Planning Department
- City of Grand Forks Engineering Department
- City of Grand Forks Community Development Department
- Grand Forks Planning Commission Member
- MPO

Once the written proposals are received, the Selection Committee will rank the proposals. A 40 minute interview will be scheduled on **December XX, 2020** 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 project shall have, directly or indirectly, any financial or other personal interest in any such contract or subcontract. No engineer, attorney, appraiser, inspector, or other person performing services for the MPO, state, or a governmental instrumentality in connection with a project shall have, directly or indirectly, a financial or other personal interest other than his employment or retention by the MPO, state, or other governmental instrumentality, in any contract or subcontract in connection with such project. No officer or employee of such person retained by the MPO, state, or other governmental instrumentality shall have, directly or indirectly, any financial or other personal interest in a project unless such interest is openly disclosed upon the public records of the MPO, the NDDOT, the MnDOT, or such other governmental instrumentality, and such officer, employee, or person has not participated in such acquisition for and in behalf of the state.

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

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

L. Subcontracting

The contractor may, with prior approval from the MPO, subcontract as necessary to accomplish the contract

objectives. Subcontracts shall contain all applicable provisions of this agreement, and copies of the subcontract must be filed with the MPO.

M. Assignments

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

N. Procurement - Property Management

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

O. Termination

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

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

P. Amendments

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

Q. Civil Rights

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

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

R. Civil Rights - Noncompliance

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

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

S. Energy Efficiency

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

T. Handicapped

The contractor shall ensure that no qualified handicapped individual, as defined in 29 USE 706(7) and 49 CFR

Part 27 shall, solely by reason of this handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives or benefits from the assistance under this agreement.

U. EPA Clean Act and Clean Water Acts

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

V. Successors in Interest

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

W. Waivers

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

X. Notice

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

Y. Hold Harmless

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

Z. Compliance with Federal Regulations

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

III. PRELIMINARY PROJECT SCHEDULE

A. Consultant Selection

Advertise RFP to Qualified Firms	October 22, 2020
Receive Proposals	December XX, 2020
Selection Committee Activity:	
Review Proposals	December XX 2020
Proposal Interviews	December XX, 2020
Select Finalist	December XX, 2020
Contract Negotiations Completed	December XX, 2020

MPO Policy Board Approval of Consultant Selection and Contract	December XX, 2020
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B. Project Development

Notice to Proceed	January, 2021
Draft Report Submittal	January, 2022
Final Report Submittal	April, 2022

IV. RFP EVALUATION CRITERIA & PROCESS

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

A. Understanding the Scope-of-Work and Proposed Project Approach (25% weighted score)

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 Projects (25% weighted score)

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% weighted score)

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

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

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

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

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

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

The MPO is an Equal Opportunity Employer.

V. TERMS AND CONDITIONS

- A. The MPO reserves the right to reject any or all proposals, or to award the contract to the next most qualified firm if the successful firm does not execute a contract within forty-five (45) days after the award of the proposal.
- B. The MPO reserves the right to request clarification of information submitted and to request additional information of one or more applicants.

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

VI. PROPOSAL FORMAT AND CONTENT

Proposals shall include the following sections at a minimum:

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

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

A. Introduction and Executive Summary

Provide the following information concerning your firm:

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

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

B. Administrative Questions

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

1. Identify the respondent's authorized negotiator.

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

2. **Provide workload and manpower summaries to define respondent's ability to meet project timeline.**

C. Summary of Proposed Technical Process

Discuss and clearly explain the methodology that your firm proposes to use to satisfactorily achieve the required services on this project. The respondent must document his/her clear understanding of the RFPs entire scope of

work and project intent (see VII of RFP) for Transit Development Plan Update, data requirements, public participation process, and alternative evaluation methodology. Include all aspects of technical analysis, projections, advanced technology and software, and public participation processes. Address any unique situations that may affect timely, satisfactory completion of this project.

D. Project Staff Information

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

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

E. Similar Project Experience

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

F. References

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

G. DBE/MBE Participation

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

H. Cost Proposals/Negotiations

1. Cost Proposals

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

2. Contract Negotiations

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

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

VII. BACKGROUND AND SCOPE OF WORK

A. Background

The MPO requests proposals from qualified firms with proven experience to conduct a 2050 Grand Forks Land Use Plan Update Study. It is the MPO's intention to select one successful respondent to deliver some or all of these services in 2020-2021.

Desired services will involve the following elements:

- Review, goals, objectives and standards for the area with modifications to reflect performance based planning.
- Incorporate State of North Dakota Main Street Initiative and Grand Forks Downtown Action Plan on smart planning practices and how they might be applicable to areas outside of the Downtown.
 - Healthy Vibrant Communities
 - 21st Century Workforce
 - Smart Efficient Infrastructure
- Identify future land use designations including review and update to the City's growth management system primarily conceptualized in the growth tier designations.
- Identify and examine development and redevelopment of areas that are vacant and/or underutilized and assist in understanding development/redevelopment concepts for those areas
 - More specifically, provide ideas on the adaptive reuse of vacant large-scale commercial spaces with an emphasis on the existing transportation network and how public transit can benefit from the repurposed spaces.
- Identify management concepts to provide the City with the ability to implement the resulting recommendations.
- **Prepare a public involvement plan based upon the MPO's and City's public involvement process.**
- Produce a final report with the assistance of MPO and City Staff.
- Updated Annexation Points system and subsequent maps **(This would be 100% City- funded)**
- Assist the Planning Department with developing a form that can be used as a tool to evaluate plans for projects and development requests with a focus on how the plans measure up to the goals, objectives and standards of the 2050 update. **(This would be 100% City funded)**

The current 2045 Grand Forks Land Use Plan needs to be updated. The City, in conjunction with the MPO, is in the process of preparing a 2050 Land Use Plan Update. The Land Use Study will provide the foundation for addressing future growth areas in the Land Use Plan Update and provide guidance to address code changes that are needed for implementation. The study will also provide information and insight for the upcoming update of the metropolitan travel demand forecasting model and Grand Forks – East Grand Forks Transportation Plan.

Past City Land Use Plans have covered the adjacent areas to the City Limits to the full four (4) mile extraterritorial extension allowed by State Law. The City currently extends its land use regulatory jurisdiction two (2) miles beyond city limits.

B. Scope of Work

TASK #1

Review goals/objectives for the area:

Existing Goals have been expressed in terms to provide sound foundation for regulations that will implement the vision. Objectives include quantifiable measures against which development proposals can be assessed as to how they meet the vision and goals. The consultant will lead in an effort to condense the goals/objectives/Standards statements into substantially less in number and re-write to ensure easier to read/ understand and use.

The 2045 Plan updated concepts of:

- growth management, <https://www.grandforksgov.com/home/showdocument?id=15972>
- principles of livability, <https://www.fhwa.dot.gov/livability/> and
- incorporated the Ladders of Opportunity initiative_ <https://www.transportation.gov/fastact/opportunities-factsheet> .

The 2050 update intends to maintain these concepts. Regarding growth management, the consultant will assist the City in defining its interests in the area between the two (2) mile and four (4) mile extraterritorial extension (see map). There are areas where the City's two (2) mile extension does not extend jurisdiction beyond city limits. The prime example of this is in the area around the airport. Annexation out to the airport using "umbilical cord" annexations do not allow the implementation of extraterritorial extension. Therefore, there is land (within city limits and under full City planning and zoning) where adjacent property is not subject to the same.

The consultant will facilitate the City and adjoining jurisdictions in developing a strategy and conceptual identification of areas where the two to four mile City interests needs to be more defined. Conversely, there may be identified areas within the two mile that can be relaxed from full City jurisdiction.

This task also includes the incorporation of the North Dakota Main Street Initiative, as implemented at a local level in the Downtown Action Plan, as it relates to smart, efficient infrastructure. The purpose of this is to help the City assess its progress towards implementing the Land Use Plan.

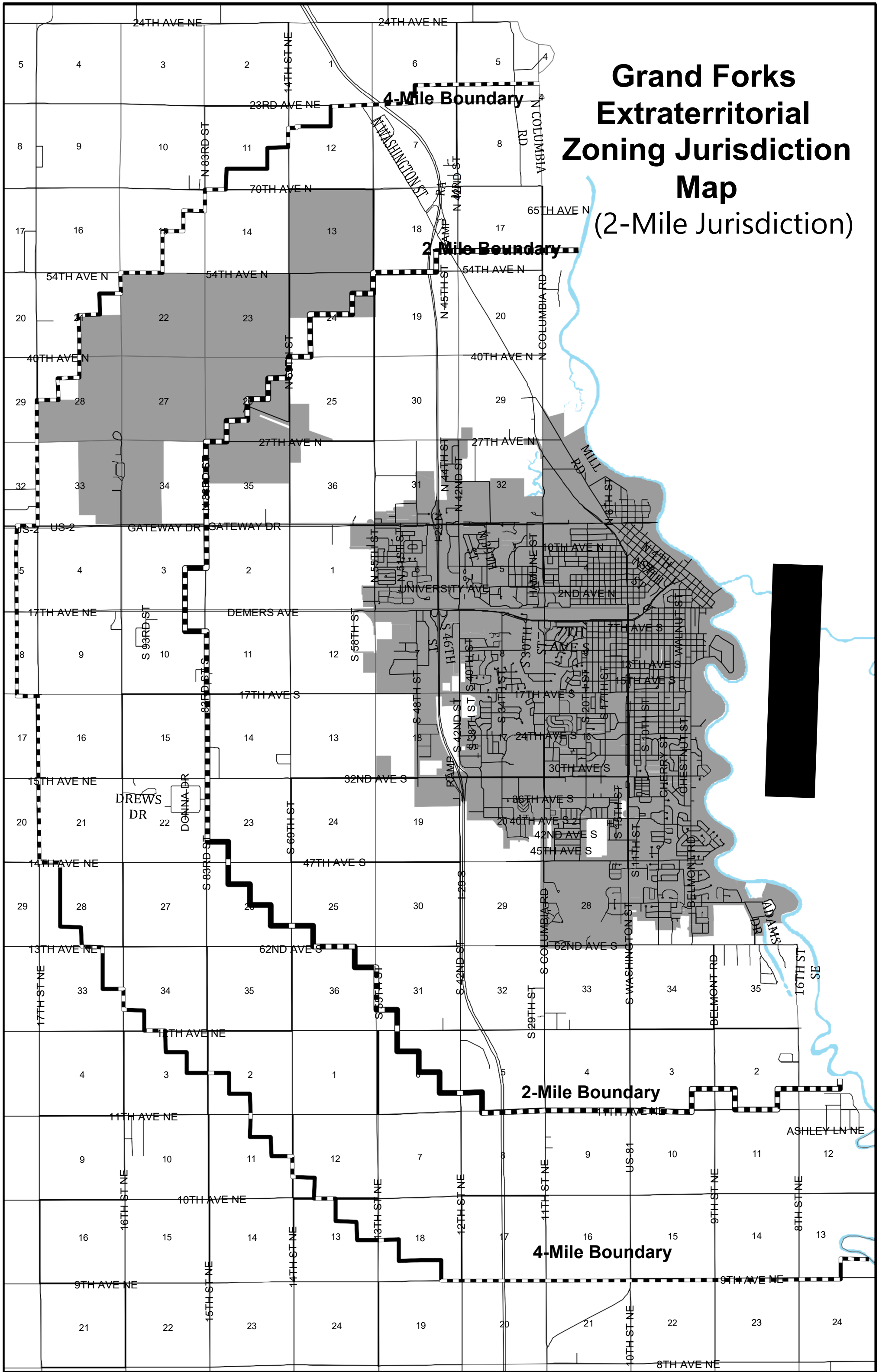
The task requires both technical involvement of officials from various agencies and general public.

Market Overview: The consultant will conduct a market overview of local and regional markets. Working with the Grand Forks Planning & Zoning Land Use Subcommittee and staff, the consultant shall obtain an understanding of future growth areas and past growth plans. An interview with local officials, financial institutions, developers and real estate agencies will be a necessary part of this activity.

Review Land Use and Population/Employment Control Totals: The City is experiencing growth to the west and south of the city. Some of these areas have specific design plans that have been adopted or will be adopted by the time this study begins. The land use plan should include these changes as well as look at the future land use needs.

Additionally, a projected population and employment total has been identified as an attempt to quantify possible future acreage needs for the various land uses. The consultant will review these items and provide a critique of them. The consultant will be asked to suggest modifications to ensure compatibility to this scope of work.

Grand Forks Extraterritorial Zoning Jurisdiction Map (2-Mile Jurisdiction)



Evaluate and incorporate other studies and planning efforts into the update. These documents will include the Grand Forks Downtown Action Plan, Grand Forks Park District's Master Plan, the Grand Forks International Airport Land Use Compatibility Plan, and other studies currently underway by the University of North Dakota, the Public Arts Commission, and the Downtown Development Association.

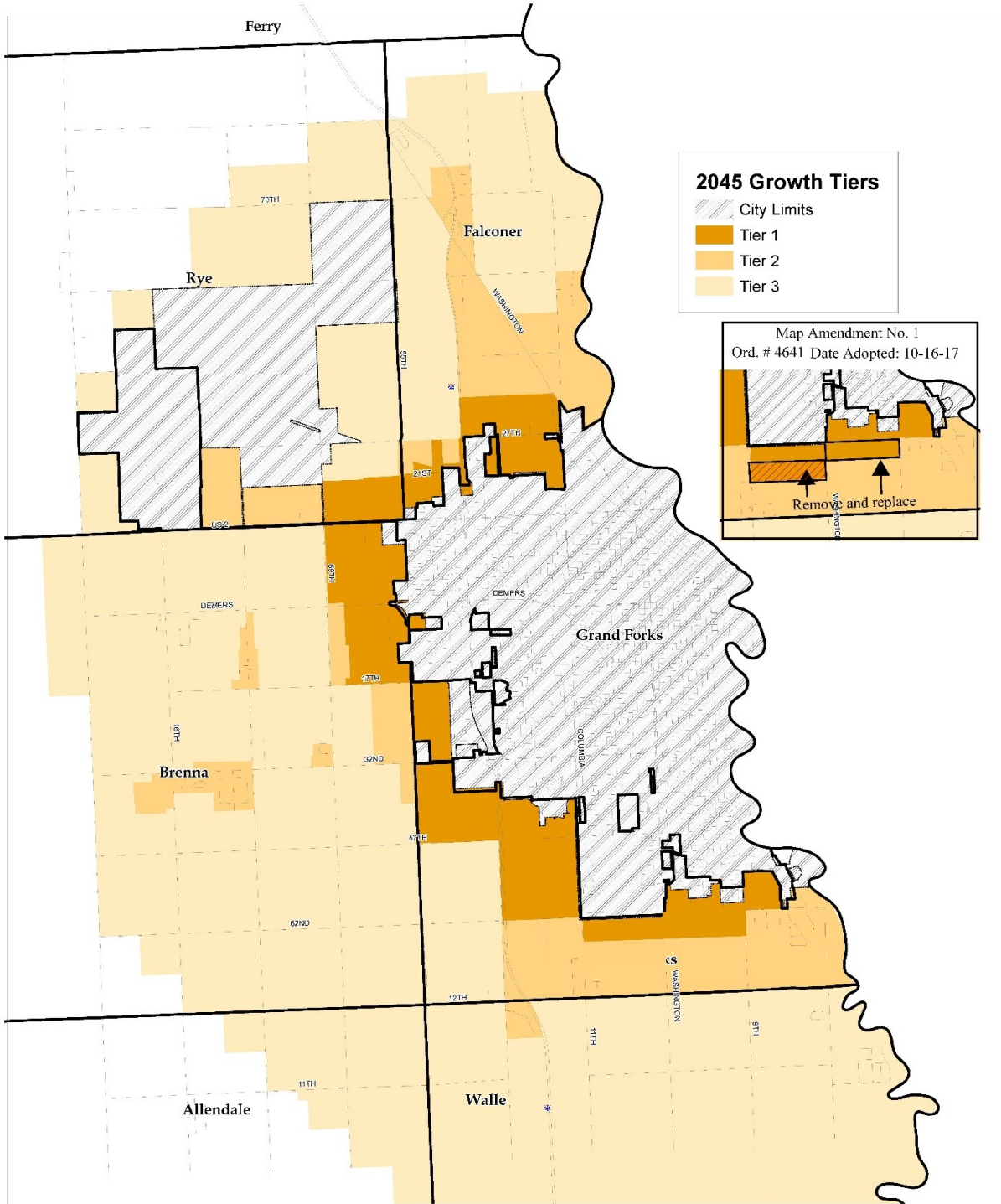
DELIVERABLE: A technical memorandum providing a critique of the draft maps and population/employment forecasts. The memo should include a preliminary draft of the respective goals and objectives.

TASK #2





Evaluate and update the Tiers as they relate to the specific areas growth is desired.

The city has an established growth management system as evidenced by its Growth Tier system (see map) that they desire to continue with this study. This includes identifying areas (tier 1 or Urban Service) desired to be built to urban design, areas to restrict development (tier 2 or Urban Reserve), and areas that are intended to keep land in agriculture production (tier 3 or Agriculture Preserve). Work with City and residents in identifying the vision for these areas. The critique on the differential between Tier 1 area versus Tier 2 will be the calculated cost of serving development "on the fringe" versus "infill development". This will include evaluating areas for their ability to provide livability and offer several transportation options for daily necessities.

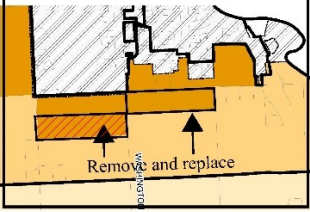
Five years ago, the City implemented the City's Strategic Infrastructure Growth Areas (see map) and invested in the core infrastructure in those areas. This was an effort to spur growth into those areas. The City investments have been made and there is currently no discussion on again implementing the effort via the City's Economic Development funds. The consultant will assist the City in identifying the amount of land within existing, city serviced areas; how this relates to delineating any change in the tier boundaries; and the planning level costs estimates of expanding city services. This will include providing an infrastructure cost benefit matrix.



2045 Growth Tiers

-  City Limits
-  Tier 1
-  Tier 2
-  Tier 3

Map Amendment No. 1
Ord. # 4641 Date Adopted: 10-16-17



Remove and replace



2045 Growth Tiers

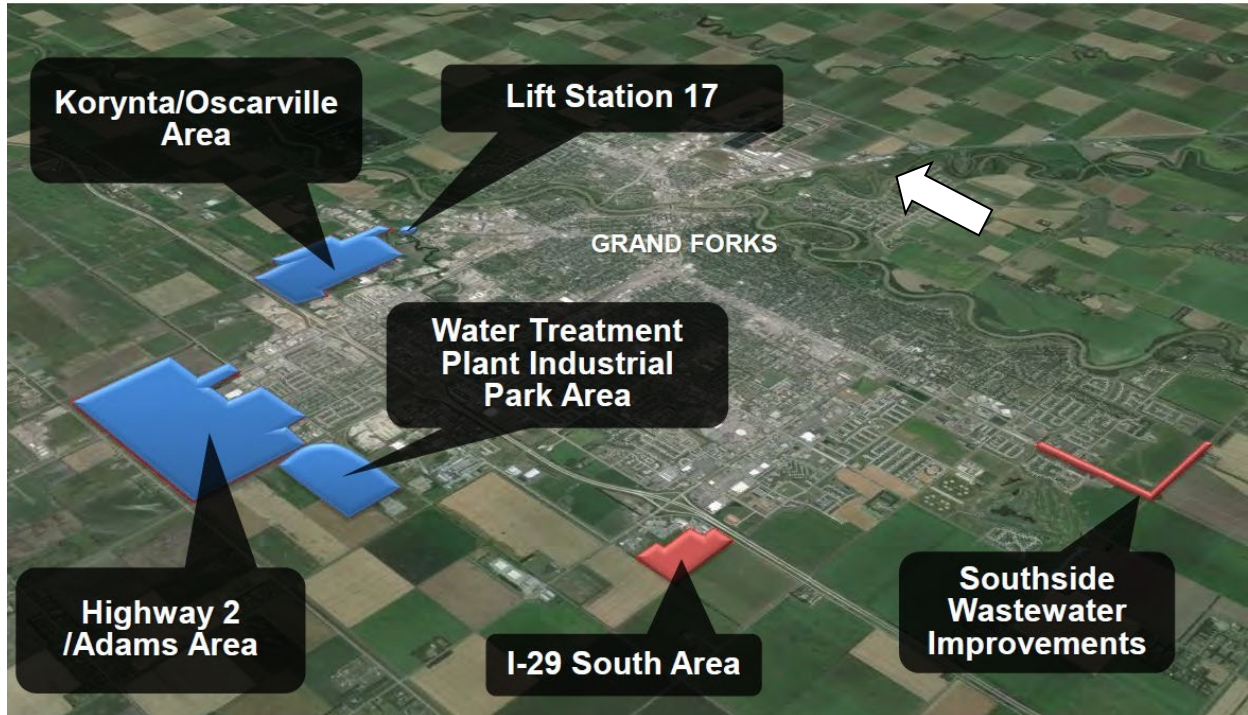
Source: The Forks MPO, WSB & Assoc.

0 0.5 1 2 Miles

June 2016



STRATEGIC INFRASTRUCTURE GROWTH AREAS



One significant development limitation may be the Grand Forks Airport and its identification of desired development type and densities it has to protect the important operations it enjoys.

DELIVERABLE: A technical memorandum critiquing the tier system and how the system relates to the growing areas with a focus on the existing and planned transportation system and the provision of City services, primarily in Tier 1. The memo will include guidance on the extraterritorial extension into certain areas and possible constriction in other areas.

TASK #3

Strengthen livability/sustainability and ladders of opportunity/incorporate Main Street Initiatives:

Building upon Task 2, for the areas designated within Tier 1, draft actions that will assist the City in being more livable and vibrant. The Mayor has recently introduced the need to promote home ownership through potential incentive programs for first-time home buyers, which involves the City, the Grand Forks Community Land Trust and the ND Department of Commerce. These efforts are currently under discussion. Review recent City incentives that attempted to spur growth with an eye towards suggestions that maintain the incentives rather than just a “one-time infusion”.

The City is recognized as a bike friendly community with a bronze award. With the award came recommendations to undertake to reach a silver award level. However, the City’s transit system is at maximum service coverage and route frequency. Working with staff, identify areas within existing developed areas, or areas with underutilized existing infrastructure, that can be targeted for opportunities to create development that promotes the initiatives. Prior to COVID-19, the City was experiencing the collapse of brick and mortar retail. Vacant buildings or significant portions of buildings exist yet there still seems to be a demand to build more retail space. The consultant will have to work with the City to develop understandings on the trade-offs of adaptive reuse of existing space versus developing Greenfields. Manufacturing and more recent emerging unmanned aerial services (UAS) are growing yet require differing land use considerations. The consultant will also work with the City to ensure these continue to grow.

DELIVERABLE: A technical memorandum showcasing recommendations to strengthen and incorporate livability, Ladders of Opportunity, home ownership and Main Street **which all highlight transportation choice to connect home and work opportunities.** Focus should be on drafting approaches to allow the City to be successful “over the long haul” on these initiatives. The memo should also identify the local obstacles that inhibit or prevent the conceptualized development.

TASK #4

Implementation:

Conflicts between goals and policies of the plan update and existing ordinances shall be identified as to which would require ordinance revisions. The consultant will identify implementation tools to provide the City with the ability to implement the Plan. The consultant will review existing ordinances and provide various approaches to revise these ordinances.

Different tools may be necessary for each of the areas identified. Incentive methods of implementation should be included. ~~Past Plans contained design concepts either as integrated parts of the main planning document or as an appendix.~~

DELIVERABLE: A technical memorandum describing the ~~conflicts between the goals/objectives and the current ordinances that affect the implementation. The memo should contain potential revisions. Building upon the previous technical memorandums, focus for this task is to take the recommendations and proscribe how to best implement recommendations. Particular emphasis should be given to strengthen and incorporate livability, Ladders of Opportunity, home ownership and Main Street which all highlight transportation choice to connect home and work opportunities. Focus should be on drafting approaches to allow the City to be successful “over the long haul” on these initiatives. The memo should also identify the local obstacles that inhibit or prevent the conceptualized Design guidelines or standards should be included in the memorandum.~~

TASK #5

Public Involvement:

Public involvement and awareness is a key component to getting good information of the plan development process. The consultant will develop a public involvement plan based upon the MPO's public involvement practices, particularly at all key decision points. A flow chart of the MPO's public participation process is included to serve as a guide (Appendix "D"). The consultant will utilize the Land Use Sub-committee of the City Planning and Zoning Commission to provide input and oversight throughout the study process. The Steering Committee will meet as needed to provide input and guidance through the study process, particularly at key decision points in the study. The consultant will be responsible for providing all information (support information such as maps, etc.) to be discussed at the Steering Committee one week prior to the meeting. The consultant will prepare clear and concise briefings to present to the committee. The consultant should expect at least three on-site meetings with the Committee, which can be coordinated with public input meetings so as to make the most efficient use of any travel expenditures.

The consultant should plan for a minimum of three public meetings to identify concerns and needs of public facilities representatives, businesses, regular users, and residents adjacent to the street network including railroad needs. The meetings must be consistent with all applicable federal and state requirements for public involvement in a planning project of this nature. Moreover, the public input plan should make every reasonable effort to engage and solicit input from stakeholders and the public at large.

The consultant will be responsible for providing meeting schedules, agenda, meeting minutes and support materials such as maps and graphics. The meetings should include a formal presentation of the plan, an opportunity for public verbal comment, but also there should be an informal time period where questions may be asked and written comments submitted. All public comments are to be recorded as they pertain to the plan.

Additionally, with ever changing COVID-19 restrictions, the public engagement activities should provide opportunities for in person meetings with virtual options. Consultant can also augment with various virtual opportunities for engagements. The key is to implement effective engagement with ability to be flexible in response to effectiveness and/or public health restrictions. The consultant shall include a plan for proposed public involvement events to demonstrate where they will fit into the update process schedule. A minimum of three (3) in person public involvement events will be required to be part of the process; one being the public hearing for preliminary approval at the Planning and Zoning Commission.

DELIVERABLE: Materials that will be used at the public events will need to be delivered to the MPO and City Planner fourteen (14) days prior to the event. The MPO and City Planner will review and forward any modifications to the consultant seven (7) days prior to the event. The materials shall be made available to the public five (5) days prior to the event. For materials particular to the required public hearings, add five additional days to the previous timeframe, i.e., 15 days for MPO/City review, 12 days to forward any modifications, materials available 10 days prior.

TASK #6

Documentation: Write draft of the 2050 Grand Forks Land Use Plan Study, receive comment from the public, staff, public officials, and neighboring jurisdictions. Rewrite draft incorporating any additional input under the direction of the Grand Forks Land Use Subcommittee and staff.

Receive comment via the approval process making any revisions as directed by the Grand Forks Planning Commission and City Council. Finalize and deliver the document for circulation.

DELIVERABLE: The consultant shall submit 25 final copies of the Study. One complete electronic file shall be provided for both the draft and the final document. One complete camera ready copy shall be provided for both the draft and the final document.

The consultant will be responsible for the preparation of the Study Report, including (but not limited to) committee support, data collection, analyses, preparing conceptual geometric designs (if needed), social and environmental impacts, coordination with related projects and jurisdictions, responses to review comments, preliminary cost estimates, and federal planning process compliance.

A. Project Deliverables

The final product will show recommendations for future transportation enhancements to the East Grand Forks northwest street intersections. It will also give recommendation as to how to make the intersection safe for all modes.

Grand Forks 2050 Land Use Plan

1. A draft report by noon, January, 2022
2. A draft final report by noon March, 2022
3. The final bound report by April, 2022 (10 copies)

An electronic copy of the approved final reports will be delivered to the Grand Forks-East Grand Forks MPO in PDF and Word 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 project or at its conclusion will be delivered to the MPO.

B. Estimated Project Budget

This project has a not-to-exceed budget of \$135,000. Consultants submitting proposals are asked to use their audited DOT rates when completing their Cost Proposal Form (See Appendix B).

C. Other Requirements

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

VII. INFORMATION AVAILABLE FOR CONSULTANT

A. General Information

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

- 2045 Grand Forks Land Use Plan:
- Grand Forks/East Grand Forks 2045 Metropolitan Transportation Plan Update: <https://theforksmpo.com/metropolitan-transportation-plans-mtp/>
- GIS shapefile data
- GF-EGF MPO Public Participation Plan. *Access to plan via the GF-EGF MPO website www.theforksmpo.org*

VIII. MAP OF PROJECT AREA – next page

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

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					

Certification of Final Indirect Costs

Firm Name: _____

Proposed Indirect Cost _____

Date of Proposal Preparation (mm/dd/yyyy): _____

Fiscal Period Covered (mm/dd/yyyy to mm/dd/yyyy): _____

I, the undersigned, certify that I have reviewed the proposal to establish final indirect cost rates for the fiscal period as specified above and to the best of my knowledge and belief:

1. All costs included in this proposal to establish final indirect cost rates are allowable in accordance with the cost principles of the Federal Acquisition Regulations (FAR) of title 48, Code of Federal Regulations (CFR), part 31.
2. This proposal does not include any costs which are expressly unallowable under the cost principles of the FAR of 48 CFR 31.

All known material transactions or events that have occurred affecting the firm's ownership, organization and indirect cost rates have been disclosed.

Signature: _____

Name of Certifying Official (Print): _____

Title: _____

Date of Certification (mm/dd/yyyy): _____



MPO Staff Report
Technical Advisory Committee:
October 14, 2020
MPO Executive Board:
October 21, 2020

RECOMMENDED ACTION: Recommend the approval of FY2021 TIP amendments to the MPO Executive Board.

Matter of the 2021 TIP Amendment.

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

The proposed amendment is to add a new transit funded project. East Grand Forks is seeking to program \$120,000 of its FTA #5307 program funds towards the update to the Transit Development Plan Element of the 2045 Metropolitan Transportation Plan. This funding will augment the MPO's consolidated planning grant funds towards hiring a consultant. The local match will be \$30,000.

Findings and Analysis:

- Project changes have been identified.
- The proposed project amendment is consistent with the MPO Metropolitan Transportation Plan.
- A Public Hearing is scheduled for October 14th at the TAC meeting; written comments are being accepted until 12:00 noon on October 14th.
- These amended project does add funds sot its impact to the TIP remains fiscal constrained.
- These amended project does further implement performance targets.

Support Materials:

- Copy of Public Hearing Notice.
- Copy of Amendments



PUBLIC NOTICE

The Grand Forks - East Grand Forks Metropolitan Planning Organization (MPO) will hold a public hearing on the proposed amendment to the MPO 2021 to 2024 Transportation Improvement Program (TIP). The TIP also incorporates the local transit operators' Program of Projects (POP). Due to the COVID-19 public health emergency, East Grand Forks City Hall is currently closed to the public. Members of the MPO Technical Advisory Committee will be attending this meeting electronically or telephonically. This meeting will be conducted with social distancing modifications consistent with the recommendations of the CDC. 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 October 14th. The public, particularly special and private sector transportation providers, are encouraged to attend.

The TIP potential amendment involves adding a project to use FTA #5307 funds towards updating the Transit Development Plan. A copy of the proposed amendment is available for review and comment at the MPO website www.theforksmpo.org. Written comments on the proposed amendment can be submitted to the email address info@theforksmpo.org until noon on October 14th. All comments received prior to noon on the meeting day will be considered part of the record of the meeting as if personally presented. If substantial changes occur to the document due to comments received, the MPO will hold another public hearing on the changes.

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.

GRAND FORKS - EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION IMPROVEMENT PROGRAM

FISCAL YEARS 2021-2024

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES					
	RESPONSIBLE AGENCY	CLASSIFICATION								2021	2022	2023	2024			
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	Operations	CONSTR.	TOTAL					
		ENTITLEMENT														
East Grand Forks #MN1	East Grand Forks	NA	Operating subsidy for proposed East Grand Forks fixed-route transit service. The service will operate 6 days a week and averages 62.5 hours of revenue service daily. Bus for the period January 1, 2021 to December 31, 2021 (Costs for fixed-route service are estimates). TRF-0018-21B	REMARKS: Contract fixed route services with City of Grand Forks Estimated payment to GF is \$515,000 The Federal and Local revenues may be replaced by CARES Estimated fare is \$10,000 Other is MN Transit Formula Funds												
	East Grand Forks	Operations		Operations	591.20					591.20						
	Fixed-Route Transit Service	Entitlement		ENTITLEMENT	591.20	120.00	0.00	349.80	121.40	NA	NA					
			FTA 5307					TOTAL	591.20							
East Grand Forks #MN2	East Grand Forks	NA	Operating subsidy for demand response service for disabled persons and senior citizens covering the period January 1, 2021 to December 31, 2021. The paratransit service operates the same hours of operation as the fixed-route transit service (costs for paratransit service are estimates) TRF-0018-21A	REMARKS: Contract demand response service Estimated fare is \$18,000 The Local revenues may be replaced by CARES Other is MN Transit Formula Funds												
	East Grand Forks	Operations		Operations	112.50					112.50						
	Paratransit Service for Disabled Persons	Entitlement		ENTITLEMENT	112.50	0.00	0.00	95.63	16.87	NA	NA					
			State Transit Funds					TOTAL	112.50							
East Grand Forks #MN3	East Grand Forks	NA	Provide financial assistance towards updating the Transit Development Plan (TDP) Element of the Metropolitan Transportation Plan Amended October 2020	REMARKS: One time funding to the GF-EGF MPO Amended October 2020												
	East Grand Forks	Operations		Operations	0.00					0.00						
	Fixed-Route Transit Service	Entitlement		ENTITLEMENT	150.00	120.00			30.00	NA	NA					
			State Transit Funds					TOTAL	0.00							



MPO Staff Report

Technical Advisory Committee:

October 14, 2020

MPO Executive Board:

October 21, 2020

RECOMMENDED ACTION: Adopt Unified Planning Work Program for 2021 & 2022

Matter of the Adoption of Unified Planning Work Program 2021 & 2022.

Background: The MPO prepares a work program listing the activities that will be accomplished with the consolidated planning grant from the USDOT. The program is titled the Unified Planning Work Program and covers a two-year period. The MPO will prepare a new work program listing the activities that will be accomplished with the federal Consolidate Planning Grant (CPG) (estimated \$550,000 each year) and a planning grant from Minnesota (estimated at \$12,000 each year), which helps off-set local match. The base budget, with all match, calculates to \$688,000 per year. Often, activities “carry-over” and the budgets carry with the activity.

We are currently starting the EGF Land Use Plan update, GF Land Use Plan update and the Future Bridge Traffic Impact Study; these will carry-over into 2021. We are also scheduled to update Transit Development Plan (TDP); this will be done through a consultant. For 2022, we will begin the update to our Bike/Ped Plan and the Street/Highway Plan. We are basically completing the previously identified “plan of action” to ensure our MTP is updated in time. See the attached page.

As has been discussed in the past few months, one of the transit operators is programming \$120,000 of FTA #5307 funds towards the update of the Transit Development Plan Element of the MTP. This allowed the MPO to solicit activities to make use of the consolidated planning grant funds that became available with the infusion of transit funds.

The attached draft Work Program assumes that the additional funds are being used as follows:

- Adding scope of work to the Grand Forks Plan Use Plan Update
- Update Metro-wide Pavement Management System including local streets being funded with 100% local funds
- Upgrading aerial photo to have 3 inch resolution for the urbanized area.

Findings and Analysis:

- The MPO is required to prepare a Unified Planning Work Program.
- The activities are to occur over a two-year period of 2021-2022.
- Limited funding beyond the “require” MPO activities (MTP, TIP, etc.) may be available.
- The activities must have the support of each Local Unit of Government; therefore, any request for MPO involvement must be vetting through the local unit of government prior to being submitted.
- We re-visit the second year towards the end of the first year.

Support Materials:

- Timeline to Update MTP
- Draft 2021-2022 Unified Planning Work Program

2021-2022 UNIFIED PLANNING WORK PROGRAM



Grand Forks - East Grand Forks

METROPOLITAN
PLANNING ORGANIZATION

Prepared By

**Grand Forks – East Grand Forks
Metropolitan Planning Organization
October 2020**

The signature below constitutes the official adoption of AMENDMENT #2 to the 2021-2022 Unified Planning Work Program (UPWP) by the Grand Forks – East Grand Forks Metropolitan Planning Organization (MPO). The Unified Planning Work Program (UPWP) was adopted by the MPO Executive Policy Board at its _____, 2020, meeting.

Clarence Vetter Chairman
Grand Forks – East Grand Forks MPO

Date

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INTRODUCTION

This document presents the Unified Planning Work Program for the Grand Forks – East Grand Forks Metropolitan Planning Organization (MPO). In 1997, authorization was granted by the North Dakota Department of Transportation (NDDOT) to prepare a work program covering two program years. The most recent UPWP covered 2019 and 2020. The UPWP identifies the activities for the metropolitan area that involve transportation planning. The activities were developed through solicitation from member jurisdictions; the final UPWP was developed in cooperation of the MPO, the respective state departments of transportation and the local transit operators.

The basic format of the work program remains unchanged, with three major program areas: 100 – Program Administration, 200 – Program Support and Coordination, and 300 – Planning and Implementation. The UPWP has tasks that add flexibility to funding programming. Flexibility has been encouraged by NDDOT to reduce the potential for numerous amendments due to underestimation of funding. Task 300.1 Transportation Plan Update and Implementation, no longer contains the traditional sub-tasks related to various plan element update activities (Street and Highway Element Update, etc.). Consistent with oversight agency requests, updates and related activities will be addressed as updates to the Transportation Plan, hence eliminating the need for specific sub-tasks.

Technical Assistance is a sub-task that provides flexibility to address unidentified study requests. For the work program, Technical Assistance provides resources for new studies or planning reports that come-up during the year that are short, small specific issues needing quick action.

Major work activities scheduled over the past two year period include updating the family of Public Participation Plan documents, finishing the MN#220 N Corridor Study, finishing the US#2/US#81 Skewed Intersection Study, completing the CAT/UND Merger Study, and will have completed the Downtown Transportation Study by the end of 2020.

EMPHASIS AREAS

FHWA and FTA reinstated emphasis areas for MPOs to work into activities identified in the work program. These emphasis areas are planning topical areas that FHWA and FTA want MPOs to work towards accomplishing with the work program. For many years, these emphasis areas were promulgated annually; however, for the past couple of years there have been none. With passage of MAP-21/FAST with its renewed focus on transportation planning and the pending transportation planning regulations, FHWA and FTA desire to make sure MPOs are identifying within their work programs the activities that will allow them to meet these

expectations. The following are the three emphasis areas with a narrative of how this work program has activities associated with the emphasis area.

MAP-21/FAST Implementation: The work program has a specific activity identified as resources allocated towards implementation. Further, the resources dedicated for this activity were increased for FY2015 and are being maintained through this two year program to allow the necessary commitment towards implementation.

Regional Planning Cooperation: The work program has several activities that touch upon this emphasis area. The Interagency coordination activity identifies that resources are reserved for MPO staff to continue to implement and strengthen the “3C” planning process. This activity covers the various meetings that occur within each state and offer opportunities for collaboration of what each state is doing. These meetings are opportunities for staff to share and assist in development of policies and processes that further the “3C” process.

Additionally, resources are budgeted towards amendments to the MTP as a result of the implementation of MAP-21/FAST. These amendments require the cooperative process to be fully engaged since being a bi-state MPO requires balancing the individual desires and needs of each state into one metropolitan plan.

Ladders of Opportunity: This concept is to ensure that people and goods have access towards essential services. Essential services are things such as housing, employment, health care, education and recreation. The emphasis focus is on identifying whether any gaps exists in transportation connectivity. The work program’s activity of updating each community’s Land Use Plan directly addresses this emphasis area. The update will allow the MPO to identify these essential services, identify their locations and then assess the connectivity. Further, through these land use plans future locations of these essential services can be identified. With this, the MPO can take care in developing the future transportation system so that connectivity is not lost or ensures that connectivity is made as the future development occurs.

Schedule towards 2050 MTP Update

Our federal and state partners requested information on how the MPO expects to make progress towards completing the next 5 year cycle of updating the Metropolitan Transportation Plan. The deadline is January 2024. The MPO has developed the matrix shown below that outlines the major activities and their expected completion dates.

Timeline to 2050 MTP Update

Year Begin	Activity	Year Completion	Consultant
Jan. 1, 2019	ITS Reg. Arch.	Dec. 31, 2019	ATAC
Jan. 1, 2020	GF 2050 LU	Dec 31, 2021	YES
Jan. 1, 2020	EGF 2050 LU	Dec 31, 2021	YES
Jan. 1, 2021	Bike/Ped Update	Dec. 31, 2022	YES
Jan. 1, 2021	TDP Update	Dec. 31, 2022	YES
Jan. 1, 2022	2050 MTP Update	Jan. 31, 2024	YES

5 year cycle with the MTP ending on Jan 31 2024

100.1 GENERAL ADMINISTRATION

OBJECTIVE:

To administer and manage the Metropolitan Planning Organization’s staff and selected consultants. This means empowering the staff to become more responsible for initiation, execution, and follow-up on elements of the work program. It will include staffing, supervision, and program management to ensure that programs are efficiently and effectively managed.

PROPOSED WORK:

Administrative activities include coordinating and managing MPO accounts, records, and contracts. This element will include all activities normally associated with general administration, personnel supervision, and program management. The contracts include the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) grants received as pass-through from the States of Minnesota and North Dakota. An additional contract is signed annually with the Minnesota Department of Transportation (MNDOT) for a small amount of Minnesota State funds. The amount of funds received by federal or state agencies is found in the funding source summary table attached to this work program.

Salary costs billable to this item include such administrative tasks as maintaining MPO personnel records, performing performance evaluations, and filing.

PRODUCTS:

1. The Human Resource activities needed to maintain, evaluate, and complete all necessary personnel items are products. Office filing and other general office management are done under this task.

COMPLETION DATE:

1. Ongoing activity.

100.2 UNIFIED PLANNING WORK PROGRAM DEVELOPMENT

OBJECTIVE:

To implement, amend and update, as necessary, the 2021-2022 Unified Planning Work Program (UPWP) for the Grand Forks – East Grand Forks Metropolitan Planning Organization. To prepare the 2023-2024 Unified Planning Work Program.

PROPOSED WORK PROGRAM:

Project solicitation will remain open, and amendments or additional work activities will be added as required. In anticipation of unidentified work elements, additional funding will be programmed under technical assistance. Requests will be reviewed and submitted to the MPO Technical Advisory Committee (TAC) for approval. Major requests will be followed by authorization of the MPO Executive Policy Board. The preparation of minutes for the Executive Policy Board and its Finance Committee, as well as the Technical Advisory Committee (TAC), will also be absorbed by this task

The resources to hold the monthly Technical Advisory Committee and the Executive Policy Board meetings are products of this activity. These include assembling the agenda packets, scheduling the meeting room logistics and preparing accurate minutes. Detailed narratives will be completed for each task in the Annual Work Program for the Mid-year Report and the Final Report. Other products include maintaining an accurate set of minutes detailing various ad hoc committee and sub-committee actions.

PRODUCT:

1. Monthly TAC and Executive Board meetings and detailed minutes.
2. Necessary 2021 and/or 2022 work activity revisions and financial amendments to the UPWP will be made.
3. Amended 2021-2022 UPWP.
4. Adoption of 2023-2024 UPWP.

COMPLETION DATE:

1. Ongoing.
2. As needed.
3. As needed.
4. October 31, 2022.

100.3 FINANCIAL MANAGEMENT

OBJECTIVE:

To provide the financial management and oversight of the MPO accounting system as required by the Executive Policy Board and federal and state regulations.

PROPOSED WORK:

Since 2008, The MPO began to handle all financial and human resources related item in house through the MPO's Office Manager. The Office Manager now takes care of the MPO's need for the monthly accounting functions and human resources for the MPO. The charge for annual audits and the monthly financial reports, as well as the time necessary to prepare the various accounting functions (e.g., payroll, journal entries, general ledger entries, invoicing, payment of taxes, workers' compensation, unemployment, and pension benefits), will be completed under this task. The cost of purchasing bonding insurance for the members of the Finance Committee and staff will also be charged to this task.

PRODUCTS:

1. Monthly financial statements including monthly billings.
2. Year-End Financial Report – January 31, 2021 and 2022.
3. The Year 2020 Annual Audit.
4. The Year 2021 Annual Audit.

COMPLETION DATES:

1. Monthly Financial Information – the 15th of the following month.
2. Year-End Financial Report – January 31, 2021 and 2022.
3. 2020 Annual Audit – April 30, 2021.
4. 2021 Annual Audit – April 30, 2022.

100.4 FACILITIES AND OVERHEAD

OBJECTIVE:

To improve monitoring and tracking of non-salaried administrative items.

PROPOSED WORK:

Non-salaried costs for miscellaneous photocopying and office supplies are included in this task. Small equipment purchases, paper, postage, commercial printing and advertising (to include public hearing notices) will be charged to this task when not appropriate to other elements in the work program.

Items covered also include fixed administrative costs for office rent in Grand Forks and East Grand Forks. Having MPO staff physically located within both City Halls provides better insight and working relationships with important local elected officials and staff. The physical being in both City Halls provide MPO staff easy access to vital information of various City Offices by being attached to their computer networks. The rental agreement for office space is negotiated on a square foot basis of reasonable market rates and includes the cost of heat, utilities, janitorial services and furnishings. Grand Forks is currently studying its space within its City Hall. Although a possible rental of space in the former GF herald building remains as a slight possibility, the City is placing its Planning Department and Community Development Department in a different location within City Hall. Whether there remains possible space in this new location, or maintaining the current space within a new Department, is unknown at the time of this writing. The MPO still is temporarily shifting its main staffing to East Grand Forks Hall. A decision is expected by the end of 2020 on the GF side space. The MPO can then assess its rental options.

PRODUCTS:

1. MPO office space in both cities.
2. Non-salaried administrative costs of supplies (folders, paper clips, pens, markers, staplers, etc.), paper, small office equipment (calculators, adding machines, etc.).

COMPLETION DATE:

1. Not applicable.
2. Not applicable.

200.1 INTERAGENCY COORDINATION

OBJECTIVE:

To increase communication among member units of government through participation and coordination in the Technical Advisory Committee, MPO, City Council, Planning Commission, and various other meetings.

PROPOSED WORK:

The Metropolitan Planning Organization staff will continue to provide assistance to various committees involved in transportation planning. Currently, the MPO provides staff services to the MPO Executive Policy Board; the Technical Advisory Committee; the Greenway Trail Users Committee, City Councils, and City Planning and Zoning Commissions. Special committees are normally formed to address specific studies. The time spent staffing and coordinating these special committees will be charged against those specific work elements whenever possible. MPO staff also attend the Area Transportation Partnership (ATP) meetings in northwest Minnesota, usually held in McIntosh, Minnesota. Those meetings, like many of the county and city meetings, are held monthly.

The time spent attending or participating in various non-project-specific meetings (non-educational) in either North Dakota or Minnesota will be charged to this task. This will include, but not be limited to, meetings with federal and state personnel on various matters, attending MPO Directors meetings in both Minnesota and North Dakota, staff meetings, and TIP development meetings.

PRODUCTS:

1. Meetings, agendas, attendance, rosters, reading minutes, recommendations, official communications, press releases, and committee action on specific transportation issues.

COMPLETION DATE:

1. Ongoing activity.

200.2 PUBLIC INFORMATION AND CITIZEN PARTICIPATION

OBJECTIVE:

To ensure broad-based citizen input into the transportation planning process undertaken by the MPO.

PROPOSED WORK:

In 1994, the MPO adopted a Public Participation Plan (PPP). This plan provides guidance and defines the process to ensure public participation in the transportation planning process. The Plan was most recently updated in 2020 and will continue to be monitored and updated as appropriate, with the more effective techniques emphasized and ineffective ones discarded.

The PPP also incorporates the MPO's Title VI, Limited English Proficiency (LEP) ADA, and Environmental Justice documents.

Increased visualization techniques via the internet will be done. The MPO website was shifted to a new platform and is making it more user friendly. Video conferencing option for member participation, and general public, are continuing to be furthered as the concerns over health issues are in the forefront.

PRODUCTS:

1. Implement the Public Participation Plan and Maintain the Public Participation Plan
2. Continue to assist the NDDOT and MNDOT by performing complementary public involvement assistance as requested.
3. Maintain the Website.

COMPLETION DATES:

1. Ongoing activity.
2. As requested.
3. As needed.

200.3 EDUCATION/TRAINING AND TRAVEL

OBJECTIVE:

To educate and maintain a staff with the skills and knowledge to carry out the planning activities of the Metropolitan Planning Organization.

PROPOSED WORK:

Staff members will attend various workshops, short courses, and seminars that will enhance their knowledge and working skills. Training will be based on MPO programming needs and staff deficiencies. Staff attendance at other meetings, either in North Dakota or Minnesota, shall be approved in advance by the Executive Director. Staff time for attendance at any approved training or educational conference or seminar will be charged to this element. Per Diem and mileage costs to attend meetings listed in this element, or in either the Public Information or the Interagency Coordination elements, will be at the rate set by the Executive Board, which is the GSA rate.

- Minnesota MPO Workshop.
- Transportation Research Board Small/Medium Cities Bi-Annual Conference
- AMPO Conference
- Others to be identified.

PRODUCT:

1. A better educated and trained staff that is more capable of performing the job duties.

COMPLETION DATES:

1. Not applicable.

200.4 EQUIPMENT

OBJECTIVE:

To improve the MPO's ability to store, retrieve, and analyze transportation related data and to operate an efficient office.

PROPOSED WORK:

This item includes the purchase, maintenance, and repair of computer equipment and traffic counters. The anticipated equipment purchases for 2019-20 may include, but are not limited to, the following:

- Upgrade computer network (CPUs, printers, etc.).
- Purchase additional Traffic Counters.
- Maintenance and upgrades for software. Including a program to create 3D imaging with GIS.

COMPLETION DATE:

1. December 31, 2021-2022.

300.1 TRANSPORTATION PLAN UPDATE AND IMPLEMENTATION

OBJECTIVE:

To complete updates of elements of the Metropolitan Transportation Plan.

PROPOSED WORK:

The MPO Metropolitan Transportation Plan (MTP) comprises of three separate element plans of specific modes of transportation: transit, Bike/ped, and street/highways. These three elements are combined together into an Executive Summary that constitutes the multi-modal long range transportation plan for the metropolitan planning area. The socio-economic data for all the individual Elements are the same; likewise the individual Element plans all share the same goals. Each Element plan utilizes a similar format of objectives and standards that cover same broad concepts but individualized for that particular mode. Reauthorization of federal transportation law is due during the life of this Work Program; the MPO will have to adjust to any changes resulting from the reauthorization.

The bulk of the work to update the MTP to the year 2050 will be completed during the 2021-2023 UPWPs so that the expiration date of January 2024 can be met. The work will involve gathering the 2020 Census data, completing the inventory of the area's land uses and future land use plans, and converting data into current geospatial databases. Included will be work to identify the Goals statements for the MTP. From these agreed to Goal statements, the Transit Element will be drafted and reviewed during 2021. Transit Asset Management and Transit Safety, with their corresponding performance targets, will be included. In addition, the Bike and Pedestrian Plan Element will be drafted in 2022. The Street/Highway Element will be begun in 2022 and concluded in 2023. During the final quarter of 2023, the various elements will be molded into one multi-modal long range transportation plan out to the year 2050.

During 2021, for the TDP, a consultant will be retained to assist in the process and crafting a document. As previously stated, the Transit Asset and Transit Safety performance targets will be fully incorporated into the Plan. Besides the traditional components of the TDP, there will added consideration on the fixed routes that are known as the UND Shuttle routes for their fit within the larger fixed route system. Also, the time period will expand to incorporate more of a 10 year TDP than the past practice of focusing on just a 5 year time period.

In 2022, the MPO will retain a consultant to assist in the development of an updated Bicycle and Pedestrian Element. Typically, the MPO and local staff have prepared this Element. This time, with a reduced staff, the MPO is preparing to retain the assistance of a consulting firm.

The consultant will work with the MPO and local partners on analyzing the status of the bike/ped network, the progress towards the adopted performance targets and the development of new or further refinement of the existing planned future network.

At the end of the second quarter of 2022, the MPO will begin drafting the scope of work that will be included into an RFP for a consultant to assist the MPO and its local partners in preparing the Street/Highway Element. A consultant will be retained during the second half of 2022. The work for 2022 will focus on establishing the “base” conditions of the Street/Highway system and develop the necessary performance report. The bulk of work to identify the “future” conditions will be done in 2023

PRODUCTS:

1. Updated performance measures and targets.
2. Updated Transit Development Plan Element of the 2050 MTP
3. Updated Bike/Pedestrian Plan Element of the 2050 MTP
4. Begin Street/Highway Element of the 2050 MTP

COMPLETION DATE:

1. As required.
2. June 30, 2022
3. December 31, 2022
4. Beyond December 31, 2022 (2050 MTP due date is January 2024)

300.2 CORRIDOR PLANNING

OBJECTIVES:

- 300.20 *Traffic Counting Program* 2021/22 – To continue to develop a program utilizing video detection cameras to systematically count traffic.
- 300.21 *Corridor Preservation:* To evaluate, on a monthly basis, conformance of proposed developments with existing metropolitan plans and roadway design standards and policies

PROPOSED WORK:

- 300.20 *Traffic Counting Program:* 2021/2022 – ATAC will be asked to assist us in continued development of a traffic counting program based upon the video detection used for traffic signal operations. MAP-21/FAST has placed emphasis on performance; obtaining data to calculate the performance is the goal of this activity. Lastly, collecting train movement will be explored. We know that at many crossings, the traffic signal is pre-empted by the train. We can collect this information from the traffic signal software. The purpose is many fold but one is to see if any establish schedule can be identified to assist in travel time reliability information.

ATAC has an existing Addendum to add video counting to intersections that are currently waiting for the actual traffic signal equipment to be installed. This Addendum completion will take place in 2021 after the equipment is installed and operational.

A new Addendum with ATAC to add new traffic signal and to reset video cameras that become mis-aligned due to a variety of reasons, such as camera replacement, weather caused movement, etc. This addendum added tasks such as

- Restarting of data collection process in cases such as unplanned power outages, server restarts, communication outages.

Background: the Data Collector program has to be restarted any time it is interrupted. This is a manual process but uses only 1 configuration file that I have created for all non-VISION intersections. As long as the program is running with good communication, it creates 1 file per camera per day.

- Regular (e.g. monthly, weekly) manual download of VISION data. Background: As of yet, the VISION data has to be manually downloaded per camera/approach.
- Use of API commands to try automate the download of VISION data. There are API commands that the manufacturer has provided us with, which can supposedly be used to automate the VISION data download process.

300.21 *Corridor Preservation:* This ongoing process will evaluate zoning amendments, proposed subdivision plats, planned unit developments (PUDs), and site plans for consistency with the traffic engineering and highway policies of the plan. The review process is designed to preserve and enhance our transportation corridors.

The review process ensures that rights-of-way are considered with the recommendations in the Metropolitan Street and Highway Plan, Bikeway Plan, Pedestrian Plan, and Transit Development Plan.

PRODUCTS:

300.20 Traffic Counting Program – 2021/22

300.21 Corridor Preservation – A location map of the monthly plan review.

COMPLETION DATES:

300.20 On-going activity

300.21 On-going activity

300.3 TIP AND ANNUAL ELEMENT

OBJECTIVE:

To prepare a multi-year multi-modal Transportation Improvement Plan (TIP) for the metropolitan area that is consistent with federal requirements.

PROPOSED WORK:

The expiration of FAST requires a reauthorization of federal transportation. This could lead us to continue the current TIP procedures; or we may need to make some minor modifications; or there may be substantial changes that will require complete overhaul of the TIP process. This Work Program is drafted assuming current practices.

Preparation of the TIP for 2022-2025 and the 2023-2026, to include a self-certification review and statement will be done during this AUWP. The TIP will have to address the ten (10) planning factors and performance measures that the MPO must consider as required by MAP-21/FAST.

The TIPs will be developed in accordance with the MPO's Public Participation Plan.

The MPO will meet with the state DOTs and local transit operators prior to project selection. The MPO will assist the Northwest Area Transportation Partnership (NWATP) with the development of the NWATP Area Transportation Improvement Program (ATIP).

The MPO will cooperate with the states to develop state TIPs (STIPs).

PRODUCTS:

1. 2022-2025 TIP.
2. 2023-2026 TIP.

COMPLETION DATE:

As required by Minnesota and North Dakota Departments of Transportation.

300.4 LAND USE PLAN

OBJECTIVE:

To assist each city in their efforts towards creating “livable communities” through consideration of “ladders of opportunity” land use concepts; to continue the connection between transportation and land use.

PROPOSED WORK:

The connection between land use and transportation is well documented. How, where, and what types of activities are located has a profound impact on the needed transportation facilities to serve that area. The MPO and both Grand Forks and East Grand Forks have a long standing history of coordinating via the 3C planning process. This history has allowed the metropolitan area to enjoy the benefits of this relationship. The Metropolitan Transportation Plan was updated by the end of 2018. Even though renewed emphasis at the national level has emerged regarding the relationship of land use and transportation, the MPO area has been implementing coordinated planning efforts since the 1960s.

As a standard practice that recognizes this, the MPO has assisted each City to update their Land Use Plans in order to ensure the Transportation Plan is reflecting future traffic forecasts based upon future land activities. The East Grand Forks will begin to update their Land Use Plan in 2020 and complete in 2021. Grand Forks will begin update their Land Use Plan in 2020 and will likely finish in first half of 2022. Both Cities completed significant changes to their Land Use Plans during the last effort. This effort will focus more on maintaining the Plans. Activities will include updating the data components, tweaking objectives and stand/policy statements, and other necessary refinements.

PRODUCTS:

300.41 Updated Land Use Plans for Grand Forks and for East Grand Forks.

COMPLETION DATE:

300.41 East Grand Forks 2050 Land Use Plan: December 31, 2021
Grand Forks 2050 Land Use Plan; March 31, 2022

300.5 SPECIAL STUDIES

OBJECTIVES:

- 300.51 *Future Bridge Traffic Impact Study:* To study the traffic impact of a bridge at possible corridors between Grand Forks and East Grand Forks.
- 300.52 *Pavement Management System Update:* 2021 – To work with state and local partners to update the pavement management system
- 300.53 *Aerial Photo Update:* To provide an updated aerial photo of the MPO Study Area to augment the transportation planning.

PROPOSED WORK:

- 300.51 *Future Bridge Traffic Impact Study:* Started in 2020 and carried over into 2021. The Grand Forks - East Grand Forks Metropolitan Planning Organization has adopted a Metropolitan Transportation Plan that includes a new bridge crossing the Red River along a corridor known as the 32nd Ave S. Corridor. The bridge is not within the fiscally constrained yet is a key project within the “illustrative” list of projects. The corridor is planned to function as an "intra-city" or local route operating similar to how the current “Point” Bridge functions. Currently, the cities of Grand Forks and East Grand Forks together are completing a water hydraulic study of impacts a future bridge will have on flood levels and the flood protection system. The water hydraulics study is including two other possible crossing sites (Elks Dr. and 47th Ave S) of the Red River. One reason is to ensure a possible compare and contrast of the different sites of their impact on the flood profile. The study will also provide alternative crossing locations within the corridors, alternative bridge designs, and alternative height levels.

Once the water hydraulic study is done, it is assumed that at least one site, or more, will be possible for a future bridge. The purpose of this study is to complete the traffic analysis of the corridor(s) to identify existing conditions, future traffic conditions, and alternative concepts of addressing identified issues/points of conflict and planning level cost estimates of each. funding sources. The area of focus will be, from the east end, the southern segment of Rhinehart Dr on the Minnesota side and the intersection(s) with S. Washington Street on the North Dakota side.

The corridor consists of primarily local roads that are functionally classified. The North Dakota corridor is within an established residential neighborhood. This setting will require particular study of any impact the forecasted bridge traffic may present, particularly as they relate to school safety. Schoerder Middle School and Kelly Elementary School are located within the corridor. The corridor on the Minnesota side is more undeveloped; so the East Grand Forks Land use Plan will provide some guidance on any possible future growth in the area.

300.52 *Pavement Management System Update: 2021* – Pavement preservation is a vital outcome of the MTP. The MPO uses the information from the pavement management system as one of the determinations in identifying which road segments may need investment. This identification is necessary to ensure that the MTP’s financial plan can account for costs associated with “operations and maintenance” of the network so that not all funding revenues are recommended for expansion type of road improvements. The system provides useful information as part of TIP project ranking criteria.

In order to be useful, the data needs to remain current. In 2003, the MPO went through the proper acquisition process in obtaining a pavement management system for the MPO Federal Urban Aid Boundary roadways. Each City also used this opportunity to include all of their local streets not on the federal aid network. The system is called the ICON pavement management system produced by GoodPointe Technology, Inc. In 2008, the MPO initiated the process to update the system. Again, in 2014, the MPO and cities updated the system. The work activity in this work program would be to contract with a consultant to update the pavement management system.

The project would be to hire a competent firm to obtain digital images along all *federal-aid eligible* roadways and deliver in digital form. Local agencies will have an option to utilize the MPO consultant to obtain digital images along all non-federal-aid eligible roadways at the appropriate cost ratio. From the photos, a consultant would assess the pavement condition and assign ratings on roughly a half dozen items. The summation of these items then provides a pavement rating. The consultant will need to ensure the MPO system may link the pavement management process to the either State DOT’s process. The process will need to focus on coordinating the data collected and making sure it can be utilized by the either State DOT. The rating system allows the MPO and its member

jurisdictions to consider the proper investment technique in order to get the best return on investment.

The study will update the pavement from the 2014 data. Each City has completed periodical updates on some of the data since the last MPO led update. Currently, our pavement management system is a web-based system, meaning the MPO and local partners access a website to work with the system. The MPO desires to continue to provide the system to be readily available for ourselves and partners to work. This should assist the MPO and relevant agencies to assess their pavement management practices and program preservation, rehabilitation or replacement improvements. As previously stated, the MPO uses this system in its transportation planning activities such as one of the ranking criteria in selecting projects for project programming.

- 300.53 *Aerial Photo:* This task allows for an updated aerial photo to be done for the Metropolitan Planning Area. The MPO has a regular cycle of updating this photo every three (3) years. The photo completed in 2021 will include a 3 inch resolution for the area within the Adjusted Federal Urban Aid Boundary and a 6 inch resolution for the remaining area still within the MPA.

PRODUCTS:

- 300.51 Future Bridge Traffic Impact Study. 2021
300.52 Pavement Management System Update – 2021
300.53 Updated Aerial Photo.

COMPLETION DATE:

- 300.51 December 31, 2021.
300.52 December 31, 2021
300.53 December 31, 2021

300.6 PLAN MONITORING, REVIEW AND EVALUATION

OBJECTIVE:

To provide up-to-date information for use in updating and preparing transportation plans and studies, and to prepare an annual Monitoring and Surveillance Report. In addition, transportation related data is to be provided, as requested, to decision-makers and the public relating to housing, demographics, traffic volumes, turning movements, etc.

PROPOSED WORK:

300.61 *Performance Report: 2021/22* - To prepare a Performance Report which documents data collection activities and provide analyses of the trends relative to the projections and assumptions outlined in the Transportation Plan. In addition, socioeconomic and land use conditions and trends will be evaluated. The data collected will be based on the needs identified in the updated Monitoring and Surveillance Program.

FAST places requirements for the MPO to prepare reports addressing the progress towards performance. The MPO envisions creating a Dashboard element to the Report to address the implementation of the FAST to meet guidance and rules regarding the development and implementation of performance measures (and performance monitoring) for the metropolitan planning program pursuant to FAST. The Report Profile will continue to evolve to serve as a reporting tool for imminent performance management requirements of current and future Federal transportation law.

300.62 *Data Collection:* Continue to collect data as needed to carry out the 3-C Planning Process including information for decision-makers, the general public, and program and special studies. A counting of the designated pedestrian crossing at schools, that are being studied as part of the School Safety Studies, will be done as one item under this activity.

PRODUCTS:

300.61 Performance Report.
300.62 Data compilations as needed for planning purposes.

COMPLETION DATE:

300.61 December 31, 2021/22.

300.62 Ongoing activity.

300.7 GIS DEVELOPMENT AND APPLICATION

OBJECTIVE:

To maintain and expand the Geographic Information System (GIS) for the MPO study area, which includes the Cities of Grand Forks and East Grand Forks, and approximately two miles of adjacent territory.

PROPOSED WORK:

During 2021/22 the focus of the program will be to become more familiar with the software upgrades of ArcMap 10.0, and project application. The increase in staff hours devoted to MPO activities or turnover in staff will necessitate time and resources being committed to this task to bring the new staff “up-to-speed”. For the few GIS power users, the new software upgrades will allow advanced analysis to be done on projects in lieu of consultants.

Maintenance of the existing GIS resources is also a high priority. The inventory of GIS resources will be maintained in order of relevance and priority. When possible GIS resources will be integrated with others to provide a user -friendly interface and to simplify maintenance responsibilities.

In 2021, the MPO will take a new aerial photo of the MPO Study Area. The MPO has been programming these new aerial photos on a cycle of every three years. The last area-wide photo was taken in 2018.

PRODUCT:

An integrated GIS, complete with software, digital maps, attribute tables, which is readily available to staff. More specifically, this will include property level GIS analysis for the entire MPO study area, with the internal staff training available to maximize use.

Additional transportation and land use planning applications that will provide staff with tools necessary to provide information to their respective entity and the public.

COMPLETION DATA:

1. Maintenance – ongoing activity.

**GRAND FORKS-EAST GRAND FORKS
FY2021 FUNDING SOURCE SUMMARY**

	FUNDING SOURCES				BUDGETED AMOUNTS			
	Fed/St	St/Loc*	Total	%	Fed/St	St/Loc*	Total	%
CPG 2021**	\$550,000	\$126,500	\$677,500	69%	\$550,000	\$126,500	\$677,500	100.0
CPG Previous Year***	\$116,000	\$29,000	\$145,000	15%	\$116,000	\$29,000	\$145,000	100.0
FTA #5307****	\$120,000	\$30,000	\$150,000	15%	\$120,000	\$30,000	\$150,000	100.0
Minnesota State Funding*	\$11,000	\$2,750	\$13,750	1%	\$11,000	\$2,750	\$13,750	100.0
TOTAL	\$797,000	\$188,250	\$985,250	100.0	\$797,000	\$188,250	\$985,250	100.0

- * Minnesota State Money is used for match for federal funds reducing local match.
- ** Contains ND CPG and MN CPG
- *** Carry-over of funds
- **** One-time infusion for Transit Development Plan

**GRAND FORKS – EAST GRAND FORKS
COST ALLOCATION**

Fund	Amount	Percent
Consolidated Planning Grant	\$666,000	67%
FTA #5307	\$120,000	12%
Local Match for FTA 5307	\$30,000	3%
MN State	\$11,000	1%
Local Match to MN State	\$2,750	0.2%
Other Local Match	\$155,500	15.8%
TOTAL	\$985,250	100%

Percents are rounded to nearest tenth so do not add exactly to 100%.

**GRAND FORKS-EAST GRAND FORKS
FY2022 FUNDING SOURCE SUMMARY**

	FUNDING SOURCES				BUDGETED AMOUNTS			
	Fed/St	St/Loc*	Total	%	Fed/St	St/Loc*	Total	%
CPG 2021**	\$550,000	\$126,500	\$676,500	81%	\$550,000	\$126,500	\$677,500	100.0
CPG Previous Year***	\$116,000	\$29,000	\$145,000	17%	\$116,000	\$29,000	\$145,000	100.0
Minnesota State Funding*	\$11,000	\$2,750	\$13,750	2%	\$11,000	\$2,750	\$13,750	100.0
TOTAL	\$677,000	\$158,250	\$835,250	100.0	\$677,000	\$156,250	\$833,250	100.0

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

**GRAND FORKS – EAST GRAND FORKS
COST ALLOCATION**

Fund	Amount	Percent
Consolidated Planning Grant	\$666,000	80%
MN State	\$11,000	1%
Local Match to MN State	\$2,750	0.1%
Other Local Match	\$155,500	18.9%
TOTAL	\$835,250	100%

Percentages are rounded to nearest tenth so do not add exactly to 100%.

**GRAND FORKS - EAST GRAND FORKS
DRAFT
2021 ANNUAL WORK PROGRAM**

Activity	Funding Source			STAFF						
	FED/STATE	STATE LOCAL*	TOTAL	Ex. Dir FTE=1.0	Planner FTE=1.0	Planner FTE=1.0	Office Man FTE=1.0	Intern FTE=1.0	TOTAL Staff Hrs	Consultant Cost
100.0 PROGRAM ADMINISTRATION										
100.1 General Administration	24,000	6,000	30,000	120	35	0	290		445	
100.2 UPWP Development	12,000	3,000	15,000	50	10	0	155		215	
100.3 Financial Management	12,000	3,000	15,000	25			225		250	
100.4 Facilities and Overhead	\$24,000	\$6,000	30,000							
200.0 PROGRAM SUPPORT AND COORDINATION										
200.1 Interagency Coordination	28,000	7,000	35,000	60	110	0	550		720	
200.2 Pub. Info. & Cit. Part.	12,000	3,000	15,000	100	20	0	135		255	
200.3 Education/Training & Travel	16,000	4,000	20,000	130	65	0	50		245	
200.4 Equipment	8,000	2,250	10,250							\$5,000
300.0 PLANNING AND IMPLEMENTATION										
300.1 Transportation Plan Update & Imp.	220,000	55,000	275,000	410	200	0	25	0	635	\$225,000
300.11 Transit Element										
ATAC	8,000	2,000	10,000							\$10,000
300.2 Corridor Planning	28,000	7,000	35,000							
300.21 ATAC Traffic Count	24,000	6,000	30,000	30						\$25,000
300.22 Corridor Preservation	4,000	1,000	5,000	30	55	0				
300.3 TIP and Annual Element	20,000	5,000	25,000	160	75	0	100	0	335	
300.4 Land Use Plan 2nd Half	120,000	30,000	150,000	200	250	0			450	
Grand Forks 2050 Land Use Plan										\$80,000
East Grand Forks 2050 Land Use Plan										\$30,000
300.5 Special Studies	208,000	52,000	260,000							
300.51 Future Bridge Feasibility Stud	80,000	20,000	100,000	200	115	0	100		415	\$80,000
300.51 Pavement Management Upda	64,000	16,000	80,000	100	150					\$58,000
300.53 Update Aerial Photo	64,000	16,000	80,000		175					\$70,000
300.6 Plan Monitoring, Review & Evaluatio	24,000	6,000	30,000							
300.61 Performance Annual Rpt.	8,000	2,000	10,000	40	15	0	50	250	355	
300.62 Data Collection	16,000	4,000	20,000	90	105	0	60	200	455	
300.7 GIS Development & Application	24,000	6,000	30,000	20	400	0	25	400	845	
TOTAL	788,000	197,250	985,250	89.59	46.94	\$0	40.9	\$73,632	\$10,200	\$330,345
				1765	1780	0	1765	850	6160	

* Minnesota State Funding will be used for local match.

**GRAND FORKS - EAST GRAND FORKS
DRAFT
2022 ANNUAL WORK PROGRAM**

Activity	Funding Source			STAFF							
	FED/STATE	STATE LOCAL*	TOTAL	Ex. Dir FTE=1.0	Planner FTE=1.0	Planner FTE=1.0	Office Man FTE=1.0	Intern FTE=1.0	TOTAL Staff Hrs	Consultant Cost	
100.0 PROGRAM ADMINISTRATION											
100.1	General Administration	24,000	6,000	30,000	120	35	0	290		445	
100.2	UPWP Development	12,000	3,000	15,000	50	10	0	155		215	
100.3	Financial Management	12,000	3,000	15,000	25			225		250	
100.4	Facilities and Overhead	\$24,000	\$6,000	30,000							
200.0 PROGRAM SUPPORT AND COORDINATION											
200.1	Interagency Coordination	28,000	7,000	35,000	60	110	0	550		720	
200.2	Pub. Info. & Cit. Part.	12,000	3,000	15,000	100	20	0	135		255	
200.3	Education/Training & Travel	16,000	4,000	20,000	130	65	0	50		245	
200.4	Equipment	8,000	2,250	10,250							
300.0 PLANNING AND IMPLEMENTATION											
300.1	Transportation Plan Update & Imp.	384,000	96,000	480,000					0	0	395,000
	300.11 Street/Highway Element	240,000	60,000	300,000	500	300		75			\$260,000
	300.12 Bike/Ped Element	96,000	24,000	120,000	240	375		50			\$95,000
	300.13 Transit Development Plan	48,000	12,000	60,000							\$40,000
	ATAC	8,000	2,000	10,000							\$10,000
300.2	Corridor Planning	28,000	7,000	35,000							
	300.21 ATAC Traffic Count	24,000	6,000	30,000	40						\$25,000
	300.22 Corridor Preservation	4,000	1,000	5,000	40	55	0				
300.3	TIP and Annual Element	20,000	5,000	25,000	200	75	0	100	0	375	
300.4	Land Use Plan GF completion	44,000	11,000	55,000	50	30	0			80	\$45,000
300.5	Special Studies	0	0	0							
300.6	Plan Monitoring, Review & Evaluatio	24,000	6,000	30,000							
	300.61 Performance Annual Rpt.	8,000	2,000	10,000	100	100	0	50	250	500	
	300.62 Data Collection	16,000	4,000	20,000	90	105	0	60	200	455	
300.7	GIS Development & Application	24,000	6,000	30,000	20	500	0	25	400	945	
TOTAL		668,000	167,250	835,250	\$164,516	\$86,935	\$0	\$75,101	\$10,200	\$336,752	\$475,000
					1765	1780	0	1765	850	6160	

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



MPO Staff Report
Technical Advisory Committee:
October 14, 2020
MPO Executive Board:
October 21, 2020

RECOMMENDED ACTION: Update on Downtown Transportation Study

Matter of the Update on Downtown Transportation Study

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.

Public engagement was held via virtual methods during August. Attached as summary of the engagement results. KLJ has released a draft Implementation Report. This report was presented to the Steering Committee in September 2020. We have requested the Steering Committee to review and provide feedback by the end of October 9th.

Findings and Analysis:

- The MPO will complete a study on Downtown Transportation
- A Steering Committee will help guide the TAC and MPO Board.
- KLJ is assisting in the Study.
- An Implementation Report has been released and presented to the Steering Committee.

Support Materials:

- Copy of Presentation.

Grand Forks-East Grand Forks

Downtown Transportation Study

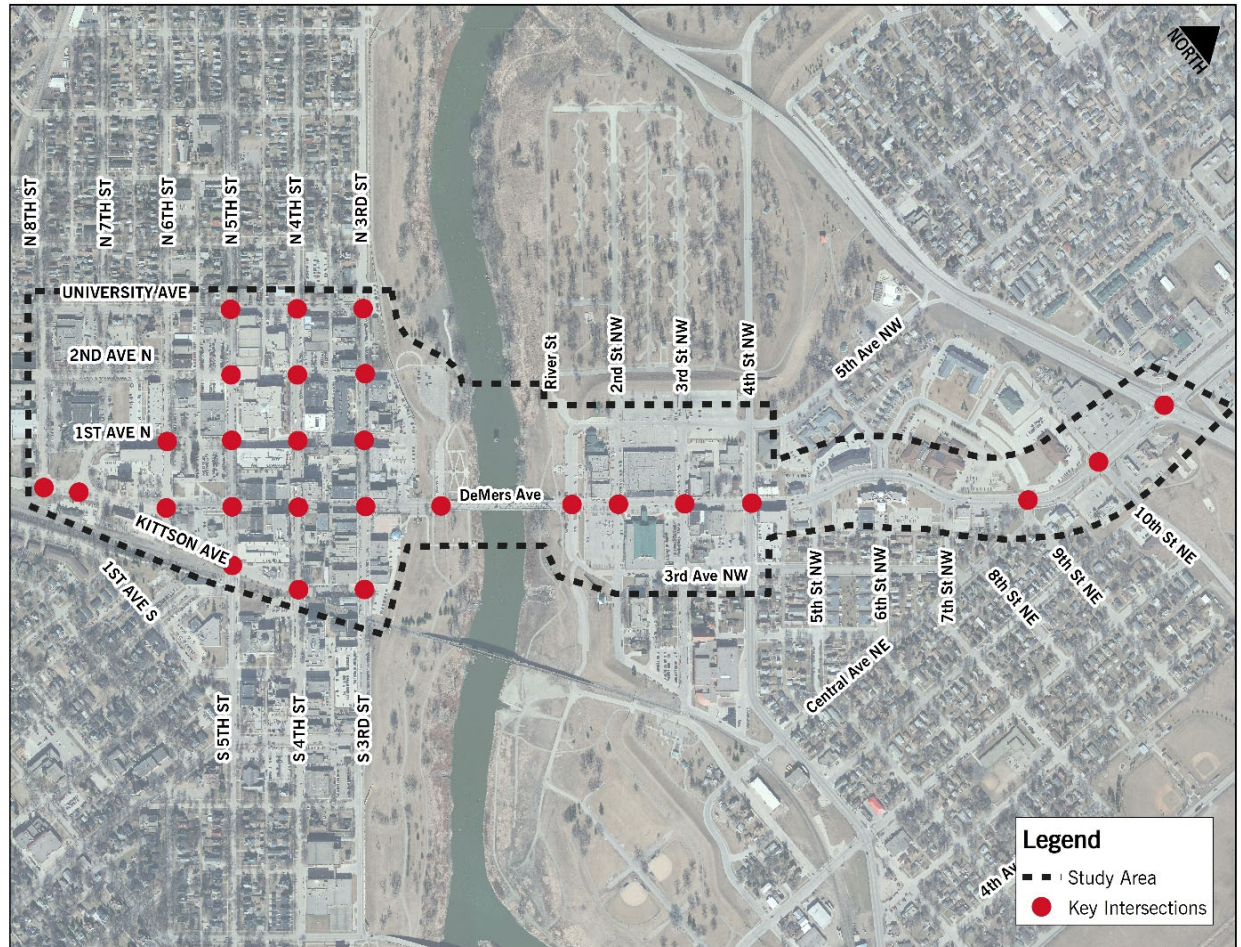


Steering Committee Meeting #4
September 24, 2020



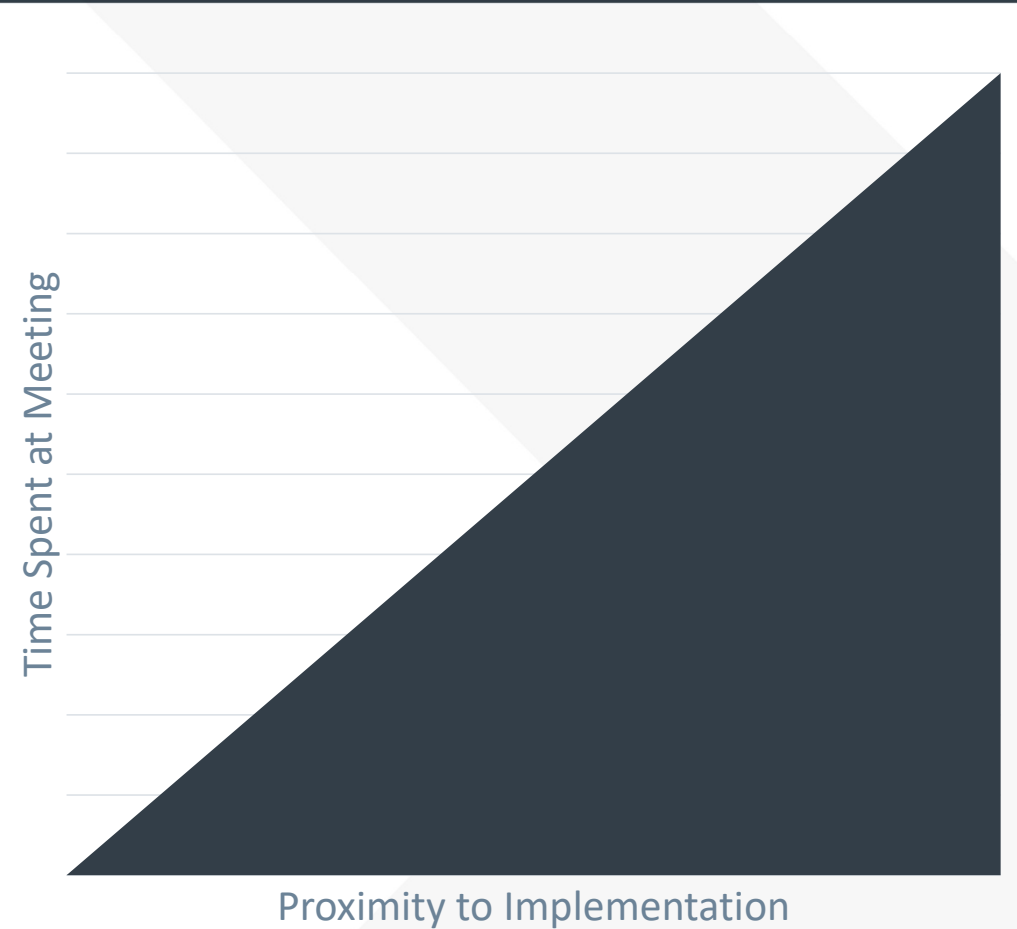
Study Area and Purpose

- Balance Modes
 - Cars/Parking
 - Bicycles
 - Pedestrians
 - Transit
 - Trucks
 - Taxis and Ride-Hailing
- Balance DeMers
 - Livability and Downtown Growth
 - Functionality of DeMers and Red River Crossings



Agenda

- Public Input Meeting
- Programming Process
- High Priority Projects
- Medium-Priority Projects
- Low-Priority Projects
- Summary and Next Steps



Virtual Meeting Ground Rules

- Please Join with Video!
- I'll Stop Periodically but Please Interrupt at Anytime
- Feel Comfortable Using "Share Screen" and "Annotate" Anytime

me accidentally joining with video



Process



SCM – Steering Committee Meeting
PIM – Public Input Meeting

Alternatives Scoring

Impact to Travel Mode

(-) if the concept reduced operations and safety for a travel mode.

(=) if the concept had no discernible impact for a travel mode.

(+) if the concept made some improvements to operations and/or safety.

(++) if the concept significantly improved operations and safety.

Planning Level Costs

(\$) represents no measurable cost change but may include staff time to implement.

(\$\$) represents a cost less than \$1 million.

(\$\$\$) represents a cost between \$1 and \$5 million.

(\$\$\$\$) represents a cost greater than \$5 million.

A photograph of a bridge with a person on a bicycle, overlaid with an orange tint and a white text box. The image shows a person riding a bicycle on a paved path on a bridge. The bridge has a metal truss structure. In the background, there are buildings and trees. The entire image is covered with a semi-transparent orange filter. A white rounded rectangle is positioned in the lower-left area, containing the text "Public Input Meeting".

Public Input Meeting

Public Input Meeting

Downtown Transportation Study

Downtown Grand Forks and East Grand Forks must balance vehicles, freight, transit, bicyclists, pedestrians, taxis and ride-hailing, and parking. This transportation study will focus on developing an integrated, connected, and context-sensitive multimodal network to support vibrant and resilient downtowns.



WE'RE GOING **VIRTUAL!**

Due to COVID-19, the [REVIEW PROJECT DOCUMENTS](#)

Marketing

> Social Media

- > City of Grand Forks
- > City of East Grand Forks
- > MPO
- > MnDOT District 2
- > NDDOT

> Email Blasts/ Text Alerts

- > City of East Grand Forks
- > Greenway
- > DDA

> Others

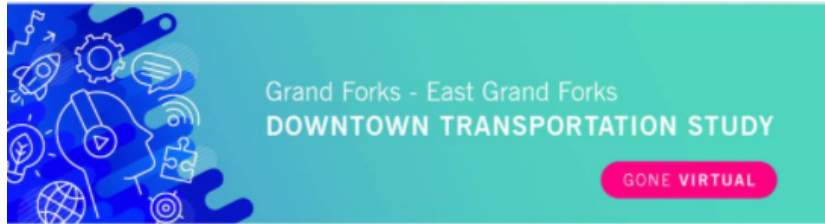
- > Press Release
- > Advertisement in The Exponent
- > Advertisement in the Grand Forks Herald
- > NDDOT Events Calendar



Minnesota Department of Transportation

July 31

Grand Forks -East Grand Forks
Downtown Transportation Study- Join this virtual open house Aug 3-17! Click on image for details. www.dtforksmobility.com

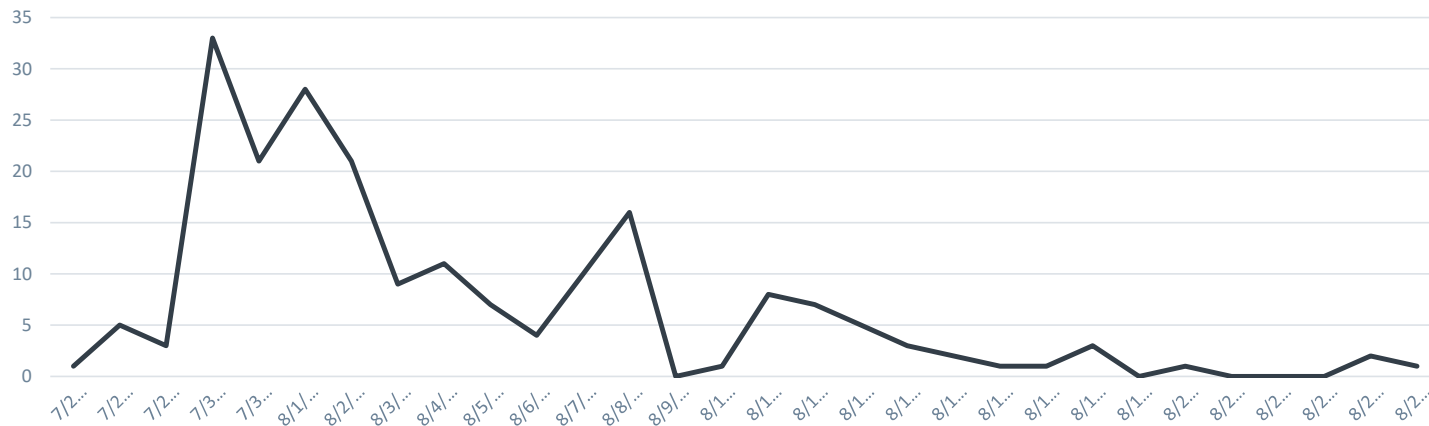


GrandForksCity @GrandForksCity · Aug 6

Review the MPO Transportation Study at dtforksmobility.com for updates to GF & EGF Downtown transportation concerns.

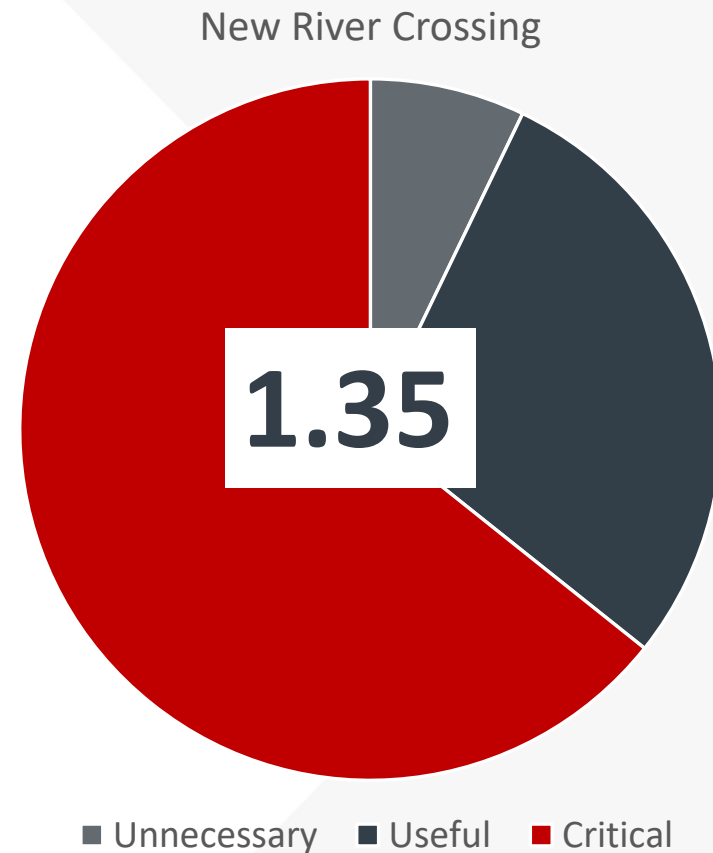


1

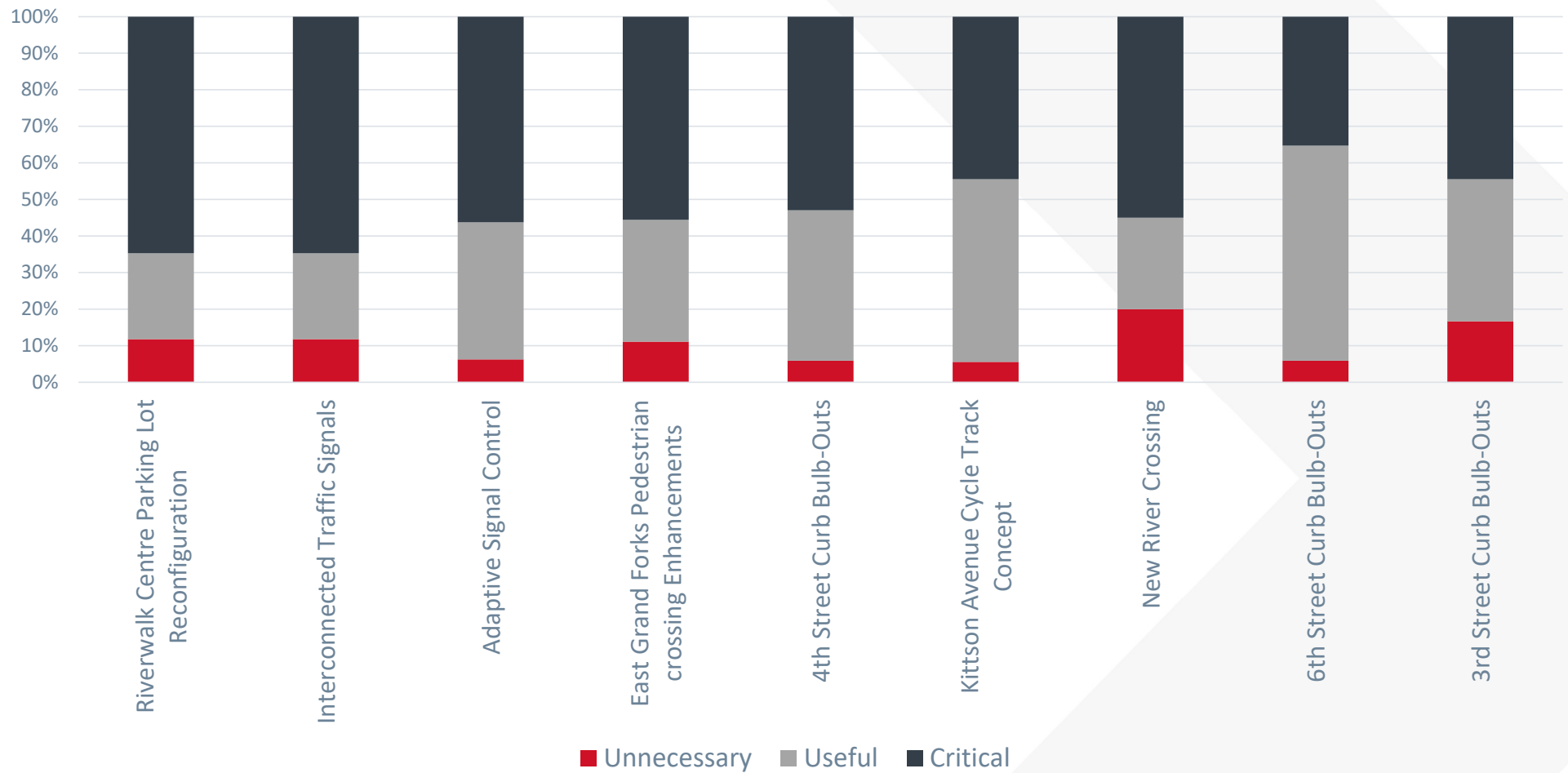


Value Scoring

- Value Scoring:
 - “Critical” – 2 Pts
 - “Useful” – 1 Pt
 - “Unnecessary” – 0 Pts
- Combined Steering Committee and Public Feedback
- Up to 20 responses
 - ≤14 Steering Committee
 - ≤6 Public

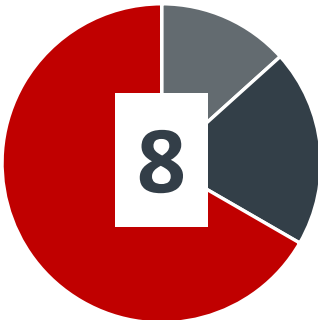


High Priority (>1.25 Value Score)



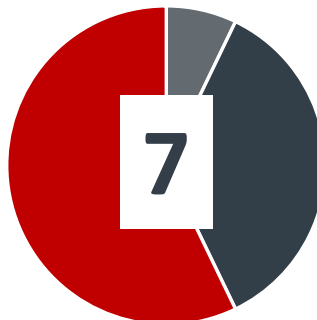
Top Rankings (SC Only)

Interconnect Traffic Signals



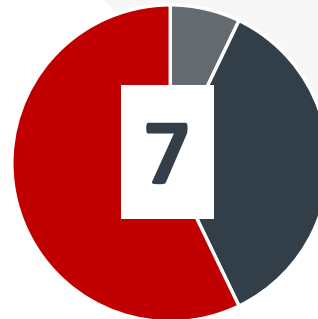
■ Unnecessary ■ Useful ■ Critical

Adaptive Signal Control



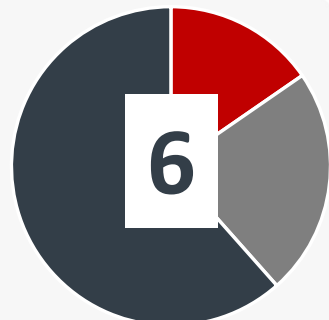
■ Unnecessary ■ Useful ■ Critical

DeMers Ave Pedestrian Crossings (EGF)



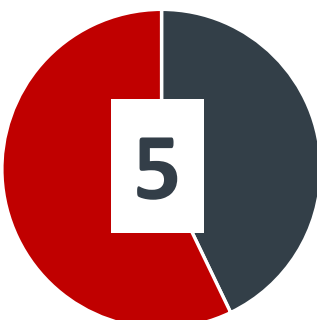
■ Unnecessary ■ Useful ■ Critical

3rd Street Curb Bulb-Outs



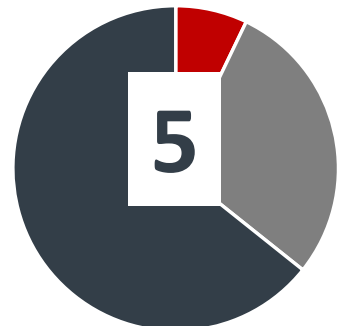
■ Unnecessary ■ Useful ■ Critical

4th Street Curb Bulb-Outs



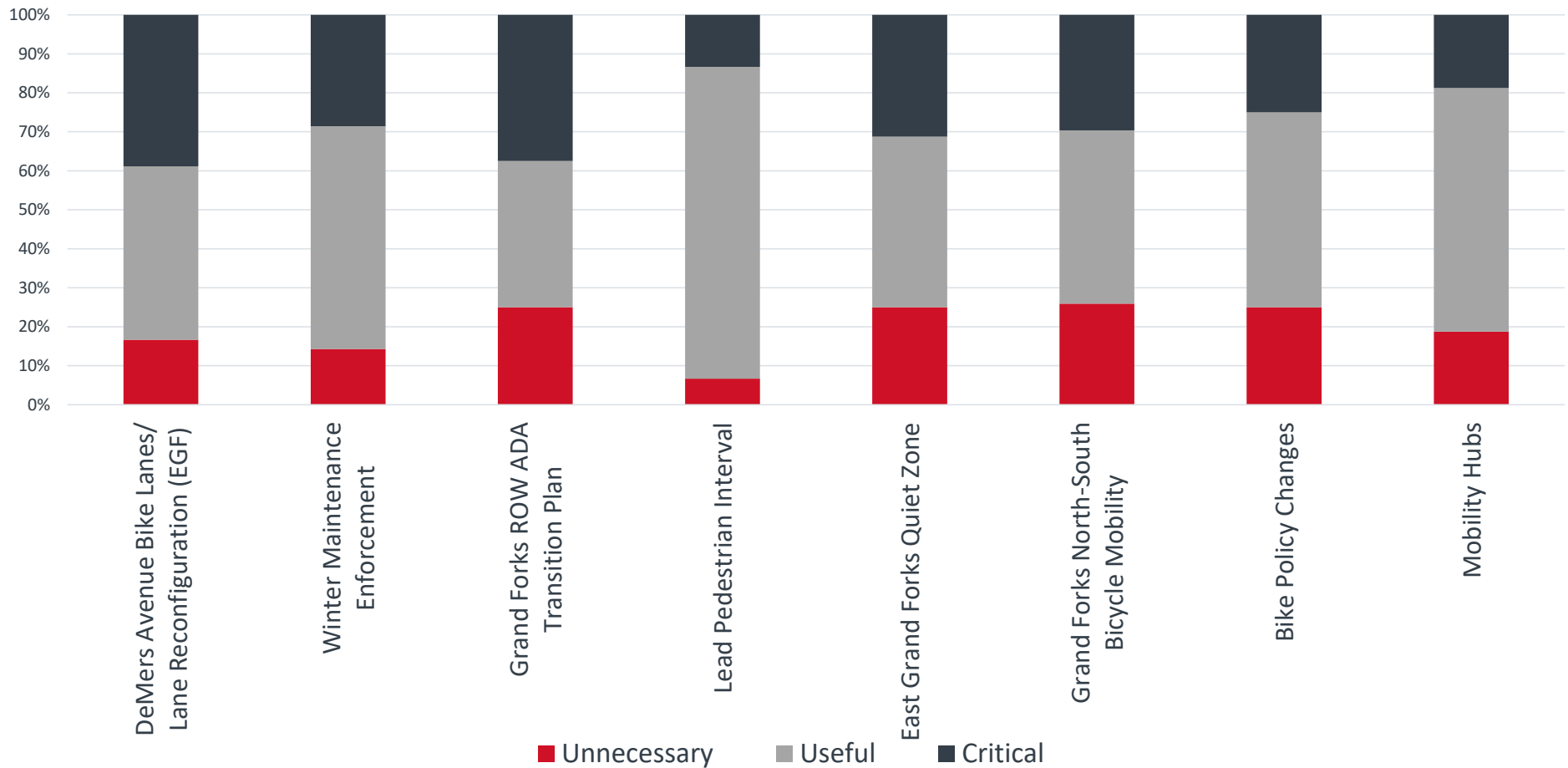
■ Unnecessary ■ Useful ■ Critical

Riverwalk Centre Parking Lot Reconfiguration



■ Unnecessary ■ Useful ■ Critical

Medium Priority (>1 Value Score)






Programming Process



Process



Project Identified in the
MTP



Project is Programmed
Through the TIP
and/or CIP Process.



Construction
and
Implementation

Most Relevant Funding Strategies

- Traditionally focused on roadway programs, but allows flexibility for multimodal projects
- Program varies slightly between MnDOT and NDDOT. AKA Urban Roads/Regional Roads Programs in ND

Surface Transportation Block Grant



- Pedestrian and Bicycle Focused Improvements

Transportation Alternatives Program



- Focused on Improving Roadway Safety at high crash locations
- Implement strategies/programs developed by MnDOT, NDDOT or the MPO

Highway Safety Improvement Program



- Downtown Multimodal
- Newer program focused specifically on downtown transportation investments
- ND Only

Urban Grant Program



- Transit Capital programs for bus and bus related facilities
- Transit Operations program for services and some eligible capital

Transit Capital & Operations



- Integrating projects in a capital improvement program (CIP) is Good Strategy for Low Cost Strategies
- Good Opportunities for Signal Timing, Striping, Signage, Studies, Etc.

Local Funds

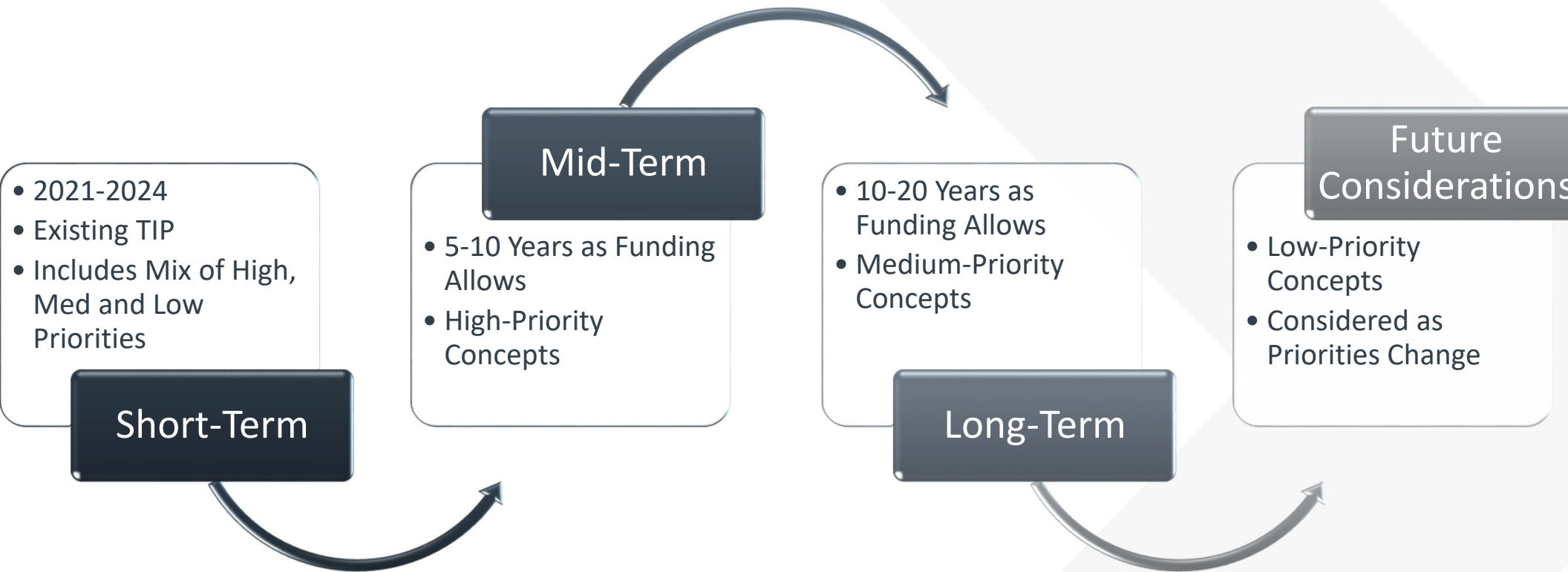


How Projects Are Developed & Funded

Funding programs vary slightly between MnDOT and NDDOT. MPO, MnDOT, NDDOT and CAT cooperate on project identification, prioritization and selection through MPO Transportation Improvement Program (TIP) Process.

Note: Only some locally funded projects would be identified through the TIP process.

Timeline



Existing Programming



ID	Project	Description
1	3 rd Street	Reconstruct from DeMers Ave to University Ave
2	DeMers Avenue – EGF	Pavement Repairs and Crossing Improvements
3	5 th Street	Chip Seal from Gateway Dr to DeMers Ave
4	4 th Street	Reconstruct from DeMers Ave to 1 st Ave
5	Citywide Signal Upgrade	Rehabilitate Traffic Signals on Urban Road System
6	Citywide Signal Upgrade	Rehabilitate Traffic Signals on Regional Road System
7	DeMers Avenue – EGF	Replace 2 traffic signals at 2 nd St and 4 th St
8	Downtown Grand Forks	Revitalization – Eastern Area
9	4 th Street NW (EGF)	Resurface from DeMers Ave to US 2
10	DeMers Avenue – EGF	Concrete Rehabilitation from Red River to 4 th St NW
11	4 th Street	Reconstruct from 1st Ave to University Ave
12	DeMers Avenue – GF	CPR & Grind from 6 th St to Red River
13	Downtown Grand Forks	Revitalization – Northern Area
14	3 rd Street	Reconstruct from DeMers Ave to Division Ave
15	4 th Street	Reconstruct from DeMers Ave to Division Ave
16	5 th Street	Mill & HBP from Gateway Dr to DeMers Ave
17	DeMers Avenue	Repaint Sorlie Bridge
18	Downtown Grand Forks	Revitalization – Southern Area
19	Downtown Grand Forks	Revitalization – Western Area
20	DeMers Avenue - EGF	Reconstruct from 4 th St NW to US 2
21	6 th Street	Reconstruct from DeMers Ave to University Ave
22	Kittson Avenue	Reconstruct from DeMers Ave to 3 rd St

Short Term Projects



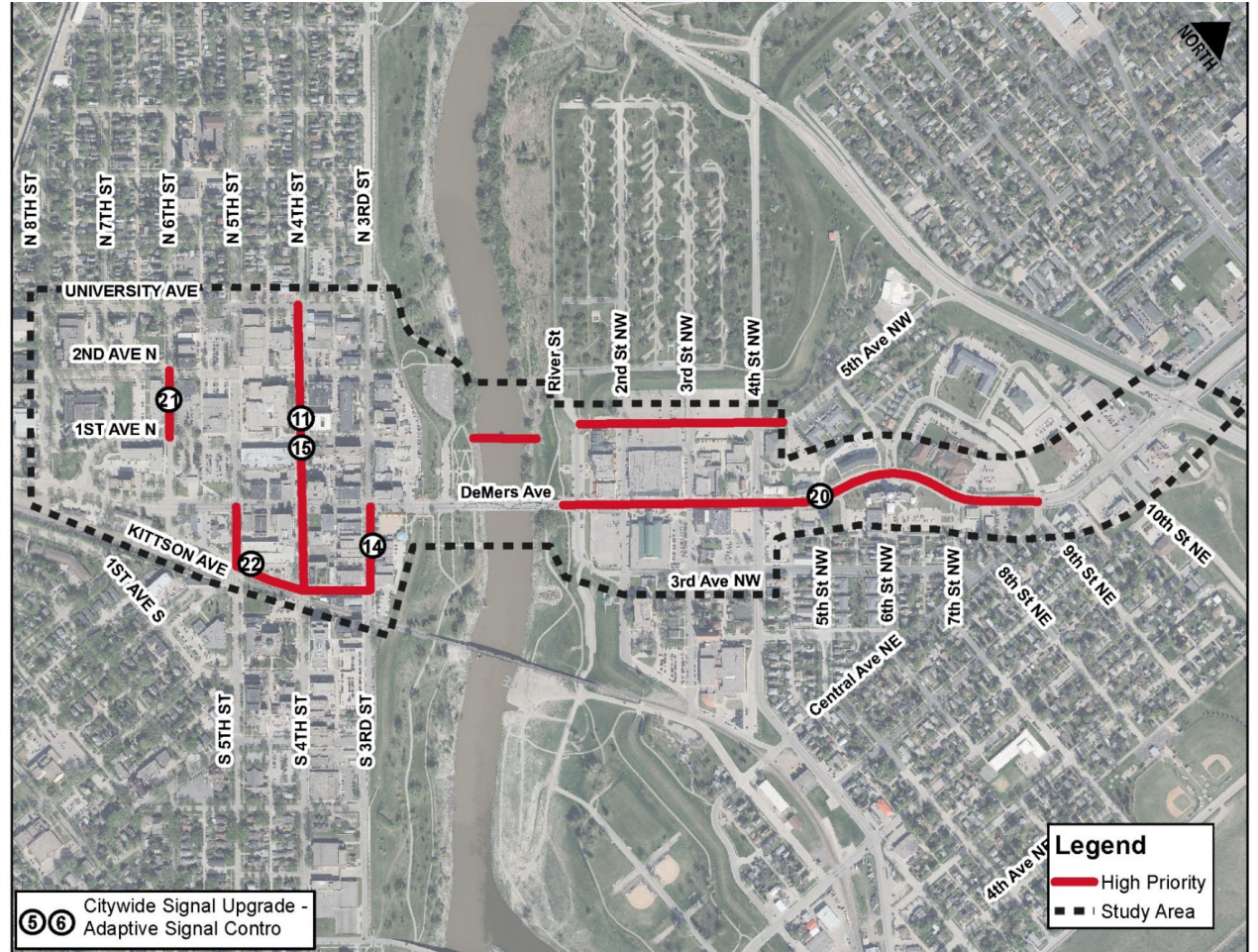
MTP ID	Project	Extents	Downtown Transportation Study Concepts
1	3 rd Street N. Reconstruction	DeMers Avenue to University Avenue	Curb Bulb-Outs
2	DeMers Ave. Crossing Improvements (EGF)	Red River to 4 th Street NW	Crossing Improvements at River Road
3	5 th Street N. Preventative Maintenance	Gateway Drive to DeMers Avenue	Sharrows/Shared Lanes
4	4 th Street N. Reconstruction	DeMers Avenue to 1 st Avenue N	Curb Bulb-Outs
5	Citywide Signal Upgrade	Rehabilitate Traffic Signals on Urban Road System	Lead Pedestrian Interval
6	Citywide Signal Upgrade	Rehabilitate Traffic Signals on Regional Road System	Interconnect Signals/ASC
7	DeMers Avenue Signal System Replacement	DeMers Avenue and 2 nd Street NW, 4 th Street NW	Interconnected Signals, LPI, truck turning radii
NA	East Grand Forks Quiet Zone	South of Downtown	Quiet Zone

The image shows a perspective view of a steel truss bridge. On the left, a white SUV is parked. In the center, a person is riding a bicycle along the sidewalk. To the right, there is a concrete railing overlooking a city street with buildings and trees. The entire scene is overlaid with a semi-transparent orange filter. A white rounded rectangular box is positioned in the lower-left area, containing the text "High-Priority Projects".

High-Priority Projects

High Priority Projects

Alternatives	MTP ID	Value Score
Riverwalk Centre Parking Lot Reconfiguration (EGF)	NA	1.53
Interconnected Traffic Signals	5, 6, 7	1.53
Adaptive Signal Control	5, 6, 7	1.50
East Grand Forks Pedestrian Crossing Enhancements	20	1.44
4th Street Curb Bulb-Outs (GF)	11, 15	1.44
Kittson Avenue Cycle Track Concept (GF)	22	1.39
New River Crossing	NA	1.35
6th Street N Curb Bulb-Outs (GF)	21	1.29
3rd Street Curb Bulb-Outs (GF)	14	1.28



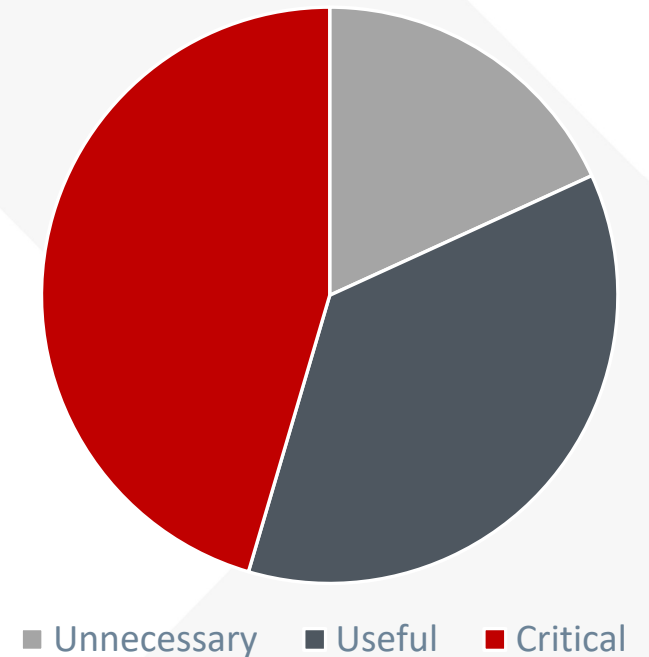
Riverwalk Centre Parking Lot (EGF)



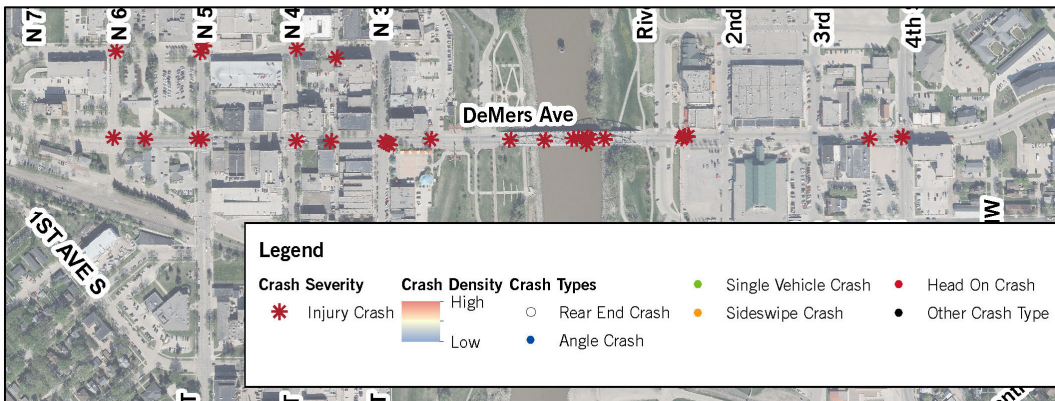
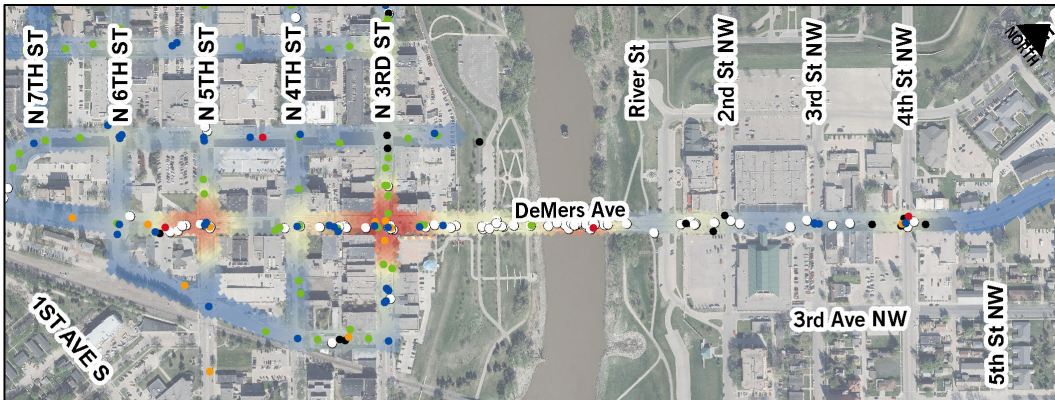
- Key missing link in pedestrian network
- Active Pedestrian Environment with Parking already
- 350 Parking Spaces
 - 24-56% Occupied
- Cost: \$\$ (<\$1M)
- Impacts: ++

Riverwalk Centre Parking Lot (EGF)

- Highest Value Score
- Funding Needs
 - Local Funds
 - Transportation Alternatives Program
- Monitor short-term development trends



DeMers Avenue - Adaptive Signal Control



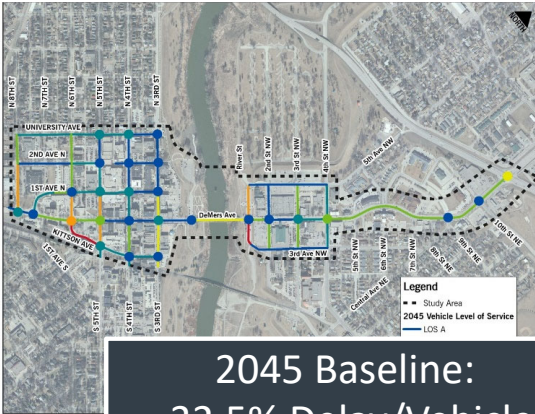
> DeMers Avenue Safety Issues

- > 37% of Study Area Crashes
- > 64% of Study Area Injuries
- > 71% Rear End Crashes
- > Above Average Crash Rates at 5th Street (GF) and 4th Street NW (EGF)

> DeMers Avenue Operational Issues

- > Compounded signal delays
- > Deficient sidestreet delays at Unsignalized Locations
- > No signal coordination between 2 cities
- > Reliability issues throughout the year

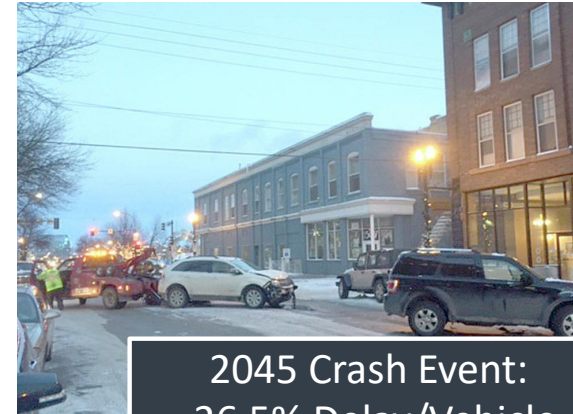
DeMers Ave – Adaptive Signal Control



2045 Baseline:
-32.5% Delay/Vehicle



2045 Seasonal Variation:
-59.3% Delay/Vehicle



2045 Crash Event:
-26.5% Delay/Vehicle



2045 School Event:
-32.9% Delay/Vehicle

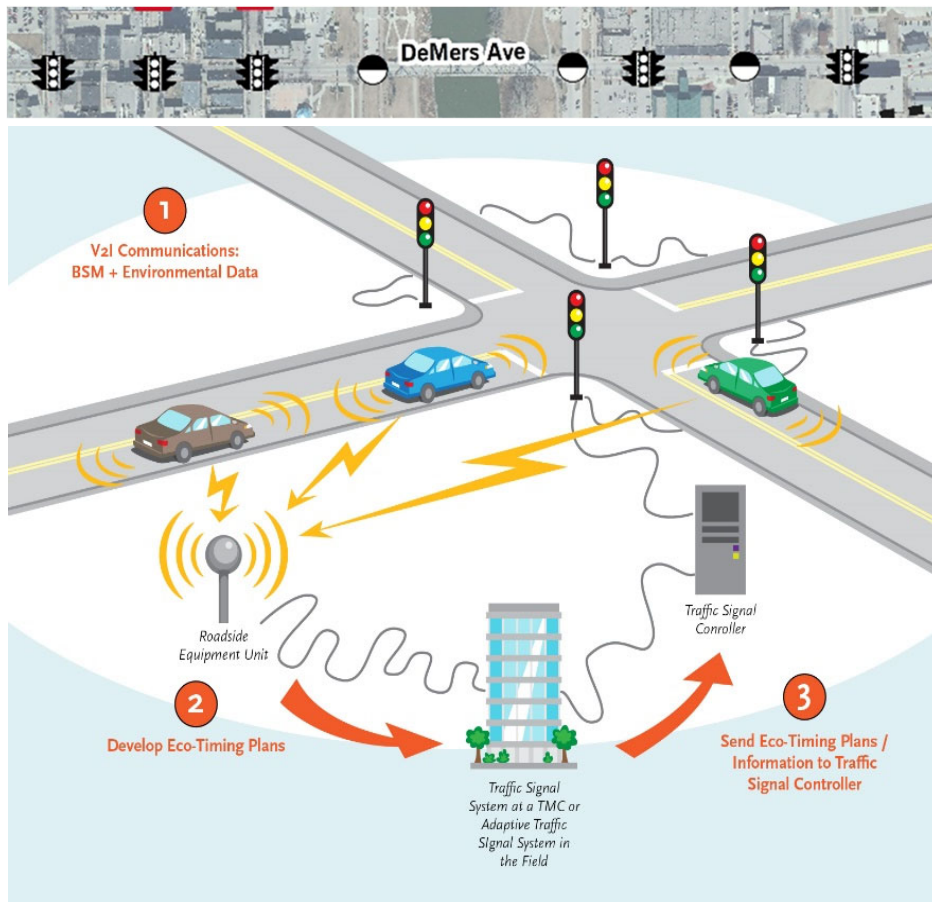


2045 Winter Storm:
-32.4% Delay/Vehicle



2045 Flood Event:
-70% Latent Delay

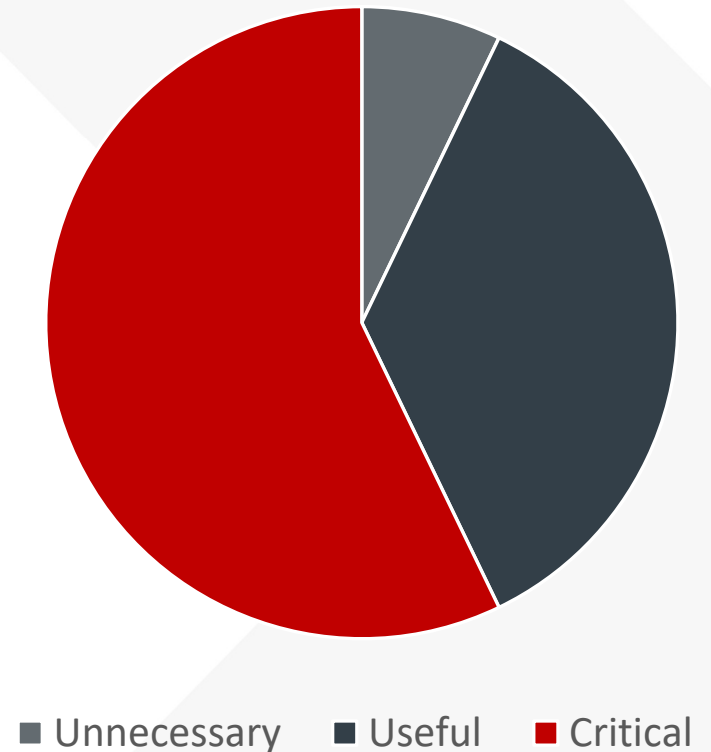
DeMers Avenue – Adaptive Signal Control (ASC)



- Adaptive Signal Control Requires:
 - High-Quality Detection
 - State-of-the-Art Controllers
 - Reliable Interconnect
 - Advanced Traffic Management System (ATMS)
- Cost with Maintenance Agreement:
 - \$28,000 Setup
 - \$5,000 Annual Maintenance
 - Cost of Reliable Interconnect to EGF
- Impacts: ++

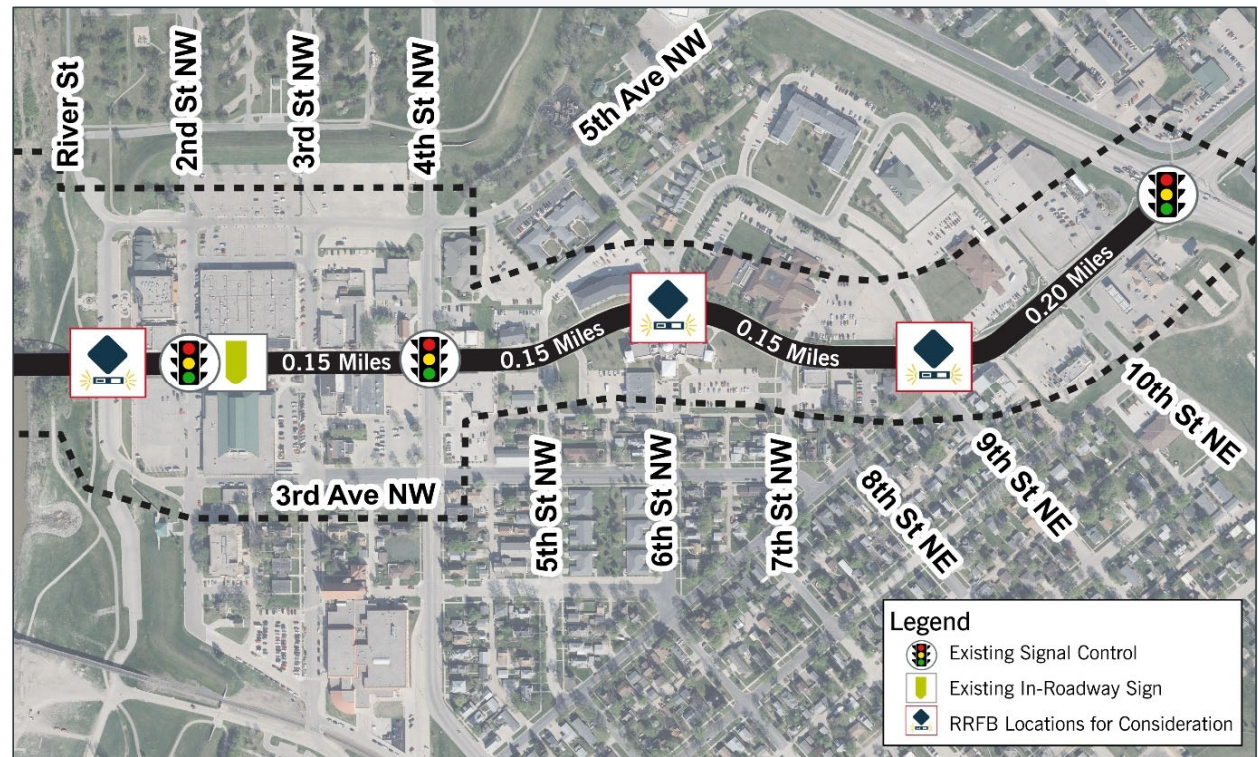
DeMers Ave - Adaptive Signal Control

- Funding:
 - EGF – DeMers Avenue Signal Upgrades (TIP)
 - GF City-Wide Regional Signal Upgrades (TIP)
 - HSIP Funding
- Next Steps
 - Maintenance Agreement
 - Scoping
 - Reliable Interconnect



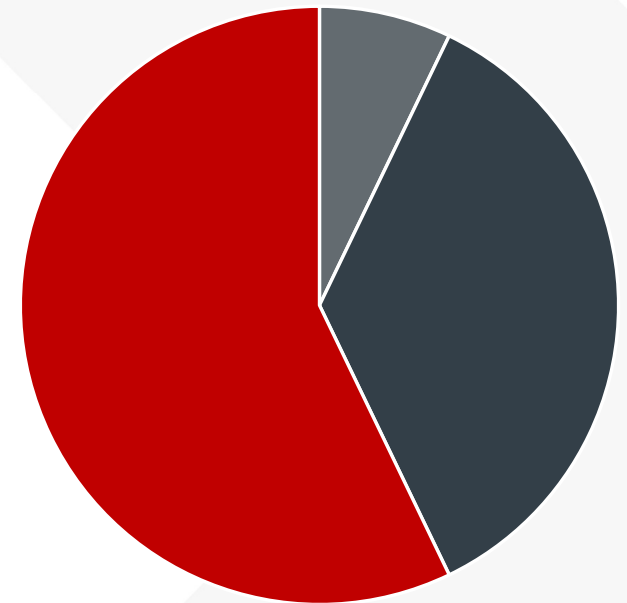
DeMers Avenue Crossings (EGF)

- 17% of Pedestrian Comments in this Area
- Provides High-Quality Traffic Control Every 800 Feet
 - MnDOT Local Partnership Program project to remove colored and stamped crosswalks
- Cost: \$\$ (<\$1M)



DeMers Avenue Crossings (EGF)

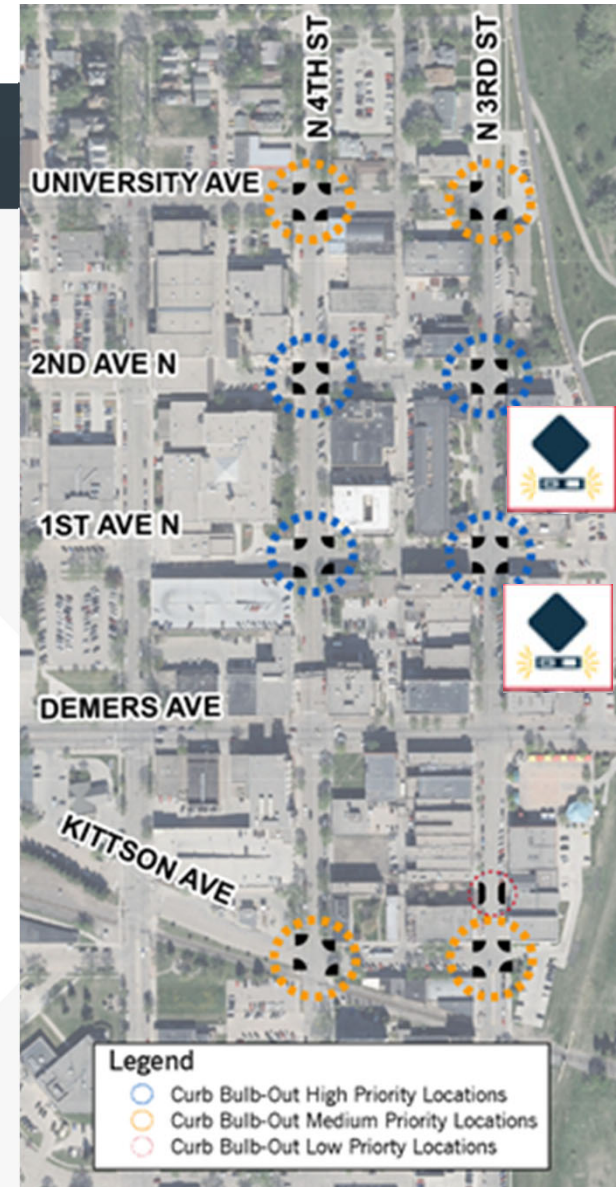
- 2021 Programmed Projects West of 4th Street NW
- East of 4th Street NW
 - Illustrative Project
 - Local Funds
 - Transportation Alternative Grants
- City Sub-Target



■ Unnecessary ■ Useful ■ Critical

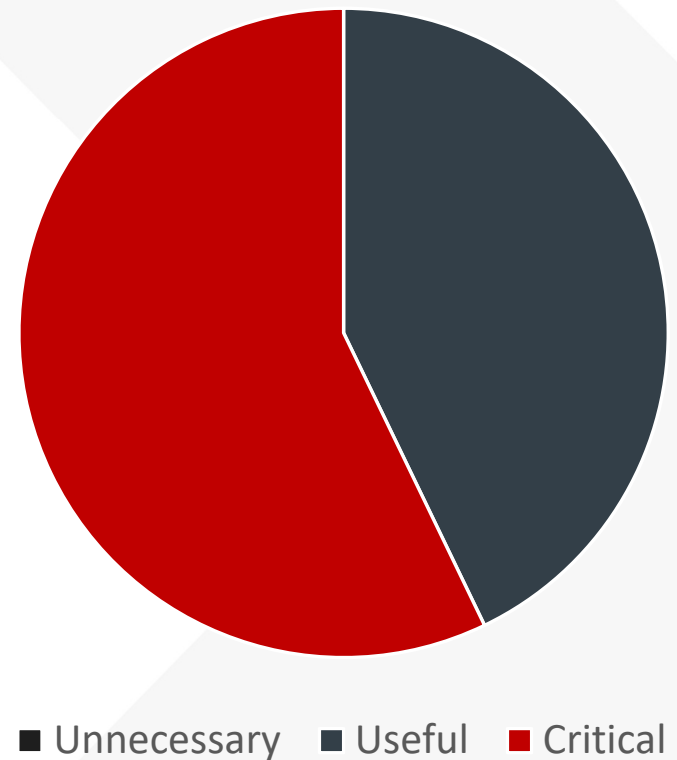
3rd St and 4th St Curb Bulb-Outs (GF)

- 35% of Ped Comments on 3rd Street in GF
- Benefits of Curb Bulb-outs and Beacons Compared to All-Way Stop Control
 - Reduced Exposure
 - Better Visibility
 - Similar or Better Compliance
- Cost:
 - Minimal if Part of Reconstruction Project
 - If Not: \$\$ (<\$1M)
- Impacts: ++



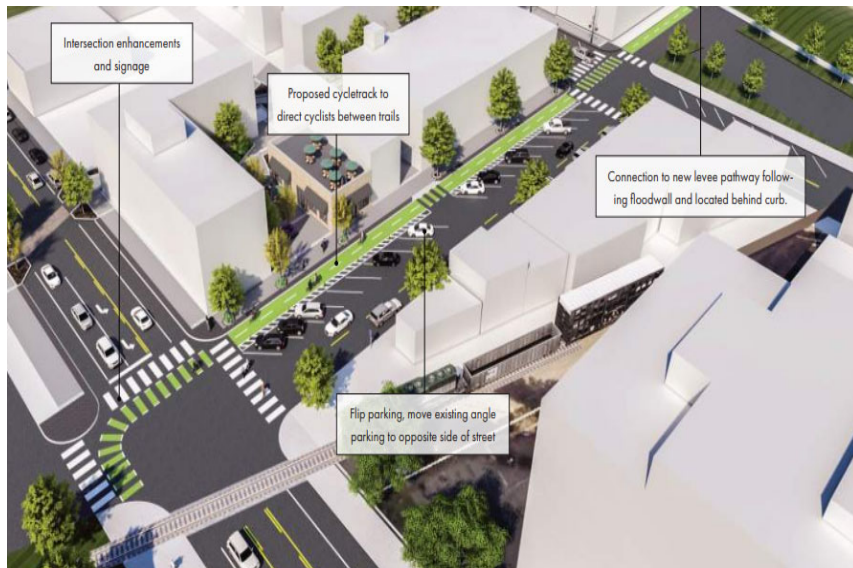
3rd Street and 4th Street Curb Bulb-Outs (GF)

- 3rd Street N Programmed in 2022
- Funding
 - Programmed Projects in Mid and Long Term
 - Grant Funds
 - ◇ Urban Grant
 - ◇ Transportation Alternatives Funding
 - Local Funds
 - MPO Sub-Allocation (Urban Roads)



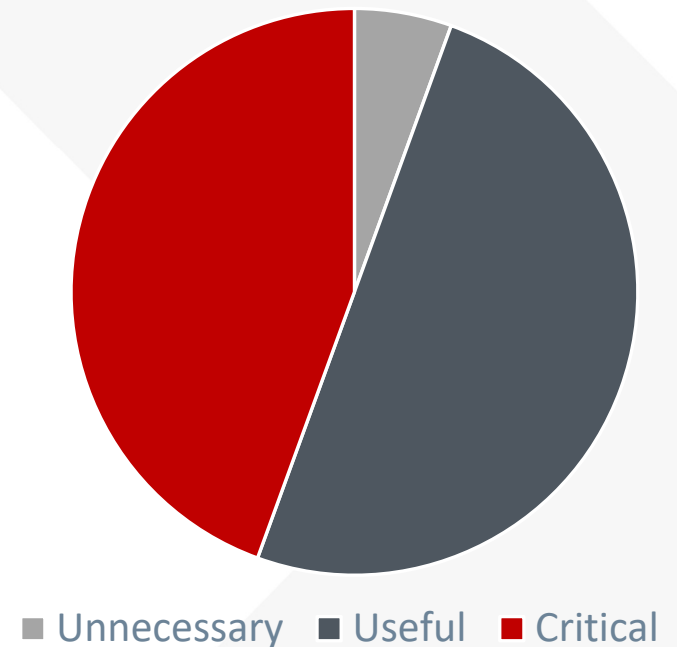
Kittson Avenue Cycle Track (GF)

- Connects Existing Shared Use Path to Greenway
- Connects Downtown E-W
- Revised Previous Concept to South to Minimize Conflicts with Traffic and Parking
- Cost: \$\$ (<\$1M)
- Impacts: ++



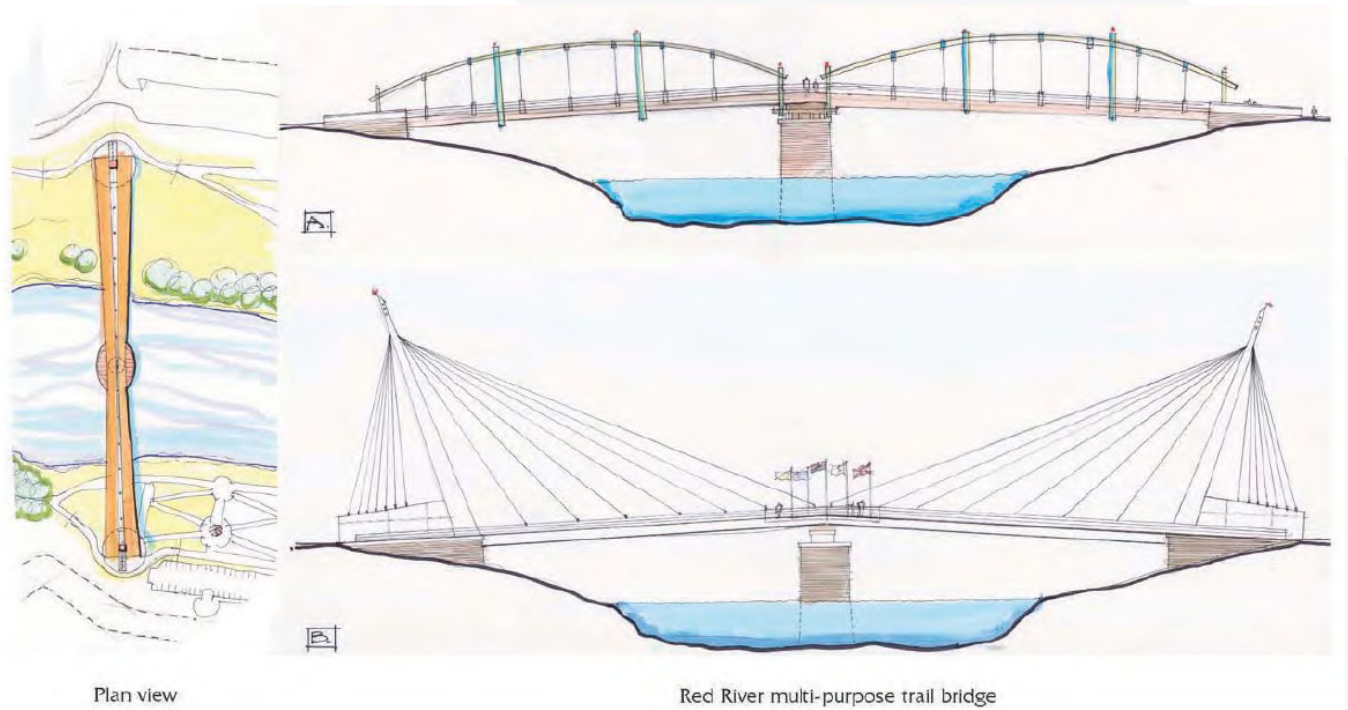
Kittson Avenue Cycle Track (GF)

- > BNSF Coordination
- > Easements
- > Potential US Army Corps of Engineers 408 Permit
- > Funding
 - > Illustrative Project in MTP
 - > Grant Funds
 - ◇ Urban Grant
 - ◇ Transportation Alternatives Funding



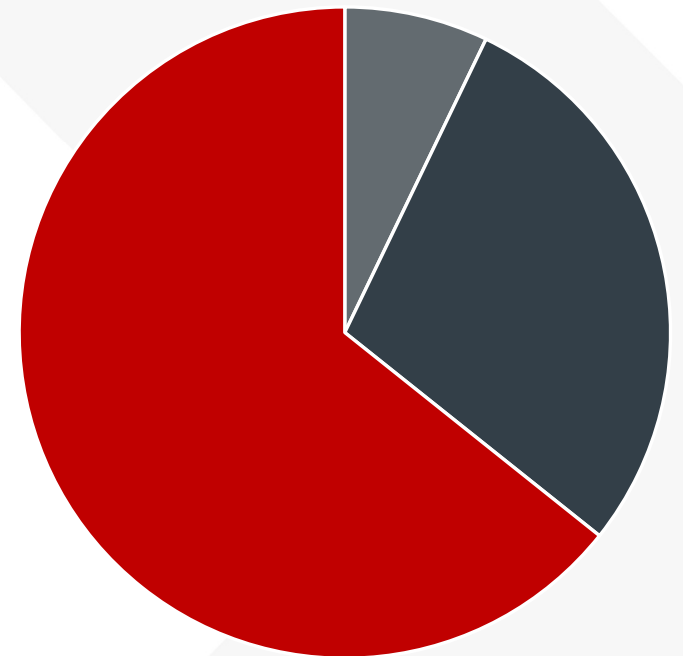
New River Crossing

- Sorlie:
 - Bike Shortcomings
 - Historic and Unlikely to Be Widened
- New Bridge Could Utilize Existing Railroad Bridge Pier
- Cost: \$\$\$ (\$2.6M)
- Impacts: ++



New River Crossing

- Environmental Analysis and Army Corps of Engineering Approval
- Funding
 - Competitive Grant Programs
 - Transportation Alternatives
 - Urban Grant Program
 - NDDOT/MNDOT Joint Project



■ Unnecessary ■ Useful ■ Critical

6th Street N Curb Bulb-Outs (GF)

- Critical Crash Rates at University Avenue, 2nd Avenue, and 1st Avenue
- Recent Fatality at 6th Street and 2nd Avenue
- High Frequency of Angled Crashes



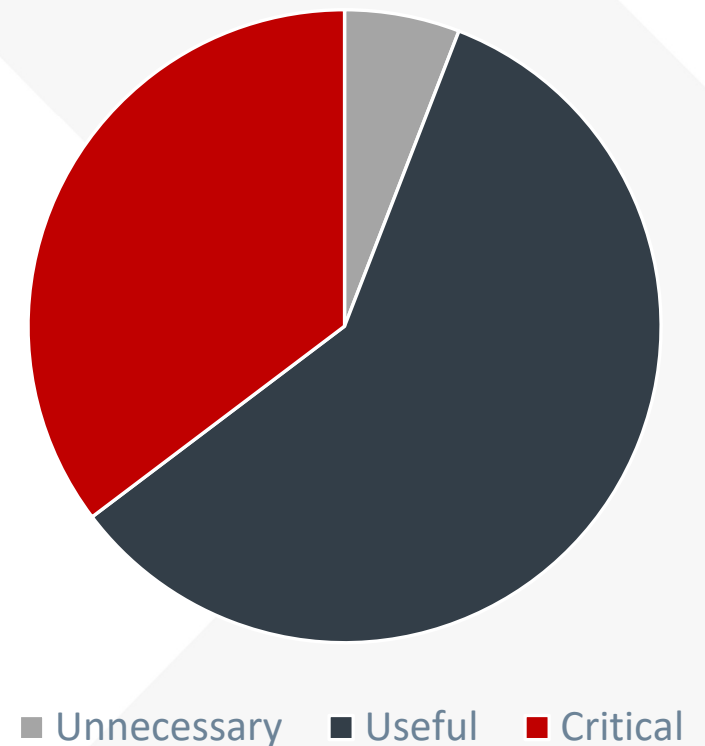
Bulb-Outs

- Improved Visibility of Stop Signs
- Reduced Pedestrian Exposure
- Reduced Traffic Speeds
- Cost: \$80,000
- Impacts: ++



6th Street N Curb Bulb-Outs (GF)

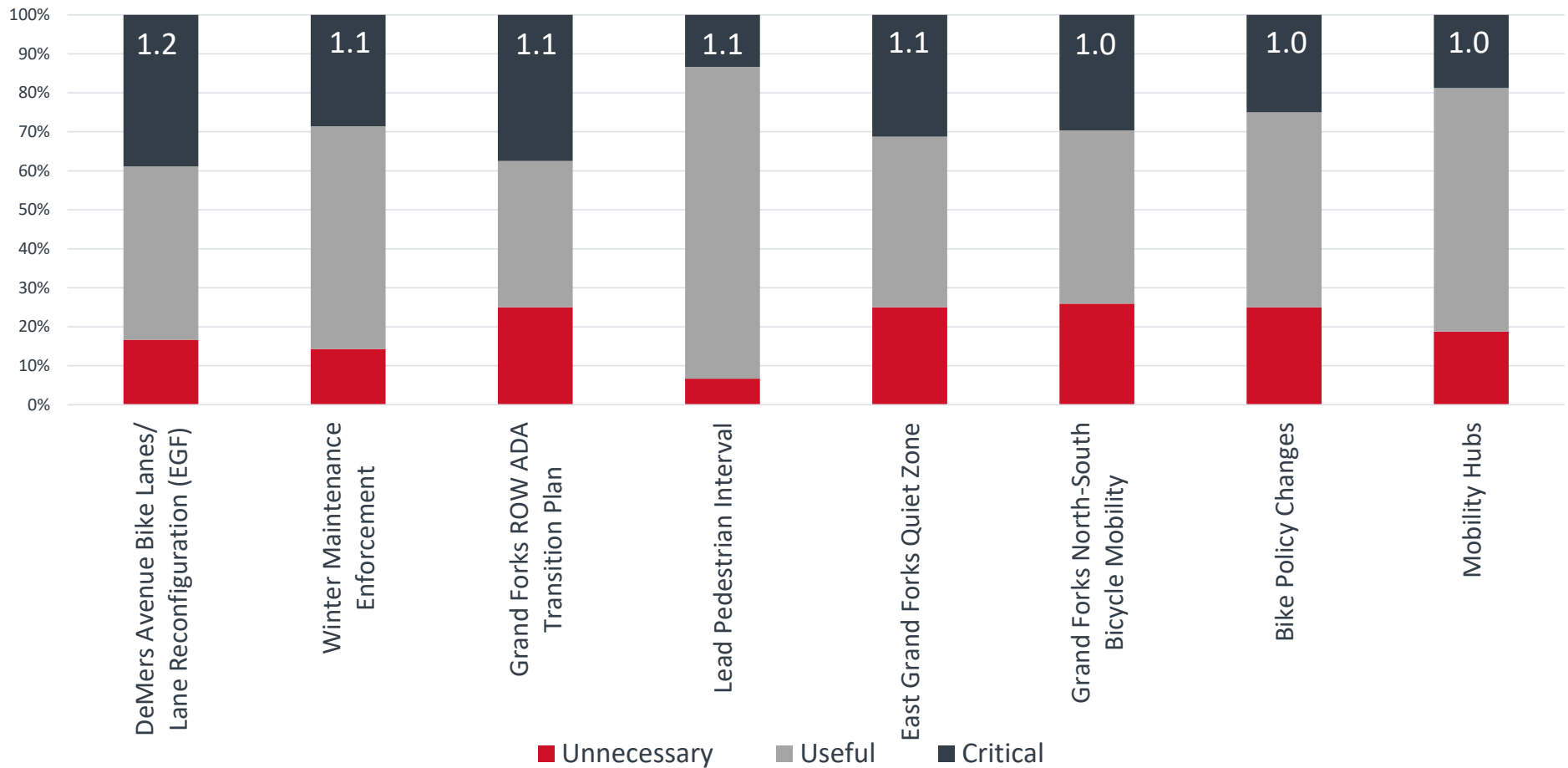
- > Illustrative Project in MTP
- > Highway Safety Improvement Program (HSIP) Funding
- > Local Funds



The image shows a perspective view of a steel truss bridge. On the left, a white SUV is parked. In the center, a person is riding a bicycle along the sidewalk. To the right, there is a concrete railing overlooking a city street with buildings and trees. The entire scene is overlaid with a semi-transparent orange filter. A white rounded rectangular box is positioned in the lower-left area, containing the text 'Medium-Priority Projects'.

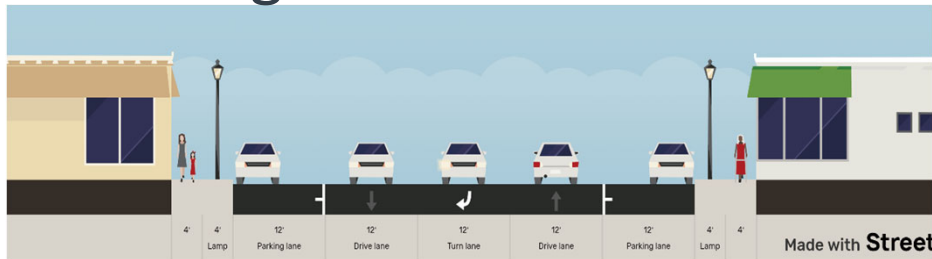
Medium-Priority Projects

Medium Priority (>1 Value Score)



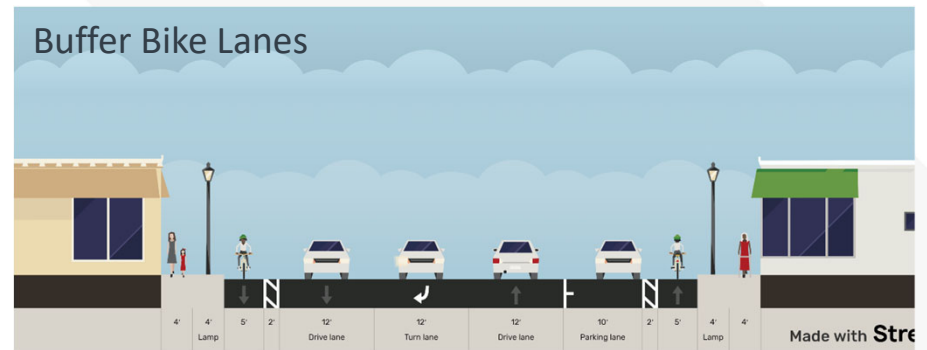
DeMers Avenue Lane Reconfiguration (EGF)

➤ Existing



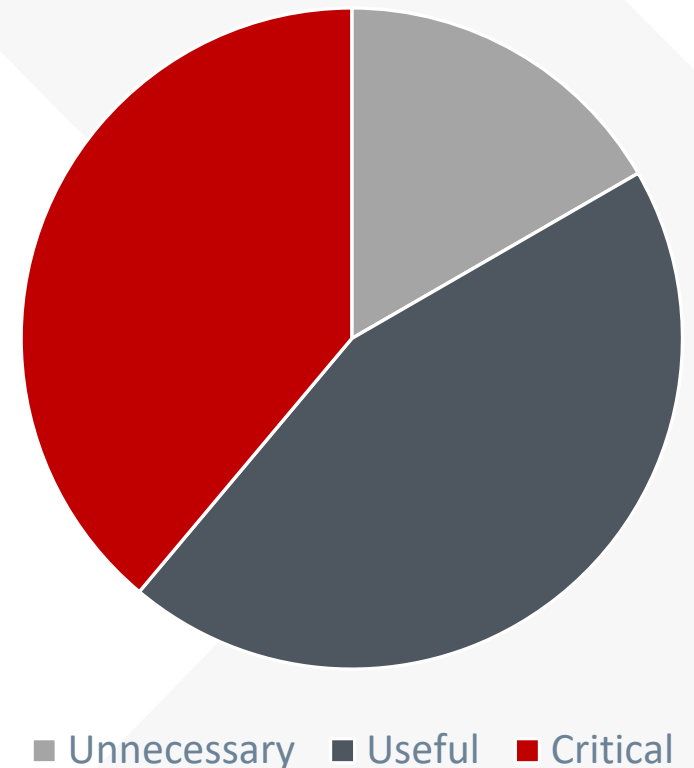
- East of 4th Street Only
- Acceptable Operations with Reconfiguration
- Can Work with
 - Proposed Pedestrian Improvements
 - Truck Accommodations at 4th Street

➤ Reconfiguration Options



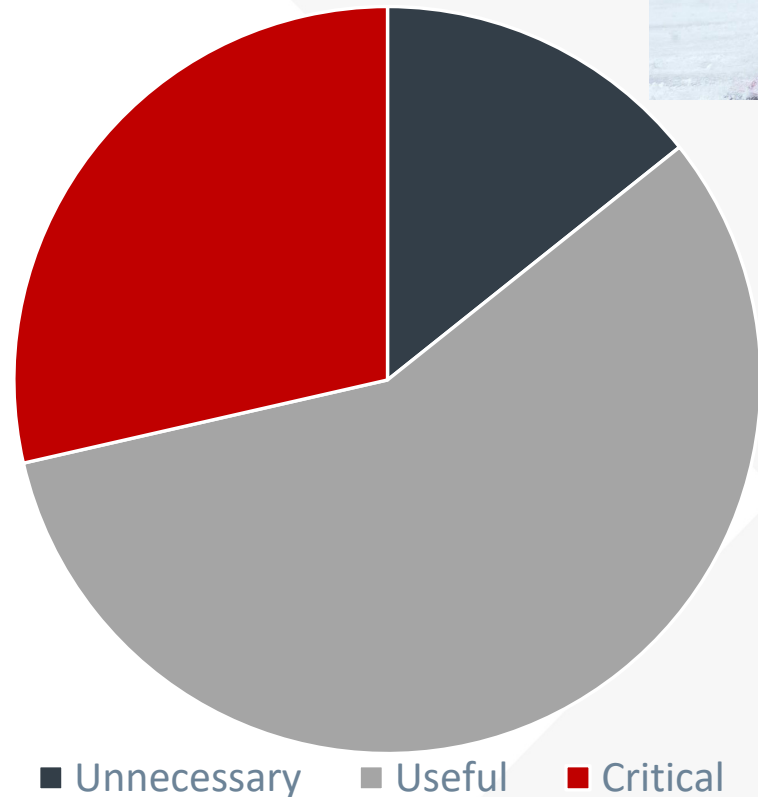
DeMers Avenue Lane Reconfiguration (EGF)

- No Programmed Projects
- Likely Coupled with Ped Crossing Improvements
- Illustrative Project
- Other Funding
 - Completed with Cyclical Striping Efforts
 - Local Funds
 - Transportation Alternative Grants



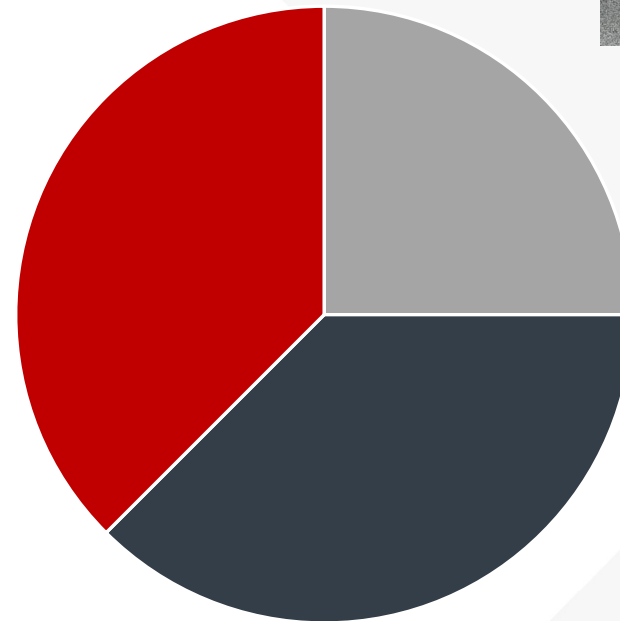
Winter Maintenance

- Enforcement of existing ordinances to create a year-round pedestrian environment
- May need different incentives/penalties
- Could consider assessment for professional snow removal



ROW ADA Transition Plan (GF)

- Identify all locations on GF ROW that do not meet ADA guidance
- Study Funding – Local or MPO
- Projects Funding
 - Currently Programmed Transportation Projects
 - TA
 - Urban Grant Program
 - Local Funds



■ Unnecessary

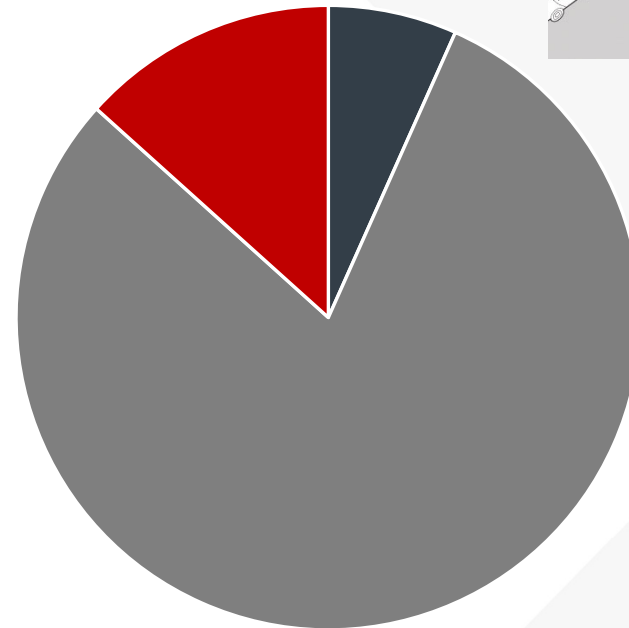
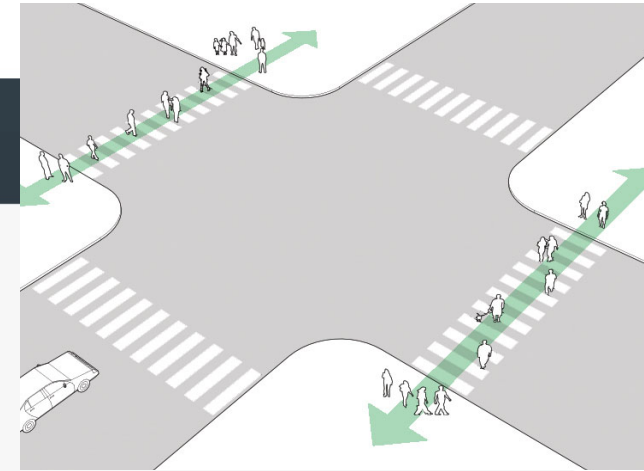
■ Useful

■ Critical



Lead Pedestrian Interval

- 3-7 seconds for pedestrians to enter the intersection
 - Already used on DeMers Avenue in GF
 - Can be Implemented with Programmed EGF Signal Project
- Staff Time Only Unless No RTOR Signs Added

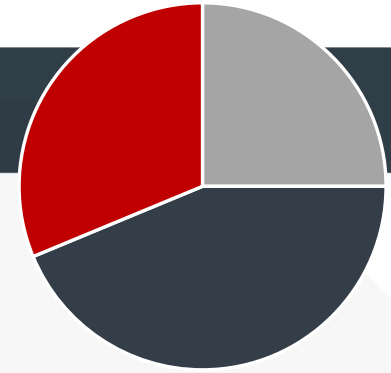


■ Unnecessary ■ Useful ■ Critical

Quiet Zone (EGF)

➤ City Currently Advanced Quiet Zone Project which will:

- Mitigate Noise Impacts
- Improve Crossing Safety



■ Unnecessary ■ Useful ■ Critical



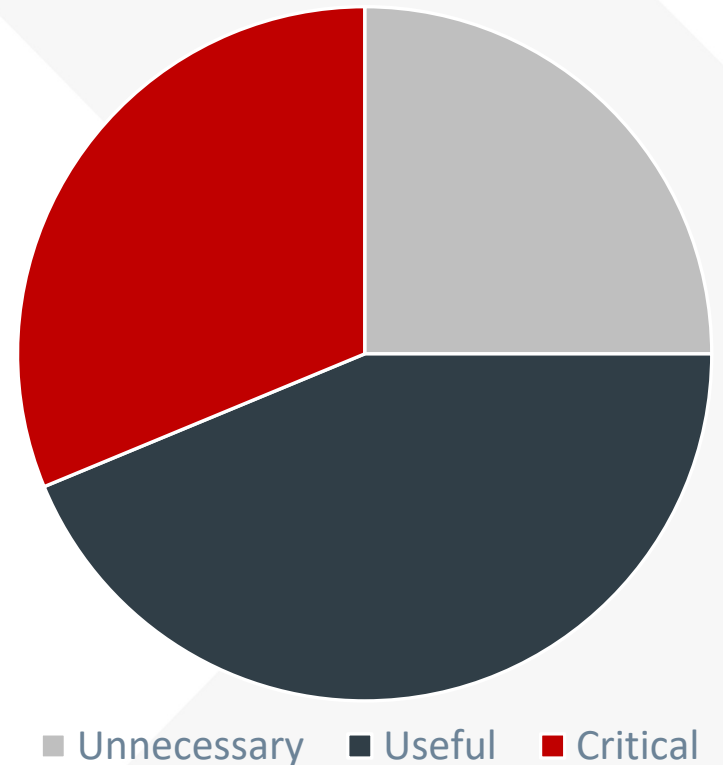
North-South Bicycle Mobility (GF)

- 4th Street Provides High Quality Bike Facility without ROW Impacts
- Support from 5th Street Shared Lanes
- Cost: \$\$ (<\$1M)
- Impacts: ++

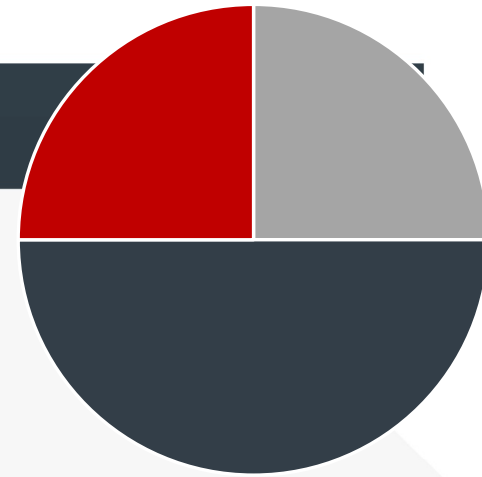


North-South Bicycle Mobility (GF)

- 5th Street Sharrows (DeMers-Kittson)
- 4th Street Bike Lanes (University-Kittson)
 - Short, Mid and Long Term Programmed Reconstruction Projects
 - Urban Grant Program
 - Transportation Alternatives Funding



Bike Policy Changes



Convenient Bike Parking Near Major Generators
Make Contact at 2 Points
Bike Lockers at High Demand Areas
Bike Corrals in On-Street Parking



Bike Boxes and Bike Signals
Improve Visibility at
Intersections

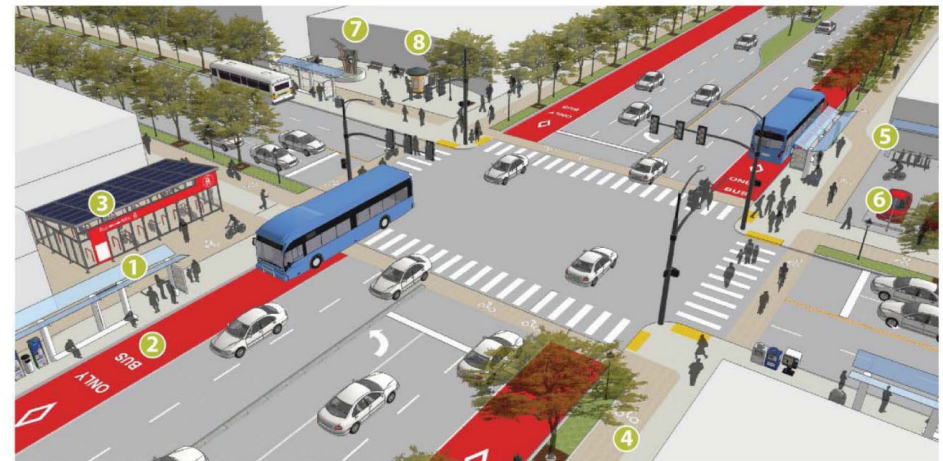


Bike Share Policies to Adopt if
Restart

Mobility Hubs

> Can Interconnect Multiple Modes:

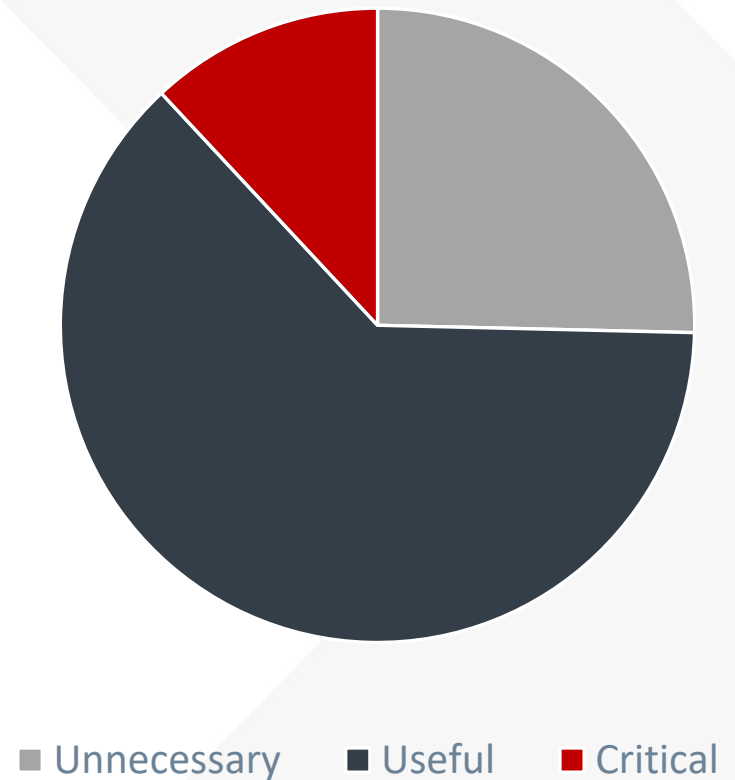
- > Pedestrians: Heated and WiFi Enabled Transit and Ride-Hailing Shelter and Pay Stations
- > Bicycles: Bike Share and Bike Parking
- > Vehicles: Area for Ride-Hailing/Taxi Pick-Up Drop Offs, Off-Site Parking Location
- > Transit: Transit Shelter



- 1 Enhanced bus stops with real-time information
- 2 Designated bus lanes and priority signals
- 3 Secure bike parking
- 4 Bike parking
- 5 Car sharing
- 6 Off-street bike path
- 7 Public art
- 8 Transit and community information kiosk

Mobility Hubs/ Transit Improvements

- Can be Factored into the Transit Development Plan (TDP)
- Standalone Funding via:
 - Urban Grant Program
 - Transportation Alternatives Funding



A photograph of a steel truss bridge, likely the Manhattan Bridge, with a person riding a bicycle on the sidewalk and a car on the road. The image is overlaid with a semi-transparent orange filter. A white rounded rectangular box is positioned in the lower-left quadrant, containing the text "Low-Priority Projects".

Low-Priority Projects

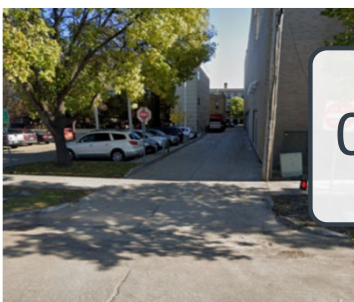
Low Priority

DeMers Roundabout (GF)



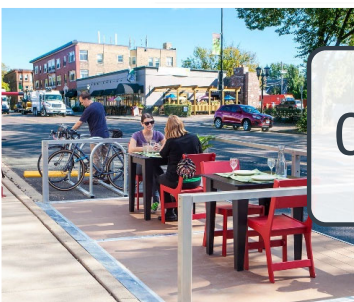
0.94

Central High School Alley Crossing (GF)



0.94

Parklets



0.88

Downtown Circulator



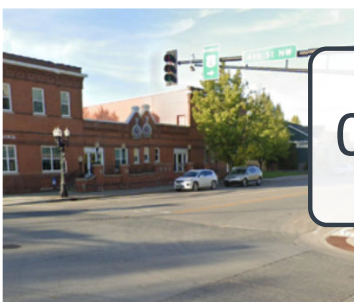
0.88

Transportation Demand Management



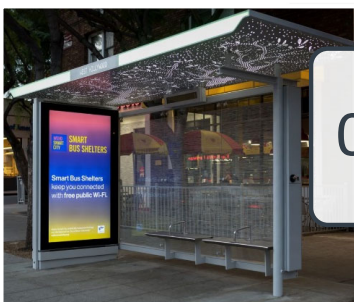
0.87

4th St NW – Turning Radii (EGF)



0.84

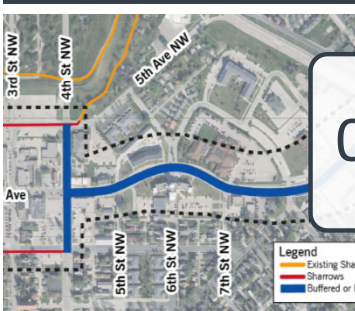
Improved Transit Stop Facilities



0.84

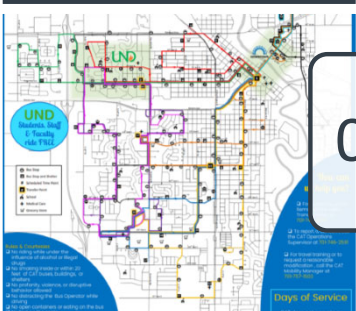
Low Priority

East Grand Forks Bicycle Network



0.84

Late Evening Transit Service



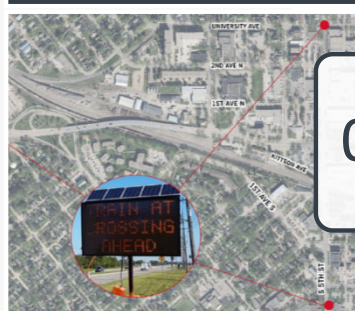
0.75

3rd St N Reverse Angle Parking (GF)



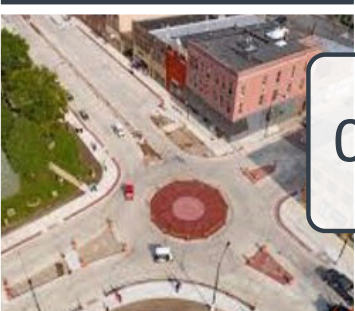
0.71

Train Information through DMS



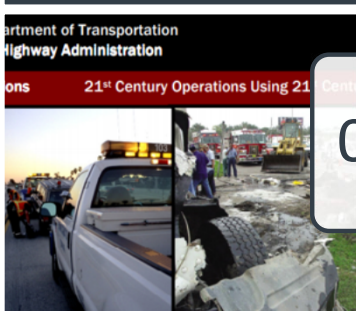
0.69

6th St N Mini-Roundabouts (GF)



0.59

Event Management



0.35

Freight Signal Priority

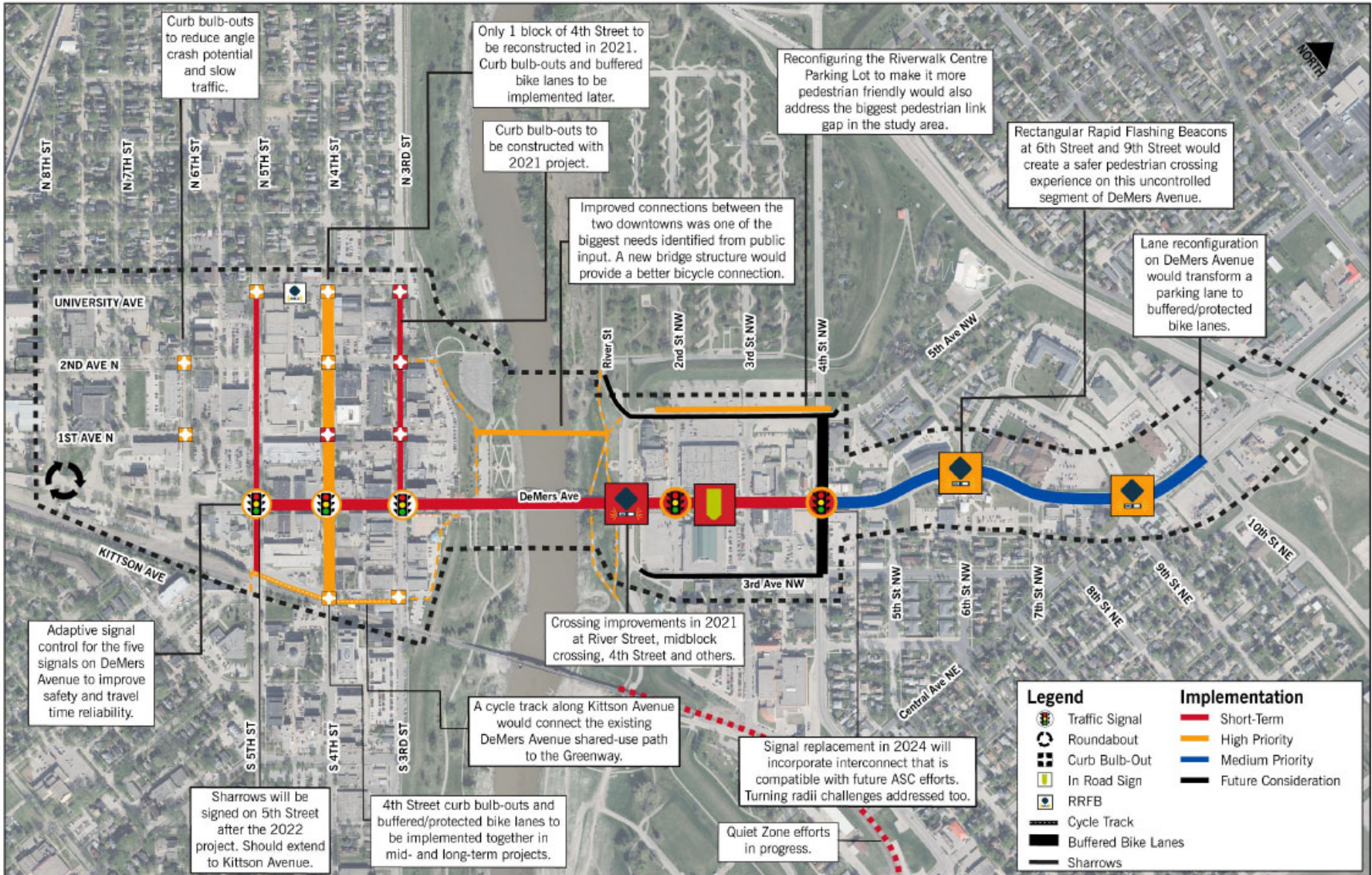


0.18

A photograph of a bridge with a person on a bicycle and a car, overlaid with an orange tint. The image shows a person riding a bicycle on a paved path on the right side of the bridge. To the left, a car is parked. The bridge's steel truss structure is visible on the left. In the background, there are buildings and trees. The entire image is covered with a semi-transparent orange filter.

Summary and Next Steps

Summary of Projects



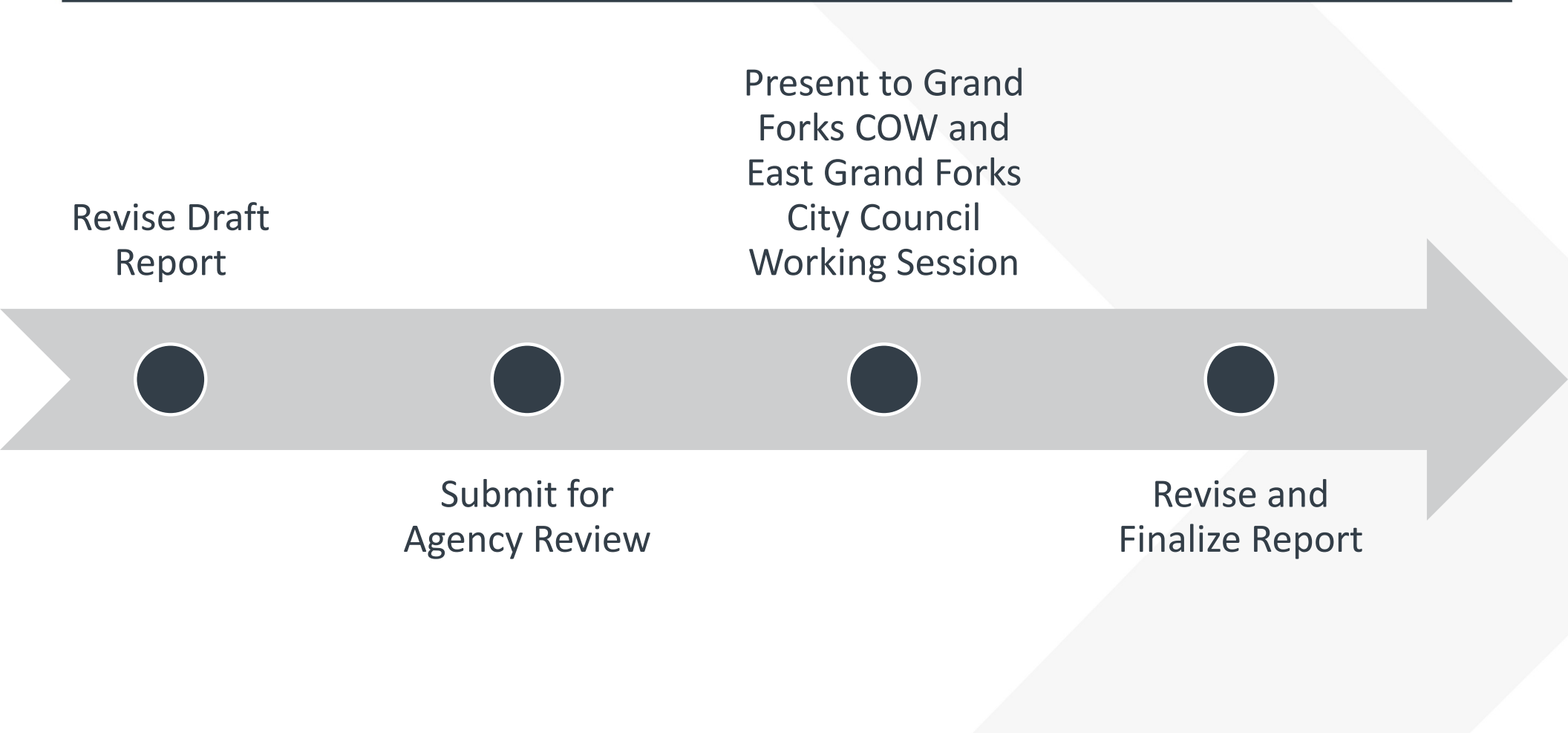
Next Steps

Revise Draft
Report

Present to Grand
Forks COW and
East Grand Forks
City Council
Working Session

Submit for
Agency Review

Revise and
Finalize Report



**MPO UNIFIED PLANNING WORK PROGRAM -
UPDATE , 2020**

TABLE OF CONTENTS- UPDATE October, 2020

**TRANSPORTATION PLAN UPDATE AND IMPLEMENTATION
ACTIVITIES**

AREA	TASK	%	ORIGINAL COMPLETION DATE	PROJECTED COMPLETION DATE
Grand Forks Land Use Plan Update	City and MPO staff have drafted a scope of work. This scope was presented to the Land Use Sub-committee of the GF Planning and Zoning Commission. It was also submitted to our state and federal partners for review and comment. We have the rfp for consideration at our October TAC and Board meetings.	19%	31-Dec-20	31-Dec-21
East Grand Forks Land Use Plan Update	The formation of the EGF Land Use Plan Update steering committee has been finalized; they have held their first meeting with the consultant. City and MPO staff have been forwarding to WSB data and information for the consultant to begin the "understanding the city" initial part of their tasks.	40%	30-Jun-21	31-Dec-21
Future Bridge Traffic Impact Study	Discussions continue of possibly dropping the 47th Ave corridor; however, discussions have also been had about adding the 17th Ave corridor.	4%	31-Dec-20	30-Jun-21
Downtown Transportation Study	The final Steering Committee meeting has met on September 24th. At this meeting, the intent was to finalize the prioritized improvements and develop the draft study findings. Comments from the Committee are due Oct 9th	90%	30-Jun-20	30-Nov-20
Traffic Count Program	Vision Camera Data Collection & Traffic Analysis Enhancements.	80%	On-going	