



TECHNICAL ADVISORY COMMITTEE MEETING
WEDNESDAY, JUNE 8TH, 2022 – 1:30 P.M.
East Grand Forks City Hall Training Room/Zoom

PLEASE NOTE: Due to ongoing public health concerns related to COVID-19 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

Palo/Peterson _____
Ellis _____
Bail/Emery _____
Brooks _____
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 MAY 11, 2022, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE
5. MATTER OF FY2022-2025 T.I.P. AMENDMENT..... KOUBA
 - a. Public Hearing
 - b. Committee Action
6. MATTER OF PROGRAMMING UPDATE WORK GROUP KOUBA

**TECHNICAL ADVISORY COMMITTEE
JUNE 8TH, 2022 MEETING
PAGE 2**

- 7. MATTER OF NDDOT AND MNDOT PERFORMANCE MEASURES KOUBA
- 8. MATTER OF SOLICITATION OF PROJECT APPLICATIONS FOR THE FY 2024-2025 ND TA (TRANSPORTATION ALTERNATIVES) PROGRAMHALFORD
- 9. MATTER OF BRIDGE DISCUSSION UPDATE.....HALFORD
- 10. UPDATES
 - A. 2021/2022 Annual Work Program Project Update KOUBA
 - 1. Transit Plan
 - 2. Bike and Pedestrian Plan
 - 3. Street and Highway Plan
 - 4. Pavement Management
 - B. Agency UpdatesHALFORD
 - 1. GF/EGF MPO
 - a. AMPO Conference – 2022 Annual Conference, Minneapolis, MN Oct 25-28 www.ampo.org/news-events/ampo-annual-conference
 - b. 2023-2024 Unified Planning Work Program
 - 2. OTHER AGENCIES
- 11. ADJOURNMENT

INDIVIDUALS REQUIRING A SPECIAL ACCOMMODATION TO ALLOW ACCESS OR PARTICIPATION AT THIS MEETING ARE ASKED TO NOTIFY STEPHANIE HALFORD, 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, May 11th, 2022**

CALL TO ORDER

Teri Kouba, Chairman, called the May 11th, 2022, meeting of the MPO Technical Advisory Committee to order at 1:33 p.m.

CALL OF ROLL

On a Call of Roll the following members were present: Wayne Zacher, NDDOT-Local Planning and David Kuharenko, Grand Forks Engineering. Via Zoom: Ryan Brooks, Grand Forks Planning; Jason Peterson, NDDOT-Local District; Nancy Ellis, East Grand Forks Planning; Jon Mason, MnDOT-District 2; and Ryan Riesinger, Airport Authority.

Absent: Brad Bail, Steve Emery, Jane Williams, Michael Johnson, Lane Magnuson, Nels Christianson, Dale Bergman, Nick West, and Patrick Hopkins.

Guest(s) present: Anna Pierce, MnDOT-Central Office.

Staff: Teri Kouba, GF/EGF MPO Interim Executive Director and Peggy McNelis, GF/EGF MPO Office Manager.

DETERMINATION OF A QUORUM

Kouba declared a quorum was present.

MATTER OF APPROVAL OF THE APRIL 13, 2022, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE

Riesinger stated that he had one correction; it is showing him as absent in roll call, but he was present and voted on all the items.

MOVED BY BROOKS, SECONDED BY KUHARENKO, TO APPROVE THE APRIL 13TH, 2022 MINUTES OF THE TECHNICAL ADVISORY COMMITTEE SUBJECT TO CORRECTION NOTED.

MOTION CARRIED UNANIMOUSLY.

MATTER OF FINAL APPROVAL OF THE 2050 GRAND FORKS LAND USE PLAN

Kouba reported that since the last presentation that was given at your April meeting, the draft plan was presented to the Planning Commission, and they did recommend approval. She stated that it will be presented to the City Council next week on May 16th.

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, May 11th, 2022**

Kouba commented that they didn't receive any comments and there haven't been any last minute changes needed, so staff is recommending approval of the final document as presented.

Kuharenko said that he has a comment, for the MTP in general; as they are continuing to develop further to the south, and this will be more relevant to the Bike/Ped plan that is coming up, one thing that he wants to make sure of is that we get a solid look at our Bike and Ped corridors, especially around schools, we have that area continuing to develop to the south, and he knows that in the past we have had some issues and concerns brought up last minute on projects, so he wants to make sure that with these newer developments that are coming in that we take that into consideration with our Bike/Ped plan coming up, and with that he will make a motion to approve the final document.

MOVED BY KUHARENKO, SECONDED BY BROOKS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE FINAL 2050 GRAND FORKS LAND USE PLAN SUBJECT TO STUDY OF BIKE/PED CORRIDORS, ESPECIALLY AROUND SCHOOLS.

Voting Aye: Brooks, Mason, Zacher, Kuharenko, Ellis, Riesinger, and Peterson.

Voting Nay: None.

Abstaining: None.

Absent: Emery, Bail, Palo, Johnson, Christianson, Hopkins, Williams, Bergman, and Magnuson.

MATTER OF 2050 STREET AND HIGHWAY PLAN CONSULTANT CONTRACT

Kouba reported that this is more of an information item to update everybody on getting going on our Metropolitan Transportation Plan.

Kouba stated that they received three proposals for the 2050 Street and Highway Plan Element. She added that they interviewed all three on April 27th, and the Selection Committee recommended hiring HDR Consulting, with CPS and Praxis as subconsultants.

Kouba commented that HDR's initial cost proposal was \$379,800; however, just for information purposes; we will use the \$380,000 budgeted amount in the contract. She explained that this is due to the fact that this is a multi-year project and there will most likely be salary increases. She added that there will also be a note in the contract concerning the year to year inflation increases as well as the fact that anything beyond the contract's overall budget will need to be amended subject to discussion between the MPO and HDR. She stated that HDR wanted some things including the increase, but she wanted to make sure that there was still some sort of discussion when it comes to the overall budget and the need for any kind of amendment.

Kouba said that other than the inflation increases and required discussion in the event an amendment is needed, it is generally our basic contract and everyone is very excited about what is going on. She added that she did include the scope of work in the packet, as well as the timeline for the project, and they will try to keep everybody in the loop as to where we are at on

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, May 11th, 2022**

the timeline by including an information sheet with our monthly update in the meeting packet, unless there will be a presentation, so that we know where they are at with the project timeline to allow us to submit any comments or questions we may have.

Kouba commented that she also included the scoring sheets in the packet, and pointed out that the scoring was really close but HDR was the top choice.

Kuharenko stated that one of the questions and concerns that he has is that if we have the language you mentioned in the contract saying that we are going to have this \$380,000, but then we are going to bump the salaries up and now we are going to likely have some overages; he has some concerns with that because you're obviously going to be going over the contract and we have no idea how much we will be looking at going over so that is a concern he has. He asked if Ms. Kouba has any idea as to what kind of modifications we might be looking at for this contract, and his other worry on that is also if then it gets rolled into, well, now we need a bunch more hours associated with it, and he has concerns that this change order or amendment could spiral. Kouba responded that that is not the intent but we always knew going in that because of the multi-year nature of our Metropolitan Transportation Plan; unfortunately we are kind of in-between, our out-year is in a year in our work plan that we have not received a solid idea of how much money we will be receiving in 2023, when we prepared this so we always knew going in that we might have to modify some things in the end but we don't believe that beyond the budget we have is something, and from the contractor, from what they are saying they don't see going over budget, but it is always a concern and is something that she will keep an eye on.

Kuharenko asked if this is an approval item or is it just information only. Kouba responded that you can give it approval, we normally don't need one for the contract, we normally bring it to the MPO Executive Policy Board itself, but if you want to make a recommendation to approve you can do that as well. She said that she just wanted everyone to know where we were at with it, especially since we aren't in a big rush, and hopefully into the future we won't be rushing to get contracts approved through various boards and such; it isn't fun for staff or for anyone else not knowing what is going on, so they had the opportunity to inform everyone, so they took it.

Information only.

MATTER OF DISCUSSION OF NORTH DAKOTA SIDE FY2023-2026 T.I.P.

Kouba reported this is the North Dakota side 2023-2026 T.I.P. She stated that we just approved the Draft Minnesota Side TIP, and with that she knows that there have been discussions going on, and she just wanted to kind of get a jump start on this side of it so that we know if what you see is on the right track, are we adding, are we moving, are people seeing any kind of shifts in what is happening. She said that she knows that in the 2026 year we aren't quite sure yet because applications haven't been approved yet, but she knows that there has been some movement. Zacher commented that he has not heard anything regarding the Draft STIP yet, or the Urban Program. He said that he knows they are working on it behind the scenes, and that there are some other things going on that were kind of taking over their time. He stated that he assuming that what you did here was just to take what your outyears of 2022 to 2025 and move

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, May 11th, 2022**

them forward one year, and at this point he thinks that is all we can do. He added that as far as the funding goes, they are seeing some increase, how much we don't know so you probably want to shoot for what we used in the past years; he knows that Ms. Pierce talked yesterday about what Minnesota has coming up, but on the North Dakota side he hasn't heard very much.

Kouba asked if Mr. Peterson had seen anything from the District level that has changed. Peterson responded that the only thing, other than the things that they know are going to be shifted; he asked Mr. Zacher if the Washington Street/BNSF Underpass is now going to be in 2023. Zacher responded that he knows there is a meeting either next week or the following with the bridge and railroad, something about a study that the railroad wants done but the bridge doesn't agree with, so he isn't sure at this time. Peterson stated that he thinks they know that that project has been delayed. He added that they have two issues with projects involving the railroad, that was one of them and the other was a slide project out on I-29 and the new lift station, that project is also being pushed. Zacher asked if the second project wasn't an ER project. Peterson responded that it is. Zacher commented that he knows that it was Mr. Haugen's practice not to include the ER projects in the TIPs, so that project isn't in the TIP. He added that he has been trying to keep the MPO abreast of where it is at, when he sees movement.

Peterson stated that as far as the rest of them he doesn't think anything has changed, and he knows; maybe Mr. Kuharenko can speak to this, but he thinks that they were still looking at their projects on Gateway, 32nd Avenue and Washington. Kuharenko responded that he believes that 32nd Avenue is currently programmed in the STIP in 2025, and then Gateway and then Washington. He added that on the urban side, just kind of shifting gears, one of the things that they have been discussing internally has been swapping what they currently have right now, they have Project ND-23, which is the Columbia Road Reconstruction Project from University to 8th Avenue North, and they are likely to recommend to their City Council to approve swapping that with ND-32, which is reconstructing South 48th Street from 17th to DeMers, that roadway is deteriorating a lot more rapidly than they had anticipated so they are looking to get that project accelerated, but that is more of a heads up for now and they will get back to it at the next go-around this fall.

Kouba said, though, that you aren't certain if you will eventually do this or not. Kuharenko responded that they are reprioritizing, so they would end up, hopefully, just swapping the two projects. Peterson asked if those are in consecutive years. Kuharenko responded that he believes they have Columbia in 2025 and South 48th Street as an Illustrative Project in 2026 as their second priority because their first priority is the Point Bridge Rehabilitation project, so they will likely try to bring the 48th Street project up to 2025 if possible, but they do still have to get approval for this from their City Council, but 48th Street down in the Industrial Park is getting rather rough.

Peterson asked about the meeting Mr. Zacher mentioned, if he said that it was next week with Bridge Division. Zacher responded that he knows that Mike Johnson is included on the correspondence for that meeting, but he thought it was next week.

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, May 11th, 2022**

Kouba commented that the sooner you can let her know about any projects the better so she can get it into our draft so we can get it out as close to, or shortly before approval preferably. She said that she can continue working under this impression with our 2023-2026 TIP, and as soon as we get more concrete information from the NDDOT we can get a Draft TIP out in July.

Kuharenko stated that just following up on Mr. Peterson's question; looking at his calendar it appears that the inspection of the bridge is scheduled for Tuesday, June 14th from 9:00 a.m. to noon.

Pierce said that she is curious; are you hoping to have one TIP this year or are you planning on doing two separate, one for each State. Kouba responded that it is always our hope that we can do one TIP, but we do understand that Minnesota has a process and if we can't make the North Dakota side work for a single TIP then we will do a two-sided TIP. Pierce stated that something they do for LaCrosse, because they are part of Wisconsin DOT and are on a completely different schedule as well, is they have them adopt their project list, and go through a public comment period on their project list for their TIP and then when approved they go through that process separately, but that can allow for keeping it as one document if North Dakota doesn't have their information to you at the same time as Minnesota. Kouba responded that that is something we can look at.

Information only.

OTHER BUSINESS

A. 2021/2022 Annual Work Program Project Update

Kouba referred to the Unified Work Program Project update included in the packet and went over it briefly.

Kouba stated that with the recommended approval of the Grand Forks Land Use Plan we have a completion date of July 29, 2022, as shown.

Kouba said that for the Pavement Management project; Goodpointe was here doing some reshoots of some areas, and were doing some areas that they weren't able to get to because of construction and demolition, so hopefully we will see some movement on the study and will hear from them in the next couple of weeks so we can complete this project as well.

Kouba stated that for the Transit Development Plan (TDP) we have our surveys available, and we did extend the comment period out to the end of this week so that everyone had enough time to fill the surveys out to let us know what they are thinking of the service ideas that were being presented. She added that they were also working more on our Human Service Coordination Plan, and are beginning to work on the future finances for current and future service ideas and getting closer to completing that project.

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, May 11th, 2022**

Kouba commented that we are just starting work on the Bike/Ped Plan. She referred to the Monthly Project Status Report included in the packet and stated that these are the things that they are working on. She pointed out that they held a kick-off meeting to be able to exchange what staff and the consultants need from each other; and are moving forward. She added that they hope to schedule a meeting of the steering committee in June.

Information only.

B. Agency Updates

Kuharenko reported that the City of Grand Forks is gearing up for construction at this point, and will be starting things up shortly. He said that they have a number of things going on; and started work on 4th Street. Kouba asked about the study on 32nd Avenue Corridor. Kuharenko responded that that was more bridge related, and kind of delved a little deeper into that, and they are still working on that document with Bolten & Menk. Kouba asked about the traffic study for the Fufeng project. Kuharenko responded that he has been kind of disconnected from that project to be honest, but he has a meeting following this one where he hopes to get a little better idea of what is going on. Kouba said that she hopes to pull some of that information in for our Street and Highway Plan.

Kouba asked Mr. Zacher if he has any information on the I-29 Project. Zacher responded that he knows they have had some preliminary meetings on the potential new southern interchange. He said that he believes that public involvement or public engagement starts shortly. Kuharenko commented that there is a public input meeting on June 1st at the Hampton Inn and Suites from 5:00 to 7:00 pm. He added that he just gave a presentation this morning on a number of those items, and that was one of the items that came up; so he will send out that information.

Zacher stated that they just got the ??? study under contract, and that will also be done by HDR Engineering. He said that he doesn't know much about that project though. He added that he hasn't heard much on the Smart Corridor, or the I-29 stretch from South Dakota to the Canadian lines. He stated that he knows that the RFPs are out for those studies, but he doesn't know when the proposals are due.

Pierce reported that the Statewide Multi-modal Transportation Plan will be going out for a 45 to 60 day public comment period in June, hopefully; they got approval from leadership and are going to the Governor's office. She said that they also have MnSHIP ramping up their Minnesota State Highway Investment Plan, which is their long-range investment plan and that will consist of going out and doing public participation over the summer months and into the early fall. She said that they are planning to have at least two public participation events in each district outside of the Twin Cities and then six in the Twin Cities, so she will keep you posted on when those events will occur.

Pierce commented that they also have their State Rail Plan ramping up and it will start kicking off later this summer or early fall and they also have the Transportation Management Plan that is

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, May 11th, 2022**

getting ready to go out the door as well so lots of planning activities happening and coming your way so she will try to keep you posted on these as well.

Riesinger reported that they have been busy out at the Airport as well. He stated that they received bids on their Roadway Intersection Reconstruction project about three weeks ago, and had them approved by the Airport Authority Board at their April meeting and they selected ??? Construction. He explained that this is about a \$9.5 million dollar project with a 12-day closure of their two largest runways to complete that intersection work; working 24 hours a day work and the work will be done from August 21st to September 2nd, so it is big project for them.

Riesinger said that they are working on the UND Aprons which is a project where a portion of their aprons will be reconstructed and once the soils and weather is good enough they will be completing the partial relocation of County Road 5 just to the west of the Airport which is a project that will enable them to ultimately extend their runway further to the west.

Kouba reported that she was at a University Avenue Corridor Neighborhood Planning Session that is being led mostly by UND Undergraduate Students along with Andy Conlin from the City's Community Development Department where they are looking for ways to combine the neighborhood and the corridor to include bike/ped, transit, and street accommodations, so hopefully they will have some public support of any new infrastructure that happens along that corridor. She stated that some of the things they were talking about would impact some of the transportation networks, so hopefully bringing some of the information we have in our upcoming plans will help them get some focus.

Information only.

ADJOURNMENT

***MOVED BY BOOKS, SECONDED BY KUHARENKO, TO ADJOURN THE MAY 11TH, 2022
MEETING OF THE TECHNICAL ADVISORY COMMITTEE AT 2:10 P.M.***

MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by,

Peggy McNelis, Office Manager



MPO Staff Report
Technical Advisory Committee:
June 8, 2022
MPO Executive Board:
June 15, 2022

RECOMMENDED ACTION: Recommend the approval of the FY2022-2025 TIP Amendment 4 to the Executive Board,

TAC RECOMMENDED ACTION:

Matter of the FY2022-2025 TIP Amendment 4.

Background:

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

Federal Rail recently informed NDDOT that an improvement to a railroad crossing would happen on 12th Ave NE/Merrifield Rd. The funds come from Section 130 Rail Safety and the local share is being paid by the Railroad. The work will be completed this year. It does not negatively impact our financial plan.

A public hearing is scheduled for June 8th. Written comments are allowed up until noon on the same date.

Findings and Analysis

- The projects listed are consistent with the MPO's Metropolitan Transportation Plan.
- The projects have identified funding and therefore the TIP is fiscally constrained.

Support Materials:

- Copy of the TIP project list
- Copy of Public Notice



PUBLIC NOTICE

The Grand Forks - East Grand Forks Metropolitan Planning Organization (MPO) will hold a public hearing on the proposed amendment to the MPO FY2022 to FY2025 Transportation Improvement Program (TIP). The TIP also incorporates the local transit operators' Program of Projects (POP). The hearing will be held during a regular, monthly meeting of the MPO's Technical Advisory Committee (TAC). The meeting is held in the Training Room of East Grand Forks City Hall, 600 DeMers Ave, East Grand Forks, MN. Due to the COVID-19 public health emergency, some members of the MPO's TAC may be participating virtually. The hearing will be held at 1:30 PM on June 8th. The public, particularly special and private sector transportation providers, are encouraged to provide input via email.

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 June 8th. 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 Teri Kouba 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 Stephanie Halford 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 Stephanie Halford 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 2022 - 2025

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS) AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES					
	RESPONSIBLE AGENCY	CLASSIFICATION								2022	2023	2024	2025			
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS	TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	R.O.W.	CONSTR.	TOTAL	TOTAL	TOTAL	TOTAL		
		CONSTR.														
Grand Forks #122004 PCN 23609	Grand Forks	12 Ave NE	Rail safety improvements at the existing 12th Ave NE (Merrifield Rd) crossing at the southern part of the MPO study area boundary.	REMARKS: New project added June 2022 The cost under Other is being paid by the Railroad.												
	NDDOT	RR Crossing		Operations												
	Railroad Crossing	Entitlement		Capital												
				P.E.												
				TOTAL	83,200	27,200		56,000		R.O.W.						
			Section 130 Rail Safety					CONSTR.	83,200							
			TOTAL					TOTAL	83,200							
Grand Forks			Intentionally left blank	REMARKS:												
				Operations												
				Capital												
				P.E.												
				TOTAL						R.O.W.						
								CONSTR.								
								TOTAL								
Grand Forks			Intentionally left blank	REMARKS:												
				Operations												
				Capital												
				P.E.												
				TOTAL						R.O.W.						
								CONSTR.								
								TOTAL								



MPO Staff Report
Technical Advisory Committee:
June 8, 2022
MPO Executive Board:
June 15, 2022

RECOMMENDED ACTION: Information on what the MN Programming Update Workgroup is responsible for and what it is up to.
TAC RECOMMENDED ACTION: None

Matter of the MN Programming Update Workgroup.

Background:

The Programming Update Workgroup is a group of agency representatives that was formed in response to new transportation legislation. They provide input on programming of funds in the state of Minnesota. The newest transportation legislation has created new funding areas. The workgroup is looking at the best way to divide funding and the process to fund projects that meets the requirements of IIJA/BIL.

MPO staff asked MnDOT to present information on the group and where they are in their work.

Findings and Analysis

- **Informational only.**

Support Materials:

- Presentation



MPO Staff Report

Technical Advisory Committee: June 8, 2022

MPO Executive Board: June 15, 2022

RECOMMENDED ACTION: Information on probable MnDOT & NDDOT performance measure targets to be submitted to FHWA and FTA

TAC RECOMMENDED ACTION: None

Matter of the probable MnDOT & NDDOT performance measure targets.

Background:

It has been four years since the original performance measure targets were adopted by MnDOT and NDDOT. The FAST Act established the need to track performance measure targets on a five-year rolling average for four years or set a base line for improvement after four years. After two years they are reviewed and can be reset if needed. The results are reported at the end of the fourth year.

The performance measures were divided into three groups called PM1, PM2, and PM3.

- PM1 is the Safety Performance Measure targets. Performance is based on a five-year rolling average to address variations or anomalies. Three of the targets (# Fatalities, Fatality Rate, and # Serious Injuries) are identical to the Highway Safety Plan targets set yearly by the Department of Public Safety (DPS). Those targets are:
 - Number of Fatalities
 - Fatality Rate (Per 100 million Vehicle Miles Traveled)
 - Number of Serious Injuries
 - Serious Injury Rate (Per 100 million Vehicle Miles Traveled)
 - Number of Non-motorized Fatalities and Serious Injuries Combined
- PM 2 is Pavement and Bridge Condition Performance Measure targets. A minimum standard of conditions of pavement and bridges on the National Highway System (NHS) is set in Federal Law. Pavement targets are divided between Interstate and Non-interstate NHS. Bridge targets are not divided. The target baseline is set for four years. After two years it is reviewed and reset if needed. The new baseline targets will be set starting for the year 2023. The target types are:
 - Pavement
 - Percent of pavement of the Interstate system in good condition.
 - Percent of pavement of the Interstate system in poor condition.
 - Percent of pavement of the non-Interstate NHS in good condition.

- Percent of pavement of the non-Interstate NHS in poor condition.
 - Bridges
 - Percent of NHS bridges classified as in good condition.
 - Percent of NHS bridges classified as in poor condition.
- PM 3 is Reliability Performance Measures. These measures look at travel time reliability. Travel time reliability is the consistent time it takes a vehicle to travel through a section of NHS roadway. The target baseline is set for four years. After two years it is reviewed and reset if needed. There are two areas of targets. They are:
 - NHS Travel Time Reliability
 - Percent of person-miles traveled on the Interstate that are reliable (Interstate Travel Time Reliability Measure).
 - Percent of person-miles traveled on the non-Interstate NHS that are reliable (Non-Interstate Travel Time Reliability Measure).
 - Interstate Freight Reliability
 - Truck travel time reliability on the Interstate System (Average Truck Reliability Index).

MnDOT & NDDOT have started their process of establishing new baseline targets for PM2 and PM3. PM1 targets are done yearly. Once they adopted their targets the MPO has 180 days to adopt both States' targets or establish our own targets.

Findings and Analysis

- MnDOT presented methodologies for PM1, PM2, and PM3 targets. They also presented the new baseline targets that will be presented to leadership for adoption.
- NDDOT sent PM1 targets that they will be presenting to leadership for adoption.
- In the next couple of months, we will need to start the process of adopting both States targets or adopting our own targets for the MPO Area.
- **Informational only.**

Support Materials:

- New baseline targets from MnDOT and NDDOT

MnDOT Safety Performance Measures (PM1) 2023 Target Recommendations

Performance Metric	2023 Target Proposed	Baseline (2017-2021 avg.)	Likely Outcome
Traffic fatalities	352.4	399.8	Not met.
Fatality rate	0.582	0.690	Not met.
Serious injuries	1,463.4	1,664.0	Better than baseline.
Serious injury rate	2.470	2.875	Better than baseline.
Non-motorist severe injuries	258.4	281.4	Better than baseline.

A state is evaluated by whether the 2019-2023 average is less than (1) 2023 Target, and then (2) a baseline of the 2017-2021 average to demonstrate progress toward achieving targets.

Next Steps to Adopt PM1 Targets

- June = DPS submits fatality, fatality rate, serious injury targets
- August = MnDOT submits targets
- February 2023 = MPO's submit 2023 targets
- March 2023 = MnDOT/DPS Discussion Regarding 2024 Targets

MnDOT PM2: Pavement Targets

Reporting required for new Baseline Performance Period Report

Proposed new two-and four-year targets

	Two Year 2023	Four Year 2025
Interstate Good Condition	60%	60%
Interstate Poor Condition	2%	2%
Non-Interstate NHS Good Condition	55%	55%
Non-Interstate NHS Poor Condition	2%	2%

Reporting

Will set new targets for 2023 and 2025 for reporting in 2024 and 2026.

MnDOT PM2: Bridge Targets

Reporting required for new Baseline Performance Period Report

Proposed new two-and four-year targets

	Two Year 2023	Four Year 2025
Percent of NHS Bridges in Good Condition	30%	35%
Percent of NHS Bridges in Poor Condition	4%	4%

Reporting

Will set new targets for 2023 and 2025 for reporting in 2024 and 2026.

MnDOT PM3: Reliability Measures

Reporting required for new Baseline Performance Period Report

Proposed new two-and four-year targets

	Two Year 2023	Four Year 2025
Interstate Reliability	82%	82%
Non-Interstate NHS Reliability	90%	90%
Freight Reliability	1.4	1.4

Reporting

Will set new targets for 2023 and 2025 for reporting in 2024 and 2026.

MnDOT Plans to get to October 1 and after

- Internal MnDOT work groups meet – April
- Coordination meeting(s) with MPOs – May
- Presentation to MnDOT TP&IC – June 16
- Finalize submission – late summer/early fall
- Submit to FHWA – late September
- Amend TAMP to include new targets
- MPOs have 180 days after October 1, 2022 to support state targets or set own (by March 20, 2023)

NDDOT Safety Performance Measure (PM1) Targets

Performance Measure	2014 - 2018	2015 - 2019	2016-2020	2017-2021	2018-2022	2019-2023
Number of fatalities	138.0	127.3	108.3	102.0	96.4	99.2
Fatality rate per 100 million VMT	1.366	1.271	1.106	1.103	1.094	1.080
Number of serious injuries (state data)	516.0	486.2	413.9	382.1	359.7	397.1
Serious Injury rate per 100 million VMT	5.088	4.848	4.230	4.046	4.089	4.201
Total Non-Motorized	34.8	34.6	33.4	30.4	29.8	33.5



MPO Staff Report
Technical Advisory Committee:
June 8, 2022
MPO Executive Board:
June 15, 2022

RECOMMENDED ACTION: Informational item on the Solicitation of project applications for NDDOT Transportation Alternatives (TA) FY 2024 and 2025.

TAC RECOMMENDED ACTION: None

Matter of the Solicitation of project applications for North Dakota Department of Transportation (NDDOT) Transportation Alternatives (TA) Program FY 2024 and 2025.

Background:

TA provides funding for programs and projects defined as transportation alternatives. They include pedestrian and bicycle facilities, Safe Routes to School projects, safe routes for non-drivers, community improvement activities, and environmental mitigation projects.

Applications need to be approved by Grand Forks City Council before being submitted to the GF/EGF MPO by July 27th, 2022. The GF/EGF MPO will send the applications to the NDDOT on behalf of the applicant.

Findings and Analysis

- The projects submitted are consistent with the MPO's Metropolitan Transportation Plan.
- The submitted proposed TA project follows the guidelines

Support Materials:

- Copy of the Transportation Alternatives (TA) Program letter
- Copy of the 2024-2025 TA Instructions

May 25, 2022

TO: City Commission/City Auditors
County Commission/County Auditors
City Engineers of 11 Major Cities
Metropolitan Planning Organizations
Tribal Chairpersons
Tribal Planners
North Dakota Schools
ND Parks and Recreation

USDA Forest Service
ND Forest Service
ND Department of Health
ND Game and Fish
BIA Regional Office in Aberdeen
Transit Providers
US Fish and Wildlife
US Army Corps of Engineers

TRANSPORTATION ALTERNATIVES (TA) PROGRAM

The North Dakota Department of Transportation (NDDOT) is accepting applications for Transportation Alternatives (TA) Program projects for federal fiscal year 2024 and 2025.

TA provides funding for projects that include:

- 1) Pedestrian and bicycle projects.
- 2) Safe routes to school and safe routes for non-drivers' projects.
- 3) Conversion and use of abandoned railroad corridor projects for non-motorized users.
- 4) Construction of turnouts, overlooks, and viewing areas along roadways.
- 5) Community improvement activities including:
 - preservation and rehabilitation of operating historic transportation facilities;
 - vegetation management practices in transportation rights of way;
 - archaeological activities relating to impacts from implementation of a transportation project;
 - streetscape improvements;
 - and corridor landscaping.
- 6) Environmental mitigation projects.

The maximum award for Urban (\$290,000) and Rural (\$200,000) projects has been removed, there is no longer a capped amount.

To learn more about the TA program, including new funding guidelines, eligible project applicants, and instructions, go to <https://www.dot.nd.gov/divisions/localgov/TA.htm>.

TA applications are to be submitted to the NDDOT by August 19, 2022. If you have questions or need assistance with the application process, please contact Pam Wenger, Local Government Division, at (701) 328-4787 or pwenger@nd.gov.

With Gratitude,



William T. Panos
Director

38/pjw/sbs

North Dakota

Department of Transportation

***Transportation Alternatives (TA)
Program***

Application Instructions

For Federal Fiscal Year 2024 and 2025

Prepared by:
NDDOT
Local Government Division
Bismarck, North Dakota
May 2022
www.dot.nd.gov

Transportation Alternatives (TA) Program Application Instructions

The following pages provide instructions for applying for the NDDOT's Transportation Alternatives (TA) Program. There are changes to the TA program, this guidance includes such changes as the maximum award for Urban (\$290,000) and Rural (\$200,000) projects has been removed, there is no longer a capped amount and TA funding will be suballocated further by population.

The use of an application form is not necessary; you may use your own word document program in preparing this application. However, follow the same order and provide the requested information as required in these instructions. Please answer all questions fully. Providing additional information that will more fully explain and support your proposed project is welcomed.

The use of colored maps and photographs is encouraged to help describe your project. All information and supporting documentation must be on 8 1/2" x 11" or 11" x 17" paper.

Additional information on the TA Program is available on NDDOT's website
<https://www.dot.nd.gov/divisions/localgov/TA.htm>

Projects in MPO jurisdictions (see page 4) must be submitted to the local MPO, with the MPO making the submittal to NDDOT. MPO submittal dates are as follows:

Bismarck – Mandan MPO	July 15, 2022
Grand Forks – East Grand Forks MPO	July 27, 2022

Applications must be received by the NDDOT on August 19, 2022.

The completed application along with all supporting documentation (maps, photographs, letters of support, and other attachments) should be scanned in color if applicable, and submitted by email to:

TA Program Manager Pam Wenger at pwenger@nd.gov

This application is for projects for federal fiscal year 2024 (October 1, 2023 through September 30, 2024) and fiscal year 2025 (October 1, 2024 through September 30, 2025). Projects must be ready for construction during the 2024 or 2025 construction season.

Therefore, final plans, permits, certifications, etc. need to be completed and submitted by January 1, 2024, or January 1, 2025, and will be scheduled to be bid in the spring of 2024 or 2025. Federal funds may be lost if the project cannot be bid in the spring of 2024 or 2025.

NDDOT welcomes all inquiries. If you have any questions or comments about the TA Program or the application process, please contact Pam Wenger at pwenger@nd.gov or 701-328-4787 or TTY 1-800-366-6888.

TA Federal Funding

TA provides funding for programs and projects defined as transportation alternatives. They include pedestrian and bicycle facilities; safe routes to school projects; safe routes for non-drivers; community improvement activities; and environmental mitigation projects.

TA funds will be awarded through a statewide competitive process that is reviewed by the TA Project Selection Committee.

The TA funds for FY 2024 and 2025 are estimated to be per year based on population suballocations:

- Rural – less than 5,000 population – \$1,303,338
- Urban – 5,000 to 50,000 population – \$585,095
- Urban – 50,000 to 200,000 population – \$771,103
- Available for any area - \$2,363,977

TA funds require matching monies. The ratio is 80.93% federal and 19.07% local. For example, a project that is estimated to cost \$150,000 would be funded at \$121,395 federal (TA) and \$28,605 local.

The maximum award for Urban (\$290,000) and Rural (\$200,000) projects has been removed, there is no longer a capped amount.

It is important to note that costs incurred prior to FHWA project approval are not eligible for reimbursement. **TA funds eligible for reimbursement include project construction costs only.**

Ineligible costs include: all planning, preliminary engineering, construction engineering, environmental impact mitigation, right of way acquisition, utilities, and those construction items that are not eligible for federal aid.

Urban Projects

All urban projects will be suballocated out based on population

- Urban – 5,000 to 50,000 population – Devils Lake, Dickinson, Jamestown, Minot, Valley City, Wahpeton, Watford City, and Williston.
- Urban – 50,000 to 200,000 population – Bismarck, Mandan, and Grand Forks

If a TA project is within the urbanized boundary of the MPO, it will be considered an urban project and should be submitted as such.

TMA Projects

The Transportation Alternatives solicitation for the Fargo area TMA is conducted by MetroCOG. For more information about the TA solicitation, visit fmmetrokog.org.

Rural Projects

All other cities and all counties. Projects along state and local roadways are encouraged.

Eligible Project Applicants

- City and county governments
- Transit agencies
- Natural resource or public land agencies

- School districts, local education agencies, or schools
- Tribal governments
- MPO that serves an urban area with a population of 200,000 or fewer.
- Any other local or regional governmental entity with responsibility for or oversight of transportation or recreational trails.

Nonprofit Organizations

A nonprofit organization must partner with an eligible project applicant. The eligible project applicant would submit the application and be responsible for the project if it is awarded funds.

Eligible Project Sponsors

Applications must be submitted to the NDDOT through one of the following entities:

- All Cities
- Board of County Commissioners
- Tribal Government
- Transit Agencies
- MPO that serves an urban area with a population of 200,000 or fewer
- Federal and State Agencies

All other eligible applicants including school districts and park districts need to partner with their respective city or county.

All projects within the jurisdiction of a Metropolitan Planning Organization (MPO) need to be submitted to the MPO by their respective deadline for MPO approval and submittal to the NDDOT.

MPO Coordination

Projects in or near Grand Forks or Bismarck/Mandan must be coordinated with the local MPO. If you are unsure if your project is within the MPO jurisdiction, contact the MPO office in your area. MPO contact information is as follows:

Grand Forks - East Grand Forks MPO
 P.O. Box 5200
 Grand Forks, ND 58206-5200
 701-746-2657

Bismarck - Mandan MPO
 221 North 5th Street
 Bismarck, ND 58506
 701-355-1848

Project Development

If your project is selected for TA funding, you will be notified of your award in the late fall of 2022. Upon notification of award, commencement of project development is expected. The Local Government Division will work with you during the project development phase which typically consists of an environmental document and plan preparation. The [Local Government Manual](#) provides a reference source explaining the process of developing federal aid projects for local public agencies (LPAs).

The environmental document is a decision- making tool used for project alternative selection and for obtaining environmental clearance.

The next step in project development is the preparation of a set of plans that will be used for the bidding of your project. Plans must be prepared by the proper professional, e.g., Professional Engineer, Registered Architect, or Landscape Architect. All TA projects must be bid through NDDOT.

Treatment of Projects

The treatment of projects means that all projects carried out using TA funds must comply with applicable provisions in United States Code of Regulation Title 23, such as project agreements, authorization to proceed prior to incurring costs, prevailing wage rates (Davis-Bacon), Buy America, competitive bidding, and other contracting requirements, regardless of whether the projects are located within the right of way of a federal aid highway.

Projects must be ready for construction during the 2024 or 2025 construction season.

Therefore, final plans, permits, certifications, etc. need to be completed and submitted by January 1, 2024, or January 1, 2025, and will be scheduled to be bid in the spring of 2024 or 2025. Federal funds may be lost if the project cannot be bid in the spring of 2024 or 2025.

APPLICATION INSTRUCTIONS

1. Project Name

Provide the name of your project. This name will be used to identify the project; it should reflect the project scope or purpose.

2. Project Location

Fully describe the location of your project. Include a map showing the location and length of your project.

3. Project Contact

Name of the group or agency requesting the TA project.

4. Contact Person

Provide the name, address, telephone number, and e-mail address of the person who is directing this project.

5. Project Sponsor

Provide the name of the governmental agency sponsoring the project. Your project must be sponsored by:

- City
- Board of County Commissioners
- Tribal Government
- Bureau of Indian Affairs
- Transit Agencies
- Federal and State Agencies

All other eligible applicants including school districts and park districts need to partner with their respective city. All projects within the jurisdiction of a Metropolitan Planning Organization (MPO)

need to be submitted to the MPO by their respective deadline for MPO approval and submittal to the NDDOT.

6. Sponsoring Official

Provide the name, address, telephone number, and e-mail address of the contact person at the governmental agency sponsoring the project. A city under 5,000 no longer is required to partner with their respective Board of County Commissioners.

7. Project Description

Fully describe your project. This should include, but is not necessarily limited to, a description of what is planned by including typical sections, site plans, drawings, sketches, right of way requirements, length of project, etc. If your project is in phases, please describe the phases and which phase you are requesting for TA funding.

8. Project Cost

Enter the estimated cost of your project. A detailed copy of the estimate and who prepared it should be provided. A maximum of 80% of eligible costs can be funded with federal aid TA funds.

Eligible costs include: Project construction costs.

Ineligible costs include: All planning, preliminary engineering, construction engineering, environmental impact mitigation, right of way acquisition, utilities, and those construction items that are not eligible for federal aid. Also, ineligible would be any construction costs incurred before the project has been approved by FHWA for funding.

THE COST ESTIMATE IS VERY IMPORTANT! IF YOUR PROJECT RECEIVES FUNDING, THE AMOUNT RECEIVED WILL BE BASED ON YOUR COST ESTIMATE. IF COSTS EXCEED THE ESTIMATE, THE SPONSOR WILL BE RESPONSIBLE FOR COVERING THE ADDITIONAL COSTS.

9. What TA category best fits your project?

Identify the category and type of project you believe best fits your project. To be eligible for Transportation Alternatives funding, your project must fit into one of these categories and must relate to surface transportation.

- A. Construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990.
- B. Construction of infrastructure related projects that will substantially improve the ability of students to walk and bicycle to school.
- C. Construction of infrastructure related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- D. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other nonmotorized transportation users.
- E. Construction of turnouts, overlooks, and viewing areas.
- F. Community improvement activities, including:

- historic preservation and rehabilitation of historic transportation facilities that are continuing to, or upon rehabilitation, function for their intended transportation purpose.
 - vegetation management practices in transportation rights of way to improve roadway safety, prevent against invasive species, and provide erosion control.
 - archaeological activities relating to impacts from implementation of a transportation project; and
 - streetscape improvements and corridor landscaping.
- G. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:
- address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in 23 U.S.C. 133(b)(11), 328(a), and 329; or
 - reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

10. Supporting Data

Answers to the following will help the reviewers obtain a better understanding of your project. Additional information you believe that will more fully explain and support your proposed project or activity is welcomed.

- Is your project part of an identified recreation or transportation plan? If so, explain.
- Is your project tied to another project? If so, please explain.
- How does your project fit with similar projects in your community and/or region?
- Provide documentation of governmental agencies that are in support of this project. Also, please provide documentation of support, if any, from the general public, other groups, and organizations.

11. Public Accessibility

To be eligible for consideration, **this property must be accessible to the public.** Provide the name of the entity that will be the owner of this project when it is completed.

12. Matching Funds Provided By

TA funds require matching monies. The ratio is 80.93% federal and 19.07% local. Identify who will provide the matching funds and how these funds are to be obtained. The project sponsor must assure NDDOT that the matching funds will be available and from nonfederal sources unless applicant is a Federal or Tribal entity.

13. Will Right of Way For This Project Be Needed?

Will additional right of way be needed for your project? If so, its acquisition will have to be in accordance with federal regulations. Right of way acquisition costs are not eligible for federal aid. Does the project intersect any railroads? If yes, there may need to be agreements for any proposed crossing improvements or for work to be authorized inside the railroad right of way.

14. Maintenance of This Project Will Be Provided By:

The sponsor is responsible for providing or making arrangements for maintenance of the project. Provide the name of the person, agency, or group that will maintain this project after its completion.

NDDOT will only enter into maintenance agreements with the project sponsor. If the sponsor does not wish to provide maintenance, they can develop a pass-through agreement with the party requesting the project, requiring them to maintain the project. The sponsor, however, will remain responsible to ensure to the NDDOT that the project is being maintained.

15. Environmental Impacts

Impacts of projects can be both beneficial and adverse. The following is a list of some categories that must be addressed. If there are additional categories that you feel need to be addressed, please add them. **If your project is selected, you will be responsible to obtain necessary environmental clearances and permits.**

- Land Use - Describe changes or potential changes this project will have upon land use in the vicinity.
- Farmland - If any farmlands are to be used for this project, identify what their present usage is.
- Social - Describe the project's impact upon the neighborhood and community.
- Section 4(f) & 6(f) - Are there any impacts to Section 4(f) or Section 6(f) properties?
- Economic - Describe the project's economic impact.
- Relocation - Will this project require the displacement of any people or businesses?
- Wetlands - Will this project result in fill material being placed in any wetlands?
- Floodplain - Is this project within a floodplain?
- Threatened or Endangered Species - Are there any threatened or endangered species in the project vicinity?
- Cultural Resources - Are there any properties on or eligible to be on the National Register of Historic Places in the project vicinity?
- Hazardous Waste - Are there any hazardous waste sites in the area?

16. Required Signatures and Dates

Contact Person - This is the person identified in item 4 who will be responsible for the management and implementation of your proposed project.

Responsible Official - This is the person identified in item 6.

MPO Official - If your project is within a MPO area, the MPO Director must sign.

17. Attachments



MPO Staff Report
Technical Advisory Committee:
June 8, 2022
MPO Executive Board:
June 15, 2022

RECOMMENDED ACTION: Informational item on the future bridge discussion.

TAC RECOMMENDED ACTION: None

Matter of the Bridge Discussion Update.

Background:

At the request of the MPO Executive Board they have asked for a standing agenda item to be on the Future Bridge Discussion. Where any updates on activities and discussions can be shared with the committee.

- East Grand Forks sent out an RFP (Request For Proposals), due June 30th, 2022.
- Joint Council meeting for July 11th, 2022

Findings and Analysis:

- **Informational Only**

Support Materials:

- Copy of the East Grand Forks/Grand Forks scope of project services for a new bridge crossing over the Red River between Grand Forks and East Grand Forks at 32nd Ave Request For Proposals

**EAST GRAND FORKS/GRAND FORKS
SCOPE OF PROJECT SERVICES
FOR A NEW BRIDGE CROSSING OVER THE RED RIVER BETWEEN GRAND
FORKS AND EAST GRAND FORKS AT 32ND AVE
REQUEST FOR PROPOSALS**

The City of East Grand Forks is requesting the services of a transportation engineering/planning firm to review existing data and develop a planned approach for completion of all necessary preliminary work as defined in the scope of work below. The scope of work is needed to develop a plan to construct a new structure over the Red River connecting 32nd Avenue in Grand Forks with Rhinehardt Drive in East Grand Forks.

BACKGROUND: The proposed Red River structure crossing at 32nd Avenue has been studied and has been selected as the preferred location to construct a new crossing between the two communities. The crossing will connect 32nd Avenue in Grand Forks North Dakota with Rhinehart Drive in East Grand Forks Minnesota and will provide a shorter connection for travelers between Grand Forks and East Grand Forks. Traffic Data and road design information is available from the City of East Grand Forks upon request.

With the possibility of additional Federal or State money available for infrastructure projects, time is of the essence. After developing a planned approach to the project, the City desires to move the environmental and design phases forward in order to have a shelf/shovel ready project to bid. There are studies that could be started before this scope of work is completed and the City would expect the selected firm to coordinate those studies during the completion of the scope of this request.

SCOPE OF WORK:

- 1) Review existing previously completed studies including, but not limited to, Future Bridge Traffic Impact Study and South End Bridge Hydraulic Study. Provide a memo summarizing previous studies and decisions/recommendations made.
- 2) Identify all regulatory agencies that have jurisdiction over the project and their requirements, key permit requirements and timeframes. Complete all necessary permitting for future bridge as required.
- 3) Coordinate with MnDOT/NDDOT and any other local, state county and federal agencies to complete any preliminary work which could be completed prior to commencing with complete set of plans and specifications.
- 4) Conduct Legal/boundary survey and/or any topographic survey work which may be required for permitting of the project.
- 5) Develop an outline of the process(es) for the NEPA/MEPA/prelim design phase.
- 6) Develop a schedule for the NEPA/MEPA/prelim and final design phases
- 7) Develop an estimated professional services budget range for the NEPA/MEPA/Preliminary Design Phase. Professional services anticipated to include all necessary environmental and preliminary engineering studies (e.g., bridge hydraulics, wetland delineation, cultural resources, geotechnical, etc.
- 8) Research and develop a list of potential funding sources, application requirements and timelines.
- 9) Work/assist Study Advisory Committee to review project and make recommendations for next steps.

10) Provide regular updates to both communities on status of work and/or pending work at a frequency to be determined based on need.

POLICY FOR SELECTION: The City shall conduct a selection process for the Scope of Project Services based on qualifications and experience, subject to a mutual understanding of the Scope of Work and subsequent negotiation of a fair and reasonable contract. Interviews of consultants may be conducted at the City's discretion.

SELECTION CRITERIA: Selection criteria shall include, but not necessarily be limited to the following items, each of which shall be graded on upon the consultant's qualifications as determined by the selection committee:

1. Engineering staff with recent experience in bridge design and environmental documentation and permitting. 35%
2. Professional background of key personnel and specific project responsibilities of the complete team to be assigned to the project, including those of any subcontractors and outside consultants. 25%
3. Demonstrated ability to meet schedules or deadlines. 10%
4. Capability of completing planning without major cost escalations or overruns. 10%
5. References of similar Plan/Studies or other projects previously undertaken that are similar in nature. 20%

OTHER REQUIREMENTS

Respondents must identify any potential conflicts of interest.

Any items submitted that may be proprietary information must be clearly marked as such.

Insurance Requirements. The successful respondent will be required to maintain Professional Liability Insurance and Commercial General Liability Insurance with minimum limits as follows:

- \$2,000,000 – per occurrence.

RESERVED RIGHTS:

The City reserves the right to interview only firms it selects at its discretion and the right to reject all proposals.

Prospective firms are advised that no obligations or commitments be incurred by the City of East Grand Forks in soliciting these proposals. The City reserves the right to interview the most highly qualified firms and to make recommendations to the City Council who will make the final determination based on staff recommendations.

SUBMITTAL REQUIREMENTS: Proposals (two copies) will be accepted until 4:30 p.m. June 30th, 2022. Proposals shall be no more than 10 pages in length and are to be submitted to the City of East Grand Forks at the following address:

City of East Grand Forks.

Attn: David Murphy,

600 DeMers Ave.

East Grand Forks, MN 56721

or electronically to dmurphy@egf.mn.

Any inquiries regarding this RFP should be directed to David Murphy at (218) 399-3245. The City of East Grand Forks reserves the right to negotiate additional professional planning and/or design services with the selected firm(s) as it may deem necessary to fulfill the complete project intent.

MPO Unified Planning Work Program 2021-2022

Project	Task	% Complete	Original Completion Date	Projected Completion Date
Grand Forks Land Use Plan Update	Adopted by City & MPO. Waiting on signed resolutions so document can be printed. Website is: www.gf2050plan.com	99%	31-Dec-21	30-Jun-22
East Grand Forks Land Use Plan Update	website is: www.egfplan.org COMPLETED	100%	30-Jun-21	31-Dec-21
Future Bridge Traffic Impact Study	Website established: www.forks2forksbridge.com/info COMPLETED	100%	31-Dec-20	2/29/2022
Pavement Management System Update	PCI data done and charts delivered to both Cities. The Cities were asked to update their pavement management policy settings and unit costs. Once that is done GoodPointe can proceed with the scenario analysis. The last of the IRI data is being processed and will be uploaded in the coming week.	80%	31-Dec-21	29-Jul-22
Transit Development Program TDP	Had the first meeting of Human Service organizations to get their input on what the priorities will be. The focus on improving communication was a high priority. Reviewed UND survey data and had a focus group of UND riders. Setting up a meeting for Driver input on the service ideas.	50%	31-Mar-22	31-Dec-22
Bicycle & Pedestrian Element Update	Open House scheduled for June 15th from 5pm to 7:30pm in the Rotunda at East Grand Forks City Hall. Getting feedback on Vision & Goals, Where people walk/bike, where people want to go but aren't, and what makes it hard to walk/bike.	5%	31-Mar-23	
Street & Highway Plan/ MTP Update	The start date of the contract was May 25th. The first staff meeting is June 3rd. Staff will be working to get data and information to HDR to start work on the plan.	5%	29-Feb-24	
Aerial Photo	COMPLETED	100%	30-Nov-21	30-Nov-21
Traffic Count Program	On-going	100%	On-going	