



Grand Forks - East Grand Forks

# METROPOLITAN PLANNING ORGANIZATION

## TECHNICAL ADVISORY COMMITTEE MEETING

**WEDNESDAY, JANUARY 11<sup>TH</sup>, 2023 – 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. To ensure your comments are received 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(s) your comments address. If you would like to appear via video or audio link for comments or questions, please also provide your e-mail address and contact information to the above e-mail. 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.

### MEMBERS

Palo/Peterson \_\_\_\_\_  
Ellis \_\_\_\_\_  
Bail/Emery \_\_\_\_\_  
Brooks \_\_\_\_\_  
Riesinger \_\_\_\_\_

Mason/Hopkins \_\_\_\_\_  
Zacher/Johnson \_\_\_\_\_  
Kuharenko/Danielson \_\_\_\_\_  
Bergman \_\_\_\_\_

West \_\_\_\_\_  
Magnuson/Ford \_\_\_\_\_  
Sanders \_\_\_\_\_  
Christianson \_\_\_\_\_

1. CALL TO ORDER
2. CALL OF ROLL
3. DETERMINATION OF A QUORUM
4. MATTER OF APPROVAL OF THE DECEMBER 14, 2022, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE
5. MATTER OF STREET AND HIGHWAY GOALS AND OBJECTIVES..... HALFORD
6. MATTER OF PERFORMANCE TARGETS..... KOUBA
  - a. PM-2 – Bridge and Pavement Conditions
  - b. PM-3 – Travel Reliability
  - c. Transit Safety Targets

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- 7. MATTER OF SOLICITATION OF CARBON REDUCTION PROGRAM FUNDING..... HALFORD
- 8. MATTER OF APPROVAL OF 2023-2026 T.I.P. AMENDMENTS ..... HALFORD
- 9. MATTER OF APPROVAL OF RFQ FOR AERIAL IMAGERY COLLECTION ..... KOUBA
- 10. MATTER OF APPROVAL OF THE GRAND FORKS/EAST GRAND FORKS TRAVEL DEMAND MODEL PROJECT EXTENSION REQUEST ..... KOUBA
- 11. OTHER BUSINESS
  - a. 2022/2023 Unified Work Program Project Update..... HALFORD
    - Street/Highway Element Update
    - Bicycle/Pedestrian Element Update
  - b. MPO Updates:
    - Bridge Update ..... HALFORD
    - February TAC Agenda Items ..... HALFORD
  - c. Agency Updates
- 12. ADJOURNMENT

INDIVIDUALS REQUIRING SPECIAL ACCOMMODATIONS 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, December 14<sup>th</sup>, 2022**

**CALL TO ORDER**

Stephanie Halford, Chairman, called the December 14<sup>th</sup>, 2022, meeting of the MPO Technical Advisory Committee to order at 1:35 a.m.

**CALL OF ROLL**

On a Call of Roll the following member(s) were present: David Kuharenko, Grand Forks Engineering and Tom Ford, Grand Forks County Planning. Via Zoom: George Palo, NDDOT-Grand Forks District; Nancy Ellis, East Grand Forks Planning; Wayne Zacher, NDDOT-Local Planning; Ryan Brooks, Grand Forks Planning; Rich Sanders, Polk County Engineer; Jon Mason, MnDOT-District 2; Ryan Riesinger, Airport Authority; and Steve Ember, East Grand Forks Engineering.

Absent: Brad Bail, Michael Johnson, Lane Magnuson, Nels Christianson, Nick West, Dale Bergman, Christian Danielson, Jason Peterson, and Patrick Hopkins.

Guest(s) present: Kristen Sperry, FHWA-ND; Beth Kallestad, MnDOT; Becky Hanson, NDDOT; and Anna Pierce, MnDOT.

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

**DETERMINATION OF A QUORUM**

Halford declared a quorum was present.

**MATTER OF APPROVAL OF THE NOVEMBER 9, 2022, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE**

Zacher pointed out that the time the meeting started shows 1:43 a.m., it should be 1:43 p.m.

***MOVED BY KUHARNEKO, SECONDED BY ELLIS, TO APPROVE THE NOVEMBER 9<sup>TH</sup>, 2022, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE, SUBJECT TO THE ABOVE CORRECTION.***

***MOTION CARRIED UNANIMOUSLY.***

**PROCEEDINGS OF THE  
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**MATTER OF MINNESOTA ELECTRIC VEHICLE INFRASTRUCTURE  
DEPLOYMENT PLAN**

Beth Kallestad, MnDOT Office of Sustainability And Public Health, was present for a brief presentation. She referred to a slide presentation (a copy of which is included in the file and available upon request) and went over it briefly.

Kallestad commented that one of the main projects she works on is to help with implementation of the National Electric Vehicle Infrastructure Plan, specifically Minnesota's version of that, and she will share a little bit about the plan today, and then share what some of their next steps are and how this can impact the MPO here.

Kallestad referred to the first slide and commented that, for those that don't know, NEVI is the affectionate name for the National Electric Vehicle Infrastructure Formula Program. She stated that it was authorized under the Bipartisan Infrastructure Law back in November of 2021 and it is providing funds to all the States to help with the build-out of long-distance travel via electric vehicle. She said that this is helping to build out a system of Fast Chargers, or sometimes called Level 3 Charging Stations along designated corridors in each of the States, those are the alternative fuel corridors, and we will talk about them in a bit. She added that we can use the funds on other roads once those AFCs are built out as well.

Kallestad stated that the Minnesota side is getting around \$68 million dollars over the course of five federal years, Federal Years 2022 to 2026, and then there is a 20% match that is required as part of getting the project moving and the State's spending authorization.

Kallestad commented that all the states were required to submit plans, and Minnesota submitted theirs by the August 1<sup>st</sup> deadline, and they did actually get approval for it on September 14<sup>th</sup>, so that was great.

Kallestad stated that the plan itself; the main things to remember with this plan is that the dollars have to be spent on the alternative fuel corridors first, and the States get to help chose which ones those will be, and we can add new ones each year if we want to. She added that basically the charging infrastructure is the Fast Chargers, they need to be located about every 50 miles, it can be less, isn't supposed to be more although you can actually apply for exceptions to that. She said that they are located less than a mile from the alternative fuel corridor exists, and there are supposed to be four charging ports that can do 150 kilowatt fast charges at each site, and for Minnesota that would be on I-94 and I-35, which don't actually go through your MPO, but we will get to that in a bit.

Kallestad said that the Joint Office of Energy and Transportation laid out a bunch of requirements for what needs to be in the plan, and she won't go through all of them today, but you need to know that they were essentially provided in the guidance for what should be included.

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Kallestad stated that their plan had a pretty quick turn-around, the guidance came out in February, and they wanted that plans by August 1<sup>st</sup>, so they worked with the Transportation and Planning Consultant to help pull theirs together, and did a variety of stakeholder engagements and virtual and in-person meetings and activities. She said that they also decided not to add any Alternative Fuel Corridors in the first round, some States did go that route, but they decided to hold off and focus on the two they had to start with. She stated that they do anticipate probably adding at least I-90, if not some others in subsequent rounds.

Kallestad referred to a slide showing the Goals of the Plan, and explained that this is really just to kind of show that the goals of the infrastructure plan, they are trying to blend them into and support some of MnDOT's existing plan so they had an accelerating EV adoption strategy document, and they have a soon-to-be, if it isn't already finalized, Statewide Multi-Model Transportation Plan, and so how do they connect all of these together; but it is really about greenhouse gas reductions, facilitating statewide and interstate travel. She added that the Justice-40 Program with the Federal Government is a big part of this rule and trying to ensure that the benefits of having charging stations is shared across the various communities in Minnesota, and then also trying to advance electric vehicle adoption. She said that their hope is that they are going to get these first two interstates built out, and then to really look at potentially other roadways and alternative options.

Kallestad commented that the challenge is that if they designate all of the roadways as the alternative fuel corridors, then we would have to build them out to that standard she was talking about before with the four charging ports and building them a certain distance from the roadway; if we don't designate them then there is a little bit of flexibility, in terms of what we can do with the stations, in-fact there is no real guidance on what we can do, and so there could be some benefits to that in areas where maybe that type of structure isn't going to be the best fit, so we are definitely open to that.

Kallestad stated that what they came with for an overall network, and you will see on the slides, they have their two AFCs in green, and North Dakota's is on there as well; and actually South Dakota has Interstate 90 on there too, so those turquoise lines are coming from the other States, so want to make sure we are connecting to those, and how do we help facilitate that travel across those areas, how do we connect different parts of the State, both urban and rural, and also really trying to think about the current electric vehicle drivers, but also really to think about the future, and knowing that we may not need all of the infrastructure right away, but without it there is a lot of hesitancy around purchasing the vehicles and trying to make the trip, so how do we kind of balance that sort of thing.

Kallestad said that their current plan, they have these clusters of locations and potential exit areas off of our two fuel corridors right now. She added that the next steps will be to get more detail on this, but as you can see some of them are closer to 50 miles apart, but some aren't; they have a chunk in the Twin Cities Metropolitan Area, both heading north and south on I-35 as well, and so there is a pretty good distribution, and then they have to see where they can actually find third parties that are interested in doing this work. She said that a key part of this, for them, and she thinks for most of the States, is that the DOTs do not plan to own or operate these charging

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stations, so they are looking to third party providers to do it, so it is a very different model than most of the projects they do, it is not a road construction project in the traditional sense in any way, and so there are just a logistics to try to figure out how they make it work within FHWA's funding mechanism and authorization.

Kallestad stated that, as she mentioned before, equity is a big piece of this and how do we think about, we know right now electric vehicles, in general, are not the average in cost or even who is owning them, and so trying to acknowledge that, but also acknowledge that as the market grows there will be different price points for vehicles, knowing that some of the benefits from this might be things like workforce development, might be better air quality, hopefully we will also be having a charging station relatively close-by that could be used for some fast charging opportunities, that sort of thing, so they are still trying to work on what this is going to look like, but it is an important part of the role.

Kallestad commented that the cost estimates, these are not cheap, there is a lot of power coming to these stations and so for planning purposes they were assuming about \$900,000 per location, because we don't know what sort of concrete work or other construction is going to be needed, what sort of electrical upgrades might be needed, she thinks that; recently Ohio had a million dollar estimate on theirs, so it won't be cheap, but there will be some good fast charging stations set up and folks will be able to get in and out pretty quickly, still probably fifteen to thirty minutes depending on what they need for a charge.

Kallestad stated that the next steps are; they actually have a consultant led interest proposal up right now trying to work on refining what we know about those potential areas so we can share that with potential applicants, and have it for ourselves as we go into some sort of a Request for Proposal process. She said that because it is federal dollars, we need to go through the NEPA Review for environmental documentation once we know what those sites are and then execute agreements.

Kallestad said that prior to all that there is still some back and forth over what the order of operations needs to be with federal authorization, but we know we need to get into the TIPs and STIP, and so if and when we get to the point of designating Highway 2 then they would be coming back here, but they also may be coming back to talk more about that maybe we aren't designating that road, but maybe it is an important non-AFC that we want to build out and what are some of the locations or places that we would like to see that happen, so we have the installation of this first round of stations but then also the on-going planning of what roadways do we add as AFCs, how do we do the build-out, and how do we talk with various communities about benefits and that sort of thing.

Kallestad referred to a slide and commented that if anyone is interested, they do have a website set up for this project with more information. The link to the website is: <https://talk.dot.state.mn.us/ev-infrastructure-plan.com> and there is a place on there that you can sign up for email updates so if this type of thing is something that you are interested in tracking please feel free to put something on there. She added that Anna Pierce is also helping their team a bit over the next year so she is a great contact for you as well if you can't reach her.

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**QUESTIONS/COMMENTS:**

Ford stated that he has a couple of questions. He asked if they had been receiving any 3<sup>rd</sup> party interest already in operating and taking care of these stations; and the second one is Governor Bergum is pretty interested in doing something similar along the interstate, so have you been speaking to anyone at the State of North Dakota. Kallestad responded that they are actually hearing a fair amount of interest, especially from the petroleum marketer association members. She added that she thinks our traditional travel stops at gas stations are very interested in how they can continue as close to their existing business model as possible, so there is definitely interest there, and then other entities, there are some utilities that have shown some interest in owning and operating stations, so we will see where it ends up going. She added that they did a Stakeholder workshop back in October and they had about 200 people participate in that, so it was a good turnout. She stated that she had actually reached out, she thinks it was Jennifer Turnbo. Zacher said that Becky Hanson from NDDOT is also on today and she was on our NEVI committee as well. Ford stated that she joined MnDOT in June, so kind of at the end of the plan being developed, but it sounds like there was a little bit of staff transition happening right now and Jen was the short-term contact, but they did touch base a bit on things and they definitely want to try to match up with their neighboring States so as we are finding those locations that are close to the borders, they can try to get the spacing in as best as they can. asked if Ms. Hanson had anything to add.

Hanson said that Jen had let the committee know that Ms. Ford would be presenting this at today's meeting, so that is why she is attending today. She added that she is guessing that the new contact probably will be Robin Rehborg, but she doesn't know that for sure because she is also in their Executive Office, so they have herself on the committee because she manages transit in North Dakota and then they also have their Director of the State Fleet and then they have two Executive Office members, but North Dakota, to answer kind of the group, North Dakota does have a plan and they are going through more or less the same process; their two corridors are I-94 and I-29 that will have to have charging stations on them, so they are kind of in the process doing a lot of that and working with their consultant and looking at the same thing, it appears, as Minnesota, and they aren't going to own these stations either. She added that they have their legislative session coming up and it will quite the topic at their session.

Information only.

**MATTER OF FINAL APPROVAL OF THE UPDATE TO THE TRANSIT  
DEVELOPMENT PLAN**

Kouba reported that the Transit Development Plan Update was presented to the Technical Advisory Committee last month and it has gone through the approval process, with the exception of the City of Grand Forks City Council's final approval. She stated that there have not been any changes or additions made to the plan, so staff is recommending approval of the plan, subject to the City of Grand Forks' approval. Brooks commented that he knows that the City of Grand Forks City Council will act on this at their meeting next Monday and he doesn't anticipate any problems.

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***MOVED BY BROOKS, SECONDED BY FORD, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE TRANSIT DEVELOPMENT PLAN UPDATE, SUBJECT TO GRAND FORKS CITY COUNCIL APPROVAL.***

***Voting Aye: Brooks, Mason, Palo, Zacher, Kuharenko, Ellis, Riesinger, Emery, Ford, and Sanders.***

***Voting Nay: None.***

***Abstaining: None.***

***Absent: Bail, Peterson, Bergman, Danielson, Johnson, Christianson, Hopkins, West, and Magnuson.***

**MATTER OF FINAL APPROVAL OF THE 2023-2024 UNIFIED PLANNING WORK PROGRAM**

Halford reported that nothing much has changed since we went through this document at our last meeting other than moving the Aerial Imagery from 2024 to 2023. She explained that originally, we had it in 2023 but then Wayne brought it to our attention that we usually did it every three years, so we moved it to 2024, and then we were informed that Grand Forks would like it done every two years. Zacher commented that he didn't actually have an issue with it being in 2023, it was more that it states that it is done every three years in the document, and it was previously done in 2021, thus it would normally be done again in 2024, so that is why he brought it up.

Kuharenko stated that the City of Grand Forks is hoping to get this scheduled on an every other year basis, then we would have the MPO getting an aerial image every other year, and then the off years the City of Grand Forks will pick up their own. He explained that they are growing so fast that it is advantageous for them to try to get it set up this way, and it can be kind of difficult if the City is on a two-year schedule and the MPO is on a three-year schedule, so if it isn't an issue and we can move it back to 2023 that would be desirable.

Kuharenko said that he has one question, and he wasn't at the last Technical Advisory Committee meeting, but he sees in the staff hours it appears you are showing an additional planner position, can you fill him in on that and walk us through that. Halford responded that the hope is that we will get another planner in at the beginning of next year; just with the workload and the grants and things that we are getting, and that we are getting invited to more meetings and to do more grant applications like the Safe Streets For All and the SMART Grant, and that we are hoping to do more of those types of things, it is really hard when it is just Teri and herself doing it all so we are hoping to be able to add another planner. She said that with the budget, and there were some concerns that came out of the Executive Policy Board, that in the past the budget was a concern and we had to previously let an employee go because we didn't have funding for the position, but in going through the numbers and working on the budget, she feels pretty comfortable that we can add another planner. She added that she also shows an additional position as well because, unfortunately, Peggy has let us know that she is planning on retiring in 2024, and we would like to have a person on board for a few months prior to that to allow them to work with her and be able to go through an audit and things like that.



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Kuharenko said that the only other question he has on the Market/Office Manager position is that you are showing 650 hours at the bottom, but it also shows that it is an FTE of 1.0, is that accurate or does that need to be tweaked or is that person coming in the last four months of the year. Halford responded that they would be coming in the last four months or so of the year.

Zacher stated that he has one question, towards the end of the document it looks like you have the draft contract he sent included with page numbers; it doesn't need to be included in the UPWP because the UPWP is attached to it, so it should be removed so we aren't doubling up. He added that there are also some clauses included in the document that are part of the contract and should be removed as well.

Pierce said that she had flagged a couple of things in her December 1<sup>st</sup> comments she sent, and just to follow up in the 200.1 category, that you were thinking that things would be done by December of 2023, but then the same number of hours are shown in 2024, so she is just wondering if those got incorporated or revised. Halford responded that she feels we went through all of her comments and made the necessary corrections, as well as Wayne and Kristen's, and we are hoping we got all of them, but we did go through all the comments and made the adjustments. Pierce stated that she just hasn't seen the final version, but if Wayne is comfortable with it, she is as well.

Sperry stated that, and they still haven't heard whether or not Minot will be an MPO, but she is just wondering if it does become an MPO if the funding would go down, if that would have any impact on whether or not you are able to hire another planner. She said that she knows it is kind of theoretical, and hopefully, fingers crossed, we will hear from the Census Bureau by the end of the month, but she wasn't sure if that would have an impact or not. Halford responded that she thinks that is a better question for Wayne. Zacher asked if he can use the same response that Kristen gives him, "we'll see when we get to that point". He said that he isn't sure how they would go about doing that, they would likely have to do an amendment at some point anyway, so that might be the best time to take care of that, once they have a handle. He added that they haven't looked at the equation yet because they are waiting to hear; just a change in the equation may change something, it may not even necessarily need to be Minot. Halford said that it isn't something that they are jumping in and doing right in January or February, we might start putting a job description together in February, so she is hoping by then that we kind of know what is going on, and then with the two grants that we applied for still out there, she knows that we will be doing an amendment in the spring in hopes that we get at least one of them. She stated that this is what we would like to happen, but we know it is going to change.

Pierce commented that she would also add that the preliminary discussions they have had on the Minnesota side have also increased the portion they would be giving, as a base value, to Grand Forks-East Grand Forks. She said that she thinks the base discussion is that everyone will get at least \$50,000, so that would be an increase from what they are getting now, about \$30,000 more, and while it isn't a ton, but it is something, and everyone is very supportive of increase that base amount. Halford added that also across the board, on just the individual projects, she didn't

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stretch it to the max of what she thinks we would need, it is more of that plus a little bit more, so there is some wiggle room in a few places too. Sperry stated that this works for her.

***MOVED BY KUHARENKO, SECONDED BY BROOKS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY GRANT APPROVAL OF THE 2023-2024 UNIFIED PLANNING WORK PROGRAM, SUBJECT TO MOVING THE AERIAL PHOTOGRAPHY FROM 2024 TO 2023, AND TO REMOVE THE DRAFT NDDOT CONTRACT AND FEDERAL CLAUSES FROM THE DOCUMENT.***

***Voting Aye: Brooks, Mason, Palo, Zacher, Kuharenko, Ellis, Riesinger, Emery, Ford, and Sanders.***

***Voting Nay: None.***

***Abstaining: None.***

***Absent: Bail, Peterson, Bergman, Danielson, Johnson, Christianson, Hopkins, West, and Magnuson.***

**MATTER OF APPROVAL OF THE 5310 GRANT APPLICATION**

Halford reported that the 5310 program focuses on funding for the elderly and people with disabilities, so CAT is looking at submitting a request for \$67,184.00 for a Mobility Manager. She said that that person would serve as a Regional Transit Coordinator and would be responsible for planning, marketing, education, and outreach for the CAT system. She said that the \$67,184.00 would be federal funds, which would require a \$16,797.00 local match, and that would be paid out of the Grand Forks City Public Transportation budget. She stated that this has gone before both City Councils, and they both approved it as submitted.

Kuharenko asked how long the Mobility Manager position has been around. Kouba responded that she thinks it has been around seven or eight years. Kuharenko said, then, that this has been a long-standing position.

***MOVED BY KUHARENKO, SECONDED BY BROOKS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY GRANT APPROVAL OF 5310 GRANT APPLICATION FROM CAT AND GIVE IT PRIORITY RANKING.***

***Voting Aye: Brooks, Mason, Palo, Zacher, Kuharenko, Ellis, Riesinger, Emery, Ford, and Sanders.***

***Voting Nay: None.***

***Abstaining: None.***

***Absent: Bail, Peterson, Bergman, Danielson, Johnson, Christianson, Hopkins, West, and Magnuson.***

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**MATTER OF APPROVAL OF HIGHWAY SAFETY IMPROVEMENT PROGRAM  
(HSIP) PROJECT APPLICATION**

Halford reported that this is a federal aid program, and the City of Grand Forks is submitting an application for intersection improvements at the intersection of US 2/Gateway Drive and North Columbia Road. She added that the project would shift the south leg of the intersection about 275-feet south. She stated that this has been presented to both City Councils, and they have approved it and moved it forward.

***MOVED BY PALO, SECONDED BY ELLIS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY GRANT APPROVAL OF THE HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) APPLICATION FROM THE CITY OF GRAND FORKS, AND GIVE IT PRIORITY RANKING.***

***Voting Aye: Brooks, Mason, Palo, Zacher, Kuharenko, Ellis, Riesinger, Emery, Ford, and Sanders.***

***Voting Nay: None.***

***Abstaining: None.***

***Absent: Bail, Peterson, Bergman, Danielson, Johnson, Christianson, Hopkins, West, and Magnuson.***

**MATTER OF APPROVAL OF THE 2023-2026 T.I.P. AMENDMENTS**

Halford reported that we have adopted the 2023-2026 T.I.P., of course, but with everything, things don't always go with the plan as we hope they will, and don't change, but numbers change, dates change; she tried to make this a little bit clearer than what you've seen in the past.

Halford referred to the staff report and pointed out that the first amendment is to update the 5339 Bus and Bust Facility Competitive Grant. She pointed out that the first one outlines what it was before and the next one shows what is being changed, so you can see the difference. She added that this really could have just been an administrative amendment, it didn't have to go through the Technical Advisory Committee, but since there were other things that did need to be seen by the Technical Advisory Committee, she included it in as a discussion point. She explained that if the cost change is less than 25% it can be approved administratively.

Halford stated that the next one is a new project, so it did need to come through as an amendment to the Technical Advisory Committee. She explained that we received money from the Urban Grant Program to do the South 5<sup>th</sup> Street and Belmont, also known as "confusion corner" project. She said that they are planning on having a round-about at that location, and the project needs to be amended into the T.I.P.

Halford said that the next one is changing the Sub-Target Project that we talked about when we amended the 2045 MTP, so it involves moving the Bygland/Rhinehart Round-About project later in the plan and moving some other projects forward to 2023.

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Halford stated that the next one is updating FTA 5307, which is a project that we already have in the TIP, and updating the numbers, so, again, the first one is what it currently is and the second one is what is being changed.

Halford said that the next one is a new Capital Purchase and then we also had some carry-over funding that needed to be included as well.

Mason stated that he likes being able to see what the project was and what had changed. He asked about the projects that are replacing the Bygland Road and Rhinehart project; just for confirmation for him, the intent is to list three separate projects in the T.I.P. and S.T.I.P. Halford responded that that is correct. Mason said that that is all good, but the third project listed there, where is it, it doesn't really have any detail about which road it is located on, and he is curious about if it still the DeMers section that was previously identified. Halford asked if he was talking about the Sub-Target Funding project. Mason responded it was. Halford asked if Mr. Emery could give some highlights on that project. Emery stated that that work is on DeMers Avenue, basically from 4<sup>th</sup> Street N.W., or Business Highway 2, all the way up to Highway 2, so along that corridor. Mason said that if this amendment has passed through the MPO, in the MnDOT side they should identify that roadway segment, maybe that could take place following this meeting. He added that we don't need to include too much detail in that we would potentially need to modify the T.I.P. again, but we really do need to identify the roadway segment that the project is on. Halford stated that she would make that change.

Kuharenko commented that last week the City of Grand Forks received notification that they were awarded funding for the Transportation Alternative project they applied for this past summer on South 48<sup>th</sup> Street, so that went to their Community of the Whole on Monday and will go to the City Council next Monday, so that will be something that will be coming through soon. Zacher stated that that is fine, you will have other T.I.P. amendments, but they also have a signed S.T.I.P. on the North Dakota side, so we need to go through and make sure that those projects are matching as well.

***MOVED BY SANDERS, SECONDED BY BROOKS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY GRANT APPROVAL OF THE 2023-2026 T.I.P. AMENDMENTS SUBJECT TO ADDING A DESCRIPTION TO THE EAST GRAND FORKS SUB-TARGET PROJECT, AS DISCUSSED.***

***Voting Aye: Brooks, Mason, Palo, Zacher, Kuharenko, Ellis, Riesinger, Emery, Ford, and Sanders.***

***Voting Nay: None.***

***Abstaining: None.***

***Absent: Bail, Peterson, Bergman, Danielson, Johnson, Christianson, Hopkins, West, and Magnuson.***

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, December 14<sup>th</sup>, 2022**

**MATTER OF APPROVAL OF THE CITIES AREA TRANSIT (CAT) PUBLIC  
TRANSPORTATION AGENCY SAFETY PLAN (PTASP)**

Halford reported that the Cities Area Transit Public Transportation Agency Safety Plan (PTASP) is an element of the agency's responsibility on safety policies, identifies hazards, controls risk, allows for goal setting and planning, prioritizes resources, and measures performance. She stated that transit agencies are required to have this in place by the end of the year and really the goal is to increase safety and implement the four components: Safety Management Policy Safety Risk Management, Safety Assurance, and Safety Promotion.

Halford stated that this has been presented to both City Councils, and both approved it and moved it forward.

***MOVED BY KUHARENKO, SECONDED BY FORD, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY GRANT APPROVAL OF THE CITIES AREA TRANSIT (CAT), PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP), AS PRESENTED.***

***Voting Aye: Brooks, Mason, Palo, Zacher, Kuharenko, Ellis, Riesinger, Emery, Ford, and Sanders.***

***Voting Nay: None.***

***Abstaining: None.***

***Absent: Bail, Peterson, Bergman, Danielson, Johnson, Christianson, Hopkins, West, and Magnuson.***

**MATTER OF APPROVAL OF THE CITIES AREA TRANSIT (CAT) TRANSIT ASSET  
MANAGEMENT PLAN (TAMS)**

Halford reported that the Transit Asset Management (TAMS) Plan is created in compliance with the National Transit Asset Management System for Final Rule. She said that it is really just taking care of the agencies capital assessments, making sure that their equipment is working and that there is a schedule to follow for any replacement of equipment, and making sure they are working at a full level of performance that they need to be at.

Halford stated that this has been presented to both City Councils and they both approved it and moved it forward.

***MOVED BY KUHARENKO, SECONDED BY ELLIS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY GRANT APPROVAL OF THE CITIES AREA TRANSIT (CAT) TRANSIT ASSET MANAGEMENT PLAN (TAMS), AS PRESENTED.***

***Voting Aye: Brooks, Mason, Palo, Zacher, Kuharenko, Ellis, Riesinger, Emery, Ford, and Sanders.***

***Voting Nay: None.***

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, December 14<sup>th</sup>, 2022**

*Abstaining: None.*

*Absent: Bail, Peterson, Bergman, Danielson, Johnson, Christianson, Hopkins, West, and Magnuson.*

**MATTER OF APPROVAL OF PM1 SAFETY PERFORMANCE TARGETS**

Kouba reported that these are performance targets that are adopted every year. She referred to a slide presentation (a copy of which is included in the file and available upon request) and commented that both North Dakota and Minnesota have adopted safety targets, and they are specifically safety targets for the highway system, so they fall under FHWA's requirements. She said that in the past we adopted previous years targets, and, again North Dakota and Minnesota both adopted their safety targets that are based on crash data, which the MPO gets as well, and then we roll the data into a five-year average.

Kouba referred to a slide with a table showing the five-year averages and explained that staff rolls the five-sets of five-year rolling averages and takes those numbers and used them as our proposed targets. She said that previously, as you can see, we kind of used the targets for 2020 but we are now proposed the new targets shown in the table. She added that in the past the Technical Advisory Committee has recommended different targets, and that is what we are open to discussing doing today.

Kuharenko commented that he knows that he has personally been critical of the targets in the past and has been the main driving force in keeping the old targets because of the uncertainty, but he wants to say that the way you ended up putting this together this year, laying out everything has been excellent, this is a huge change and he appreciates that; it brings forward a lot of the data he was hoping to see, and with that he would recommend approval based on the staff recommended targets.

***MOVED BY KUHARENKO, SECONDED BY BROOKS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY GRANT APPROVAL OF THE 2023 SAFETY TARGETS, AS PRESENTED.***

Sanders said, then, that we are recommending our targets for the number of traffic fatalities go up from 1.8 to 2.4. Kouba responded that that is correct. Kouba added that she understands that that seems kind of crazy, but as you can see... Sanders said that he thinks they all should be zeros, and if they are higher than that is way too bad, but to sit here and say that we are going target 2.4 fatalities per year instead of 1.8 makes no sense to him as a towards zero death member or a vision zero person in North Dakota. Kouba stated that she knows that some places do that, she knows that the State of Florida has done that, it just means that all safety funding, because you are not meeting your target, obviously; all that safety funding will now have to go towards making sure there are no deaths, and in the past that safety funding has been able to be flexed into other projects. She stated that we are just trying to make targets that are reasonable so we can continue, but so we can also show that we are meeting funding for safety issues.

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, December 14<sup>th</sup>, 2022**

Kouba commented that, as she was saying, we have had some hard years in the past four years, and it isn't all on the North Dakota side. Kuharenko stated that we definitely have had our share, and he knows they have been working on a number of projects with the help of the DOT; 32<sup>nd</sup> Avenue, that left turn lane alignment project has been huge, he is hoping that will help quite a bit, especially on these rolling five-year averages.

Fork said that you did answer one question he had, and you explained it pretty well, but another question he has is, the two States set their own goals and then the MPO sets its own goal or dare we going off what the States have identified. Kouba responded that we do take a look at what the States do, and we can choose to use their goals, but then we have to then do the additional work of actually figuring out our own portion of how we are contributing or how we are making a positive impact to those goals that are at a State level, which are much higher than going with our own goals, and you can see the numbers in the table; they are a lot higher, so we tend to being it down to our own MPO level and do the calculations that the States do as well. She stated that it is easier to show the States that we have our own goals in our own area, and we work towards those goals.

***Voting Aye: Brooks, Mason, Palo, Zacher, Kuharenko, Ellis, Riesinger, Emery, and Ford.***

***Voting Nay: Sanders.***

***Abstaining: None.***

***Absent: Bail, Peterson, Bergman, Danielson, Johnson, Christianson, Hopkins, West, and Magnuson.***

**OTHER BUSINESS**

A. 2021/2022 Annual Work Program Project Update

- 1) Transit Development Plan – Halford reported that, as Teri highlighted at the beginning of the meeting, transit is near the end, we just have to get approval from the Executive Policy Board tomorrow and from the Grand Forks City Council next Monday, and then we should be good to go.
- 2) Bicycle/Pedestrian Element Update – Halford reported that this is also getting closer to the end as well. She stated that a lot of things have been happening with it the last couple of weeks, so we are still looking at February and March for the approval process.
- 3) Street and Highway Plan Element – Halford reported that a lot has been going on with this project, we had a public input meeting on November 3<sup>rd</sup>. She said that it wasn't as well attended as we had hoped, but the Stakeholder meeting we had earlier that morning was well attended, and it was a very diverse group. She said that, as she stated earlier, we all kind of use and look at our system differently, so to get those different views at the table is very helpful.

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, December 14<sup>th</sup>, 2022**

B. MPO Updates

- 1) Smart Grant Program – Halford reported that we did put in an application for the Smart Grant Program. She stated that we partnered with Upper Great Plains and the Fargo-Moorhead Council of Government on that, and it is for the I-29 Corridor. She said that we should get a response on the application in the beginning of 2023.
- 2) Bridge Update - Halford reported that things are kind of in flux on this item at this time, with a lot of conversations going on, so we will see what happens after the Joint City Council Meeting that will be scheduled. Brooks commented that he thinks that January 4<sup>th</sup> was the date they were looking at for the Joint City Council Meeting, but he isn't sure it has been set yet; he thinks Todd Feland was going to get in touch with Dave Murphy to get it set up.
- 3) January TAC Agenda Items – Halford stated that we are looking at some more performance measure discussions, the safety one is not the only one, we have a few others as well that we need to get adopted and talk about.

Zacher said that for the UPWP to go under contract it needs to go before the Executive Policy Board for approval, so after that goes through tomorrow then we can talk through the process, but basically the MPO will get the docu-sign first to assign the signers, and then it will go through the approval/signature process after that. He stated that he did want to note that the DOT has hired a new Deputy Director for Engineering, Matt Lindeman, who was the Materials and Research Director for a couple of years, he was in Engineering and Transportation Services for a while, and Jen Turnbo, who was their Deputy Director for Planning left as of last week, and so Chad Warren, who is the Director of Project Development is acting as the interim Deputy Director for Planning, so there are a number of changes going on at the DOT.

C. Agency Updates

- None

**ADJOURNMENT**

***MOVED BY BROOKS, SECONDED BY ELLIS, TO ADJOURN THE DECEMBER 14<sup>TH</sup>, 2022 MEETING OF THE TECHNICAL ADVISORY COMMITTEE AT 2:35 P.M.***

***MOTION CARRIED UNANIMOUSLY.***

Respectfully submitted by,

Peggy McNelis, Office Manager





**MPO Staff Report**  
**Technical Advisory Committee:**  
**January 11 14, 2023**  
**MPO Executive Board:**  
**January 18, 2023**

**RECOMMENDED ACTION:** Discussion of the Goals and Objectives of the 2050 Street and Highway Plan

**TAC RECOMMENDED ACTION:**

Matter of discussion of the Goals and Objectives of the 2050 Street and Highway Plan.

**Background:**

Clearly defined goals help form the foundation of a transportation plan. They provide a clear picture of the intent of the transportation system. We are asking for input from the TAC.

**Findings and Analysis**

**Support Materials:**

- Draft of the Goals and Objectives section of the 2050 Street & Highway Plan
- Goals and Objectives Presentation

# Goals and Objectives

Goals and objectives for the 2050 Street and Highway Plan (Plan) were developed to guide the MPO Area towards realizing its vision for the future transportation system. These goals and objectives were developed based on existing conditions analysis, previous planning efforts, and community input received during the Plan’s public engagement events.

## Federal Metropolitan Planning Factors

The goals and objectives also seek to align with Metropolitan Planning Factors set forth under [23 U.S.C. 450.306\(b\)\(1\)](#). As this Plan serves as part of the update to the Metropolitan Transportation Plan (MTP), the MPO is federally required to develop the Plan through a performance-driven and outcome-based approach that is continuous, cooperative, and comprehensive. The Metropolitan Planning Factors are summarized in **Table 1**.

**Table 1: Federal Planning Factors**

Federal Planning Factors	
1	Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2	Increase the safety of the transportation system for motorized and nonmotorized users.
3	Increase the security of the transportation system for motorized and nonmotorized users.
4	Increase the accessibility and mobility of people and for freight.
5	Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth, housing, and economic development patterns.
6	Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7	Promote efficient system management and operation.
8	Emphasize the preservation of the existing transportation system.
9	Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10	Enhance travel and tourism.

Source: Federal Highway Administration

## Federal Planning Emphasis Areas

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) developed a series of Planning Emphasis Areas (PEAs) in 2014 with the intent of encouraging state and metropolitan planning agencies to integrate these emphasis areas in their planning programs; FHWA and FTA developed a new series of PEAs in 2021 that focus on the most pressing issues facing agencies responsible for transportation planning.

FHWA and FTA seek to encourage state and metropolitan planning agencies to identify and develop tasks associated with the MPO’s Unified Planning Work Program (UPWP) and other planning efforts, such as this update to the MTP, that address the PEAs described in **Table 2**.<sup>1</sup>

## 2050 Street and Highway Plan Goals and Objectives

The goals identified as part of this Plan are described in **Table 3**. The table also shows corresponding objectives, which act as specific and measurable approaches to evaluating progress made towards each goal.

**Table 2: Federal Planning Emphasis Areas**

Planning Emphasis Area	Description
<b>Tackling the Climate Crisis-Transition to a Clean Energy, Resilient Future</b>	Ensure transportation plans and infrastructure investments help achieve national greenhouse gas reduction and net-zero emissions goals while increasing system resilience.
<b>Equity and Justice40 in Transportation Planning</b>	Advance racial equity and support for underserved and disadvantaged communities.
<b>Complete Streets</b>	Plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for all street users.
<b>Public Involvement</b>	Increase meaningful public involvement in transportation planning.
<b>Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination</b>	Coordinate with DOD in transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and public roads connecting to DOD facilities.
<b>Federal Land Management (FLMA) Coordination</b>	Coordinate with FLMA in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands.
<b>Planning and Environmental Linkages (PEL)</b>	Implement PEL as part of the transportation planning and environmental review process.
<b>Data in Transportation Planning</b>	Incorporate data sharing and consideration into the transportation planning process.

Source: Federal Highway Administration

<sup>1</sup> USDOT, [2021 Planning Emphasis Areas](#)

**Table 3: Goals and Objectives**






Goal	Description	Objective
<p><b>Efficient and Reliable</b></p> 	<p>Supports the efficient movement of people and goods across a reliable multimodal transportation system</p>	<ul style="list-style-type: none"> <li>Limit recurring peak hour congestion</li> <li>Improve travel reliability on the non-Interstate NHS</li> <li>Maintain high levels of freight reliability on the Interstate and non-Interstate NHS</li> <li>Identify event management strategies to improve traffic operations during major events</li> <li>Increase regional mode share for walking, biking, and transit</li> <li>Leverage emerging transportation technologies to improve operations of the multimodal system</li> <li>Work to safely and efficiently manage traffic incidents and weather events</li> </ul>
<p><b>Safe</b></p> 	<p>Reduces the risk of harm for all users of the multimodal system</p>	<ul style="list-style-type: none"> <li>Reduce the number and rate of vehicular crashes</li> <li>Reduce the number and rate of fatal and incapacitating crashes and support statewide Vision Zero initiatives</li> <li>Reduce the number and rate of pedestrian and bicycle crashes</li> <li>Use the Safe Systems approach to facility design</li> <li>Leverage emerging transportation technologies to improve safety conditions of the multimodal system</li> </ul>
<p><b>Connected and Accessible</b></p> 	<p>Facilitates high degrees of accessibility for system users by providing connections to the destinations they want to go</p>	<ul style="list-style-type: none"> <li>Increase system connectivity to housing and employment opportunities</li> <li>Incorporate bicycle, pedestrian, and transit-friendly infrastructure in new developments</li> <li>Increase bicycle, pedestrian, and transit access for disadvantaged populations</li> <li>Improves multimodal network connectivity to enhance viability of biking and walking modes</li> <li>Reduce barriers to freight access and mobility</li> <li>Identify strategies to improve system connectivity during train crossing events</li> </ul>

Table 3 continued

Goal	Description	Objective
<p><b>Preserved and Maintained</b></p> 	<p>Maintains the existing system in a state of good repair</p>	<p>Preserve the condition of Interstate and non-Interstate NHS routes rated as being in Good condition</p> <p>Minimize the mileage of Interstate and non-Interstate NHS routes rated as being in Poor condition</p> <p>Preserve the condition of NHS bridges rated as being in Good condition</p> <p>Minimize the number of NHS bridges rated as being in Poor Condition</p> <p>Identify financial and human resources to support the maintenance of critical transportation facilities</p> <p>Maintain and manage the condition of transit assets, including vehicles, equipment, and transit facilities</p>
<p><b>Sustainable and Resilient</b></p> 	<p>Reduces and/or eliminates negative impacts on environmental resources associated with the multimodal system while investing in improvements that enhance system resiliency associated with natural environmental events</p>	<p>Implement transportation improvements that limit negative impacts on the natural and built environment</p> <p>Distribute the benefits and impacts of transportation equitably across the MPO area</p> <p>Implement transportation improvements that enhance system resiliency</p> <p>Limit negative transportation impacts on MPO Area neighborhoods</p> <p>Ensure that new construction and reconstruction of transportation infrastructure is designed to prioritize longevity, minimize carbon emissions, and use renewable resources.</p>



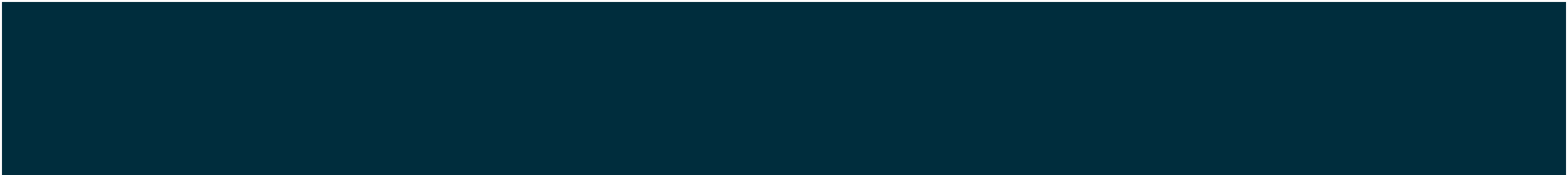
Grand Forks - East Grand Forks

METROPOLITAN  
PLANNING ORGANIZATION

# STREET AND HIGHWAY PLAN UPDATE

MPO TAC MEETING

JANUARY 11, 2023



# STREET AND HIGHWAY PLAN

## AGENDA

- Goals and Objectives
- Existing Conditions Update
- Next Steps

# 2050 STREET AND HIGHWAY PLAN GOALS AND OBJECTIVES

- Purpose: Guide the MPO Area towards realizing the community's vision for the future transportation system





# PUBLIC ENGAGEMENT RESULTS

- November 2022 Engagement Events
  - Stakeholder Discussion
  - Public Open House
- Key Themes
  - Plan should prioritize:
    - Safety
    - Efficiency and Reliability
    - Bicycle and Pedestrian Connections



# PREVIOUS PLANNING EFFORTS

- Review of previous planning efforts
  - Tie key findings, themes into 2050 MTP

2045 Metropolitan  
Transportation Plan

I-29 Traffic  
Operations Study  
(2017)

Downtown  
Transportation Study  
(2019)

Mn 220 N Corridor  
Study  
(2019)

U.S. 2/U.S. 81  
Skewed Intersection  
Study  
(2019)

FuFeng Development  
Traffic Impact Study  
(2022)

Future Bridge Traffic  
Impact Study  
(2022)

# FEDERAL GUIDANCE- PLANNING FACTORS

- Grand Forks-East Grand Forks MPO is federally required to:
  - Develop the MTP through a performance-driven and outcome-based approach
  - Approach must be:
    - Continuous, Cooperative, and Comprehensive
- To accomplish this, Goals and Objectives aligned with Federal Planning Factors

Federal Planning Factors	
1	Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2	Increase the safety of the transportation system for motorized and nonmotorized users.
3	Increase the security of the transportation system for motorized and nonmotorized users.
4	Increase the accessibility and mobility of people and for freight.
5	Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth, housing, and economic development patterns.
6	Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7	Promote efficient system management and operation.
8	Emphasize the preservation of the existing transportation system.
9	Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10	Enhance travel and tourism.

# FEDERAL GUIDANCE- PLANNING EMPHASIS AREAS

- Planning Emphasis Areas (PEAs) developed by Federal Highway, Transit Administrations
  - Encourage incorporation of PEAs in State and MPO planning efforts
- PEAs updated in 2021 to address most pressing planning issues

Planning Emphasis Area	Description
Tackling the Climate Crisis-Transition to a Clean Energy, Resilient Future	Ensure transportation plans and infrastructure investments help achieve national greenhouse gas reduction and net-zero emissions goals while increasing system resilience.
Equity and Justice40 in Transportation Planning	Advance racial equity and support for underserved and disadvantaged communities.
Complete Streets	Plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for all street users.
Public Involvement	Increase meaningful public involvement in transportation planning.
Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination	Coordinate with DOD in transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and public roads connecting to DOD facilities.
Federal Land Management (FLMA) Coordination	Coordinate with FLMA in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands.
Planning and Environmental Linkages (PEL)	Implement PEL as part of the transportation planning and environmental review process.
Data in Transportation Planning	Incorporate data sharing and consideration into the transportation planning process.

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# GOALS AND OBJECTIVES



Efficient and Reliable



Safe



Connected and Accessible



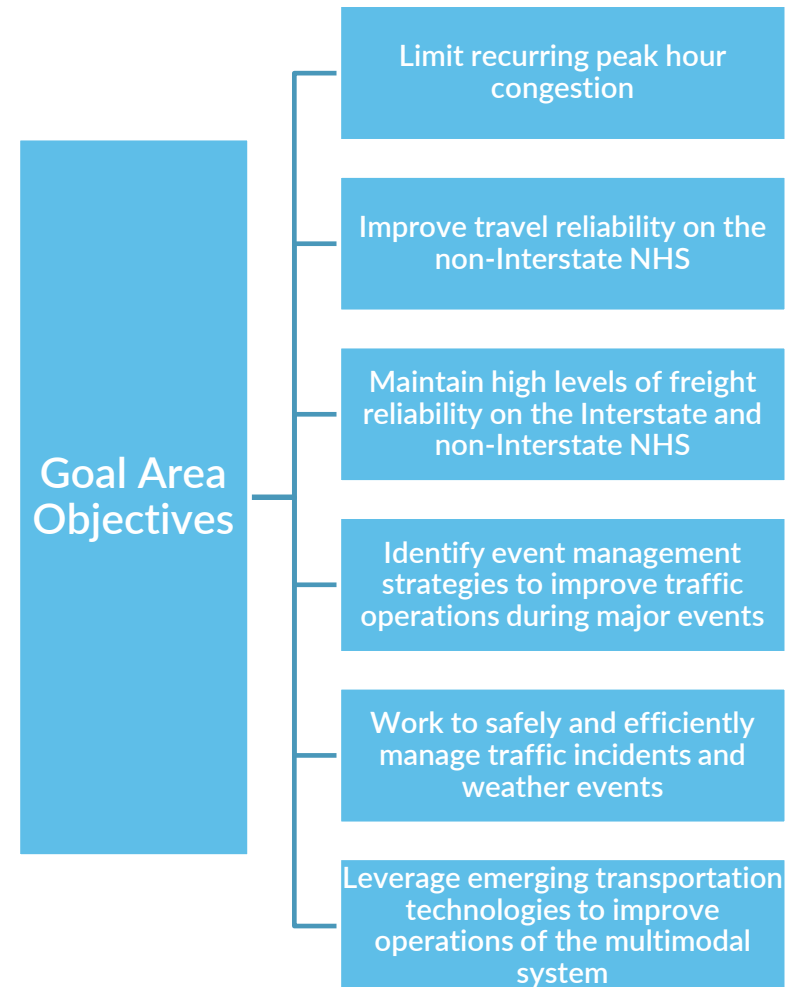
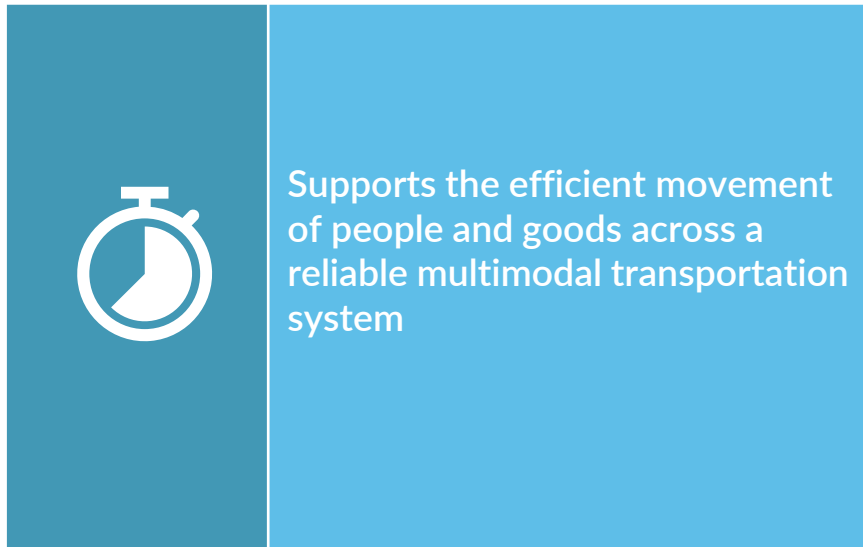
Preserved and Maintained



Sustainable and Resilient

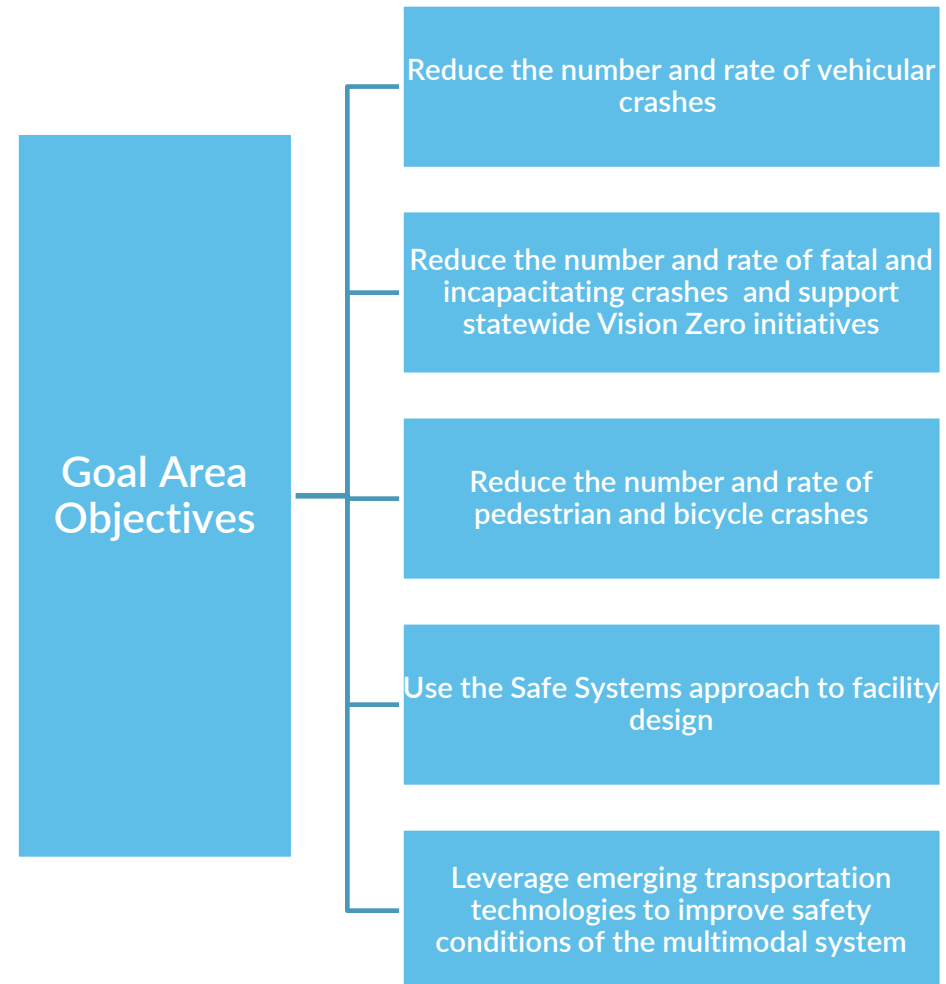
# GOAL AREA: EFFICIENT AND RELIABLE

- Goal Area Description



# GOAL AREA: SAFE

- Goal Area Description





# GOAL AREA: CONNECTED AND ACCESSIBLE

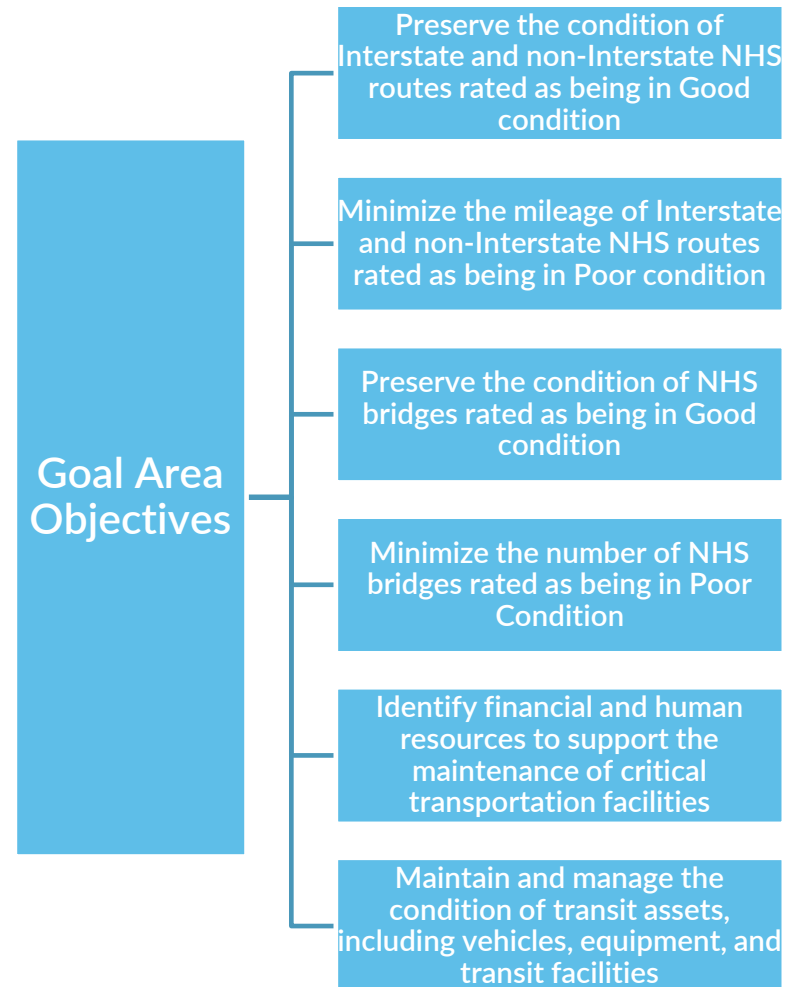
## ■ Goal Area Description





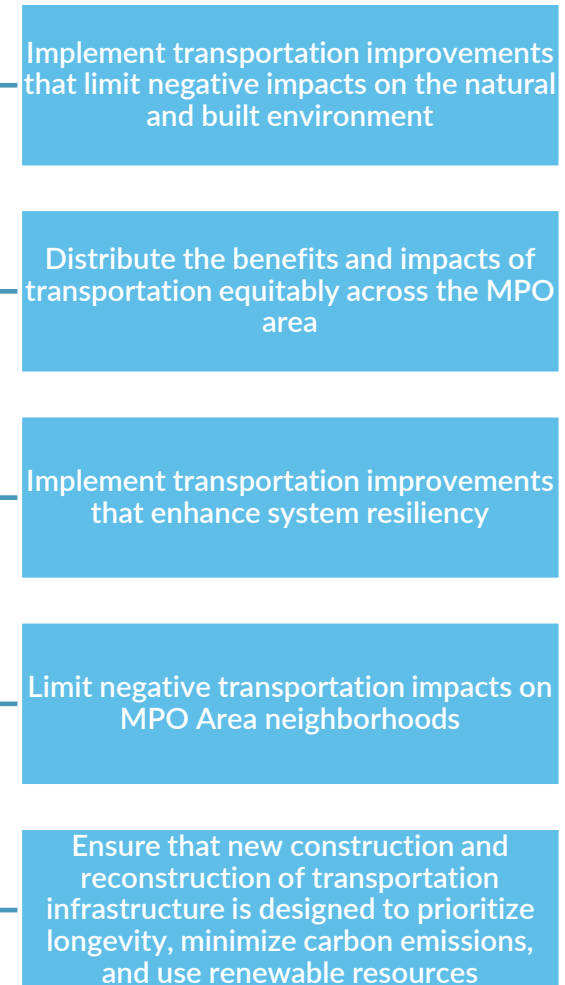
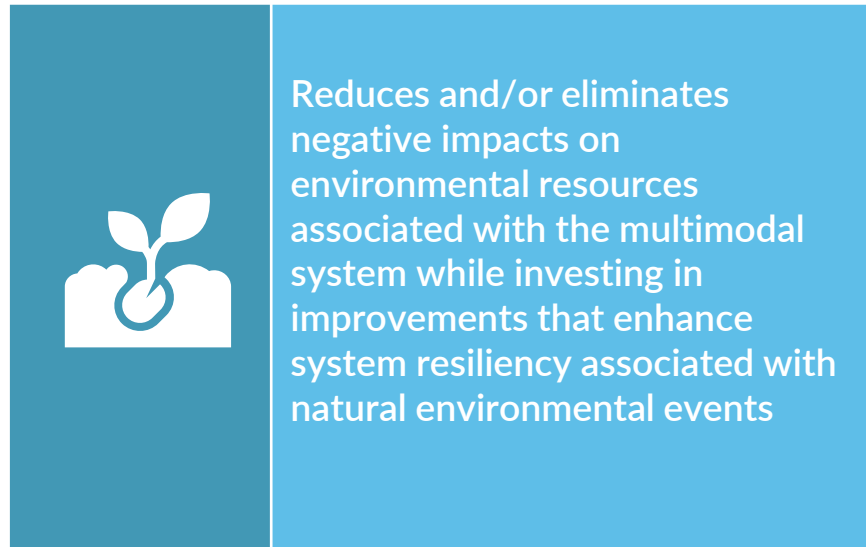
# GOAL AREA: PRESERVED AND MAINTAINED

- Goal Area Description



# GOAL AREA: SUSTAINABLE AND RESILIENT

## ■ Goal Area Description



# EXISTING CONDITIONS PROGRESS

## Work Completed or in Progress



### Safety

- Crash Hot Spots
- Regional Summary



### Traffic Operations

- Summarize LOS from Detailed Studies
- Regional V/C Analysis Where Detailed Studies Aren't Available
- Reliability Analysis



### Pavement and Bridge

- Reviewing pavement data
- Reviewing National Bridge Inventory Data



### Road Network

- Functional Classification Review



### Environmental Baseline

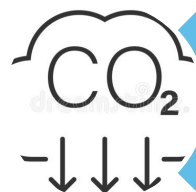
- Assemble Data
- Identify Constraints

## Still Ahead



### Future Conditions

- Traffic Forecasts
- Future Congestion



### Carbon Footprint

- Apply Methodology from Previous Plan
- Update with Recent Travel Data

# NEXT STEPS

Finalize Goals and Objectives

Finalize Baseline Conditions

Develop Performance Measures

Develop Funding Plan

Prepare Spring Public Engagement Materials



# THANK YOU!

QUESTIONS?





# **MPO Staff Report**

## **Technical Advisory Committee:** **January 11, 2023**

## **MPO Executive Board:** **January 18, 2023**

**RECOMMENDED ACTION: Approval of the PM2-Bridge & Pavement Condition and PM3-Travel Reliability Targets for the 2022 to 2026 Performance Period.**

**TAC RECOMMENDED ACTION:**

Matter of approval of the PM-2(Bridge & Pavement Condition) and PM-3(Travel Time Reliability) targets for the 2022 to 2026 Performance Period.

### **Background:**

The Infrastructure Improvement and Jobs Act (IIJA) continued requirements of performance-based planning and programming. Starting in 2018 the MPO has adopted required targets and used them in our Metropolitan Transportation Plans (MTP) and Transportation Improvement Program (TIP). In December 2022 we adopted the PM-1(Safety) Targets. This month we are focusing on the PM-2 and PM-3 targets.

Both PM-2 and PM-3 set targets for a four-year period with a mid-point review of actual data to see if the targets need to be changed. These federal performance targets are for the Interstate and National Highway System (NHS) roads and bridges. MnDOT and NDDOT set their targets in October. Once that was done the MPO had 180 days to decide on what they would set their targets at. Being a Bi-State MPO we can adopt both state targets, make our own, or a combination of both. In the past the Forks MPO has done a combination based on the transportation network locally.

In March NDDOT presented an overview on PM-2 Pavement and PM-3 Reliability in North Dakota. No information on bridges was provided. They also gave draft targets for the MPOs to comment on. In May MnDOT gave two presentations, one for the PM-2 (Pavement & Bridges) and the other for PM-3 Reliability. Both presentations gave baseline and yearly data for the state to show trends for each of the areas of performance. Those trends were the basis for why they went with the statewide targets they chose. MnDOT also provided the same data on an MPO level.

### **PM-2 Bridge and Pavement Condition Targets**

This year we start a new performance period. The focus of the conditions is strictly on the National Highway System (NHS). Minnesota has sent us data for the MPO are specifically, but North Dakota has not. With the discrepancy in data, it has been easier to go with the targets set by each State. When it comes to the Interstate, only Grand Forks has Interstate, so we just go with the North Dakota targets. To review where we have been, Tables A, B, and C show the target set for the first two years, if it was adjusted at the mid-point, and the target for the end of the four years for both States and the MPO. Table C shows the MPO went with the state targets for Bridges and Pavement.

Measure	Two Year Target	Ajusted @ Mid Point	Four Year Target
Percent of NHS Bridges in Good Condition	60%	No	60%
Percent of NHS Bridges in Poor Condition	4%	No	4%
Percent of Interstate Pavement in Good Condition	75.6%	No	75.6%
Percent of Interstate Pavement in Poor Condition	3%	No	3%
Percent of Non-Interstate NHS Pavement in Good Condition	58.3%	No	58.3%
Percent of Non-Interstate NHS Pavement in Poor Condition	3%	No	3%

Measure	Two Year Target	Ajusted @ Mid Point	Four Year Target
Percent of NHS Bridges in Good Condition	50%	Yes	35%
Percent of NHS Bridges in Poor Condition	4%	No	4%
Percent of Interstate Pavement in Good Condition	N/A	Yes	55%
Percent of Interstate Pavement in Poor Condition	N/A	Yes	2%
Percent of Non-Interstate NHS Pavement in Good Condition	50%	No	50%
Percent of Non-Interstate NHS Pavement in Poor Condition	4%	No	4%

Measure	Two Year Target	Ajusted @ Mid Point	Four Year Target
Percent of NHS Bridges in Good Condition	States	Yes	ND= 60%; MN= 35%
Percent of NHS Bridges in Poor Condition	States	Yes	ND= 4%; MN= 4%
Percent of Interstate Pavement in Good Condition	75.6%	No	75.6%
Percent of Interstate Pavement in Poor Condition	3%	No	3%
Percent of Non-Interstate NHS Pavement in Good Condition	States	Yes	ND= 58.3%; MN= 50%
Percent of Non-Interstate NHS Pavement in Poor Condition	States	Yes	ND= 3%; MN= 4%

Both States adopted PM-2 targets. These are in table D.

*Table D*

Measure	MnDOT Adopted Targets		NDDOT Adopted Targets	
	Two Year 2023 Target	Four Year 2025 Target	Two Year 2024 Target	Four Year 2026 Target
Percent of NHS Bridges in Good Condition	30%	35%	50.0%	50.0%
Percent of NHS Bridges in Poor Condition	5%	5%	10.0%	10.0%
Percent of Interstate Pavement in Good Condition	60%*	60%*	75.6%	75.6%
Percent of Interstate Pavement in Poor Condition	2%*	2%*	3.0%	3.0%
Percent of Non-Interstate NHS Pavement in Good Condition	55%	55%	58.3%	58.3%
Percent of Non-Interstate NHS Pavement in Poor Condition	2%	2%	3.0%	3.0%

\*There is no Interstate in the MN part of the MPO

### PM-3 Reliability Targets

Reliability refers to the predictability of journey travel times. A highway prone to unexpected delays is unreliable. On the other hand, a highway that is typically congested and where traffic speed is consistently low can be reliable. PM-3 targets are focused on the National Highway System (NHS). The

Federal Highway Administration (FHWA) gathers data nationwide for the NHS so States and MPOs can get consistent data to determine targets.

For the last performance period the MPO started with their own targets but at the mid-point choose to have both States for the Non-Interstate Reliability Target. The previous performance period can be seen in Tables E, F, and G.

<b>Table E: North Dakota</b>			
<b>Measure</b>	<b>Two Year 2018 Target</b>	<b>Ajusted @ Mid Point</b>	<b>Four Year 2020 Target</b>
<b>Interstate Reliability</b>	85%	No	85%
<b>Non-Interstate NHS Reliability</b>	85%	No	85%
<b>Truck Travel Time Reliability Index</b>	3.0	Yes	1.5

<b>Table F: Minnesota</b>			
<b>Measure</b>	<b>Two Year 2018 Target</b>	<b>Ajusted @ Mid Point</b>	<b>Four Year 2020 Target</b>
<b>Interstate Reliability</b>	80%	No	80%
<b>Non-Interstate NHS Reliability</b>	75%	Yes	90%
<b>Truck Travel Time Reliability Index</b>	1.5	No	1.5

<b>Table G: MPO</b>			
<b>Measure</b>	<b>Two Year 2018 Target</b>	<b>Ajusted @ Mid Point</b>	<b>Four Year 2020 Target</b>
<b>Interstate Reliability</b>	90%	No	90%
<b>Non-Interstate NHS Reliability</b>	85%	Yes	ND- 85%; MN-90%
<b>Truck Travel Time Reliability Index</b>	1.5	No	1.5

Both States have adopted PM-3 targets. The are in Table H.

*Table H*

<b>Measure</b>	<b>MnDOT Adopted Target</b>		<b>NDDOT Adopted Target</b>	
	<b>Two Year 2023 Target</b>	<b>Four Year 2025 Target</b>	<b>Two Year 2024 Target</b>	<b>Four Year 2026 Target</b>
<b>Interstate Reliability</b>	82%	82%	85.0%	85.0%
<b>Non-Interstate NHS Reliability</b>	90%	90%	85.0%	85.0%
<b>Truck Travel Time Reliability Index</b>	1.4	1.4	2.0	2.0

## **Findings and Analysis**



- Given the history and data available staff is recommending continuing with supporting the States for PM-2 Targets. See the following

Measure	Proposed MPO Targets	
	Two Year Target	Four Year Target
Percent of NHS Bridges in Good Condition	ND- 50%; MN- 30%	ND- 50%; MN- 35%
Percent of NHS Bridges in Poor Condition	ND- 10%; MN- 5%	ND- 10%; MN- 5%
Percent of Interstate Pavement in Good Condition	75.60%	75.60%
Percent of Interstate Pavement in Poor Condition	3.00%	3.00%
Percent of Non-Interstate NHS Pavement in Good Condition	ND- 58.3%; MN-55%	ND- 58.3%; MN- 55%
Percent of Non-Interstate NHS Pavement in Poor Condition	ND- 3%; MN- 2%	ND- 3%; MN- 2%

- For PM-3 Targets staff is recommending going with our own. See the following:

Measure	2021 Data	Four Year Target
Interstate Reliability	100%	90%
Non-Interstate NHS Reliability	88.90%	85%
Truck Travel Time Reliability Index	1.24	1.5

**Support Materials:**

- Resolutions
- Presentation



## RESOLUTION OF THE GRAND FORKS – EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

### Adopting Performance of the National Highway System Targets

**Whereas**, the U.S. Department of Transportation established three performance measures for the Pavement and Bridge Condition as detailed in 23 CFR 490, Subpart E, National Performance Measures for Performance of the National Highway System;

**Whereas**, the Minnesota Department of Transportation (MnDOT) established performance targets for each of the three performance measures in accordance with 23 CFR 490.507; and

**Whereas**, the North Dakota Department of Transportation (NDDOT) established performance targets for each of the three performance measures in accordance with 23 CFR 490.507; and

**Whereas**, the Grand Forks – East Grand Forks Metropolitan Planning Organizations (MPO) must establish performance targets for each of the three performance measures; and

**Whereas**, the MPO established its targets through a cooperative process with MnDOT and NDDOT, to the maximum extent practicable, so that it may plan and program projects so that they contribute to the accomplishment of the State DOT Performance of the National Highway System target; and

**Now, therefore, be it resolved**, that the Grand Forks – East Grand Forks Metropolitan Planning Organization commits to the following performance targets for the metropolitan planning area.

#### Reliability of National Highway System

<u>Performance Measure</u>	<u>Two Year Target</u>	<u>Four Year Target</u>
<b>Interstate Reliability</b>	90%	90%
<b>Non-Interstate NHS Reliability</b>	85%	85%
<b>Truck Travel Time Reliability Index</b>	1.5	1.5

**Be it further resolved**, that the Grand Forks – East Grand Forks Metropolitan Planning Organization agrees to plan and program projects so that the projects contribute to the accomplishment of MnDOT's and NDDOT's Performance of the National Highway System targets

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Warren Strandell, Chair

Date

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Staphanie Halford, Executive Director

Date



**RESOLUTION OF THE GRAND FORKS – EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION**

**Adopting Pavement and Bridge Condition Performance Targets**

**Whereas**, the U.S. Department of Transportation established six performance measures for the Pavement and Bridge Condition as detailed in 23 CFR 490, Subpart C, National Performance Measures for Accessing Pavement Condition and Subpart D, National Performance Measures for Accessing Bridge Condition;

**Whereas**, the Minnesota Department of Transportation (MnDOT) established performance targets for each of the six performance measures in accordance with 23 CFR 490.307 and 407; and

**Whereas**, the North Dakota Department of Transportation (NDDOT) established performance targets for each of the six performance measures in accordance with 23 CFR 490.307 and 407; and

**Whereas**, the Grand Forks – East Grand Forks Metropolitan Planning Organizations (MPO) must establish performance targets for each of the six performance measures; and

**Whereas**, the MPO established its targets through a cooperative process with MnDOT and NDDOT, to the maximum extent practicable, so that it may plan and program projects so that they contribute to the accomplishment of the State DOT Pavement and Bridge Condition target; and

**Now, therefore, be it resolved**, that the Grand Forks – East Grand Forks Metropolitan Planning Organization commits to the following performance targets for the metropolitan planning area.

Pavement and Bridge Condition

<u>Performance Measure</u>	<u>Two Year Target</u>	<u>Four Year Target</u>
<b>Percent of NHS Bridges in Good Condition</b>	ND- 50%; MN- 30%	ND- 50%; MN- 35%
<b>Percent of NHS Bridges in Poor Condition</b>	ND- 10%; MN- 5%	ND- 10%; MN- 5%
<b>Percent of Interstate Pavement in Good Condition</b>	75.60%	75.60%
<b>Percent of Interstate Pavement in Poor Condition</b>	3.00%	3.00%
<b>Percent of Non-Interstate NHS Pavement in Good Condition</b>	ND- 58.3%; MN-55%	ND- 58.3%; MN- 55%
<b>Percent of Non-Interstate NHS Pavement in Poor Condition</b>	ND- 3%; MN- 2%	ND- 3%; MN- 2%





**MPO Staff Report**  
**Technical Advisory Committee:**  
**January 11, 2023**  
**MPO Executive Board:**  
**January 18, 2023**

**RECOMMENDED ACTION: Approval of proposed Transit Safety Targets.**

**TAC RECOMMENDED ACTION:**

Matter of approval of the proposed Transit Safety Targets.

**Background:**

The PTASP final rule (49 C.F.R. Part 673) intends to improve public transportation safety by guiding transit agencies to manage safety risks more effectively and proactively in their systems. It requires certain recipients and sub-recipients of FTA grants that operate public transportation to develop and implement safety plans that establish processes and procedures to support the implementation of Safety Management Systems (SMS). As part of PTASP requirements, transit agencies must set safety performance targets in their safety plans based on the following safety performance measures that FTA has established in the National Safety Plan (NSP):

1. Total Fatalities
2. Rate of Fatalities
3. Total Injuries
4. Rate of Injuries
5. Total Safety Events
6. Rate of Safety Events
7. System Reliability

After establishing their safety performance targets, transit agencies provide them to their States and Metropolitan Planning Organizations (MPOs), along with their safety plans. State DOTs and MPOs must reference those safety performance targets and plans within the statewide transportation improvement program and statewide long-range plan and the MPO's transportation improvement program and metropolitan transportation plan. The safety performance targets, and performance-based plans should inform a transit agency's investment priorities, and those investment priorities should be carried forward within the MPO's and State DOT's planning processes.

Through the implementation of its Transit Asset Management (TAM) Plan, required under 49 C.F.R. Part 625, a transit agency should consider the results of its condition assessments while performing safety risk management and safety assurance activities. The results of the condition assessments, and subsequent SMS analysis could inform a transit agency's TAM Plan elements, specifically investment priorities.

In December the MPO approved updated TAM Plan and PTASP. The TAM Plan has set performance targets of:

1. Zero percent (0%) of its facilities in a condition that has met or exceeded their Useful Life Benchmark (ULB)
2. Ten percent (10%) or less of its vehicles in a condition that has met or exceeded their ULB
3. Ten percent (10%) or less of any equipment in a condition that has met or exceeded their ULB.

These performance targets help Cities Area Transit (CAT) and the MPO to prioritize capital improvement projects in the Transportation Improvement Program.

The PTASP stated safety goals, objectives, and performance targets as: “Cities Area Transit measures goals monthly and compares the data from the previous two years when available. During the first year of the PTASP implementation, Cities Area Transit expects a 5% reduction in safety-related events. Each subsequent year is assessed to determine the percentage of reduction in all measurements. Cities Area Transit will be using the TransTrack PTASP module to track safety items along with accident reports from drivers and any written incident reports turned in to supervisors.”

While this is the ultimate goal of the of the federally required performance measures listed previously, it does not state the targets CAT will be striving for in the next year. The TransTrack PTASP module will gather the data necessary to establish CAT specific targets, but it is not yet set up.

The MPO is required to work with the State and CAT to adopt yearly targets. In November of 2021 the MPO adopted transit safety targets for the first time. Due to data gathering issues CAT and the MPO agreed to adopt the State Transit Safety targets. These targets are reviewed and adopted every year.

With TransTrack not set up yet the MPO has not been able to obtain the necessary data to develop MPO Transit Safety targets. The deadline for new Transit Safety Targets has past for the MPO to adopt new targets specific to CAT.

The MPO staff is therefore recommending that to satisfy the requirement to adopt Transit Safety Targets, that the Forks MPO adopt the NDDOT Transit Safety Targets.

### **Findings and Analysis**

- The MPO must adopt Transit Safety Targets
- Cities Area Transit has not set up TransTrack yet.
- NDDOT has adopted statewide Transit Safety Targets

### **Support Materials:**

- Presentation
- Resolution
- NDDOT Transit Safety Targets

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# PM-2: Bridge and Pavement Condition

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PERFORMANCE MEASURES



# Bridge

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States were also required to coordinate with the MPO's in setting the targets. The MPO's can either support State defined targets or to set their own targets for bridges in their area.

Targets are set for a four-year performance period with a review of the targets and the ability to change them at the mid-point of the performance period or after two years.

If more than 10% of the total Bridge deck square footage is classified as structurally deficient for 3 consecutive years, the State DOT must obligate and set aside 50% of equivalent of 2009 Bridge Program Apportionment.

- The MPO does not get penalized.

## Established Bridge Measures

- Percent deck area of National Highway System Bridges in Good Condition
- Percent deck area of National Highway System Bridges in Poor Condition





# Pavement

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States were also required to coordinate with the MPO's in setting the targets. The MPO's can either support State defined targets or to set their own targets for roadways in their area.

Targets are set for a four-year performance period with a review of the targets and the ability to change them at the mid-point of the performance period or after two years.

The penalty for not maintaining minimum Interstate Pavement condition is the state will dedicate a portion of National Highway Performance Program (NHPP) funds and a portion of the Surface Transportation Program (STP) to the Interstate pavement condition.

- The MPO does not get penalized.

## Established Pavement Measures:

- Percent Lane-miles of Interstate Pavement in Good Condition
- Percent Lane-miles of Interstate Pavement in Poor Condition
- Percent Lane-miles of Non-Interstate NHS Pavement in Good Condition
- Percent Lane-miles of Non-Interstate NHS Pavement in Poor Condition



# Previous Performance Period Review

North Dakota			
Measure	Two Year Target	Ajusted @ Mid Point	Four Year Target
Percent of NHS Bridges in Good Condition	60%	No	60%
Percent of NHS Bridges in Poor Condition	4%	No	4%
Percent of Interstate Pavement in Good Condition	75.6%	No	75.6%
Percent of Interstate Pavement in Poor Condition	3%	No	3%
Percent of Non-Interstate NHS Pavement in Good Condition	58.3%	No	58.3%
Percent of Non-Interstate NHS Pavement in Poor Condition	3%	No	3%

Minnesota			
Measure	Two Year Target	Ajusted @ Mid Point	Four Year Target
Percent of NHS Bridges in Good Condition	50%	Yes	35%
Percent of NHS Bridges in Poor Condition	4%	No	4%
Percent of Interstate Pavement in Good Condition	N/A	Yes	55%
Percent of Interstate Pavement in Poor Condition	N/A	Yes	2%
Percent of Non-Interstate NHS Pavement in Good Condition	50%	No	50%
Percent of Non-Interstate NHS Pavement in Poor Condition	4%	No	4%

MPO			
Measure	Two Year Target	Ajusted @ Mid Point	Four Year Target
Percent of NHS Bridges in Good Condition	States	Yes	ND= 60%; MN= 35%
Percent of NHS Bridges in Poor Condition	States	Yes	ND= 4%; MN= 4%
Percent of Interstate Pavement in Good Condition	75.6%	No	75.6%
Percent of Interstate Pavement in Poor Condition	3%	No	3%
Percent of Non-Interstate NHS Pavement in Good Condition	States	Yes	ND= 58.3%; MN= 50%
Percent of Non-Interstate NHS Pavement in Poor Condition	States	Yes	ND= 3%; MN= 4%

# Data- Actuals

Measure	2017 Actual		2018 Actual		2019 Actual		2020 Actual		2021 Actual	
	MN	ND	MN	ND	MN	ND	MN	ND	MN	ND
Percent of NHS Bridge Deck Area in Good Condition	34.31%	64.44%	0.00%	65.30%	0.00%		0.00%		0.00%	
Percent of NHS Bridge Deck Area in Poor Condition	45.04%	3.67%	0.00%	4%	0.00%		0.00%		68.51%	
Percent of Interstate Pavement in Good Condition	NA	80.20%	NA		NA	83.60%	NA	83.60%	NA	80.70%
Percent of Interstate Pavement in Poor Condition	NA	0.10%	NA		NA	0.03%	NA	0.10%	NA	0.12%
Percent of Non-Interstate NHS Pavement in Good Condition	69.54%	62.80%	80.56%		77.84%	68.00%	83.10%	64.90%	67.58%	64.50%
Percent of Non-Interstate NHS Pavement in Poor Condition	2.04%	0.30%	0.75%		0.00%	0.14%	0.00%	0.20%	0.92%	0.27%

Note: MN data is for the Forks MPO specific. ND data is statewide.



# State Adopted & MPO Proposed Targets

Measure	MnDOT Adopted Targets		NDDOT Adopted Targets	
	Two Year 2023 Target	Four Year 2025 Target	Two Year 2024 Target	Four Year 2026 Target
Percent of NHS Bridges in Good Condition	30%	35%	50.0%	50.0%
Percent of NHS Bridges in Poor Condition	5%	5%	10.0%	10.0%
Percent of Interstate Pavement in Good Condition	60%*	60%*	75.6%	75.6%
Percent of Interstate Pavement in Poor Condition	2%*	2%*	3.0%	3.0%
Percent of Non-Interstate NHS Pavement in Good Condition	55%	55%	58.3%	58.3%
Percent of Non-Interstate NHS Pavement in Poor Condition	2%	2%	3.0%	3.0%

\*There is no Interstate in the MN part of the MPO

Measure	Proposed MPO Targets	
	Two Year Target	Four Year Target
Percent of NHS Bridges in Good Condition	ND- 50%; MN- 30%	ND- 50%; MN- 35%
Percent of NHS Bridges in Poor Condition	ND- 10%; MN- 5%	ND- 10%; MN- 5%
Percent of Interstate Pavement in Good Condition	75.60%	75.60%
Percent of Interstate Pavement in Poor Condition	3.00%	3.00%
Percent of Non-Interstate NHS Pavement in Good Condition	ND- 58.3%; MN-55%	ND- 58.3%; MN- 55%
Percent of Non-Interstate NHS Pavement in Poor Condition	ND- 3%; MN- 2%	ND- 3%; MN- 2%



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# PM-3: Reliability

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PERFORMANCE MEASURES



# Travel Time Reliability

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Reliability is defined as "the degree of certainty and predictability in travel times on the transportation system. Reliable transportation systems offer some assurance of attaining a given destination within a reasonable range of an expected time. An unreliable transportation system is subject to unexpected delays, increasing costs for system users."

Travel time reliability is a measure of the consistency or dependability in the travel time of a trip, or time to traverse a road segment, as experienced in different hours of the day and days of the week.

FHWA has set up the National Performance Management Research Data Set (NPMRDS) to collect data and do the calculations needed on the Interstate and National Highway System (NHS) to help States & MPOs to report the travel time reliability measures.

There are no penalties for the State or MPOs.

The targets are set for a four-year performance period with a review of the targets and the ability to change them at the mid-point of the performance period or after two years.

## Established Travel Reliability Measures:

- Percent of Reliable Person Miles on the Interstate
- Percent of Reliable Person Miles on the Non-Interstate National Highway System (NHS)
- Truck Travel Time Reliability Index



# Previous Performance Period Review

North Dakota			
Measure	Two Year 2018 Target	Ajusted @ Mid Point	Four Year 2020 Target
Interstate Reliability	85%	No	85%
Non-Interstate NHS Reliability	85%	No	85%
Truck Travel Time Reliability Index	3.0	Yes	1.5

Minnesota			
Measure	Two Year 2018 Target	Ajusted @ Mid Point	Four Year 2020 Target
Interstate Reliability	80%	No	80%
Non-Interstate NHS Reliability	75%	Yes	90%
Truck Travel Time Reliability Index	1.5	No	1.5

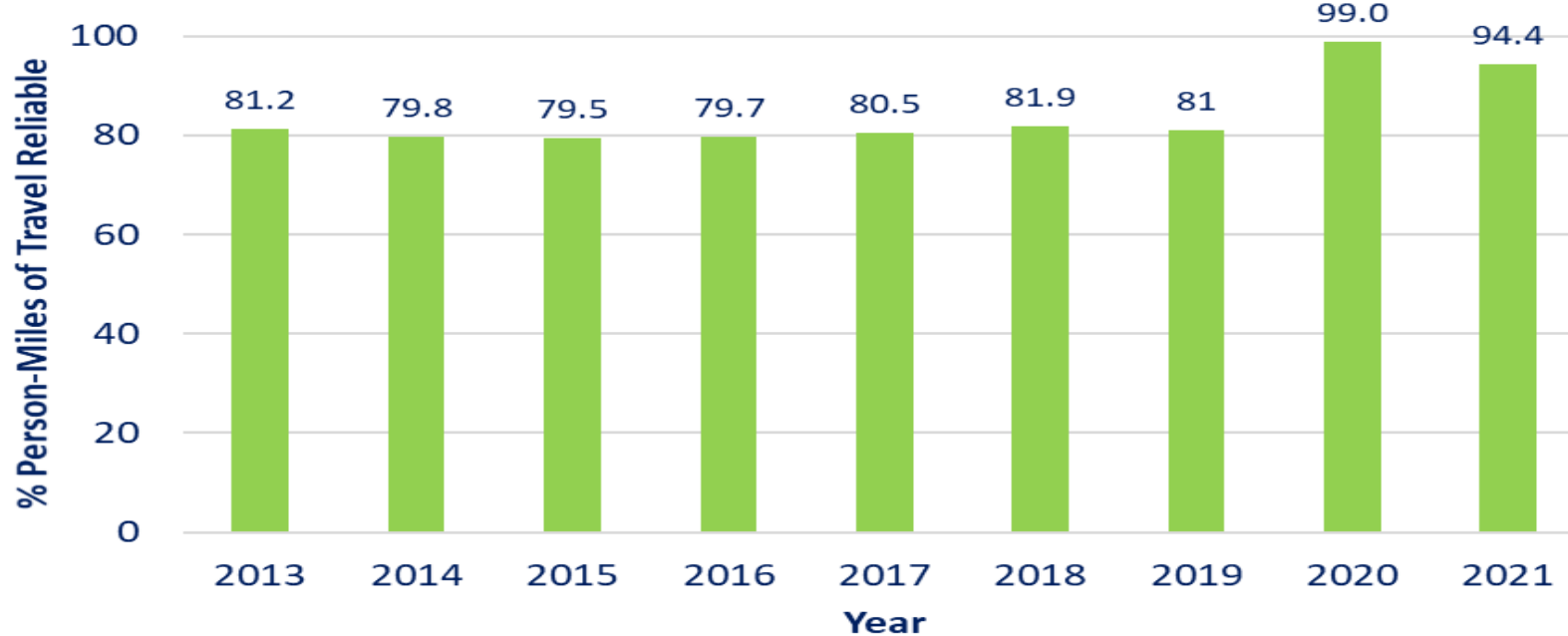
MPO			
Measure	Two Year 2018 Target	Ajusted @ Mid Point	Four Year 2020 Target
Interstate Reliability	90%	No	90%
Non-Interstate NHS Reliability	85%	Yes	ND- 85%; MN-90%
Truck Travel Time Reliability Index	1.5	No	1.5



# Data: Interstate Reliability- States

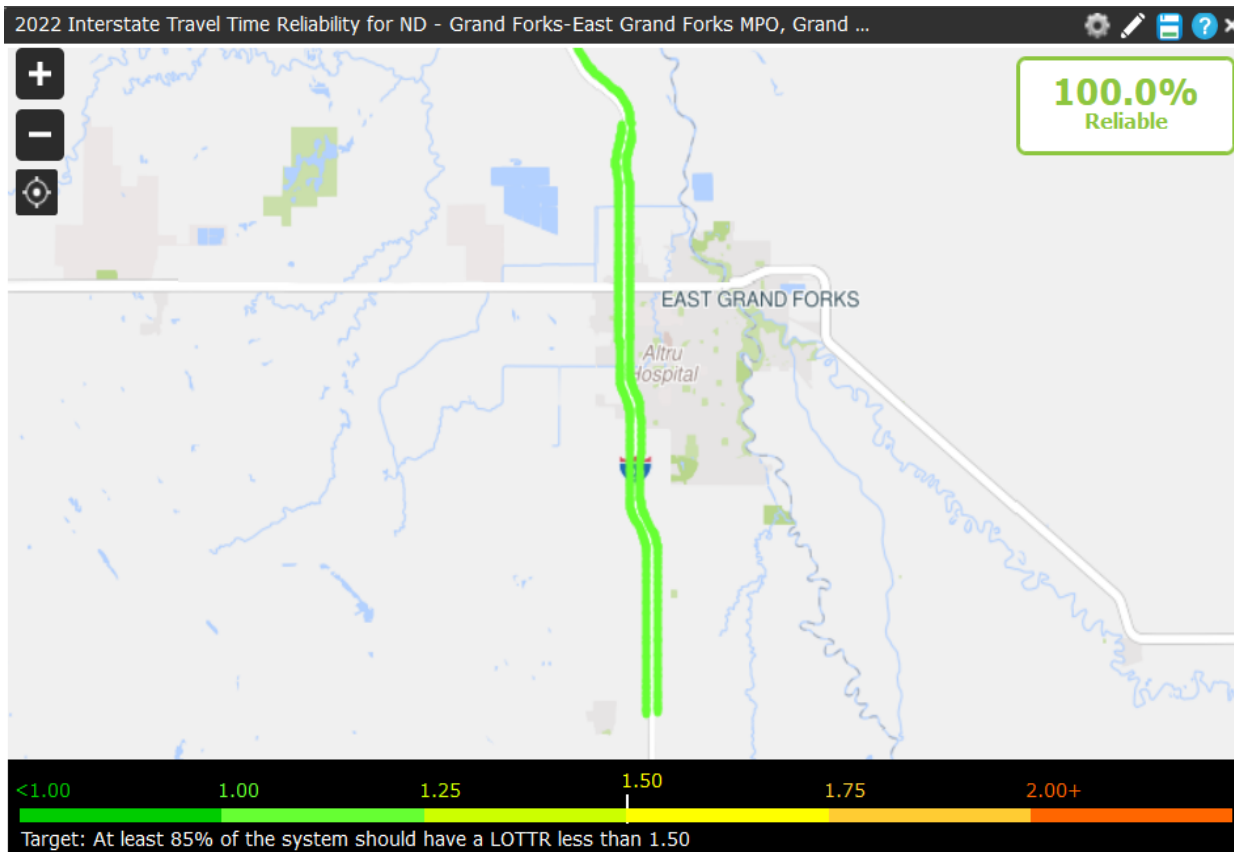
North Dakota DOT March 2022				
Measure	2022 Performance Period (Certified 3/21/2022)	2020 Midpoint Performance Period	2018 Baseline Performance	2022 Performance Period Target
Interstate Reliability	99.90%	99.80%	99.40%	85.00%

**Interstate Travel Time Reliability for MN, 2013-2021**





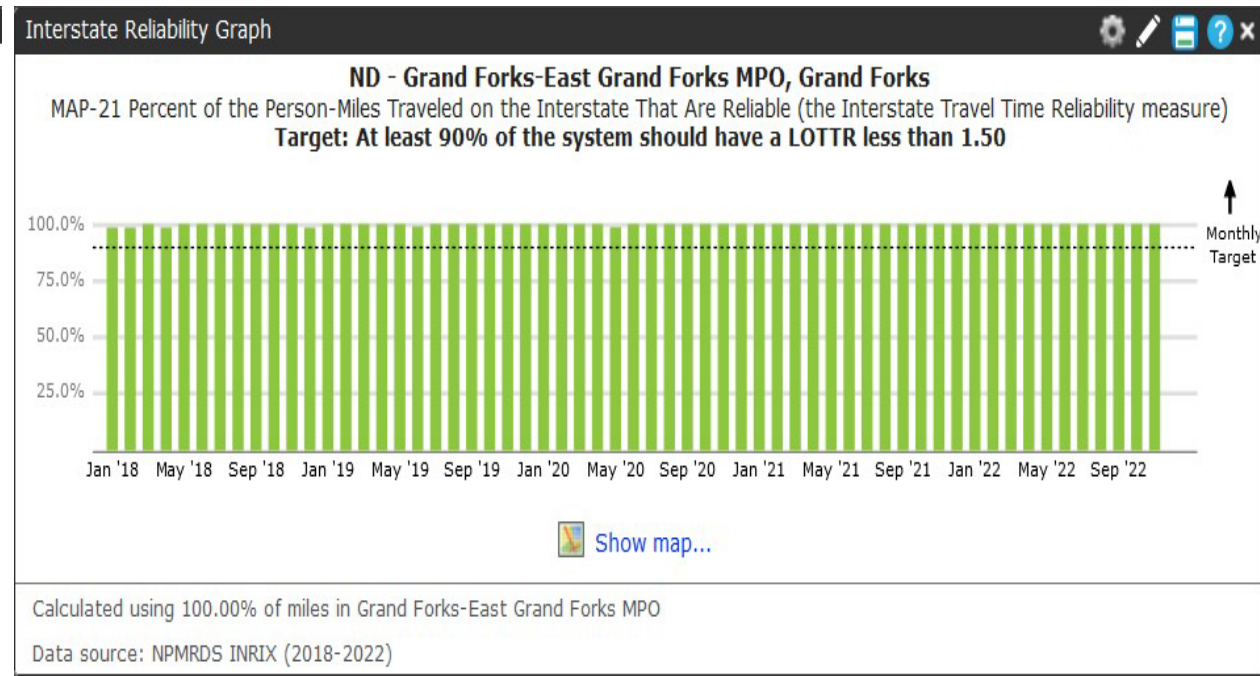
# Data: Interstate Reliability MPO



Calculated using 100.00% of miles in Grand Forks-East Grand Forks MPO

Totals: 140288768.6785/140288768.6785

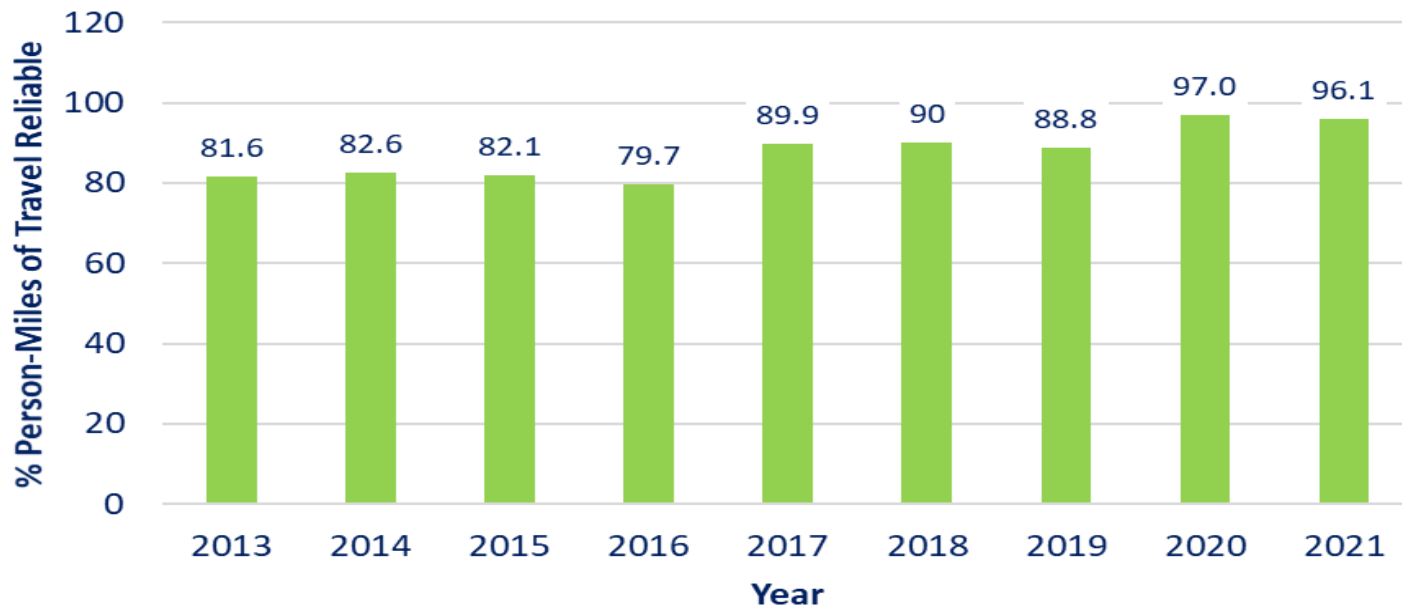
Data source: NPMRDS INRIX



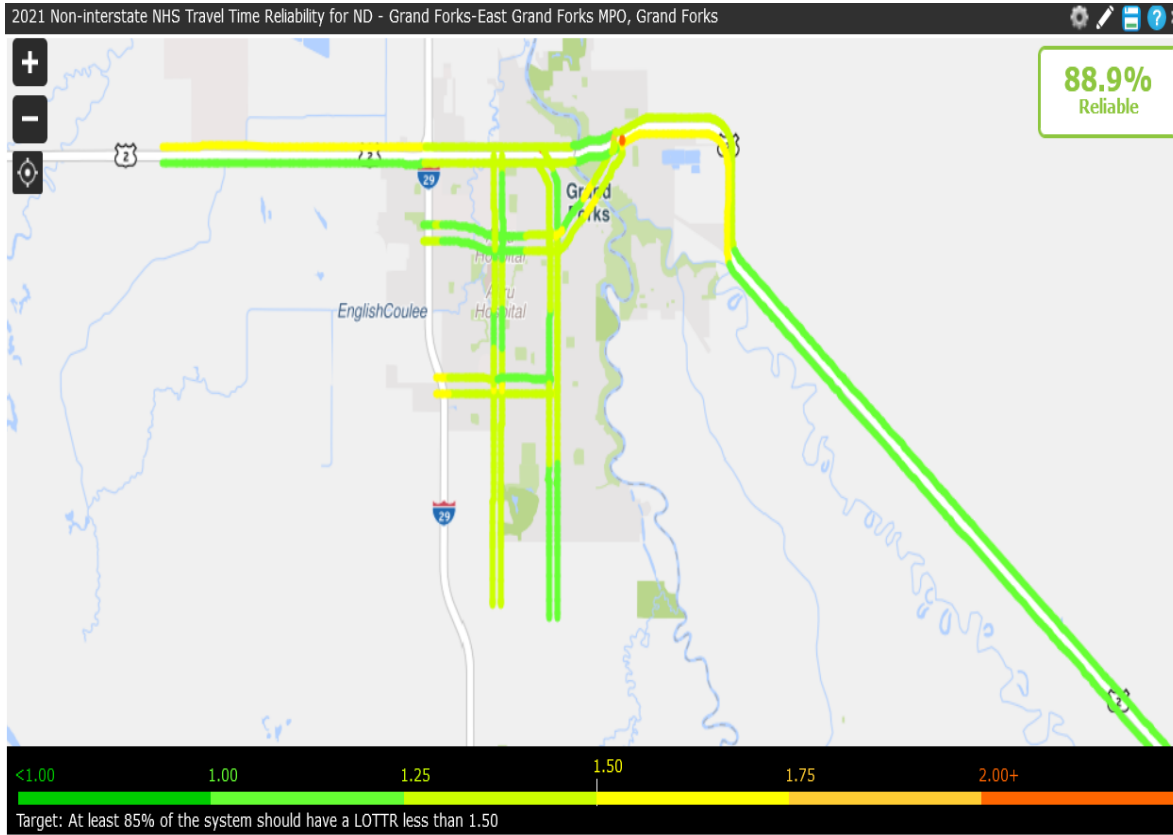
# Data: Non-Interstate NHS Reliability- States

North Dakota DOT March 2022				
Measure	2022 Performance Period (Certified 3/21/2022)	2020 Midpoint Performance Period	2018 Baseline Performance	2022 Performance Period Target
Non-Interstate NHS Reliability	93.00%	91.00%	Not Measured	85.00%

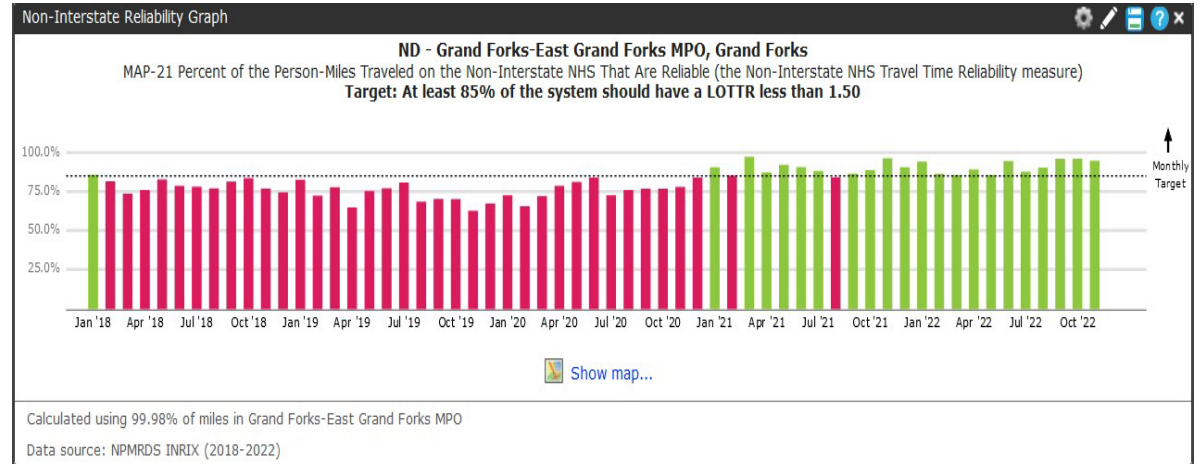
Non-Interstate NHS Travel Time Reliability for MN, 2013-2021



# Data: Non-Interstate NHS Reliability- MPO



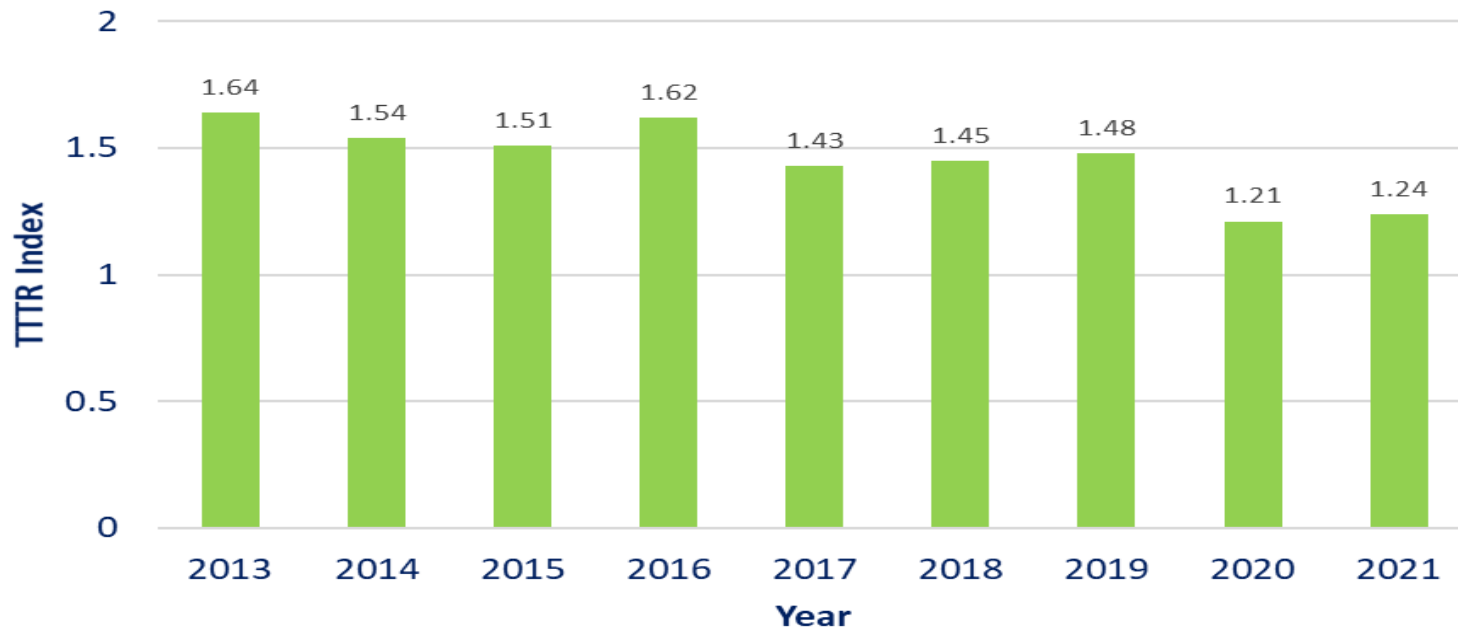
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 Totals: 251278169.5745/282792426.3785  
 Data source: NPMRDS INRIX



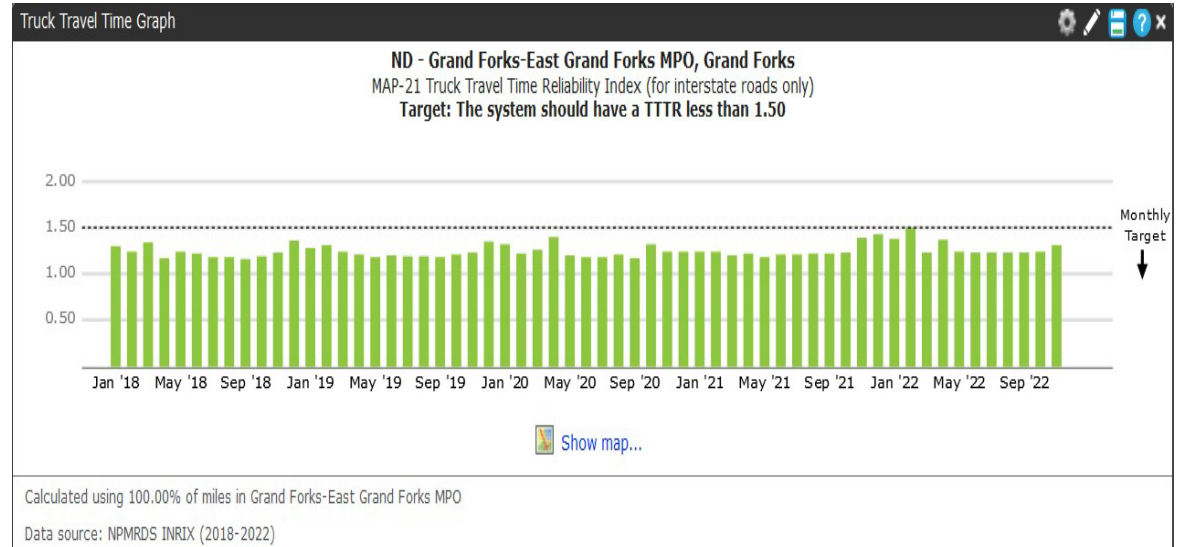
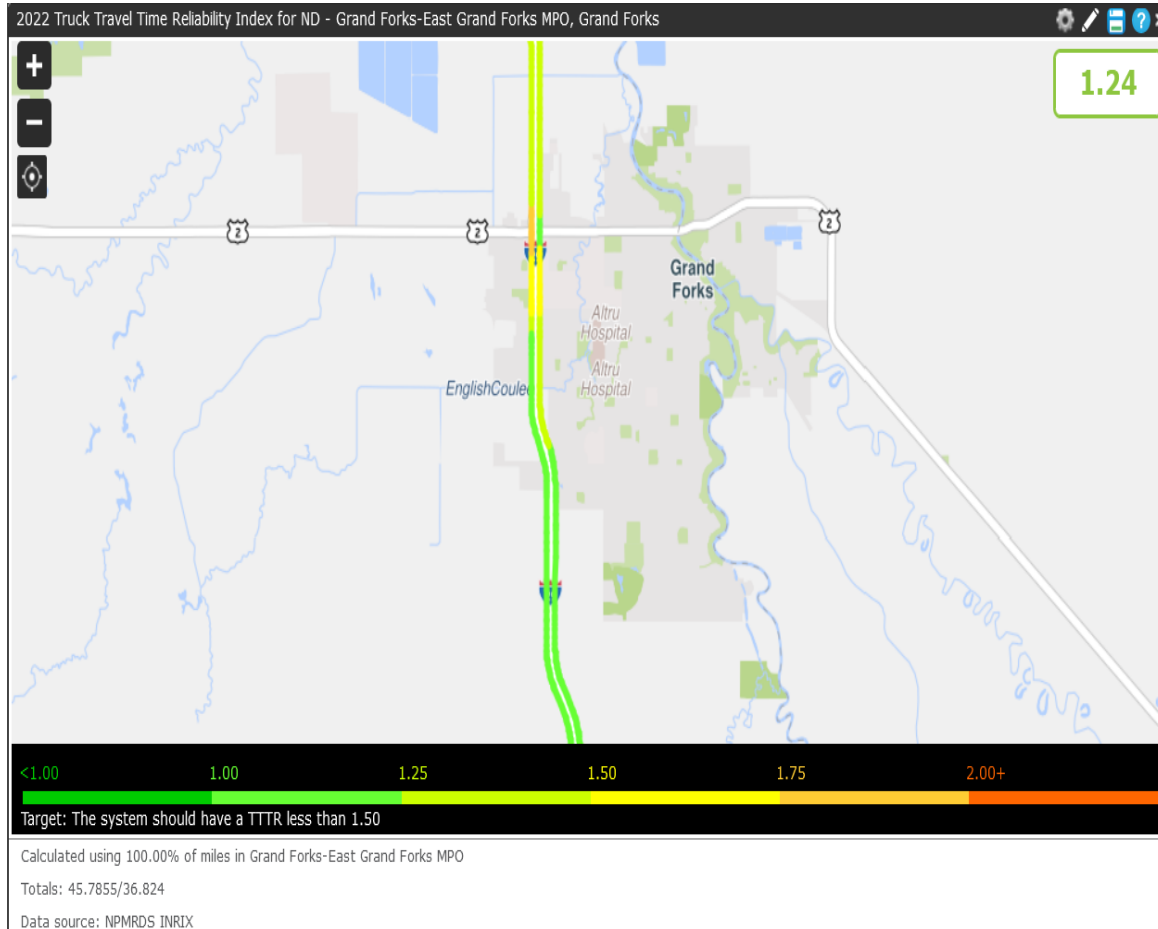
# Data: Truck Travel Time Reliability Index- States

North Dakota DOT March 2022				
Measure	2022 Performance Period (Certified 3/21/2022)	2020 Midpoint Performance Period	2018 Baseline Performance	2022 Performance Period Target
Truck Travel Time Reliability Index	1.18	1.17	1.15	3

Truck Travel Time Reliability Index for MN, 2013 - 2021



# Data: Truck Travel Time Reliability Index- MPO



# State Adopted & MPO Proposed Targets

Measure	MnDOT Adopted Target		NDDOT Adopted Target	
	Two Year 2023 Target	Four Year 2025 Target	Two Year 2024 Target	Four Year 2026 Target
Interstate Reliability	82%	82%	85.0%	85.0%
Non-Interstate NHS Reliability	90%	90%	85.0%	85.0%
Truck Travel Time Reliability Index	1.4	1.4	2.0	2.0

Performance Measure	MPO Proposed	
	<u>Two Year Target</u>	<u>Four Year Target</u>
Interstate Reliability	90%	90%
Non-Interstate NHS Reliability	85%	85%
Truck Travel Time Reliability Index	1.5	1.5



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# Transit Asset Management

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PERFORMANCE MEASURES



# Transit Asset Management

Transit asset management is a business model that uses transit asset condition to guide the optimal prioritization of funding.

The regulations apply to all Transit Providers that are recipients or subrecipients of Federal financial assistance under 49 U.S.C. Chapter 53 and own, operate, or manage transit capital assets used in the provision of public transportation.

Asset performance is measured by asset class, which means a subgroup of capital assets within an asset category. The following table shows assets for which performance needs to be reported to the NTD and the associated performance measures.

<b>Assets:</b> <i>Only those for which agency has direct capital responsibility</i>	<b>Performance Measure</b>
<b>Equipment:</b> Non-revenue service vehicles by asset class	Percentage of non-revenue vehicles met or exceeded Useful Life Benchmark
<b>Rolling Stock:</b> Revenue vehicles by asset class	Percentage of revenue vehicles met or exceeded Useful Life Benchmark
<b>Infrastructure:</b> Only rail fixed-guideway, track, signals and systems	Percentage of track segments with performance restrictions
<b>Facilities:</b> Maintenance and administrative facilities; passenger facilities and parking facilities	Percentage of assets with condition rating below 3.0 on FTA TERM Scale



# Transit Asset Management

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In December, the MPO approved the updated TAM Plan.

The TAM Plan has set performance targets of:

1. Zero percent (0%) of its facilities in a condition that has met or exceeded their Useful Life Benchmark (ULB)
2. Ten percent (10%) or less of its vehicles in a condition that has met or exceeded their ULB
3. Ten percent (10%) or less of any equipment in a condition that has met or exceeded their ULB.



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# Transit Safety Targets

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PERFORMANCE MEASURES



# Transit Safety Performance

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The PTASP final rule (49 C.F.R. Part 673) intends to improve public transportation safety by guiding transit agencies to manage safety risks more effectively and proactively in their systems.

The safety performance targets, and performance-based plans should inform a transit agency's investment priorities, and those investment priorities should be carried forward within the MPO's and State DOT's planning processes.

The MPO is required to work with the State and CAT to adopt yearly targets.

These targets are reviewed and adopted every year.

As part of PTASP requirements, transit agencies must set safety performance targets in their safety plans based on the following safety performance measures that FTA has established in the National Safety Plan (NSP):

- Total Fatalities
- Rate of Fatalities
- Total Injuries
- Rate of Injuries
- Total Safety Events
- Rate of Safety Events
- System Reliability



# Cities Area Transit Performance Targets

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“Cities Area Transit measures goals monthly and compares the data from the previous two years when available. During the first year of the PTASP implementation, Cities Area Transit expects a 5% reduction in safety-related events. Each subsequent year is assessed to determine the percentage of reduction in all measurements. Cities Area Transit will be using the TransTrack PTASP module to track safety items along with accident reports from drivers and any written incident reports turned in to supervisors.”



# NDDOT State Adopted Targets

*Targets for transit agencies should be based on a review of the previous 5 years safety performance data.*

**Safety Performance Targets:**

Mode of Transit Service	Fatalities (total)	Fatalities (per 100 thousand VRM)	Injuries (total)	Injuries (per 100 thousand VRM)	Safety Events (total)	Safety Events (per 100 thousand VRM)	System Reliability (VRM / failures)
Fixed Route Bus	0	0	5 or less	0.2	7 or less	0.28	10,000
ADA / Paratransit	0	0	1 or less	0.1	1 or less	0.1	70,000



# Proposed MPO Targets

Mode of Transit Service	Total Fatalities	Fatalities per 100k VRM	Total Injuries	Injuries per 100k VRM	Total Safety Events	Safety Events per 100k VRM	System Reliability (VRM/ Falures)
Fixed Route	0	0	5	0.2	7 or Less	0.28	10,000
ADA/Paratransit	0	0	1	0.1	1 or Less	0.1	70,000



**RESOLUTION OF THE GRAND FORKS – EAST GRAND FORKS METROPOLITAN  
PLANNING ORGANIZATION**  
Adopting Transit Safety Performance Targets

**Whereas**, the U.S. Department of Transportation established seven performance measures for the Public Transportation Agency Safety Plan (PTASP) as detailed in 49 USC 5329, Public transportation safety program;

**Whereas**, the North Dakota Department of Transportation (NDDOT) established performance targets for each of the seven PTASP performance measures in accordance with 23 CFR 450.306(d); and

**Whereas**, the Grand Forks – East Grand Forks Metropolitan Planning Organizations (MPO) must establish performance targets for each of the PTASP performance measures; and

**Whereas**, the MPO established its PTASP targets through a cooperative process with its Transit Operators, MnDOT and NDDOT, to the maximum extent practicable, so that it may plan and program projects so that they contribute to the accomplishment of the PTASP targets; and

**Whereas**, the Grand Forks – East Grand Forks Metropolitan Planning Organizations (MPO) reviewed the NDDOT PTASP seven targets; and

**Now, therefore, be it resolved**, that the Grand Forks – East Grand Forks Metropolitan Planning Organization commits to the following performance targets for the metropolitan planning area which are the NDDOT PTASP targets

TRANSIT SAFETY

Mode of Transit Service	Total Fatalities	Fatalities per 100k VRM	Total Injuries	Injuries per 100k VRM	Total Safety Events	Safety Events per 100k VRM	System Reliability (VRM/ Falures)
Fixed Route	0	0	5	0.2	7 or Less	0.28	10,000
ADA/Paratransit	0	0	1	0.1	1 or Less	0.1	70,000





North Dakota Department of Transportation  
Transit Section

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**State Agency Safety Plan**  
**Small Public Transportation Operators**  
**June 2022**

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## 1. Transit Information

<b>Name</b>	North Dakota Department of Transportation			
<b>Address</b>	608 E Boulevard Ave, Bismarck, ND 58505-0700			
<b>Name and Title of Accountable Executive</b>	Becky Hanson, Transit Program Manager			
<b>Name of Chief Safety Officer (CSO) or Safety Management System (SMS) Executive</b>	NA			
<b>Mode(s) of Service Covered by This Plan</b>	Fixed Route Bus; Paratransit	<b>List All FTA Funding Types (e.g., 5307, 5310, 5311)</b>	5307, 5310, 5339, 5311	
<b>Mode(s) of Service Provided by the Transit Agency (Directly operated or contracted service)</b>	Fixed Route Bus; Paratransit			
<b>Does the agency provide transit services on behalf of another transit agency or entity?</b>	No	No	<b>Description of Arrangement(s)</b>	not applicable
<b>Name and Address of Transit Agency or Entity for Which Service Is Provided</b>	not applicable			

## 2. Plan Development, Approval, and Updates

<b>Name of Person Who Drafted This Plan</b>		Darcy Karel, Transportation Management Officer	
		Recipients serving an urbanized area with a population of fewer than 200,000, must develop their agency safety plan in cooperation with frontline employee representatives.	
<b>Signature by the Accountable Executive</b>	<b>Signature of Accountable Executive</b>		<b>Date of Signature</b>
	 Becky Hanson Transit Program Manager		6/16/2022
<b>Approval by the Director of the Office of Transportation Programs</b>	<b>Director of the Office of Transportation Programs</b>		<b>Date of Approval</b>
	 Paul Benning Local Government Engineer		6/16/2022
<b>Version Number and Updates</b>			
<i>Record the complete history of successive versions of this plan.</i>			
<b>Version Number</b>	<b>Section/Pages Affected</b>	<b>Reason for Change</b>	<b>Date Issued</b>
1		New Document	September 2020
2	Chapter 8-page 16	Added chapter on Infectious Disease	June 2022
<b>Annual Review and Update of the Public Transportation Agency Safety Plan (PTASP)</b>			

This plan will be reviewed and updated by the NDDOT transit staff by July 1 of each year. The Transit Program Manager will review and approve any changes and forward to the Director of Office of Transportation Programs for final review and approval.

### 3. Transit Safety Performance Targets

<b>Safety Performance Measures</b>							
1. Fatalities – total number and rate per total VRM							
2. Injuries – Total number and rate per total Vehicle Revenue Miles (VRM)							
3. Safety Events – Total number and rate per total VRM							
4. System Reliability – Mean distance between major mechanical failures							
<i>Targets for transit agencies should be based on a review of the previous 5 years safety performance data.</i>							
<b>Safety Performance Targets:</b>							
<b>Mode of Transit Service</b>	<b>Fatalities (total)</b>	<b>Fatalities (per 100 thousand VRM)</b>	<b>Injuries (total)</b>	<b>Injuries (per 100 thousand VRM)</b>	<b>Safety Events (total)</b>	<b>Safety Events (per 100 thousand VRM)</b>	<b>System Reliability (VRM / failures)</b>
<b>Fixed Route Bus</b>	0	0	5 or less	0.2	7 or less	0.28	10,000
<b>ADA / Paratransit</b>	0	0	1 or less	0.1	1 or less	0.1	70,000

<b>Safety Performance Target Coordination</b>		
<i>5307 recipients should coordinate with their MPOs on transit agency safety performance targets. If resulting targets differ from state recommended targets, they will need state approval.</i>		
The state’s Safety Plan, including safety performance targets, should be shared with the Metropolitan Planning Organization (MPO) annually. State transit staff are available to coordinate with 5307 recipients and the MPOs, in the selection of safety performance targets upon request.		
<b>Date NDDOT Targets Transmitted to</b>	<b>5307 recipients</b>	<b>Metropolitan Planning Organizations</b>
	Bis-Man Transit Fargo Metro Area Transit Grand Forks Cities Area Transit	Bis-Man MPO Fargo/Moorhead COG Grand Forks MPO

## 4. Safety Management Policy

### Safety Management Policy Statement

Safety is a core value at NDDOT, and managing safety is a core business function for public transportation in the state. We will develop, implement, maintain, and continuously improve processes to ensure the safety of transit customers, employees and the public. NDDOT is committed to the following safety objectives:

- Communicating the purpose and benefits of the Safety Management System (SMS) to all staff, managers, supervisors, and employees.
- Providing a culture of open reporting of all safety concerns, ensuring that no action will be taken against any employee who discloses a safety concern through the Employee Safety Reporting Program (ESRP), unless such disclosure indicates, beyond any reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures.
- Providing appropriate management involvement and the necessary resources to establish an effective ESRP that will encourage employees to communicate and report any unsafe work conditions, hazards, or at-risk behavior to the management team.
- Identifying hazardous and unsafe work conditions and analyzing data from the ESRP. (After thoroughly analyzing provided data, processes and procedures will be developed to mitigate safety risk to an acceptable level.)
- Establishing safety performance targets that are realistic, measurable, and data driven. Continually improving safety performance through management processes that ensure appropriate safety management action is taken and is effective.

### Safety Management Policy Communication

NDDOT employees receive on-going safety training through e-learning, online posts on MyDOT, and emails from the Safety and Maintenance divisions. Copies of potential safety hazard awareness are posted on bulletin boards throughout the NDDOT building. NDDOT has incorporated review and distribution of Safety Policies into new-hire training and at the annual, all-staff, spring refresher training.

In addition, the NDDOT Safety Division develops, implements, and evaluates programs designed to reduce crashes and related fatalities and injuries. The Safety Division includes the Traffic Safety Program which addresses identified traffic safety issues including: lack of seat belt use, drug and alcohol impaired driving, distracted driving, young driver speed, motorcycle safety, pedestrian and bicycle safety, and other concerns that are disseminated to the public through various social media avenues.

<b>Authorities, Accountabilities, and Responsibilities for Transit Agencies</b>	
<i>Transit agencies adopting the state plan must describe their local authorities, accountabilities, and responsibilities and identify the following individuals for the development and management of their transit agency's SMS.</i>	
<b>Accountable Executive</b>	<p>The following authorities, accountabilities, and responsibilities could be examples under the plan:</p> <ul style="list-style-type: none"> <li>• Controls and directs human and capital resources needed to develop and maintain the Agency Safety Plan (ASP) and SMS.</li> <li>• Designates an adequately trained CSO who is a direct report.</li> <li>• Ensures that the SMS is effectively implemented.</li> <li>• Ensures action is taken to address substandard performance in the SMS.</li> <li>• Assumes ultimate responsibility for carrying out the ASP and SMS.</li> <li>• Maintains responsibility for carrying out the agency's Transit Asset Management Plan.</li> </ul>
<b>Chief Safety Officer (CSO) or SMS Executive</b>	<p>The Accountable Executive designates the CSO. The CSO may have the following authorities, accountabilities, and responsibilities under the plan:</p> <ul style="list-style-type: none"> <li>• Develops SMS policies and procedures.</li> <li>• Ensures and oversees day-to-day implementation and operation of SMS.</li> <li>• Manages ESRP.</li> <li>• Chairs the Safety Committee and <ul style="list-style-type: none"> <li>○ Coordinates the activities of the committee;</li> <li>○ Establishes and maintains a Safety Risk Register and Safety Event Log to monitor and analyze trends in hazards, occurrences, incidents, and accidents; and</li> <li>○ Maintains and distributes minutes of committee meetings.</li> </ul> </li> <li>• Advises the Accountable Executive on SMS progress and status.</li> <li>• Identifies substandard performance in SMS and develops action plans for approval by the Accountable Executive.</li> <li>• Ensures policies are consistent with safety objectives.</li> <li>• Provides Safety Risk Management (SRM) expertise and support for other personnel who conduct and oversee Safety Assurance activities.</li> </ul>
<b>Agency Leadership and Executive Management</b>	<p>Agency Leadership and Executive Management also have authorities and responsibilities for day-to-day SMS implementation and operation of SMS under this plan. Agency Leadership and Executive Management could include:</p> <ul style="list-style-type: none"> <li>• Director of Operations,</li> <li>• Chief Dispatcher,</li> <li>• Director of Vehicle Maintenance,</li> <li>• Director of Human Resources and Training,</li> <li>• Director of Procurement, and Operations managers/supervisors.</li> </ul>

	<p>Agency Leadership and Executive Management personnel have the following authorities, accountabilities, and responsibilities:</p> <ul style="list-style-type: none"> <li>• Participate as members of Safety Committee (operations managers and supervisors should be rotated through the Safety Committee on temporary-set terms and other positions are permanent members).</li> <li>• Complete training on SMS and ASP elements.</li> <li>• Oversee day-to-day operations of the SMS in their departments.</li> <li>• Modify policies in their departments consistent with implementation of the SMS, as necessary.</li> <li>• Provide subject matter expertise to support implementation of the SMS as requested by the Accountable Executive or the CSO, including SRM activities, investigation of safety events, development of safety risk mitigations, and monitoring of mitigation effectiveness.</li> </ul>
<p><b>Key Staff and Activities</b></p>	<p>Agency should utilize a Safety Committee, as well as a monthly Drivers' Meeting, regularly held staff meetings, etc. to support its SMS and safety programs:</p> <ul style="list-style-type: none"> <li>• <b>Safety Committee:</b> Any safety hazards reported will be jointly evaluated by the Safety Committee and the CSO. The Safety Committee members may include the CSO, Assistant Director of Operations, an operations manager, a representative from dispatch, a representative from fixed route, a representative from paratransit, and a representative from County Risk Management, etc. They may meet regularly to review issues and make recommendations to improve safety.</li> <li>• <b>Drivers' Meetings:</b> A permanent agenda item in all Drivers' Meetings should be dedicated to safety. Safety issues should be discussed and documented.</li> <li>• <b>Staff Meetings:</b> Hazard reports and mitigations will be shared, safety topics will be brought up for open discussion, further feedback solicited, and hazard self-reporting further encouraged. Information discussed in these meetings will be documented.</li> </ul>
<p><b>Employee Safety Reporting Program</b></p>	



ESRP encourages employees who identify safety concerns in their day-to-day duties to report them to senior management in good faith without fear of retribution. There are many ways employees can report safety conditions:

- Report conditions directly to the dispatcher, who will add them to the daily Operations Log.
- Report conditions anonymously via a locked comment box in the driver area.
- Report conditions using their name or anonymously to a dedicated safety email address.
- Report conditions directly to any supervisor, manager, or director.

Examples of information typically reported include:

- Safety concerns in the operating environment (for example, county or city road conditions, or the condition of facilities or vehicles);
- Policies and procedures that are not working as intended (for example, insufficient time to complete pre-trip inspection);
- Events that senior managers might not otherwise know about (for example, near misses); and
- Information about why a safety event occurred (for example, radio communication challenges).

Daily, the CSO reviews the dispatch daily Operations Log, checks the comment box and dedicated email address, and documents identified safety conditions in the Safety Risk Register. The CSO, supported by the Safety Committee, as necessary, will review and address each employee report, ensuring that hazards and their consequences are appropriately identified and resolved through the SRM process and that reported deficiencies and non-compliance with rules or procedures are managed through the Safety Assurance process.

The CSO discusses actions taken to address reported safety conditions during the Staff Meetings. Additionally, if the reporting employee provided his or her name during the reporting process, the CSO or designee, follows up directly with the employee when it is determined whether to act, and after any mitigations are implemented.

Participation is encouraged in the ESRP by protecting employees that report safety conditions in good faith. However, disciplinary action may be taken if the report involves any of the following:

- Willful participation in illegal activity, such as assault or theft;
- Gross negligence, such as knowingly utilizing heavy equipment for purposes other than intended such that people or property are put at risk; or
- Deliberate or willful disregard of regulations or procedures, such as reporting to work under the influence of controlled substances.

## 5. Safety Risk Management

### Safety Risk Management Process

*Describe the Safety Risk Management process, including:*

- *Safety Hazard Identification: The methods or processes to identify hazards and consequences of the hazards.*
- *Safety Risk Assessment: The methods or processes to assess the safety risks associated with identified safety hazards.*
- *Safety Risk Mitigation: The methods or processes to identify mitigations or strategies necessary as a result of safety risk assessment.*

### Safety Risk Management Process

The SRM process is primarily a method to ensure the safety of operations, passengers, employees, vehicles, and facilities. It is a process whereby hazards and their consequences are identified, assessed for potential safety risk, and resolved in a manner acceptable to leadership. The SRM process allows careful examination of what could cause harm and determine whether sufficient precautions have been taken to minimize the harm, or if further mitigations are necessary.

The CSO leads the SRM process, working with the Safety Committee to identify hazards and consequences, assess safety risk of potential consequences, and mitigate safety risk. The results of an SRM process should be documented in the Safety Risk Register and referenced materials.

The SRM process applies to all elements of the system including operations and maintenance; facilities and vehicles; and personnel recruitment, training, and supervision.

Here are descriptions of the following FTA terms:

- **Event** – Any accident, incident, or occurrence.
- **Hazard** – Any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure; or damage to the environment.
- **Risk** – Composite of predicted severity and likelihood of the potential effect of a hazard.
- **Risk Mitigation** – Method(s) to eliminate or reduce the effects of hazards.
- **Consequence** – An effect of a hazard involving injury, illness, death, or damage to property or the environment.

### Safety Hazard Identification

The safety hazard identification process offers the ability to identify hazards and potential consequences in the operation and maintenance of the transit system. Hazards can be identified through a variety of sources, including:

- ESRP;
- Review of vehicle camera footage;
- Review of monthly performance data and safety performance targets;

- Observations from supervisors;
- Maintenance reports;
- Comments from customers, passengers, and third parties, including insurance pool and vendors;
- Safety Committee, Drivers, and Staff Meetings;
- Results of audits and inspections of vehicles and facilities;
- Results of training assessments;
- Investigations into safety events, incidents, and occurrences; and
- Federal Transit Administration (FTA), NDDOT, and other oversight authorities

When a safety concern is observed by management or supervisory personnel, whatever the source, it is reported to the CSO. Procedures for reporting hazards to the CSO are reviewed during Staff Meetings and in the Safety Committee. The CSO also receives employee reports from the ESRP, customer comments related to safety, and the dispatch daily Operations Log. The CSO reviews these sources for hazards and documents them in the Safety Risk Register.

The CSO also may enter hazards into the Safety Risk Register based on the review of operations and maintenance, the results of audits and observations, and information received from FTA, NDDOT and other oversight authorities, as well as the National Transportation Safety Board.

The CSO may conduct further analyses of hazards and consequences entered into the Safety Risk Register to collect information and identify additional consequences and to inform which hazards should be prioritized for safety risk assessment. When following up on identified hazards, the CSO may:

- Reach out to the reporting party, if available, to gather all known information about the reported hazard;
- Conduct a walkthrough of the affected area, assessing the possible hazardous conditions, generating visual documentation (photographs and/or video), and take any measurements deemed necessary;
- Conduct interviews with employees in the area to gather potentially relevant information on the reported hazard;
- Review any documentation associated with the hazard (records, reports, procedures, inspections, technical documents, etc.);
- Contact other departments that may have association with or technical knowledge relevant to the reported hazard;
- Review any past reported hazards of a similar nature; and
- Evaluate tasks and/or processes associated with the reported hazard.

The CSO will then prepare an agenda to discuss identified hazards and consequences with the Safety Committee during their meetings. This agenda may include additional background on the hazards and consequences, such as the results of trend analyses, vehicle camera footage, vendor documentation, reports and observations, or information supplied by FTA, NDDOT or other oversight authorities.

Any identified hazard that poses a real and immediate threat to life, property, or the environment must immediately be brought to the attention of the Accountable Executive and addressed through the SRM process for safety risk assessment and mitigation. This means the CSO believes

Prioritization of safety risk mitigations is based on the results of safety risk assessments. The CSO tracks and updates safety risk mitigation information in the Safety Risk Register and makes the Register available to the Safety Committee during meetings and to the staff upon request.

In the Safety Risk Register, the Chief Safety Officer will also document any specific measures or activities, such as reviews, observations, or audits, that will be conducted to monitor the effectiveness of mitigations once implemented.

## 6. Safety Assurance

The Safety Assurance process:

- Evaluates compliance with operations and maintenance procedures to determine whether existing rules and procedures are sufficient to control safety risk;
- Assesses the effectiveness of safety risk mitigations to make sure the mitigations are appropriate and are implemented as intended;
- Investigates safety events to identify causal factors; and
- Analyzes information from safety reporting, including data about safety failures, defects, or conditions.

### Safety Performance Monitoring and Measurement

Following are processes put in place to monitor the transit system for compliance with operations and maintenance procedures, including:

- Safety audits,
- Informal inspections,
- Regular review of onboard camera footage to assess drivers and specific incidents,
- Safety surveys,
- ESRP,
- Investigation of safety occurrences,
- Safety review prior to the launch or modification of any facet of service,
- Daily data gathering and monitoring of data related to the delivery of service, and
- Regular vehicle inspections and preventative maintenance.

Results from the above processes are compared against recent performance trends by the CSO to determine where action needs to be taken. The CSO enters any identified non-compliant or ineffective activities, including mitigations, back into the SRM process for reevaluation by the Safety Committee.

*Activities to monitor operations which identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended.*

Monitors safety risk mitigations to determine if they have been implemented and are effective, appropriate, and working as intended. The CSO maintains a list of safety risk mitigations in the Safety Risk Register. The mechanism for monitoring safety risk mitigations varies depending on the mitigation.

The CSO establishes one or more mechanisms for monitoring safety risk mitigations as part of the mitigation implementation process and assigns monitoring activities to the appropriate director, manager, or supervisor. These monitoring mechanisms may include tracking a specific metric on daily, weekly, or monthly logs or reports; conducting job performance observations; or other activities. The CSO will endeavor to make use of existing processes and activities before assigning new information collection activities.

The CSO and Safety Committee will review the performance of individual safety risk mitigations during Safety Committee meetings, based on the reporting schedule determined for each mitigation, and determine if a specific safety risk mitigation is not implemented or performing as intended. If the mitigation is not implemented or performing as intended, the Safety Committee will propose a course of action to modify the mitigation or take other action to manage the safety risk. The CSO will approve or modify this proposed course of action and oversee its execution.

The CSO and Safety Committee also monitors operations on a large scale to identify mitigations that may be ineffective, inappropriate, or not implemented as intended by:

- Reviewing results from accident, incident, and occurrence investigations;
- Monitoring employee safety reporting;
- Reviewing results of internal safety audits and inspections; and
- Analyzing operational and safety data to identify emerging safety concerns.

The CSO works with the Safety Committee and Accountable Executive to carry out and document all monitoring activities.

*Activities to conduct investigations of safety events to identify causal factors.*

Documented procedures are maintained for conducting safety investigations of events (accidents, incidents, and occurrences, as defined by FTA) to find causal and contributing factors and review the existing mitigations in place at the time of the event. These procedures also reflect all traffic safety reporting and investigation requirements established by North Dakota's Department of Motor Vehicles.

The CSO maintains all documentation of investigation policies, processes, forms, checklists, activities, and results. As detailed in the procedures, an investigation report is prepared and sent to the Accident/Incident Review Board for integration into their analysis of the event.

The Accident/Incident Review Board may consist of members that represent management, the union, operations, and maintenance. The CSO chairs the board. The Accident/Incident Review Board determines whether:

- The accident was preventable or non-preventable;
- Personnel require discipline or retraining;
- The causal factor(s) indicate(s) that a safety hazard contributed to or was present during the event; and
- The accident appears to involve underlying organizational causal factors beyond just individual employee behavior.

*Activities to monitor information reported through internal safety reporting programs.*

The CSO and Safety Committee routinely review safety data captured in employee safety reports, safety meeting minutes, customer complaints, and other safety communication channels. When necessary, the CSO and Safety Committee ensure that the concerns are investigated or analyzed through the SRM process.

The CSO and Safety Committee also review internal and external reviews, including audits and assessments, with findings concerning safety performance, compliance with operations and maintenance procedures, or the effectiveness of safety risk mitigations.

## 7. Safety Promotion

### Competencies and Training

Comprehensive safety training program applies to all employees directly responsible for safety, including:

- Bus vehicle operators,
- Dispatchers,
- Maintenance technicians,
- Managers and supervisors,
- Agency Leadership and Executive Management,
- CSO, and
- Accountable Executive.

Resources are dedicated to conduct a comprehensive safety training program, as well as training on SMS roles and responsibilities. The scope of the safety training, including annual refresher training, is appropriate to each employee's individual safety-related job responsibilities and their role in the SMS.

Operations safety-related skill training includes the following:

- New-hire bus vehicle operator classroom and hands-on skill training,
- Bus vehicle operator refresher training,
- Bus vehicle operator retraining (recertification or return to work),
- Classroom and on-the-job training for dispatchers,
- Classroom and on-the-job training for operations supervisors and managers, and
- Accident investigation training for operations supervisors and

managers. Vehicle maintenance safety-related skill training includes the following:

- Ongoing vehicle maintenance technician skill training,
- Ongoing skill training for vehicle maintenance supervisors,
- Accident investigation training for vehicle maintenance supervisors,
- Ongoing hazardous material training for vehicle maintenance technicians and supervisors, and
- Training provided by vendors.

The Accountable Executive and Agency Leadership and Executive Management team must complete FTA's SMS Awareness online training.

## Safety Communication

The CSO and Director of Human Resources and Training, coordinate safety communication activities for the SMS. Activities focus on the three categories of communication activity established in 49 CFR Part 673 (Part 673):

- **Communicating safety and safety performance information throughout the agency:**  
Information is communicated on safety and safety performance through newsletters and during Staff Meetings along with a permanent agenda item in all monthly Drivers' Meetings dedicated to safety. Information typically conveyed during these meetings includes safety performance statistics, lessons learned from recent occurrences, upcoming events that may impact service or safety performance, and updates regarding SMS implementation. Also, requests for information from drivers during these meetings, which is recorded in meeting minutes. Finally, the Director of Human Resources and Training posts safety bulletins and flyers on the bulletin boards located in all bus operator and maintenance technician break rooms, advertising safety messages and promoting awareness of safety issues.
- **Communicating information on hazards and safety risks relevant to employees' roles and responsibilities throughout the agency:**  
As part of new-hire training, safety policies and procedures are distributed, included in the Employee Handbook, to all employees. Training is provided on these policies and procedures and discussed during safety talks between supervisors and bus operators and vehicle technicians. For newly emerging issues or safety events at the agency, the CSO issues bulletins or messages to employees that are reinforced by supervisors in one-on-one or group discussions with employees.
- **Informing employees of safety actions taken in response to reports submitted through the ESRP:**  
Targeted communication to inform employees of safety actions taken in response to reports submitted through the ESRP is provided, including handouts and flyers, safety talks, updates to bulletin boards, and one-on-one discussions between employees and supervisors.

## 8. Infectious Disease

Agency Leadership is committed to helping public transportation reduce the risk of infectious disease and help decrease the spread of viruses by implementing measures to ensure the safety of employees and passengers and increase public confidence in transit. Agency will follow Centers for Disease Control and Prevention, and North Dakota's health authority guidelines to minimize exposure to infectious disease.

Measures may include enhanced cleaning and disinfection, personal protective equipment, face coverings, and social distancing as situations dictate. An important way to reduce the spread of virus is hand washing frequently with soap and water, if unavailable use of alcohol-based hand sanitizer. Routine immunization is another strong means of preventing vaccine-preventable diseases, along with the education of staff and passengers to stay home when sick.



## 9. Additional Information

Any documentation will be maintained which is related to the implementation of the SMS; the programs, policies, and procedures used to carry out this ASP; and the results from the SMS processes and activities for three years after creation. They will be available to the FTA, NDDOT, or other Federal or oversight entity upon request.

## 10. Definitions of Terms Used in the Safety Plan

Following are all of FTA's definitions that are in 49 CFR § 673.5 of the Public Transportation Agency Safety Plan regulation.

- **Accident** means an Event that involves any of the following: A loss of life; a report of a serious injury to a person; a collision of public transportation vehicles; or an evacuation for life safety reasons.
- **Accountable Executive** means a single, identifiable person who has ultimate responsibility for carrying out the Public Transportation Agency Safety Plan of a public transportation agency; responsibility for carrying out the agency's Transit Asset Management Plan; and control or direction over the human and capital resources needed to develop and maintain both the Public Transportation Agency Safety Plan, in accordance with 49 U.S.C. 5329(d), and the Transit Asset Management Plan, in accordance with 49 U.S.C. 5326.
- **Equivalent Authority** means an entity that carries out duties similar to that of a Board of Directors for a recipient or subrecipient of FTA funds under 49 U.S.C. Chapter 53, including sufficient authority to review and approve a recipient or subrecipient's Public Transportation Agency Safety Plan.
- **Event** means any Accident, Incident, or Occurrence.
- **Hazard** means any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.
- **Incident** means an event that involves any of the following: a personal injury that is not a serious injury; one or more injuries requiring medical transport; or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of a transit agency.
- **Investigation** means the process of determining the causal and contributing factors of an accident, incident, or hazard, for the purpose of preventing recurrence and mitigating risk.
- **National Public Transportation Safety Plan** means the plan to improve the safety of all public transportation systems that receive Federal financial assistance under 49 U.S.C. Chapter 53.
- **Occurrence** means an Event without any personal injury in which any damage to facilities, equipment, rolling stock, or infrastructure does not disrupt the operations of a transit agency.
- **Operator** of a public transportation system means a provider of public transportation as defined under 49 U.S.C. 5302.
- **Performance measure** means an expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.

- **Performance target** means a quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the FTA.
- **Public Transportation Agency Safety Plan (or Agency Safety Plan, ASP)** means the documented comprehensive Agency Safety Plan for a transit agency that is required by 49 U.S.C. 5329 and Part 673.
- **Risk** means the composite of predicted severity and likelihood of the potential effect of a hazard.
- **Risk mitigation** means a method or methods to eliminate or reduce the effects of hazards.
- **Safety Assurance** means processes within a transit agency's Safety Management System that function to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.
- **Safety Management Policy** means a transit documented commitment to safety, which defines the safety objectives and the accountabilities and responsibilities of employees regarding safety.
- **Safety Management System (SMS)** means the formal, top-down, organization-wide approach to managing safety risk and assuring the effectiveness of a transit agency's safety risk mitigation. SMS includes systematic procedures, practices, and policies for managing risks and hazards.
- **Safety performance target** means a performance target related to safety management activities.
- **Safety Promotion** means a combination of training and communication of safety information to support SMS as applied to the transit agency's public transportation system.
- **Safety risk assessment** means the formal activity whereby a transit agency determines Safety Risk Management priorities by establishing the significance or value of its safety risks.
- **Safety Risk Management (SRM)** means a process within an Agency Safety Plan for identifying hazards and analyzing, assessing, and mitigating safety risk.
- **Serious injury** means any injury which: (1) Requires hospitalization for more than 48 hours, commencing within 7 days from the date when the injury was received; (2) Results in a fracture of any bone (except simple fractures of fingers, toes, or noses); (3) Causes severe hemorrhages, nerve, muscle, or tendon damage; (4) Involves any internal organ; or (5) Involves second- or third-degree burns, or any burns affecting more than 5 percent of the body surface.
- **Transit agency** means an operator of a public transportation system.
- **Transit Asset Management Plan** means the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation, as required by 49 U.S.C. 5326 and 49CFR Part 625.

## 11. Commonly Used Acronyms

Acronym	Word or Phase
ADA	American’s with Disabilities Act of 1990
ASP	Agency Safety Plan (also referred to as a PTASP in Part 673)
CFR	Code of Federal Regulations
CSO	Chief Safety Officer
ESRP	Employee Safety Reporting Program
FTA	Federal Transit Administration
MPO	Metropolitan Planning Organization
Part 673	49 CFR Part 673 (Public Transportation Agency Safety Plan)
SMS	Safety Management System
SRM	Safety Risk Management
U.S.C.	United States Code
VRM	Vehicle Revenue Miles

## Appendix A

### Safety Management Policy Statement

The management of safety is one of our core business functions. [Transit agency] is committed to developing, implementing, maintaining, and constantly improving processes to ensure that all our transit service delivery activities take place under a balanced allocation of organizational resources, aimed at achieving the highest level of safety performance and meeting established standards.

All levels of management and all employees are accountable for the delivery of this highest level of safety performance, starting with the [Chief Executive Officer (CEO)/Managing Director/or as appropriate to the organization].

[Transit agency] commitment is to:

- **Support** the management of safety through the provision of appropriate resources, that will result in an organizational culture that fosters safe practices, encourages effective employee safety reporting and communication, and actively manages safety with the same attention to results as the attention to the results of the other management systems of the organization;
- **Integrate** the management of safety among the primary responsibilities of all managers and employees;
- **Clearly define** for all staff, managers and employees alike, their accountabilities and responsibilities for the delivery of the organization's safety performance and the performance of our safety management system;
- **Establish and operate** hazard identification and analysis, and safety risk evaluation activities, including an employee safety reporting program as a fundamental source for safety concerns and hazard identification, in order to eliminate or mitigate the safety risks of the consequences of hazards resulting from our operations or activities to a point which is consistent with our acceptable level of safety performance;
- **Ensure** that no action will be taken against any employee who discloses a safety concern through the employee safety reporting program, unless disclosure indicates, beyond any reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures;
- **Comply** with, and wherever possible exceed, legislative and regulatory requirements and standards;
- **Ensure** that sufficient skilled and trained human resources are available to implement safety management processes;
- **Ensure** that all staff are provided with adequate and appropriate safety-related information and training, are competent in safety management matters, and are allocated only tasks commensurate with their skills;
- **Establish and measure** our safety performance against realistic and data-driven safety performance indicators and safety performance targets;

- **Continually improve** our safety performance through management processes that ensure that appropriate safety management action is taken and is effective; and
- **Ensure** externally supplied systems and services to support our operations are delivered meeting our safety performance standards.

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[Accountable Executive]

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Date



**MPO Staff Report**  
**Technical Advisory Committee:**  
**January 11, 2023**  
**MPO Executive Board:**  
**January 18, 2023**

**RECOMMENDED ACTION:** Announcement of the Carbon Reduction Program funding solicitation.

**TAC RECOMMENDED ACTION:**

Matter of announcement of the Carbon Reduction Program funding for FY2023 and 2024

**Background:**

The Carbon Reduction Program is a new program created by the Infrastructure Investment and Jobs Act (IIJA). President Biden signed into law the Infrastructure and Jobs Act on November 15, 2021. It established the Carbon Reduction Program and funds with \$1.234 billion in FY2022 with an annual increase of approximately 1.9%. Minnesota will receive approximately \$20.5 million annually with an annual increase of approximately 1.9%.

Program funding is assigned into two main categories with subcategories:

- Areas based on population (65%)
  - Urban areas with a population greater than 200,000
  - Urban areas with a population between 50,000 and 200,000
  - Urban areas with a population between 5,000 and 49,999
  - Areas with populations of less than 5,000
- Statewide (35%)

Cities and counties submit projects to MPOs, and ATPs based on the project location. The MPO or ATP reviews and selects projects to build.

**Findings and Analysis**

- [INFORMATION: Carbon Reduction Program \(CRP\) Implementation Guidance \(dot.gov\)](#)
- [Carbon Reduction Program - MnDOT \(state.mn.us\)](#)

**Support Materials:**

- CPR Letter
- Carbon Reduction Program FY2023 and FY2024 Solicitation



Minnesota Department of Transportation  
Office of Sustainability and Public Health  
395 John Ireland Boulevard, MS 120  
Saint Paul, Minnesota 55155

December 9, 2022

Ms. Stephanie Halford  
Executive Director  
Grand Forks-East Grand Forks Metropolitan Planning Organization  
255 North 4<sup>th</sup> Street  
Grand Forks, ND 58203

Good afternoon Stephanie,

Through the Infrastructure Investment and Jobs Act (IIJA) a number of new funding programs were developed. One is the Carbon Reduction Program (CRP) fund. The purpose of the program is to reduce carbon dioxide (CO<sub>2</sub>) emissions from on-road highway sources.

Funding for the program is suballocated into 2 main categories:

- Areas based on population (65%)
- Statewide (35%)

Minnesota will receive approximately \$20.5 to \$20.9 million annually in CRP funds. To use CRP funds, Minnesota must solicit, select and obligate eligible CRP projects in the TIP (if applicable) and STIP.

The Grand Forks-East Grand Forks Metropolitan Planning Organization planning area will receive \$20,000 to be spent in the metropolitan planning area in State Fiscal Year (FY)2023 and \$20,000 to be spent in FY2024. These funds are to be programmed in the Minnesota side of the planning area.

This requires teamwork, coordination and cooperation at all levels of government. Therefore, MnDOT in coordination and consultation with metropolitan planning organizations (MPOs) and Area Transportation Partnerships (ATPs) is soliciting projects for FY2023 and FY2024 use of CRP funds.

Attached is a template to use for your regional or metropolitan planning area solicitation process. MPOs and ATPs should coordinate with each other on the timeline and process for their solicitation for FY2023 and FY2024 CRP funded projects.

Note that this solicitation process for FY2023 and FY2024 is not indicative of future CRP solicitations.

Over the next year, MnDOT will work with our transportation partners and a consultant to develop a Carbon Reduction Strategy, which will define the carbon reduction priorities and process in Minnesota for future years of CRP funds.

In the next two weeks, I will be following up with each ATP and MPO to discuss the CRP solicitation individually and answer any questions. In the meantime, please reach out with any questions.

Sincerely,

Anna Pierce  
Carbon Reduction Program Coordinator

CC:

Tim Sexton, SPPM

Amber Dallman, OSPH

Siri Simons, OSPH

Brian Gage, OTSM

Patrick Weidemann, OTSM

J.T. Anderson, District 2 Engineer

Jon Mason, District 2 Planner

*Equal Opportunity Employer*

Attachments:

*Carbon Reduction Program FY2023 and FY2024 Solicitation Template*



## Carbon Reduction Program Funding

The Carbon Reduction Program (CRP) is a new program created by the Infrastructure Investment and Jobs Act (IIJA)<sup>1</sup>. The purpose of the program is to reduce carbon dioxide (CO<sub>2</sub>) emissions from on-road highway sources.

Funding for the program is suballocated into 2 main categories:

- Areas based on population (65%)
  - Urbanized areas with an urbanized population greater than 200,000 (obligated in MPA)
  - Urbanized areas with an urbanized area population between 50,000 and 199,999 (obligated in MPA)
  - Urban areas with population between 5,000 and 49,999
  - Areas with populations of less than 5,000
- Statewide (35%)

Minnesota will receive approximately \$20.5 million for Federal Fiscal Year (FFY) 2022 and \$20.9 million for FFY2023 in CRP funds. It's expected that Minnesota should continue to receive approximately \$20.9 million annually. As such, Minnesota must solicit and select eligible projects for CRP funding.

The goal is to spend \$20.5-20.9 million annually. This requires teamwork, coordination, and cooperation at all levels of government. Therefore, MnDOT is soliciting projects for State Fiscal Year (FY) 2023 and FY 2024 use of CRP funds. These will use the oldest FFY funds first to avoid a lapse in funding.

Key aspects of the FY2023 and FY2024 Carbon Reduction Program solicitation include:

- Consultation, cooperation & coordination
- Eligible projects
- Applications
- Evaluation & prioritization
- Obligation of funds
- Project suggestions
- Future solicitations
- Questions

Note that this solicitation process for FY2023 and FY2024 is not indicative of future CRP solicitations.

Over the next year, MnDOT will work with our transportation partners and a consultant to develop a Carbon Reduction Strategy, which will define the carbon reduction priorities and process in Minnesota for future years of CRP funds.

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<sup>1</sup> Pub. L. 117-58 (Nov. 15, 2021)

## Consultation, cooperation & coordination

Establishing the definitions of consultation, cooperation, coordination, and designated recipient help set the stage for how and why there are various solicitation processes for the CRP funds.

- [Consultation](#) occurs when one or more parties confer with other identified parties in accordance with an established process and, prior to acting, considers the views of the other parties and periodically informs them about action taken.
- [Cooperation](#) occurs when the parties involved work together to achieve a common goal or objective
- [Coordination](#) occurs when parties involved work together to develop and adjust plans, programs, and schedules to achieve general consistency as appropriate.
- [Designated recipient](#) is an entity selected to receive and allocate an amount of funds that are attributable to urbanized areas of 200,000 or more in population, or a State or regional authority if the authority is responsible under the laws of a State for a capital project and for financing and directly providing public transportation.

### Urbanized areas that are TMAs (>200,000)

Per [23 CFR 450.332\(c\)](#), in areas designated as TMAs, the MPO shall select all 23 U.S.C. and 49 U.S.C. Chapter 53 funded projects in **consultation** with the State and public transportation operator(s). For funds to be obligated to a project, the project must be included in the approved TIP and in accordance with the priorities in the approved TIP. The State shall select projects on the NHS in **cooperation** with the MPO, from the approved TIP. TMAs are considered **designated recipients** of federal funds. It's presumed that TMAs will also be **designated recipients** of CRP funds.

### Urbanized areas that are not TMAs (50,000-199,999)

Per [23 USC 175 \(e\)\(4\)](#), a State shall **coordinate** with any metropolitan planning organization (MPO) that represents the urbanized area prior to determining which activities should be carried out under the project. This is a new process for the selection of projects funded through the Carbon Reduction Program in areas of 50,000-199,999 people. [23 CFR 450.332\(b\)](#) states that in metropolitan areas not designated as TMAs, the State and/or the public transportation operator(s), in **cooperation** with the MPO shall select projects to be implemented using title 23 U.S.C. funds (other than Tribal Transportation Program, Federal Lands Transportation Program, and Federal Lands Access Program projects) or funds under title 49 U.S.C. Chapter 53, from the approved metropolitan TIP.

### Rural Areas (<50,000)

Per [23 USC 175 \(e\)\(5\)](#), a State shall **consult** with any regional transportation planning organization (RTPO) or metropolitan planning organization (MPO) that represents the rural area prior to determining which activities should be carried out under the project.

## Eligible projects

Projects that support the reduction of transportation emissions, including, but not limited to:

- a project described in [23 U.S.C. 149\(b\)\(4\)](#) to establish or operate a traffic monitoring, management, and control facility or program, including advanced truck stop electrification systems
- a public transportation project eligible under [23 U.S.C. 142](#)
- a transportation alternative (as defined under the Moving Ahead for Progress under the 21st Century Act [[23 U.S.C. 101\(a\)\(29\)](#)], as in effect on July 5, 2012)), including, but not limited to, the construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation
- a project described in [23 U.S.C. 503\(c\)\(4\)\(E\)](#) for advanced transportation and congestion management technologies, these include:
  - advanced traveler information systems;
  - advanced transportation management technologies;
  - advanced transportation technologies to improve emergency evacuation and response by Federal, State, and local authorities;
  - infrastructure maintenance, monitoring, and condition assessment;
  - advanced public transportation systems;
  - transportation system performance data collection, analysis, and dissemination systems;
  - advanced safety systems, including vehicle-to-vehicle and vehicle-to-infrastructure communications, technologies associated with autonomous vehicles, and other collision avoidance technologies, including systems using cellular technology;
  - integration of intelligent transportation systems with the Smart Grid and other energy distribution and charging systems;
  - integrated corridor management systems;
  - advanced parking reservation or variable pricing systems;
  - electronic pricing, toll collection, and payment systems;
  - technology that enhances high occupancy vehicle toll lanes, cordon pricing, or congestion pricing;
  - integration of transportation service payment systems;
  - advanced mobility, access, and on-demand transportation service technologies, such as dynamic ridesharing and other shared-use mobility applications and information systems to support human services for elderly and disabled individuals;
  - retrofitting dedicated short-range communications (DSRC) technology deployed as part of an existing pilot program to cellular vehicle-to-everything (C-V2X) technology, subject to the condition that the retrofitted technology operates only within the existing spectrum allocations for connected vehicle systems; or
  - advanced transportation technologies, in accordance with the research areas described in section 6503 of title 49.
- deployment of infrastructure-based intelligent transportation systems capital improvements and the installation of vehicle-to-infrastructure communications equipment;

- a project to replace street lighting and traffic control devices with energy-efficient alternatives
- development of a carbon reduction strategy developed by a State per requirements in [23 U.S.C. 175\(d\)](#);
- a project or strategy designed to support congestion pricing, shifting transportation demand to nonpeak hours or other transportation modes, increasing vehicle occupancy rates, or otherwise reducing demand for roads, including electronic toll collection, and travel demand management strategies and programs
- efforts to reduce the environmental and community impacts of freight movement
- a project that supports deployment of alternative fuel vehicles, including—
  - acquisition, installation, or operation of publicly accessible electric vehicle charging infrastructure or hydrogen, natural gas, or propane vehicle fueling infrastructure; and
  - purchase or lease of zero-emission construction equipment and vehicles, including the acquisition, construction, or leasing of required supporting facilities
- a project described in [23 U.S.C. 149\(b\)\(8\)](#) for a diesel engine retrofit
- certain types of projects to improve traffic flow that are eligible under the CMAQ program, and that do not involve construction of new capacity [[§ 11403](#); [23 U.S.C. 149\(b\)\(5\)](#); and [175\(c\)\(1\)\(L\)](#)]
- a project that reduces transportation emissions at port facilities, including through the advancement of port electrification
- any other STBG-eligible project, if the Secretary certifies that the State has demonstrated a reduction in transportation emissions, as estimated on a per capita and per unit of economic output basis. [[§ 11403](#); [23 U.S.C. 133\(b\)](#) and [175\(c\)\(2\)](#)]
  - Note: FHWA will issue guidance on how the Secretary will make such certifications.
  - Per [23 U.S.C. 175\(c\)\(2\)](#) Flexibility, in addition to the eligible projects under paragraph (1), a State may use funds apportioned under section 104(b)(7) for a project eligible under section 133(b) if the Secretary certifies that the State has demonstrated a reduction in transportation emissions- (A) as estimated on a per capita basis; and (B) as estimated on a per unit of economic output basis.

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## Applications

To apply for funding, please submit a project application to Grand Forks-East Grand Forks Metropolitan Planning Organization no later than **Thursday, February 23, 2023**.

The project application should include:

1. A description of the proposed project in detail including project location and what will be constructed or planned (maps are helpful). See [CRP Eligible Projects](#) for what's eligible.
2. Approximate carbon reduction the project will have. Use [CMAQ Emissions Calculator Tools](#) to calculate the estimated carbon reduction for the project.
3. Total project cost
4. Total amount of CRP funds requested (maximum of 80% of the project total)
5. Total amount and source of local funds committed to the project (minimum of 20% of project total)
6. Total amount and source of additional federal funds obligated to the project already, if applicable.
7. Identify the jurisdiction responsible for completing the project and receiving the CRP funds as partial reimbursement.
8. Identify the timeline for the project to be let and anticipated completion date.
9. Identify if and to what degree the project impacts disadvantage communities per Justice40 using the [Climate and Economic Justice Screening Tool](#).
10. Identify how the project meets the regional priorities related to carbon reduction
  - Grand Forks-East Grand Forks Metropolitan Planning Organization
11. Identify how the project meets Minnesota carbon reduction priorities
  - [2022 Statewide Multimodal Transportation Plan \(SMTP\)](#)
  - [Minnesota Climate Action Framework](#)
  - [Pathways to Decarbonizing Transportation report](#)

*Remainder of page intentionally left blank.*

## Evaluation & prioritization

Grand Forks-East Grand Forks Metropolitan Planning Organization staff will conduct a preliminary evaluation to rank all applications for FY 2023 and FY 2024 solicitation using the following criteria:

1. Project eligibility to receive CRP funds
2. Cost-benefit analysis using a ratio of reduction of carbon dioxide emissions to total CRP funds requested.
3. Project consistency with the goal and objectives of the Metropolitan Transportation Plan<sup>2</sup> and/or the Regional Active Transportation Plan<sup>3</sup>
4. Project consistency with Minnesota carbon reduction priorities (see Applications point 10 above)
5. How the project impacts Justice40 defined disadvantaged communities using the [Climate and Economic Justice Screening Tool](#).
6. Project initiation and completion timeline

Proposed projects will be ranked in priority order. Starting with the #1 ranked project, the requested CRP funds will be deducted from the available funding pool of \$20,000, then funds from the #2 ranked project will be deducted, etc., until all the funds have been accounted for.

Grand Forks-East Grand Forks Metropolitan Planning Organization staff will then submit their preliminary project ranking to the Grand Forks-East Grand Forks Metropolitan Planning Organization Technical Advisory Committee for its review, consideration, and recommendation.

## Obligation of funds

The selected project(s) will be amended into the applicable Transportation Improvement Program (TIP) and subsequently into the Minnesota Statewide Transportation Improvement Program (STIP) for obligation of funding. FY 2023 funds must be obligated in the Grand Forks-East Grand Forks Metropolitan Planning Organization 2023-2026 TIP and 2023-2026 STIP no later than June 7, 2023. FY 2024 funds must be obligated in the Grand Forks-East Grand Forks Metropolitan Planning Organization TIP and STIP no later than June 7, 2024.

## Project suggestions

Projects need to be obligated using the CRP funds in FY2023 and FY2024 for this solicitation. That means that projects must be included in the Grand Forks-East Grand Forks Metropolitan Planning Organization TIP and STIP no later than June 7, 2024. To do this, projects for this solicitation may be add-on carbon reducing components

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[2045 Metropolitan Transportation Plan - Grand Forks-East Grand Forks Metropolitan Planning Organization \(theforksmpo.org\)](#)

to an existing project in the applicable TIP and STIP. These add-on components cannot be already federally funded if already locally funded, the add-on components of the project can apply for the CRP funds.

The purpose of these funds is not to remove existing federal funds and replace CRP funds on projects already programmed in the TIP and STIP, so that the existing federal funds are used on another project. Instead, the purpose is to add or create new opportunities to further reduce carbon dioxide (CO<sub>2</sub>) emissions from on-road highway sources. Specific questions can be directed to Anna Pierce (see contact information in the questions section below).

*Example 1: Project A is a FY2023 federally funded STBGP pavement project. This project originally included a shared-use path within the right-of-way to increase connectivity within a community and promote alternative travel modes. Due to inflation or other cost increases, the shared-use path component was removed from the project, but the STBGP funded portion of pavement project is still included in FY2023 of the TIP and STIP. Project A could apply for CRP funds to supplement this gap in funding to fund the shared-use path component of the project.*

*Example 2: Project B is a FY2023 federally funded STBGP pavement project. This project includes a shared-use path within the right-of-way to increase connectivity within a community and promote alternative travel modes. The shared-use path component is currently funded 100% with local funds and the pavement portion of the project is currently funded 80% with STBGP funds in FY2023 of the TIP and STIP. Project B could apply for CRP funds to supplement the local funded portion of the project for the shared-use path component to reduce the total local match of the project.*

## Future Solicitations

In the calendar year 2023, MnDOT with a consultant will develop a Carbon Reduction Strategy (CRS). The CRS will document the programming priorities and processes for CRP funds in Minnesota. It will also develop a review and update cycle for the CRS. The CRS is due to USDOT by November 15, 2023.

Engagement with transportation partners and stakeholders will occur throughout 2023 on the priorities and processes for programming CRP funds. The CRS will guide the CRP solicitation process for FY 2025 and beyond.

Note that the FY 2023 and FY 2024 solicitation process is not indicative of future CRP solicitations. Lessons learned from the FY 2023 and FY 2024 solicitation will be taken into consideration as the CRS is developed.

## Questions

If you have any questions about the Carbon Reduction Program and/or the solicitation, please contact MnDOT Carbon Reduction Program Coordinator Anna Pierce at 651-366-3793 or [anna.m.pierce@state.mn.us](mailto:anna.m.pierce@state.mn.us). Specific local questions can be directed to Stephanie Halford Executive Director of the Grand Forks-East Grand Forks Metropolitan Planning Organization [stephanie.halford@theforksmplanning.org](mailto:stephanie.halford@theforksmplanning.org) 701-746-2660.



# MPO Staff Report

**Technical Advisory Committee:**  
 January 11, 2023  
**MPO Executive Board:**  
 January 18, 2023

**RECOMMENDED ACTION:** Approval of the FY2023-2026 TIP amendments to the MPO Executive Board.

**TAC RECOMMENDED ACTION:**

Matter of approval of the FY2023-2026 TIP amendments to the MPO Executive Board.

**Background:**

The MPO has adopted the FY2023-2026 TIP. All projects or phases of the project included in the adopted TIP will be programmed to the amount needed to complete the project or phase and in a time frame that allows all project requirements to be met by the deadline. Unfortunately, project costs may rise or fall because of forces outside the project sponsor's control. In the same way, projects may not be able to be completed in the time frame originally estimated. For these and other reasons, sponsors may find it necessary to request revisions to the adopted TIP.

Proposed amendments to the TIP:

- Update a current listed project – Urban Roads Program FY2023

				FUNDING SOURCE					TOTAL			
Grand Forks	Grand Forks	Varies		REMARKS:								
			Urban Roads system citywide signal rehab									
									Operations	0.00		
									Capital	0.00		
									P.E.	0.00		
									R.O.W.	0.00		
PCN 23232	ITS Rehab	Discretionary		TOTAL	3,335,000	2,350,000			LOCAL	975,000		
					Urban Roads Program					CONSTR.	3,335,000	
									TOTAL	3,335,000		

				FUNDING SOURCE					TOTAL			
Grand Forks	Grand Forks	Varies		REMARKS:								
			Urban Roads system citywide signal rehab									
									Operations	0.00		
									Capital	0.00		
									P.E.	0.00		
									R.O.W.	0.00		
PCN 23232	ITS Rehab	Discretionary		TOTAL	4,186,220	3,110,000			LOCAL	1,076,220		
					Urban Roads Program					CONSTR.	4,186,220	
									TOTAL	4,186,220		

- New Project – This is a district wide project and some of it is within the MPO planning boundaries.

				FUNDING SOURCE					TOTAL			
Grand Forks	VAR HWYS	Varies		REMARKS:								
	Grand Forks District		VAR HWYS - Grand Forks District Pavement Mark									
	NDDOT	Varies							Operations	0.00		
									Capital	0.00		
									P.E.	0.00		
									R.O.W.	0.00		
PCN 23797	Safety	Discretionary	Note: This is a District wide project, but there are a few locations that are within the MPO planning boundaries.	TOTAL	1,500,000	1,350,000	150,000		LOCAL			
					90/10 (Federal/State)					CONSTR.	1,500,000	
									TOTAL	1,500,000		





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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST  AND SOURCE OF FUNDING					STAGING	ANNUAL	FUTURE			
	RESPONSIBLE AGENCY	CLASSIFICATION								ELEMENT	EXPENDITURES			
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL		2023	2024	2025	2026	
										Operations	Capital	P.E.	R.O.W.	CONSTR.
Grand Forks  No PCN	Grand Forks	NA	Operating subsidy for proposed Grand Forks transit service. The service will operate 6 days a week and averages 62.5 hours of revenue service daily. Bus for the period January 1, 2023 to December 31, 2023 (costs for fixed-route service are estimates).	REMARKS: Total operating cost for Public Transit Fixed-Route and Demand Response estimated fixed route fare is \$275,555 East Grand Forks contract payment is shown as other UND contributes for Shuttle service shown as other										
	Grand Forks	Operations			Operations	3,583,590								
	Fixed-Route Transit Service	Entitlement	Excludes FTA Programs 5339 and 5310 costs	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	0				
				3,583,590	1,253,820	272,220	958,540	1,099,010	CONSTR.	0				
				FTA 5307 (50/50)					TOTAL	3,583,590				
Grand Forks  No PCN	Grand Forks	NA	Capital Purchase/Replacement of Safety and/or security hardware and software	REMARKS:										
	Grand Forks	Capital			Operations	0								
	Fixed-Route Transit Service	Entitlement	NOTE: Grand Forks Public Transportation consist of Fixed-Route, Demand Response service.	TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	0				
				16,400	13,120	0	0	3,280	CONSTR.	0				
				FTA 5307 (80/20)					TOTAL	16,400				
Grand Forks  No PCN	Grand Forks	Maintenance Building	Expansion of the Public Transportation Maintenance Building and Ne Fueling System	REMARKS:										
	Grand Forks	Capital			Operations	0								
	Facility Expansion	Discretionary		Capital	8,631,936									
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	0				
			8,631,936	7,768,742	0.00	0.00	863,194	CONSTR.	0					
				FTA 5339 (90/10)					TOTAL	8,631,936				

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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST					STAGING	ANNUAL	FUTURE			
	RESPONSIBLE AGENCY	CLASSIFICATION		AND SOURCE OF FUNDING						ELEMENT	EXPENDITURES			
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	2023	2024	2025	2026		
				FUNDING SOURCE					Operations	Capital	P.E.	R.O.W.	CONSTR.	TOTAL
Grand Forks	Grand Forks	Varies	Urban Roads system citywide signal rehab	REMARKS:										
PCN 23232	Grand Forks	Varies		Operations	0.00									
	ITS Rehab	Discretionary		Capital	0.00									
				P.E.	0.00									
				TOTAL	4,186,220	3,110,000		1,076,220	R.O.W.	0.00				
				CONSTR.					4,186,220					
				Urban Roads Program					TOTAL	4,186,220				
Grand Forks	Grand Forks	N Washington	Roadway Reconstruction & Structure Rehabilitation	REMARKS: STIP shows as two separate projects. Approximately 50% funding through Regional Urban and othe 50% funding through Bridge Program										
PCN 22167	NDDOT	Principle Arterial		Operations	0									
	Bridge Reconstruct	Discretionary		Capital	0									
				P.E.	0									
				TOTAL	11,150,000	9,023,696	1,011,304	1,115,000	R.O.W.	0				
				CONSTR.					11,150,000					
				Urban Regional Secondary Roads & Bridge Programs					TOTAL	11,150,000				
Grand Forks	Grand Forks	Varies	Deck overly and other repairs on various bridges on US-2, US-81, and I-29.	REMARKS:										
PCN 23015	NDDOT	Varies		Operations	0.00									
	Bridges	Discretionary		Capital	0.00									
				P.E.	0.00									
				TOTAL	3,426,000	2,740,800	685,200		R.O.W.	0.00				
				CONSTR.					3,426,000					
				Bridge					TOTAL	3,426,000				

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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST					STAGING	ANNUAL	FUTURE			
	RESPONSIBLE AGENCY	CLASSIFICATION		AND SOURCE OF FUNDING						ELEMENT	EXPENDITURES			
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	0	1	2	3		
				FUNDING SOURCE					Operations	Capital	P.E.	R.O.W.	CONSTR.	TOTAL
Grand Forks	VAR HWYS Grand Forks District	Varies	VAR HWYS - Grand Forks District Pavement Mark	REMARKS:										
PCN 23797	NDDOT	Varies							Operations	0.00				
	Safety	Discretionary	Note: This is a District wide project, but there are a few locations that are within the MPO planning boundaries.						Capital	0.00				
									P.E.	0.00				
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	0.00				
				1,500,000	1,350,000	150,000			CONSTR.	1,500,000				
				90/10 (Federal/State)					TOTAL	1,500,000				
Grand Forks				REMARKS:										
PCN									Operations	0				
									Capital	0				
									P.E.	0				
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	0				
									CONSTR.					
									TOTAL					
Grand Forks				REMARKS:										
PCN									Operations	0.00				
									Capital	0.00				
									P.E.	0.00				
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.	0.00				
									CONSTR.					
									TOTAL					

**MRKS METROPOLITAN PLANNING ORGANIZATION**

#REF!

**AL YEARS 2023 - 2026**

<b>FY 2023 Grouped Projects</b>		TOTAL	FEDERAL	STATE	OTHER	LOCAL
<b>Project Phase</b>	Identifies the cost estimates for each phase. Only PE has any project phase cost estimate. No ROW or Utilities phases for projects within MPO Area	0	0	0	0	0
Preliminary Engineering (PE)		0	0	0	0	0
Right of Way (ROW)		0	0	0	0	0
Utilities		0	0	0	0	0

Grouped projects are for all North Dakota side projects in the MPO Study Area that have not had the project phase already authorized.



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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES			
	RESPONSIBLE AGENCY	CLASSIFICATION								2023	2024	2025	2026	
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
									Capital					
									P.E.					
									R.O.W.					
									CONSTR.					
FUNDING SOURCE									TOTAL					
Grand Forks	Grand Forks	Columbia Road	Structure rehabilitation to the Columbia Road Overpass between 9th Ave S and 2nd Ave N	REMARKS:										
PCN	NDDOT	Principal Arterial		Operations		0.00								
	Reconstruction	Discretionary		Capital		0.00								
				P.E.		0.00								
				TOTAL					R.O.W.		0.00			
				8,930,000	6,744,000			2,186,000	CONSTR.		8,930,000			
Urban Roads Local Program									TOTAL		8,930,000			
Grand Forks	Grand Forks	varies	The NDDOT will rehab traffic signals on the Urban Regional Roads system throughout Grand Forks	REMARKS:										
PCN 23348	NDDOT	varies		Operations		0.00								
	ITS Rehab	Discretionary		Capital		0.00								
				P.E.		0.00								
				TOTAL					R.O.W.		0.00			
				6,668,000	5,334,400	1,058,700		274,900	CONSTR.		6,668,000			
Urban Regional Secondary Roads Program									TOTAL		6,668,000			
Grand Forks	Grand Forks	I29	High Tension Median Cable Guardrail From North of Buxton interchange to 32nd Ave S.	REMARKS:										
PCN 23333	NDDOT	Interstate		Operations		0.00								
	Safety	Discretionary		Capital		0.00								
				P.E.		0.00								
				TOTAL					R.O.W.		0.00			
				4,469,000	4,022,000	447,000			CONSTR.		4,469,000			
Highway Safety Improvement Program									TOTAL		4,469,000			

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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES			
	RESPONSIBLE AGENCY	CLASSIFICATION								2023	2024	2025	2026	
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
				FUNDING SOURCE					CONSTR.					
Grand Forks	Grand Forks	I-29	CPR, grinding of I-29 near the 32nd Ave S Interchange and southward to ND 15 (Thompson) Interchange. Both directions.	REMARKS: STIP has listed as two separate projects. 3 miles are within the MPO area										
PCN	NDDOT	Interstate		Operations						0.00				
	Rehabilitation	Discretionary		Capital						0.00				
				P.E.						0.00				
				TOTAL	1,906,000	1,716,000	190,000		R.O.W.		0.00			
				Interstate Maintenance Program					CONSTR.		1,906,000			
				TOTAL							1,906,000			
Grand Forks	Grand Forks	S 5th St	Construct a roundabout at the S 5th St, Belmont Rd, and Division Ave intersection	REMARKS:										
PCN	Grans Forks	Minor Arterial		Operations						0.00				
	Construct	Discretionary		Capital						0.00				
				P.E.						0.00				
				TOTAL	1,632,480	1,312,480		320,000	R.O.W.		0.00			
				Urban Grant Program					CONSTR.		1,632,480			
				TOTAL							1,632,480			
Grand Forks	Grand Forks	N 4th St	Reconstruction between 1st Ave N and 2nd Ave N	REMARKS:										
PCN	Grand Forks	Minor Arterial		Operations						0.00				
	Reconstruct	Discretionary		Capital						0.00				
				P.E.						0.00				
				TOTAL	2,488,120	2,160,000		328,120	R.O.W.		0.00			
				Main Street					CONSTR.		2,488,120			
				TOTAL							2,488,120			



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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES								
	RESPONSIBLE AGENCY	CLASSIFICATION								2023	2024	2025	2026						
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	Capital	P.E.	R.O.W.	CONSTR.	TOTAL					
				FUNDING SOURCE															
Grand Forks	Varies	Varies	LED Lights - Minot and Grand Forks Dist.	REMARKS:															
PCN 23283	NDDOT	Varies	Note: Preventive maintenance						Operations	0.00									
									Capital	0.00									
									P.E.	0.00									
	Lighting	Discretionary		TOTAL	1,000,000	800,000	200,000			R.O.W.	0.00								
				80/20 (Federal/State)					CONSTR.	1,000,000									
									TOTAL	1,000,000									
Grand Forks	S48th St (17th Ave S to 32nd Ave S)	Shared Use Path	Convert an existing gravel path along the east side of S 48th St to a concrete shared-use path.	REMARKS:															
PCN	City of Grand Forks	minor arterial							Operations	0.00									
									Capital	0.00									
									P.E.	0.00									
	Shared-use path	Discretionary		TOTAL	1,220,000	637,308		582,692		R.O.W.	0.00								
				Transportation Alternative funding (TA)					CONSTR.	1,220,000									
									TOTAL	1,220,000									
Grand Forks				REMARKS:															
PCN									Operations	0.00									
									Capital	0.00									
									P.E.	0.00									
				TOTAL						R.O.W.	0.00								
									CONSTR.										
									TOTAL										

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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

<b>FY 2024 Grouped Projects</b>						
<b>Project Phase</b>	Identifies the cost estimates for each phase. Only PE has any project phase cost estimates. No ROW or Utilities phases for projects within MPO Area	TOTAL	FEDERAL	STATE	OTHER	LOCAL
Preliminary Engineering (PE)		0	0	0	0	0
Right of Way (ROW)		0	0	0	0	0
Utilities		0	0	0	0	0

Grouped projects are for all North Dakota side projects in the MPO Study Area that have not had the project phase already authorized.



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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST AND SOURCE OF FUNDING					STAGING	ANNUAL	FUTURE			
	RESPONSIBLE AGENCY	CLASSIFICATION								ELEMENT	EXPENDITURES			
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	2023	2024	2025	2026	
										CONSTR.				
									FUNDING SOURCE					
									TOTAL					
Grand Forks	Grand Forks	32nd Ave S	The NDDOT will do a pavement preservation project between I-29 and S Washington St. Pavement preservation to be CPR, grinding and microseal	REMARKS: This project is pending funding in 2025 and if not will be funded in 2026										
PCN 23349	NDDOT	Principal Arterial		Operations									0.00	
	Rehabilitation	Discretionary		Capital									0.00	
				P.E.										0.00
				TOTAL					R.O.W.			0.00		
				3,356,000	2,684,800	335,600		335,600	CONSTR.			3,356,000		
									Urban Regional Secondary Roads Program					
									TOTAL			3,356,000		
Grand Forks	Grand Forks	N Columbia Rd	Reconstruct between University Ave and 8th Ave N	REMARKS:										
PCN	Grand Forks	Principle Arterial		Operations									0.00	
	Reconstruction	Discretionary		Capital									0.00	
				P.E.									0.00	
				TOTAL					R.O.W.			0.00		
				7,302,000	5,167,000			2,135,000	CONSTR.			7,302,000		
									Urban Roads Local Program					
									TOTAL			7,302,000		
Grand Forks	Grand Forks	US 2	Expantion Joint Modification on the Sorlie Bridge	REMARKS:										
PCN	NDDOT	Principal Arterial		Operations									0.00	
	Rehabilitation	Discretionary		Capital									0.00	
				P.E.									0.00	
				TOTAL					R.O.W.			0.00		
				27,040	21,883	5,157			CONSTR.			27,040		
									National Highway System- State Project					
									TOTAL			27,040		

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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST					STAGING	ANNUAL	FUTURE			
	RESPONSIBLE AGENCY	CLASSIFICATION		AND SOURCE OF FUNDING						ELEMENT	EXPENDITURES			
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	2023	2024	2025	2026	
				FUNDING SOURCE					CONSTR.					
									TOTAL					
Grand Forks	Grand Forks	I-29	CPR, grinding of I-29 near the 32nd Ave S interchange and northward of US 81 interchange. Both directions.	REMARKS: STIP has listed as two separate projects										
PCN	NDDOT	Interstate		Operations									0.00	
	Rehabilitation	Discretionary		Capital									0.00	
				P.E.									0.00	
				TOTAL	2,799,000	2,519,000	280,000					0.00		
									CONSTR.				2,799,000	
									TOTAL				2,799,000	
Grand Forks	Grand Forks	Varies	Install dynamic speed signs at various school zone locations within Grand Forks	REMARKS:										
PCN 23668	Grand Forks	Varies		Operations									0.00	
	Safety	Discretionary		Capital									0.00	
				P.E.									0.00	
				TOTAL	40,000	36,000		4,000				0.00		
									CONSTR.				40,000	
									TOTAL				40,000	
PCN				REMARKS:										
				Operations										
				Capital										
				P.E.										
				TOTAL										
									CONSTR.					
									TOTAL					

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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

<b>FY 2025 Grouped Projects</b>						
<b>Project Phase</b>	Identifies the cost estimates for each phase. No PE, ROW or Utilities phases for projects within MPO Aea	TOTAL	FEDERAL	STATE	OTHER	LOCAL
Preliminary Engineering (PE)		0	0	0	0	0
Right of Way (ROW)		0	0	0	0	0
Utilities		0	0	0	0	0

Grouped projects are for all North Dakota side projects in the MPO Study Area that have not had the project phase already authorized.



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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST AND SOURCE OF FUNDING					STAGING	ANNUAL	FUTURE			
	RESPONSIBLE AGENCY	CLASSIFICATION								ELEMENT	EXPENDITURES			
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations	2023	2024	2025	2026	
										CONSTR.				
									FUNDING SOURCE					
									TOTAL					
Grand Forks	Grand Forks	Gateway Dr	CPR, Grinding between I-29 and Red River	REMARKS:										
PCN 23740	NDDOT	Principle Arterial		Operations										0.00
				Capital										0.00
	Rehabilitation	Discretionary		P.E.										0.00
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.				0.00	
				4,447,000	3,557,600	889,400			CONSTR.				4,447,000	
									State Highways					
									TOTAL				4,447,000	
Grand Forks	Grand Forks	N Washington St	Reconstruction between DeMers Ave and 8th Ave N Aggr Base, Pcc Pave, Signals, Lighting, Walk/Drive Ways	REMARKS:										
PCN 23739	NDDOT	Principle Arterial		Operations										0.00
				Capital										0.00
	Reconstruction	Discretionary		P.E.										0.00
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.				0.00	
				5,147,000	4,117,600	514,700		514,700	CONSTR.				5,147,000	
									State Highways					
									TOTAL				5,147,000	
Grand Forks	Grand Forks	I-29	Construct in Grand Forks a New Southside interchange	REMARKS:										
PCN 22786	NDDOT	Interstate		Operations										0.00
				Capital										0.00
	Construction	Discretionary		P.E.										0.00
				TOTAL	FEDERAL	STATE	OTHER	LOCAL	R.O.W.				0.00	
				52,600,000	47,340,000	2,630,000		2,630,000	CONSTR.				52,600,000	
									State Highways					
									TOTAL				52,600,000	



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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST  AND SOURCE OF FUNDING					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES			
	RESPONSIBLE AGENCY	CLASSIFICATION								2023	2024	2025	2026	
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS		TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations					
									Capital					
									P.E.					
									R.O.W.					
									CONSTR.					
									TOTAL					
FUNDING SOURCE									TOTAL					
Grand Forks	Grand Forks	Point Bridge	In Grand Forks & East Grand Forks. Rehab of the Point Bridge (ND BR#0000GF02) (MN BR#60506) over the Red River of the North	REMARKS: East Grand Forks covers the other half of the total project. Shown is for Grand Forks only										
PCN	Grand Forks	Minor Arterial		Operations								0.00		
	Rehabilitation	Discretionary		Capital								0.00		
				P.E.								0.00		
				TOTAL	1,200,000	960,000		240,000	R.O.W.			0.00		
				Urban Raods					CONSTR.				1,200,000	
									TOTAL				1,200,000	
Grand Forks	Grand Forks	S Washinton St	Intersection improvements at 28th Ave S Adding length to left turn lane.	REMARKS:										
PCN 23669	Grand Forks	Principle Arterial		Operations								0.00		
	Reconstruction	Discretionary		Capital								0.00		
				P.E.								0.00		
				TOTAL	279,000	251,000	13,950	13,950	R.O.W.			0.00		
				Highway Safety Improvement Program					CONSTR.				279,000	
									TOTAL				279,000	
				REMARKS:										
									Operations					
									Capital					
									P.E.					
				TOTAL					R.O.W.					
									CONSTR.					
									TOTAL					

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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

<b>FY 2026 Grouped Projects</b>						
<b>Project Phase</b>	Identifies the cost estimates for each phase. This year there are no project phases so all cost estimates are zero	TOTAL	FEDERAL	STATE	OTHER	LOCAL
Preliminary Engineering (PE)		0	0	0	0	0
Right of Way (ROW)		0	0	0	0	0
Utilities		0	0	0	0	0

Grouped projects are for all North Dakota side projects in the MPO Study Area that have not had the project phase already authorized.

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

**TRANSPORTATION IMPROVEMENT PROGRAM**

**FISCAL YEARS 2023 - 2026**

URBAN AREA	PROJECT LOCATION	FACILITY	PROJECT DESCRIPTION	ESTIMATED COST (THOUSANDS)					STAGING	ANNUAL ELEMENT	FUTURE EXPENDITURES			
	RESPONSIBLE AGENCY	CLASSIFICATION		AND SOURCE OF FUNDING						2023	2024	2025	2026	
PROJECT NUMBER	PROJECT TYPE	FUNDING STATUS	TOTAL	FEDERAL	STATE	OTHER	LOCAL	Operations						
			FUNDING SOURCE					CONSTR.						
								TOTAL						
			Grand Forks TOTALS											
								Operations	3,583,590	3,673,181	3,765,009	3,859,135		
								Capital	8,648,336	16,400	16,810	16,810		
								P.E.	0	0	0	0		
								R.O.W.	0	0	0	0		
								CONSTR.	20,487,220	27,093,600	13,524,040	63,673,000		
								TOTAL	32,719,146	30,783,181	17,305,859	67,548,945		



**MPO Staff Report**  
**Technical Advisory Committee:**  
**January 11, 2023**  
**MPO Executive Board:**  
**January 18, 2023**

**RECOMMENDED ACTION: Approve Request for Quotes (RFQ) for the Aerial Imagery Collection.**

**TAC RECOMMENDED ACTION:**

Matter of Approval of RFQ for the Aerial Imagery Collection.

**Background:**

The Aerial Imagery project is a project that allows the MPO and its partners to keep up to date GIS information. The aerial image of the MPO area has been on a three-year cycle to get a new image. With the high growth that has happened in the Grand Forks/East Grand Forks area it is the desire for a more frequent cycle of collection. With the last collection being done in 2021, the new imagery will help the city see where the growth is happening and helps people visualize concepts for planning and building purposes. There is a not to exceed consultant budget of \$55,000 for the project.

This RFQ is set to be advertised on Jan. 23rd, with contract approval on Feb 15th. The flight will take place sometime between April 7th and May 26th. The goal is to have no snow on the ground and no leaves on the trees. It is also preferable to have the river in its banks or as close as possible. With these conditions it is easy to see road widths, sidewalks, and other items in the right-of-way. The final deliverables are due by November 3rd.

**Findings and Analysis**

- UPWP identifies the completion of Aerial Imagery.

**Support Materials:**

- Draft RFQ



Grand Forks - East Grand Forks

METROPOLITAN  
PLANNING ORGANIZATION

Digital Orthophotography

Grand Fork, ND and East Grand Forks, MN

Request for Quotes  
for  
Transportation Planning Services

January 2023

**REQUEST FOR QUOTES  
FOR  
TRANSPORTATION PLANNING SERVICES**

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

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

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. The MPO reserves the right to reject any or all submittals. This project has a budget of \$55,000 dollars.

All quotes received by **February 10, 2023** at Noon at the MPO Office will be given equal consideration. Minority, women-owned, and disadvantaged business enterprises are encouraged to participate. Quotes should be emailed or shipped to ensure timely delivery to:

**Teri Kouba**  
**Senior Planner**  
**Grand Forks – East Grand Forks MPO**  
**600 DeMers Ave.**  
**East Grand Forks, Minnesota 56721**  
[teri.kouba@theforksmpo.org](mailto:teri.kouba@theforksmpo.org)  
Phone: 701-746-2660  
Cell: 701-610-6582

Once submitted, the quotes become the property of MPO.

## I. Requirements

### A. Selection Committee

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

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

Once the written quotes are received, the Selection Committee will meet on **Feb. 14<sup>th</sup>, 2023** to rank the quotes. Firms may be asked to expand upon particular points in their written quotes and should be prepared to do so.

### B. 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.

### C. 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.

#### D. 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.

#### E. 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.

#### F. 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.

#### G. 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.

#### H. 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.

#### I. Assignments

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

#### J. Procurement- Property Management

The Contractor shall adhere to 2 CFR 200 when procuring services, supplies, or equipment, which are incorporated into this agreement by reference and are available from NDDOT.

#### K. 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.

#### L. 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.

#### M. 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 ensure 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.

#### N. 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.

#### O. 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.

#### P. 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.

#### Q. 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.

#### R. 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.

#### S. 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.

## T. 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.

## U. Hold Harmless

The contractor shall save and hold harmless the MPO, its officer, agents, employees, and member units of government, 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, its member units of government, 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 or its member units of government.

## V. 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.

# II. Preliminary Project Schedule

## A. Consultant Selection

Request Quotes from Pre-Qualified Firms	January 20, 2023
Receive Quotes	February 10, 2023
Selection Committee Activity:	
Review Quotes	February 14, 2023
Select Finalist	February 14, 2023
Contract Negotiations Completed	February 14, 2023
MPO Policy Board Approval of Consultant Selection and Contract	February 15, 2023

## B. Project Development

Notice to Proceed, no later than:	March 10, 2023
Flight	April 7 - May 26, 2023
Final Deliverables, no later than:	November 3, 2023

### III. Evaluation Criteria & Process

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

- A. Nature of the project (20% weighted score)
  - 1. Does the firm show an understanding of the scope of work?
- B. Consultant Quote (10% weighted score)
  - 1. The selection committee will evaluate the quoted price to determine that the price is valid, realistic, fair, and reasonable.
- C. Past Performance (20% 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. Capability of consultant to produce the required services (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. Ability to meet budget requirements (25% weighted score)
  - 1. Can the team members devote the time and resources necessary to successfully complete this project?

Each quote will be evaluated on the above criteria by the Selection Committee. The Committee will determine which firm would best provide the services requested. The qualifying firm chosen by the Selection Committee will enter into a contract and fee negotiation based on the cost proposal.

**The MPO is an Equal Opportunity Employer.**

### IV. Terms and Conditions

- A. The MPO reserves the right to reject any or all quotes, 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 quote may be withdrawn up until the date and time set for the opening of the quotes. Any quotes 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 quotes 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.

## V. Quote Format and Content

Quotes shall include the following sections at a minimum:

- A. Summary of Proposed Technical/Planning Process
- B. Description of Similar Projects
- C. Project Staff Information including breakdown of estimated staff hours by each staff class per tasks
- D. References
- E. DBE/MBE Participation
- F. Cost Quotes

## VI. Cost Quotes/Negotiations

### A. Cost Quotes

Submit a cost quote for the project work activities. Cost quotes will be part of the technical proposal. Cost Quotes shall be based on hourly “not to exceed” amount. Cost quotes must be prepared using the format provided in Appendix B. Attached to the Cost Quote the Certification of Indirect Rate Form also provided in Appendix B.

## B. 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. If the MPO is unable to negotiate a fair and reasonable contract for services with the highest-ranking firm, negotiations will be formally terminated, and will begin with the next most qualified firm. This process will continue until a satisfactory contract has been negotiated.

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

## VII. Background and Scope of Work

### A. Background

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

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

The desired aerial photography is to be color and flown in Spring 2023 in snow-free, leaf-off conditions. The aerial photography specifications, including scanning/digital, should be adequate (scale, resolution, etc) to support production of other products desired by the MPO under this RFQ. The MPO is requesting a price for the color digital orthophotography with six inch pixel resolution in the urban area and six inch pixel ground resolution in the rest of the MPO area, or the equivalent, with desired horizontal accuracy approximately plus or minus one foot is intended to be used at a scale of 1"=100' for the 6 inch or the equivalent.

### B. Scope of Work

The proposed project involves three separate, but related components:

#### 1. Ground Control

The contractor will be responsible for determining usability of existing ground control and collecting any new ground control necessary to meet the photo specifications. The successful bidder may utilize the existing digital elevation model and GPS monuments established by the City of Grand Forks. The successful bidder may utilize the available LiDAR of the area as well.

#### 2. Aerial Photography Acquisition

The MPO wishes to obtain color aerial photography in early spring of 2023 to support and

upgrade the existing GIS base map. Respondents are asked to propose an approach to the photography acquisition that will best meet the needs of the MPO at a 6-inch pixel resolution in the urban area and 6-inch pixel resolution in the rural MPO area.

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

Specifications:

- Photographic coverage will be approximately 144 square miles of land. The geographic area of interest is depicted in section IX Map of Project Area.
- The respondents should identify what ground control is needed to support photography and describe how its acquisition should be coordinated with other control development work elements.
- The MPO requires aerial photography to be acquired after snow/lake ice out and before leaf-on conditions.
- Less than 5% cloud cover and/or shadows shall not appear in any of the images.
- In no case, shall the vender resample from a larger pixel resolution to achieve the 6-inch resolutions.
- The solar angle must be 30 degrees or more above the horizon at the time of exposure.
- National Map Accuracy Standard suitable for 1" = 100' scale mapping is to be used.

### 3. Digital Orthophoto Production

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

Specifications:

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

## C. Project Deliverables

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

## D. Estimated Project Budget

The MPO has a budget of \$55,000 to compensate the selected consultant to complete the scope of work as identified. Consultants submitting quotes are asked to use audited DOT rates when completing their Cost Proposal Form (See Appendix B).

# VIII. Information Available for Consultant

## A. Shapefiles

- Fly Zone
- Urban Areas
- GPS Monuments in Grand Forks
- PLSS 2000
- Any other relevant as requested



## IX. Map of Project Area

**Appendix A**  
Attachments 1 & 2

**Government-Wide Debarment and Suspension (Non-procurement)**  
*49 CFR Part 29, Executive Orders 12549, 12689, and 31 U.S.C. 6101 (Contracts over \$25,000)*

Background and Applicability

In conjunction with the Office of Management and Budget and other affected Federal agencies, DOT published an update to 49 CFR Part 29 on November 26, 2003. This government-wide regulation implements Executive Order 12549, Debarment and Suspension, Executive Order 12689, Debarment and Suspension, and 31 U.S.C. 6101 note (Section 2455, Public Law 103-355, 108 Stat. 3327).

The provisions of Part 29 apply to all grantee contracts and subcontracts at any level expected to equal or exceed \$25,000 as well as any contract or subcontract (at any level) for Federally required auditing services. 49 CFR 29.220(b). This represents a change from prior practice in that the dollar threshold for application of these rules has been lowered from \$100,000 to \$25,000. These are contracts and subcontracts referred to in the regulation as “covered transactions.”

Grantees, contractors, and subcontractors (at any level) that enter into covered transactions are required to verify that the entity (as well as its principals and affiliates) they propose to contract or subcontract with is not excluded or disqualified. They do this by (a) Checking the Excluded Parties List System, (b) Collecting a certification from that person, or (c) Adding a clause or condition to the contract or subcontract. This represents a change from the prior practice in that certification is still acceptable but is no longer required. 49 CFR 29.300.

Grantees, contractors, and subcontractors who enter into covered transactions also must require the entities they contract with to comply with 49 CFR 29, subpart C and include this requirement in their own subsequent covered transactions (i.e., the requirement flows down to subcontracts at all levels).

Instructions for Certification: By signing and submitting this bid or proposal, the prospective lower tier participant is providing the signed certification set out below.

Suspension and Debarment

This contract is a covered transaction for the purposes of 49 CFR Part 29. As such, the contractor is required to verify that none of the contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945.

The contractor is required to comply with 49 CFR 29, Subpart C and must include the requirements to comply with 49 CFR 29, Subpart C in any lower tier covered transaction it enters into. By signing and submitting its bid or proposal, the bidder or proposer certifies as follows:

The certification in this clause is a material representation of fact relied upon by the recipient. If it is later determined that the bidder or proposer knowingly rendered an erroneous certification, in addition to the recipient, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 49 CFR 29, Subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

**Contractor** \_\_\_\_\_

**Signature of Authorized Official** \_\_\_\_\_ **Date** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Name & Title of Contractor’s Authorized Official** \_\_\_\_\_

**Certification of Restriction on Lobbying**

I \_\_\_\_\_, hereby certify on behalf of \_\_\_\_\_  
(Name & Title of grantee official) (Name of grantee)

that:

- (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 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 the 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 subawards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and 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 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)

**Cost Quote Form**

(Include completed cost form in a separate page labeled “Cost Form- Vender Name” and submit with technical proposal as part of overall response.)

**Cost Quote 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 contracted extensions are not anticipated.

**Required Budget Format**

*Please Use Audited DOT Rates Only*

<b>1. Direct Labor</b>	<b>Hours</b>	<b>X</b>	<b>Rate</b>	<b>=</b>	<b>Total</b>
Name, Title, Function	0.00	X	0.00	=	\$0.00
		X		=	0
		X		=	0
		X		=	0
2. Overhead					
3. General & Administrative Overhead					
4. Subcontractor Costs					
5. Materials and Supplies Costs					
6. Travel Costs					
7. Fixed Fee					
8. Miscellaneous Costs					
<b>Total Cost</b>					

## Certification of Final Indirect Costs

**Firm Name:** \_\_\_\_\_

**Proposed Indirect Cost Rate:** \_\_\_\_\_

**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:**  
**January 11, 2023**  
**MPO Executive Board:**  
**January 18, 2023**

**RECOMMENDED ACTION: Approval of the Extension of the Contract with ATAC for the Traffic Demand Model Update.**

**TAC RECOMMENDED ACTION:**

Matter of approval of the Extension of the Contract with ATAC for the Traffic Demand Model Update.

**Background:**

ATAC has developed and help maintain the travel demand model used to forecast future traffic volumes. In March, the MPO approved a contract and scope of work to update the Traffic Demand Model.

In the time since then there has been a change in Executive Director and a reduction in staff in the interim. With the staff reduction priority was given to other duties with immediate deadlines. With those deadlines the needed information was slow to update for the traffic demand model. Most of the data was updated by the end of December but MPO staff still needs to finish working with partners to confirm the information that MPO staff has done.

This has left a delay in the traffic demand model update on ATAC's end. Because of this ATAC needs an extension of the time in the contract. This will not affect the cost in the contract.

**Findings and Analysis**

- Work needs to be completed on the traffic demand model
- Does not affect cost of work done by ATAC.

**Support Materials:**

- Email with the contract changes

## GF/EGF Travel Demand Model Project Extension Request

From: Sandell, Rebecca (rebecca.sandell@ndsu.edu)

To: teri.kouba@theforksmopo.org

Date: Thursday, December 1, 2022 at 01:48 PM CST

Good Morning/Afternoon

North Dakota State University herein requests permission to extend the end date to **4/30/23** for Diomo Motuba's project with GF/EGF MPO:

<b>1. PI Name:</b>	Diomo Motuba
<b>2. NDSU Award Number:</b>	FAR0035698
<b>3. Sponsor Award Number: (if applicable)</b>	
<b>4. Award Title:</b>	Travel Demand Model Update for the Grand Forks/East Grand Forks MPO 2020 Base Year
<b>5. Sponsor Name:</b>	GF/EGF Metro Planning Organization
<b>6. Current end date:</b>	12/30/22
<b>7. New Requested end date:</b>	4/30/23
<b>8. Justification to sponsor for the time extension:</b>	The vendor providing the data did not provide the right type of data which is the reason for the delay. Other modules for the project have been completed, however, the project cannot be completed without this data. As of 11/21/2022, the MPO was still working on finalizing the data

If this request is amenable to you, please send your response to my attention via this email account. Thank you for your consideration of this extension request. Please contact me with any questions.

Thank you,  
Rebecca Sandell  
Award and Budget Officer  
NDSU Sponsored Programs  
701-231-8898



Schedule a meeting: <https://calendly.com/rebecca-sandell>



## MPO Unified Planning Work Program 2023-2024

Task	Update	% Completed	Local Adoption	State/ Federal Approval
Bike & Pedestrian Plan Update	Consultants are compiling the final draft and should be seeing it any day now.	85%	Apr. 2023	May 2023
Street & Highway Plan / MTP	Created draft goals and objectives.	38%	Dec. 2023	Jan. 2024
Aerial Imagery	RFQ Released in January		N/A	N/A
ATAC - Planning Support Program	On-going			
ITS Architecture	2024 Project			
ATAC - Traffic Counting Program	On-going			
Land Use Plan	On-going/As needed			
Future Bridge Discussions/Assistance	On-going/As needed			
Updating Policy and Procedures/By-Laws	2023/2024 Project			
Micro Transit Study	2024 Project			
Grand Valley Study	2023 Project			
Safe Streets For All (SS4A) Grant	TBD			
Smart Grant	TBD			

