

Happy Thanksgiving



TECHNICAL ADVISORY COMMITTEE MEETING
WEDNESDAY, NOVEMBER 8TH, 2023 – 1:30 P.M.
EAST GRAND FORKS CITY HALL TRAINING ROOM

PLEASE NOTE: Due to ongoing public health concerns related to COVID-19 the Grand Forks/East Grand Forks Metropolitan Planning Organization (GF/EGF MPO) is encouraging citizens to provide their comments for public hearing items via e-mail at: info@theforksmpo.org. 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/Edwardson _____
Riesinger _____

Mason/Schroeder _____
Zacher/Johnson _____
Kuharenko/Hunter _____
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 OCTOBER 11, 2023, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE

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ACTION ITEMS

- 5. MATTER OF PRELIMINARY APPROVAL OF THE STREET AND HIGHWAY PLAN KOUBA
- 6. MATTER OF APPROVAL OF THE SAFE STREETS FOR ALL (SS4A) RFP HALFORD
- 7. MATTER OF APPROVAL OF THE GRAND VALLEY RFP..... MANSKE
- 8. MATTER OF APPROVAL OF SAFETY TARGETS..... KOUBA
 - a. PM-1
 - b. Transit

NON-ACTION ITEMS

- 9. MATTER OF URBAN GRANT PROJECT SOLICITATION..... KOUBA
- 10. OTHER BUSINESS
 - a. 2023/2024 Unified Work Program Project Update..... HALFORD
 - b. MPO Updates:
 - 2050 Metropolitan Transportation Plan Summary Comments..... KOUBA
 - December TAC Agenda Items HALFORD
 - c. Agency Updates
- 11. 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
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CALL TO ORDER

Stephanie Halford, Chairman, called the October 11th, 2023, meeting of the MPO Technical Advisory Committee to order at 1:30 p.m.

CALL OF ROLL

On a Call of Roll the following member(s) were present: Wayne Zacher, NDDOT-Local Government; Andrea Ewardson, Grand Forks Planning; David Kuharenko, Grand Forks Engineering; Brad Bail, East Grand Forks Engineer; George Palo, NDDOT-Local District; Jon Mason, MnDOT District 2; and Ryan Riesinger, Grand Forks Airport Authority.

Absent: Steve Emery, Troy Schroeder, Ryan Brooks, Ryan Riesinger, Carter Hunter, Nancy Ellis, Rich Sanders, Michael Johnson, Lane Magnuson, Nels Christianson, Dale Bergman, and Jason Peterson.

Guest(s) present: Jason Carbee and Jeremy Williams, HDR Engineering; Blue Webber, Bolten and Menk Engineering; and Kristen Sperry, FHWA-Bismarck.

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

DETERMINATION OF A QUORUM

Halford declared a quorum was present.

MATTER OF APPROVAL OF THE SEPTEMBER 13, 2023, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE

MOVED BY PALO, SECONDED BY MASON, TO APPROVE THE SEPTEMBER 13TH, 2023, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE, AS PRESENTED.

MOTION CARRIED UNANIMOUSLY.

INTRODUCTION OF NEW MPO PLANNER

Halford reported that she is happy to announce that we finally have a new planner. She introduced Tyler Manske, the MPO's new Planner, and asked him to give a short introduction of himself.

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ACTION ITEMS:

MATTER OF APPROVAL OF 2024-2025 UNIFIED PLANNING WORK PROGRAM

Halford reported that you have seen this a couple of times, so it isn't anything new, but it is something that we have to look at annually. She explained that they have decided to use the same process they use for the TIP Program where every year we will do pretty much a new work program so we always know how the next two years will look and allow for not only staff but also our partners to better plan for what our future studies will look like.

Halford stated that what was sent out in the packet has actually been updated, there was a meeting yesterday where there was discussion that the One-Way Pairs are being studied by UND students, and the City of Grand Forks commented that it would be nice if we were able to move our study up, and she agrees that it would be a good idea, so they are thinking of wrapping up the grad study late spring and then we would ride their coat tails and the momentum of that study instead of doing it in 2025 and do it in 2024, but we have to see if our federal partners will allow us to make that change, but it would be nice to start that study half way through next year to kind of keep along with the momentum after the grad students are done with their study, we can start that conversation, so that has been updated and things have been moved around and carries into 2025 but instead of the entire project being in 2025, it will begin in 2024 and goes into 2025.

Halford said that she would open it up to any questions, input, or any corrections, this is forever changing even half an hour ago, but hopefully we are near the finish line.

Kuharenko commented that he would expand on what Stephanie just shared, that he was contacted by UND earlier this fall looking for projects for their Senior Design class, and he gave them a list of projects, and one of the groups latched on to this one. He stated that he thinks they have had three meetings now, and himself and Curt Dunn with the DOT are the practitioner advisors for that group and he will be very interested to see what those students come up with, and hopefully, as Stephanie mentioned, they will finish that up here this spring and it will be really beneficial, he thinks, to move forward with that momentum and move into the more solid study by a consultant and get that done and hopefully put this issue to bed. Halford said that that does keep getting brought up, not only from within the city and the MPO, but outside partners and the DDA keep bringing that up as well as some other organizations ask why the one-way pairs are there, why aren't they two lanes, so it will be good to have that study and really look at this.

Kuharenko stated that he has one minor correction. He referred to the Schedule Towards the 2050 MTP Update slide and pointed out that there is a second table below that he thinks is supposed to represent the 2055 MTP but it is listed as the 2050 MTP. Halford responded that she will look at that and make that correction.

Kuharenko asked if a motion is needed for this item. Halford responded that she is but added that, as you can see in the packet, there are still some things that are highlighted in yellow, including the funding tables that are at the beginning of the document, so that will be filled in,

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hopefully before the MPO Executive Policy Board meeting next week, so the motion should probably say subject to some additional changes/additions that need to be made to the document.

Palo referred to the table of contents, which are also highlighted in yellow, and pointed out that it shows 300.55 listed as the Micro Transit Study which we have changed to the One-Way Pairs Study. Halford responded that she will look at that and added that she knows that the table of contents was having trouble updating as she was changing things, which is why it is highlighted as well.

Sperry commented that when you have the table showing the voting and non-voting members, she did have a question, should maybe the wording for non-voting members be tweaked a little bit because if the voting person isn't there, in most instances the person that is shown as non-voting fills in for that voting person. Halford responded that that is a good point, and we will look at changing that wording to better reflect the members' status. Sperry added that there is one spot where you forgot to fill in your name for your new planner on Page 37, it still shows a vacant position. Halford responded that she will make that change and added that on the third page we spelled his name wrong as well, so we will make that change as well.

MOVED BY KUHARENKO, SECONDED BY PALO, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE 2024-2025 UNIFIED PLANNING WORK PROGRAM UPDATE SUBJECT TO COMMENTS DISCUSSED AND UPDATING THE FUNDING SOURCE SUMMARY AND TABLE OF CONTENTS.

Voting Aye: Kuharenko, Palo, Bail, Edwardson, Reisinger, Mason, and Zacher.

Voting Nay: None.

Abstain: None.

Absent: Peterson, Ellis, Emery, Brooks, Schroeder, Johnson, Hunter, Bergman, West, Magnuson, Ford, Sanders, and Christianson.

MATTER OF APPROVAL OF 2024-2027 T.I.P. AMENDMENT

Kouba reported that we received approval of the 2024-2027 T.I.P. from the NDDOT, so we are now able to start amending our 2024-2027 T.I.P. She stated that any changes or amendments that have been made to the 2023-2026 T.I.P. for the year 2024 are also included into the amendments to the 2024-2027 T.I.P., but beyond that we have some other improvements; we have the Interchange I-29 Project that was moved from 2024 to 2025, it is just a CRP and basically a rehabilitation project; and we also have the I-29 and 47th Avenue Interchange Project, that has been changed from an actual construction project to right-of-way acquisition in 2025, and then there were a few additional changes and then we also zeroed out the lump sums for various projects as well.

Kouba referred to the slide presentation and pointed that you can see in the new documents that we have a new project listings tables, and at the end she added a column to show amended and

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modified dates so we can continue to track when things are modified and amended into the T.I.P. She referred to the new projects list and pointed out that any changes are shown in red.

Kouba stated that other than what was just discussed she doesn't have any additional amendments and staff is seeking a recommendation of approval of these amendments.

Palo referred to the first amendment, and commented that you said the I-29 and 47th Avenue Interchange project is in 2025, but in the table it shows 2026, and he just wants to clarify which date is correct. Zacher asked if he was referring to interchange. Palo responded he was, for the purchase of the right-of-way. Zacher said that 2026 is the correct date for purchase of right-of-way. Kouba added that the date for the interchange is correct at 2026, but the I-29 from 32nd Avenue to US 81 project moved from 2024 to 2025. Zacher said, though, that the other project, the interchange, right-of-way should be in 2026. Kouba responded that that is correct. Zacher said that he could have sworn she said it was in 2025. Kouba said that it went from 2024 to 2025 for I-29 from 32nd Avenue Interchange to US 81. Zacher said that he just wanted to make sure because they are anticipating 2026 for the right-of-way project. Kouba stated that basically she had construction in 2026 and just changed the description from construction to right-of-way and changed the type of work and the cost of the project.

Kuharenko said that he has a question, on the I-29/47th Avenue Interchange project, in changing the project from construction to just the right-of-way purchase, is that State Project Number going to be the same or is it changing. Zacher responded that the project number will stay with the project throughout. Kuharenko said then that it doesn't matter if it is right-of-way acquisition, utility relocation, etc.. Zacher stated that the only reason the phases are being separated out in this case, is because it is a regionally significant project, and so that is required, so those numbers aren't included in the lump sum tables that are also added, so that was part of the process that Federal Highway had them change a few years ago. Kuharenko said, then, when they end up coming through here in the next month or so bringing forward the T.I.P. requests, they are probably going to end up having the construction of the I-29/47th Avenue Interchange in that, so he would assume they should have that as a separate line or is there some other way they should bring that request forward. He explained that right now we have the T.I.P. amendment for the right-of-way acquisition for the new interchange, and within the next couple of weeks or month, he will be sending through paperwork through their City Council, which is then going to end up coming to the MPO and the Technical Advisory Committee for modifications to the T.I.P., which he is anticipating will also include construction of this interchange, so would that just be our standard procedure of filling out our scoping work sheet or do we have to do something special. Zacher responded that his understanding is that, and maybe you know the process better than he does, but this project has not been identified for a construction year, so where they are at is the environmental document is getting ready to be submitted so they needed to see the next phase in the T.I.P. and the S.T.I.P. before they can get environmental clearance, so that is where the project is at currently. He added that design will be starting, and on-going, but in order for Federal Highway to issue a CAD-X on the project they needed to show that the right-of-way portion, or the next step in the project. Kuharenko said that he just wanted to make sure he was clear on all of that.

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MOVED BY PALO, SECONDED BY KUHARENKO, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE 2024-2027 T.I.P. AMENDMENT, AS PRESENTED.

Voting Aye: Kuharenko, Palo, Bail, Edwardson, Reisinger, Mason, and Zacher.

Voting Nay: None.

Abstain: None.

Absent: Peterson, Ellis, Emery, Brooks, Schroeder, Johnson, Hunter, Bergman, West, Magnuson, Ford, Sanders, and Christianson.

MATTER OF APPROVAL OF ITS ARCHITECTURE SCOPE OF WORK

Kouba reported that this is an item that indicates the starting point of the next cycle of our Metropolitan Transportation Plan Update. She stated that we work with A.T.A.C. on this particular item, which is basically updating the intelligent transportation system type projects or items that might come through into the future.

Kouba said that she did attach the scope of work from NDSU for this item and stated that staff is looking for any comments the Technical Advisory Committee may have as well as a recommendation to the MPO Executive Policy Board that they approve the scope of work and move this contract forward.

Kuharenko referred to Page 1, bottom paragraph, third line from the bottom where it says, “The project PI reviews...” and asked what PI is. He said that he didn’t see where that was defined. Kouba responded that she isn’t sure. Kuharenko asked if she could look into that and maybe update that. Halford asked if Wayne Zacher knew what it stands for. Zacher responded that he assumes that it a typo, or like a pm type of thing, or maybe it is instructor, a lot of the A.T.A.C. guys are also professors on campus. Kuharenko suggested it might be Principal Investigator or something like that, but if we could get that determined and updated that would be good.

MOVED BY KUHARENKO, SECONDED BY PALO, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE ITS ARCHITECTURE SCOPE OF WORK, SUBJECT TO DEFINING “PI”.

Voting Aye: Kuharenko, Palo, Bail, Edwardson, Reisinger, Mason, and Zacher.

Voting Nay: None.

Abstain: None.

Absent: Peterson, Ellis, Emery, Brooks, Schroeder, Johnson, Hunter, Bergman, West, Magnuson, Ford, Sanders, and Christianson.

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NON-ACTION ITEMS:

MATTER OF STREET/HIGHWAY PLAN UPDATE

Halford reported that Jason Carbee and Jeremy Williams from HDR Engineering, online here today to give an update.

Kouba commented that basically we are hopefully going to be starting to move this forward through the adoption process here in the next few months. She said that she did include kind of an adoption meeting schedule. She added that there was a question of whether or not to go to the Grand Forks City Council beforehand, but the suggestion was to not do that, but she knows there were some questions left over from the last meeting that she believes will be, once we've cleared up a lot of the final information, hopefully in this meeting we will be able to make the final presentation to both city councils as to what this draft will look like.

Kouba said that to kind of take us through this, and hopefully through that and the discussion of kind of those projects, she has Jason Carbee online. Zacher commented that, before Jason gets into it, your slide before, Teri, doesn't have the DOTs Management Presentation listed, but he has theirs scheduled, and he assumes MnDOT needs one, is that correct. Kouba responded that she has not heard one way or the other, Erika was supposed to be looking into that, so she will need to remind her of that. Mason commented that he hasn't heard anything on that recently either. Zacher said that he did invite Jon, Erika and Anna to the NDDOT presentation but in the past he believes that they have been separated but he wanted to make sure there was some overlap.

Carbee said that today, as Teri mentioned, he thinks we really want to focus on just making sure, and they will go over the report and some of the high-level content, but he really wants to make sure everybody is on-board with the project list, especially the short-term so we can kind of avoid as many MTP amendments or Street and Highway Plan amendments as we can. He stated that it sounds like, from the action item a minute ago, that we might need to add construction of the 47th Avenue South Interchange back in, if that dropped out we might need to add that so we can have a quick discussion about that after this just so he understands the timing of when this is live versus when that would show up in the next T.I.P.

Carbee stated that they did include a handout with some more details on the project list; it includes some of the vision projects, and then some of the revenue and funding information, but we will probably want to focus on, and he thinks you all have had a chance to see a lot of that already, but he thinks they really want to make sure that you are good with, in the handout, pages 14 through 21, so we will talk about that.

Carbee said that you all got a draft of the Street and Highway Plan, they are putting it into InDesign to make it look a little fancier and cleaned-up, and they had a Tech Editor go through and take one more review of the grammar and things like that to have it cleaned up in the next version, but he will go through some of this really quick as some of you have already seen some of it already, so kind of just an overview of the role of the MPO in that first chapter and then just

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the basic content and reasons for the MTP. He will talk about goals, objectives and performance measures, discussion on the federal planning requirements, what the goals that kind of provided that framework for the Street and Highway Plan were. He stated that they will talk a lot about the Street and Highway Plan engagement, and the range of things, they did just wrap up a meeting in September, and they will touch on that really quick on one of the slides in the presentation, but all the different ways that they engaged with folks in the development of the plan. He added that they do have a Community Profile, just kind of a discussion of the entire study area and demographic and socio-economic trends, the existing transportation system, an overview of stuff from earlier this year that you all had a chance to review and see. He said that they tried to boil that down a little bit in the main document, and some of that will have more detail in the appendix from their Street and Highway existing conditions summary.

Carbee stated that they talked about some of that growth, information that we were talking about, they got the forecasts this summer, and kind of walked through some of that and the impacts it has on traffic volumes and those project lists they started to develop, and then about street and highway strategies, just to kind of that higher level, kind of philosophies after talking with a lot of you and talking to all the stakeholders about going to a six-lane cross section on some of those mature corridors versus staying with the four-lane divided and looking at operational strategies and safety strategies to kind of get the most out of the system that we have today.

Carbee said that they also talked about the safe systems approach as we look to the safety action plans, incomplete streets, and making sure that we are incorporating that, and they talked about kind of how we got to the high-level list of potential strategies that were included in that vision plan, and what some of those strategies and priorities were.

Carbee stated that there was a lot of discussion at our current engagement milestone, and they did have an open house on September 21st at the River Cinema in East Grand Forks, and kind of caught people as they were coming and going, and basically had boards with information and an overview of the plan, how we got here, what the strategies we were looking at were, and then talked about some of the big picture preferences were for folks that were in attendance. He said that they had 16 folks come through and really interact with them on the survey, they talked with more people than that but they had 16 that sent through the survey, and you can see that they kind of grouped projects into preferences on things like south end inner-city bridge, and you can see that based on those 16 folks again, not a representative sample of what they heard, the top vote-getter would be a new south end inner-city bridge, and they talked about the concept of intersection improvements in East Grand Forks on Bygland and up on River Road just north of the Gateway Interchange, what kind of intersection improvements should we look at and taking those mature corridors and implementing safety and traffic operational improvements at the intersections, the 17th Avenue South crossing of the Interstate, the Merrifield Road Bridge, one of the concepts that kind of came out of their stakeholder engagement was a need maybe for that southwest ring route that might include like Merrifield Road and then a connection out to what is kind of Airport Road, kind of that southwest metro, and then kind of the growth area in south Grand Forks, making sure we are providing enough access and capacity to support those developments, and then improvements to the East Grand Forks Industrial Park.

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Carbee reported that the survey is still active through this Friday, and so they will incorporate whatever feedback they get into the appendix and there is a place for those results and they will get it into the chapter on public engagement, so if you have any channels to kind of push that survey here at the very end they would love to have a few more folks participate in that.

Carbee said that, and we talked a lot about this, but we have a Street and Highway funding and we classified some of these into sources like Federal, State and Local; a lot of the State would be what we call State Directed, and those would be on the State System, they have some federal sources to them, so it is a little bit of a mixed number on this but they break these down into more detail in the actual programs that they match up with on each side of the river, and again those were through those discussions they have had with everyone this past spring and summer about expected revenues, but then kind of work towards that fiscally constrained plan.

Carbee stated that he thinks the next slides probably looked at system maintenance requirements and looked at the operations and maintenance budget as is required by federal code, and we talked about this last time, but what it comes down to is that the bulk of what is in that fiscally constrained plan is a State of Good Repair Plan, and he thinks this is kind of building on at least the last two plan cycles. He said that when we look at our fiscally constrained list and the requirements of using reasonably expected revenues, we are really looking at pavement maintenance and reconstruction type projects. He added that we talked about the sources we used, and you all have done, each city particularly had given them a good project list to start with with of kind of their street maintenance needs, that pavement study that each city got completed in 2022 was a good source of information for the short-term, so they kind of took those two sources together and see that the fiscally constrained list is really maintenance projects, and we got that list of all the good ideas that came out of the plan, that is kind of that vision or illustrative project list.

Carbee said that now we get into that project list and he thinks that this is really where we are looking for your confirmation. He stated that they don't need to do it in this forum but they will be looking for some comments on these project lists, and we can kind of walk through each of these, or if you want we can talk off of the handouts, but the idea is that we want to make sure that we have what you feel are accurate 2023 costs, and that these are your priorities.

Carbee referred to the 2050 Street and Highway Projects – Urban Roads Program (Grand Forks) slide and pointed out that these are what they think would be the Urban Roads Program funding based on those funding amounts that we discussed with the NDDOT and the City of Grand Forks on what would be reasonable revenues and then kind of did year of expenditure costs, inflating them by, he believes was 4% per year compounded so that by the time we get to the long-term projects in that cost range of 2041 to 2050, we have the costs basically doubling for year of expenditure.

Kuharenko said that he has a couple of comments on this slide; on the long-term list you have South 48th Street, ID 84, but in the exhibit you are showing that segment as being in the short-term, he thinks that one they originally had in the long-term, but they were hoping to get it moved to the short-term just because that 47th Avenue Interchange, so he is guessing that the

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table just needs to be adjusted. Carbee stated that he appreciates the update; Jeremy and he were just talking about that this morning, they were looking at that and were thinking that 48th got moved up, so that is a table error, they will get that updated.

Kuharenko said that he also saw that you made a change on this compared to what the handout was where you struck out the Cherry Street project out of the illustrative, so we are good in that regard, and then as another general heads-up, the ID R-1 project in the short-term, South 48th Street from DeMers Avenue to 11th Avenue South, that is likely going to switch with the piece of 48th Street that is in the existing/committed, from 11th to 17th, so DeMers to 11th will be first and then 11th to 17th will be second. Carbee said, then, that they are showing DeMers to 11th as R-1 and that will actually move to the TIP committed. Kuharenko responded that is correct and added that they are going to end up reprogramming what is currently a chunk of ID R-7, they will end up putting that together in the next couple of weeks and bring it back to the Technical Advisory Committee as a request. He added that another thing, and it may need a more in-depth conversation, but there is currently discussions on the Epitome Energy, which is a soy-bean crushing plant on the north end of town, and that is likely going to end up requiring construction of a new roadway on North 55th Street, from pretty much Gateway Drive all the way up to 70th Avenue North, and then a chunk of 70th Avenue North between Washington and 55th Street and then he thinks some interchange improvements at Washington and I-29, so he is guessing right now, he doesn't see those being able to fit into the fiscally constrained model, but that is something that at the very least we would want to include in the illustrative list in case we get some additional outside funding but he will get you more details on that.

Carbee referred to the 2050 Street and Highway Projects City-Sub Target (East Grand Forks) slide and said that with the City's sub-target funds you can see where they have kind of the short, mid and long-term projects. He pointed out that they have intersection improvements at Rhinehart and Bygland in the short-term, and they have the 10th Street N.E. reconstruction project in the mid-term, and they have the 11th Avenue NE reconstruction project and the River Road intersection improvements project in the long-term. He stated that there is actually another inconsistency, and he wonders if one of those got swapped so he will have to make sure they get this table updated. He said that he would send the latest table to make sure that it fits with the city's needs, and again focusing on the short-term especially since we don't want amendments, but at the same time lets kind of try to most accurately reflect the vision if we can. Bail said that he would make sure that Steve Emery reviews it.

Carbee referred to the 2050 Street and Highway Projects – Urban Regional Program (NDDOT) and stated that they have a very extensive list from the NDDOT, and he appreciates that. He stated that, again, a lot of maintenance projects, so they kind of reflected those in the short, mid, and long-term, and again he doesn't know if anyone from the NDDOT has any comments on those, but they are reflected in the slides and the reports, so if there were any tweaks to the list, he would appreciate getting them in the next few days. Zacher responded that he will review it this weekend, but there are others reviewing it now as well, he just hasn't seen what other comments have been made yet.

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Carbee referred to the 2050 Street and Highway Projects – District Managed Program (MnDOT) and commented that they did have CHP that goes through 2032 and that kind of identified those projects. He stated that they haven't had a ton of ability to interact much with MnDOT staff on the project list, so that CHP kind of reflects everything through 2032 so it covers that short-term, but he would open it up that if there were some district managed program projects for the mid and long-term, they would like to include those. Mason responded that when he gets back to the office, hopefully within the week they can look at pavement conditions and life cycle and try to get an estimate for you unless that is something you guys have. Carbee responded that they don't so if you have a chance to kind of think through post 2032 that would be great. Mason said they would put something together for them.

Carbee commented that, again, this did a good job of getting us through the next five years of promoting projects from the MTP and Street and Highway Plan into the T.I.P., and that is obviously the core focus, but we want a reasonable plan too so they want to show that mid and long-term, so anything you can throw on there would be great. Mason asked, thinking of this as it relates to future MTP amendments and things like that to get within the time frames that we need to get to are we better off identifying more than less, or is there a balance somewhere in that process that we want to look at. He added that he is thinking along the lines of if we have to do relatively thin pavement improvements on any of these roadways, but it isn't within the MTP, or it is isn't identified anywhere in the long-term even, or the mid-term, what type of situation are we needing to get ourselves out of to get the process going through the MPO. Carbee responded that he would ask Teri and Stephanie, historically what they have done; some of those more minor maintenance type projects are included in the fiscally constrained, in terms of funding, and they are part of the fiscal constraint but it is more of a minor maintenance project it isn't necessarily included in the list and so he would ask Teri what they historically have done in terms of amendments. Kouba responded that she was hoping that those would be just under a bigger heading like maintenance type of projects that would have a certain amount of annual funding programmed to it and then you can choose what projects you want to put into it. She said that she doesn't know if that is what you put in with the O and M or not. Carbee responded that it would include some of those minor maintenance type projects. He said that that is what he was getting at, as long as you don't think that requires an amendment, but if you have a more major construction project that you think will be in the next five years let's get it in there. Mason said that that helps him, he was trying to frame it in his mind, the earlier the better, but he isn't always the one that comes up with these things, but they have to make it work. Kouba added that sometimes it is easier to swap out, whether it is an illustrative project or something in a later year it is easier to just swap out those years and say we are going to swap this project for that project, and it might just be a modification as long as they are roughly the same amount.

Carbee stated that they really appreciate everybody pitching in to get some reviews into them on this. He said that they are getting it into a kind of non-Microsoft Word document; kind of a more graphically appealing document, more ready to go, an electronic based document. He added that one big thing they did was, that they added, was an Environmental Justice comparison of the projects that are in the plan to the disadvantaged populations that they identified, through the MTP process, and so that would be one of the bigger additions, and then one of the other things, one of the late things they were able to get from the model within the last couple of weeks was

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the VMT info they needed for the carbon reduction or the carbon footprint estimates that the MPO has been doing on the last couple of plans at least. He said that they were all kind of waiting for direction on the carbon reduction but he thinks the MPO has tried to get out in front of that a little bit, so they are starting to look at what the carbon footprint of transportation is in the region, so they are building on the methodology from the last plan, just kind of for that time series consistency.

Carbee said that those are the two elements that really, he thinks probably appeared more recently just due to some late breaking data, and then he thinks part of the street plan, kind of being the major part of the umbrella for the Metropolitan Transportation Plan, was going through and checking all of the goals and objectives and matched them up with not only the federal requirements but the federal planning factors to make sure we are consistent with the intent of the code of federal regulations on metropolitan transportation planning.

Carbee referred to the Remaining Schedule slide and commented that he did add the NDDOT Management Presentation on November 3rd to the list, and Teri showed the schedule going forward, so getting the public ready draft out, based on your comments and any last survey responses they get still this week, getting slides together for the management presentation, and if MnDOT wants a separate presentation they will get that ready too.

Kouba said that she just wanted to remind everybody that she did send out that draft so if you can get your comments in as soon as possible that would be great so they can get things buttoned up and provided on-line. She added that they are intending to start the presentation process to the Grand Forks Planning and Zoning on November 1st, so she wants to give Jason and HDR time to put everyone's comments into the plan.

Carbee stated that he really appreciates everybody making time during a very busy time for local jurisdictions and state jurisdictions in our current transportation environment.

Kuharenko said that he has one more comment, and it was actually in the packet, he thinks it was like a page at the end of that slide show, that 2050 Street and Highway Alternatives and Committed Projects, where you have all the different colored lines for all the long-range way out there projects, it has all the underpasses and those types of things. Kouba commented that it was in the handout you sent. Carbee pulled up the map. Kuharenko stated that, just a heads up, in the southwestern quadrant of the city, we have Project 50 and 51 just west of the Interstate, where there is the big black box, that is supposed to be 42nd Street but it looks like they are actually placed at 44th, so just a minor shift of those projects, and he thinks that is the only comment he has on the stuff you have in here. Carbee responded that he would make that correction. He added that the only other big change might be that, when you look at that big black box around the interchange, might be to show a portion of that in the existing or short-term. Kuharenko stated that he thinks some of that really boils down to whether or not they are going to pursue federal funds for that or do it locally and he thinks right now they are pretty well committed to urban funds. Carbee said that he is open to suggestions on that. Kuharenko responded that he would think that as long as we have it in our big illustrative list, that we can at least show it is in the plan in case funding does become available we can always point it out and

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show it is in the plan. Carbee said then, that as long as it is on the map, we will call it good for now. Kuharenko said that would be fine, and then as he said he will get more information on that Epitome stuff, so we can get incorporated into that as well. Carbee said that would be helpful and then they will send back the map of your urban roads, and they will do the same for East Grand Forks because he thinks they had a late change that needs to be reflected.

Carbee stated that if there is something else that somebody notices on these lists that is missing and needs to be included; on the North Dakota side he knows there wasn't any NHPP or IM type on the system shown so NDDOT he thinks we need to show, he knows we had an interstate corridor study a few years back that showed some of those changes, but if some of things shown on that illustrative list need to be shown on the short, mid, or long-term let them know. Zacher responded that they will look into it.

Kuharenko commented that he just got an email from Christian Danielson with some of those cost estimates as well for that Epitome stuff, so he will forward that to Jason and Jeremy right now.

Halford thanked Jason and Jeremy for all their hard work and stated that they have been really great to work with.

Information only.

MATTER OF GRAND VALLEY RFP DISCUSSION

Halford stated that this will be Tyler's first project. She explained that this is something that we were talking about at the beginning of the year so some of your comments you might have already shared with him or herself, but since we are going to have Tyler take the lead on this project, and she will be helping him, you might have to repeat some of the comments and things you are looking for with this RFP.

Manske said that the Grand Valley RFP, request for proposals, is a product of a request from the City of Grand Forks who is looking for some type of pedestrian crossing in the 62nd Avenue South area.

Manske referred to a map of the area and pointed out the study location and explained that the proposed study area, and we are going to get into this a little more in a second here, he currently has listed in the RFP and staff report, as going as far as Columbia on the west side, Belmont on the east side, and stopping at Merrifield or 12th Avenue on the south side, and then he has "to be determined" for the northern border right now, got it listed as the 62nd Avenue Study, and that is just because when he was putting this together that is the corporate city limits currently, but that is open to interpretation.

Manske stated that the purpose of this RFP is just to provide a feasibility study to the City of Grand Forks to see what type of pedestrian crossing might be necessary in this area. He explained that originally they were thinking maybe an underpass, but that is where he needs your

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input, is an underpass something that you would like to see in this area, or should we be pursuing other options, when we are writing up this RFP do we want to just say underpass and stick to that or open it up for the consultants to kind of determine other options, and then also, since this is a discussion if you want to disobey Stephanie's orders and grill him and really put him through the wringer, if you have anything within the RFP itself that needs to be discussed he would be happy to make some changes there to as well considering this is his first one for the MPO, and with that he would entertain any questions or comments you may have.

Kuharenko stated that he has just a couple of minor comments on the document itself. He referred to Page 17 and pointed out that you have the public involvement meetings and local government presentations, and it looks like you have the text of six and then in parentheses you have 3 but it also looks like there some little sticky note on that as well so he isn't sure if that was a comment from edit, he couldn't see, but he has a print version. Manske responded that he will get that changed. He explained that he had originally set it for way more than he probably should have just because he wasn't sure exactly what the appropriate amount was, so we kind of settled on three and he forgot to change the word six to three.

Kuharenko said that he thinks you do bring up some good points, he knows originally when this study was conceived they were looking at an underpass but right now we are projecting to put a signal at Washington and 62nd Avenue, and putting an underpass at a signal, although not unheard of as there is one at Columbia and 2nd and underneath Gateway Drive over by Wilder Elementary School, but he thinks the potential of looking at other pedestrian crossing alternatives is also a beneficial thing, so it might be advantageous to discuss crossing options and alternatives to see what is really feasible and what makes the most sense. He said that he doesn't know if that could end up impacting the costs, which he knows there are limited funds available, so if we can look at additional pedestrian crossing alternatives, great, otherwise he knows that the original intent of this was primarily to look at a pedestrian underpass and where it could be located in this area primarily because we have that development to the southwest and he knows that the school district has a parcel on the east side of Cherry on the north side of 62nd Avenue, and part of their concern is if this area continues to build out, and if that new elementary school gets built he thinks there is potential of another build out in that area as well, but detail is still pending on that one, so it is primarily looking at how do we get not just pedestrians but bicyclists too, so we forgot about that piece, so how do we get non-motorized people across Washington or across 62nd, so probably just a little bit more details on that one, and if you have any other questions or you want to bounce around a couple of other ideas feel free to give him a shout. Manske said that with that being said do you think that with what you said about Cherry Street, would you like to see this study go a little bit farther north than 62nd maybe. Kuharenko responded that that you have your northern road to be determined, so realistically you could almost say 47th on that one because if your center point on this study is 62nd and Washington and your western boundary is Columbia and your eastern boundary is Belmont and your southern boundary is Merrifield Road, in keeping a similar boundary to the north that would be 47th.

Zacher commented that he would tend to agree with opening up the options because you don't want Federal Highway saying you pre-determined anything, especially in the next phase, so he would open it up.

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Zacher stated that, and this kind of ties to both of these RFPs, not that he is going to post the Safe Streets For All RFP, but they both have the same due date and the same interviewees, are you sure you want to do that to yourselves. Halford responded that the due dates and interviewees are still to be determined. Zacher said that he would just say you should kind of keep that in mind as things are coming due. He asked if these RFPs are okay being non-action items, and he is only asking because other MPOs run the RFPs through their Technical Advisory Committees and MPO Executive Policy Boards, but we don't have times on these, so is that your process. Halford responded that originally we were going to have them as action items, but as we were talking through them and getting the packet ready we decided that there were still too many unanswered questions and it was looking too much like a draft, that we didn't feel comfortable having them come forward as an action item, but just as a non-action item to get feedback from the group and then bring it back is what our plan is. She added that those dates, and what you said, were the original ones for Safe Streets For All, but now they will be altered because they won't come back until November for approval. Zacher said that that is fine, because he also had on here as to why he didn't see that, and he would tend to go through them beforehand instead of five minutes before the meeting. Halford stated that there is room to still have some conversations beforehand and kind of looking at both of them as opening up to who wants to be on the committees, who wants to be part of the conversations to give it these more of a fine tooth comb touch-ups, and then also moving forward to opening up who we want to sit on the committees for the study as well, but these are just draft drafts, not looking for approval on either of them but looking for all sorts of feedback to make them the best versions they can be so we can get the studies we are looking for.

Manske said, as Stephanie already touched on, his next question would be to see if anyone is interested in this particular study, he would love to have you, he will be forming a committee, likely we will be meeting on Teams, and it will hopefully be pretty easy, not too constraining. He stated that you can just email him if you are interested. Halford commented that we definitely have a list of people that we think should be on them so if you haven't said something today, we will be reaching out to you. Kuharenko said that he will probably have Carter Hunter on both of these.

Information only.

MATTER OF SAFE STREETS FOR ALL RFP DISCUSSION

Halford reported that we kind of hit on this a little bit already and started talking about it and it is the Matter Of Safe Streets For All RFP discussion, so very similar to the previous RFP discussion. She said that originally our intent was to have these as final drafts, looking for just minor tweaks, and then approval, but these are really just kind of, they realized that, especially with this one, it is such a different beast than we have ever tackled before, so we are really looking for a lot of input on this one, and this one does have a little bit healthier budget so we can really ask for a lot of things with this one, so just looking for any kind of comments questions on this RFP, and again, the dates shown will change, but it gives you kind of an idea, and on this one she did add more public participation, more input going to our different

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committees, and having our stakeholders being involved through the whole process because this is a two year process, it is a new process and something we have never done before so we definitely want to make sure we are heavy on those ends.

Zacher asked if this is one of that Kristen posts, or are you required to post this one on your own, or how does this one work because he doesn't remember posting Fargo's, and they got the same grant, so he is just curious on how these work, he thinks it is a little bit different. Halford said that she doesn't mean to put Kristen on the spot, but she is going to. She stated that she has reached out to you because she has similar questions like is there anything else that we need to put into the RFP that we don't normally have to put in, and she hasn't heard back, and she also gave engineering and planning on both sides a little bit more time to review it, and she hasn't gotten any comments from anyone so she doesn't know where we are standing with anything so she is kind of hoping she will get lots of feedback at this meeting.

Sperry responded that they haven't really been given a whole lot of requirements/guidance on this, if you are following a similar process of what you normally do, it seems like it is adequate, they haven't received anything that says otherwise. She said that she does have a request that once you do get somebody under contract if you could have the consultant do the similar write-up when you send the bills, because she has a form on her end that she has to justify that they can approve the bills that you submit based on the work you say you are doing, so if you could submit, she doesn't think when they originally went through the agreement that that was part of the requirement, but it makes being able to pay and reimburse you much quicker. Halford said, then just following the same process as we have, that is definitely doable.

Zacher asked, though, as far as posting the RFP, is it up to the MPO on where they want to post it, because he doesn't recall posting Fargo's Safe Streets For All RFP. Kristen responded that she doesn't know if it ever did get posted. Zacher said that is more so what he was questioning, that he didn't do anything, because he knows that this is completely separate from the other CPG stuff that they do, his hands were pretty much washed clean on Fargo's so he just wanted to ask the question and to make sure that we go through the right process so Stephanie doesn't end up paying for this out of pocket. Kristen said that she could reach out and ask Adam what they ended up doing too. Halford stated that that would be great because we definitely want to do this right, not only through the process but for our partners too because this is a great opportunity. Kristen agreed. Kouba stated that she would be asking if we could use NDDOT's release of RFP process because that does get more views than what we could ever get. Halford agreed, and asked if that would be a conflict for them. Zacher commented that he takes it back, he did post it. Halford stated that we will be posting this on our outlets as well, but if we can get the DOT to post it to their channels as well that would be helpful.

Halford said that any feedback or input on the language of the RFP, really the nuts and bolts, the body of it, it was really, since this is something we have never done before, she took a lot from other communities, what they are doing, what they put there already, there is no reason to recreate the wheel, but we definitely want to make it what our community needs and wants, so any other tweaks or additions that she can use to give it more meat would be appreciated.

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Kuharenko stated that he has a couple of comments, Page 15, under Scope of Work, the very bottom paragraph kind of goes into the outline, it isn't necessarily all inclusive, one of the things that is more cya is probably adding some language in there, and as he said he didn't have a lot of time to go over this, but just the general concept of including any necessary requirements for the Safe Streets For All Program, because one of the things he doesn't want to see happen is we have this, it goes out to a consultant, the consultant prepares their scope of work, and at the end of the day they are missing a handful of items to make the plan applicable for a construction, like we are missing components x, y, and z of our action plan, so just kind of a general catch-all saying it needs to meet all requirements of the Safe Streets For All Program, that would probably some good language to add to that paragraph somewhere, somehow.

Kuharenko said that on Page 17, for Tyler, it isn't just you, on Page 17 under public involvement meetings, we have an 8 we've got a 6. Halford responded that she will get that cleaned up, kind of going with what she said at the beginning, she wants this to be heavy in public involvement, with our partners and with the public; do we want 6 or eight, it is a two-year project. Kuharenko said it is a two-year thing and he also thinks that if you have more public input meetings you might be able to get more isolated or more focused areas, if you do just the general, hey we are looking at safety throughout the entire City of Grand Forks input will probably be pretty minimal, if there are some of these hot spot areas that are a concern to residents and we can get a focused area, he does appreciate direct mailers, that sort of thing, so he thinks having more meetings is better in that regard because that way we can get those focused areas and potentially those focused projects that could have a large impact to those areas. Halford said that they did a similar thing with the Bike and Ped when we did those focused areas and that seemed to be a good way to go. Kuharenko said that he would say, as additional coverage for you for the future, and for this one, if you have language in here on direct mailers, make a note that it is included in the price, so the MPO doesn't have to pay for it. He added that as he said, he didn't have a lot of time to dive into this, so those are his initial comments, if he has more, he will get them to you. Halford said that that kind of goes along with her next question, beside those two questions you had, nobody else had anything today, should she give everyone a couple of days to get feedback to her, maybe by the end of next week, or do you want to meet as a group to discuss things, what is everyone's thought on that, so we can keep things moving forward. Kuharenko responded that he thinks it would be advantageous to keep this moving, but at the same time if we have to go through the official channels to get RFPs approved, he thinks we need to follow that procedure. Halford stated that it will come back in November or December for final draft approval, but she wants the partners good with the draft we have and ready to move it forward, so do people just need a week to review and get comments back to her or do they want to come together for like a little Teams meeting in the next week or two to discuss it. Kuharenko said that if you want to meet as a group his next week is shot, the following week is probably better, but either way he doesn't think this is going to be too extraordinary; he would think we just need comments back by the end of next week. Halford agreed and said that she would like to get comments by noon Friday, October 20th.

Mason asked if there are any examples in the country where these have been completed. Halford responded that that is where she stole a lot of the language, from RFPs that are out there as there is no reason to recreate the wheel so she took a lot of language that made sense for our area from

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those that were closer to our needs and budget because there were some that didn't get funding but are going after that plan and just funding it internally, and then there were some that were awarded half what we got, some got way more than us, so there was kind of a fine line of taking a little bit here and there and making it make sense for us. Mason said he was more thinking of along the lines of a completed plan. Halford responded that there are just RFPs, this is a new program and we got funding from the first round.

Information Only.

OTHER BUSINESS

A. Draft 20-Year Minnesota State Highway Investment Plan Comment Period

Kouba reported that MnDOT is looking for comments on their Draft 20-Year Minnesota State Highway Investment Plan, which they have available on their website: www.MinnesotaGO.org. She stated that comments are due by November 8th.

Kouba commented that they are holding some public hearings at various locations, however none of the locations are close to our area.

Kouba stated that there is also an outside solicitation for HSIP that opened in September and applications are due November 22nd.

Information only.

B. 2023/2024 Annual Work Program Project Update

Halford reported that this is where we are on the 2023/2024 Annual Work Program Project Update. She referred to the project list and pointed out that we have a couple of projects that are 100% completed, which is nice. She said that the Street and Highway Plan is coming to the finish line, and we talked about that already. She added that we started talking about the ITS Architecture. She said that even though we are talking about the RFP we will not start that until January or February of next year, but just wanted to get it started so it is ready to go next year. She stated that the Land Use Plan isn't until 2025/2026, but we just wanted to get it on your radar. She said that the Micro Transit Study is programmed for 2025, but just like with the one-way pairs who knows, it might get shifted around, but as for now it is in 2025. She stated that the Grand Valley Study, we already talked about, will mostly be worked on next year but it is a very quick turn-around project, and we are looking at doing that by the end of the year. She said that Safe Streets For All is a two year project, so we are looking at the end of 2025.

Zacher said that he has a question, currently your MTP process is a little bit different just because you are doing that in-house, correct, just kind of formatting it together. Halford responded that is correct.

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C. Agency Updates

- 1) City of Grand Forks: Kuharenko reported that they will be getting paperwork put together and staff reports put together regarding all of the various programs that they have out there, so he is hoping to be able to bring an informational item to their Committee of the Whole on the 23rd, and then seek approval at the November 13th Committee of the Whole meeting and at the November 20th City Council meeting, so he is getting that over to the MPO either the week of Thanksgiving or the week after to get it on the December agenda, that is his game plan at this time.

Information only.

ADJOURNMENT

MOVED BY PALO, SECONDED BY KUHARENKO, TO ADJOURN THE OCTOBER 11TH, 2023 MEETING OF THE TECHNICAL ADVISORY COMMITTEE AT 2:55 P.M.

MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by,

Peggy McNelis, Office Manager



MPO Staff Report
Technical Advisory Committee:
November 8, 2023
MPO Executive Board:
November 15, 2023

STAFF RECOMMENDED ACTION: Preliminary approval of the Draft Street & Highway Plan.

TAC RECOMMENDED ACTION:

Matter of Preliminary Approval of the Draft 2050 Street & Highway Plan

Background:

The five-year update to the Street and Highway Plan provides an opportunity for the community partners to revisit the changing priorities and needs for the regional system. Going beyond just checking the boxes of federal requirements but reviewing shifting growth patterns and community priorities. HDR and team plan to put emphasis on community engagement throughout the process. HDR has teamed up with CPS, Ltd. and Praxis Strategy Group to help drive community engagement and stakeholder engagement.

The consultant has utilized the MPO's TAC to provide input and oversight throughout the study process. Presentations to City Councils and public meetings were held at key points of the planning process to gain valuable guidance and insight to give the plan the needed support and vision for a community-based plan.

To meet the deadline of adopting the updated 2050 Street & Highway Plan by December 29th, 2023, MPO staff and our consultant, HDR, will be requesting that local partners consider amending their Comprehensive Plans to include the Street & Highway Element. This is the last element of the MPO 2050 Metropolitan Transportation Plan that will update the currently adopted 2045 Metropolitan Transportation Plan.

Meetings and presentations are scheduled prior to the TAC meeting and updates will be given verbally. The schedule for the meetings is part of the support materials. Please let staff know if additional meetings and presentations are needed.

Findings and Analysis:

- The Street & Highway plan is an element of the MTP.
- The deadline for adoption is the end of December 2023.
- Draft document has been provided.

Support Materials:

- Presentation
- Plan Adoption Schedule

Meeting/Event	Date	Comments
Draft Plan for TAC/Staff Review	October 3	The draft plan will be sent out for comments. Final public input won't be included yet but it won't be a huge impact on the document.
Deadline for TAC/Staff comments	October 13	Comments needed by this time so that they can be included in the document before adoption process begins.
GF Planning & Zoning	November 1	First reading/preliminary approval of ordinance to adopt into Comprehensive Plan.
NDDOT Management	November 3	Present Plan and MTP to NDDOT Management
MnDOT Management	November 8	Present Plan and MTP to MnDOT Management
EGF Planning & Zoning	November 8	Adoption of ordinance to adopt into Comprehensive Plan.
MPO TAC	November 8	Preliminary approval of plan.
GF Committee of the Whole	November 13	Present Plan for adoption into City's Comprehensive Plan.
EGF City Council Work Session	November 14	Present Plan for adoption into City's Comprehensive Plan.
MPO Executive Board	November 15	Preliminary approval of plan.
GF City Council	November 20	First reading/preliminary approval of ordinance to adopt into Comprehensive Plan.
EGF City Council	November 21	Approval of ordinance to adopt into Comprehensive Plan.
GF Planning & Zoning	December 6	Final reading of ordinance to adopt into Comprehensive Plan.
MPO TAC	December 13	Final approval of Plan
GF City Council	December 18	Final reading of ordinance to adopt into Comprehensive Plan.
MPO Executive Board	December 20	Final approval of Plan



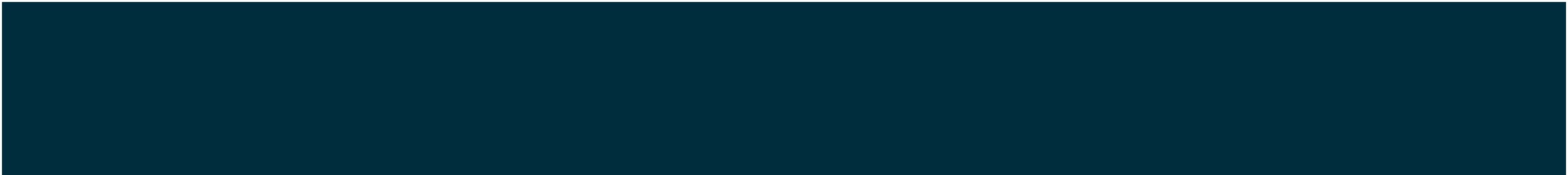
Grand Forks - East Grand Forks

METROPOLITAN
PLANNING ORGANIZATION

STREET AND HIGHWAY PLAN UPDATE

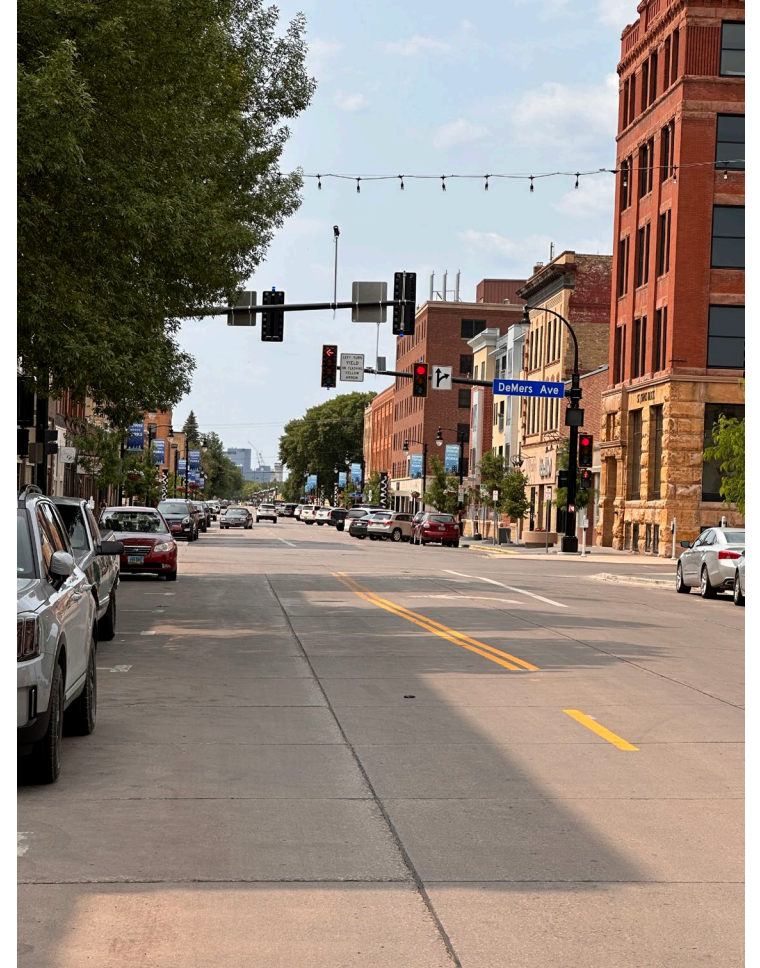
NDDOT MANAGEMENT PRESENTATION

NOVEMBER 3, 2023



AGENDA

- Draft Plan Elements
- Public Engagement Summary
- Vision Plan
- Constrained Plan
- Next Steps



STREET AND HIGHWAY CONTENTS


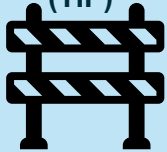


- Introduction
- Goals, Objectives, and Performance Measures
- Plan Engagement
- Community Profile
- Existing Transportation System Performance
- Future Trends and Needs
- Street and Highway Strategies
- Street and Highway Funding
- Fiscally Constrained Plan
- Environmental Mitigation
- Federal Compliance



CHAPTER 1 – INTRODUCTION



- Overview of the MPO, Metropolitan Transportation Planning Process
- Topics covered by the Metropolitan Transportation Plan











Metropolitan Transportation Plan (MTP) 	Identify how the metropolitan area will manage and operate its multimodal transportation system to meet the region's economic, transportation, development, and sustainability goals for the planning horizon while remaining fiscally constrained
Transportation Improvement Program (TIP) 	Annual listing of upcoming transportation projects that covers period of at least 4 years, developed in coordination with state and public transit providers. The TIP shall include all regionally significant projects receiving federal funds and align with the MPO's MTP.
Unified Planning Work Program (UPWP) 	Annual or biennial statement of work that identifies the planning priorities and activities to be carried out within an MPO area. MPOs are required to develop a UPWP to govern work programs for the expenditure of federal funds.
Public Participation Plan (PPP) 	Outlines how the MPO will work to achieve public participation in all of its planning activities.

CHAPTER 2- GOALS, OBJECTIVES, AND PERFORMANCE MEASURES



- Discussion of Federal Planning Requirements
 - Federal Metropolitan Planning Factors
 - Federal Planning Emphasis Areas
- MTP Alignment with State planning documents
- MTP Goals and Objectives
- MPO Performance Measures
 - Performance Measure targets
 - Progress made towards targets

Metropolitan Planning Factors

-  Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
-  Increase the safety of the transportation system for motorized and nonmotorized users.
-  Increase the security of the transportation system for motorized and nonmotorized users.
-  Increase the accessibility and mobility of people and for freight.
-  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.
-  Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
-  Promote efficient system management and operation.
-  Emphasize the preservation of the existing transportation system.
-  Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
-  Enhance travel and tourism.

STREET AND HIGHWAY PLAN – GOALS AND OBJECTIVES



Efficient and Reliable



Safe



Connected and Accessible



Preserved and Maintained



Sustainable and Resilient

CHAPTER 3- PLAN ENGAGEMENT

- Summary of MTP Public Engagement efforts
 - Public Open Houses
 - Stakeholder Meetings
 - Online Engagement
 - Policy Board and TAC Engagement
 - Survey Results



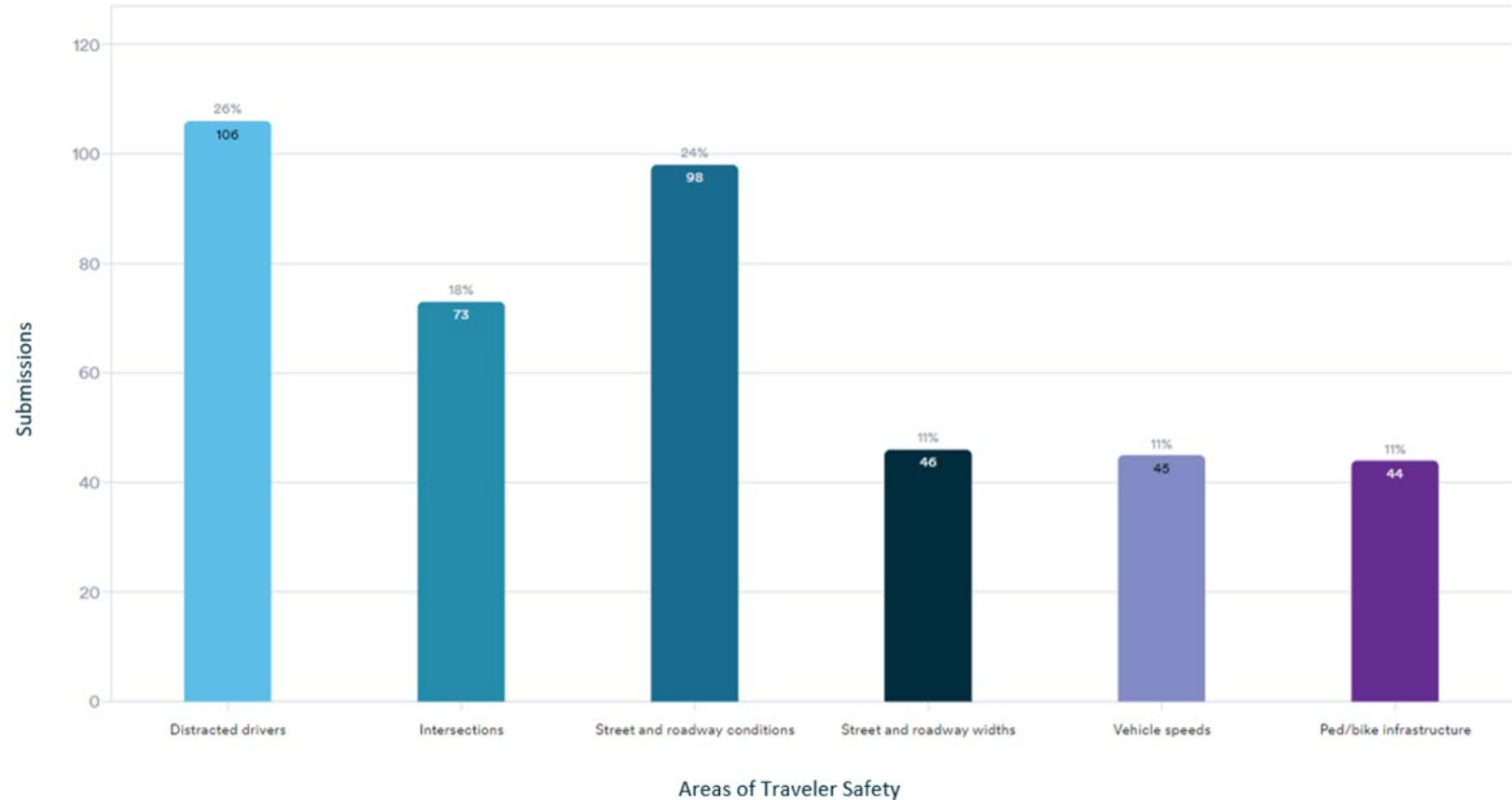
IN PERSON ENGAGEMENT

- Engagement Structured around 3 milestones –
 - Issues and Goals Input
 - Strategies Input
 - Draft Plan Input
- Public Open Houses (all 3 milestones)
- Stakeholder Meetings (first 2 milestones)



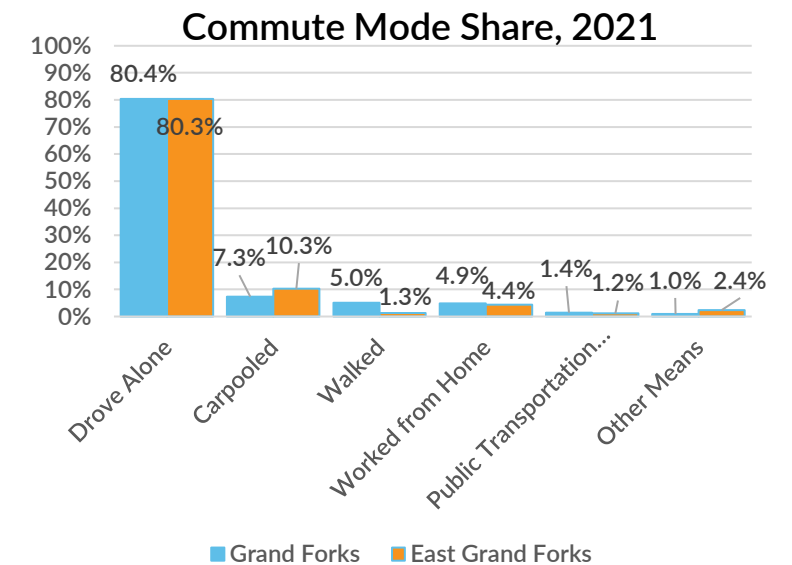
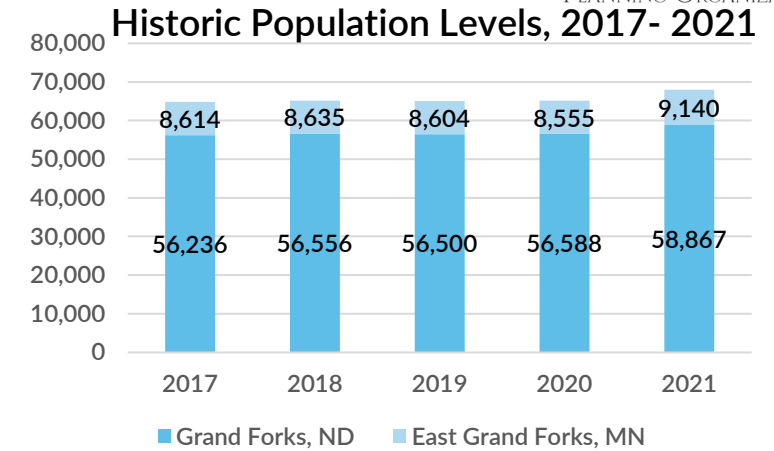
ADDITIONAL ENGAGEMENT

- Online Surveys
 - Conducted as part of Open House events
- Agency Engagement
 - Series of Plan progress presentations
 - Grand Forks, East Grand Forks City Councils
 - MPO TAC and Executive Policy Board



CHAPTER 4- COMMUNITY PROFILE

- Discussion of MPO Area demographic and socioeconomic trends
 - Population growth
 - Housing
 - Employment
 - Commuting

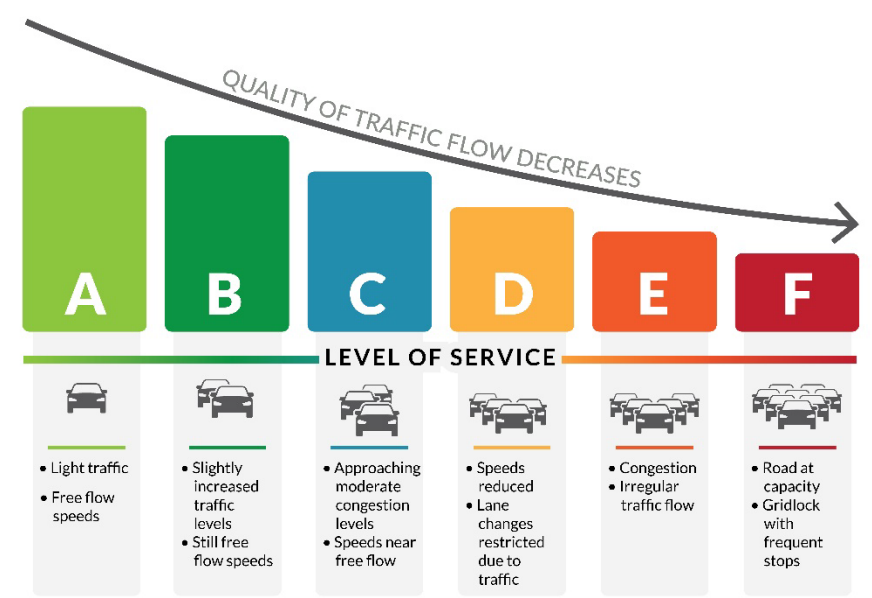
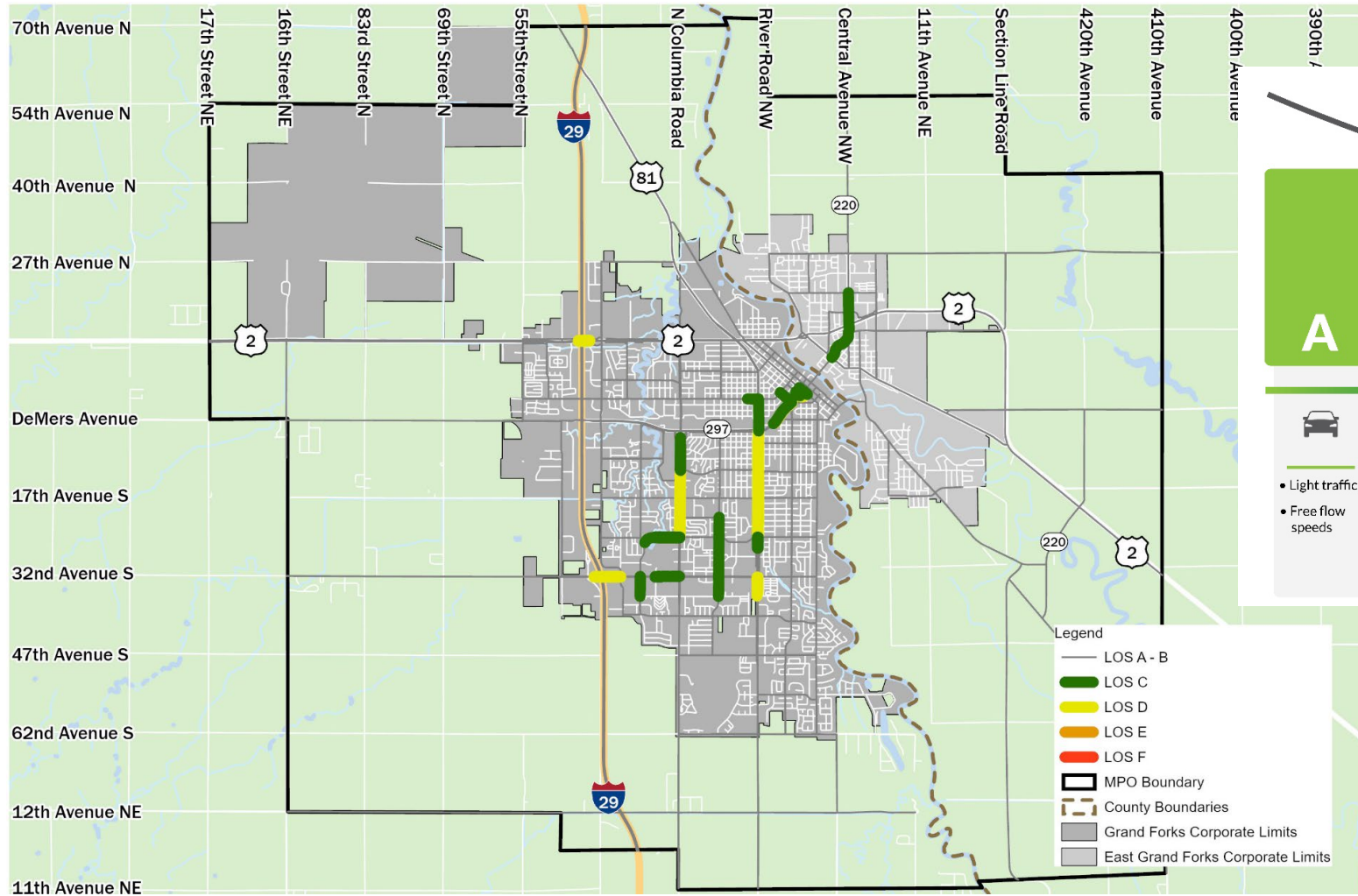


CHAPTER 5- EXISTING TRANSPORTATION SYSTEM PERFORMANCE

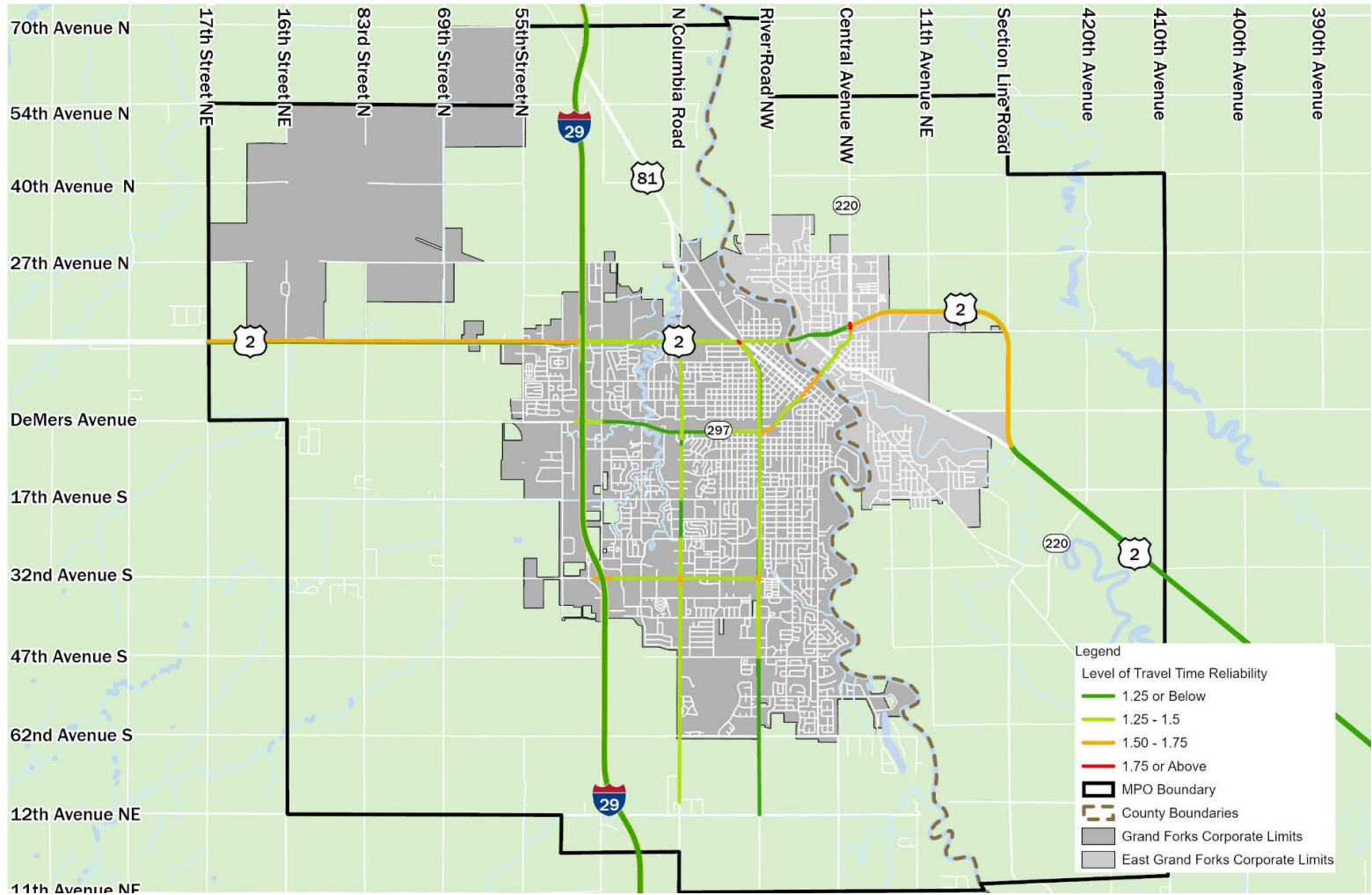
- Analysis of key existing transportation system topics
 - Traffic Operations
 - Safety
 - Travel reliability
 - Asset condition
 - Freight system
 - Bicycle and Pedestrian system
 - Transit system
 - Existing regional connections
 - Environmental resources



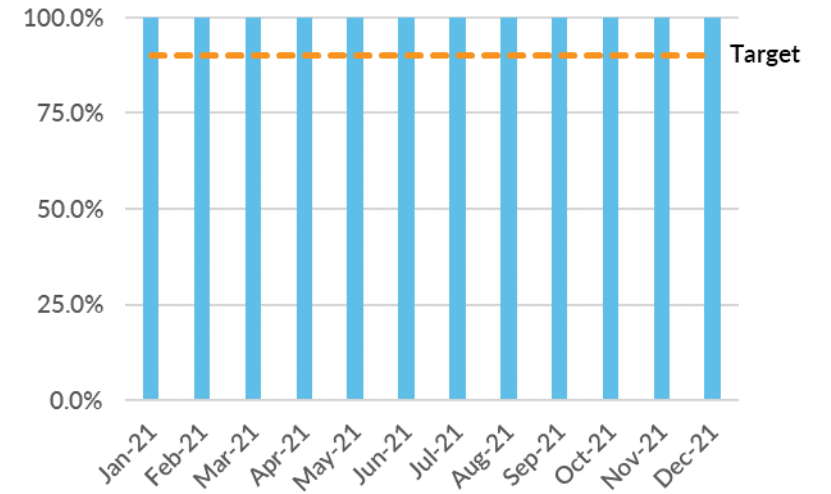
CURRENT TRAFFIC OPERATIONS / CONGESTION



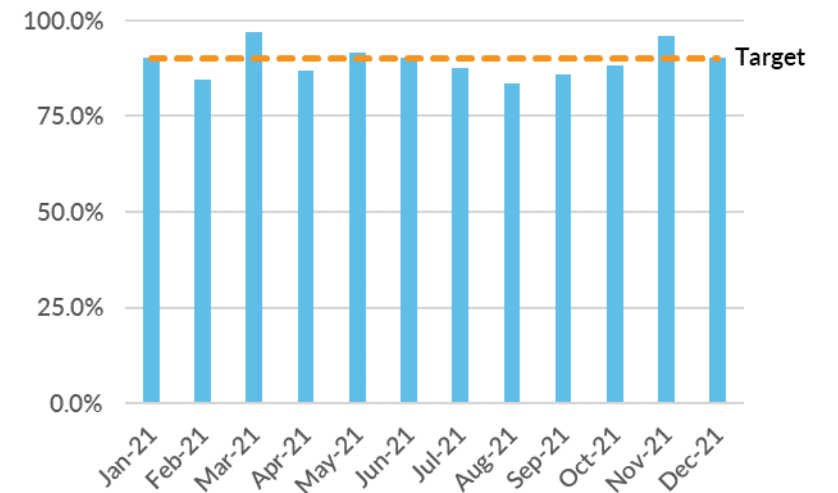
TRAVEL RELIABILITY



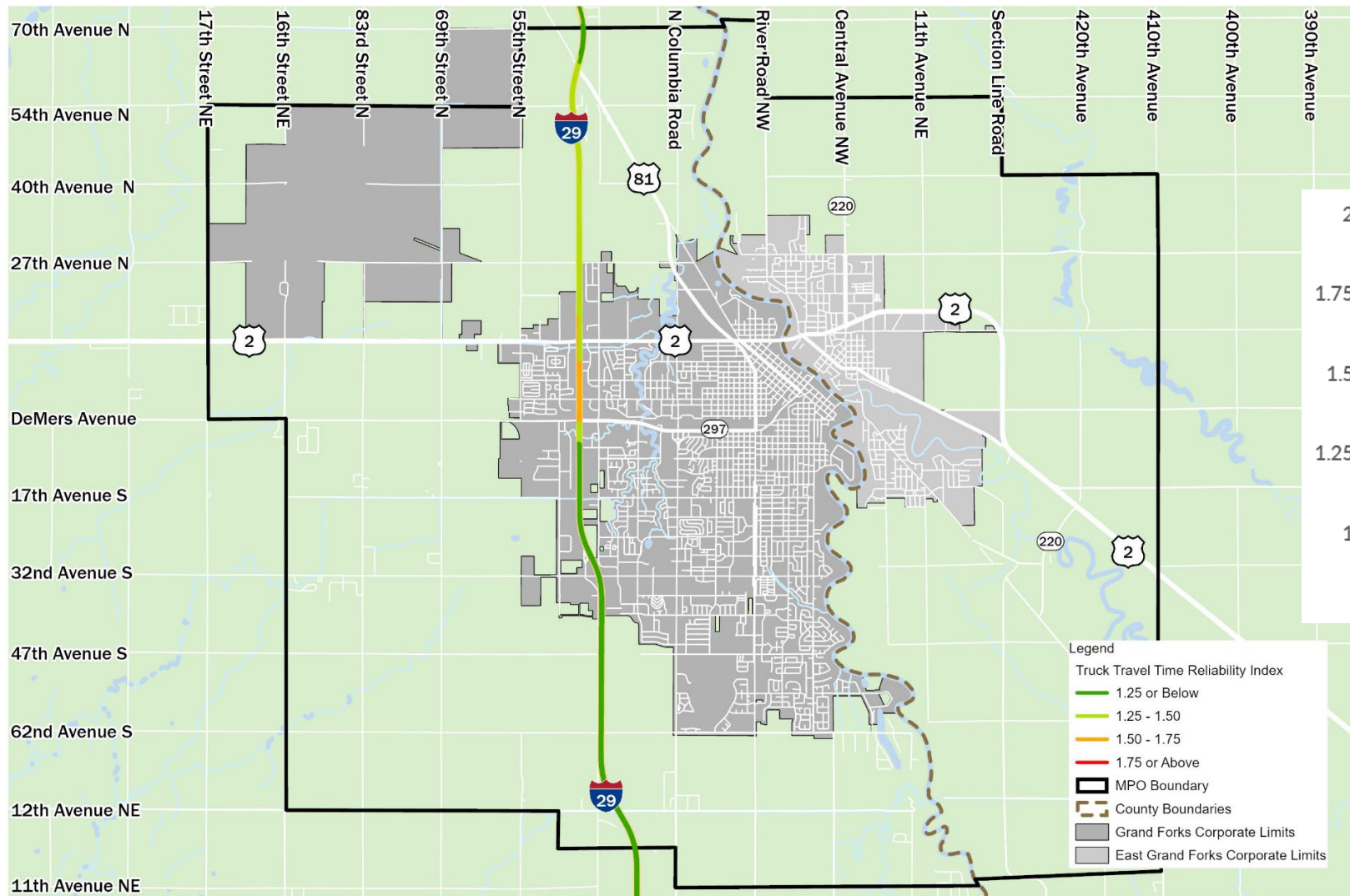
LOTTR FOR INTERSTATE



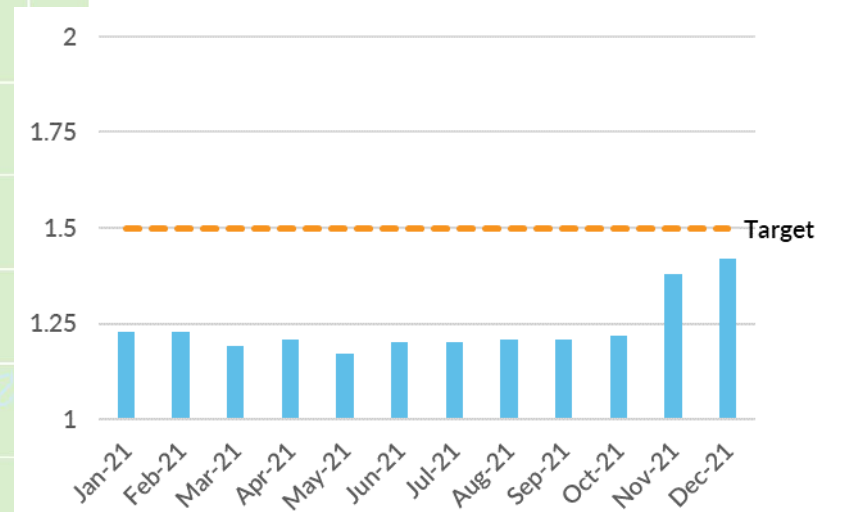
LOTTR FOR NHS NON-INTERSTATES



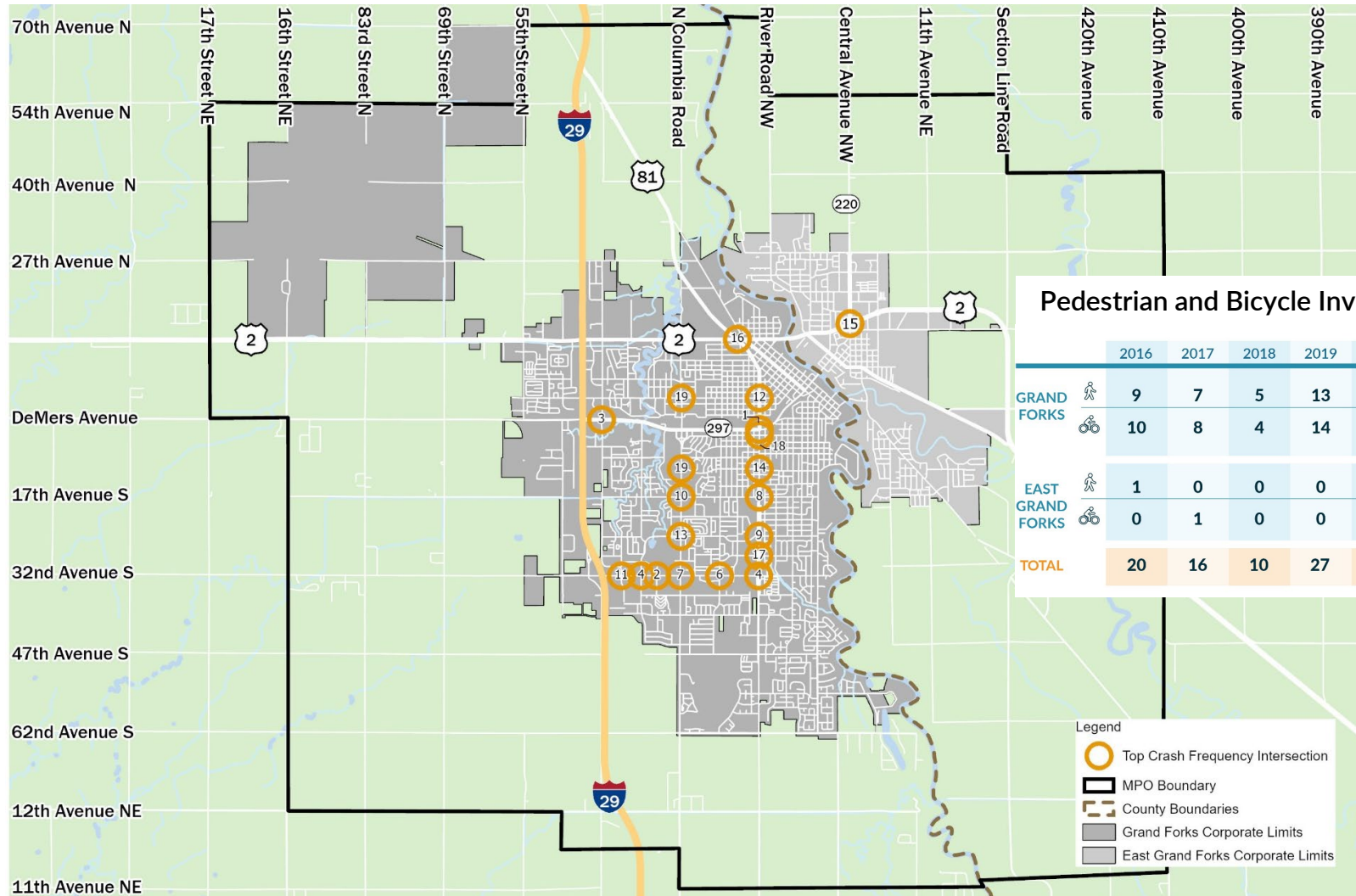
TRUCK TRAVEL RELIABILITY



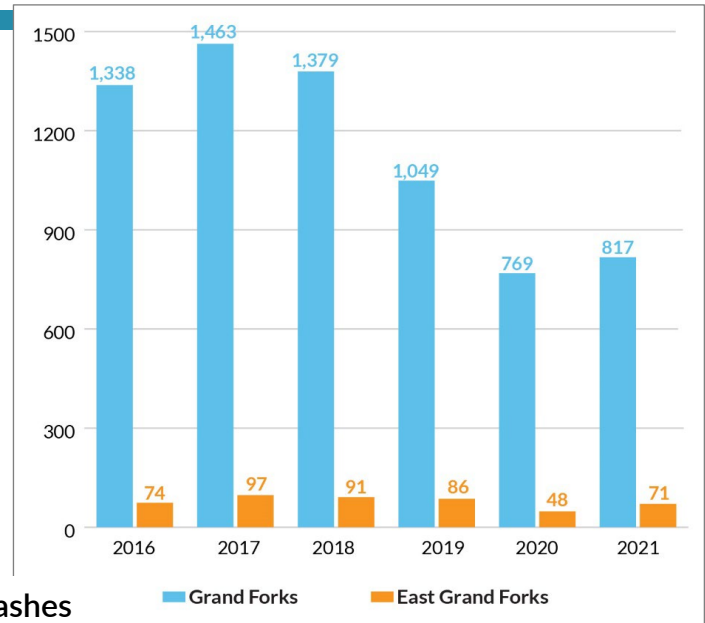
Interstate TTTR



SAFETY / CRASH ASSESSMENT

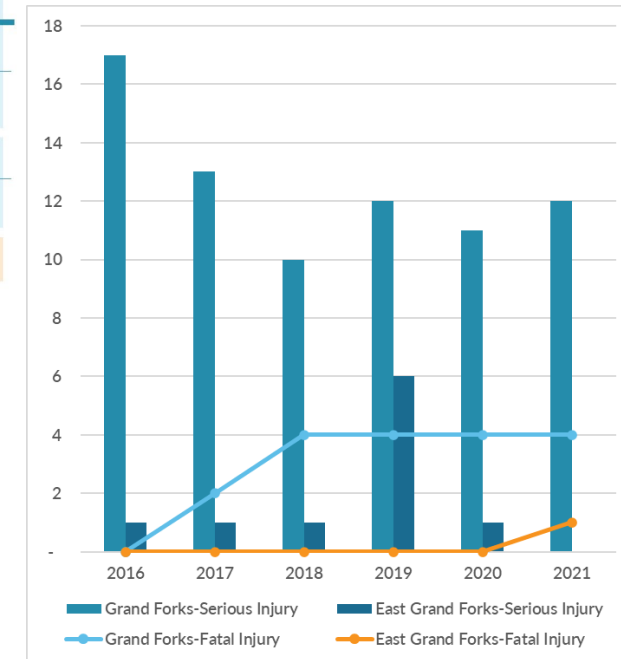


Crashes by Year for the MPO Area



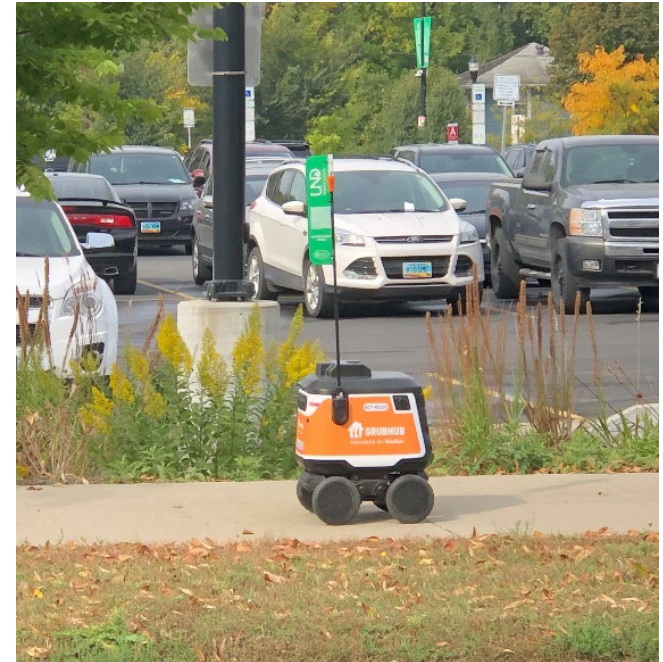
Pedestrian and Bicycle Involved Crashes

	2016	2017	2018	2019	2020	2021	TOTAL	
GRAND FORKS		9	7	5	13	5	10	49
		10	8	4	14	5	11	52
EAST GRAND FORKS		1	0	0	0	0	1	3
		0	1	0	0	0	0	1
TOTAL	20	16	10	27	10	22	105	

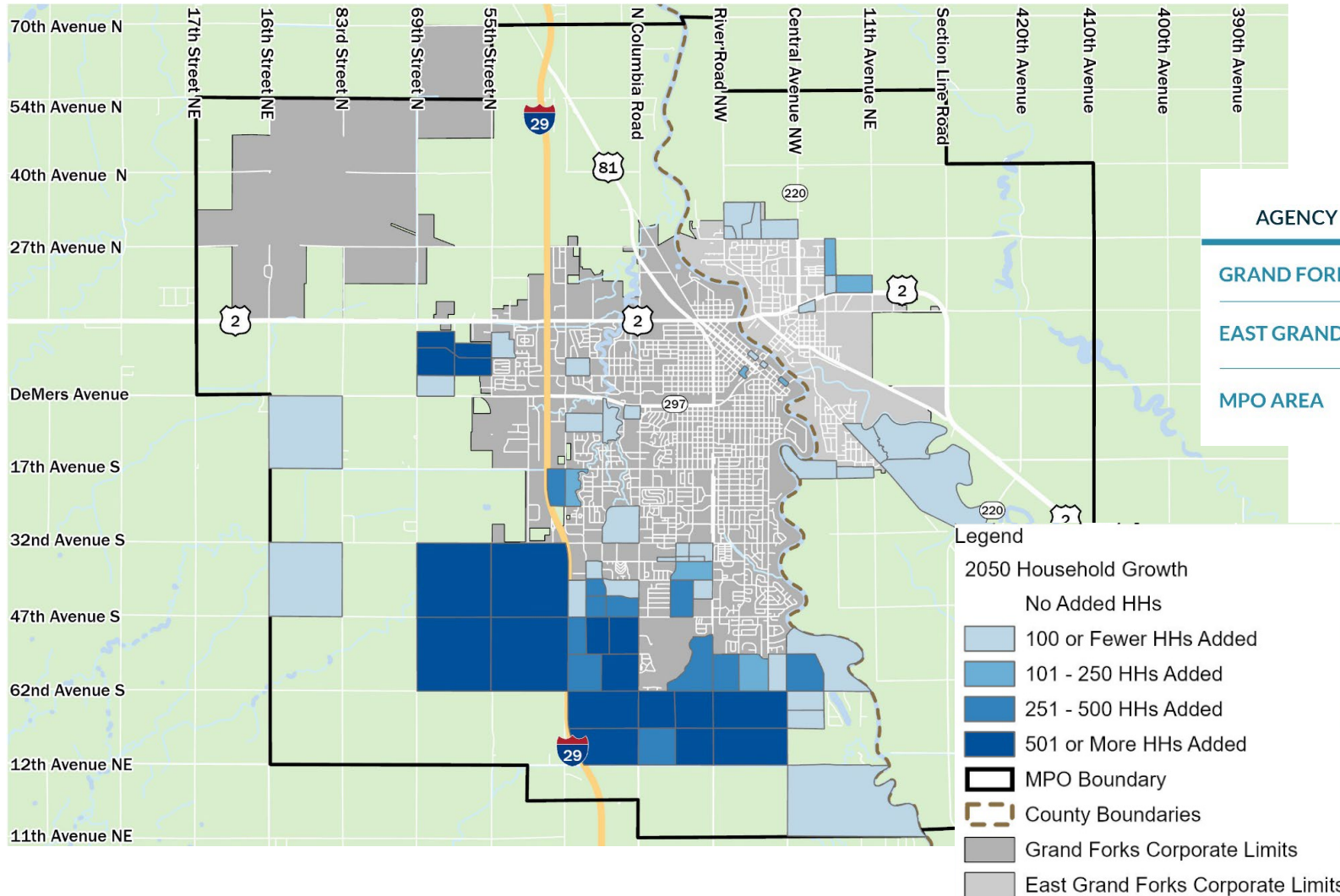


CHAPTER 6- FUTURE TRENDS AND NEEDS

- Analysis of future transportation conditions
 - Forecasted household, employment growth
 - Travel Demand Model outputs
- Discussion of emerging transportation trends and technologies



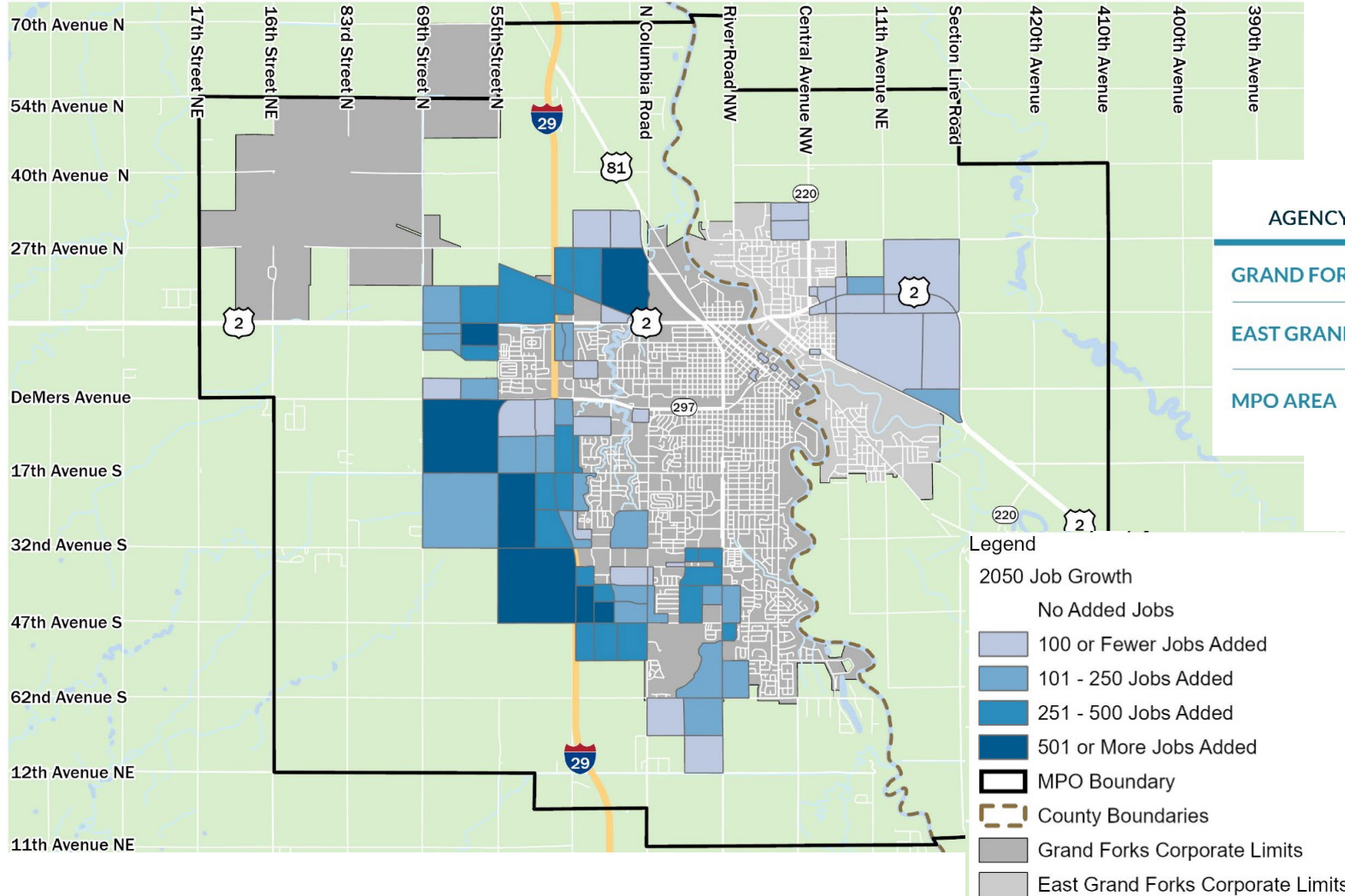
GROWTH IN MPO AREA HOUSEHOLDS 2020 - 2050



AGENCY	2020	2050	Households Added	Annual Growth
GRAND FORKS	26,994	48,563	21,569	2.0%
EAST GRAND FORKS	4,303	4,912	609	0.4%
MPO AREA	31,297	53,475	22,178	1.8%



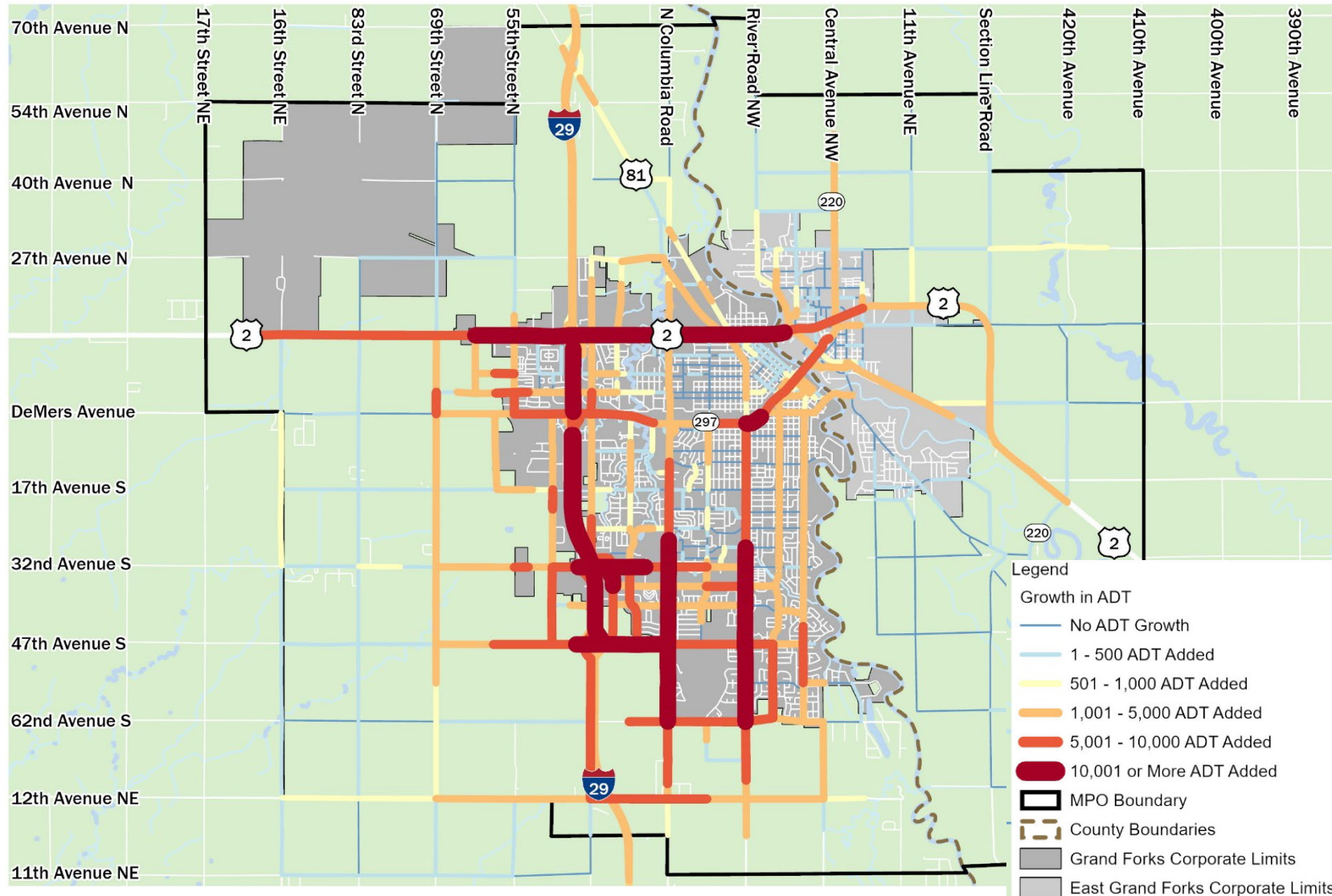
GROWTH IN MPO AREA EMPLOYMENT 2020 - 2050



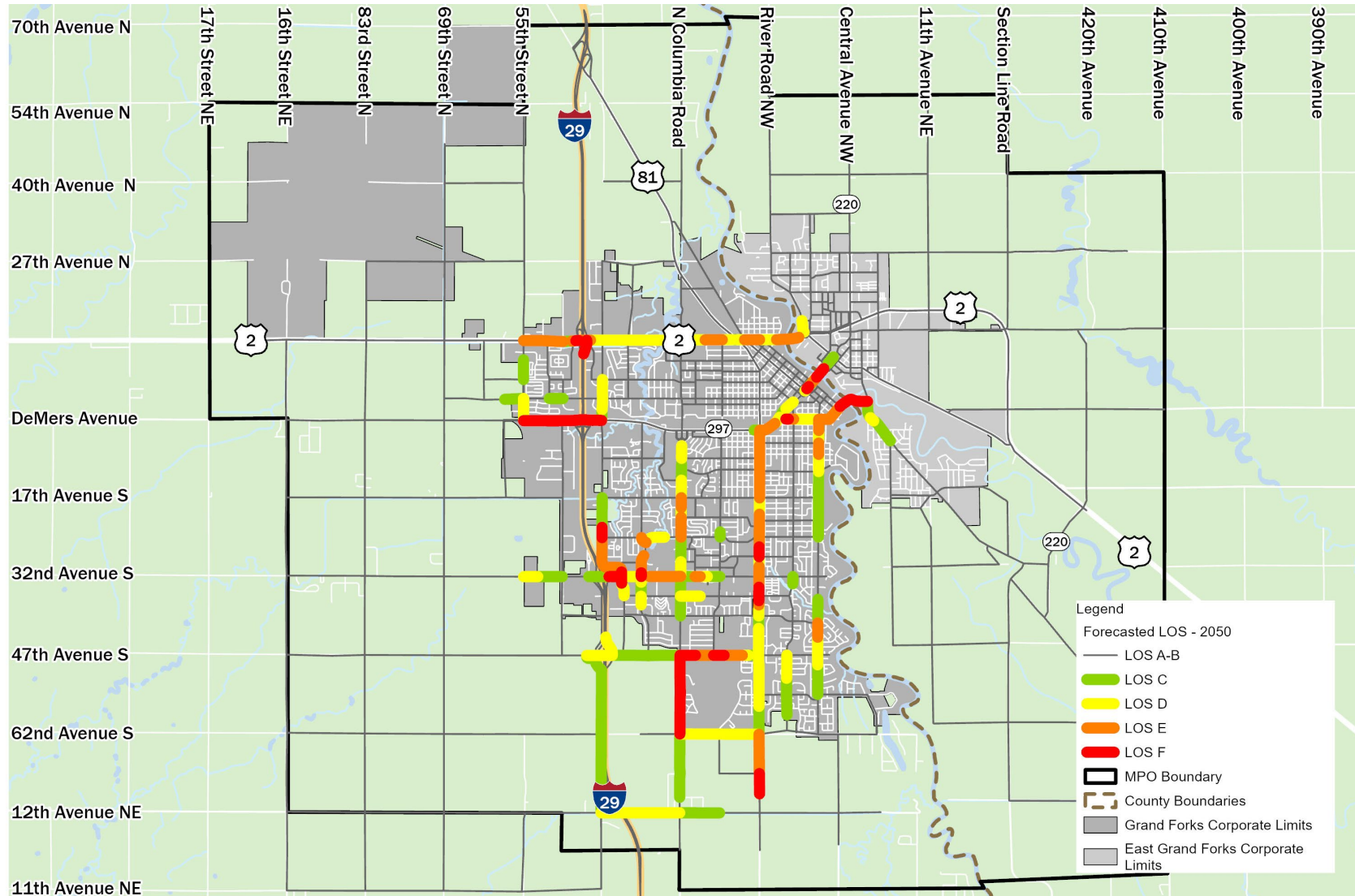
AGENCY	2020	2050	Jobs Added	Annual Growth
GRAND FORKS	34,728	53,018	18,290	1.4%
EAST GRAND FORKS	3,816	4,919	1,103	0.8%
MPO AREA	38,544	57,937	19,393	1.4%



TRAFFIC GROWTH - 2020 THROUGH 2050



2050 TRAFFIC OPERATIONS (E+C)



CHAPTER 7 - STREET AND HIGHWAY STRATEGIES



- Discussion of street and highway strategies considered in the MTP
 - Intersection strategies
 - Operations strategies
 - Safe Systems Approach
 - Complete Streets
- Summary of alternatives development process
- Discussion of alternatives prioritization



Maintenance / State of Good Repair

- Keep current streets in a state-of-good-repair (SOGR)



Operations / Safety

- Focus on intersections (signal timing, safer geometry, roundabouts, etc)
- Limited / no widening



Widenings

- Adding travel lanes in growth corridors
- Current 2-lane rural to 3-lane and 4-lane divided streets



New Streets / Bridges

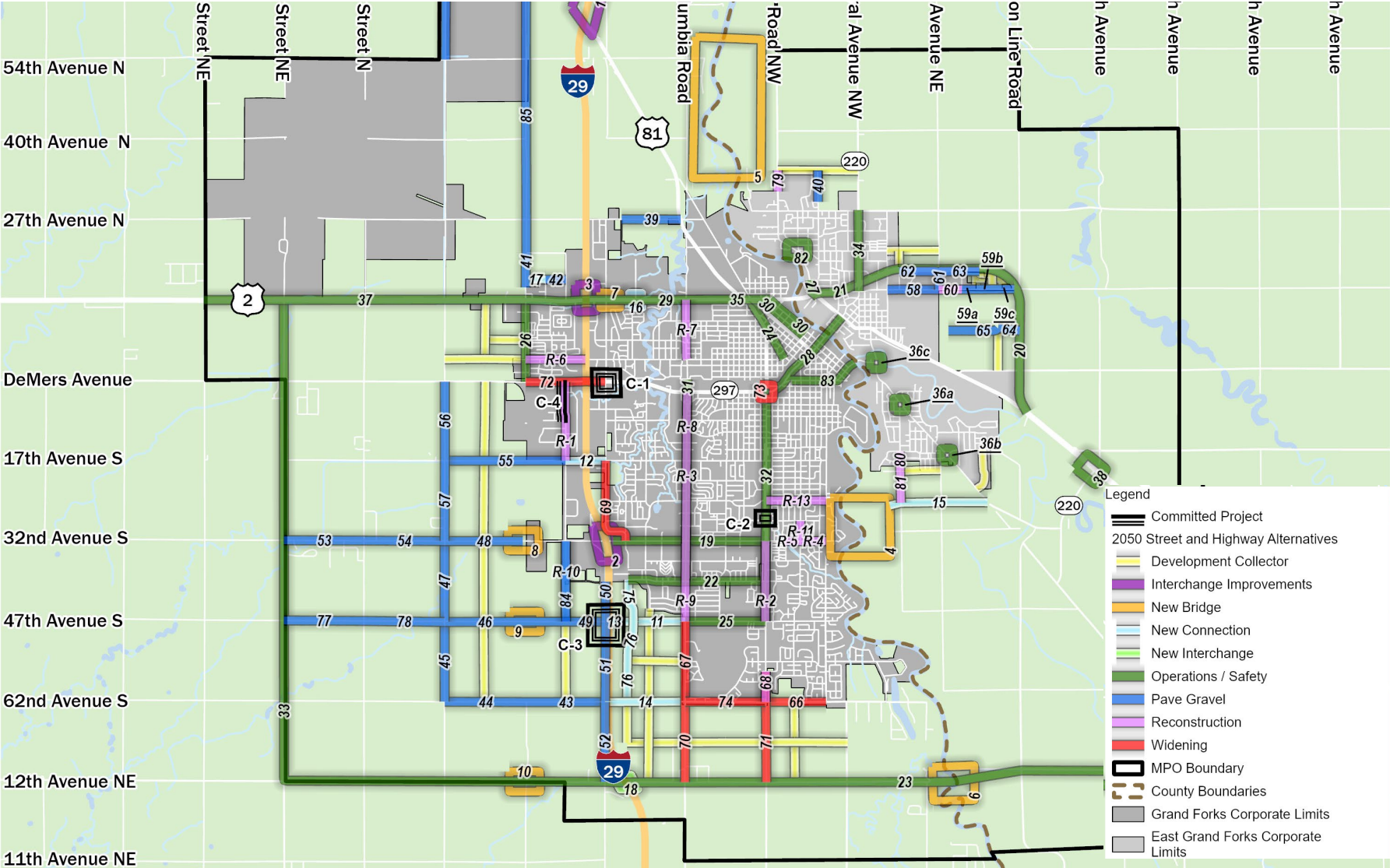
- New streets in growth areas
- New Red River crossings
- New railroad grade separations



Pave Gravel Roads

- Current rural gravel roads paved
- In growth areas and industrial parks

ALTERNATIVES AND COMMITTED PROJECTS

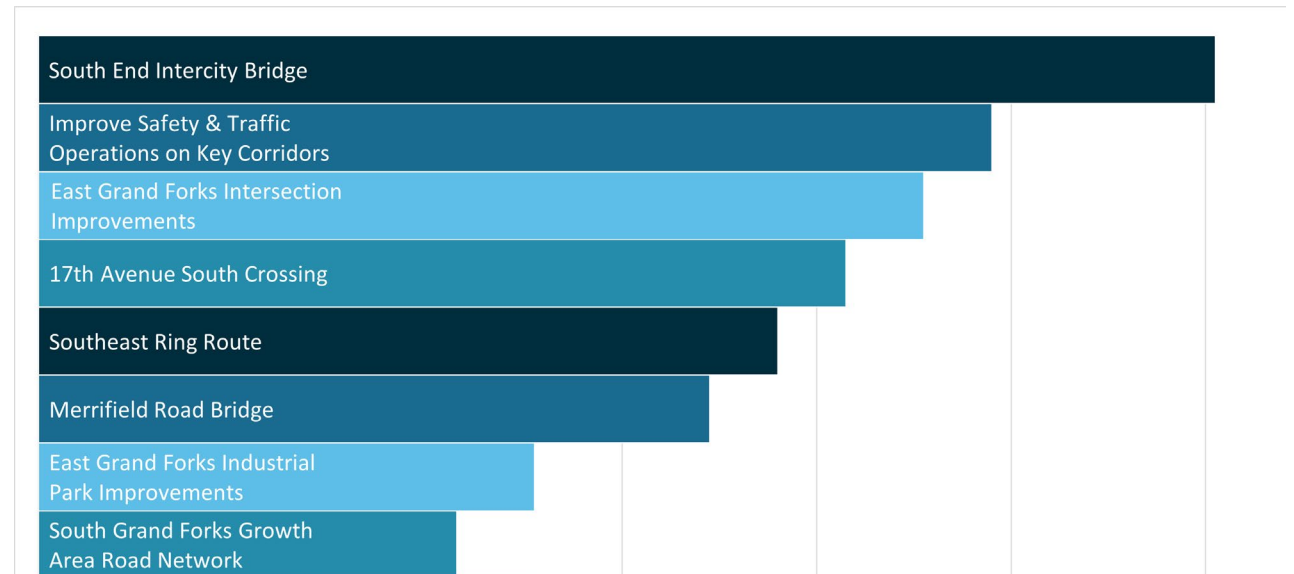


PUBLIC FEEDBACK ON STREET AND HIGHWAY PRIORITIES



- Thursday, Sept. 21, 2023 at River Cinema in East Grand Forks
- Purpose:
 - Receive input on project priorities and strategies
- 16 attendees
- Online Survey and Comments through Oct 13

Street and Highway Plan Surveyed Priorities



STREET AND HIGHWAY CONTENTS- STREET AND HIGHWAY FUNDING (ND)



- Street and highway revenue trends
- Future forecasted street and highway revenue levels
 - By Time Band
 - Short-Term (2028 - 2032)
 - Mid-Term (2033 - 2041)
 - Long-Term (2042 - 2050)

Time Band	Urban Grant Program	Urban Local Roads Program	Urban Regional Primary Program	Urban Regional Secondary Roads & Bridge Programs	Bridge Program	County Program	Total
Short-Term (2028-2032)	\$330,000	\$15,000,000	\$17,020,000	\$16,140,000	\$5,800,000	\$280,000	\$54,570,000
Mid-Term (2033-2041)	\$660,000	\$27,000,000	\$34,790,000	\$32,590,000	\$11,360,000	\$560,000	\$106,960,000
Long-Term (2042-2050)	\$660,000	\$27,000,000	\$40,930,000	\$37,730,000	\$12,610,000	\$650,000	\$119,580,000
Total	\$1,650,000	\$69,000,000	\$92,740,000	\$86,460,000	\$29,770,000	\$1,490,000	\$281,110,000

STREET AND HIGHWAY CONTENTS- STREET AND HIGHWAY FUNDING (MN)



- Street and highway revenue trends
- Future forecasted street and highway revenue levels
 - By Time Band
 - Short-Term (2028 - 2032)
 - Mid-Term (2033 - 2041)
 - Long-Term (2042 - 2050)

Time Band	District Managed Program	Mn State Aid	NWATP City Sub-Target	NWATP TAP Funds	Total
Short-Term (2028-2032)	\$8,070,000	\$3,970,000	\$1,270,000	\$320,000	\$13,630,000
Mid-Term (2033-2041)	\$16,290,000	\$7,950,000	\$2,780,000	\$640,000	\$27,660,000
Long-Term (2042-2050)	\$18,850,000	\$9,070,000	\$4,860,000	\$740,000	\$33,520,000
Total	\$43,210,000	\$20,990,000	\$8,910,000	\$1,700,000	\$74,810,000

STREET AND HIGHWAY CONTENTS- FISCALLY CONSTRAINED PLAN



Estimated Annual Maintenance Project Costs In 2023 Dollars

City of Grand Forks	City of East Grand Forks	NDDOT	MnDOT
\$23,500,000	\$6,000,000	\$10,600,000	\$1,300,000

Operations and Maintenance Costs / Revenues, 2023-2050

City of Grand Forks	City of East Grand Forks	NDDOT	MnDOT	Total
\$20,470,000	\$7,630,000	\$19,620,000	\$9,380,000	\$57,100,000

- Presents Fiscally Constrained Streets and Highway Plan
- O&M Budget Covers Basic Maintenance and Operations Needs

STATE OF GOOD REPAIR PLAN

- Funding Resources – All Sources 2024-2050 (Federal and Local):
 - North Dakota side - \$25M annually
 - Minnesota side - \$6M annually
- Pavement Maintenance Funding Requirements (from 2022 Pavement Study and Street system maintenance projects identified by city staff):

City of Grand Forks	City of East Grand Forks	NDDOT	MnDOT
\$23,500,000	\$6,000,000	\$10,600,000	\$1,300,000

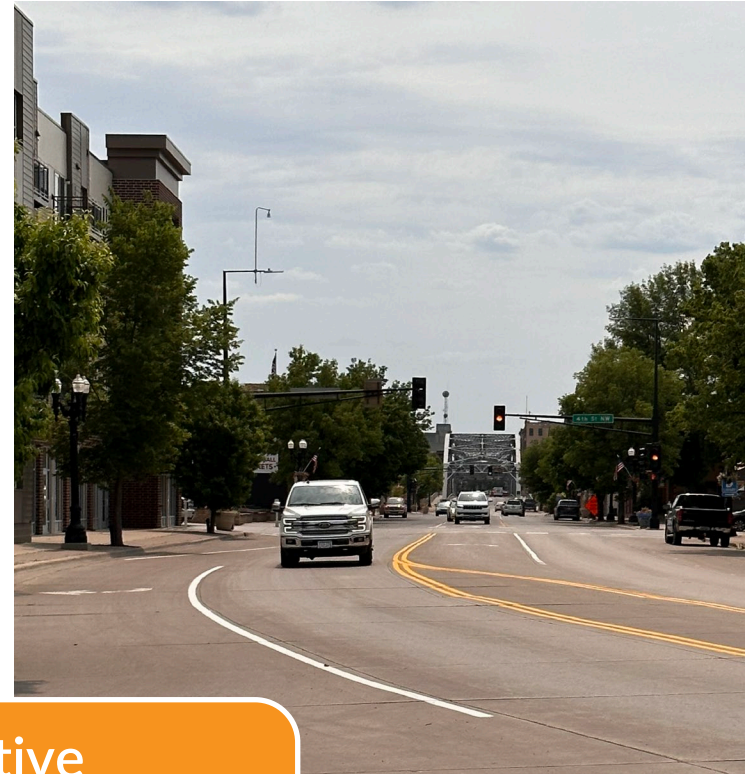
Fiscally Constrained List = Maintenance Projects

- Focus on Grand Forks / East Grand Forks priority projects



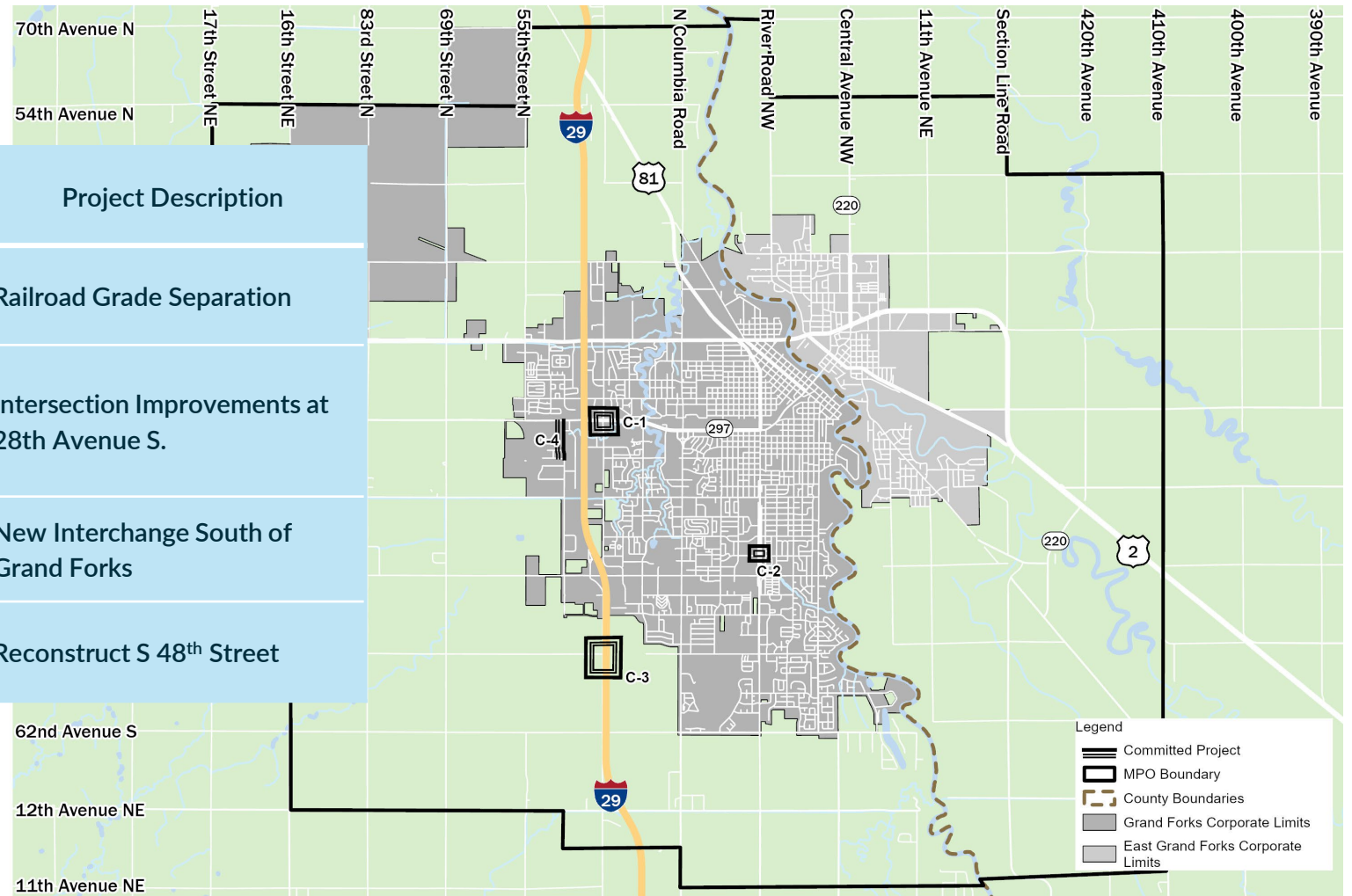
Vision / Illustrative Project List = Expansion Alternatives

- Regional Needs
- Alternative Funding / Grant Opportunities



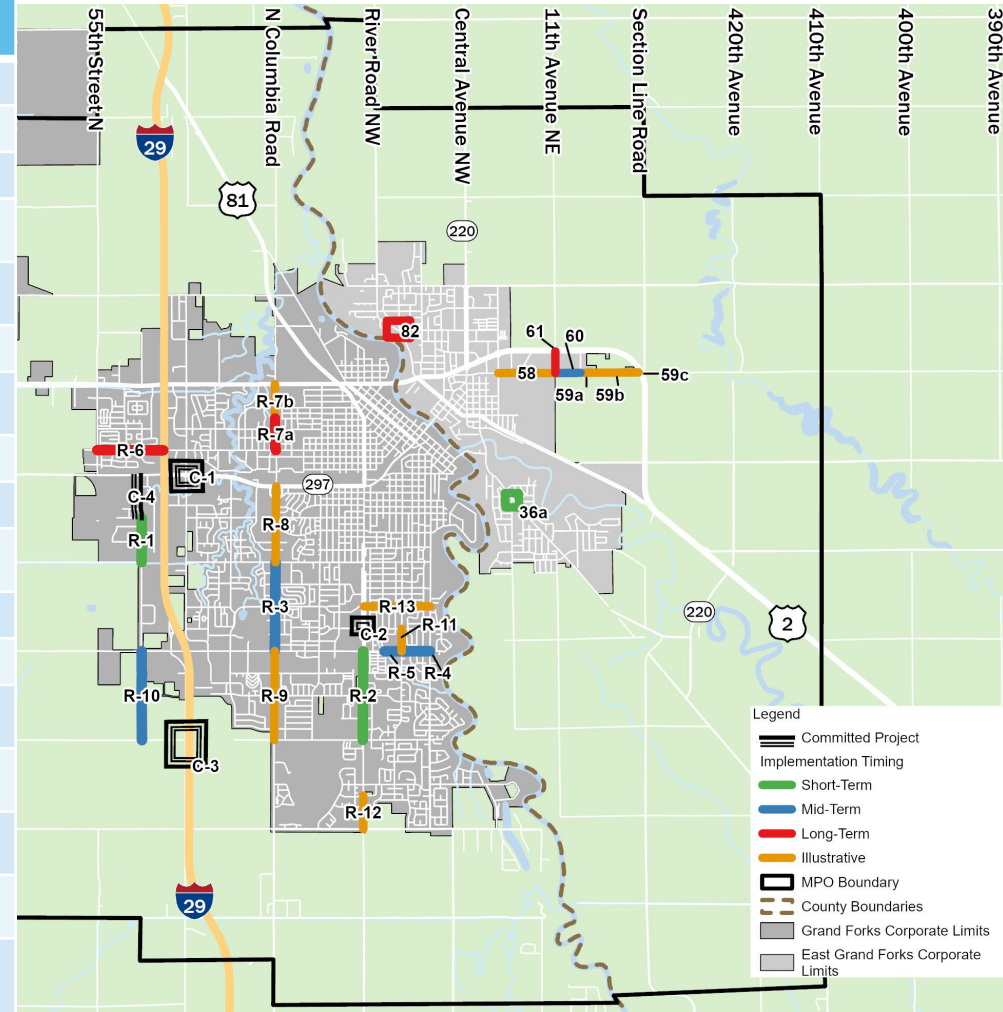
COMMITTED PROJECT LIST

ID	Corridor	Extent	Project Type	Project Description
C-1	42nd Street	at DeMers Avenue	New Bridge	Railroad Grade Separation
C-2	Washington Street	at 28th Avenue S	Operations / Safety	Intersection Improvements at 28th Avenue S.
C-3	I-29	at 47th Avenue S	New Interchange	New Interchange South of Grand Forks
C-4	S 48th Street	DeMers Ave to 11th Ave S	Reconstruction	Reconstruct S 48th Street



2050 STREET AND HIGHWAY PROJECTS- URBAN ROADS PROGRAM (GRAND FORKS)

Time Band	ID	Location	Extent	Project Description	2023 Cost	YOE Cost
Short-Term	R-1	S 48th Street	11th Ave S to 17th Ave S	Reconstruction	\$9,600,000	\$12,630,000
Short-Term	R-2	S Washington Street	32nd Ave S to 47th Ave S	CPR	\$7,475,000	\$9,840,000
Short-Term (2028-2032) Total (YOE Cost)						\$22,470,000
Mid-Term	R-3	S Columbia Road	17th Avenue S to 32nd Avenue S	CPR	\$5,512,000	\$9,550,000
Mid-Term	R-4	32nd Avenue S	Belmont Road to Cherry Street	Reconstruction	\$3,000,000	\$5,200,000
Mid-Term	R-5	32nd Avenue S	Cherry Street to S 10th Street	Reconstruction	\$2,500,000	\$4,330,000
Mid-Term	R-10	S 48th Street	32nd Avenue S to 47th Avenue S	Pave Gravel Road	\$8,500,000	\$14,720,000
Mid-Term (2033-2040) Total (YOE Cost)						\$33,800,000
Long-Term	R-6	University Avenue	I-29 to N 55th Street	Reconstruction	\$7,329,545	\$18,070,000
Long-Term	R-7a	N Columbia Road	University Avenue to 8th Avenue N	Reconstruction	\$7,386,364	\$18,210,000
Long-Term (2041-2050) Total (YOE Cost)						\$36,280,000
Illustrative	R-7b	N Columbia Road	8th Avenue N to US 2	Reconstruction	\$7,386,364	
Illustrative	R-8	S Columbia Road	DeMers Avenue to 17th Avenue S	CPR	\$4,576,000	
Illustrative	R-9	S Columbia Road	32nd Avenue S to 47th Avenue S	CPR	\$5,304,000	
Illustrative	R-11	Cherry Street	28th Avenue S to 32nd Avenue S	Reconstruction	\$2,500,000	
Illustrative	R-12	S Washington Street	57th Avenue S to 62nd Avenue S	Reconstruction	\$7,500,000	
Illustrative	R-13	24th Avenue S	Belmont Road to S Washington Street	Reconstruction	\$7,424,242	



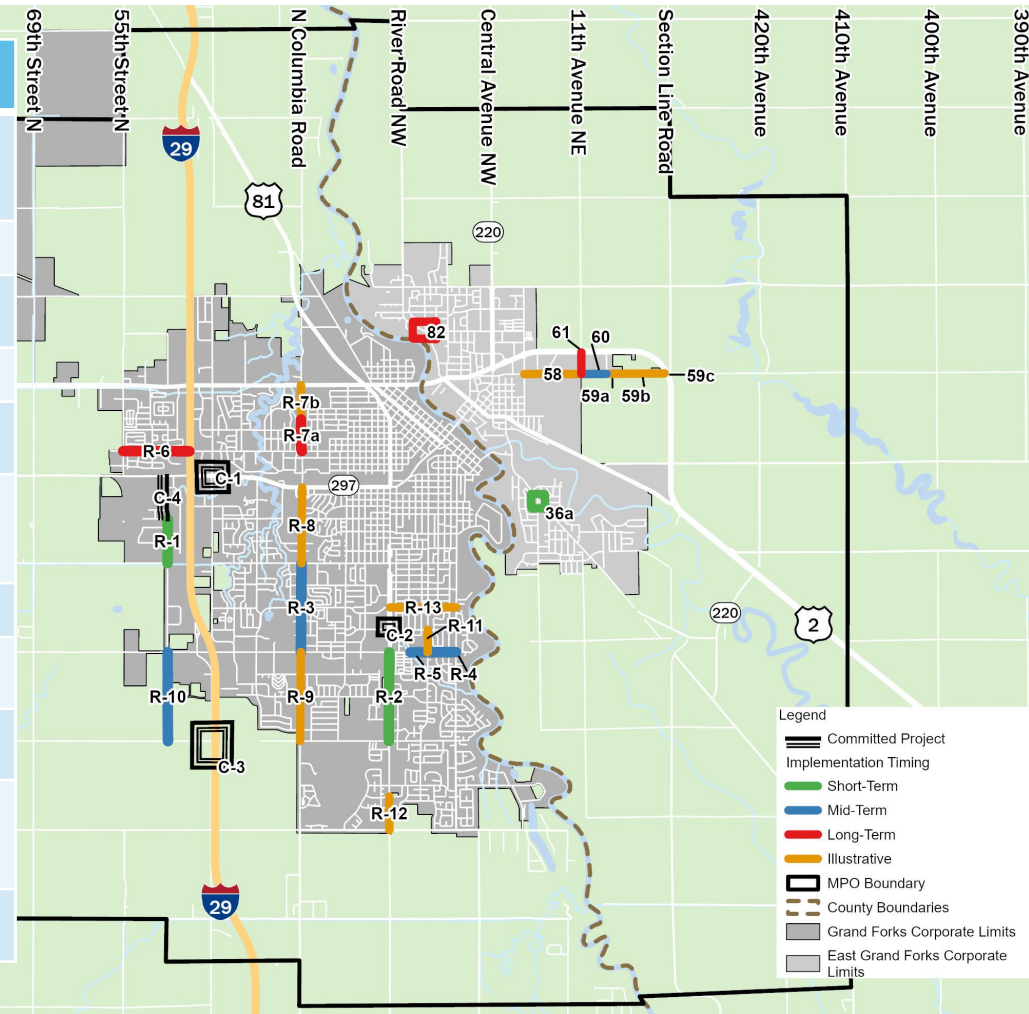
2050 STREET AND HIGHWAY PROJECTS– URBAN GRANT PROGRAM TARGET LIST (GRAND FORKS)

Time Band	ID	Location	Extent	Project Description	2023 Cost	YOE Cost
Short-Term	UG-1	1st Ave N	DeMers Ave to N 6th St	Reconstruction	\$6,000,000	\$7,900,000
Short-Term	UG-2	1st Ave N	N 6th St to N 5th St	Reconstruction	\$3,000,000	\$3,950,000
Short-Term (2028-2032) Total (YOE Cost)						\$11,850,000
Mid-Term	UG-3	1st Ave N	N 3rd St to N 4th St	Reconstruction	\$3,000,000	\$5,200,000
Mid-Term	UG-4	S 3rd St	DeMers Ave to Kittson Ave	Reconstruction	\$3,000,000	\$5,200,000
Mid-Term	UG-5	S 3rd St	Kittson Ave to Division Ave	Reconstruction	\$3,000,000	\$5,200,000
Mid-Term (2033-2040) Total (YOE Cost)						\$15,600,000
Long-Term	UG-6	S 4th St	DeMers Ave to Kittson Ave	Reconstruction	\$3,000,000	\$7,390,000
Long-Term	UG-7	S 4th St	Kittson Ave to Division Ave	Reconstruction	\$3,000,000	\$7,390,000
Long-Term (2041-2050) Total (YOE Cost)						\$14,780,000



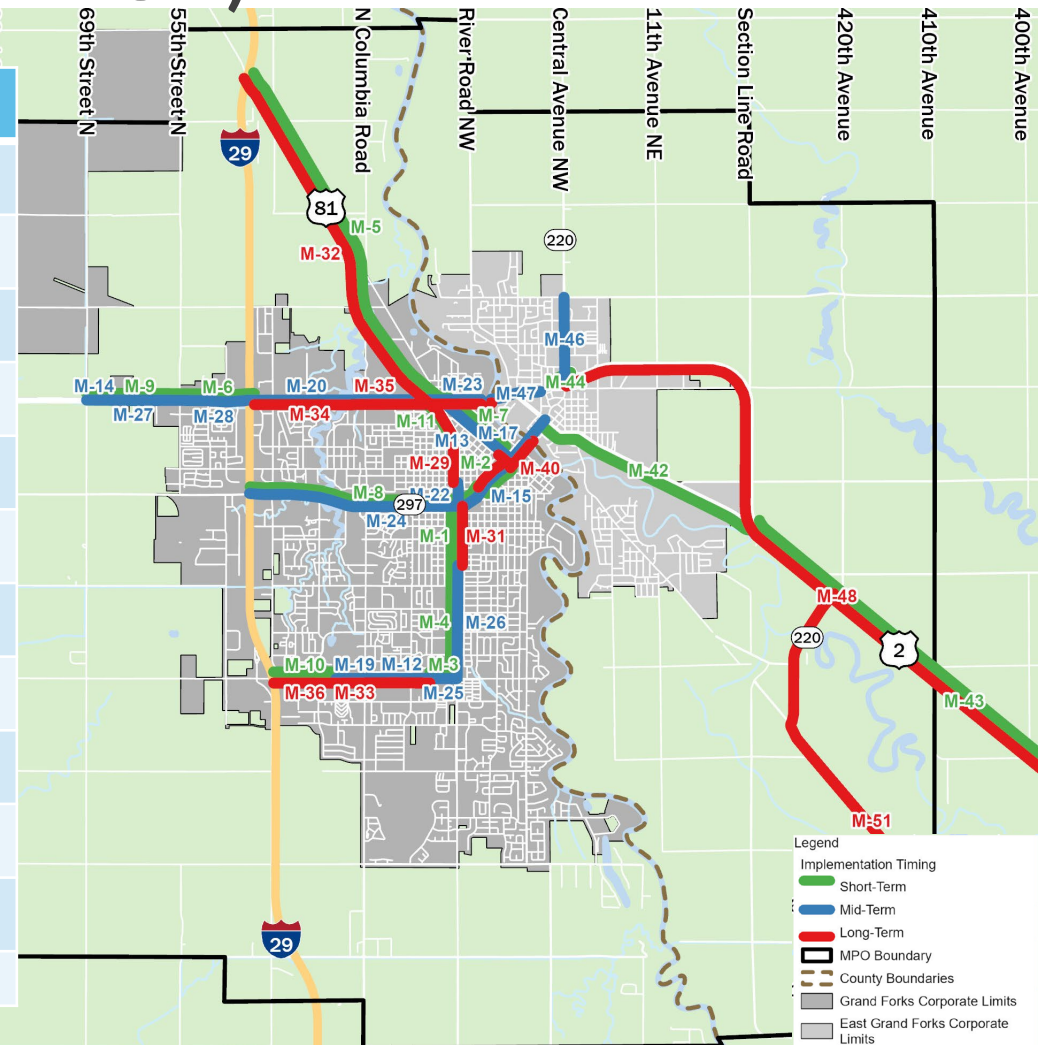
2050 STREET AND HIGHWAY PROJECTS- CITY-SUB TARGET (EAST GRAND FORKS)

Time Band	ID	Roadway	Location	Project Description	2023 Cost	YOE Cost
Short-Term	36a	Bygland Road	Intersection with Rhinehart Road	Intersection Improvements	\$1,500,000	\$1,970,000
Short-Term (2028-2032) Total (YOE Cost)						\$1,970,000
Mid-Term	60	10th St NE	11th Ave NE to 15th Ave NE	Reconstruct	\$2,154,000	\$3,730,000
Mid-Term (2033-2040) Total (YOE Cost)						\$3,730,000
Long-Term	61	11th Ave NE	US 2 to 10th St	Reconstruct	\$1,850,000	\$4,560,000
Long-Term	82	River Road	12th Ave NW / 17th St NW	Intersection Improvements	\$1,500,000	\$3,700,000
Long-Term (2041-2050) Total (YOE Cost)						\$8,260,000
Illustrative	58	10th St NE	5th Ave NE to 11th Ave NE	Paving	\$2,154,000	
Illustrative	59a	10th St NE	15th Ave NE to .25 Miles East	Paving	\$1,840,000	
Illustrative	59b	10th St NE	.25 Miles East of 15th Ave to .50 Miles East of 15th Ave	Paving	\$1,840,000	
Illustrative	59c	10th St NE	0.5 Miles East of 15th Ave to U.S. 2	Paving	\$1,840,000	



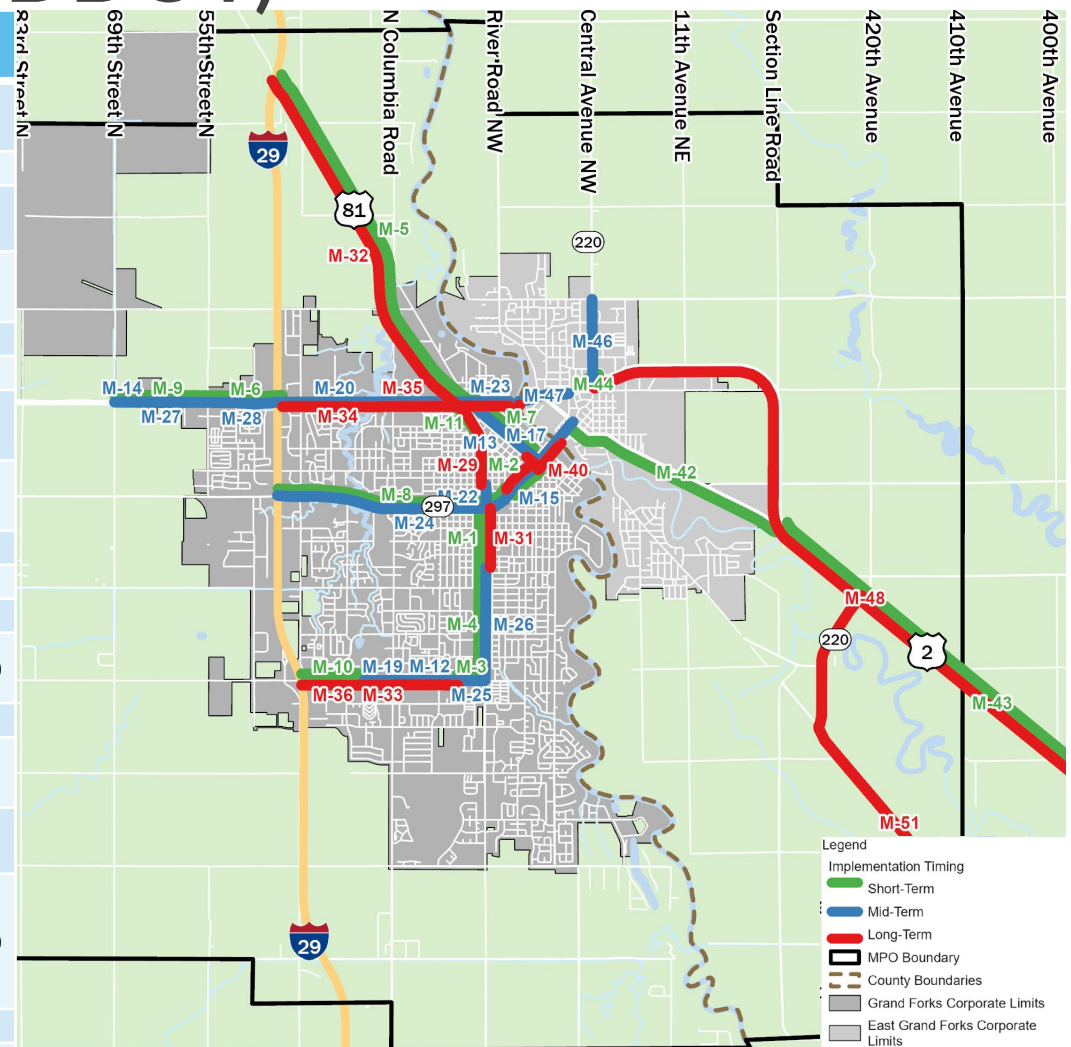
2050 STREET AND HIGHWAY PROJECTS— URBAN REGIONAL PROGRAM (NDDOT)

Time Band	ID	Location	Extent	Project Description	2023 Cost	YOE Cost
Short-Term	M-1	S Washington St	Hammerling to Demers Ave	PCC Reconstruction	\$15,950,000	\$20,990,000
Short-Term	M-2	DeMers Ave	4th Ave S to N 6th St	Chip Seal	\$46,400	\$60,000
Short-Term	M-3	32nd Ave S	East of 17th to S Washington St	CPR	\$76,272	\$100,000
Short-Term	M-4	S Washington St	32nd Ave S to Hammerling	CPR	\$394,240	\$520,000
Short-Term	M-5	N Washington St	US 2 to I-29	Concrete Overlay	\$6,029,480	\$7,930,000
Short-Term	M-6	U.S. 2 / Gateway Dr	55th St E to I-29	CPR	\$241,760	\$320,000
Short-Term	M-7	U.S. 2B (5th St N)	Gateway Dr to 2nd Ave N	Mill & HBP 2"	\$335,400	\$440,000
Short-Term	M-8	DeMers Ave	I-29 to 4th Ave S	CPR	\$827,520	\$1,090,000
Short-Term	M-9	U.S. 2 / Gateway Dr	69th St N to 55th St	Mill & HBP 2"	\$520,000	\$680,000
Short-Term	M-10	32nd Ave S	I-29 to East of 31st St S	PCC Reconstruction	\$7,790,000	\$10,250,000
Short-Term	M-11	S Washington St	8th Ave N to US 2	CPR	\$152,000	\$200,000
Short-Term (2028-2032) Total (YOE Cost)						\$42,580,000



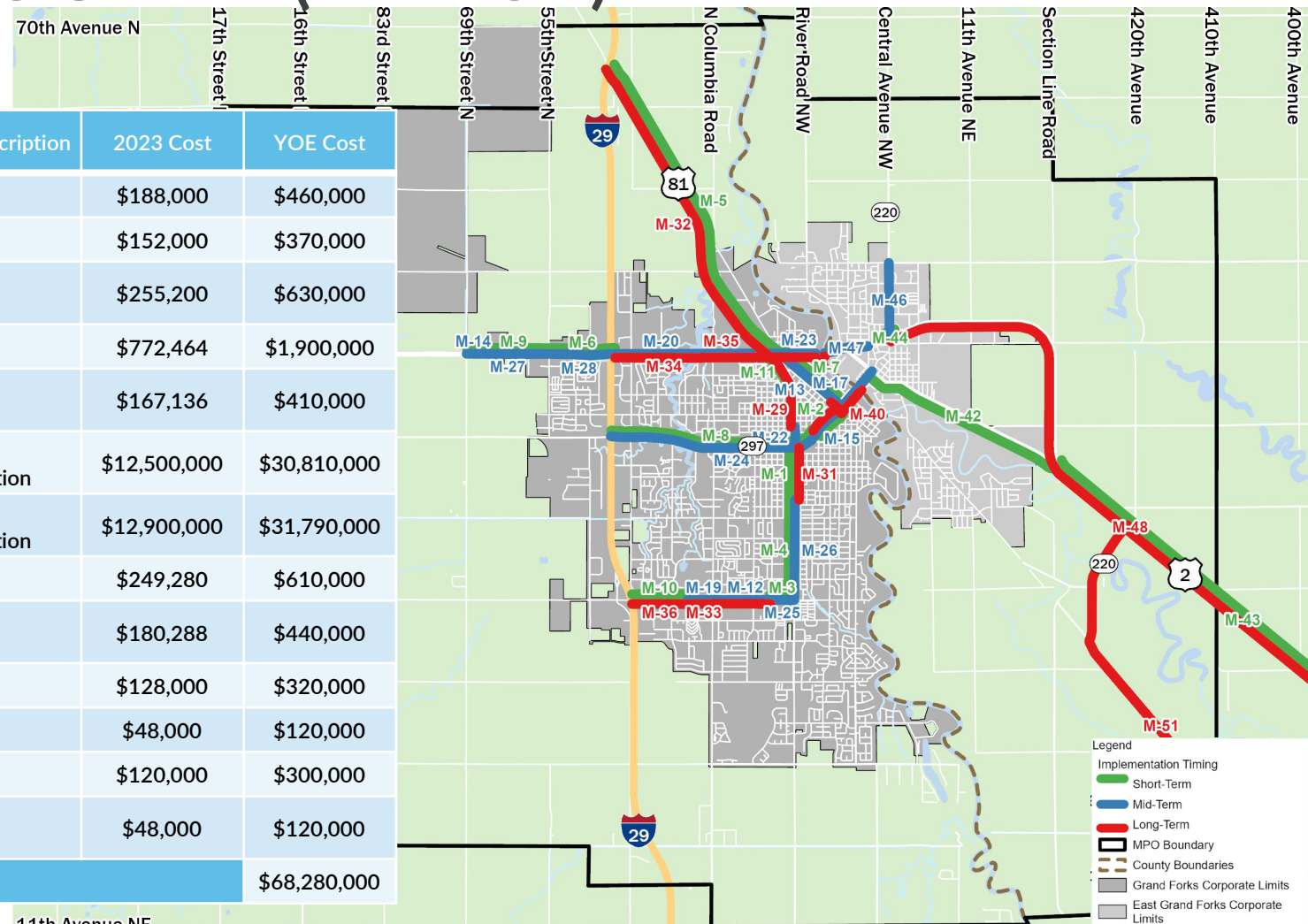
2050 STREET AND HIGHWAY PROJECTS— URBAN REGIONAL PROGRAM (NDDOT)

Time Band	ID	Location	Extent	Project Description	2023 Cost	YOE Cost
Mid-Term	M-12	32nd Ave S	West of 23rd St S to East of 17th St S	PCC Reconstruction	\$5,634,000	\$9,760,000
Mid-Term	M-13	U.S. 2B (5th St N)	Gateway Dr to 2nd Ave N	Chip Seal	\$74,820	\$130,000
Mid-Term	M-14	U.S. 2 / Gateway Drive	69th St N to 55th St	Chip Seal	\$116,000	\$200,000
Mid-Term	M-15	DeMers Ave	4th Ave S to N 6th St	PCC Reconstruction	\$3,200,000	\$5,540,000
Mid-Term	M-16	U.S. 2B (5th St N)	2nd Ave N to DeMers Ave	CPR	\$48,000	\$80,000
Mid-Term	M-17	U.S. 2B (Demers Ave)	5th St to Red River	CPR	\$120,000	\$210,000
Mid-Term	M-18	DeMers Ave	N 6th St to US 2B (North 5th St)	CPR	\$48,000	\$80,000
Mid-Term	M-19	32nd Ave S	East of 31st to West of 23rd St S	CPR	\$167,136	\$290,000
Mid-Term	M-20	U.S. 2 / Gateway Dr	I-29 to Columbia Rd	CPR, Mill & HBP	\$1,050,000	\$1,820,000
Mid-Term	M-21	U.S. 2 / Gateway Dr	Columbia Rd to Red River	CPR, Mill & HBP	\$1,338,500	\$2,320,000
Mid-Term	M-22	S Washington St	Demers Ave to 1st Ave N	CPR	\$92,000	\$160,000
Mid-Term	M-23	U.S. 2B (5th St N)	Gateway Dr to 2nd Ave N	PCC Reconstruction	\$8,600,000	\$14,890,000
Mid-Term	M-24	DeMers Ave	I-29 to 4th Ave S	CPR	\$827,520	\$1,430,000
Mid-Term	M-25	32nd Ave S	East of 17th to S Washington St	CPR	\$76,272	\$130,000
Mid-Term	M-26	S Washington St	32nd Ave S to Hammerling	CPR	\$394,240	\$680,000
Mid-Term	M-27	U.S. 2 / Gateway Dr	69th St N to 55th St	New Construction / Pavement / Curb & Gutter	\$11,000,000	\$19,050,000
Mid-Term	M-28	U.S. 2 / Gateway Dr	55th St E to I-29	CPR	\$241,760	\$420,000
Mid-Term (2033-2040) Total (YOE Cost)						\$57,190,000



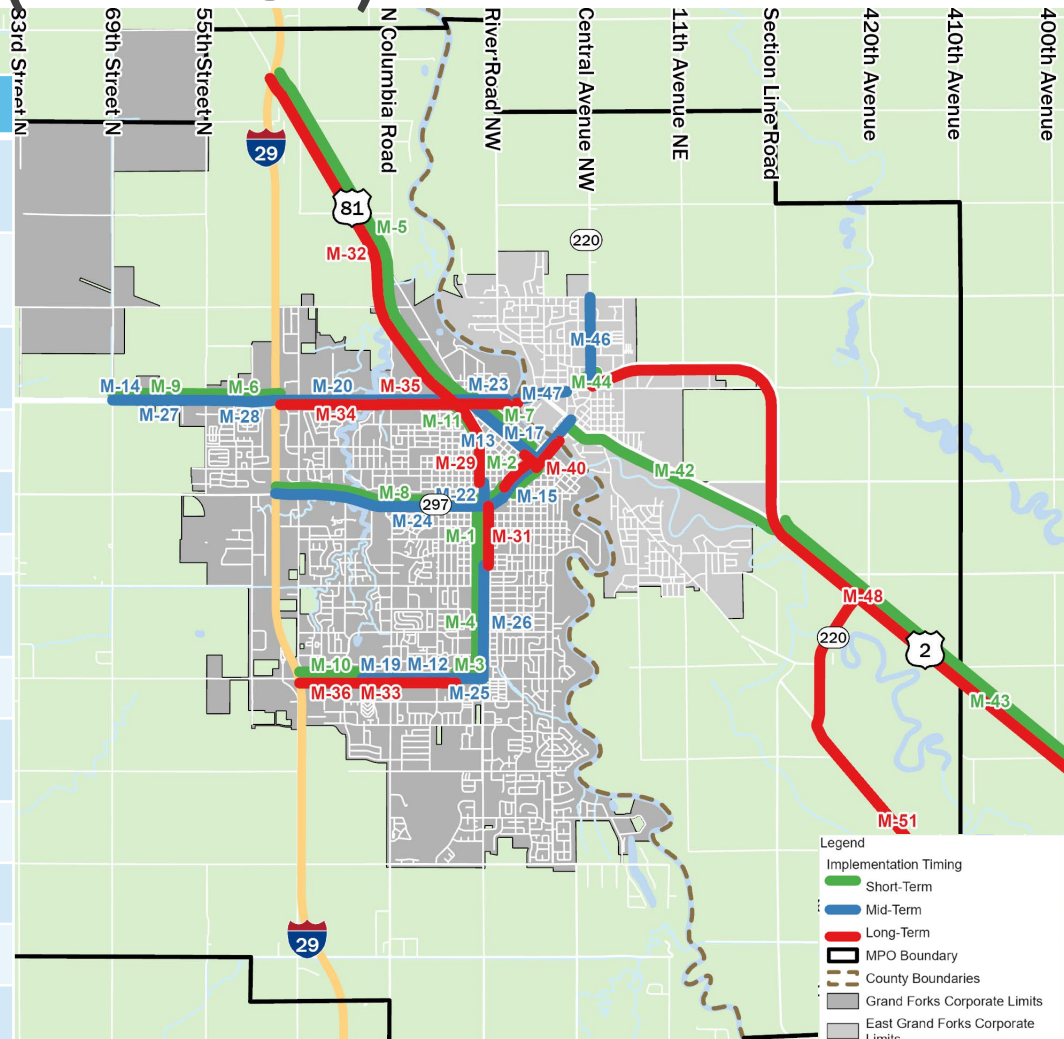
2050 STREET AND HIGHWAY PROJECTS— URBAN REGIONAL PROGRAM (NDDOT)

Time Band	ID	Location	Extent	Project Description	2023 Cost	YOE Cost
Long-Term	M-29	S Washington St	1st Ave N to 8th Ave N	CPR	\$188,000	\$460,000
Long-Term	M-30	S Washington St	8th Ave N to US 2	CPR	\$152,000	\$370,000
Long-Term	M-31	S Washington St	Hammerling to Demers Ave	CPR	\$255,200	\$630,000
Long-Term	M-32	S Washington St	US 2 to I-29	CPR	\$772,464	\$1,900,000
Long-Term	M-33	32nd Ave S	East of 31st to West of 23rd St S	CPR	\$167,136	\$410,000
Long-Term	M-34	U.S. 2 / Gateway Drive	I-29 to Columbia Rd	PCC Reconstruction	\$12,500,000	\$30,810,000
Long-Term	M-35	U.S. 2 / Gateway Drive	Columbia Rd to Red River	PCC Reconstruction	\$12,900,000	\$31,790,000
Long-Term	M-36	32nd Ave S	I-29 to East of 31st St S	CPR	\$249,280	\$610,000
Long-Term	M-37	32nd Ave S	West of 23rd St S to East of 17th St S	CPR	\$180,288	\$440,000
Long-Term	M-38	DeMers Ave	4th Ave S to N 6th St	CPR	\$128,000	\$320,000
Long-Term	M-39	U.S. 2B (5th St N)	2nd Ave N to DeMers Ave	CPR	\$48,000	\$120,000
Long-Term	M-40	U.S. 2B (Demers Ave)	5th St to Red River	CPR	\$120,000	\$300,000
Long-Term	M-41	DeMers Ave	N 6th St to US 2B (North 5th St)	CPR	\$48,000	\$120,000
Long-Term (2041-2050) Total (YOE Cost)						\$68,280,000



2050 STREET AND HIGHWAY PROJECTS- DISTRICT MANAGED PROGRAM (MNDOT)

Time Band	ID	Location	Extent	Project Description	2023 Cost	YOE Cost
Short-Term	M-42	US 2b	DeMers Avenue to US 2	Resurface and Sidewalk Improvements	\$5,200,000	\$6,840,000
Short-Term	M-43	US 2	East Grand Forks Limits to Fisher	Resurface East Bound Lanes	\$7,300,000	\$9,610,000
Short-Term	M-44	US 2	MN 220/Central Ave Intersection	Intersection Improvements	\$3,000,000	\$3,950,000
Short-Term (2028-2033) Total (YOE Cost)						\$20,140,000
Mid-Term	M-45	US 2B	Sorlie Bridge to 4th Street NW	Resurface Roadway	\$1,500,000	\$2,600,000
Mid-Term	M-46	MN 220	US 2 to 23rd Street NW	Resurface Roadway	\$3,000,000	\$5,200,000
Mid-Term	M-47	US 2	Kennedy Bridge to 5th Avenue NW	Resurface Roadway	\$2,500,000	\$4,330,000
Mid-Term (2033-2040) Total (YOE Cost)						\$12,130,000
Long-Term	M-48	US 2	5th Avenue NW to Fisher	Resurface West Bound Lanes	\$10,000,000	\$24,650,000
Long-Term	M-49	US 2	Kennedy Bridge	Repaint Bridge	\$2,750,000	\$6,780,000
Long-Term	M-50	US 2	Sorlie Bridge	Repaint Bridge	\$2,750,000	\$6,780,000
Long-Term	M-51	MN 220	US 2 to Climax	Resurface Roadway	\$20,000,000	\$20,000,000
Long-Term (2041-2050) Total (YOE Cost)						\$87,500,000

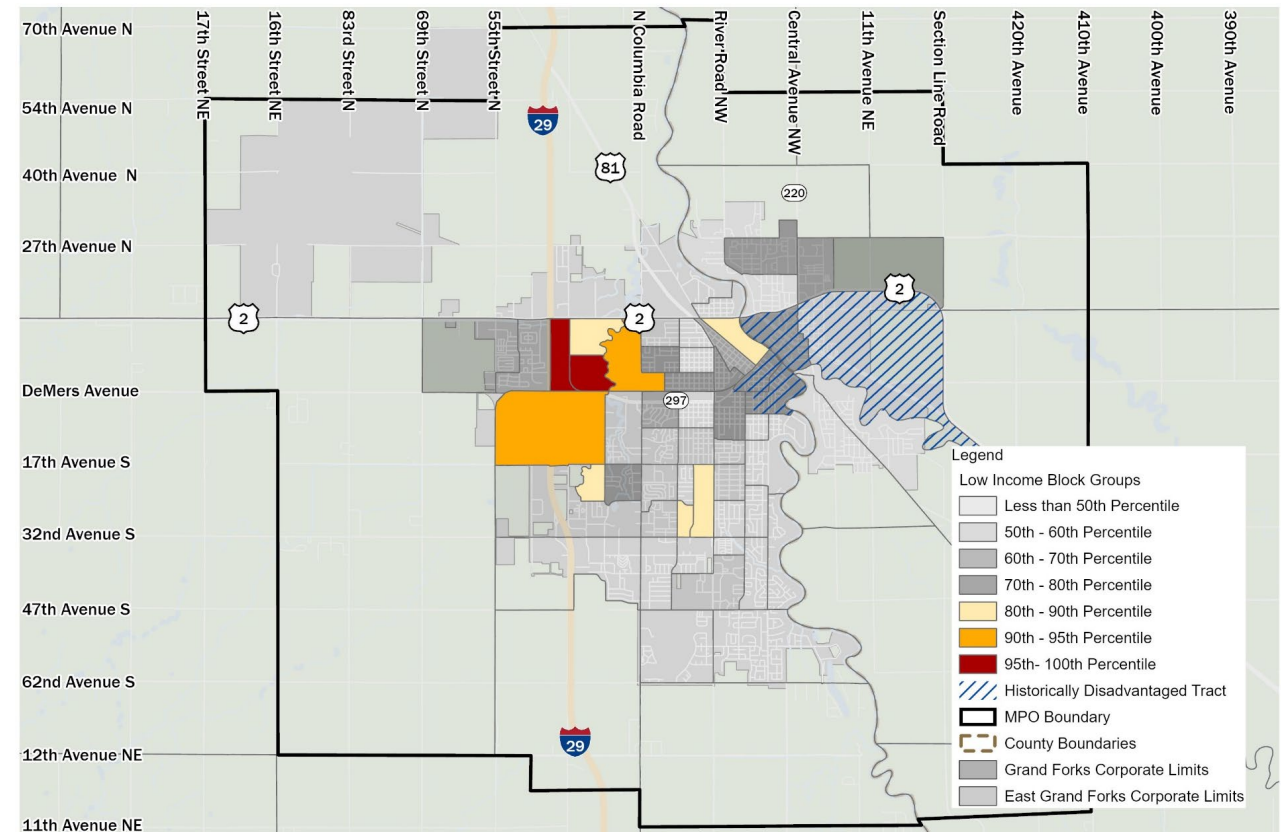


STREET AND HIGHWAY CONTENTS- ENVIRONMENTAL MITIGATION



- Analysis of potential impacts of alternatives on Environmental Justice populations
 - Low Income
 - Minority
 - Age 65 and Over
 - Disabled
 - Limited English
 - No Vehicles Available
- Carbon Footprint estimation
 - Calculates metric tons of carbon dioxide based on estimated vehicle miles traveled

EJ Populations and Historically Disadvantaged Census Tracts



REMAINING SCHEDULE

- Commission Presentations
- Adoption by December 2023





THANK YOU!

QUESTIONS?





MPO Staff Report
Technical Advisory Committee:
November 8, 2023
MPO Executive Board:
November 15, 2023

RECOMMENDED ACTION: Matter of approval of the Safe Streets For All (SS4A) RFP.

RECOMMENDED ACTION:

Matter of approval of the Safe Streets For All (SS4A) RFP.

Background:

The Bipartisan Infrastructure Law (BIL) established the new Safe Streets and Roads for All (SS4A) discretionary program with \$5 billion in appropriated funds over the next 5 years. In fiscal year 2022, up to \$1 billion is available. The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries.

The purpose of SS4A grants is to improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injuries through safety action plan development and implementation focused on all users, including pedestrians, bicyclists, public transportation users, motorists, personal conveyance and micromobility users, and commercial vehicle operators. The program provides funding to develop the tools to help strengthen a community's approach to roadway safety and save lives.

The SS4A program provides funding for two types of grants: Action Plan Grants (for comprehensive safety action plans) and Implementation Grants. Action Plan Grants are used to develop, complete, or supplement a comprehensive safety action plan. To apply for an Implementation Grant, an eligible applicant must have a qualifying Action Plan. Implementation Grants are available to implement strategies or projects that are consistent with an existing Action Plan. Applicants for Implementation Grants can self-clarify that they have in place one or more plans that together are substantially similar to and meet the eligibility requirements for Action Plan.

An Action Plan is the foundation of the SS4A grant program. Action Plan Grants provide Federal funds to eligible applicants to develop or complete an Action Plan. Action Plan Grants may also fund supplemental Action Plan activities. The goal of an Action Plan is to develop a holistic, well-defined strategy to prevent roadway fatalities and serious injuries in a local area.

Once we have an SS4A Safety Action Plan in place it makes us eligible for Implementation Grants. Eligible Implementation Grant examples:

- **Applying low-cost roadway safety treatments** system-wide, such as left- and right-turn lanes at intersections, centerline and shoulder rumble strips, wider edge lines, high-friction surface treatments, road diets, and better signage along high-crash urban and rural corridors.

- **Identifying and correcting common risks** across a network, such as improving pedestrian crosswalks by adding high-visibility pavement markings, lighting, and signage at transit stops, in a designated neighborhood, or along a busy public transportation route.
- **Transforming a roadway corridor** on a High-Injury Network into a Complete Street with safety improvements to control speed, separate users, and improve visibility, along with other measures that improve safety for all users.
- **Installing pedestrian safety enhancements and closing network gaps** with sidewalks, rectangular rapid-flashing beacons, signal improvements, and audible pedestrian signals for people walking, rolling, or using mobility assisted devices.
- **Working with community members in an identified problem area** to carry out quick-build street design changes informed by outreach and user input.
- **Supporting the development of bikeway networks** with bicycle lanes for different roadway volumes and speeds that are safe for people of all ages and abilities.
- **Carrying out speed management strategies** such as implementing traffic calming road design changes, addressing speed along key corridors through infrastructure, conducting education and outreach, setting appropriate speed limits, and making strategic use of speed safety cameras.
- **Creating safe routes to school and public transit services** through multiple activities that lead to people safely walking, biking, and rolling in underserved communities.
- **Promoting the adoption of innovative technologies or strategies to promote safety** and protect vulnerable road users in high-traffic areas where commercial motor vehicles (CMVs), pedestrians, bicyclists, motorcyclists, etc. interact.
- **Conducting education campaigns to accompany new or innovative infrastructure**, such as roundabouts, pedestrian hybrid beacons, or pedestrian-only zones.
- **Implementing standard and novel data collection and analysis technologies and strategies** to better understand vulnerable road user (pedestrian/bicycle/transit rider) network gaps and to collect exposure data.
- **Deploying advanced transportation technologies**, such as the installation of connected intersection-based safety solutions and vehicle-to-infrastructure (V2I) advisory speed limit systems.
- **Combating roadway departure crashes** through enhanced delineation, shoulder widening, rumble strips, and roadside safety improvements.
- **Evaluating and improving the safety of intersections** by considering innovative design changes, improved delineation, and advanced warning.
- **Improving first responder services** with improved crash data collection, formalizing street names and addressing, and enhancing emergency vehicle warning systems.
- **Unifying and integrating safety data across jurisdictions** where local agencies share their crash, roadway inventory, and traffic volume data to create an analytic data resource.

A joint application for SS4A Safety Action Plan grant for the MPO planning area was submitted last year. The Forks MPO was notified that our application was awarded the Safety Action Plan grant funding, \$400,000 plus additional twenty percent (20%) local share. The Forks MPO is ready to get started and is looking for approval of the SS4A RFP.

Findings and Analysis:

-

Support Materials:

- Safe Streets For All (SS4A) RFP



Grand Forks - East Grand Forks

METROPOLITAN
PLANNING ORGANIZATION

Safe Streets For All (SS4A) – Safety Action Plan

Grand Fork, ND and East Grand Forks, MN

Request for Proposals
for
Transportation Planning Services

November 2023

**REQUEST FOR PROPOSALS
FOR
TRANSPORTATION PLANNING SERVICES**

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

Safe Streets For All (SS4A) – Safety Action Plan

Qualifications based selection criteria will be used to analyze technical submittals from responding consultants. Upon completion of technical ranking, the MPO will enter contract negotiations with the top ranked firm. Sealed cost proposals will be required with the RFP. The cost proposal of the top ranked firm will be opened during contract negotiations. The MPO reserves the right to reject any or all submittals. This project has a not to exceed budget of \$400,000 dollars.

Interested firms should contact Stephanie Halford, Executive Director, at the MPO, 600 DeMers Avenue, East Grand Forks, MN 56721. Contact can also be done via phone 701-746-2660, or by email: stephanie.halford@theforksmpo.org

All proposals received by December 21, 2023, at Noon at the MPO Office will be given equal consideration. Minority, women-owned, and disadvantaged business enterprises are encouraged to participate. The full length of each proposal should not exceed fifty (50) pages (twenty-five (25) double-sided pages, if printed) including any supporting material, charts, or tables. Electronic proposals are preferred in doc or pdf format; however, they must be easily reproducible by MPO in black-and-white. If printed copies are sent, only eight (8) should be sent and the MPO will not accept spiral bound proposals; consultants are encouraged to prepare proposals in a format that will ensure for efficient disposal and are encouraged to use materials that are easily recycled. A sealed cost proposal must still be provided in hard copy by the noted due date. Submittals must be received no later than **December 21, 2023, at noon (central time)**. Hard copies of technical and/or cost proposals should be shipped to ensure timely delivery to:

Stephanie Halford
Executive Director
Grand Forks – East Grand Forks MPO
600 DeMers Ave.
East Grand Forks, Minnesota 56721
teri.kouba@theforksmpo.org
Phone: 701-746-2660
Cell: 701-610-6582

Once submitted, the quotes become the property of MPO.

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Appendix A Attachments 1 & 2

Appendix B Cost Proposal

**REQUEST FOR PROPOSALS FOR
TRANSPORTATION PLANNING SERVICES**

I. Purpose of Request

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

Safe Streets For All (SS4A) – Safety Action Plan

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

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

II. General Instructions

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

**Stephanie Halford
Executive Director
GF/EGF MPO
600 DeMers Avenue
East Grand Forks, MN 56721**

**Office Phone: 701-746-2660
Direct Phone: 218-399-3370
Email: stephanie.halford@theforksmmpo.org**

B. Proposals shall be submitted to:

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

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

**Proposal for:
Safe Streets For All (SS4A) – Safety Action Plan
Firm's Name
GF/EGF MPO**

All proposals must be received by noon (central time) December 21, 2023, at which time the proposals will be opened for review. Cost proposals will remain sealed in a secure place until proposal ranking is complete and contract negotiations begin. An electronic copy or eight (8) copies of the technical proposal must be provided. One copy of the cost proposal shall be submitted in a separate, sealed, and clearly marked envelope.

D. Selection Committee

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

- City of East Grand Forks City Planner
- City Of Grand Forks Engineering Department
- MnDOT District
- NDDOT District
- FHWA
- MPO

Once the written proposals are received, if there are five or more proposals the Selection Committee will rank the proposals to interview the top three (3). A 40-minute interview will be scheduled during one of these days: January 30th, 2023 – February 1, 2023, with the firms that submit the top three ranked proposals, if four proposals are received then all will get an interview. This 40-minute interview will provide an opportunity for the selection committee members to ask questions of the submitting firms and get clarification on any information in the proposals that may not be clear. Firms chosen for interviews will be expected to make presentations and should prepare one. The interviews may be conducted via online service. Firms may be asked to verbally expand upon points in their written proposal and should be prepared to do so.

E. Respondent Qualifications

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

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

F. Disadvantaged Business Enterprise

In the performance of this agreement, the contractor shall cooperate with MPO in meeting its goals with regard to the maximum utilization of disadvantaged business enterprises and will use its best efforts to ensure that such business enterprises shall have 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 responsible steps in accordance with 49 CFR Part 23 to ensure that disadvantaged business enterprises have maximum opportunity to compete for and perform contracts. The contractor shall not discriminate based on race, creed, color, national origin, age, or sex in the award and performance of DOT-assisted contracts.

G. Equal Employment Opportunity

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

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

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

I. Records, Access, and Audits

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

J. Conflicts of Interest

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

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

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

L. Subcontracting

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

M. Assignments

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

N. Procurement- Property Management

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

O. Termination

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

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

P. Amendments

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

Q. Civil Rights

The contractor will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (78 STAT. 252), the regulation of the Federal Department of Transportation, 49 CFR, 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.

R. Civil Rights- Noncompliance

If the contractor fails to comply with the federal or state civil rights requirements of this

contract, sanctions may be imposed by the FHWA or the NDDOT as may be appropriate, including, but not limited to:

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

S. Energy Efficiency

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

T. Disabled

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

U. EPA Clean Act and Clean Water Acts

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

V. Successors in Interest

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

W. Waivers

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

X. Notice

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

Y. Hold Harmless

The contractor shall save and hold harmless the MPO, its officer, agents, employees, and

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

Z. Compliance with Federal Regulations

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

III. Preliminary Project Schedule

A. Consultant Selection

Advertise RFP to Qualified Firms	Nov. 27 - Dec. 21, 2023
Receive Proposals	By noon Dec. 21, 2023
Review Proposals	January 15-25, 2024
Select Interview Finalists & Notify	January 26, 2024
Interview the Finalists	Jan. 30 - Feb. 1, 2024
Notify the Finalist	February 7, 2024
Contract Negotiations Completed	February 23, 2024
MPO Technical Advisory Committee Approval	March 13, 2024
MPO Executive Board Approval	March 20, 2023

B. Project Development

Notice to Proceed	March 29, 2024
Full draft preliminary	September 12, 2025
Full final draft	October 24, 2025
Anticipated Project Completion	December 31, 2025

IV. RFP Evaluation Criteria & Process

The Committee will determine which firm would best provide the services requested by the RFP.

When choosing a consulting firm, the MPO will have a two (2) step process. The proposal evaluation will evaluate the proposal that the firm sends the MPO. The evaluation will reduce the number of firms to three (3) for the purposes of interviewing. The interview evaluation will be based on the interview with the firm. The MPO in close coordination with members of the Selection Committee will evaluate the proposals based on, but not limited to, the following criteria and their weights:

A. Proposal Evaluation Criteria and Weight

1. Demonstrates understanding of the scope of work and local factors. Shows how firm proposes to approach, resolve challenges, and encourage new ideas that improve the end project. (Weight 25%)
2. Demonstrates the firm has the knowledge and experience to successfully address the scope of work. (Weight 25%)
3. Demonstrates the firm has a history of timely performance, quality, and integrity, as evidenced by a list of client references. Demonstrates the firm's approach to managing resources and project output. (Weight 15%)
4. Demonstrate experience, expertise, qualifications, and credentials of project manager, key personnel, and subconsultant team members. Project team should indicate other significant projects being worked on, the percent of involvement, and probable completion date of the individual's work on the project. (Weight 25%)
5. Provide a time schedule for completion of each task and the entire project, with appropriate time for review. Demonstrate the project team has the resources necessary to complete the project. (Weight 10%)

B. Interview Evaluation Criteria and Weight

1. Observations on existing conditions and key project information. (Weight 20%)
2. Identification of key issues or problems that will need to be considered and any initial thoughts on how to resolve issues or problems. (Weight 25%)
3. Innovative approaches and concepts. (Weight 25%)
4. Experience and capabilities in development of similar studies of both key personnel and the project team. (Weight 20%)
5. Quality of interview. Comment on specific reasons why the firm should be selected for the project. (Weight 10%)

Each proposal will be evaluated on the above criteria by the Selection Committee. The interview and proposal scores will be combined to have a final score. The firm with the best final score will be contacted for contract negotiations. The qualifying firm chosen by the Selection Committee will enter a contract and fee negotiation based on the sealed cost proposal, submitted in a separate envelope.

The MPO is an Equal Opportunity Employer.

V. Terms and Conditions

- A. The MPO reserves the right to reject any or all 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 about one or more applicants.
- C. Any proposal may be withdrawn up until the date and time set for the opening of the proposals. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of 90 days, to provide to the MPO the services set forth in the attached specifications, or until one or more of the 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.

VI. Proposal Format and Content

Proposals shall include the following sections at a minimum:

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

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

A. Introduction and Executive Summary

Provide the following information concerning your firm:

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

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

B. Administrative Questions

Provide the following information concerning your firm:

1. Identify the respondent's authorized negotiator.
Give the name, title, address, and telephone number of the respondent's authorized negotiator. The person cited shall be empowered to make binding commitments for the respondent firm.
2. Provide workload and manpower summaries to define respondent's ability to meet project timeline.

C. Summary of Proposed Technical Process

Discuss and clearly explain the methodology that your firm proposes to use to satisfactorily achieve the required services on this project. The respondent must document his/her clear understanding of the RFPs entire scope of work and project intent (see VII of RFP) for the Safe Streets Fors All (SS4A), data requirements, public participation process, and alternative evaluation methodology. Include all aspects of technical analysis, projections, advanced technology and software, and public participation processes. Address any unique situations that may affect the timely, satisfactory completion of this project.

D. Project Staff Information

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

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

E. Similar Project Experience

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

F. References

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

G. DBE/MBE Participation

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

H. Cost Quotes/Negotiations

1. Cost Quotes

Submit in a separate sealed envelope a cost proposal for the project work activities. Cost proposals will be separated from technical proposals and secured unopened until the technical evaluation process is completed. Cost Proposals shall be based on hourly "not to exceed" amount. Cost proposals must be prepared using the format provided in Appendix B. Attached to the Cost Proposal the Certification of Indirect Rate Form also provided in Appendix B should be filled out.

2. Contract Negotiations

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

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

VII. Background and Scope of Work

A. Background

The Grand Forks/East Grand Forks Metropolitan Planning Organization, in cooperation with the City of Grand Forks, and the City of East Grand Forks are wanting to develop a

Comprehensive Safety Action Plan to be used throughout the community. The proposed Action Plan would build data and analysis from existing comprehensive plans and studies including the 2050 Street & Highway Plan, 2050 Bicycle and Pedestrian Plan, Transit Development Plan, and the 2050 Grand Forks and East Grand Forks Land Use Plans. The Action Plan would gather and analyze additional data and further investigate rail crossings, areas with disproportionately high crash rates and other areas of safety concern for further evaluation and to determine the root cause. Crash data alone is not sufficient information to build a truly comprehensive plan, robust coordination and collaboration with the Steering Committee, Stakeholders, and the public at large is needed to identify otherwise unknown or unidentified safety concerns. This includes historically underserved and underrepresented populations within the community identified in the MPO's Environmental Justice Program Manual. Ultimately it is the desire of the MPO, the City of Grand Forks, the City of East Grand Forks, and all the supporting agencies and organizations towards the effort to develop a Comprehensive Safety Action Plan to identify and prioritize potential safety projects, programs, and strategies to improve safety and work towards vision Zero for the people who live, work, and play in our community.

The State of Minnesota has adopted a 50-year vision for its transportation system and has completed its 2022 update to its Statewide Multi-modal Transportation Plan. Also, MnDOT is updating its Statewide Highway Capital Investment Plan and its Rail Plan. The MnDOT District #2 has updated their respective 10-year capital highway investment plan, as well as completed a District Freight Plan. NDDOT has updated its statewide long range transportation plan – ND Transportation Connection. Also, the NDDOT recently produced a active transportation plan- _ ND Moves. NDDOT currently is updating its Freight and Rail Plan.

The City of Grand Forks has gained approval from its citizens to increase the local sales tax. This includes raised revenue to assist financing of some street network improvements. The state of North Dakota has initiated its “Prairie Dog” program. This derives revenue from oil extraction and is distributed statewide via a distribution formula. The volatility of the oil extraction industry has proved to make this revenue source un-predictable.

B. Scope of Work

The MPO is seeking a consultant that can not only provide the typical qualifications necessary in the development of the Safety Action Plan but also can provide proactiveness, vision, innovation, and collaboration in examining and proposing strategies and recommendations that will ensure a reduction of fatal and serious incidences for the users of all transportation modes.

The outline below is a proposed scope of work outline that will guide the development of the Safety Action Plan. The MPO includes the following scope of work to provide interested consultants insight into project intent, context, coordination, responsibilities, and other elements to help facilitate the Plans development.

This outline is not necessarily all inclusive. The consultant may include in the proposal additional performance tasks that will integrate innovative approaches to successfully complete the project. At a minimum, the consultant will be expected to establish detailed

analyses, recommendations, and/or deliverables for the following tasks:

1. Project Management

The consultant will be required to manage the study and coordinate with subconsultants, as well as bearing responsibility for all documentation and equipment needs. The consultant will identify a project lead from their team to act as the direct point of contact for the MPO project manager.

The consultant should expect bi-weekly progress meetings with the MPO project manager. Additionally, the consultant should expect to prepare monthly progress reports, documentation of all travel and expense receipts, and prepare and submit invoices monthly. When submitting progress reports, the consultant will be required to outline the following performed work during the reporting period:

- Upcoming tasks
- Upcoming milestones
- Status of scope and schedule
- Any issues to be aware of

Deliverable: A monthly progress report and detailed invoice. The monthly progress report should be sent to the project manager by the first Tuesday of the month to be included in the Technical Advisory Committee agenda.

Building on the scope of work presented and incorporating any relevant changes made during contract negotiations, the consultant will prepare a detailed proposal and the achievable timeline for the Plan anticipated to be completed by December 31, 2025. The proposal will outline the overall approach, as well as specific actions and activities that will occur during the project and how these will result in a successful conclusion to the study.

2. Community Engagement

In compliance with the MPO's adopted Public Participation Plan (PPP), the consultant will develop and implement an extensive community engagement program that seeks to gain input from community members from all parts of the study area. Broad-based community engagement is considered critical to the success of this plan.

It is imperative to consider the public and keep them informed of the planning activities and outcomes using strategies that include use of the internet and social media. Providing information to the MPO and other regional jurisdictions for posting on their websites will be required. New and innovative public engagement solutions are highly encouraged.

a) Steering Committee

The consultant will use the Safe Streets For All (SS4A) Steering Committee (Committee) to provide input and oversight throughout the study process. The Committee will meet as needed to provide input and guidance through the study process, particularly on key decision points in the study. The consultant will be responsible for providing all information (support information such as maps, etc.) to be discussed at the Committee meetings

eight days prior to the meeting. The consultant will prepare clear and concise briefings to present to the Committee. The consultant should expect at least twelve (12) meetings with the Committee, which can be coordinated with public input meetings to make the most efficient use of any travel expenditure. The meetings need to have a virtual option.

b) Public Involvement Meetings

The consultant should plan for a minimum of eight (8) public meetings to identify concerns and needs of businesses, regular users, and residents including pedestrian and bicycling needs. The consultant shall be required to submit its approach on how it will reach out to the community during the planning process. There should be language for neighborhood and/or Ward meetings for specific project priorities for all the projects that are in the plan. It is expected that each round of community engagement will have presence in Grand Forks and East Grand Forks. The consultant's approach should address:

- How it will go about these meetings.
- Methods it will employ.
- Quantity of rounds of public engagement meetings.
- Timing of engagement techniques the consultant is accustomed to utilizing to accomplish this task.

The consultant will be responsible for fully developing each round of public engagement before it is proposed to the MPO's project manager. Scheduling, presentations/written material, and development should occur well in advance of the proposed engagement event. All public comments are to be recorded as they pertain to the plan. As well as a meeting summary that includes a sign-in sheet and Title VI assessments.

c) Local Government Presentations

The consultant should budget for at least six (6) sets of local government presentations to the Grand Forks Planning Commission, Grand Forks City Council, East Grand Forks Planning Commission, East Grand Forks City Council, MPO Technical Advisory Committee (TAC), and the MPO Executive Committee. At key SS4A Plan milestones.

Deliverable: At the end of each meeting a memorandum with the meeting activities and results will be provided to the MPO. This will include documentation of comments/feedback and how they are incorporated into the final document. These will be gathered into a public involvement appendix in the final document.

3. Existing Conditions and Evaluation

The Safety Action Plan is intended to cover the entirety of the MPO Planning area and should include a review of conditions and policy/infrastructure recommendations for City streets and other public surfaces streets inside the MPO planning area, including those owned and operated by MNDOT, NDDOT, Polk County and Grand Forks County. This task consists of a comprehensive multi-modal crash analysis and evaluation for the MPO planning area. Consistent with Safe Streets For All Action Plan guidance this task should include the following:

- Analysis of existing conditions and historical trends to better understand crashes involving fatalities and serious injuries across the city.
- Analysis of where crashes happen, by mode and severity, as well as contributing factors and crash types.
- Analysis of systemic and specific safety needs, such as general high risk road features within the street network, or specific needs relevant to types of road users.
- A geospatial analysis and depiction (preferably outline, searchable, and manipulable as feasible) of higher risk corridors and intersections across the city.
- Reviewing the travel demand model for future traffic impacts on new areas and how to handle safety in new developments.

Deliverable: A technical memorandum or chapter draft that will provide an analysis of the existing conditions. In addition to analyzing historical crash trends, the consultant should look ahead to anticipate future traffic safety issues. This should make use of the historical analysis trends likely to continue forward and other developments on the horizon, including factors such as population characteristics in the MPO planning area. A separate technical memorandum should be drafted for the focus areas.

4. Goals, Objectives, Policies, and Performance Measures

Consistent with Safe Streets For All Action Plan guidance an assessment of current policies, plans, guidelines, and/or standards must be completed to identify opportunities to improve how the MPO planning area processes prioritize safety. This effort should also identify potential opportunities with partner agencies. This task should include recommendations for implementing policy changes through the adoption of revised or new policies, guidelines and/or standards and should be incorporated into the Safety Action Plan

Should include both national best practices for comparable cities/communities' current data on effectiveness of treatments, engineering and legal requirements, and consideration of the communities financial realities/cost considerations. Examples of policies that may be selected for review include raised treatments on collector and arterial roadways, raised treatments on local roadways, crosswalk and crossing treatments, school speed zones, roundabouts, traffic circles, traffic signal turn phasing, no turn on red signal signage, all-way stop signs, and speed limit sign placement. This work should also include the development of a standard transportation safety policy template.

Deliverable: A technical memorandum or chapter draft will provide the goals, objectives, policies, and performance measures updates for the plan.

5. Implementation and Project Identification

The consultant will develop an implementation matrix that identifies potential projects, strategies, and recommendations for future grant opportunities, measures that can be included in regular maintenance cycles, and potential updates to better align with safety best practices. The implementation matrix will recognize the needs of all users of the transportation system within the MPO planning area,

potential projects that are feasible applicable for grant funding, conceptual infrastructure improvements with estimated costs, and schedule for implementation.

Strategies and recommendations shall consider and outline fiscal and staff time resources necessary for a continued, sustained, and successful effort to achieve traffic safety goals and meet Safe Streets For All objectives. A project readiness timeline for each strategy and project should be included for short-term, mid-term, and long-term.

Deliverables: Develop an implementation plan that identifies potential projects for future SS4A grant Implementation opportunities and other grants.

6. Final Plan & Executive Summary

The consultant will develop a draft Safety Action Plan with two rounds of review and revision before preparing a final Safety Action Plan document. Review and receive comments from the Committee and update accordingly prior to proceeding through the MPO process.

The consultant will develop a draft final plan document and provide final copies for review by the Committee, MnDOT, NDDOT, the MPO, the City of East Grand Forks and the City of Grand Forks.

The consultant shall also provide the MPO with appropriate presentation materials and be prepared to present the final document.

Upon completion of the final plan, the consultant will develop an executive summary which relays all pertinent information in an easy-to-follow format. The summary should be concise and highly graphic, highlighting all major recommendations of the plan.

C. Project Deliverables

The final product of this effort will document the results of fulfilling the scope of work.

1. First full draft preliminary plan document by noon September 12th, 2025
2. A draft final document by noon October 24th, 2025
3. An approved final plan by December 31st, 2025 (12 full printed copies)

An electronic copy of the approved final reports will be delivered to the Grand Forks-East Grand Forks MPO in PDF and Word format. The electronic copies should be complete and in order such that additional copies of either document could be printed on-demand. In addition, electronic copies of any working papers, data, modeling software, and maps used to create information in the document will be delivered to the MPO either during the project or at its conclusion.

D. Estimated Project Budget

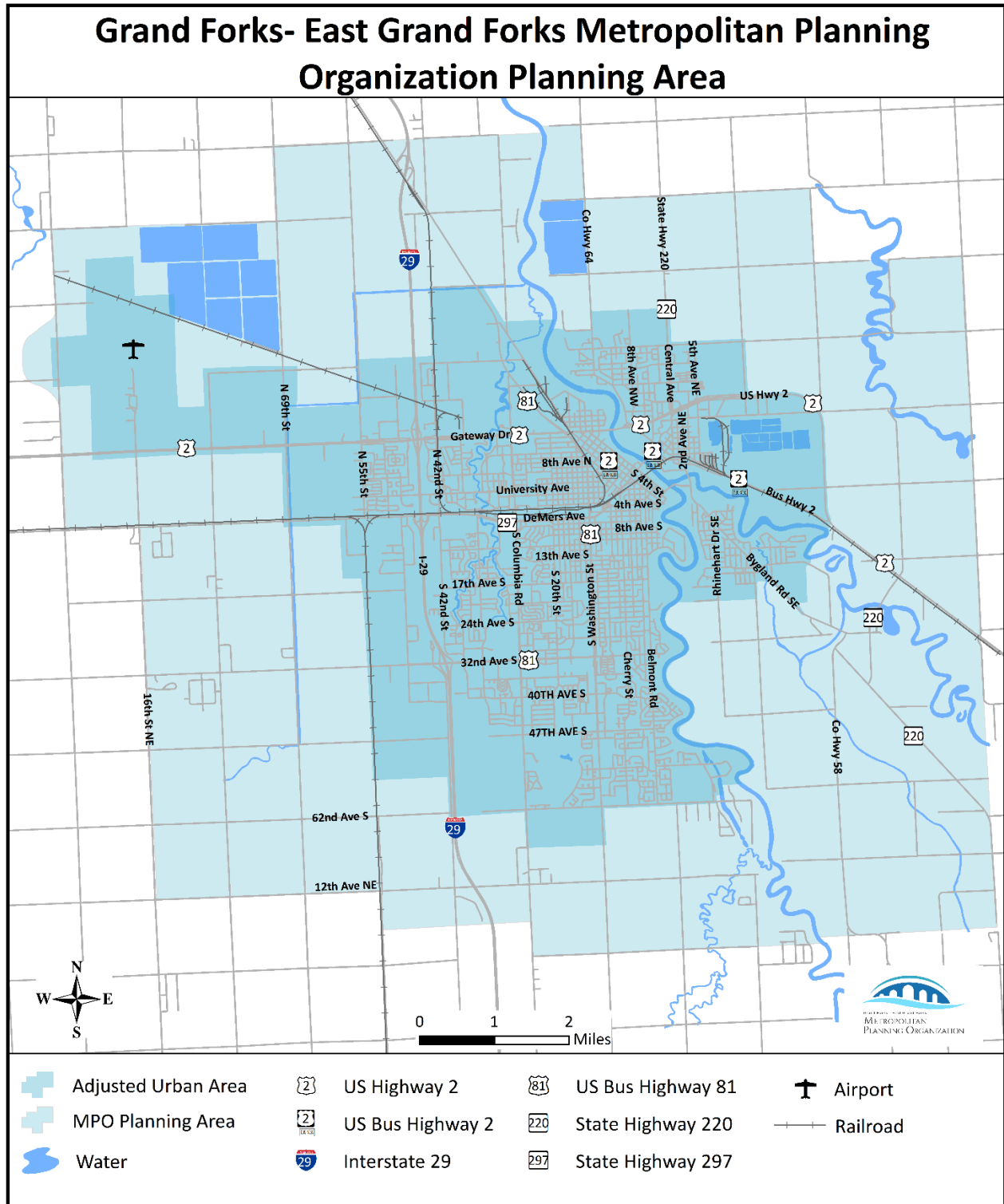
This project has a not-to-exceed budget of \$400,000. The scope of work is not final and may have changes that could cause an amendment of the budget. Consultants submitting proposals are asked to use audited DOT rates when completing their Cost Proposal Form and certify the indirect costs with the Certification of Final Indirect Costs (See Appendix B).

E. Other Requirements

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

As part of the MPO's efforts to track consultant history the MPO will do an end-of-project evaluation of the consultant. This will be shared with the consultant for their information. This form can be found in Appendix C.

VIII. Map of the Forks MPO Planning 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

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

Certification of Final Indirect Costs

Firm Name: _____

Proposed Indirect Cost 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:
November 8th, 2023
MPO Executive Board:
November 15th, 2023

Recommended Action: Matter of approval of the Grand Valley Pedestrian Crossing Study RFP (Request for Proposals) Final Draft

Recommended Action:

Background:

The Metropolitan Planning Organization is seeking proposals from qualified consulting firms to conduct a feasibility study for a pedestrian crossing in the Grand Valley development area. This study aims to enhance long-range planning by evaluating the need for a pedestrian crossing to promote safety and non-motorized transportation options in the vicinity of 62nd Ave S. Study area will be between S Columbia Rd., Belmont Rd., 12th Ave NE (Merrifield Rd.), and a 47th Ave S.

The MPO is seeking a consultant that can not only provide the typical qualifications necessary in the development of the Grand Valley pedestrian crossing Study but also can provide proactiveness, vision, innovation, and collaboration in examining and proposing strategies and recommendations that will ensure a reduction of fatal and serious incidences for the users of all transportation modes.

This project has a not-to-exceed budget of \$150,000.

A Steering Committee will also need to be formed. TAC members are encouraged to consider participating in the committee if interested in the Study.

Findings and Analysis:

- RFP was updated according to feedback provided. Notable changes include:
 - Updates to the preliminary project schedule
 - 47th Ave acting as the study's northern boundary
 - Removal of NDDOT District from Selection committee (retained in Steering)
 - Addition of GF Public Schools, GF County to Selection Committee

Support Materials:

- Final Draft Grand Valley Pedestrian Crossing Study RFP



Grand Forks - East Grand Forks

METROPOLITAN
PLANNING ORGANIZATION

Grand Valley Pedestrian Crossing Study

Grand Forks, ND and East Grand Forks, MN

Request for Proposals
for
Transportation Planning Services

October 2023

**REQUEST FOR PROPOSALS
FOR
TRANSPORTATION PLANNING SERVICES**

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

Grand Valley Pedestrian Crossing Study, City of Grand Forks, North Dakota

Qualifications based selection criteria will be used to analyze technical submittals from responding consultants. Upon completion of technical ranking, the MPO will enter contract negotiations with the top ranked firm. Sealed cost proposals will be required with the RFP. The cost proposal of the top ranked firm will be opened during contract negotiations. The MPO reserves the right to reject any or all submittals. This project has a not to exceed budget of \$150,000 dollars.

Interested firms should contact Stephanie Halford, Executive Director, at the MPO, 600 DeMers Avenue, East Grand Forks, MN 56721. Contact can also be done via phone 701-746-2660, or by email: stephanie.halford@theforksmpo.org

All proposals received by November 17, 2023, at Noon at the MPO Office will be given equal consideration. Minority, women-owned, and disadvantaged business enterprises are encouraged to participate. The full length of each proposal should not exceed fifty (50) pages (twenty-five (25) double-sided pages, if printed) including any supporting material, charts, or tables. Electronic proposals are preferred in doc or pdf format; however, they must be easily reproducible by MPO in black-and-white. If printed copies are sent, only eight (8) should be sent and the MPO will not accept spiral bound proposals; consultants are encouraged to prepare proposals in a format that will ensure for efficient disposal and are encouraged to use materials that are easily recycled. A sealed cost proposal must still be provided in hard copy by the noted due date. Submittals must be received no later than **December 15, 2023, at noon (central time)**. Hard copies of technical and/or cost proposals should be shipped to ensure timely delivery to:

Stephanie Halford
Executive Director
Grand Forks – East Grand Forks MPO
600 DeMers Ave.
East Grand Forks, Minnesota 56721
stephanie.halford@theforksmpo.org
Phone: 701-746-2660
Cell: 701-610-6582

Once submitted, the quotes become the property of MPO.

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Appendix A Attachments 1 & 2

Appendix B Cost Proposal

**REQUEST FOR PROPOSALS FOR
TRANSPORTATION PLANNING SERVICES**

I. Purpose of Request

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

Grand Valley Pedestrian Crossing Study City of Grand Forks, North Dakota

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

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

II. General Instructions

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

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

**Office Phone: 701-746-2660
Direct Phone: 218-399-3370
Email: Stephanie.Halford@theforksmpo.org**

A. Proposals shall be submitted to:

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

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

**Proposal for:
Grand Valley Pedestrian Underpass Study, City of Grand Forks, North Dakota
Firm's Name
GF/EGF MPO**

All proposals must be received by noon (central time) December 15 2023, at which time the

proposals will be opened for review. Cost proposals will remain sealed in a secure place until proposal ranking is complete and contract negotiations begin. An electronic copy or eight (8) copies of the technical proposal must be provided. One copy of the cost proposal shall be submitted in a separate, sealed, and clearly marked envelope.

C. Selection Committee

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

- City of Grand Forks Planning Department
- City Of Grand Forks Engineering Department
- Grand Forks Public Schools
- Grand Forks County
- MPO

Once the written proposals are received, if there are five or more proposals the Selection Committee will rank the proposals to interview the top three (3). A 40-minute interview will be scheduled for **January 16-18th**, with the firms that submit the top three ranked proposals, if four proposals are received then all will get an interview. This 40-minute interview will provide an opportunity for the selection committee members to ask questions of the submitting firms and get clarification on any information in the proposals that may not be clear. Firms chosen for interviews will be expected to make presentations and should prepare one. The interviews may be conducted via online service. Firms may be asked to verbally expand upon points in their written proposal and should be prepared to do so.

D. Respondent Qualifications

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

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

E. 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 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 responsible steps in accordance with 49 CFR Part 23 to ensure that disadvantaged business enterprises have maximum opportunity to compete for and perform contracts. The contractor shall not discriminate based on race, creed, color, national origin, age, or sex in the award and performance of DOT-assisted contracts.

F. 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 subcontracts 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.

G. 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.

H. 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.

I. 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.

J. Eligibility of Proposer, Non-procurement, Debarment and Suspension Certificate, 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.

K. 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.

L. Assignments

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

M. Procurement- Property Management

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

N. 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.

O. 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.

P. 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 CFR, 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.

Q. 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.

R. 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.

S. Disabled

The contractor shall ensure that no qualified disabled individual, as defined in 29 USC 706(7) and 49 CFR Part 27 shall, solely by reason of this disability, 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.

T. 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.

U. 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.

V. 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.

W. 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.

X. Hold Harmless

The contractor shall save and hold harmless the MPO, its officer, agents, employees, and

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

Y. 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, regulations, and procedures. Moreover, the contractor affirms its compliance with the federal Debarment and Suspension Certification and the federal Restrictions on Lobbying.

III. Preliminary Project Schedule

A. Consultant Selection

Advertise RFP to Qualified Firms	November 20 – December 15, 2023
Receive Proposals	December 15, 2023
Review Proposals	January 2-11, 2024
Select Interview Finalists & Notify	January 12, 2024
Interview the Finalists	January 16-18, 2024
Notify the Finalist	January 19, 2024
Contract Negotiations Completed	February 2, 2024
MPO Technical Advisory Committee Approval	February 14, 2024
MPO Executive Board Approval	February 21, 2024

B. Project Development

Notice to Proceed	March 1, 2024
Full draft preliminary	July 26, 2024
Full final draft	August 30, 2024
Presentation of Final Draft to City Council	September TBD, 2024
Anticipated Project Completion	October 25, 2024

IV. RFP Evaluation Criteria & Process

The Committee will determine which firm would best provide the services requested by the RFP. When choosing a consulting firm, the MPO will have a two (2) step process. The proposal evaluation will evaluate the proposal that the firm sends the MPO. The evaluation will reduce the number of firms to three (3) for the purposes of interviewing. The interview evaluation will be based on the interview with the firm. The MPO in close coordination with members of the Selection Committee will evaluate the proposals based on, but not limited to, the following criteria and their weights:

A. Proposal Evaluation Criteria and Weight

1. Demonstrates understanding of the scope of work and local factors. Shows how firm proposes to approach, resolve challenges, and encourage new ideas that improve the end project. (Weight 25%)
2. Demonstrates the firm has the knowledge and experience to successfully address the scope of work. (Weight 25%)
3. Demonstrates the firm has a history of timely performance, quality, and integrity, as evidenced by a list of client references. Demonstrates the firm's approach to managing resources and project output. (Weight 15%)
4. Demonstrate experience, expertise, qualifications, and credentials of project manager, key personnel, and subconsultant team members. Project team should indicate other significant projects being worked on, the percent of involvement, and probable completion date of the individual's work on the project. (Weight 25%)
5. Provide a time schedule for completion of each task and the entire project, with appropriate time for review. Demonstrate the project team has the resources necessary to complete the project. (Weight 10%)

B. Interview Evaluation Criteria and Weight

1. Observations on existing conditions and key project information. (Weight 20%)
2. Identification of key issues or problems that will need to be considered and any initial thoughts on how to resolve issues or problems. (Weight 25%)
3. Innovative approaches and concepts. (Weight 25%)
4. Experience and capabilities in development of similar studies of both key personnel and the project team. (Weight 20%)
5. Quality of interview. Comment on specific reasons why the firm should be selected for the project. (Weight 10%)

Each proposal will be evaluated on the above criteria by the Selection Committee. The interview and proposal scores will be combined to have a final score. The firm with the best final score will be contacted for contract negotiations. The qualifying firm chosen by the Selection Committee will enter a contract and fee negotiation based on the sealed cost proposal, submitted in a separate envelope.

The MPO is an Equal Opportunity Employer.

V. Terms and Conditions

- A. The MPO reserves the right to reject any or all 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 about one or more applicants.
- C. Any proposal may be withdrawn up until the date and time set for the opening of the proposals. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of 90 days (about 3 months), 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.

VI. Proposal Format and Content

Proposals shall include the following sections at a minimum:

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

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

A. Introduction and Executive Summary

Provide the following information concerning your firm:

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

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

B. Administrative Questions

Provide the following information concerning your firm:

1. Identify the respondent's authorized negotiator.
Give the name, title, address, and telephone number of the respondent's authorized negotiator. The person cited shall be empowered to make binding commitments for the respondent firm.
2. Provide workload and manpower summaries to define respondent's ability to meet project timeline.

C. Summary of Proposed Technical Process

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

D. Project Staff Information

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

The completion of the scope of work in this agreement by the contractor must be done

without any adverse effect in any way on other contracts that the contractor currently has in place with the MPO.

E. Similar Project Experience

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

F. References

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

G. DBE/MBE Participation

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

H. Cost Quotes/Negotiations

1. Cost Quotes

Submit in a separate sealed envelope a cost proposal for the project work activities. Cost proposals will be separated from technical proposals and secured unopened until the technical evaluation process is completed. Cost Proposals shall be based on hourly "not to exceed" amount. Cost proposals must be prepared using the format provided in Appendix B. Attached to the Cost Proposal the Certification of Indirect Rate Form also provided in Appendix B should be filled out.

2. Contract Negotiations

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

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

VII. Background and Scope of Work

A. Background

The MPO is seeking proposals from qualified consulting firms to conduct a feasibility study for a pedestrian crossing in the Grand Valley development area. This study aims to enhance long-range planning by evaluating the need for a pedestrian crossing to promote safety and non-motorized transportation options in the vicinity of 62nd Ave S. The study area will be between S Columbia Rd., Belmont Rd., 12th Ave NE (Merrifield Rd.), and 47th Ave S.

Additional Considerations:

- The Grand Forks School District owns a parcel on Cherry St north of 62nd Ave S
- S Washington St is anticipated to be widened to five lanes wide.
- 62nd Ave S is anticipated to be reconstructed and widened to a three-lane roadway within the next 10-15 years.
- S Columbia Rd is anticipated to be reconstructed and widened to a three-lane roadway within the next 10-15 years.
- The 2050 Bike Ped Plan with existing and proposed bicycle and pedestrian facilities is available upon request. The Bikeway Map will be provided in the Maps section of this RFP

B. Scope of Work

The MPO is seeking a consultant that can not only provide the typical qualifications necessary in the development of the Grand Valley Pedestrian Crossing Study but also can provide proactiveness, vision, innovation, and collaboration in examining and proposing strategies and recommendations that will ensure a reduction of fatal and serious incidences for the users of all transportation modes.

The outline below is a proposed scope of work outline that will guide the development of the Grand Valley Pedestrian Crossing Study. The MPO includes the following scope of work to provide interested consultants insight into project intent, context, coordination, responsibilities, and other elements to help facilitate the Plans development.

This outline is not necessarily all inclusive. The consultant may include in the proposal additional performance tasks that will integrate innovative approaches to successfully complete the project. At a minimum, the consultant will be expected to establish detailed analyses, recommendations, and/or deliverables for the following tasks:

1. Project Management

The consultant will be required to manage the study and coordinate with subconsultants, as well as bearing responsibility for all documentation and equipment needs. The consultant will identify a project lead from their team to act as the direct point of contact for the MPO project manager.

The consultant should expect bi-weekly progress meetings with the MPO project manager. Additionally, the consultant should expect to prepare monthly progress reports, documentation of all travel and expense receipts, and prepare and submit invoices monthly. When submitting progress reports, the consultant will be required to outline the following performed work during the reporting period:

- Upcoming tasks
- Upcoming milestones
- Status of scope and schedule
- Any issues to be aware of

Deliverable: A monthly progress report and detailed invoice. The monthly progress report should be sent to the project manager by the last Friday of each month to be included in the Technical Advisory Committee agenda.

Building on the scope of work presented and incorporating any relevant changes made during contract negotiations, the consultant will prepare a detailed proposal and the achievable timeline for the Plan anticipated to be completed by July 31st, 2024. The proposal will outline the overall approach, as well as specific actions and activities that will occur during the project and how these will result in a successful conclusion to the study.

2. [Community Engagement](#)

In compliance with the MPO's adopted Public Participation Plan (PPP), the consultant will develop and implement an extensive community engagement program that seeks to gain input from community members from all parts of the study area. Broad-based community engagement is considered critical to the success of this plan.

It is imperative to consider the public and keep them informed of the planning activities and outcomes using strategies that include use of the internet and social media. Providing information to the MPO and other regional jurisdictions for posting on their websites will be required. New and innovative public engagement solutions are highly encouraged.

a) **Steering Committee**

The consultant will use a Steering Committee (Committee) to provide input and oversight throughout the study process. The Committee will meet as needed to provide input and guidance through the study process, particularly on key decision points in the study. The consultant will be responsible for providing all information (support information such as maps, etc.) to be discussed at the Committee meetings eight days prior to the meeting. The consultant will prepare clear and concise briefings to present to the Committee. The consultant should expect at least six (6) meetings with the Committee, which can be coordinated with public input meetings to make the most efficient use of any travel expenditure. The meetings need to have a virtual option.

Members of the Steering Committee could include:

NDDOT
Grand Forks Public Schools Representatives
Pedestrian And Cycling Advocacy Groups
City Engineers and Planners
Residents of the Grand Valley Area
Emergency Services Representatives
Grand Forks Public Health
Grand Forks Parks
Safe Kids
City Council Members
Grand Forks County Representatives
GF Township
County Commissioner
Property Owners
Developers
Crary

b) Public Involvement Meetings

The consultant should plan for a minimum of three (3) public meetings to identify the concerns and needs of businesses, regular users, and residents including pedestrian and bicycling needs. The consultant shall be required to submit its approach on how it will reach out to the community during the planning process. It is expected that each round of community engagement will have presence in Grand Forks and East Grand Forks. The consultant's approach should address:

- How it will go about these meetings.
- Methods it will employ.
- Quantity of rounds of public engagement meetings.
- Timing of engagement techniques the consultant is accustomed to utilizing to accomplish this task.

The consultant will be responsible for fully developing each round of public engagement before it is proposed to the MPO's project manager. Scheduling, presentations/written material, and development should occur well in advance of the proposed engagement event. All public comments are to be recorded as they pertain to the plan.

c) Local Government Presentations

The consultant should budget for at least three (3) sets of local government presentations to the Grand Forks Planning Commission, Grand Forks City Council, East Grand Forks Planning Commission, East Grand Forks City Council, MPO Technical Advisory Committee (TAC), and the MPO Executive Committee at key Grand Valley Pedestrian Crossing Study milestones.

Deliverable: At the end of each meeting a memorandum with the meeting

activities and results will be provided to the MPO. This will include documentation of comments/feedback and how they are incorporated into the final document. These will be gathered into a public involvement appendix in the final document.

3. Existing Conditions and Evaluation

Grand Valley Pedestrian Crossing Study is intended to cover the area between S Columbia Rd., Belmont Rd., 12th Ave NE (Merrifield Rd.), and 47th Ave S and should include a review of conditions and policy/infrastructure recommendations for City streets and other public surfaces streets inside the study area, including those owned and operated by NDDOT, and Grand Forks County. This task consists of a comprehensive multi-modal crash analysis and evaluation for the MPO planning area. This

- Analysis of existing conditions and historical trends to better understand crashes involving fatalities and serious injuries across the study area.
- Analysis of where crashes happen, by mode and severity, as well as contributing factors and crash types.
- Analysis of systemic and specific safety needs, such as general high risk road features within the street network, or specific needs relevant to types of road users.
- A geospatial analysis and depiction (preferably outline, searchable, and manipulable as feasible) of higher risk corridors and intersections across the study area.

Deliverable: A technical memorandum or chapter draft that will provide an analysis of the existing conditions. In addition to analyzing historical crash trends, the consultant should look ahead to anticipate future bike/pedestrian safety issues. This should make use of the historical analysis trends likely to continue forward and other developments on the horizon, including factors such as population characteristics in the MPO planning area. A separate technical memorandum should be drafted for the focus areas.

4. Goals, Objectives, Policies, and Performance Measures

Goals:

- **Safety Enhancement:** Improve pedestrian and cyclist safety in the Grand Valley development area.
- **Non-Motorized Transportation Promotion:** Encourage walking, biking, and other non-motorized forms of transportation within the study area.
- **Community Connectivity:** Foster better connectivity between residential areas, schools, and local amenities through a pedestrian crossing.
- **Future-Proofing:** Plan for future traffic growth and ensure infrastructure meets long-term needs.

Objectives:

- **Determine Feasibility:** Assess the technical, engineering, and financial feasibility of constructing a pedestrian crossing.
- **Enhance Accessibility:** Improve access for pedestrians and cyclists, especially students and residents.
- **Safety Analysis:** Conduct a comprehensive safety analysis, identifying potential hazards and safety improvements.
- **Stakeholder Engagement:** Engage with stakeholders to gather input and ensure community needs are considered.

Policies:

- **Safety Priority:** Prioritize safety considerations in all aspects of the pedestrian crossing design and construction.
- **Non-Motorized Infrastructure:** Promote the development of pedestrian and cyclist-friendly infrastructure.
- **Sustainability:** Incorporate sustainable design principles, such as energy-efficient lighting and environmentally responsible construction materials.
- **Accessibility:** Ensure the pedestrian crossing is ADA-compliant and accessible to all residents, including those with disabilities.

Performance Measures:

- **Pedestrian/Cyclist Count:** Measure the number of pedestrians and cyclists using the pedestrian crossing before and after its construction.
- **Safety Improvement:** Track the reduction in pedestrian and cyclist accidents in the study area.
- **Public Satisfaction:** Conduct surveys to gauge public satisfaction with the pedestrian crossing project and its impact on safety and convenience.
- **Usage Patterns:** Analyze how the pedestrian crossing affects commuting patterns and non-motorized transportation usage.

Deliverable:

Final Feasibility Study Report

This comprehensive report will encapsulate the study's goals, objectives, policies, and performance measures. It will provide detailed findings, recommendations, and analyses related to the feasibility of constructing a pedestrian crossing in the Grand Valley development area. The report will cover technical and engineering considerations, safety assessments, stakeholder engagement, cost estimation, alternative solutions, and any other relevant aspects of the study. Additionally, it will include performance data and metrics, showcasing how the proposed pedestrian crossing aligns with the established goals and objectives while addressing policies for safety, accessibility, and sustainability.

5. [Implementation and Project Identification](#)

The consultant will create an implementation matrix that outlines prospective projects, strategies, and suggestions for future grant applications, as well as measures that can be incorporated into regular maintenance cycles. It will also explore potential enhancements to better align with safety best practices. This implementation matrix will acknowledge the requirements of all transportation system users within the MPO planning area. It will identify projects suitable for grant funding, provide a conceptual framework for infrastructure enhancements with estimated costs, and establish an implementation schedule.

The strategies and recommendations will factor in the fiscal and staff time resources essential for a sustained and effective endeavor to achieve traffic safety goals and fulfill the study's objectives. Furthermore, the consultant will develop a timeline indicating project readiness for each strategy and project, categorizing them as short-term, mid-term, and long-term.

Deliverable:

Produce an implementation plan delineating prospective projects for future grant opportunities.

6. Final Plan & Executive Summary

The consultant will develop a draft study document with two rounds of review and revision before preparing a final study document. Review and receive comments from the Committee and update accordingly prior to proceeding through the MPO process.

The consultant will develop a draft final document and provide final copies for review by the Committee, NDDOT, the MPO, and the City of Grand Forks.

The consultant shall also provide the MPO with appropriate presentation materials and be prepared to present the final document.

Upon completion of the final plan, the consultant will develop an executive summary which relays all pertinent information in an easy-to-follow format. The summary should be concise and highly graphic, highlighting all major recommendations of the plan.

C. Project Deliverables

The final product of this effort will document the results of fulfilling the scope of work.

1. First full draft preliminary document by noon July 26th, 2024
2. A draft final document by noon August 30th, 2024
3. An approved final plan by October 25th, 2024 (12 full printed copies)

An electronic copy of the approved final reports will be delivered to the Grand Forks-East

Grand Forks MPO in PDF and Word format. The electronic copies should be complete and in order such that additional copies of either document could be printed on-demand. In addition, electronic copies of any working papers, data, modeling software, and maps used to create information in the document will be delivered to the MPO either during the project or at its conclusion.

D. Estimated Project Budget

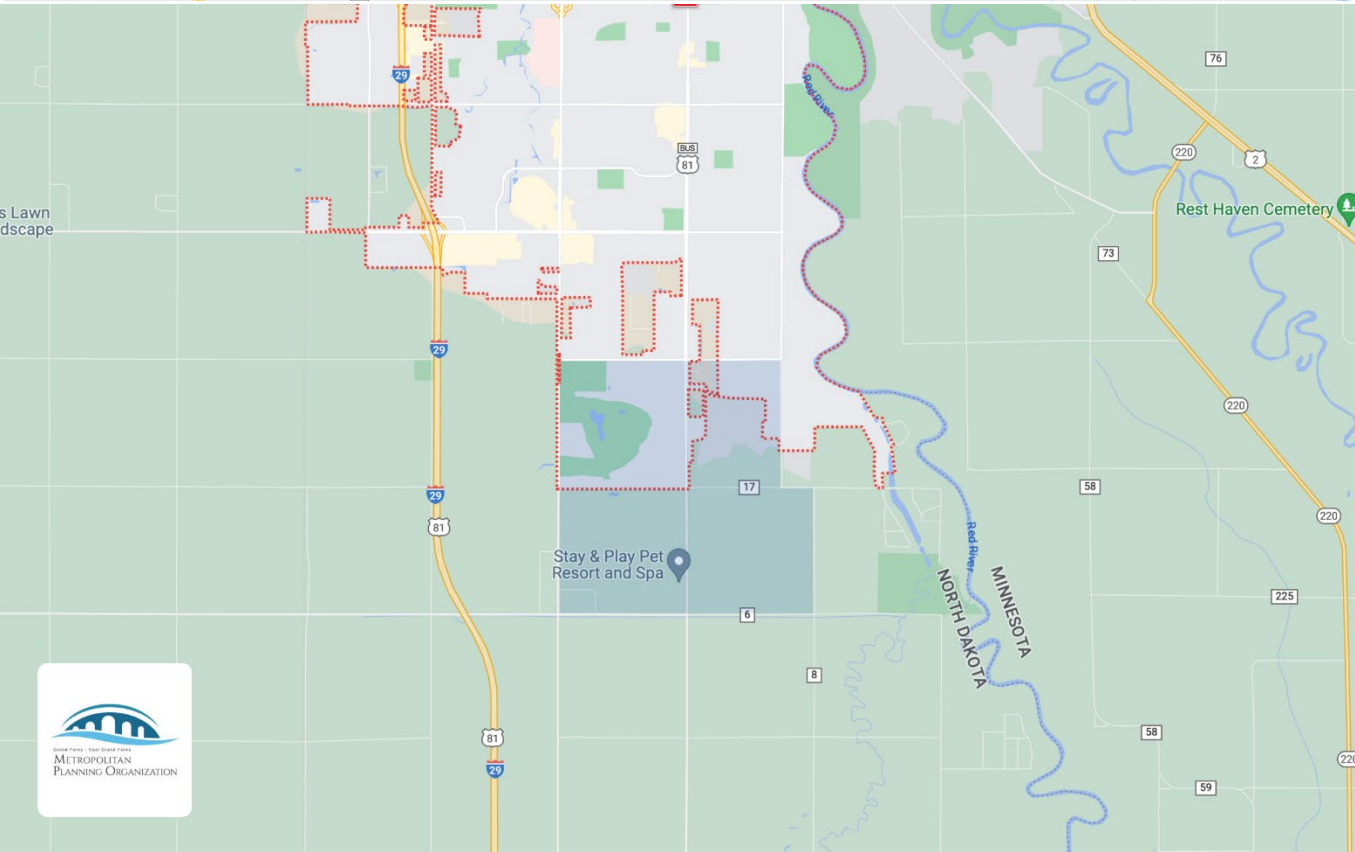
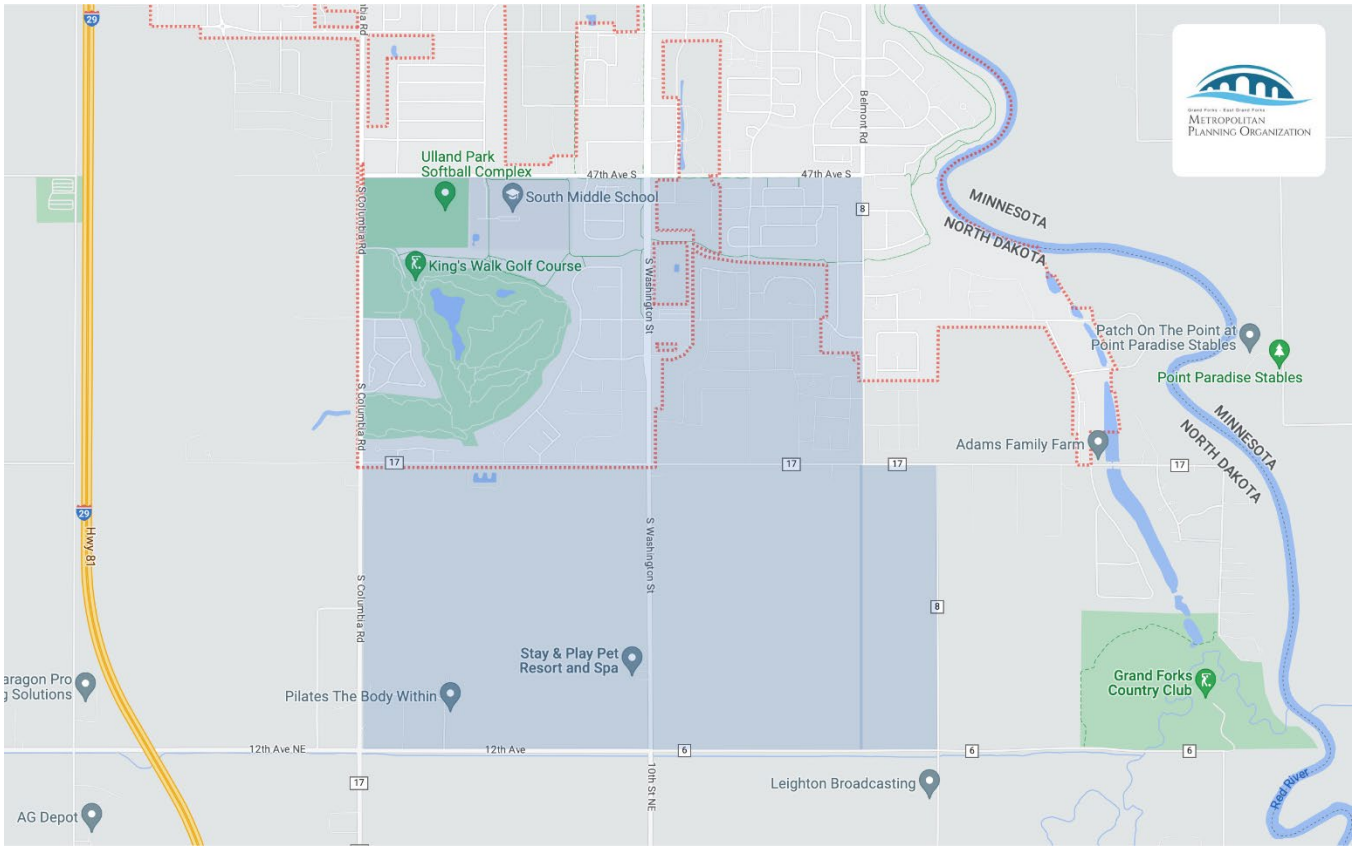
This project has a not-to-exceed budget of \$150,000. Consultants submitting proposals are asked to use audited DOT rates when completing their Cost Proposal Form and certify the indirect costs with the Certification of Final Indirect Costs (See Appendix B).

E. Other Requirements

The consultant will update the Project Manager on the aforementioned bi-weekly meetings and will also provide a written monthly progress report which will clearly reflect progress, timeliness, and budget expenditure. The monthly progress report will be presented by the MPO project manager to the MPO's Technical Advisory Committee. The consultant must provide the progress report by the last Friday of each month.

As part of the MPO's efforts to track consultant history the MPO will do an end-of-project evaluation of the consultant. This will be shared with the consultant for their information. This form can be found in Appendix C.

VIII. 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

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

Certification of Final Indirect Costs

Firm Name: _____

Proposed Indirect Cost 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:
November 8, 2023
MPO Executive Board:
November 15, 2023

RECOMMENDED ACTION: Approval of the PM1- Safety Target for CY 2024.

TAC RECOMMENDED ACTION:

Matter of approval of the PM1-Safety Target for CY 2024.

Background:

This report submits for your consideration and an approval the following items:

- Proposed MPO Safety targets for CY 2024.
- Presents a comparison between targets set for CY 2022 and the actual attained results.

Performance Measures and Performance Target regulations and requirements emanate from the enacted FAST (Fixing America Surface Transportation) Act and carried over to Infrastructure Investment and Jobs Act (IIJA). FAST encourages a performance-driven and outcome-based transportation planning process. MPOs are required by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) to adopt targets for defined performance measures.

The MPO establishes Performance Targets for the following measures:

- 1) Safety
- 2) Transit Asset Management
- 3) System Performance
- 4) Bridge Condition
- 5) Pavement Condition
- 6) Transit Safety

The specific targets being presented in this staff report are the Safety Targets. Current rules require Bi-state MPOs to either: a) adopt the State targets for all five measures; or b) choose an MPO target for all five measures.

The Federal Highway Administration (FHWA) suggests that a methodology that could be used to set targets is a trend line analysis of using sets of 5 year rolling averages. The FHWA example indicated a reasonable number of sets as being 5.

The examination of the Safety Measures discussed in this report is based on crash data provided by MN DOT and NDDOT. In addition, the following elements are considered during the analysis:

- Serious Injury Analysis
- Calculation of the 5-year Rolling average
- Vehicle Miles Traveled (VMT) (327,000,000)

Findings and Analysis

I. Proposed MPO Safety Targets for CY 2023

Safety Targets for CY 2024 are proposed by MPO staff by using the FHWA suggested 5 sets of 5-Years Rolling Average Methodology.

The States start the process by setting the State Safety targets. The MPO then has 180 days to decide to adopt the targets or choose an MPO Target. Table A shows the CY 2024 adopted state targets.

Table A: MNDOT and NDDOT Adopted Safety Targets

Safety Measures	MNDOT's STATE TARGETS							NDDOT'S STATE TARGETS						
	2018	2019	2020	2021	2022	2023	2024	2018	2019	2020	2021	2022	2023	2024
1. Number of Traffic Fatalities	375.0	372.2	375.4	352.4	352.4	352.4	352.4	138.0	127.0	108.3	102.0	96.4	99.2	95.8
2. Number of Fatalities (Per 100 M VMT)	0.620	0.622	0.626	0.582	0.582	0.582	0.582	1.340	1.270	1.106	1.103	1.094	1.080	1.053
3. Number of Crash Related Serious Injuries	1,935.0	1,711.0	1,714.2	1,579.8	1,463.4	1,463.4	1,463.4	516.0	486.2	413.9	382.1	359.7	397.1	398.1
4. Number of Serious Injuries(Per 100 M VMT)	3.190	2.854	2.854	2.606	2.470	2.470	2.470	5.090	4.848	4.230	4.046	4.089	4.201	4.250
5. Number of Non-Motorized Fatalities & Number of Non Motorized Serious Injuries	348.0	267.5	317.0	281.2	258.4	258.4	258.4	34.0	34.6	33.4	30.4	29.8	33.5	34.5

The MPO then uses the crash data (Table B) to establish the 5-year rolling average for our MPO Planning Area (Table C) and the Fatal & Serious Injury Rates per 100 million vehicle miles traveled (Table D).

Table B: Crashes in the MPO Area 2007 to 2022

All Crashes			Non-Motorized			
Year	Fatal (K)	Incapacitating Injury (A)	Year	Fatal (K)	Incapacitating Injury (A)	Total
2007	2	20	2007	0	2	2
2008	3	13	2008	0	3	3
2009	1	8	2009	0	1	1
2010	4	18	2010	0	3	3
2011	1	16	2011	0	5	5
2012	2	24	2012	0	0	0
2013	3	18	2013	0	4	4
2014	3	19	2014	0	5	5
2015	0	20	2015	0	2	2
2016	0	3	2016	0	2	2
2017	2	13	2017	0	4	4
2018	4	10	2018	1	1	2
2019	4	18	2019	2	1	3
2020	4	12	2020	0	2	2
2021	5	12	2021	0	2	2
2022	1	13	2022	0	4	4

Table C: 5-year Rolling Average All Crashes and Non-Motorized Crashes

5-Year Averages (All Crashes)			5-Year Averages (Non-Motorized Fatalities & Serious Injuries)	
Year	Fatal	Serious	Year	Fatal + Serious
2007-2011	2.2	15	2007-2011	2.8
2008-2012	2.2	15.8	2008-2012	2.4
2009-2013	2.2	16.8	2009-2013	2.6
2010-2014	2.6	19	2010-2014	3.4
2011-2015	1.8	19.4	2011-2015	3.2
2012-2016	1.6	16.8	2012-2016	2.6
2013-2017	1.6	14.6	2013-2017	3.4
2014-2018	1.8	13	2014-2018	3
2015-2019	2	12.8	2015-2019	2.6
2016-2020	2.8	11.2	2016-2020	2.6
2017-2021	3.8	13	2017-2021	2.6
2018-2022	3.6	13	2018-2022	2.6

Table D: Fatal & Serious Injury Rate per 100M VMT

Crash Rates per 100 Million Vehicle Miles Traveled (MVMT)		
Year	Fatal	Serious
2007-2011	0.6728	4.5872
2008-2012	0.6728	4.8318
2009-2013	0.6728	5.1376
2010-2014	0.7951	5.8104
2011-2015	0.5505	5.9327
2012-2016	0.4893	5.1376
2013-2017	0.4893	4.4648
2014-2018	0.5505	3.9755
2015-2019	0.6116	3.9144
2016-2020	0.8563	3.4251
2017-2021	1.1621	3.9755
2018-2022	1.1009	3.9755

With these numbers we can establish the 5 sets of 5-year rolling average numbers (Table E) that give staff the proposed targets for CY2024 (Table F).

Table E: The average of 5 Sets of 5-year rolling average.

5 sets of 5 year rolling average					
Year	Fatal	Serious	Non Motorized	100 MVMT	
				Fatal	Serious
2007-2015	2.2	17.2	2.88	0.6728	5.2599
2008-2016	2.08	17.56	2.84	0.6361	5.3700
2009-2017	1.96	17.32	3.04	0.5994	5.2966
2010-2018	1.88	16.56	3.12	0.5749	5.0642
2011-2019	1.76	15.32	2.96	0.5382	4.6850
2012-2020	1.96	13.68	2.84	0.5994	4.1835
2013-2021	2.4	12.92	2.84	0.7339	3.9511
2014-2022	2.8	12.6	2.68	0.8563	3.8532

Table F: Previous MPO Targets with Staff Proposed Targets for CY2024

Safety Performance Measures	Grand Forks- East Grand Forks MPO Planning Area Targets						Staff Proposed
	2018	2019	2020	2021*	2022*	2023**	2024**
1. Number of Traffic Fatalities	3 or Fewer	3 or Fewer	1.8 or Fewer	1.8 or Fewer	1.8 or Fewer	2.4	2.8
2. Number of Fatalities (Per 100 M VMT)	0.673	0.599	0.574	0.574	0.574	0.734	0.8563
3. Number of Crash Related Serious Injuries	18 or Fewer	15 or Fewer	16.56 or Fewer	16.56 or Fewer	16.56 or Fewer	12.92	12.6
4. Number of Serious Injuries(Per 100 M VMT)	5.933 or Lower	5.296 or Lower	5.0642	5.0642	5.0642	3.951	3.8532
5. Number of Non-Motorized Fatalities & Number of Non Motorized Serious Injuries	3 or Fewer	4 or Fewer	3 or Fewer	3 or Fewer	3 or Fewer	2.84	2.68
*Same as 2020							
**Based on 5 sets of 5-year rolling averages							

II. Comparison between targets set and the actual results.

A comparison is needed to show if the MPO Planning area is meeting the targets. In Table G, the comparison can be seen. This comparison shows a need to reevaluate our targets. While there is no consequence for the MPO Area it does help the MPO establish in the States a local need for extra safety projects to improve the safety of the local roads.

Table G: Comparison between MPO Targets and Actual numbers.

Safety Performance Measures	MPO Targets, 2018	MPO Actuals, 2018	MPO Targets, 2019	MPO Actuals, 2019	MPO Targets, 2020	MPO Actuals, 2020	MPO Targets, 2021	MPO Actuals, 2021	MPO Targets, 2022	MPO Actuals, 2022
1. Number of Traffic Fatalities	3 or Fewer	1.8	3 or Fewer	2	1.8 or Fewer	2.8	1.8 or Fewer	3.8	1.8 or Fewer	3.6
2. Number of Fatalities (Per 100 M VMT)	0.673	0.551	0.599	0.611	0.574	0.856	0.574	1.162	0.574	1.101
3. Number of Crash Related Serious Injuries	18 or Fewer	13	15 or Fewer	12.8	16.56 or Fewer	11.2	16.56 or Fewer	13	16.56 or Fewer	13
4. Number of Serious Injuries(Per 100 M VMT)	5.933 or Lower	0.612	5.296 or Lower	3.91	5.0642	3425	5.0642	3.976	5.0642	3.976
5. Number of Non-Motorized Fatalities & Number of Non Motorized Serious Injuries	3 or Fewer	3	4 or Fewer	2.6	3 or Fewer	2.6	3 or Fewer	2.6	3 or Fewer	2.6

Actuals based on 5 year rolling average

Support Materials:

- Safety Target Resolution.



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

Whereas, the U.S. Department of Transportation established five performance measures for the Highway Safety Improvement Program (HSIP) as detailed in 23 CFR 490, Subpart B, National Performance Measures for the Highway Safety Improvement Program;

Whereas, the Minnesota Department of Transportation (MnDOT) established performance targets for each of the five HSIP performance measures in accordance with 23 CFR 490.209; and

Whereas, the North Dakota Department of Transportation (NDDOT) established performance targets for each of the five HSIP performance measures in accordance with 23 CFR 490.209; and

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

Whereas, the MPO established its HSIP 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 HSIP target; and

Whereas, the Grand Forks – East Grand Forks Metropolitan Planning Organizations (MPO) reviewed the most recent data and considered whether to update the targets or maintain last year’s 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 for 2024.

Safety Performance Measure	Target
1. Number of Traffic Fatalities	2.8
2. Number of Fatalities (Per 100 M VMT)	0.856
3. Number of Crash Related Serious Injuries	12.6
4. Number of Serious Injuries(Per 100 M VMT)	3.853
5. Number of Non-Motorized Fatalities & Number of Non Motorized Serious Injuries	2.68

and

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 calendar year 2023 HSIP targets.

Warren Strandell, Chair

Date

Stephanie Halford, Executive Director

Date



MPO Staff Report
Technical Advisory Committee:
November 8, 2023
MPO Executive Board:
November 15, 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.

The MPO is required to work with the State and CAT to adopt yearly targets. After discussion with CAT MPO staff is recommending that the targets remain the same as last year.

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/ Failures)
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

Findings and Analysis

- The MPO must adopt Transit Safety Targets

Support Materials:

- MPO Resolution



**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/ Failures)
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

and

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 calendar year 2023 PTASP targets.

Warren Strandell, Chair

Date

Stephanie Halford, Executive Director

Date



MPO Staff Report

Technical Advisory Committee:
September 13, 2023

MPO Executive Board:
September 20, 2023

STAFF RECOMMENDED ACTION: FY 2025-2028 Transportation Improvement Program (TIP) Solicitation and Update

TAC RECOMMENDED ACTION:

Matter of the FY2025-2028 TIP Solicitation and Update.

Background:

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

This is the best opportunity to add projects to the TIP. We do this TIP annually so that adjustments can be made on a regular set schedule. We have the authority to wait to solicit for a new TIP document every fourth year instead of annually. We continue to believe an annual solicitation and adoption of a new TIP best serves our purposes. With the excitement of opening the TIP up for new projects, we cannot lose sight that we are still required to be consistent with our Metropolitan Transportation Plan (MTP) that contains a financial plan that is fiscally constrained. While the new 2050 MTP is in the process of being updated, adoption in December, we will be using it as the plan that serves as the financial plan for our TIP programming responsibilities.

The solicitation of the many federal funding programs is open. As of right now the MPO has heard about:

- Transportation Alternatives (TA) Program solicitations.
 - North Dakota released their solicitation on September 1st. The applications are due to NDDOT by December 29th, 2023. To follow the MPO process the applications need to be to the MPO by November 29th, 2023.
 - Minnesota will released their solicitation on October 2, 2023. They have a deadline of January 12, 2024, to be to the Area Transportation Partnership (ATP). For the MPO to meet that deadline applications are due to the MPO by November 29, 2023, to go through the MPO Process in December.
- Urban Grant Program- North Dakota: Released on Oct. 20. Application is due to NDDOT by Dec. 29th. Due to the MPO by Nov. 29th.
- Transit 5311, 5310, and 5339 Grant solicitation started Oct. 18th. Applications are available through BlackCat or the NDDOT website. Applications are due to NDDOT by Dec. 29th. Due to the MPO by Nov. 29th.
- NDDOT will be releasing solicitations for Urban and Secondary Roads soon. The MPO is assuming

that the deadline will be December 29th as well. Just wanted to get a reminder that if that is the case the MPO will need applications by November 29th.

The MPO's [TIP Procedural Manual](#) identifies the general process for projects for the TIP. In general, the projects from the FY2024-2027 TIP have been prioritized and selected to be done in the year identified in the TIP. Despite that, every project will need to be reviewed based on a variety of changes.

Update:

The PROTECT grant for Northwest Minnesota deadline passed. No applications were received.

Findings and Analysis:

- The 2050 MTP list of projects with the fiscally constrained Plan.
- Programmed projects for 2025, 2026, 2027 already create fiscally constrained funds.
- 2028 is the first year that funds have not been programmed specifically towards projects, yet the MTP has identified the priority projects for consideration.
- Each State has a slightly different timeline for consideration of candidate projects from various programs.

Support Materials:

- NDDOT Urban Grant solicitation letter.

October 20, 2023

Bismarck-Mandan MPO
FM Metro COG
Grand Forks-East Grand Forks MPO
City Engineers in Urban Areas

URBAN GRANT PROGRAM SOLICITATION – FEDERAL FISCAL YEAR 2027

The North Dakota Department of Transportation (NDDOT) is accepting applications for Urban Grant Program (UGP) projects for federal fiscal year 2027. This program focuses transportation improvements to the core business districts within urban areas and promotes multimodal forms of transportation. *To obtain an application and review submittal requirements, please visit the NDDOT website at <https://www.dot.nd.gov/divisions/localgov/ugp.htm>*

UGP applications must be submitted to NDDOT, Local Government Division, by 5 PM on December 29, 2023. It is preferred that applications be submitted via email to smhanson@nd.gov.

Thank you for your continuing efforts to improve transportation infrastructure in North Dakota. If you have questions, please feel free to give me a call at 701-328-4469.

With gratitude,



Stacey M. Hanson, P.E.
Assistant Local Government Engineer

38/smh
c: District Engineers

MPO Unified Planning Work Program 2023-2024

Task	Update	% Completed	Local Adoption	State/ Federal Approval
Bike & Pedestrian Plan Update	Preliminary approvals in June and final approvals in July	100%	June/July 2023	August 2023
Street & Highway Plan / MTP	We have the base model completed, and bringing updates and seeking input from leadership and public.	92%	Nov./Dec. 2023	Jan. 2024
Aerial Imagery	We have shared the imagery with our partners.	100%	Oct. 2023	Oct. 2023
ATAC - Planning Support Program	On-going			
TIP Adoptions and Amendments	On-going			
ITS Architecture	2024 Project		Oct./Nov. 2024	Dec. 2024
ATAC - Traffic Counting Program	On-going			
Land Use Plan	2025/2026		Oct./Nov. 2026	Dec. 2026
Future Bridge Discussions/Assistance	On-going/As needed			
Updating Policy and Procedures/By-Laws	On-going			
Micro Transit Study	2024 Project		Oct./Nov. 2025	Dec. 2025
Grand Valley Study	The MPO has drafted an RFP	5%	TBD	TBD
Safe Streets For All (SS4A) Grant	The MPO has drafted an RFP	3%	TBD	Dec. 2025