

Agenda Item 2, Attachment 1

**468th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, December 8th, 2016 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead
Julie	Bommelman	City of Fargo, MATBUS
William	Christian	Metro COG
Hali	Durand	Cass County
Jim	Gilmour	City of Fargo
Jeremy	Gorden	City of Fargo
Michael	Johnson (Via Phone)	NDDOT
Kim	Lipetzky	Fargo Cass Public Health / Bike/Ped. Rep.
Brit	Stevens	NDSU
Tom	Soucy	Cass County Highway Department
Stan	Thurlow	City of Dilworth
Lori	Van Beek	City of Moorhead, MATBUS
Mark	Vaux	GFMEDC / Economic Development Rep.
Larry	Weil	City of West Fargo
Mark	Wolter	Midnite Express, Inc. / Freight Rep.
Chad	Zander (alternate for Chris Brungardt)	City of West Fargo

Members Absent:

Kristie	Leshovsky	City of Moorhead
Tim	Magnusson	Clay County
David	Overbo	Clay County
Mary	Safgren	MnDOT

Others Present:

Adam	Altenburg	Metro COG
David	Burns	Metro COG
Dan	Farnsworth	Metro COG
Michael	Maddox	Metro COG
Savanna	Leach	Metro COG
Andrew	Krog	Bolton & Menk
Steven	Wahler	Bolton & Menk
Mike	Bittner	KLJ
Matt	Kinsella	Apex Engineering Group
Dan	Bergerson	HDR
Roger	Buscher	Moorhead Planning Commission
Rick	Lane	SRF Consulting Group
Jeff	Lansink	Houston Engineering

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on October 13 by Chair Christian. A quorum was present.

2. APPROVE November 10, 2016 TTC MEETING MINUTES

Chair Christian asked if there were any questions or changes to the November 10, 2016 TTC Meeting Minutes. No changes or corrections were offered.

Motion: Approve the November 10, 2016 TTC Minutes.

Mr. Thurlow moved, seconded by Ms. Durand

MOTION, PASSED

Motion carried. Vote of 15-0.

3. Public Comment Opportunity

No public comments were made or received.

No MOTION

4. 2045 Origin-Destination Data Request for Proposal

Dave Burns presented the Request for Proposal for the Draft Origin-Destination Data for North Dakota Travel Demand Modeling. Mr. Burns made the correction that the title should read "2015 Origin-Destination Data Request for Proposal" instead of "2045." This RFP will be used to select a vendor that will provide the origin-destination data required for development of the Travel Demand Model (TDM), a key component. This is a joint RFP with the Bismarck MPO and the Grand Forks MPO. Funding for this is coming from the 2014 deobligated CPG funds, the Metro COG's local match will be \$7,500.

Motion: Recommend Policy Board Approval of the Origin-Destination Data for North Dakota Travel Demand Modeling RFP, and allow Staff to select a consultant, and authorize Staff to negotiate with the preferred Consultant in order to execute the contract.

Mr. Gorden moved, seconded by Mr. Atkins.

MOTION, PASSED

Motion carried unanimously. Vote of 15-0.

Larry Weil arrived at 10:09AM- after the roll call vote.

5. 2017 UPWP Amendment

Chair Christian presented on the 2017 UPWP Amendment to include new projects to use existing and 2017 CPG funds. Staff met November 18th with local jurisdiction representatives to discuss what planning-level projects would be available for programming. A list of proposed projects was distributed to the committee to decide on prioritization. Discussion ended with the following prioritization for 2017/2018.

2017: 1. ATAC; 2. 17th Avenue South Corridor Study; 3. Fargo/West Fargo Parking Requirement Study; 4. West Acres Transit Hub Planning Study; 5. 52nd Avenue Planning Study; 6. Moorhead ADA Transition Plan; 7. 13th Avenue Corridor Study; 8. Cass County Comprehensive Plan.

2018: 1. Long Range Plan; 2. ATAC; 3. 7th Avenue East; 4. 12th Avenue South Corridor Study (4th Street to 20th Street); 5. Heartland Trail

Motion: Recommend Policy Board Approval to amend the 2017 element of the 2017-2018 Unified Planning Work Program to include the prioritized list of planning-level projects.

Mr. Gorden moved, seconded by Mr. Atkins

MOTION, PASSED

Motion carried unanimously. Vote of 16-0.

6. Update/Action on the 2017 Aerial Photography/LiDAR Update Project

Dave Burns presented on the selection process of the consulting firm for the 2017 Color Digital Ortho Aerial Photography, LiDAR Contour Mapping & Planimetric Update project. Six firms responded to the RFP, four firms were short-listed by the Selection Committee. The Selection Committee interviewed the four short-listed firms via telephone, each lasting around 30 minutes. Interviews consisted of six questions, all provided to the firms prior to the interview. The Selection Committee then individually scored each consultant, and based on the scores, the top-ranking consultant was revealed as Merrick & Company.

The sealed bid submitted by Merrick & Company totaled \$550,214.28. Metro COG will be contributing \$200,000 from CPG, The Diversion Authority will be contributing \$236,000, WF \$6,150, Clay County will be contributing \$15,000, Moorhead will be contributing \$31,000, Dilworth will be contributing \$1,148, and the City of Fargo will be contributing \$58,518. Cass County just performed a similar project in 2015 and did not want to participate; however, the Diversion Authority's covered area will include most of Cass County. The City of Fargo was originally going to handle the financial oversight, but decided that the Metro COG is capable of handling the responsibility of billing and collection. All jurisdictions included will be invoiced in the first quarter of 2017, prior to the start of photographing.

Motion: Recommend Policy Board Approval of the results of the Selection Committee and authorize Metro COG Staff to initiate negotiations with Merrick and Company.

Mr. Thurlow moved, seconded by Mr. Weil

MOTION, PASSED

Motion carried. Vote of 16-0.

7. Prioritize Transportation Alternatives (TA) Applications

Dan Farnsworth presented the Transportation Alternatives (TA) applications for 2017 to be prioritized. The deadline for applications was December 5th, and received four applications for North Dakota within the planning area, and received three letters on intent for Minnesota (final applications due January 13th, 2017). The four applications for North Dakota are all considered "Urban Projects" as they fall within the urban planning boundaries.

Applications received for North Dakota: 1. Submitted by the City of Fargo- 5th Street Extension Shared-Use Path- this would construct a shared-use path that would connect the path system within Island Park with Hawthorne Elementary School and the neighborhoods to the South. Cost is \$200,000 construction total; \$160,000 requested from TA. 2. Submitted by the City of Fargo- North University Drive Shared-Use Path- this would construct a 10 ft wide shared-use path along the West side of N University from 32nd ave N to 40th ave N, one mile in length. Cost is \$375,000

construction total; \$290,000 requested from TA. 3. Submitted by the City of Horace (sponsored by Cass County)- County Road 17 Shared-Use Path- This will extend the existing shared-use path currently on the East side of Horace Elementary School North along County Road 17. Cost is \$232,770 construction total; \$186,216 requested from TA. 4. Submitted by the City of West Fargo- Drain 45 Multiuse Path Phase 1- This would construct a shared-use path on the enclosed portion of Drain 45 between 13th ave E and 7th ave E. Cost is \$355,000 construction total; \$284,000 requested from TA.

Letters of Intent received for Minnesota: 1. Submitted by the City of Barnesville (sponsored by Clay County)- Barnesville Multi-Use Path Phase II- this is the second phase of the Barnesville Multi-Use Trail. This phase will connect the baseball complex with the phase I Trail just East of Hwy 9 at Blue Eagle Lake Park. Cost is \$126,000 construction total; \$100,800 requested from TA. 2. Submitted by the City of Dilworth (sponsored by Clay County)- 7th Street NE Multi-Use Path Extension- this will extend the existing multi-use path along 7th St. NE. Cost is \$585,000 construction total; \$360,000 requested from TA. 3. Submitted by the City of Hawley (sponsored by Clay County)- Hawley Heartland Trail Connection and Safe Routes to School Paths- this will construct key sidewalks for the main purpose of providing safe routes to school, and is also funding a portion of the Heartland Trail through Hawley. Cost is \$729,000 construction total; \$583,200 requested from TA.

Prioritization scores: ND Urban TAP Projects- 1. Fargo 5th Street; 2. Fargo N University Drive; 3. West Fargo; and, 3. Horace. MN TAP Projects: 1. Hawley; 2. Dilworth; and, 3. Barnesville.

Motion: Recommend Policy Board Approval of the Transportation Alternatives (TA) application prioritization as recommended by the Bicycle & Pedestrian Committee.

Mr. Atkins moved, seconded by Mr. Vaux.

MOTION, PASSED

Motion carried unanimously. Vote of 16-0.

8. 2018-2021 NDDOT Urban Solicitation of Projects

Michael Maddox presented on the 2018-2021 NDDOT Urban Solicitation of Projects. The Metro COG received two requests from the City of Fargo for Federal Aide Urban funding in FY2021: 1. 32nd Ave S. reconstruction from 32nd street to 25th street; 2. 19th Ave N reconstruction from 1-29 East to Dakota Drive.

Ms. Bommelman presented on the request for Transit Capital funding for the purchase of fixed-route transit vehicles. It was decided that Transit Capital will take priority.

Motion: Recommend Policy Board Approval of the prioritized list of FY2021 projects for disposition and subsequent submittal to the North Dakota Department of Transportation.

Ms. Bommelman moved, seconded by Mr. Gorden

MOTION, PASSED

Motion carried unanimously. Vote of 16-0.

Michael Johnson left via phone at 10:56AM, after the roll call vote.

9. FTA Section 5339 Grant Recommendations

Dan Farnsworth presented on the FTA Section 5339 Grant Recommendations. The City of Fargo applied for three different projects: 1. Three Fixed Route Buses (\$1,500,000 total); 2. One Paratransit Vehicle (\$75,000 total); and, 3. A Support Vehicle (\$30,000 total). The Valley Senior Services (Metro Senior Ride) applied for three new vans (\$70,500 total).

Discussion resulted in prioritization as follows: 1. Fargo's Three Fixed Route Buses; 2. Fargo's Support Vehicle; 3. Fargo's Paratransit Vehicle; and, 4. Valley Senior Services' Three Vans.

Motion: Recommend Policy Board Approval of the FTA Section 5339 transit grant application prioritization.

Mr. Wolter moved, seconded by Ms. Van Beek

MOTION, PASSED

Motion carried unanimously. Vote of 15-0.

10. Carryover of 2016 Contracted Planning Services

Chair Christian presented the existing balances of current projects to be carried over into 2017. Balances to carryover are: 1101- ATAC Technical Assistance (\$43,458), 1102- Alternative Routes/Traffic Incident Management Guide Book (\$96,000), 1104- Heartland Trail Extension (\$75,000), 1106- Regional Freight Plan (\$85,000), 1107- Regional Railroad Crossing Safety Plan (\$120,000), and 1109- Demographic Forecasts (\$68,239).

Motion: Recommend Policy Board Approval to carry over into the 2017 UPWP the current balances for contracted projects.

Mr. Gorden moved, seconded by Mr. Thurlow

MOTION, PASSED

Motion carried unanimously. Vote of 15-0.

11. Election of the TTC Vice Chair

The TTC bylaws call for the selection of a Vice Chair to the Committee every December. A nomination for incumbent Vice Chair Jeremy Gorden was received.

Motion: Confirm incumbent Vice Chair Jeremy Gorden as the Vice Chair for the 2017 committee position.

Motion passed via majority. Vote of 14-1, Mr. Gorden voted against.

12. Additional Business

Dan Farnsworth briefly updated on the Bike/Ped Committee final draft plan, to be released for Public Comment mid-December, with a comment period of fifteen days. A final draft will be presented to the TTC once public comments and draft revisions are complete.

Mr. Farnsworth also reminded the jurisdictions that he needs updated signal timing data from the traffic engineers.

13. Adjourn

The 468th Regular Meeting of the TTC was adjourned on December 8th, at 11:15 a.m.

- 14. THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD JANUARY 12th, 2017, 10:00 A.M. AT THE FM METRO COG CONFERENCE ROOM, ONE NORTH 2ND STREET, CASE PLAZA SUITE 232, FARGO, ND.**

Respectfully Submitted,
Savanna K. Leach
Executive Secretary