

506th Transportation Technical Committee
Fargo-Moorhead Metropolitan Council of Governments
THURSDAY, April 9, 2020 – 10:00 a.m.
Video Conference
AGENDA

- | | |
|--|------------------|
| 1. Call to Order and Introductions | |
| 2. Approve the Agenda | Action Item |
| 3. Consider Minutes of the February 13, 2020 TTC Meeting | Action Item |
| 4. Public Input Opportunity | Public Input |
| 5. DTA Scope of Work/Master Agreement Addendum | Action Item |
| 6. 2019-2020 UPWP Amendment #6 | Action Item |
| 7. Veterans Boulevard Consultant Selection | Action Item |
| 8. MATBUS Transit Authority Study Contract Amendment | Action Item |
| 9. 76 th Avenue Corridor Study Contract Amendment | Action Item |
| 10. FTA Section 5339/5310 ND Transit Applications | Action Item |
| 11. 2020-2023 TIP Amendment #3 | Action Item |
| 12. Northwest Metro Transportation Plan Contract Extension | Action Item |
| 13. Electronic Voting Policy and Procedure | Discussion Item |
| 14. NDDOT Vision Zero Infrastructure Award – NO ZONE | Information Item |
| 15. Agency Updates | Discussion Item |
| a. City of Fargo | |
| b. City of Moorhead | |
| c. City of West Fargo | |
| d. City of Dilworth | |
| e. City of Horace | |
| f. Cass County | |
| g. Clay County | |
| h. Other Member Jurisdictions | |
| 16. Additional Business | Information Item |
| 17. Adjourn | |

For Public Participation, please use our conference call-in: +1 312 626 6799
Meeting ID: 849 043 592
Password: 996839

Email questions and comments to metrocog@fmmetrocog.org either before or during the meeting. Our staff will be monitoring this email address and will vocalize your questions to the Committee.

REMINDER: The next TTC meeting will be held **Thursday, May 14, 2020**. Tentatively, the meeting is planned to occur in the Metro COG Conference Room at 10:00 a.m. but a remote meeting alternative may be used if social distancing measures remain in effect.

Red Action Items require roll call votes.

NOTE: Full Agenda packets can be found on the Metro COG Web Site at <http://www.fmmetrocog.org> – Committees

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**505th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, February 13, 2020 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead Traffic Engineering
Jason	Benson	Cass County Highway Engineering
Julie	Bommelman	City of Fargo, MATBUS
Jeremy	Gorden	City of Fargo Transportation Engineering
Shane	Finck	Clay County Engineering
Cindy	Gray	Metro COG
Robin	Huston	City of Moorhead Planning
Matt	Jacobson	Clay County Planning
Peyton	Mastera	City of Dilworth Administration
Aaron	Nelson	Fargo City Planning
Joe	Raso	GFMEDC
Mary	Safgren	MnDOT – District 4
Russ	Sahr	City of Horace Planning
Tim	Solberg	City of West Fargo Planning
Tom	Soucy	Cass County (alternate for Cass County Planning)
Brit	Stevens	NDSU – Transportation Manager
Lori	Van Beek	City of Moorhead, MATBUS
Mark	Wolter	Freight Representative, Midnite Express
Andrew	Wrucke	City of West Fargo Engineering
Wayne	Zacher	NDDOT – Local Government Division

Members Absent:

Kim	Lipetsky	Fargo Cass Public Health
Jaclynn	Maahs	Concordia College
Justin	Sorum	Clay County Engineering

Others Present:

Adam	Altenburg	Metro COG
Chris	Dahl	SRF Consulting
Dan	Farnsworth	Metro COG
Josh	Hinds	Houston Engineering
Matthew	Huettl	HDR Engineering
Brian	King	HDR Engineering
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Jim	Mertz	Bolton & Menk
Brent	Muscha	Apex Engineering
Anna	Pierce	Metro COG
Kshitij	Sharma	NDSU – UGPTI - ATAC
Jordan	Smith	MATBUS

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on February 13, 2020 by Chair Gray. A quorum was present.

2. Approve the February 13, 2020 TTC Meeting Agenda

Chair Gray asked if there were any questions or changes to the February 13, 2020 TTC Meeting Agenda.

Motion: Approve the February 13, 2020 TTC Meeting Agenda.

Mr. Mastera moved, seconded by Ms. Huston

MOTION, PASSED.

Motion carried unanimously.

3. APPROVE January 9, 2020 TTC MEETING MINUTES

Chair Gray asked if there were any questions or changes to the January 9, 2020 TTC Meeting Minutes.

Motion: Approve the January 9, 2020 TTC Minutes.

Ms. Huston moved, seconded by Mr. Atkins

MOTION, PASSED

Motion carried unanimously.

4. Public Comment Opportunity

No public comments were made or received.

No MOTION

***Mr. Raso joined the meeting at 10:14 a.m.**

5. Fargo-Moorhead Bikeways Gap Analysis Final Report Adoption

Mr. Farnsworth presented the Fargo-Moorhead Bikeways Gap Analysis Final Report. Metro COG, West Fargo, Fargo, Moorhead, and Clay County worked with Toole Design (Bolton & Menk subconsultant) to complete the study. A total of 16 key bikeway gaps were identified by the SRC based on on-going public input and input received during development of the 2016 Fargo-Moorhead Metro Bicycle and Pedestrian Plan. The Plan was guided by a 14-member SRC. The final report was completed December 2019.

Motion: Recommend to the Policy Board Adoption of the Fargo-Moorhead Bikeways Gap Analysis Final Report.

Mr. Solberg moved, seconded by Mr. Wolter

MOTION, PASSED. 20-0

Motion carried unanimously.

6. City of Fargo Safe Routes to School Plan Adoption

Mr. Farnsworth and Ms. Pierce presented the City of Fargo Safe Routes to School Plan. Metro COG and Fargo worked with Alta Planning + Design (KLJ subconsultant) to complete the study. A total of 31 K-8 schools were studied.

Mr. Raso asked if there is a targeted goal for walking/biking utilization for the districts, either regionally or nationally, and if this was studied or planned to be studied. Mr. Farnsworth said that was not studied. Ms. Pierce said that moving forward, the schools are looking at doing the surveys annually.

Metro COG staff emphasized that the school siting criteria and the walkability of the surrounding neighborhood are key factors in increasing walking and biking to school. The group discussed the nature of school site selection and the limitation of local planning and engineering staff being involved in that process. Lengthy discussion included future school planning on arterials, school zone planning, and safety-related issues.

Motion: Recommend to the Policy Board adoption of the City of Fargo Safe Routes to School Plan and approval of the Resolution of Adoption for the City of Fargo Safe Routes to School Plan.

Mr. Gorden moved, seconded by Mr. Nelson.

MOTION, PASSED. 19-1 (Mr. Benson was absent during the vote)

Motion carried unanimously.

7. Performance Measure (PM) 1 – 2020 Safety Target Adoption

Ms. Pierce presented the 2020 Performance Measure 1 for Safety Targets. PM1 is meant to established performance targets related to safety. Each state must annually establish and report performance targets for the HSIP. Metro COG must either agree to each state's program safety targets (MnDOT/NDDOT) or establish MPO-specific safety performance targets.

Motion: Favorable recommendation to the Policy Board to adopt MnDOT/NDDOT 2020 Safety Performance Measures by signing the enclosed resolutions.

Mr. Sahr moved, seconded by Mr. Atkins

MOTION, PASSED. 20-0

Motion carried unanimously.

8. Moorhead Traffic Counting Addendum with ATAC

Ms. Gray presented Addendum #4 to the Master Contract with ATAC for Moorhead Traffic Counting and signal synchronization.

Mr. Atkins explained that data collection is the most difficult task for Moorhead's traffic engineering staff, which is where ATAC can provide assistance through the agreement with Metro COG. The data collected will be used for Synchro analysis and improved traffic signal coordination.

Motion: Recommend approval of the ATAC addendum #4 to the Master Agreement with Metro COG and the proposed scope of work.

Mr. Mastera moved, seconded by Mr. Gorden.

MOTION, PASSED. 20-0

Motion carried unanimously.

***Mr. Mastera left the meeting at 11:35 a.m.**

9. Veterans Boulevard Corridor Extension Study RFP

Mr. Farnsworth presented the Veterans Boulevard Corridor Extension Study request for proposals (RFP). The project studies feasibility and need for the extension of Veterans Boulevard from 40th Avenue S to 76th Avenue S in particular, with less emphasis on the portion from 76th Avenue S to 100th Avenue S. Local participants will be the Cities of Fargo and Horace. Ms. Gray stated that the Fargo Arts and Culture Commission was included as a stakeholder group at the request of the City of Fargo.

Motion: Recommend Policy Board approval of the RFP for the Veterans Boulevard Corridor Extension Study

Mr. Gorden moved, seconded by Mr. Sahr

MOTION, PASSED. 19-0

Motion carried unanimously.

10. MATBUS Transit Development Plan Consultant Selection

Mr. Maddox presented SRF (AECOM subconsultant) as the highest-ranked and preferred consultant team for the MATBUS Transit Development Plan. A draft scope of work and final projected fee schedule was submitted to Metro COG this morning. The cost proposal is in line with the budget of \$200,000.

Motion: Recommend Policy Board approval of Metro COG entering into contract negotiations with SRF, with AECOM as a subconsultant, for the MATBUS 2021-2025 Transit Development Plan.

Ms. Van Beek moved, seconded by Ms. Bommelman.

MOTION, PASSED. 19-0

Motion carried unanimously.

11. 17th Street Corridor Study Consultant Selection

Mr. Farnsworth presented Bolton & Menk (Toole Design subconsultant) as the highest-ranked and preferred consultant team for the 17th Street North Corridor Study. The interviews and consultant decision concluded yesterday (February 12). Budget came in at \$99,974.51, which is under overall budget of \$100,000. Mr. Atkins noted that he was especially impressed by Bolton & Menk's proposed public input process.

Motion: Recommend Policy Board approval of Metro COG entering into contract negotiations with Bolton & Menk for the 17th Street North Corridor Study.

Mr. Atkins moved, seconded by Mr. Wolter.

MOTION, PASSED. 19-0

Motion carried unanimously.

12. Horace Comprehensive and Transportation Plan Contract Amendment

Mr. Altenburg presented a contract amendment with revised scope of work and fee, to the Horace Comprehensive and Transportation Plan. As the study was

nearing completion, the City of Horace found discrepancies between recently approved developments and sub-area plans, and asked Stantec to update these areas according to Horace's recently approved or in-progress development plans, which have now been shared with Stantec.

Motion: Recommend Policy Board approval of the revised scope of work and fee; and amend the contract for completion of the Horace Comprehensive and Transportation Plan.

Mr. Sahr moved, seconded by Ms. Huston

MOTION, PASSED. 19-0

Motion carried unanimously.

13. Agency Updates

No agency updates (due to time constraints).

14. Additional Business

No additional business.

15. Adjourn

The 505th Regular Meeting of the TTC was adjourned on February 13, 2020 at 12:03 p.m.

Respectfully Submitted,

Savanna Leach
Executive Assistant

To: Transportation Technical Committee
From: Cindy Gray, Executive Director
Date: April 3, 2020
Re: **Dynamic Traffic Assignment Model – ATAC Proposed Scope of Work**

As part of the UPWP Amendment 3, approved in 2019, Metro COG included the preparation of a Dynamic Traffic Assignment (DTA) model for completion by NDSU's Advanced Traffic Analysis Center (ATAC) in 2020. The project budget is \$35,000. In response to this UPWP item, Diomo Motuba, PhD has been reviewing the DTA model options and the level of effort needed to complete this for the metro area. He has confirmed that the budgeted amount should be sufficient for the development of the DTA.

The attached scope of work outlines the value and applications of a DTA model, and describes the approach that ATAC will take to prepare the model. Deliverables, including the model and a tutorial for users are included in the deliverables.

Several TTC members participated in a DTA training provided by FHWA in May of 2019. After learning of the value that a DTA model could provide in preparing for construction closures, detours, floods, or other events that result in abrupt changes to the flow of traffic, participants felt that a DTA model could provide value to the community, allowing us to manage expectations of the traveling public, better prepare for and manage "back of queue" situations, and generally enable transportation professionals to provide a better experience for the traveling public. FHWA was very encouraging in this regard; the FHWA Resource Center offered assistance to ATAC and provided very positive feedback, stating that the level of information ATAC already has for the FM area is very conducive to the set-up of a DTA model.

Requested Action: Recommend approval of the DTA scope of work as proposed by ATAC and Master Agreement Addendum #5 to the Policy Board.

To: Cindy Gray, FM Metro COG

From: Bradley Wentz, UGPTI/ATAC

Re: FM#5 DTA Model Development for FM Metro COG

Date: March , 2020

Background

Travel Demand Models are one of the main tools used to model the transportation system to evaluate the impact of changes in land use, demographics, transportation system and the regional performance of the transportation system. Travel demand Models (TDM) use static assignment techniques that are time invariant and are more appropriate when looking at system-wide impacts. The transportation assignment algorithms in static TDMs use a volume delay function (VDF) to estimate congestion on each link and hence the amount of trips that will use each link. The inflow to each link is always equal to the outflow of the link. The implication is that the volume on a link may exceed the physical capacity of the link represented by the volume-to-capacity ratio. The capacities in TDM do not typically reflect the maximum flow rates and are usually defined as the corresponding level of service. Thus, it is possible to have $V/C > 0$ meaning the demand exceeds capacity and congestion occurs. Thus these models may actually represent the trips desiring to traverse a link than the actual flow. The potential limitations of using VDFS are as follows

- V/C greater than 1.0 may not have intuitive traffic meaning;
- VDFs assume First in First Out hence do not account for overtaking;
- Lanes on the roadway are not distinguished in VDFs; and
- VDFs assume inflow is equal to outflow, therefore there is no accumulation of traffic on the link. Congestion spillback is not represented in these models.

Additionally, static models may not adequately account for congestion management strategies such as HOV/HOT lanes, ITS applications like traveler information systems and ramp metering.

It is worth noting that despite these shortcomings, TDM with static assignments have a lot of advantages and uses. They provide information that helps identify issues, review effectiveness of alternatives, solve large scale problems and provide an equilibrium solutions that are representative of the transportation system from a macro or system-wide perspective. -, They address longer time frames -and are very useful and adequate for long range planning applications. They are however inadequate in analyzing congestion at a fine-grain temporal level. Dynamic Traffic Assignment (DTA) models are mesoscopic models and increasingly being used to account for the shortcomings of static TDMs especially for shorter temporal time frames.

DTA models provide more detailed analysis of time and cost measures in a using a time-dependent demand. DTA models have several advantages over static TDMs as they address time-related traffic congestion, buildup, spillback, and oversaturated conditions by applying time-dependent flows. DTA models correct for some of the shortcomings of the static TDM. Additionally, the potential uses of DTA models are far

more extensive than static TDM. For example, the FHWA states that DTA models can be applied for the following type of studies

- Bottleneck removal and additional capacity studies
- Active Transportation and Demand Management (ATDM)
- Integrated Corridor Management (ICM)
- Incident management and diversions
- Special events
- Work zone impacts
- Pricing, managed lanes, reversible lanes and tolling projects
- Improved public transportation
- Real-time applications
- Demand management strategies
- Other ITS and operational strategies

Additionally, they could be used for project staging. For example, evaluating the impacts of having several transportation construction projects going on at the same time in the FM Metro Area.

Purpose of Study

The purpose of this study is to develop and calibrate a DTA model for the FM Metro COG that will be incorporated into Metro COGs travel demand modeling framework. The DTA developed will be provided to consultants as part of the TDM model output developed by ATAC.

Project Tasks

UGPTI has outlined the project tasks as follows:

1. Scoping and Software Identification
UGPTI will perform research on the different DTA software capabilities and identify the optimal software option; develop data collection plan, calibration and validation methodology and performance measurements.
2. Data Collection/Base Model
UGPTI will collaborate with Metro COG to update and collect data where necessary including: Network data, signal timing data, O-D matrices, traffic count data, and travel time data. Worth noting that most of this data is already available. UGPTI will use Streetlight data extensively to fill some of the data gaps.
 - The base network will be the 2015 TDM Network. The network already has all the attributes that are typically included in a DTA network – geometry (lanes, turn lanes), true link shape and length, speeds, counts, capacities.
 - Streetlight data and NPMRDS data will be used to obtain travel time data to include in the model.
 - ATAC has signal timing data that will be incorporated into the DTA model for all base 2015 intersections. Signal timing data will be updated for future years.
3. Model ~~D~~development -Calibration and Validation
UGPTI will develop the model within a DTA software, calibrate and validate the model using nationally accepted standards. The ODs, route choices and

the traffic assignments will be calibrated to real world conditions by adjusting the model input parameters. The performance measurement criteria will be finalized during the model development and calibration.

- [Streetlight data will be used to calibrate and validate ODs.](#)
- [Traffic count data will be used to validate volumes](#)
- [Streetlight data will be used to calibrate and validate speeds and travel times](#)

4. Alternative Scenario Analysis

UGPTI staff will perform several alternative analyses to reflect past and future planned projects in the metro area. A maximum of 25 scenarios will be analyzed by UGPTI. UGPTI and Metro COG will identify the scenarios and alternatives that will be analyzed.

5. Documentation and Model Delivery

UGPTI will provide documentation describing in detail the different project tasks. Additionally, UGPTI will provide a tutorial document to facilitate the use of the model by consultants and Metro COG. The final model including all the alternatives analysis will be delivered to Metro COG. UGPTI will house the model and provide to consultants as needed.

Major Milestones and Deadlines

The major milestones for this project and their deadlines are:

Milestone	Deadline
Kick-off	April May 2020
Data Collection and Plan	May June 2020
Base Model Input	June July 2020
Base Model Calibration and Validation	August September 2020
Alternative Analysis	October 2020
Documentation	November 2020
Model Delivery	January 2021

Deliverables

Deliverables in this project will consist of the following:

- Report and Tutorial
- Model and all modeling files.

To: Transportation Technical Committee
From: Cindy Gray, Executive Director
Date: April 3, 2020
Re: **UPWP Amendment #6, Veterans Boulevard Corridor Extension Study**

The purpose of this requested action is to approve a UPWP amendment that increases the budget for the Veterans Boulevard Corridor Extension Study from \$150,000 as approved in the 2019-2020 UPWP, to \$180,000. This is an increase of \$30,000 of which \$24,000 consists of federal CPG funds and \$6,000 consists of local funds. The local match for the project is split between the City of Fargo (60%) and the City of Horace (40%). The breakdown of the local match was determined by the percentage of adjacency to the corridor.

Metro COG staff considered the scope of work in light of issues associated with the corridor and several recently completed and on-going efforts in the vicinity, and believe that this budget amendment is warranted. At a minimum, those issues and efforts include:

- The need to conduct more detailed traffic analysis in the existing portion of the corridor north of 52nd Avenue S,
- The need to address on-going planning for a regional stormwater masterplan,
- The need to consider an updated land use analysis in the vicinity of the stormwater masterplan (being done by others), and
- The need to consider potential changes brought about by the recently completed Horace Comprehensive Plan.

As some of you may recall, we have a small amount of flexibility in our 2020 budget, allowing for a change of this magnitude. With this amendment added to the prior five amendments, my calculations indicate that Metro COG will be very slightly over the threshold of ten percent of our originally approved bi-annual UPWP budget (approximately 10.3%). Therefore, I will be coordinating with Wayne Zacher of NDDOT to process this and prior amendments through NDDOT and FHWA for approval.

Requested Action: Recommend approval of the proposed UPWP Amendment #6 to add \$30,000 to the budget for the Veterans Boulevard Corridor Extension Study.

To: Transportation Technical Committee
From: Dan Farnsworth, Transportation Planner
Date: April 3, 2020
Re: **Veterans Boulevard Corridor Extension Study Consultant Selection**

In February, the Metro COG Policy Board approved the request for proposals (RFP) for the Veterans Boulevard Corridor Extension Study being led by Metro COG. The Study has a budgeted amount of \$180,000 (\$144,000 from Federal CPG funds and \$36,000 from local funds provided by the cities of Fargo and Horace).

The deadline for consulting teams to submit proposals was March 18th. Metro COG received proposals from three consulting teams - KLJ (sub: SRF), Stantec, and WSB (sub: Houston Engineering)). Metro COG and the consultant selection panel met on the Thursday April 2nd to interview and select one of the three consulting teams.

Upon interviews with the three firms, KLJ (with SRF as a sub consultant) was the highest ranked firm. KLJ's cost proposal came in at \$180,000.00, which is the budgeted amount for the project.

Requested Action:

Recommend Policy Board approval of Metro COG entering into a contract with KLJ for the Veterans Boulevard Corridor Extension Study.

To: TTC Committee
From: Michael Maddox, AICP
Date: April 1, 2020
Re: **MATBUS Transit Authority Study – Contract Extension**

The MATBUS Transit Authority Study contract was approved by the Policy Board on January 17, 2019. Metro COG gave the consultant the notice to proceed in February 2019 and the project was subsequently kicked off in March of 2019.

Due to the sensitive nature of the project, specifically making sure that both the City of Moorhead and the City of Fargo have ample time and opportunity to discuss issues with the organizational structure and funding of MATBUS, the project was expected to progress slowly. This is now exacerbated by the outbreak of the COVID-19 Pandemic. Metro COG staff also interjected a round of stakeholder interviews with MATBUS staff and elected leaders to make sure that all issues were being addressed.

Metro COG is asking that the MATBUS Transit Authority Study be extended in order to give the consultant adequate time to finish the project. The project is at a phase where the consultant can start pulling all of the information together quickly, as the committees governing the Plan's development are all up to speed and on the same page.

SRF Consulting Group and Metro COG have agreed to extend the project to September 30, 2020. It is expected that the consultant substantially complete the plan, conduct all public engagement required, and go through the proper review process before this date.

Requested Action: Recommendation of approval of Amendment #1 of the MATBUS Transit Authority Study Contract to the Policy Board

Amendment to the MATBUS Transit Authority Study

Amendment No. 1

Background

The MATBUS Transit Authority Study was approved by the Policy Board at the January 2019 meeting. Subsequently, the project began in March 2019. The project originally had a timeframe of one-year from the start of the project (March 2019). However, it was expected that delays in the project may occur to the sensitive and political nature of the study, which required the participating jurisdictions to work out issues related to the funding and organizational structure of MATBUS. This was exacerbated by the outbreak of the COVID-19 Pandemic.

Subsequently, the Client and the Consultant have agreed to extend the project to September 30, 2020, at which time the contract will expire. It is expected that the consultant complete all remaining tasks in the original scope of work located with the contract.

Description of Modifications

The Client and the Consultant both agree to extend the MATBUS Transit Authority Study schedule until September 30, 2020. This agreement shall have the following stipulations:

- The Client expects the Consultant to deliver all remaining project tasks in a timely manner, with enough time for the Technical Advisory Committee (TAC) and the Policy Advisory Committee (PAC) to review and approve the plan's contents.
- The Consultant will complete all public engagement to the satisfaction of the TAC and PAC, and shall alter such public engagement approach in respect to the current Center for Disease Control's guidance on curtailing the spread of the COVID-19 Pandemic. This shall include digital outreach efforts deemed acceptable by the TAC and PAC.
- Upon completion of the plan, the consultant will take it through all necessary approval processes deemed necessary by the TAC and PAC (at a minimum shall include the Metro COG approval process) before the expiration of the contract.

This amendment to the MATBUS Transit Authority Study is solely to extend the project schedule. The project fee is to remain the same and no additional funds will be made available in the future without prior consent of the Metro COG TTC and Policy Board through a formal contract amendment.

Agreement

The Consultant and the Client hereby agree to modify the above-referenced Modifications as set forth in this Amendment. All provisions of the original contract not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is _____.

CONSULTANT: SRF Consulting Group

Client: Fargo Moorhead Metro COG

Joseph Kapper (Project Manager)

Brad Olson (Policy Board Chair)

Bill Troe (Principal-in-Charge)

Cynthia R. Gray (Executive Director)

Dated this ____ day of _____, 20__

Dated this ____ day of _____, 20__



To: TTC Committee
From: Michael Maddox, AICP
Date: March 31, 2020
Re: **76th Ave South Corridor Study – Contract Extension**

In July 2019, Metro COG amended the contract for the 76th Avenue South Corridor Study to include an analysis of the impact of a 64th Avenue South interchange on the future traffic projections for 76th Avenue South. This was due to a strong interest by the Fargo City Commission to prioritize a future interchange at 64th Avenue S and I-29 as a short-term project in the Metropolitan Transportation Plan. More recently, the North Dakota Department of Transportation corresponded with the City of Fargo laying out a plan for moving towards a 64th Avenue S/I-29 interchange project, potentially scheduled for 2025, as a follow-up to the grade separation.

The amendment included modeling three scenarios utilizing Metro COG's Travel Demand Model (TDM). Due to complications in retrieving the TDM, developing updated socioeconomic data, and running the TDM scenarios; the timeframe of the project was delayed.

This delay in the project is now exacerbated by the COVID-19 social distancing guidelines, with most employees at both Stantec and Metro COG working from home. This causes inefficiencies and delays in the project as well as the utilization of non-traditional public outreach techniques.

Stantec is asking that the 76th Avenue South Corridor Study contract be extended to expire September 30, 2020. Metro COG staff have discussed with Stantec that the expectation would be that the project is substantially completed by August 2020. The extension to September 2020 would give a leeway period in case future delays occur. Metro COG staff have discussed with Stantec that an additional contract extension would not be favorable, and that Metro COG staff expects that the scope of work be completed within the new project timeframe. This includes all aspects of the scope of work, public engagement, and the approval process.

Requested Action: Recommendation of approval of Contract Amendment #2 to the 76th Avenue South Corridor Study to the Policy Board.



PROFESSIONAL SERVICES AGREEMENT CHANGE ORDER

Change Order # 2 Date 31 March 2020

"Stantec" Stantec Consulting Services Inc.
Stantec Project # 193804378
2632 47th Street South, Suite 103, Fargo, ND 58104
Ph: (701) 566-6020
email: peggy.harter@stantec.com

Client Fargo Moorhead Metropolitan Council of Governments
Client Project # 2018-218
One North 2nd Street, Suite 232, Fargo, ND 58102
Ph: (701) 232-3242
email: maddox@fmmetrocog.org

Project Name and Location: 76th Avenue South Corridor Study

In accordance with the original Professional Services Agreement dated 10 October 2018 and Change Orders thereto, the Agreement changes as detailed below are hereby authorized.

Change Order #2 is only a change to the project schedule due to delays with the Travel Demand Modeling tasks that were added during Change Order #1. No scope or fee changes are associated with Change Order #2.

	Total fees this Change Order			\$	-
	Original agreement amount			\$	174,914.22
	Change Order Number	1		\$	28,965.65
	Change Order Number			\$	-
	Change Order Number			\$	-
	Change Order Number			\$	-
	Total Agreement			\$	203,879.87

Effect on Schedule: This change order moves out the project completion date to September 30, 2020.

Payments shall be made in accordance with the original agreement terms. All other items and conditions of the original Agreement shall remain in full force and effect.

Stantec Consulting Services Inc.

Fargo Moorhead Metropolitan Council of Governments

Peggy Harter, Senior Associate

Print Name and Title

Print Name and Title

Signature

Signature

Date Signed:

March 31, 2020

Date Signed:

To: Transportation Technical Committee
From: Dan Farnsworth, Transportation Planner
Date: April 8, 2020
Re: **FTA Section 5310/5339 ND Transit Grant Application**

The North Dakota Department of Transportation (NDDOT) recently solicited applications for annual transit grants under FTA Section 5310 and Section 5339. Section 5310 provides funding for transit projects that improve mobility for the elderly and persons with disabilities while Section 5339 provides funding for transit projects that involve replacement of buses, improvements to bus facilities, and more. Awarded projects are funded with up to 80% Federal funds and a required 20% local match.

All applicants with projects within Metro COG's planning area are required to submit their applications to Metro COG for review and prioritization (if necessary). The only applicant that submitted an application was the City of Fargo.

Below are the FTA Section 5310 and 5339 projects Metro COG has received. The 5310 and 5339 applications will be submitted to NDDOT before the May 1st, 2020 deadline.

Section 5310 – Urban

- Metro Mobility Manager
 - Total cost: \$103,640 (\$82,912 Federal / \$20,728 local)

Section 5339 – Urban

- Informational kiosks for transfer and terminal locations
 - Total cost: \$210,000 (\$168,000 Federal / \$42,000 local)
- Miscellaneous equipment for Metro Transit Garage
 - Total cost: \$300,000 (\$240,000 Federal / \$60,000 local)

Requested Action: Recommend approval to the Policy Board of the FTA Section 5310 and 5339 Transit Grant Applications as shown above.

PRELIMINARY ASSESSMENT/APPLICATION FOR CAPITAL ASSISTANCE
SECTION 5310 GRANT SFY 2021

City of Fargo	070265871	1
AGENCY NAME/DBA (both)	DUNS#	Congressional District
City of Fargo		
LEAD TRANSIT AGENCY IN REGION: _____		

1. Applicant Agency or Organization:

- a. Legal name of agency _____ City of Fargo _____
- b. Address _____ 650 23rd Ave N, Fargo ND 58102 _____

- c. Telephone number: 701-476-6737 Fax number: 701-241-8558
- d. Project Director or Supervisor _____ Julie Bommelman _____
- e. E-mail/Internet address: _____ jbommelman@fargond.gov _____

2. Name of geographic area(s) to be served:

- a. Cities and/or Counties served _____ Cass _____

3. Types of transportation service to be provided: (% of use) – *application is for Mobility Management only, no vehicle requests*

- a. Scheduled, fixed route _____
- b. Scheduled, non-fixed route _____
- c. Demand responsive _____
- d. Other (specify) _____

4. Please check the Vehicle or other equipment requested: N/A

Vehicle Type and Estimated Value

Local Match Source

Minivan _____

Cutaway _____
Bus _____
Other _____

5. Vehicle is intended to:

- a. Replace existing service _____
- b. Expand existing service _____
- c. Start new service _____

6. If vehicle is intended to replace existing service, indicate the following of the vehicle to be replaced/rehabilitated:

Complete VIN# _____ Years Owned _____
Make _____ Model _____ Year _____
Current Mileage _____ Date _____ Condition _____
Capacity _____ Lift Equipped _____ Ramp _____

7. Estimated number of days per month the requested transportation service will be offered:

(1 month = 30 days) _____ Estimated hours per day _____

8. Estimate the number of one-way trips per month, by county (for vehicle being replaced, not total fleet):

	County	County	County	Total
	_____	_____	_____	_____
a. Elderly	_____	_____	_____	_____
b. Disabled	_____	_____	_____	_____
c. Minorities	_____	_____	_____	_____
d. Other	_____	_____	_____	_____

e. Total _____

9. Identify the clientele category your agency will serve:

a. Elderly: _____

b. Disabled: _____

c. Minorities: Black _____ Hispanic _____
Asian _____ American Indian/Alaskan _____

d. Low Income: _____

e. Other specific client groups (specify) _____

10. Explain the type of services you provide and people you work with: (Use more sheets if necessary)

a. Describe the benefits for the service and its riders: _____

b. Have you contacted any transit providers in your region about providing this type of service: _____

11. Agency Description: (Use more sheets if necessary)

a. Describe current transportation services: _____

b. How will the proposed vehicle fit into these services: _____

c. Will the proposed vehicle be used for other services such as "Meals on Wheels"? If yes, please describe: _____

d. Describe your current agency fleet, giving number of Section 5310, 5311, 5339 and agency vehicles, as well as average age and mileage and accessibility of each:

Grant

Average Age

Mileage

Accessibility

5339	_____	_____	_____
5310	_____	_____	_____
5311	_____	_____	_____
Agency Total	_____	_____	_____

12. Describe any transportation services of other providers in the area you are proposing to serve:

13. Discuss how you plan to coordinate services with other agencies serving the elderly and persons with disabilities and with other programs such as Section 5311, etc. Discuss efforts to coordinate with other providers, especially taxi companies:

Applicant Signature

Date

Lead Transit Agency in Region Signature

Date

Comments from Lead Transit Agency in Region -

*Please complete a separate application for each vehicle requested.

**You must return this form to the active transit provider in your region who will submit this application on your behalf.

A request from an applicant for a single vehicle serving more than one (1) county can be applied for on a single form. EVERY section of the form should be addressed.

Section 5310 – Grant Application – Additional Project

Non-Vehicle Project Request

There is space provided below to request a project. NOTE: This request MUST first be created as a project in the Black Cat System. If applying for more than project, please attach additional sheets and create a separate project for each request.

16. Please describe in detail your proposed project. Be specific and include a description of what you would like to purchase and how it benefits your transportation program.

MAT Paratransit eligible riders are functionally unable to use the fixed route bus as verified by a professional familiar with the applicant's condition. Metro Senior Ride serves people over age 60. Many riders are eligible for both services. The FM Metro Area is a regional medical center and hub for human services including the VA Health Care System. The senior population has increased substantially resulting in multiple new senior housing developments. Transportation options for populations needing specialized transportation is provided largely by MAT Paratransit and Metro Senior Ride in the metropolitan area.

17. If this is a request for Mobility Manager funding, a current job description, including goals and achievements from the previous year, must be attached. Have you attached these documents to this application?

☒ **Yes**

☐ **No**

MAT Paratransit must meet demand for service according to the ADA and Metro Senior Ride is able to impact demand for Paratransit by offering the same rides for the same fare to ambulatory people over age 60. People over age 60 needing lift equipped transportation use Paratransit. Transit usage in the community benefits everyone by removing vehicles from the roads, thereby reducing individual carbon footprints and reducing dependence on foreign oil. People with disabilities and elderly ride and benefit from transit. Transit enhancing their ability to reach medical, educational, and employment destinations. This contributes to the economic vitality of a community and a healthy choice for all. The goal of the Metro Mobility Management Project is to promote the development and maintenance of a network of transportation services and alternatives beyond requirements of the ADA for persons with disabilities. Accomplishments of the project are establishing the Transportation Coordinating Committee (later renamed Network), developing www.fmrideresource.com to promote community transportation options, an extensive survey of human service providers and people who use transit to identify transportation needs, development of a Metro Mobility Study, monthly Train the Trainer Workshops put on by the Mobility Manager, oversight of ADA paratransit and continually grow the opportunities to provide equal transportation options within the community for people with disabilities.

18. Are you the lead transit provider in your area? If not, what is the relationship of your program to other transportation providers?

☒ **Yes**

☐ **No**

19. Total cost of this project.

Federal Funds Requested: \$82,912
Local Match Amount: \$20,728 Source(s) of Local Match: General fund, fares, advertising



FY2021 - Section 5339 Bus & Bus Facilities Grant Program		
Agency Name	City of Fargo	
Agency Contact	Julie Bommelman	Phone: 701-476-6737
DUNS #	070265871	

Section 5339 – The Federal Transit Administration (FTA) Section 5339 (Bus & Bus Facilities Program) is a capital-only program and funds are limited to capital projects to replace, rehabilitate, and purchase buses and bus-related equipment, and to construct or rehab bus-related facilities.

NDDOT will use Section 5339 funds for vehicle purchases, bus related facility construction, including garages and transfer stations. Section 5339 funds can also be used for new technology, safety and security items for transit and vehicle rehabilitation. **The federal share of eligible project costs may not exceed 80% of the cost of the project.**

The entire Section 5339 – Bus and Bus Facilities Grants is further explained in FTA Circular 9300.1B, located on the FTA website at

https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/Final_C_9300_1_Bpub.pdf .

Please Note:

- Capital project requests will require a minimum of **20% Local Match**.
- **Farebox revenue cannot be used as Local Match.**
- Assets purchased with Federal Funds must be maintained and inventoried through a Transit Asset Management (TAM) Program.
- As with most Federal Assistance Programs, 5339 is designed as a reimbursement program. Your agency should be prepared to pay for your expenses upon delivery/acceptance and then request reimbursement from NDDOT.
- If requesting a replacement vehicle, the vehicle listed must have met FTA/NDDOT Useful Life. However, regardless of useful life having been met, federal interest remains until the value of the vehicle or equipment falls below \$5,000.
- If you receive \$750,000 from any federal source, you are required to have a Single Audit per 2 CFR 200 subpart F.
- All applications are due **May 1, 2020, 12:00pm CDT**. Late and/or incomplete applications may be subject to a penalty percentage reduction of requested amount or may be eliminated from funding consideration.
- The NDDOT Transit Staff is available to provide guidance and answer any questions on the application process. E-mail: bhanson@nd.gov, dkarel@nd.gov, jsmall@nd.gov or conelson@nd.gov.

GENERAL INFORMATION

1. Provide a detailed description of the transportation services your agency currently provides and any plans for increasing services, expanding service area and increasing ridership. (include days and hours of service, fare structure, total vehicles in service, type of service being provided, transportation provided to what counties and communities in your service area, etc.).

The City of Fargo provides fixed route transportation services within Fargo and West Fargo, ND, and provides complimentary paratransit services within the entire metro area (the City of Moorhead contracts with the City of Fargo for para services). The ridership on fixed route doubled in 5 years to exceed 1.2M annually (Fargo and West Fargo only – Moorhead and Dilworth put us past 2M annually), paratransit is approximately 55,000 annually. The City of Fargo is the designated 5307 direct recipient of FTA grants in the area. There is a successful U-Pass and circulator program with North Dakota State University, coordination with several transportation providers in the area, and on-going efforts to evolve the agency and meet changing demands. Service was increased in July 2017 with the implementation of a new route to serve the expanding sw area of Fargo and West Fargo, including service to the newly built Sanford Hospital. There was a downtown circulator shared equally with the City of Moorhead designed to alleviate parking issues and encourage alternate means of transportation in the growing area of downtown - this service was discontinued once the parking demands decreased after completion of the new City Hall.

Services include fixed route and paratransit – hours of operation are 6:15 am to 11:15 pm M-F and 7:15 am to 11:15 pm Saturday – there is no fixed route service on Sunday, however, paratransit operates 2 vehicles 7:00 am to 5:00 pm. The City of Moorhead implemented paratransit on Sundays effective July 2017. Fares on fixed route are \$1.50 for adults, \$.75 for seniors, people with disabilities, and youth; fares on paratransit are \$3.00. We currently have 29 fixed route vehicles and 15 paratransit vehicles for services – peak VOMS are 25 on fixed route and 14 on paratransit; the spare ratio is tight. We serve Cass County and, through our agreement with the City of Moorhead to provide paratransit, we also serve Clay County. With the growth of the Cities, the demand for transit has grown – the current Transit Development Plan identified a need for increased service hours, Sunday fixed route service, realignment of existing routes, and service to various expansion areas. The plan to increase ridership is a multi-faceted marketing approach to include social media, print, radio and community outreach and events, and continuing the downtown employer sponsored bus pass program. Several of these initiatives were implemented in 2017 and have carried forward to 2020.

2. Provide a detailed explanation of how and why this request is important to your agency and how it will improve or provide for future service to citizens in the communities/counties you provide service to.

These requests are vital to our agency. Thanks to a grant from the State of ND, we have started updating the GTC which will greatly enhance the presentability of the facility to passengers and offer an updated, user friendly experience. One of the goals of the renovation is to open up the facility to feel less closed off and bring more light and vibrancy in; we also plan to update the seating, bathrooms, and several areas of the exterior. In addition, we plan to update the mechanical systems, roof, canopy, relocate dispatch and reconfigure the manner in which busses pull in and exit the GTC to improve safety and visibility. As an enhancement to our main transit hubs, including the GTC, we are asking for funds to implement informational kiosks which will provide real-time information on routes/buses plus anyone can access all the information needed to be able to utilize the transit services. Lastly, we are requesting funds for miscellaneous equipment/tools/facility repairs for the Metro Transit Garage (MTG) - we need to replace the electronic vehicle sensor system, various tools and replacing hoists which have been deteriorating and the integrity of the structures will be negatively impacted.

There are approximately 4000 households that do not have access to an automobile, there are on-going efforts to reduce congestion in the metro area (transit is a logical alternative when 1 bus can take up to 50 cars off the roads), and the college population in the area grows to approximately 20,000 additional people in the metro area

during the academic year, placing increased demands on roads/services. Transit contributes by providing public transportation for access to employment, medical, educational and other services for transit dependent and choice transit riders. As you are aware, the industry trend for the younger generations is focused more on quality of life and many members of that generation do not want to own a personal car and prefer transit.

The City of Fargo sincerely appreciates the opportunity to gain access to these capital funds for renovations at the GTC and the other miscellaneous support equipment. Existing FTA funds are currently being fully expended for operations and preventative maintenance, state aid is used for operations as well.

3. What percentage of change in ridership has your agency experienced in the SFY2020 reporting period? Provide a brief explanation of the reason for the change in ridership.

☐ Increase

☒ Decrease The flood efforts and the COVID-19 pandemic have had a tremendous impact on ridership decreases.

VEHICLE PROJECT REQUESTS

NOTE: This request MUST first be created as a project in the Black Cat System. Each vehicle must be a separate project.

There is space provided below to request a replacement or expansion vehicle. If applying for more than one vehicle, please attach additional sheets and create a separate project for each vehicle in the Black Cat Transit Data Management System.

4. Description of the vehicle you are requesting. (include: Year, Make, ADA qualified, and seating capacity)

Year:

Make/Model:

Seating Capacity:

Lift/Ramp: ☐ Yes ☐ No

Gas/Diesel/Other:

5. What type of vehicle are you requesting?

☐ Replacement Vehicle

☐ Expansion Vehicle

6. If requesting a replacement, which vehicle in your fleet are you replacing?

a. Vehicle Information Number (VIN):

b. Vehicle Year:

c. Make/Model:

d. Current Mileage:

e. Vehicle In Service Date:

f. Has this vehicle information been updated in BlackCat Inventory? ☐ Yes ☐ No

7. If requesting an expansion vehicle, list the agency/community/county to be served (include: hours and days of service and estimated ridership).

8. Provide an estimated timeline for the purchase of this vehicle (s). Provide a separate timeline if you are applying for different types of vehicles. **See sample timeline below, add or remove lines as needed.**

Request For Procurement (RFP)/Invitation For Bid (IFB) Issue Date:
Contract Award/Order Date:
Vehicle Deliver Date:
Final Payment Submitted to DOT:
9. Estimate the total cost of vehicle.
Federal Funds Requested:
Local Match Amount: Source(s) of Local Match:
10. Explain where in your current 3-5 Year Plan this project(s) is specifically stated (list section and page number(s)). Your current plan must be uploaded into BlackCat Global Resources.

Following are suggested price requests for vehicles based on current state bid quotes. Keep in mind if you intend to order vehicles with additional options, prices will vary accordingly. See the State Bid website at https://apps.nd.gov/csd/spo/services/bidder/listCurrentContracts.htm		Expected Delivery time (in months)
15 Passenger or 12 + 2 Passenger Cutaway/Bus NDDOT Term Contract No. 300	Base Price - \$63,000 - \$78,300	6 - 9
Rear Lift ADA Transit Vehicle NDDOT Term Contract No. 301 & 301B	Base price - \$47,083 – \$61,780	3 - 6
Frontrunner – Low Floor Vehicle – New England Wheels NDDOT Term Contract No. 381	Base Price - \$107,000 – 109,000	6 - 9
ADA Low Floor Mini Van NDDOT Term Contract No. 382	Base Price - \$38,045 - \$38,125	1 - 4
Low-Floor Paratransit Ramp Buses NDDOT Term Contract No. 383	Base Price - \$96,720 - \$109,410	6 - 9
FTA Useful Life Standards		
Mini-Vans/Modified Vans – 3-14 passenger	4 years or 100,000 miles	
Med-Size Light Duty Cutaway – 8-16 passenger	5 years or 150,000 miles	
Med-Size Med Duty Cutaway/Bus – 16-30 passenger	7 years or 200,000 miles	
Med-Size Heavy Duty Bus – 24-25 passenger	10 years or 350,000 miles	
Large Heavy-Duty Bus – 35-40+ passenger	12 years or 500,000 miles	

TRANSIT FACILITY PROJECT

NOTE: This request MUST first be created as a project in the Black Cat Transit Data Management System.

REHABILITATION/RENOVATION OF A TRANSIT FACILITY
11. Do you currently have a transit facility?
<input type="checkbox"/> Yes <input type="checkbox"/> No
12. If yes, provide information on the current facility.

Federally Funded: ☐ Yes ☐ No ☐ Other

Year Constructed:

Square Footage:

Parking spots:

Has this facility been renovated in the past? ☐ Yes ☐ No If Yes - Describe

13. Give a detailed description and justification of the proposed project. Include the need for rehabilitation, improvements, or remodeling, necessary repair work, cost estimates, temporary or permanent repair, and other details that you deem relevant to assist NDDOT in making a project determination.

14. Provide an estimated timeline for the project (s). Provide a separate timeline for each project you are applying for. See sample timeline below, add or remove lines as needed.

Request for Proposal (RFP)/Invitation for Bid (IFB) Issue Date:

Contract Award Date:

Project State Date:

Construction Completion Date:

Final Payment Submitted to DOT:

15. Has your Agency completed the FTA Region 8 Categorical Exclusion Worksheet for this project? The worksheet can be found in BlackCat Global Resources.

☐ Yes (Applicant must complete and attach the worksheet)

☐ No (Applicant must provide an explanation)

16. Has your agency completed and attached an Equity Analysis for this renovation? NOTE: An Equity Analysis must occur before the preferred site is selected.

☐ Yes

☐ No (Applicant must provide an explanation)

17. Your agency will be **required** to interview and hire an architect/consultant to design the plans and specifications and manage the bidding and construction of this building to meet FTA and NDDOT standards and requirements. Provide the dollar amount are you requesting.

Federal Funds Requested:

Local Match Amount: Source(s) of Local Match:

18. An Independent Cost Estimate (ICE) is required to show that the price is fair and reasonable? Explain your process for completing the ICE.

19. Are you proposing to use the value of land as match, in whole or part, for your project? If yes, please indicate whether this is an appraised value or estimate. Only the portion of land required for the project can be considered in this valuation.

☐ Yes

☐ No

☐ Appraised Value ☐ Estimate Value

20. Does the appraised value or estimate cover your entire match? If not, Identify other sources of local match for this project.

21. Has your agency held public meetings about this project? If yes, when and did the community support this project? Include documentation of all public meetings (agendas, advertisements, meeting minutes, comments, and list of attendees)
<input type="checkbox"/> Yes, and documents are attached. Meeting dates: <input type="checkbox"/> No (Applicant must provide an explanation)
22. Does your agency have a written Facility Maintenance Plan? Explain the procedures to ensure facility & equipment is inspected and maintained per manufacturer's warranty instructions on a regular scheduled basis as described in your Facility Maintenance and TAM Plans.
<input type="checkbox"/> Yes <input type="checkbox"/> No (Applicant must provide an explanation)
23. Are your facility and any maintenance records recorded in your TAM maintenance program as required by NDDOT? If No, please explain.
<input type="checkbox"/> Yes <input type="checkbox"/> No (Applicant must provide an explanation)
24. What is the condition (1(Poor) – 5 (Excellent) rating scale assessment) rating of your current facility?
25. Estimate total project cost?
Federal Funds Requested: Local Match Amount: Source(s) of Local Match:
26. Explain where in your current 3-5 Year Plan this project(s) is specifically stated (list section and page number(s)). Your current plan must be uploaded into BlackCat Global Resources.

PURCHASING A TRANSIT FACILITY

Complete this portion if you are requesting funding to purchase an existing transit facility.

27. If purchasing a facility, what is the asking price?
28. An Independent Cost Estimate (ICE) is required to show that the price is fair and reasonable? Explain your process for completing the ICE.
29. Justify why it is more cost effective to purchase this facility versus building a new one.
30. Describe the facility you are considering for purchase in detail. Provide purpose of facility (administration, storage, etc.), specifications, environmental assessments, drawings/plans, etc.
Year Constructed: Square Footage: Parking spots:
31. Are there any known environmental issues with the facility you are proposing to purchase? (e.g. underground fuel storage) If yes, please describe.

<input type="checkbox"/> Yes (Applicant must provide an explanation) <input type="checkbox"/> No
32. Will this facility require any renovation for use in your transit program? If yes, please describe these renovations in detail and specify whether these costs are figured into the above asking price.
<input type="checkbox"/> Yes (Applicant must provide an explanation and associated cost) <input type="checkbox"/> No
33. Has your agency held any public meetings about this project? If yes, when and did the community support this project? Include documentation of all public meetings (agendas, advertisements, meeting minutes, comments, and list of attendees)
<input type="checkbox"/> Yes, and documents are attached. Meeting dates: <input type="checkbox"/> No (Applicant must provide an explanation)
34. Provide an estimated timeline for the project (s). Provide a separate timeline for each project you are applying for. NOTE: If renovations are needed you will need to add that to the timeline. <u>See sample timeline below, add or remove lines as needed.</u>
Request for Proposal (RFP)/Invitation For Bids (IFB) Documents Date:
Purchase Date:
Project State Date:
Construction Completion Date:
Contract Completion:
Final Payment Submitted to DOT:
35. Estimate project cost including purchase and renovations.
Federal Funds Requested:
Local Match Amount: Source(s) of Local Match:
36. Explain where in your current 3-5 Year Plan this project(s) is specifically stated (list section and page number(s)). Your current plan must be uploaded into BlackCat Resources.

BUILDING A TRANSIT FACILITY

Complete this portion if you are requesting funding to build a new transit facility.

37. Describe in detail the need for a facility in your transit program.

38. Describe your proposed project in detail. Include a description of all the amenities you feel the project will need to meet your needs – e.g. purpose of facility, square footage, office space, number of vehicles it will hold, wash bays, etc. Keep in mind, this facility should be designed to meet your current needs with a reasonable projection of your future needs.

39. Has your Agency completed the FTA Region 8 Categorical Exclusion Worksheet for this project?

- ☐ Yes (Applicant must complete and attach the worksheet)
☐ No (Applicant must provide an explanation)

40. Has your agency completed and attached an Equity Analysis for this renovation? NOTE: An Equity Analysis must occur before the preferred site is selected.

<input type="checkbox"/> Yes <input type="checkbox"/> No (Applicant must provide an explanation)
41. Do you have preliminary design plans for this project? If you do, please include a copy with this application.
<input type="checkbox"/> Yes <input type="checkbox"/> No
42. Your agency will be required to interview and hire an architect/consultant to design the plans and specifications and manage the bidding and construction of this building to meet FTA and NDDOT standards and requirements. Provide the dollar amount are you requesting.
Federal Funds Requested: Local Match Amount: Source(s) of Local Match:
43. Are you proposing to use the value of land as match, in whole or part, for your project? If yes, please indicate whether this is an appraised value or estimate. Only the portion of land required for the project can be considered in this valuation
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Appraised Value <input type="checkbox"/> Estimate Value
44. Does the appraised value or estimate cover your entire match? If not, identify other sources of match for this project.
<input type="checkbox"/> Yes <input type="checkbox"/> No
45. Has your agency held any public meetings about this project? If yes, when and did the community support this project? Include documentation of all public meetings (agendas, advertisements, meeting minutes, comments, and list of attendees).
<input type="checkbox"/> Yes, and documents are attached. Meeting dates: <input type="checkbox"/> No (Applicant must provide an explanation)
46. Have you looked at options to scale the building back in case the construction costs come in over budget?
<input type="checkbox"/> Yes <input type="checkbox"/> No (Applicant must provide an explanation)
47. Provide an estimated timeline for the project (s). Provide a separate timeline for each project you are applying for. <u>See sample timeline below, add or remove lines as needed.</u>
Request For Proposal (RFP)/Invitation for Bid (IFB) Issue Date:
Contract Award Date:
Project State Date:
Construction Completion Date:
Contract Completion:
Final Payment Submitted to DOT:
48. Estimate total project cost?
Federal Funds Requested: Local Match Amount: Source(s) of Local Match:

49. Explain where in your current 3-5 Year plan this project(s) is specifically stated (list section and page number(s)). Your current plan must be uploaded into BlackCat Global Resources.

EQUIPMENT & MISCELLANEOUS CAPITAL PROJECTS

Fill in the requested information below regarding your Equipment and Miscellaneous Capital Project(s). These projects must directly relate to your transportation program. Any equipment purchased with these funds must be required for, and used for, public transportation.

NOTE: This request MUST first be created as a project in the Black Cat Transit Data Management System. If applying for more than one project, please attach additional sheets and create a separate project for each individual project.

50. Describe your proposed project(s) in detail.

Description: Informational kiosks will be deployed throughout the main transfer and passenger terminal locations. The kiosks will offer customer facing information such as routes, time of routes, live-feed/real-time information and will be interactive so customers will be able to fully utilize the transit system.

Quantity: 6

Purpose: Provide the most up to date, relevant information customers need at high boarding/transfer locations.

51. How does this project(s) enhance your transportation program?

Customers will be receiving instantaneous information regarding the transit system, which will be very beneficial for travel, time-efficiencies, overall updates on any detours, special events or service delays.

52. Have you completed an Independent Cost Estimate document to show that the price is fair and reasonable? Provide this documentation.

☐ Yes

☒ No (Applicant must provide an explanation) The most recent information was obtained from internet and will be put into an ICE document once research is completed.

53. Is an ITS Project/Architecture Checklist required for this project? Review (23 CFR 940.13), see SFN 60212 located in the BlackCat Global Resources.

☐ Yes

☒ No (Applicant must provide an explanation) N/A

54. Has the NDDOT ITS Project/Architecture Checklist been completed and submitted with this application for review?

☐ Yes

☒ No (Applicant must provide an explanation) N/A

55. Provide an estimated timeline for the purchase of this equipment. Provide a separate timeline if you are applying for different types of equipment. **See sample timeline below, add or remove lines as needed.**

Request For Proposal (RFP)/Invitation For Bid (IFB) Issue Date: September 1, 2020

Contract Award Date:	September 30, 2020
Deliver/Installation Date:	January/February 2021
Contract Completion:	March 15, 2021
Final Payment Submitted to DOT:	April 15, 2021
56. Estimated cost for the project?	
	\$210,000

EQUIPMENT & MISCELLANEOUS CAPITAL PROJECTS

Fill in the requested information below regarding your Equipment and Miscellaneous Capital Project(s). These projects must directly relate to your transportation program. Any equipment purchased with these funds must be required for, and used for, public transportation.

NOTE: This request MUST first be created as a project in the Black Cat Transit Data Management System. If applying for more than one project, please attach additional sheets and create a separate project for each individual project.

50. Describe your proposed project(s) in detail.

Description: Miscellaneous support equipment will be for the Metro Transit Garage/Shop – equipment will include replacing large overhead door operational control units, tools,

Quantity: 1 lump sum

Purpose: The overhead door controls are original to the facility (2006) and do not deploy consistently upon the buses getting close, an updated/upgraded system will help enhance safety as we have had a variety of collisions between door/bus; tools will be a variety for the shop/building, a variety of Metro Transit Garage (MTG) maintenance including replacing the hoists originally installed with building, however, there have been recent concerns with the integrity of the structures.

51. How does this project(s) enhance your transportation program?

Drivers will have another tool to assist with safety and help preventing collisions, tools for shop and building will enhance the abilities of our technicians and building maintenance staff maintain vehicles and the facility at the expected high standards.

52. Have you completed an Independent Cost Estimate document to show that the price is fair and reasonable? Provide this documentation.

☐ Yes

☒ No (Applicant must provide an explanation) The most recent information was obtained from internet and will be put into an ICE document once research is completed.

53. Is an ITS Project/Architecture Checklist required for this project? Review (23 CFR 940.13),

see SFN 60212 located in the BlackCat Global Resources.

- ☐ Yes
☒ No (Applicant must provide an explanation) N/A

54. Has the NDDOT ITS Project/Architecture Checklist been completed and submitted with this application for review?

- ☐ Yes
☒ No (Applicant must provide an explanation) N/A

55. Provide an estimated timeline for the purchase of this equipment. Provide a separate timeline if you are applying for different types of equipment. **See sample timeline below, add or remove lines as needed.**

Request For Proposal (RFP)/Invitation For Bid (IFB) Issue Date: September 1, 2020

Contract Award Date: September 30, 2020

Deliver/Installation Date: January/February 2021

Contract Completion: March 15, 2021

Final Payment Submitted to DOT: April 15, 2021

56. Estimated cost for the project?

\$200,000

Local Match & Total Funding Request

In the table below, list requested projects by priority, and specify in detail the sources and dollar amounts of Local Match funding (State Aid, Mill Levy, Other Directly Generated Funds, etc.) that are available to be used towards each project (Operating, Administration, Capitalized Maintenance, and/or Equipment/Miscellaneous Capital).

Local match listed here cannot be already targeted as match for a FY2021 5311 or 5310 applications.

Farebox revenue cannot be used as Local Match.

Documentation of sources of Local Match (including State Aid) MUST be attached or it will not be considered.

This project ranking should match your prioritization in BlackCat.

Ranking	Project	Federal Cost of Project	Local Match Needed	Sources of Local Match*
1	Informational Kiosks	\$168,000	\$42,000	General fund, farebox revenue, advertising sales

2	Misc. Support Equipment	\$240,000	\$60,000	General fund, farebox revenue, advertising sales
3				
4				
5				

Application Checklist and Signature Page

This checklist is included for your review and completion prior to submittal of your application for Transit Program assistance to ensure your submission includes all required documents. Please upload the required documents in your agency's account in the BlackCat Transit Data Management System.

Section 5339 Applicants must submit the following (check when complete):

	Completed 5339 Application;
	Document(s) showing sources of local match funds – Signed letters from source(s) of local match, State Aid Contract, mill levy, city funds, etc.;
	Certify and upload the FTA Certifications and Assurances Signature Pages in BlackCat;
	Update vehicle information, mileage and condition in BlackCat Inventory;
	Complete and include the FTA Categorical Exclusion Worksheet (if applicable);
	Complete and include the NDDOT ITS Architecture Checklist Systems Engineering Compliance (SFN 60212), (if applicable);
	Update Transit Board Members information in BlackCat;
	Certify and upload a current Authorizing Resolution form;
	Update any complete Preliminary Assessment/Application for Capital Assistance forms(s) (if applicable);
	The following documents MUST be current and uploaded into BlackCat Resources: 3-5 Year Plan, Title VI Plan, Drug & Alcohol Plan, Cost Allocation Plan, Cognizant Agency Letter (if applicable), and TAM Plan.

I hereby certify that as a person authorized to sign for
City of Fargo

Transit Agency Name

That I have reviewed the application submitted and to the best of my knowledge all statements and representations made are true and correct. I also hereby certify:

1. Adequate funds will be available to provide the required local match and to operate the project; and
2. Sufficient managerial and fiscal resources exist to implement and manage the grant as outlined in this application; and
3. The project items purchased under this grant shall be maintained in accordance with the detailed

maintenance schedules as stipulated by the manufacturer; and

4. The transit agency agrees to meet the applicable federal and state requirements.

Signature of Authorized Representative

Date

To: Transportation Technical Committee
From: Luke Champa
Date: 03/26/2020
Re: **2020-2023 Transportation Improvement Program (TIP) Amendment #3**

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) will hold a public hearing at the Metro COG Conference Room – 1 2nd Street North, Suite 232, in Fargo, North Dakota on Thursday, April 9, 2020 at 10:00 a.m. to consider public comments regarding a proposed amendment to the 2020-2023 Transportation Improvement Program (TIP) for the FM Metropolitan Area. The proposed amendment to the 2020-2023 TIP reflects a new rural transit grant award through the Minnesota Department of Transportation (MnDOT) and Federal Transit Administration (FTA).

A public notice was published in the Forum of Fargo-Moorhead on Monday, March 30, 2020, advertising a public hearing and detailed public comment information such as where to send written comments regarding the proposed amendment. It was advertised that public comments would be accepted until 12:00 p.m. (noon) on Thursday, April 16, 2020.

Due to the COVID-19 Pandemic and resulting Stay at Home Order for Minnesotans, the final information regarding the grant award has not yet been compiled, and no formal action should be taken on the TIP Amendment at this time. MnDOT has provided preliminary MnDOT project information to Metro COG, as can be seen in Attachment 1. The preliminary Metro COG project sheet, Attachment 2, is also attached and shall be finalized when the formal MnDOT award letter is received.

Requested Action: Pending public comment, continue the public hearing of Amendment #3 of the Metro COG 2020-2023 Transportation Improvement Program (TIP) to the Transportation Technical Committee (TTC) meeting on Thursday, May 14, 2020 and extend the public comment period to 12:00 p.m. (noon) on Thursday, May 21, 2020.



Office of Transit and Active Transportation

395 John Ireland Boulevard, MS-430

Saint Paul, MN 55155

Memo

Date: 03/30/2020

To: Luke Champa, Fargo-Moorhead Metropolitan Council of Governments

From: Deborah Ellis, Grant Program Coordinator

RE: Anticipated Federally Funded RTCC Project Request

On February 14, 2020, the MnDOT Office of Transit and Active Transportation (OTAT) released a Section 5310 Solicitation for projects related to planning and implementation of Regional Transportation Coordinating Councils (RTCCs). RTCCs consist of stakeholders interested in improving mobility for “transportation disadvantaged” – older adults, individuals with disabilities, individuals with low incomes, and/or military veterans.

Eligibility for Phase 3 (On-going Activities) is limited to Regional Transportation Coordinating Council(s) that have a current *Phase 2: Implementation Grant* and are working on the tasks outlined in Greater Minnesota regions outside the seven county Twin Cities metropolitan area. *Applications were due April 15, 2020 for projects activities to occur July 1, 2020 through June 30, 2021. Because the COVID-19 pandemic has placed additional strain on organizations and staff members. Office of Transit and Active Transportation (OTAT) has extending the Phase 2 Grant Application deadline to May 15, 2020 for projects activities to occur July 1, 2020 through June 30, 2021.*

Preliminary Project Identification

The RTCC Project lead in your planning area has preliminarily identified an eligible RTCC project, and during conversations with OTAT Staff, has indicated that they will be applying for a project prior to the current application deadlines. Concurrently, OTAT has been reviewing projected budgets to determine the maximum amount funds that may be available for that project. The following is the budget information that has been identified for a project in your planning area:

SP#	Project Description	Project Timeline	Federal Budget Allocation	Total Project Funds	Federal Section 5310 Funds	State Funds	Local Funds
TRF-4003-21	Region Four RTCC Activities	07/01/20 through 06/30/21	Small Urban Allocation	\$56,000	\$ 44,800	\$ 5,600	\$ 5,600
TRF-9107-20	Region Four RTCC Activities	07/01/20 through 06/30/21	Rural Allocation	\$213,000	\$ 170,400	\$ 21,300	\$ 21,300
			Total Project Budget	\$269,000	\$ 215,200	\$ 26,900	\$ 26,900

TIP Amendment Request for anticipated project award:

In order to help OTAT facilitate the obligation the anticipated Federal Share of these projects prior to the end of FFY 2020, **we are requesting that your agency consider adding State Project Number TRF-4003-21 to Fargo-Moorhead Metropolitan Council of Government's 2020 Transportation Improvement Plan prior to June 1, 2020**. Federal Fiscal Year 2020 Small Urban Section 5310 Funds will be utilized for these projects, therefore federal fiscal constraint is met.

TRF-9107-20 has already been approved in the current year STIP.

Lead Agency	Metro COG ID State Number	Project Year	Project Location	Length	Project Limits		Project Description	Improvement Type	Total Project Cost	Federal Revenue Source	Other Revenue Source	Revenue
					To	From						
Amendment #3												
West Central Communities Action, Inc.												
West Central Communities Action, Inc.	8203001 TRF 4003-21	2020	Transit				Region Four Regional Transportation Coordination Council (RTCC) Activities	Operating Assistance	\$ 56,000	FTA 5310		\$ 44,800 \$ 5,600 \$ 5,600
Moorhead Transit												
Fargo Transit												
City of Fargo												
City of Moorhead												
City of West Fargo												
North Dakota Department of Transportation												
Cass County												
Minnesota Department of Transportation												
Clay County												



To: Transportation Technical Committee (TTC)
From: Adam Altenburg, AICP
Date: March 9, 2020
Re: **Northwest Metro Transportation Plan Contract Extension**

In March 2019, Metro COG contracted with KLJ for the completion of the Northwest Metro Transportation Plan. The initial schedule indicated substantial completion of the project by March 2020. However, in early fall of 2019, Metro COG asked the consultant if it would be a problem for them, from a workload perspective, to slow down the pace of work on the project from October through December to ensure that Metro COG did not exceed Consolidated Planning Grant (CPG) funds as budgeted for fiscal year 2019 in the Unified Planning Work Program (UPWP).

The shift in workload was acceptable to the consultant. It was acknowledged that this could affect the project schedule.

The project was also partially delayed in late 2019 by the completion and delivery of Metro COG's Travel Demand Model (TDM), developed as part of the Metropolitan Transportation Plan (MTP).

KLJ has proposed extending the Northwest Metro Transportation Plan to September 2020. The revised schedule calls for a draft plan to be completed in August 2020, with adoption, final billing, and document delivery in September 2020. Metro COG is asking that the contract with KLJ be amended to include the new extended project delivery schedule.

Requested Action: Recommend Policy Board approval of the updated schedule and amend the contract to reflect the new timetable for completion of the Northwest Metro Transportation Plan.

AMENDMENT TO ENGINEER-OWNER AGREEMENT

**Amendment No. 1
KLJ Project 1813-02659
Metro COG Project 2019-002**

Background Data

- a. Effective Date of Engineer-Owner Agreement: March 18, 2019
- b. Engineer: Kadmas Lee & Jackson
- c. Owner: Fargo-Moorhead Metropolitan Council of Governments (Metro COG)
- d. Project: Northwest Metro Transportation Plan
- e. This Part of the Project: _____

Nature of Amendment (check all that apply)

- ☐ Additional services to be performed by Engineer
- ☐ Modifications to services of Engineer
- ☐ Modifications to responsibilities of Owner
- ☐ Modifications to payment to Engineer
- ☒ Modifications to time(s) for rendering Services

Description of Modifications

Due to request by Metro COG to slow work over the 4th quarter of 2019, the project completion date is being extended to 9/30/2020.

Agreement Summary

a. Original agreement amount:	\$250,000
b. Net change for prior amendments:	\$0
c. This amendment amount:	\$0
d. Adjusted Agreement amount:	\$250,000

Engineer and Owner hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is March 19, 2020.

ENGINEER: Kadrmas Lee & Jackson, Inc.

OWNER: Fargo-Moorhead Metropolitan Council of
Governments

By: Mark Anderson

By: Cynthia Gray

Title: Vice President of Environment & Public Works

Title: Executive Director

Date Signed: _____

Date Signed: _____

Schedule (Revised)

- Schedule revised to reflect Sept to December work stoppage.

SCHEDULE

	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept
Land Use Concepts			Methods Development	Concept Development				Work Stoppage					Concept Refinement						
Transportation Elements			Existing Conditions										Transportation Modeling and Sensitivity Testing				Infrastructure Needs and Implementation		
SRC		#1		#2								#3		#4	#5		#6		
Stakeholders		#1													#2		#3		
Public Input Meetings				#1													#2		
Plan Development																		Draft Plan	Final Plan

NO-Zone Event Presentation

- The NO-ZONE Event presentation is not a new idea and has been around for many years. It is designed to educate the public about danger zones or blind spots when driving around Trucks, Tractor Trailers, Big Rigs or busses. The North Dakota Motor Carriers Association has been actively involved with promoting this Presentation whenever we are given an opportunity.
- One of the biggest events we have been able to make this Presentation is for the Fargo Career Expo in the Fargo Dome in December. We have done this event for 9 years and has educated up to 4,000 students per year on the dangers when driving around Big Trucks and Busses. This event has 10th grade students from the F-M and surrounding area schools that attend a career day event. We have been able to have a tractor trailer and several cars parked in the Fargo dome and have the students one by one, sit in the driver's seat of the truck and pretend they are the truck driver and look out of the rear view mirrors of the truck. We have cars parked all around the truck and trailer and from the driver's point of view in the driver's seat, they are unable to see any cars that are parked around the truck by looking out the mirrors. What perfect time to educate these student. Many are taking Drivers Education and are just getting their driver's license. Every year we get many positive comments from the students like, "I had no idea that the truck driver couldn't see those cars". From the car's point of view, the truck is very big very obvious. But from the Trucks driver's point of view, the cars can be in the Blind Spot so the truck driver is unaware of the car position. If the truck driver would make a lane change or turn a corner the chance of an accident is very real. The message for the students is, "Don't hang out in the NO-ZONE areas around a truck. Slow down and stay behind the truck and stay out of those areas to avoid an accident". We have made an 8 foot tall banner that we hang on the side of the trailer when we make the presentation as a visual demonstration of our message and purpose for being at this event. We also have a tri-fold handout so they can take the message home for further review and recollection.



Transportation Club

of Fargo-Moorhead

NO ZONE EVENTS

Perham Turtle Days Event Friday June 15th ,2019 in Perham, MN.

Jane Neubauer - Ottertail County Safe Communities Coalition

Volunteers at this event;

Mark Wolter - Midnite Express Inc.

Tom Foltz – Foltz Trucking

Paul Gibre – Strata Corp





Transportation Club

of Fargo-Moorhead

NO ZONE EVENTS

Perham Turtle Days Event Friday June 16th 2018 in Perham, MN.

WE partnered with M-State for the use of the Truck Driving Simulators

Jane Neubauer - Ottertail County Safe Communities Coalition

Volunteers at this event;

Mark Wolter Midnite Express Inc.

Senta Grzadzielewski from Brittan Transport

Chase Raymond from Dixon Insurance

McKensie Mehlich from Dixon Insurance

Paul Gibre from Starta

Kevin Borseth from Midland Garage Doors

Melissa Olheiser from M-State (Contact for M-State Simulator Trailer)







Transportation Club

of Fargo-Moorhead

NO ZONE EVENTS

Driving Skills for Life Event 6/28/18 in Grand Forks, ND.

Carol Thurn – Traffic Safety Co-Manager ND DOT Safety Division

Volunteers

Senta Grzadzielewski from Brittan Transport

Sarah for Brittan Transport

Jamie Elliott from Dixon Insurance

Audra from Dixon Insurance

Paul Gibree from Strata

Mike Witheral from Great West Casualty





Transportation Club

of Fargo-Moorhead

NO ZONE EVENTS

Driving Skills for Life Event 8/07/19 in Fargo, ND.

Carol Thurn – Traffic Safety Co-Manager ND DOT Safety Division

Volunteers

Mark Wolter from Midnite Express Inc.

Jamie Jenison from Dixon Insurance

Paul Gibree from Strata







Transportation Club

of Fargo-Moorhead

NO ZONE EVENTS

NDSU – Upper Great Plains Transportation Institute 50 Years Celebration 8/30/17

WE partnered with M-State for the use of the Truck Driving Simulators

Volunteers; Mark Wolter Midnite Express Inc

Rick Antoine from EW Wylie

Jamie Elliott from Dixon Insurance

McKensie Mehlich from Dixon Insurance

Tom Hertz from Lahr Agency Bismarck

Kyle Klemmet and Bridgett Settel from Magnum Ltd

Stephanie Misialek from Premier Service Center

Barb Stein From Sanford Occ Health

Tom Foltz from Foltz Trucking

GL Tucker from M-State (Contact for M-State Simulator Trailer- Leon Barthel)





Career Expo at Fargo Dome December 2018

You Tube Safety Videos Produced by NDMCA with Mark Wolter as President

- <https://youtu.be/7111-4ZnQik>
- <https://youtu.be/b8-bY90v9bg>

Career Expo Event 10TH Annual in 2019

Mark Wolter – Event Chairman



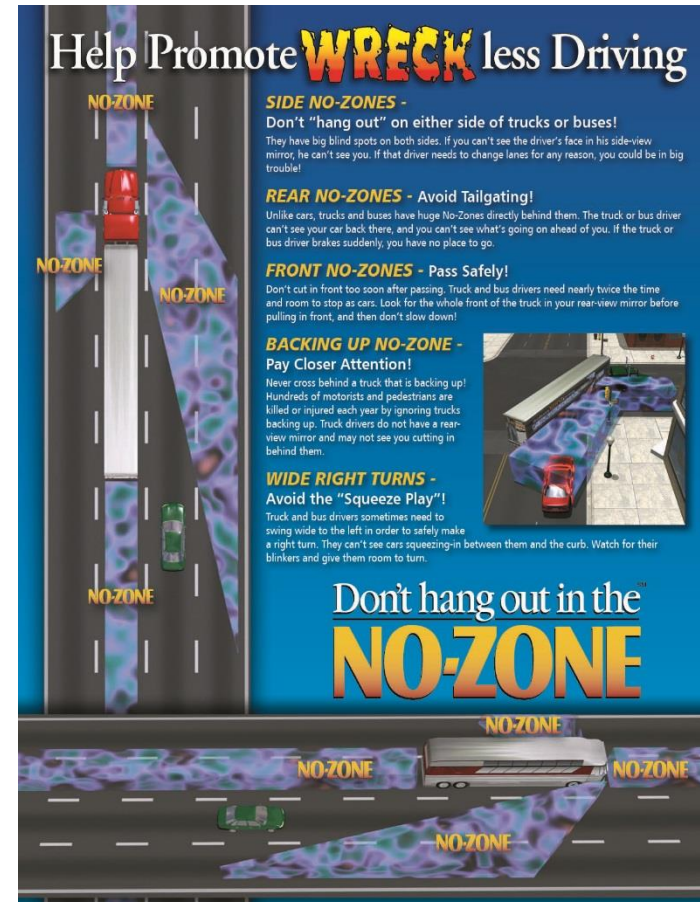
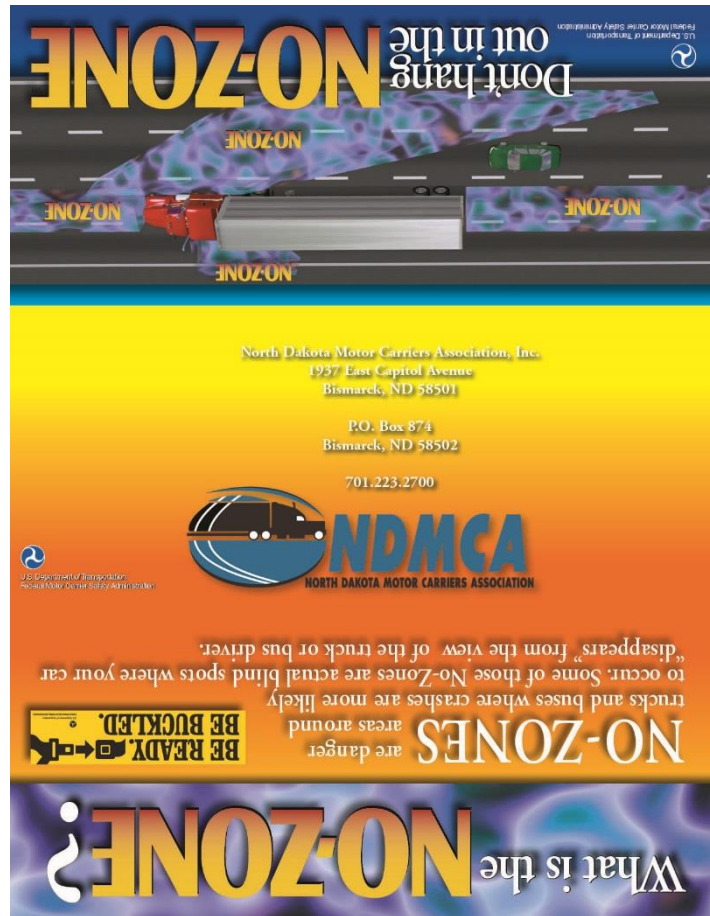








No Zone Tri-Fold produced by NDMCA



Thanks

You may have saved a life by getting
the NO-ZONE Message out.

Other Safety Videos Produced by NDMCA with Mark Wolter was President

- <https://vimeo.com/189689143/4e1afff708>





Zero fatalities. Zero excuses.

**Infrastructure Safety Award – Program
Nomination Form**

Eligibility Dates: October 1, 2018 – September 30, 2019

Deadline: December 20, 2019

The nomination submission must answer #1 through #5 for activities that took place October 1, 2018 through September 30, 2019. If additional paper is needed, attach with this form.

NOMINEE INFORMATION

Individual/Organization: Mark Wolter / North Dakota Motor Carrier Association

Address: 448 7th Street NW

City: West Fargo, ND

Zip: 58078

Provide a brief summary of the program's goals and objectives and why this program should be considered:

NO-ZONE Presentation

Describe implementation of the program:

Public awareness of the dangers driving around big trucks. To have a person sit in the driver's seat and be the truck professional truck driver and look out the mirrors and see the cars that are parked around the truck where the truck driver can't see them. These are called blind spots or NO-ZONES.

Describe how this program improved safety, such as reducing fatalities or severe injuries, reducing overall crashes:

We have made this presentation at the Career Expo at the Fargo Dome for over 3,500 students in a day. These are 9th graders who are just getting their driver's license and taking drivers education. What a great time to teach them. Tell them, show them the dangers driving around big trucks. This was the 10th year that we have done this presentation at the Career Expo. We have also made this presentation at the ND DOT Driving Skills for life event for the past two years. Once in Grand Forks and 2018 in Fargo. We have also made this presentation at the Upper Great Plains Transportation Institute 50 Years Anniversary Event in 2017.

Explain any limitations or special challenges faced:

We have tried to make this presentation to as many people as we can. It is very effective in the Fargo Dome as we have a captive audience and they are very receptive to our Safety Story. It does require a tractor and trailer several cars parked around the truck. It is a very visual demonstration and does require equipment and space to make it effective.

Describe the results, including how the goals and objectives were met and the method used for evaluation:

I think that everyone who is able to sit in the truck and see what the truck driver sees is very amazed at the limited visibility of the truck driver and how big of an area that the truck driver blind spots or NO-ZONES are.

Submitted by: Mark Wolter

Organization: North Dakota Motor Carrier Association

Phone: 701-793-3559

Email: mark.wolter@midnitexpress.com

Date: 12/20/19