



Fargo-Moorhead Metropolitan  
Council of Governments

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**The 650<sup>th</sup> Policy Board Meeting**  
**Fargo-Moorhead Metropolitan Council of Governments**  
**THURSDAY, December 18, 2025 – 2:00 PM**  
**AGENDA**

1. Call to Order and Introductions
  - a. Introductions & Roll Call
  - b. Approve Order and Contents of the Overall Agenda **Action Item**
  - c. Approve Meeting Minutes of November 20, 2025 **Action Item**
  - d. Approve December 2025 Bills **Action Item**
2. Consent Agenda **Action Item**
  - a. November 2025 End-of-Month Report
  - b. 2026-2029 TIP Administrative Modifications #1 and #2
  - c. ND Highway Safety Improvement Program (HSIP) Applications
  - d. ND Urban Regional Highway System (RHS) Applications
  - e. Railway-Highway Crossings (Section 130) Program Projects
  - f. Metro COG Paid Holidays
  - g. 2026 Employee Salary Adjustment
  - h. Resubmittal of Cass County/Kindred TA Application**
3. Regular Agenda
  - a. Public Comment Opportunity **Public Input**
  - b. 2026 Employment and Household Data Purchase **Action Item**
  - c. Metro COG Regional Freight Plan RFP **Action Item**
  - d. West 94 Area Transportation Plan **Action Item**
  - e. Horace Downtown Neighborhood Plan **Action Item**
  - f. 2026-2030 Transit Development Plan **Action Item**
  - g. Metro Railroad Needs Study **Action Item**
  - h. Summary of Employee Benefits Presentation **Information Item**
4. Additional Business **Information Item**
5. Adjourn

REMINDER: The next Metro COG Policy Board Meeting will be held  
**Thursday, January 15, 2026 at 4:00 PM.**

Metro COG is encouraging citizens to provide their comments on agenda items via email to Angela Brumbaugh at [brumbaugh@fmmetrocog.org](mailto:brumbaugh@fmmetrocog.org). To ensure your comments are received prior to the meeting, please submit them by 8:00 AM on the day of the meeting and reference which agenda item your comments address. If you would like to appear via video or audio link for comments or questions on a regular agenda or public hearing item, please provide your e-mail address and contact information to the above e-mail at least one business day before the meeting.

**Please use the following link to join this meeting online:**

**<https://us02web.zoom.us/j/82080139233?pwd=eCoKKRjtNKJvz7tT9qcwh7XTwPsCEb.1>**

**Bolded Action Items require roll call votes.**

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

NOTE: Given the participation of Fargo City Commissioners at Policy Board meetings, such meetings may constitute open public meetings of the City of Fargo.

Metro COG is committed to ensuring all individuals, regardless of race, color, sex, age, national origin, disability/handicap, sexual orientation, and/or income status have access to Metro COG's programs and services. Meeting facilities will be accessible to mobility impaired individuals. Metro COG will make a good faith effort to accommodate requests for translation services for meeting proceedings and related materials. Please contact Angela Brumbaugh at 701-532-5100 at least five days in advance of the meeting if any special accommodations are required for any member of the public to be able to participate in the meeting.

PLANNING ORGANIZATION SERVING

FARGO, WEST FARGO, HORACE, CASS COUNTY, NORTH DAKOTA AND MOORHEAD, DILWORTH, CLAY COUNTY, MINNESOTA

**649<sup>th</sup> Policy Board Meeting**  
**Fargo-Moorhead Metropolitan Council of Governments**  
**Thursday, November 20, 2025 – 2:00 PM**

**Members Present:**

Chuck	Hendrickson	Moorhead City Council (Left at 3:16 p.m.)
Rory	Jorgensen	West Fargo City Commission
Nicole	Mattson	Moorhead City Council
Sebastian	McDougall	Moorhead City Council
Jenny	Mongeau	Clay County Commission
Brad	Olson	West Fargo City Commission
Dave	Piepkorn	Fargo City Commission (Left at 3:11 p.m.)
Mike	Reitz	MATBUS Representative
Dave	Steichen	Dilworth City Council
Maranda	Tasa	Fargo Planning Commission
Michelle	Turnberg	Fargo City Commission

**Members Absent:**

Denise	Kolpack	Fargo City Commission
Stephanie	Landstrom	Horace City Council
Aaron	Murra	NDDOT Fargo District Engineer ( <i>ex-officio</i> )
Aaron	Murra	NDDOT Fargo District Engineer ( <i>ex-officio</i> )
Art	Rosenberg	Fargo Planning Commission
Thomas	Schmidt	Fargo Planning Commission
John	Strand	Fargo City Commission
Joel	Vettel	Cass County Commission
Shiloh	Wahl	MnDOT District 4 Engineer ( <i>ex-officio</i> )

**Others Present:**

Adam	Altenburg	Metro COG
Karissa	Beierle Pavek	Metro COG
Dan	Farnsworth	Metro COG
Ben	Griffith	Metro COG
Aiden	Jung	Metro COG
Michael	Maddox	Metro COG
Angela	Brumbaugh	Metro COG
Will	Hutchings	NDDOT - Local Government Division
Jason	Gottfried	MNDOT - MPO Coordinator

**1a. MEETING CALLED TO ORDER, WELCOME, AND INTRODUCTIONS, convened**

The meeting was called to order at 2:00 PM, on Thursday, November 20, 2025 by Chair Mongeau, noting a quorum was present. Introductions were made.

**1b. Approve Order and Contents of Overall Agenda, approved**

Chair Mongeau asked for approval for the overall agenda.

**MOTION: Approve the contents of the Overall Agenda of the November 20, 2025 Policy Board Meeting.**

**Mr. Piepkorn moved, seconded by Mr. McDougall**

**MOTION, passed**

**Motion carried unanimously.**

**1c. Past Meeting Minutes, approved**

Chair Mongeau asked for approval of the Minutes of the October 16, 2025 Meeting.

**MOTION: Approve the October 16, 2025 Policy Board Meeting Minutes.**

**Mr. Olson moved, seconded by Mr. Hendrickson.**

**MOTION, passed**

**Motion carried unanimously.**

**1d. Monthly Bills, approved**

Chair Mongeau asked for approval of the November 2025 Bills as listed on Attachment 1d.

**MOTION: Approve the November 2025 Bills List.**

**Mr. Hendrickson moved, seconded by Mr. Olson.**

**MOTION, passed**

**Motion carried unanimously.**

**2. CONSENT AGENDA**

Chair Mongeau asked for approval of Items a-e on the Consent Agenda.

- a. October 2025 Month End Report
- b. 2026 Health/Dental/Vision Insurance from BCBS-ND
- c. 2026 Title VI Assurances
- d. 2026 MnDOT State Planning Grant Agreement
- e. 2026 NDDOT CPG Contract

**MOTION: Approve Items a-e on the Consent Agenda.**

**Mr. Peipkorn moved, seconded by Mr. McDougall.**

**MOTION, passed**

**Motion carried unanimously.**

**3. REGULAR AGENDA**

**3a. Public Comment Opportunity**

No public comments were made or received.

### **3b. 2025 Metro Profile**

Mr. Jung and Ms. Beierle Pavek presented information for the Metro Profile. Historically, there have been five chapters but a sixth chapter was added this year:

- Community Profile – The Metro has a faster population growth than the country as a whole. The population is younger and more educated than the average. Ranked #2 in the nation for the lowest unemployment rate.
- Roadways – The average commute time is 17 minutes which is less than the national average of 22 minutes.
- Freight – 349 million pounds of cargo landed. There has been a national downward trend in air cargo.
- Bike and Pedestrian – Approximately 300 miles of bike trails and paths with an upward trend of bike activity.
- Transit – Served over 1.3 million passengers in 2024 and continues to increase.
- System Performance – Traffic flow, travel times, and safety

Discussion included wondering if it's possible to know how frequent MATBUS stops? Could the Heartland Trail and the Diversion be added?

**MOTION: Approval of the final draft of the 2025 Metropolitan Profile**  
**Ms. Mattson moved, seconded by Mr. Hendrickson**  
**MOTION, passed**  
**Motion carried unanimously.**

### **3c. West Metro Perimeter Route Amendment**

Mr. Maddox stated the West Metro Perimeter Route Project started in 2023 as a perimeter route around the Community. The study was paused to re-evaluate the study. After coordination with the jurisdictions and NDDOT, an agreement was reached with the consultants for the additional fees. An additional \$25,000 was programmed in the 2026 UPWP to complete the study. Currently the thought is to focus on existing roadways for a north-south corridor.

**MOTION: Approval of Amendment #1 to the West Perimeter Route Study contract**  
**Mr. Olson moved, seconded by Mr. Piepkorn**



**MOTION, passed**  
**Motion carried unanimously.**

### **3d. University Drive and 10<sup>th</sup> Street Corridor Final**

Mr. Maddox presented the University Drive and 10<sup>th</sup> Street Corridor final study. A feasibility study was the completed and after that analyzing the feasibility study. This area has the highest bicycle and transit areas in our region along with higher auto accidents.

As part of the public comments, they knocked on over 600 residents' doors. The top comment was that speeds are excessive. People are looking for solutions to lower speeds and noise from speed.

"Rest in Red" improves safety, decreases speed, and the implementation is fairly easy. This would be a corridor-wide approach to pace the vehicle through the entire corridor to get the benefit. City of Fargo is preparing an application for HSIP and looking at implementation in 2030.

**MOTION: Approval of the University Drive and 10<sup>th</sup> Street Corridor Study.**

**Mr. Piepkorn moved, seconded by Ms. Mattson**  
**MOTION, passed**

### **3e. 2055 Socioeconomic and Demographic Forecasts RFP**

Mr. Altenburg stated we are seeking proposals for the 2055 Socioeconomic and Demographic Forecasts with the objective of completing the demographic forecast to the year 2055. The RFP has a not-to-exceed budget of \$120,000 and to be completed by the end of 2026.

**MOTION: Approve the 2055 Socioeconomic and Demographic Forecasts RFP.**

**Mr. Olson moved, seconded by Mr. McDougall**  
**MOTION, passed**

### **3f. 2026 Metro Area-wide Traffic Counts RFP**

Mr. Farnsworth stated Metro COG retains consultant services every five years to assist with traffic counts. The counts are used to develop a dataset for the regional travel demand model, corridor studies, jurisdictional needs, traffic requests by the public, etc. We also receive information from NDSU as they have more accurate data as it is collected 24/7. There is \$150,000 budgeted with a start time of April 2026 and back by October 2026.

**MOTION: Approval of the 2026 Fargo-Moorhead Metro Area-Wide Traffic Counts RFP**

**Mr. Hendrickson moved, seconded by Ms. Mattson**

**MOTION, passed**

**3g. 2026-2027 UPWP Update**

Mr. Griffith stated the UPWP has been transmitted to our oversight agency. Many changes come from Figure 9. Increased the expenses by approximately \$16,000 which was used to “level up” the amount for the Socioeconomic Forecast and the Regional Freight Plan Update. The remainder was divided amongst various items, such as information systems, and for audit, legal and HR services. Due to Executive orders and NDDOT directives, changes were also made to the text. Metro COG’s Attorney stated most of the changes he saw were related to new and changing Federal requirements.

Metro COG received an approval letter earlier in the week, on November 17<sup>th</sup>.

***Information Only. No Action Taken.***

**3h. Unpaid expenses by NDDOT**

Mr. Griffith stated Metro COG is in a severe cash crunch. In 2024, \$49,000 was spent on the purchase of Bike-Ped counters listed in the UPWP which were deemed “ineligible when submitted for reimbursement and approximately \$6,000 for consultant invoices for planning studies were also denied. Other factors contributing to the cash crunch include longer wait times for reimbursements and unused vacation and sick time payouts for staff departures. As Metro COG’s funding relies on Federal grants, we do not get reimbursed until after expending the money. Metro COG has two sources of revenue, Federal funding through the UPWP and dues from the local jurisdictions. Mr. Griffith stated that Metro COG desperately needs to build up a cash reserve to prevent future financial disruptions.

There were questions regarding payment of dues, overhead expenses and other financial options. After a lengthy discussion amongst the attendees, it was determined that more information was needed to be brought to the Executive Committee in order to give a more thorough update.

***Information Only. No Action Taken.***

**4. Additional Business**

Mr. Griffith reminded the members that there would be many project presentations in December as well as the usual end-of-year reports. He also introduced Metro COG's new transportation planning intern, Nicole Lipinoga, a graduate architecture student at NDSU.

**5. Adjourn**

The 648<sup>th</sup> Meeting of the FM Metro COG Policy Board held Thursday, October 16, 2025 was adjourned by Chair Mongeau at 3:48 PM.

**THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD ON THURSDAY, DECEMBER 18, 2025 at 2:00 PM.**

Respectfully Submitted,

Angela Brumbaugh  
Office Manager

	Vendor	Date	Num	Memo/Description	Due Date	Open Balance	Totals
<b>American United Life Insurance Company</b>							
	American United Life Insurance Company	1/1/2026	G00622518 01/26		1/20/2026	\$ 110.48	
<b>Total for American United Life Insurance Company</b>						<u>\$ 110.48</u>	<b>\$ 110.48</b>
<b>Balance Tax &amp; Accounting</b>							
	Balance Tax & Accounting	12/1/2025	6225		1/1/2026	\$ 1,575.00	
<b>Total for Balance Tax &amp; Accounting</b>						<u>\$ 1,575.00</u>	<b>\$ 1,575.00</b>
<b>Blue Cross Blue Shield Of ND</b>							
	Blue Cross Blue Shield Of ND	12/15/2025	Jan Premium		1/1/2026	7,565.21	
<b>Total Blue Cross Blue Shield Of ND</b>						<u>\$ 7,565.21</u>	<b>\$ 7,565.21</b>
<b>Cardmember Services</b>							
	Zoom					95.97	
	Amazon			Office Supplies		203.38	
	Facebook			Advertising-Railroad Project		17.00	
	Facebook			Advertising-Railroad Project		5.84	
	Microsoft			monthly fee		49.57	
<b>Total Cardmember Services</b>						<u>\$ 371.76</u>	<b>\$ 371.76</b>
<b>Case Plaza LLC</b>							
	Case Plaza LLC	12/14/2025	01/26 Rent		12/9/2025	7,885.41	
<b>Total Case Plaza LLC</b>						<u>\$ 7,885.41</u>	<b>\$ 7,885.41</b>
<b>Eide Bailly LLP</b>							
	Eide Bailly LLP	12/5/2025	SI00047300		1/3/2025	1,192.00	
<b>Total Eide Bailly LLP</b>						<u>\$ 1,192.00</u>	<b>\$ 1,192.00</b>
<b>Dan Farnsworth</b>							
	Dan Farnsworth	11/19/2025			12/18/2025	336.42	
<b>Total Dan Farnsworth</b>						<u>\$ 336.42</u>	<b>\$ 336.42</b>
<b>HDR</b>							
	HDR	12/3/2025	1200778900	Railroad Study	1/14/2026	\$ 12,889.54	
	HDR	11/21/2025	1200776381	West Metro Hwy	1/14/2026	\$ 8,929.51	
<b>Total HDR</b>						<u>\$ 21,819.05</u>	<b>\$ 21,819.05</b>
<b>Liberty Business Systems, Inc</b>							
	Liberty Business Systems, Inc	12/11/2025	40787214	monthly lease	1/11/2026	182.93	
<b>Total Liberty Business Systems, Inc</b>						<u>\$ 182.93</u>	<b>\$ 182.93</b>
<b>Metro COG Staff</b>							
	Metro COG Staff	11/14/2025		Employee withholding	11/14/2025	35.00	
	Metro COG Staff	11/28/2025		Employee withholding	11/28/2025	35.00	
<b>Total Metro COG Staff</b>						<u>\$ 70.00</u>	<b>\$ 70.00</b>

	Vendor	Date	Num	Memo/Description	Due Date	Open Balance	Totals
Midco Business							
	Midco Business	12/11/2025	December		1/11/2026	333.70	
Total Midco Business						\$	333.70
Mutual of Omaha							
	Mutual of Omaha	12/17/2025	2002395826		1/1/2026	234.59	
Total Mutual of Omaha						\$	234.59
Payroll Professionals							
	Payroll Professionals	11/14/2025				80.00	
	Payroll Professionals	11/28/2025				80.00	
Total Payroll Professionals						\$	160.00
ReadiTech							
	ReadiTech	12/1/2025	2586800-Jan		12/24/2025	69.00	
Total for ReadiTech						\$	69.00
SRF							
	SRF	10/31/2025	16443.00-16		12/31/2025	1,072.07	
Total SRF						\$	1,072.07
Wex Health Inc							
	Wex Health Inc	11/30/2025	0002268330-IN		12/30/2025	25.00	
Total for Wex Health Inc						\$	25.00
TOTAL						\$	43,002.62

Payroll Liabilities	
Federal Withholding	3,428.06
Federal Social Security - ee	1,740.66
Federal Social Security - er	1,740.67
Federal Medicare - ee	407.09
Federal Medicare - er	407.09
Minnesota Withholding	104.00
North Dakota Withholding	188.00
Health Savings	660.42
Employee IRA	1,107.92
Employer IRA	582.99
Total	\$ 10,366.90 *
Grand Total	\$ 53,369.52

## Agenda Item 2a Attachment 1

Metro COG Month End Budget Summary November 2025			
Unified Planning Work Program			
Staff Time Categories	Budget <sup>3</sup>	Spent	% Spent
100 - Policy/Admin Forums	\$80,164.30	\$55,241.88	68.9%
200 - Contracted Planning Services	\$135,814.31	\$94,649.09	69.7%
300 - Federal Transportation Planning	\$188,367.17	\$173,766.37	92.2%
400 - Technical Transportation Data	\$113,720.29	\$135,083.12	118.8%
500 - Transit Planning	\$21,007.13	\$17,472.21	83.2%
600 - Bicycle & Pedestrian Planning	\$63,187.35	\$58,303.94	92.3%
700 - Local Planning Assistance	\$77,321.83	\$22,417.92	29.0%
800 - General Administration <sup>1</sup>	\$309,507.09	\$233,127.91	75.3%
900 - Publications, Public Info & Comms	\$15,810.70	\$12,356.13	78.2%
1000 - Community Planning (local only) <sup>2</sup>	\$20,569.70	\$18,746.96	91.1%
<i>Internal Program Subtotal</i>	<i>\$1,025,469.87</i>	<i>\$821,165.53</i>	<i>80.1%</i>
800a - 800r - Overhead (Fed Elig.)	\$400,438.77	\$405,082.80	101.2%
801 - Overhead (local only)	\$3,800.00	\$758.34	20.0%
<b>Sub Total Internal Program Operations</b>	<b>\$1,429,708.64</b>	<b>\$1,227,006.67</b>	<b>85.8%</b>
<b>1100 - Contracted Planning Services</b>	<b>\$826,400.92</b>	<b>\$735,395.62</b>	<b>89.0%</b>
<b>Summary of UPWP Costs</b>	<b>\$2,256,109.56</b>	<b>\$1,962,402.29</b>	<b>86.98%</b>
Breakdown of Personnel Costs	Budget	Actual YTD	% Spent
Payroll Salaries	\$808,755.67	\$737,503.61	91.2%
Health, Vision, Dental Insurance <sup>5</sup>	\$107,244.34	\$77,331.19	72.1%
Life & AD&D Insurance (Mutual of Omaha)	\$1,440.00	\$1,062.09	73.8%
Employer Simple IRA Contribution	\$23,701.07	\$14,234.20	60.1%
Payroll Tax Expense - FICA	\$61,869.81	\$51,304.84	82.9%
Employer HSA Contribution	\$20,400.00	\$18,150.00	89.0%
Misc. Payroll, Recruitment			N/A
North Dakota Unemployment Insurance			N/A
<b>Total</b>	<b>\$1,023,410.89</b>	<b>\$899,585.93</b>	<b>87.9%</b>

<sup>1</sup>Includes vacation, sick and holiday leave in addition to general administration

<sup>2</sup>Includes contracts with local entities (Assistance to Food Comm., Dilworth Comp Plan)

<sup>3</sup>Employer Contribution Only



**To:** Policy Board  
**From:** Adam Altenburg, AICP  
**Date:** December 11, 2025  
**Re:** **2026-2029 Transportation Improvement Program (TIP) Administrative Modification #1 and #2**

At the request of the City of Moorhead, Metro COG processed two administrative modifications to the 2026-2029 Transportation Improvement Program (TIP). Administrative Modification #1 included the addition of a state program number and the removal of project limits to align with the original project description, with no change to cost or intended scope. Administrative Modification #2 included a description change, again with no change to cost or intended scope.

Based on the policies pertaining to revisions in Section 10 of the Metro COG 2026-2029 TIP, no formal MPO action is required for an administrative modification. Metro COG is able to make administrative adjustments by submitting a letter to MnDOT and cognizant agencies detailing the change and announcing the change at the next scheduled Policy Board meeting.

The administrative adjustments to the 2026-2029 TIP are as follows:

1. **Modification of Project 5250005:** Replacement of HPS Light Heads at Various Locations in Moorhead (2026). Added State Program Numbers, Revision to Project Location and Project Limits, Revised Project Description.
2. **Modification of Project 5250005:** Replacement of HPS Light Heads at Various Locations in Moorhead (2026). Description Change.

**Requested Action:** None – Information item only.



Fargo-Moorhead Metropolitan  
Council of Governments

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November 21, 2025

Jason Gottfried  
MPO Coordinator  
MnDOT Office of Transportation System Management  
395 John Ireland Blvd  
St. Paul MN 55155

Re: Metro COG 2026-2029 Transportation Improvement Plan (TIP) Administrative  
Modification 1

Dear Mr. Gottfried,

The purpose of this memo is to inform you that the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) has completed an administrative modification to the project below in the 2026-2029 Transportation Improvement Program (TIP). Based on the policies pertaining to revisions in Section 10 of the Metro COG 2026-2029 TIP, no formal MPO action is required for an administrative modification. This memo summarizes the changes made to the Metro COG 2026-2029 TIP. The attached project table shows the updated project included in this administrative modification.

1. **Revision of Project 5250005:** Replacement of HPS Light Heads at Various Locations in Moorhead (2026). Added State Program Numbers, Revision to Project Location and Project Limits, Revised Project Description.

Yours in Public Service,

A handwritten signature in black ink that reads "Ben Griffith".

Ben Griffith, AICP  
Executive Director



Attachments: (1) 2026-2029 TIP Administrative Modification 1 Project Sheet

CC:

Milt Wilson, MnDOT

Jeffery Buschette, MnDOT

Rose Bruce-White, MnDOT

Jonathan Atkins, City of Moorhead

Lead Agency	Metro COG ID State Number	Project Year	Project Location	Length	Project Limits FromTo	Project Description	Improvement Type	Total Project Cost	Federal Revenue Source	Federal Revenue	State Revenue	Local Revenue
Administrative Modification 1 - 2026-2029 Metro COG TIP Existing projects with changes												
City of Moorhead	5250005 144-115-017	2026	1st Avenue North and US 75		Red River <del>8th Street</del> North	ON 1ST AVE N AND US 75, REPLACEMENT OF HPS LIGHT HEADS WITH LED LIGHT HEADS <del>ON AT</del> VARIOUS LOCATIONS IN MOORHEAD (ASSOCIATED TO 144-010-022)	Rehabilitation	\$232,650	CRP	\$170,000		\$62,650

December 9, 2025

Jason Gottfried  
MPO Coordinator  
MnDOT Office of Transportation System Management  
395 John Ireland Blvd  
St. Paul MN 55155

Re: Metro COG 2026-2029 Transportation Improvement Plan (TIP) Administrative  
Modification 2

Dear Mr. Gottfried,

The purpose of this memo is to inform you that the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) has completed an administrative modification to the project below in the 2026-2029 Transportation Improvement Program (TIP). Based on the policies pertaining to revisions in Section 10 of the Metro COG 2026-2029 TIP, no formal MPO action is required for an administrative modification. This memo summarizes the changes made to the Metro COG 2026-2029 TIP. The attached project table shows the updated project included in this administrative modification.

1. **Revision of Project 5250005:** Replacement of HPS Light Heads at Various Locations in Moorhead (2026). Description Change.

Yours in Public Service,



Ben Griffith, AICP  
Executive Director

Attachments: (1) 2026-2029 TIP Administrative Modification 2 Project Sheet

CC:

Milt Wilson, MnDOT

Jeffery Buschette, MnDOT

Rose Bruce-White, MnDOT

Jonathan Atkins, City of Moorhead

Lead Agency	Metro COG ID State Number	Project Year	Project Location	Length	Project Limits From                      To		Project Description	Improvement Type	Total Project Cost	Federal Revenue Source	Federal Revenue	State Revenue	Local Revenue
Administrative Modification 2 - 2026-2029 Metro COG TIP													
Existing projects with changes													
City of Moorhead	5250005 144-115-017	2026	1st Avenue North and US 75				ON 1ST AVE N AND US 75, <del>REPLACEMENT OF HPS LIGHT HEADS WITH LED LIGHT HEADS</del> LIGHTING IMPROVEMENTS AT VARIOUS LOCATIONS IN MOORHEAD (ASSOCIATED TO 144-010-022)	Rehabilitation	\$232,650	CRP	\$170,000		\$62,650

**To:** Policy Board  
**From:** Adam Altenburg, AICP  
**Date:** December 11, 2025  
**Re:** **ND Highway Safety Improvement Program (HSIP) Applications**

The North Dakota Department of Transportation (NDDOT) recently solicited applications for annual Highway Safety Improvement Program (HSIP) grants. HSIP is a core federal-aid program designed to achieve a significant reduction in traffic fatalities and serious injuries on all public roads, including non-state-owned roads and roads on tribal lands.

All applicants with projects within Metro COG's metropolitan planning area are required to submit their applications to Metro COG for review and approval by Metro COG's Policy Board. Three applications were submitted.

#### HSIP Projects

- Fargo – Remove negative left turn offsets at three intersections: 45<sup>th</sup> Street at 9<sup>th</sup> Avenue S, 45<sup>th</sup> Street and at 15<sup>th</sup> Avenue S, and at 25<sup>th</sup> Street and 13<sup>th</sup> Avenue S.
- Fargo – Fargo 10<sup>th</sup> Avenue and University Drive Speed Management and Pedestrian Safety Project
- Cass County – Solar-powered speed limit radar signage located at entry points of multiple rural cities

See attached applications for additional information on each proposed project.

At their regular meeting on December 11<sup>th</sup> the TTC unanimously recommended approval of the HSIP applications to the Policy Board.

#### **Requested Action:**

Approve 2025 North Dakota HSIP applications as provided in the attachments.

# HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) PROJECT APPLICATION

North Dakota Department of Transportation, Programming  
SFN 59959 (3-2023)

Agenda Item 2c - Attachment 1a

**23 USC § 407 Documents**  
**NDDOT Reserves All Objections**

Please attach a location map(s). You may use additional sheets to further describe your project.

Agency Name City of Fargo		NDDOT District Fargo	
Contact Name Jeremy Gorden		Current Date 12/1/25	
Email Address jgorden@fargond.gov		Telephone Number 701-241-1545	Project Cost Estimate (attach detailed copy) \$2,103,506.00
Location Description 3 Intersections: 1) 45th Street at 9th Avenue S, 2) 45th Street at 15th Avenue S, and 3) 25th Street at 13th Avenue S	Roadway Ownership <input type="checkbox"/> State <input type="checkbox"/> County <input checked="" type="checkbox"/> City <input type="checkbox"/> Tribe	Vision Zero Emphasis Area (check all that apply) <input type="checkbox"/> Younger Drivers <input type="checkbox"/> Speeding or Aggressive Drivers <input type="checkbox"/> Alcohol-Related <input type="checkbox"/> Unbelted Vehicle Occupants <input type="checkbox"/> Lane Departure <input checked="" type="checkbox"/> Intersections	Functional Class <input type="checkbox"/> Local Road or Street <input type="checkbox"/> Minor Collector <input type="checkbox"/> Major Collector <input type="checkbox"/> Minor Arterial <input checked="" type="checkbox"/> Principal Arterial
Improvement Category (check all that apply)			
<input type="checkbox"/> Access Management	<input checked="" type="checkbox"/> Intersection Geometry	<input type="checkbox"/> Parking	<input type="checkbox"/> Roadway Delineation
<input type="checkbox"/> Advanced Technology & ITS	<input type="checkbox"/> Intersection Traffic Control	<input type="checkbox"/> Pedestrians & Bicyclists	<input type="checkbox"/> Roadway Signs & Traffic Control
<input type="checkbox"/> Alignment	<input type="checkbox"/> Lighting	<input type="checkbox"/> Railroad Grade Crossings	<input type="checkbox"/> Shoulder Treatments
<input type="checkbox"/> Animal Related	<input type="checkbox"/> Miscellaneous	<input type="checkbox"/> Roadside	<input type="checkbox"/> Speed Management
<input type="checkbox"/> Interchange Design	<input type="checkbox"/> Non-infrastructure	<input type="checkbox"/> Roadway	<input type="checkbox"/> Work Zone
Describe Current Safety Issues All three intersections currently have negative offset left turn lanes. This reduces sight distance and reduces overall safety for left turns. All three intersections are on the state Urban High Crash List; the 25th Street location is ranked #1 on the list, and the ones on 45th Street are ranked 9th at 15th Avenue S and ranked 32nd at the 9th Avenue S location.  45th Street at 9th Avenue S has an AADT of 21,000, at 15th Avenue S it has an AADT of 28,000, and 13th Avenue S at 25th Street has an AADT around 15,000. All streets are 6-lane facilities with single left turn lanes. All locations are located in commercially zoned areas.  These streets are owned by the City of Fargo.			
Describe Proposed Safety Improvements We would plan to complete the same improvements at each intersection. On the 45th Street locations, we would make the north-south left turn lanes opposite from one another by removing the existing median on the north approaches to make room for this to occur. The south approaches would not be affected by construction. The same concept would be used at 25th Street, but we would be improving the east-west left turns at this intersection. We would plan to remove the existing median on the east side of the intersection to make room for the neutral offset.			

For questions or comments contact:

Justin Schlosser  
701-328-2673  
jjschlosser@nd.gov

Please email completed form to this address: hship@nd.gov

**Project Location Maps**

45<sup>th</sup> Street at 9<sup>th</sup> Avenue S





45<sup>th</sup> Street at 15<sup>th</sup> Avenue S



13<sup>th</sup> Avenue S at 25<sup>th</sup> Street



Fargo Removal of Negative Left Turn Offsets at 3 Intersections

12/1/2025

Items	Unit	Quantity	Unit Price	Amount	
Contract Bond	LS	1	40000	\$	40,000.00
Remove Curb & Gutter	LF	1350	12	\$	16,200.00
Removal of Pavement	SY	900	45	\$	40,500.00
Agg Base Course CL 5	SY	900	30	\$	27,000.00
10.5 IN Reinf Concrete Pavement	SY	1050	165	\$	173,250.00
Mobilization	Ea	3	50000	\$	150,000.00
Traffic Control	Ea	3	50000	\$	150,000.00
Curb & Gutter	LF	1350	130	\$	175,500.00
Concrete Median Nose Paving	SY	60	300	\$	18,000.00
Pavement Markings	Ea	3	100000	\$	300,000.00
Remove Pull Box	Ea	3	6000	\$	18,000.00
Traffic Signal System	Ea	3	60000	\$	180,000.00
				\$	1,288,450.00 2025 dollars
Contingency			20%	\$	257,690.00
				\$	1,546,140.00 Total
Construction Inflation		8%	annually	\$	2,103,506.40 2030 dollars



# HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) PROJECT APPLICATION

North Dakota Department of Transportation, Programming  
SFN 59959 (3-2023)

Agenda Item 2c - Attachment 2a

**23 USC § 407 Documents**  
**NDDOT Reserves All Objections**

Please attach a location map(s). You may use additional sheets to further describe your project.

Agency Name City of Fargo		NDDOT District Fargo	
Contact Name Jeremy Gorden		Current Date 12/2/25	
Email Address jgorden@fargond.gov		Telephone Number 701-241-1545	Project Cost Estimate (attach detailed copy) \$2,946,819.00
Location Description Various locations on 10th Street and University Drive located between 13th Avenue S & 19th Avenue N as illustrated in 10th & University Drive Corridor Study completed in 2025.	Roadway Ownership <input checked="" type="checkbox"/> State <input type="checkbox"/> County <input type="checkbox"/> City <input type="checkbox"/> Tribe	Vision Zero Emphasis Area (check all that apply) <input type="checkbox"/> Younger Drivers <input checked="" type="checkbox"/> Speeding or Aggressive Drivers <input type="checkbox"/> Alcohol-Related <input type="checkbox"/> Unbelted Vehicle Occupants <input type="checkbox"/> Lane Departure <input checked="" type="checkbox"/> Intersections	Functional Class <input type="checkbox"/> Local Road or Street <input type="checkbox"/> Minor Collector <input type="checkbox"/> Major Collector <input type="checkbox"/> Minor Arterial <input checked="" type="checkbox"/> Principal Arterial
Improvement Category (check all that apply)			
<input type="checkbox"/> Access Management	<input type="checkbox"/> Intersection Geometry	<input type="checkbox"/> Parking	<input type="checkbox"/> Roadway Delineation
<input checked="" type="checkbox"/> Advanced Technology & ITS	<input checked="" type="checkbox"/> Intersection Traffic Control	<input checked="" type="checkbox"/> Pedestrians & Bicyclists	<input type="checkbox"/> Roadway Signs & Traffic Control
<input type="checkbox"/> Alignment	<input type="checkbox"/> Lighting	<input type="checkbox"/> Railroad Grade Crossings	<input type="checkbox"/> Shoulder Treatments
<input type="checkbox"/> Animal Related	<input checked="" type="checkbox"/> Miscellaneous	<input type="checkbox"/> Roadside	<input checked="" type="checkbox"/> Speed Management
<input type="checkbox"/> Interchange Design	<input type="checkbox"/> Non-infrastructure	<input type="checkbox"/> Roadway	<input type="checkbox"/> Work Zone
Describe Current Safety Issues The following is a summary of the key issues as identified by the public and detailed using the technical findings in the 10th & University Drive study: Regulating Excess Traffic Speeds. This was the most frequent comment from adjacent property owners and neighborhood associations. A review indicated that during peak hours, traffic consistently flowed at speeds above 30 MPH. However, it was late at night when the percentage of vehicles traveling over 40 MPH typically ranged from 6% to 12%. These "drag racing" events left a lasting impression on nearby property owners. Improving Pedestrian Crossings. Requests for specific crossing enhancements were noted along both corridors. University Drive and 10th Street are among the most active corridors in the region for diverse travel modes, with approximately 3,600 students living within a half-mile, 1,800 bicycles present on the NDSU campus, and University Drive serving as the most active transit corridor in the region. Attached are excerpts from the recently completed corridor study.			
Describe Proposed Safety Improvements We would plan on implementing the 'Rest in Red' signal technology at 5 intersections, installing 4 new Hawk beacons, installing 6 speed driver feedback signs, and adding 13 blue law enforcement lights along the 10th Street and University Drive corridors. The cost estimate is in 2030 dollars.  The entire corridor study can be found at <a href="http://www.fmmetrocog.org">www.fmmetrocog.org</a> .			

For questions or comments contact:

Justin Schlosser  
701-328-2673  
[jjschlosser@nd.gov](mailto:jjschlosser@nd.gov)

Please email completed form to this address: [hsip@nd.gov](mailto:hsip@nd.gov)

**HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)****PROJECT APPLICATION**

North Dakota Department of Transportation, Programming  
SFN 59959 (3-2023)

## Agenda Item 2c - Attachment 3

**23 USC § 407 Documents**  
**NDDOT Reserves All Objections**

Please attach a location map(s). You may use additional sheets to further describe your project.

Agency Name Cass County		NDDOT District Fargo	
Contact Name Kyle Litchy		Current Date 12/10/25	
Email Address litchyk@casscountynd.gov		Telephone Number 701-298-2380	Project Cost Estimate (attach detailed copy) \$194,250.00
Location Description Multiple rural cities throughout Cass County - See attached Map	Roadway Ownership <input type="checkbox"/> State <input checked="" type="checkbox"/> County <input type="checkbox"/> City <input type="checkbox"/> Tribe	Vision Zero Emphasis Area (check all that apply) <input checked="" type="checkbox"/> Younger Drivers <input checked="" type="checkbox"/> Speeding or Aggressive Drivers <input type="checkbox"/> Alcohol-Related <input type="checkbox"/> Unbelted Vehicle Occupants <input type="checkbox"/> Lane Departure <input type="checkbox"/> Intersections	Functional Class <input type="checkbox"/> Local Road or Street <input type="checkbox"/> Minor Collector <input checked="" type="checkbox"/> Major Collector <input type="checkbox"/> Minor Arterial <input type="checkbox"/> Principal Arterial
Improvement Category (check all that apply)			
<input type="checkbox"/> Access Management	<input type="checkbox"/> Intersection Geometry	<input type="checkbox"/> Parking	<input checked="" type="checkbox"/> Roadway Delineation
<input type="checkbox"/> Advanced Technology & ITS	<input type="checkbox"/> Intersection Traffic Control	<input checked="" type="checkbox"/> Pedestrians & Bicyclists	<input checked="" type="checkbox"/> Roadway Signs & Traffic Control
<input type="checkbox"/> Alignment	<input type="checkbox"/> Lighting	<input type="checkbox"/> Railroad Grade Crossings	<input type="checkbox"/> Shoulder Treatments
<input type="checkbox"/> Animal Related	<input type="checkbox"/> Miscellaneous	<input type="checkbox"/> Roadside	<input checked="" type="checkbox"/> Speed Management
<input type="checkbox"/> Interchange Design	<input type="checkbox"/> Non-infrastructure	<input type="checkbox"/> Roadway	<input type="checkbox"/> Work Zone
Describe Current Safety Issues Traffic speeds through rural towns in Cass County remain a significant safety concern. Each year, the Highway Department receives numerous reports of vehicles traveling too fast on rural corridors, especially where speed limits drop from 55–65 mph to 25 mph within town limits. Many drivers fail to slow down appropriately, creating hazardous conditions—at times in school zones and residential areas—for pedestrians and local traffic. While the Cass County Sheriff's Office provides saturated enforcement when possible, deputies cannot be everywhere at once, leaving rural towns vulnerable to ongoing speed-related issues. Their two dynamic speed display trailers are occasionally deployed, but in North Dakota's most populated county—covering 1,765 square miles—consistent coverage is difficult. NHTSA's Countermeasures That Work also notes that speed reductions are often temporary without permanent feedback signage.  Please refer to the attached supplemental document for data that further substantiates the existing speed safety issues.			
Describe Proposed Safety Improvements To improve safety in rural communities, Cass County is proposing strategic traffic-calming measures to reduce high speeds through rural towns. A central component of this effort is the installation of solar-powered traffic speed radar signs at key entry points and high-traffic locations. These signs provide real-time speed feedback to motorists, delivering an immediate visual reminder that encourages drivers to slow down as they enter populated areas. This direct, attention-getting feedback is an effective way to influence driver behavior and reach the intended audience that is transition from higher-speed rural roadways into town limits.  By implementing this improvement, the County aims to significantly reduce crash risks related to speed. This project directly supports the Vision Zero emphasis area of speeding and aggressive driving and advances the broader goal of making our rural towns safer for everyone who lives, works, and travels through them.			

For questions or comments contact:

Justin Schlosser  
701-328-2673  
jjschlosser@nd.gov

Please email completed form to this address: [hsip@nd.gov](mailto:hsip@nd.gov)

# **CASS COUNTY SUPPLEMENTAL DOCUMENT**

## **HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) PROJECT APPLICATION**

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### **NHTSA’S COUNTERMEASURES THAT WORK**

Speed Management: Dynamic Speed Display/Feedback Sign Effectiveness

“Several studies have shown these signs can slow speeds while in use. A high-quality multi-site study for FHWA has also documented crash reductions. However, speeds seem to rebound quickly downstream and as soon as the devices are removed (Donnell & Cruzado, 2008; Hajbabaie et al., 2011; Walter & Broughton, 2011), prompting recent efforts to evaluate permanent installations.”

### **SMARTSIGN DRIVER BEHAVIOR PILOT PROGRAM**

The SmartSign Driver Behavior Pilot Program for Cass County was made possible through federal grant funding from the North Dakota Department of Transportation’s Highway Safety Division to assist in achieving the goal of Vision Zero.

The comprehensive safe driving system from SaferStreet Solutions utilizes a SmartSign, driver behavior detectors, and the IntelliRoad cloud dashboard. The SmartSign, an intelligent driver feedback sign, and the driver behavior detectors can identify speeding, distracted driving, and unbelted drivers. The non-invasive system uses advanced infrared sensor technology to keep Cass County drivers’ identities anonymous.

As part of Cass County’s November 2023 Baseline Study for the SmartSign Driver Behavior Pilot Program, speed data was collected at 28 locations throughout the county roadway network. The data highlighted below reflects speeds recorded at five sites where motorists were transitioning into small rural towns.

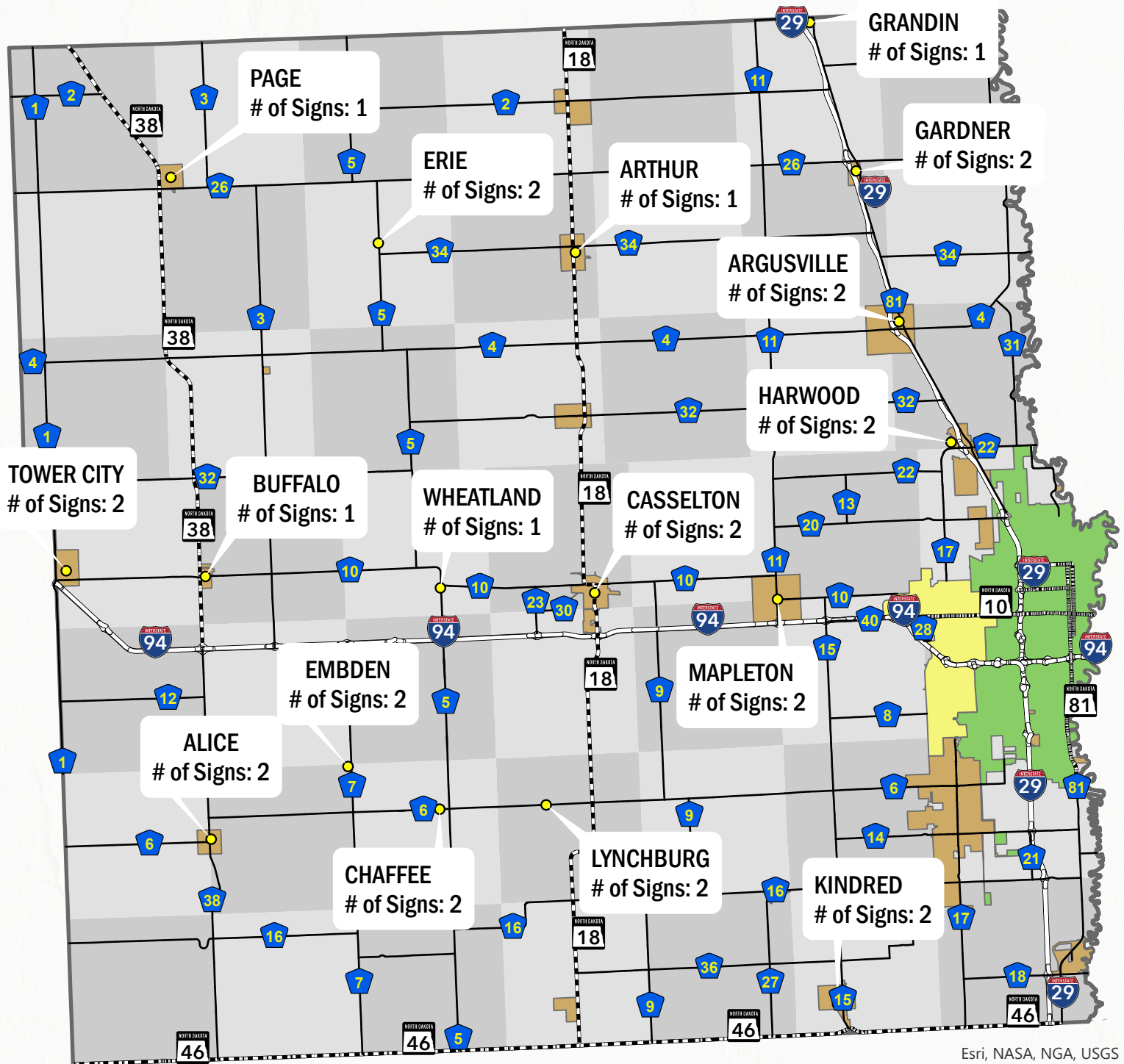
	Not Speeding	Speeding 1-5 MPH Over	Speeding 6-10 MPH Over	Speeding 11-15 MPH Over	Speeding 15+ MPH Over
Alice	6%	22%	44%	14%	14%
Argusville	1%	45%	42%	9%	3%
Casselton	9%	38%	18%	17%	18%
Kindred	1%	7%	14%	25%	52%
Mapleton	1%	6%	24%	53%	18%

CASS COUNTY HIGHWAY DEPARTMENT							
HSIP GRANT APPLICATION SOLAR POWER SPEED LIMIT RADAR SIGN MULTIPLE RURAL CITIES IN CASS COUNTY						ENGINEER'S ESTIMATE	
ITEM	SPEC NO.	CODE NO.	DESCRIPTION	UNITS	ESTIMATED QUANTITIES	UNIT COST	TOTAL
1	103	100	CONTRACT BOND	L SUM	1	\$5,000.00	\$5,000.00
2	702	100	MOBILIZATION	L SUM	1	\$1,000.00	\$1,000.00
3	754	206	STEEL GALV POSTS-TELESCOPING PERFORATED TUBE	LF	435	\$25.00	\$10,875.00
4	754	8015	VEHICLE SPEED FEEDBACK SIGN	EA	29	\$5,000.00	\$145,000.00
						<b>TOTAL =</b>	<b>\$161,875.00</b>
						<b>CONTINGENCY 20% =</b>	<b>\$32,375.00</b>
						<b>GRAND TOTAL =</b>	<b>\$194,250.00</b>
						<b>20% LOCAL SHARE =</b>	<b>\$38,850.00</b>
						<b>80% FEDERAL SHARE =</b>	<b>\$155,400.00</b>

# Cass County Highway Department

## Highway Safety Improvement Project

### Flashing Speed Sign



0 2.8 5.5 Miles

● Flashing Speed Sign (29)



County



State



Interstates

CASS COUNTY  
GOVERNMENT



Prepared by  
Cass County Highway Dept.  
December 2025



**To:** Policy Board  
**From:** Adam Altenburg, AICP  
**Date:** December 11, 2025  
**Re:** **ND Urban Regional Highway System (RHS) Applications**

The North Dakota Department of Transportation (NDDOT) recently solicited applications for the annual Urban Regional Highway System (RHS) grant. NDDOT's Local Government Division and NDDOT District Offices work with the applicable Local Public Agencies to program improvements based on the available funding. NDDOT conducts an annual solicitation for qualifying projects.

All applicants with projects within Metro COG's planning area are required to submit their applications to Metro COG for review and approval by Metro COG's Policy Board. Five applications were submitted.

RHS Projects:

- Fargo – Reconstruction of University Drive S from 13<sup>th</sup> Avenue S to 18<sup>th</sup> Avenue S
- Fargo – Reconstruction of University Drive N from 1<sup>st</sup> Avenue N to 12<sup>th</sup> Avenue N
- Fargo – Reconstruction of University Drive N from 12<sup>th</sup> Avenue N to 19<sup>th</sup> Avenue N
- Fargo – Concrete Pavement Repair on 52<sup>nd</sup> Avenue S from Timber Parkway to University Drive S
- Fargo – Reconstruction of 19<sup>th</sup> Avenue N from Dakota Drive N to 18<sup>th</sup> Street N

See attached applications for additional information on the proposed projects.

At their regular meeting on December 11<sup>th</sup> the TTC unanimously recommended approval of the RHS applications to the Policy Board.

**Requested Action:**

Approve 2025 North Dakota RHS applications as provided in the attachments.

**URBAN REGIONAL**  
**PROJECT SCOPING WORKSHEET**

**Date:** 12-2-25**Priority #:** 1**City:** Fargo**County:** Cass**Street:** University Drive S – 13<sup>th</sup> Avenue S to 18<sup>th</sup> Avenue S**Length:** 3490'**Proposed Improvement:** Full street reconstruction including water, sewer and storm sewer improvements.**Cost Estimate**

Preliminary Engineering:	1,800,000
Construction Engineering:	1,800,000
ROW:	0
Utility Relocations:	0
Construction Cost (Participating):	28,526,122
Bridge Cost:	0
<u>Non-Participating Costs:</u>	<u>7,988,475</u>
<b>Total:</b>	<b>40,114,597</b>

**Existing Road****Surface Width:** 85' near 18<sup>th</sup> Avenue S, 62' near 16<sup>th</sup> Avenue S, 74' near 13<sup>th</sup> Avenue S**Surface Type:** Concrete from 13<sup>th</sup> Ave S to 14<sup>th</sup> Ave S; Asphalt over concrete from 14<sup>th</sup> Ave S to 18<sup>th</sup> Ave S**ADT Present:** 27,400**ADT Year:** 2022**On-Street Parking Situation:**

Existing:	<b><u>None</u></b>	One Side	Both Sides	Angle	Parallel
Proposed:	<b><u>None</u></b>	One Side	Both Sides	Angle	Parallel

**Proposed Improvements****Travel Way Width:** 11' lanes**ADT Design:** 35,000**Design year:** 2052**No. of Lanes:** 5 lanes north of 17<sup>th</sup> Ave S; 7 lanes south of 17<sup>th</sup> Ave S

**Design Speed:** 40 mph

**Roadway Width:** 59' - 81'

**Maximum Curve:** NA

**Maximum Grade:** NA

**Min. R/W Width:** 100'

**Right of Way**

<b>Will Additional ROW or easement be acquired?</b>	Yes	<b><u>No</u></b>
<b>ROW acquisition by:</b>	City	<b><u>NDDOT</u></b>
<b>Has any ROW easements been acquired since 7-1-72:</b>	<b><u>Yes</u></b>	No
<b>ROW Condemnation by:</b>	City	<b><u>NDDOT</u></b>
<b>Est. No. of occupied family dwelling to be displaced?</b>	0	
<b>Est. No. business to be displaced?</b>	0	

**Impacts**

**Will there be any additional Impacts (Cultural and Environmental Resources):** None anticipated

**Will there be any impacts to 4(f) or 6(f) properties:** No

**Airports:** No

**Public Hearings:** No

**Environmental Classification (Cat-Ex, EA, EIS):** Documented Cat-Ex anticipated

**Transportation Enhancements:** Shared use path on one side, sidewalk on other side

**Intermodal:** No

**Pedestrian Needs:** Yes, ADA ramps, push buttons at traffic signals, shared use path, and sidewalk

**Highway/Railroad Crossings:** No

RR Name:

No. of Crossings:

No. of Tracks & Type of Crossing:

Daily Train Movements:

Train Speed:

Present Protection:

Proposed Protection:

**Purpose and Need Statement**

This roadway was originally constructed in the 1960's and has had a number of asphalt overlays since that time. The roadway has outlived its useful life and is in need of replacement. The plan would be to remove and replace

what is currently in place, and we'd plan on matching the 5 lanes north of 17th Ave S and going to 7 lanes south of 17th Ave S. We would replace the existing sidewalks, street lights and traffic signals. We would plan on replacing most of the old clay tile sanitary sewer lines, and rehabbing the existing storm sewer lines. The existing watermain is PVC and would only need gates and hydrants replaced. The purpose and need of the project would be to keep our transportation infrastructure in state of good repair.

### **Existing Conditions**

#### **When was the current street section built?**

1960

#### **Has there been any additional maintenance to the street section?**

The street was reconstructed as part of the 10<sup>th</sup> Street and University Drive street reconstruction project in the very early 2000's down to 14<sup>th</sup> Avenue S. There have been multiple asphalt overlays on it south of 14<sup>th</sup> Avenue S.

#### **How many driving lanes and turning lanes does the street section currently have and what is the widths of the driving and turning lanes?**

There are 5 lanes north of 17th Ave S and 7 lanes south of 17th Ave S, and the driving lanes are 12' each.

#### **If the pavement section is asphalt, is there any alligator cracking, longitudinal cracking, transverse cracking, raveling, bituminous patching or rutting?**

NA

#### **If the pavement section is concrete, are there any broken slabs, faulting, bituminous patching, joint spalling, transverse cracking, or longitudinal cracking?**

The concrete pavement base is in poor condition, and the asphalt overlay has cracking at the joints of the concrete slabs below. There are also numerous potholes that need hot mix from time to time.

#### **Any existing geometric concerns?**

No.

#### **Are there any access points to adjoining properties that present a special concern?**

Yes, there are several and we plan on addressing those as we complete project development activities.

#### **Are there any existing sidewalks or shared use path in place?**

Yes, both sides of the street have sidewalks, and we plan on replacing and widening the west side to a 10' wide shared use path, and the other to a 6' sidewalk.

**What is the condition of the existing storm sewer?**

Good condition with minimal work anticipated.

**Will any additional storm sewer work need to be done along with this project?**

None anticipated.

**What is the condition of the city's water and sewer line?**

The existing watermain was replaced in the last 20 years, so that is in good condition. The existing sanitary sewer is made of clay tile and would be replaced with this project.

**Will any work have to be done to the city's water and sewer lines along with this project?**

Yes, the sewer line will be replaced with this project.

**Describe the existing lighting system currently in place? What type of standards and luminaires are currently being used?**

40' high highway poles with LED fixtures. The plan would be to replace the poles and reuse the LED fixtures.

**What intersections currently have traffic signals? Are there any locations that have a high accident rate? Are additional turning lanes needed?**

There are traffic signals at 13th Ave S, 15th Ave S, 17th Ave S and at 18th Ave S. Our project would stop before the 18th Ave S intersection. I don't believe there are high crash rate intersections, and we don't plan on adding turn lanes.

**Remarks:**

City Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

District Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

**Note:** Please attach a map showing location and extent of the project, detailed cost estimate, and any additional supporting documents.



## ENGINEER'S PRELIMINARY ESTIMATE

8%

## PAVING AND UTILITY REHAB/RECONSTRUCTION IMPROVEMENT DISTRICT NO. BR-28-XX

South University from 13th Ave S to 18th Ave S

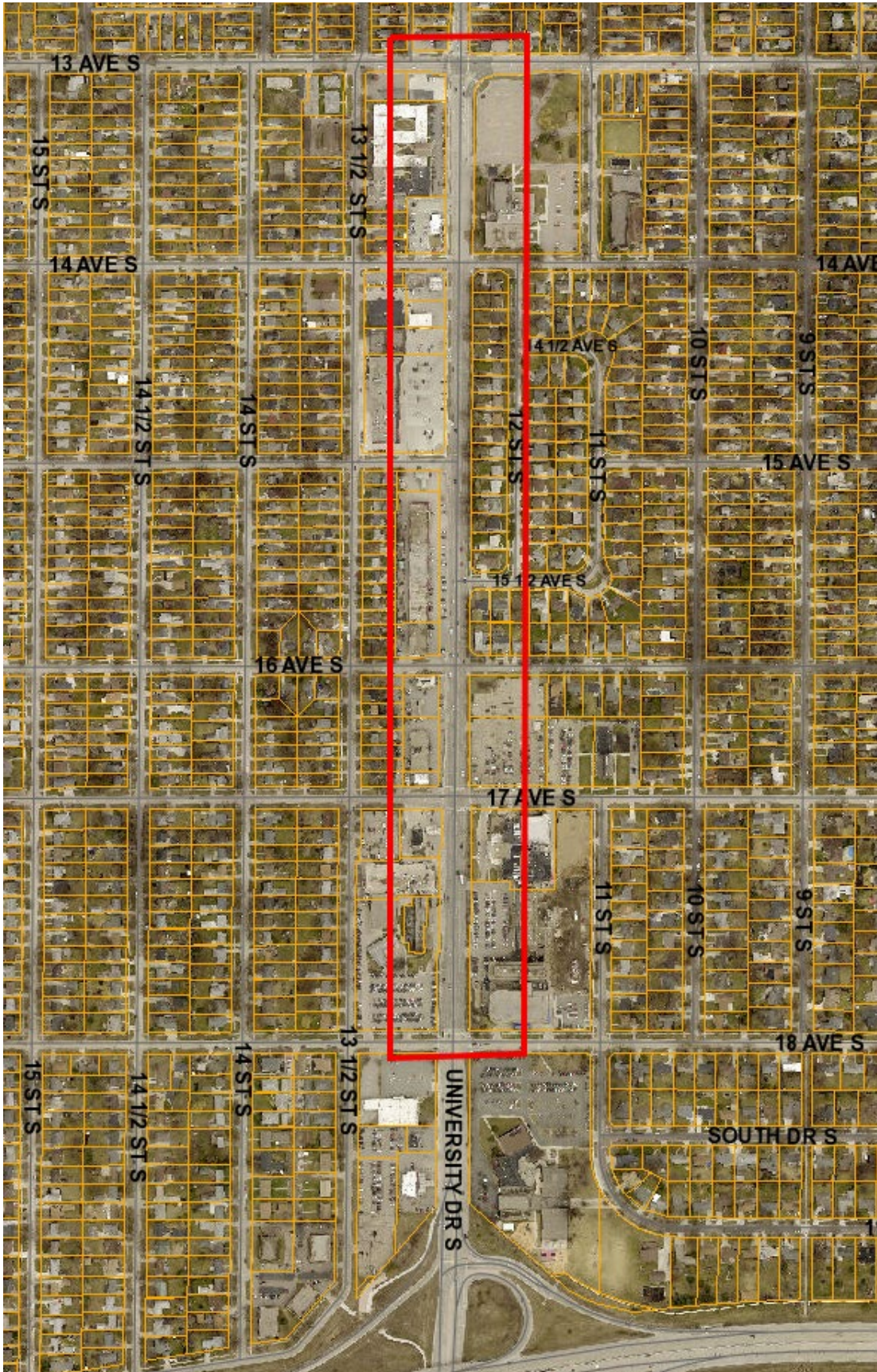
Line	Name	Quantity	Unit	Unit Value \$	2022 Costs	2030
<b>Sanitary Sewer</b>						
	Remove Pipe All Sizes All Types	7000	LF	\$ 20.00	\$ 140,000	\$ 259,130
	Remove Manhole	28	EA	\$ 2,000.00	\$ 56,000	\$ 103,652
	F&I Manhole 4' Dia Reinf Conc	28	EA	\$ 7,500.00	\$ 210,000	\$ 388,695
	F&I Pipe w/GB SDR 26 - 6" Dia PVC	1500	LF	\$ 100.00	\$ 150,000	\$ 277,640
	F&I Pipe w/GB SDR 26 - 8" Dia PVC	7000	LF	\$ 150.00	\$ 1,050,000	\$ 1,943,477
	Connect Sewer Service	50	EA	\$ 3,000.00	\$ 150,000	\$ 277,640
	Connect Pipe to Exist Structure	6	EA	\$ 5,000.00	\$ 30,000	\$ 55,528
	Clean Pipe All Sizes All Types	7000	LF	\$ 10.00	\$ 70,000	\$ 129,565
	F&I Controlled Density Fill	2.25	CY	\$ 500.00	\$ 1,125	\$ 2,082
<b>Sanitary Sewer Total</b>					<b>\$ 1,857,125</b>	<b>\$ 3,437,409</b>
<b>Water Main</b>						
	Remove Pipe All Sizes All Types	6880	LF	\$ 15.00	\$ 103,200	\$ 191,016
	F&I Fittings C153 Ductile Iron	12000	LB	\$ 12.00	\$ 144,000	\$ 266,534
	F&I Hydrant	12	EA	\$ 7,500.00	\$ 90,000	\$ 166,584
	F&I Pipe w/GB C900 DR 18 - 4" Dia PVC	2500	LF	\$ 150.00	\$ 375,000	\$ 694,099
	F&I Pipe w/GB C900 DR 18 - 6" Dia PVC	480	LF	\$ 150.00	\$ 72,000	\$ 133,267
	F&I Pipe w/GB C900 DR 18 - 8" Dia PVC	400	LF	\$ 200.00	\$ 80,000	\$ 148,074
	F&I Pipe w/GB C900 DR 18 - 16" Dia PVC	3500	LF	\$ 250.00	\$ 875,000	\$ 1,619,564
	F&I Gate Valve 4" Dia	50	EA	\$ 2,700.00	\$ 135,000	\$ 249,876
	F&I Gate Valve 6" Dia	12	EA	\$ 3,300.00	\$ 39,600	\$ 73,297
	F&I Gate Valve 8" Dia	10	EA	\$ 4,800.00	\$ 48,000	\$ 88,845
	F&I Gate Valve 16" Dia	10	EA	\$ 17,200.00	\$ 172,000	\$ 318,360
	Furnish Temp Water Svc	50	EA	\$ 4,000.00	\$ 200,000	\$ 370,186
	F&I Casting Water Service	50	EA	\$ 500.00	\$ 25,000	\$ 46,273
	Connect Water Service	50	EA	\$ 2,000.00	\$ 100,000	\$ 185,093
<b>Water Main Total</b>					<b>\$ 2,458,800</b>	<b>\$ 4,551,067</b>
<b>Storm Sewer</b>						
	Remove Manhole	21	EA	\$ 2,500.00	\$ 52,500	\$ 97,174
	Remove Inlet	27	EA	\$ 750.00	\$ 20,250	\$ 37,481
	Remove Pipe All Sizes All Types	6100	LF	\$ 30.00	\$ 183,000	\$ 338,720
	F&I Manhole 4' Dia Reinf Conc	6	EA	\$ 8,000.00	\$ 48,000	\$ 88,845
	F&I Manhole 6' Dia Reinf Conc	6	EA	\$ 15,000.00	\$ 90,000	\$ 166,584
	F&I Manhole 8' Dia Reinf Conc	13	EA	\$ 30,000.00	\$ 390,000	\$ 721,863
	F&I Inlet - Single Box (SBI) Reinf Conc	10	EA	\$ 6,500.00	\$ 65,000	\$ 120,310
	F&I Inlet - Double Box (DBI) Reinf Conc	30	EA	\$ 9,500.00	\$ 285,000	\$ 527,515
	F&I Pipe w/GB 15" Dia Reinf Conc	800	LF	\$ 208.00	\$ 166,400	\$ 307,995
	F&I Pipe w/GB 18" Dia Reinf Conc	800	LF	\$ 165.00	\$ 132,000	\$ 244,323
	F&I Pipe w/GB 36" Dia Reinf Conc	300	LF	\$ 350.00	\$ 105,000	\$ 194,348
	F&I Pipe w/GB 42" Dia Reinf Conc	420	LF	\$ 735.00	\$ 308,700	\$ 571,382
	F&I Pipe w/GB 60" Dia Reinf Conc	2070	LF	\$ 954.00	\$ 1,974,780	\$ 3,655,180
	F&I Pipe w/GB 72" Dia Reinf Conc	830	LF	\$ 1,280.00	\$ 1,062,400	\$ 1,966,428
	Connect Pipe to Exist Pipe	4	EA	\$ 2,500.00	\$ 10,000	\$ 18,509
	Connect Pipe to Exist Structure	2	EA	\$ 3,500.00	\$ 7,000	\$ 12,957
<b>Storm Sewer Total</b>					<b>\$ 4,900,030</b>	<b>\$ 9,069,614</b>
<b>Paving</b>						
	Contract Bond	1	LS	\$ 80,000.00	\$ 80,000	\$ 148,074
	Critical Path Method Schedule	1	LS	\$ 20,000.00	\$ 20,000	\$ 37,019
	Removal of Trees	20	EA	\$ 1,000.00	\$ 20,000	\$ 37,019
	Removal of Pavement	29275	SY	\$ 22.00	\$ 644,043	\$ 1,192,078
	Common Excavation - Type A	12000	CY	\$ 20.00	\$ 240,000	\$ 444,223
	Topsoil	1500	CY	\$ 40.00	\$ 60,000	\$ 111,056
	Topsoil - Imported	750	CY	\$ 40.00	\$ 30,000	\$ 55,528
	Common Excavation - Subcut	1500	CY	\$ 25.00	\$ 37,500	\$ 69,410
	Water	1000	M GAL	\$ 18.00	\$ 18,000	\$ 33,317
	Subgrade Preparation	36	STA	\$ 3,500.00	\$ 126,000	\$ 233,217
	Traffic Service Aggregate	500	Ton	\$ 65.00	\$ 32,500	\$ 60,155
	Mobilization	1	LS	\$ 1,500,000.00	\$ 1,500,000	\$ 2,776,395
	Field Office	1	LS	\$ 30,000.00	\$ 30,000	\$ 55,528
	F&I Edge Drain 4" Dia PVC	7520	LF	\$ 14.00	\$ 105,280	\$ 194,866
	F&I Curb & Gutter Standard (Type II)	7520	LF	\$ 32.00	\$ 240,640	\$ 445,408
	Subgrade Preparation	31365	SY	\$ 5.00	\$ 156,825	\$ 290,272
	F&I Woven Geotextile Fabric	31365	SY	\$ 4.00	\$ 125,460	\$ 232,218
	F&I Class 5 Agg - 12" Thick	31365	SY	\$ 22.00	\$ 690,030	\$ 1,277,197
	F&I Pavement 10" Thick Doweled Conc	29275	SY	\$ 110.00	\$ 3,220,213	\$ 5,960,390

F&I Sidewalk 4" Thick Reinf Conc	5013	SY	\$	65.00	\$	325,867	\$	603,156
F&I Sidewalk 6" Thick Reinf Conc	667	SY	\$	66.00	\$	44,000	\$	81,441
F&I Driveway 6" Thick Reinf Conc	2778	SY	\$	95.00	\$	263,889	\$	488,440
F&I Det Warn Panels Cast Iron	600	SF	\$	55.00	\$	33,000	\$	61,081
F&I Asphalt Pavement FAA 43 w/ PG58H-34	700	Ton	\$	270.00	\$	189,000	\$	349,826
F&I Casting - Floating Manhole	34	EA	\$	2,000.00	\$	68,000	\$	125,863
Casting to Grade - w/Conc	74	EA	\$	750.00	\$	55,500	\$	102,727
GV Box to Grade - w/Conc	82	EA	\$	500.00	\$	41,000	\$	75,888
<b>Paving Total</b>					\$	8,396,747	\$	15,541,792
<b>EROSION CONTROL/STORMWATER MANAGEMENT</b>					\$	80,000	\$	148,074
<b>TRAFFIC CONTROL</b>					\$	185,000	\$	342,422
<b>STREET LIGHTING</b>					\$	350,000	\$	647,826
<b>SIGNING AND PAVEMENT MARKING</b>					\$	300,000	\$	555,279
<b>TRAFFIC SIGNALS (TEMP AND PERMANENT)/IT SYSTEM</b>					\$	1,200,000	\$	2,221,116
<b>Total Construction Cost</b>					\$	19,727,702	\$	36,514,599



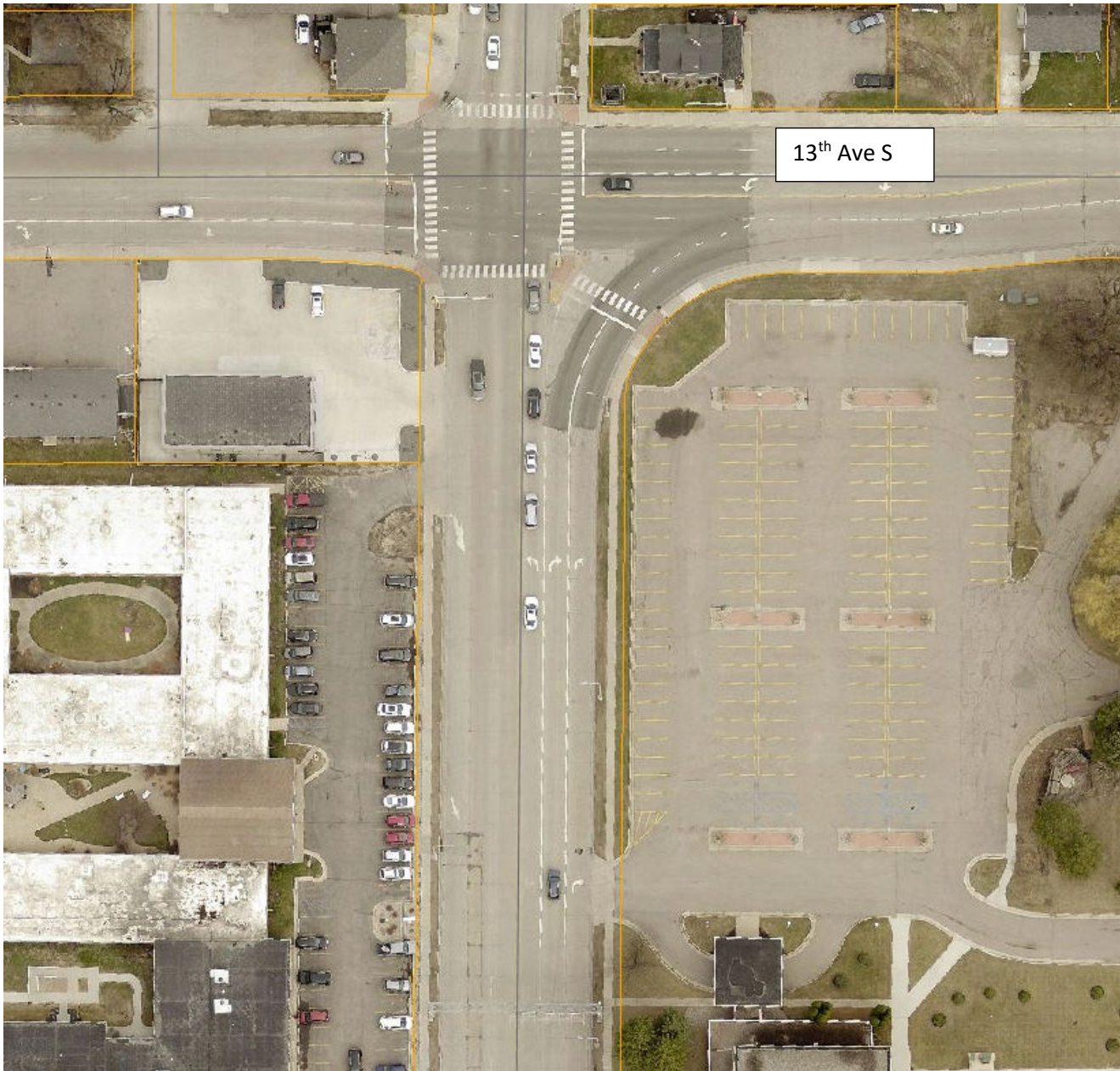
## Project Location Map

S University Drive – 13<sup>th</sup> Ave S to 18<sup>th</sup> Ave S



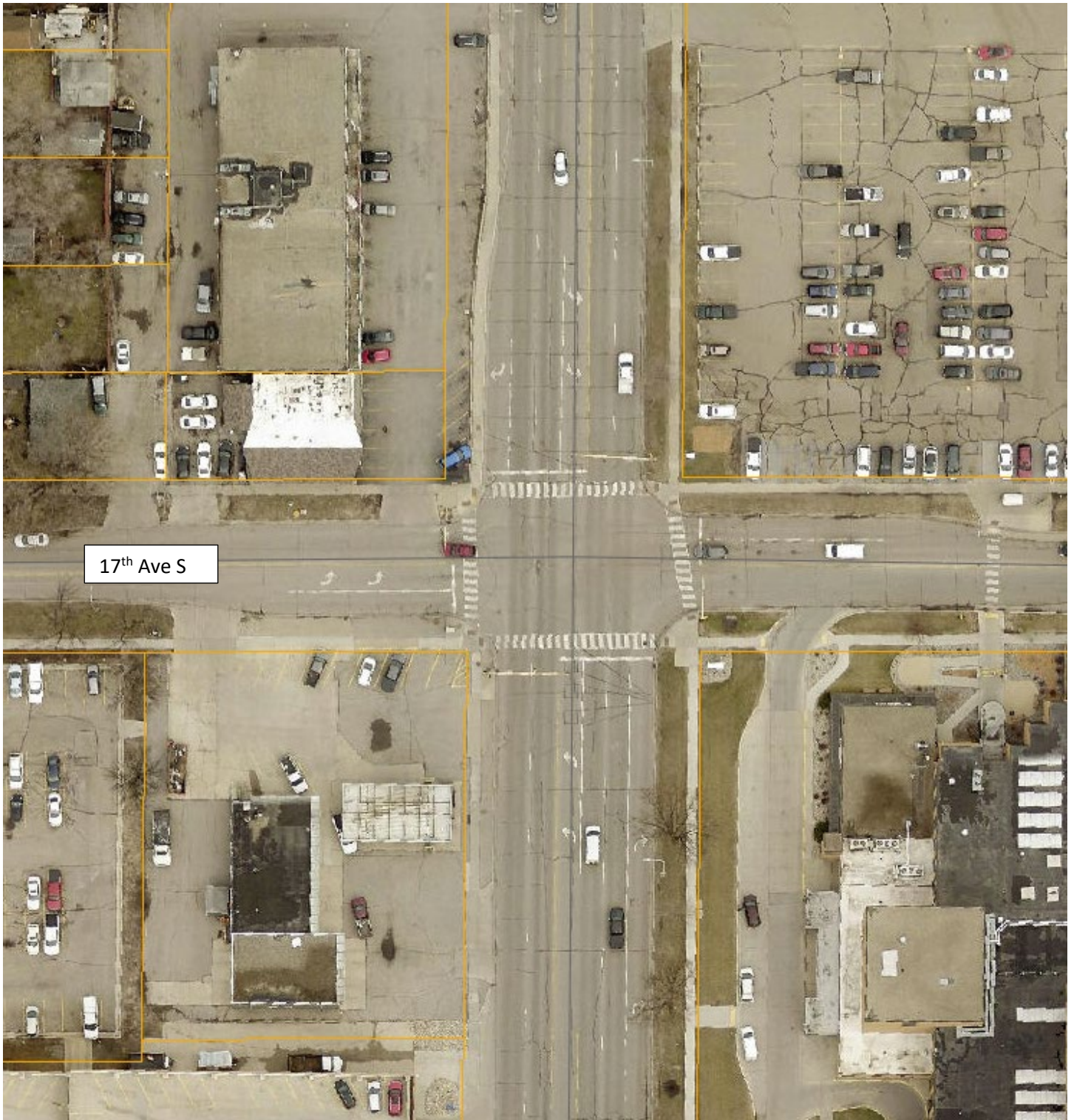


13<sup>th</sup> Ave S Intersection





17<sup>th</sup> Ave S Intersection



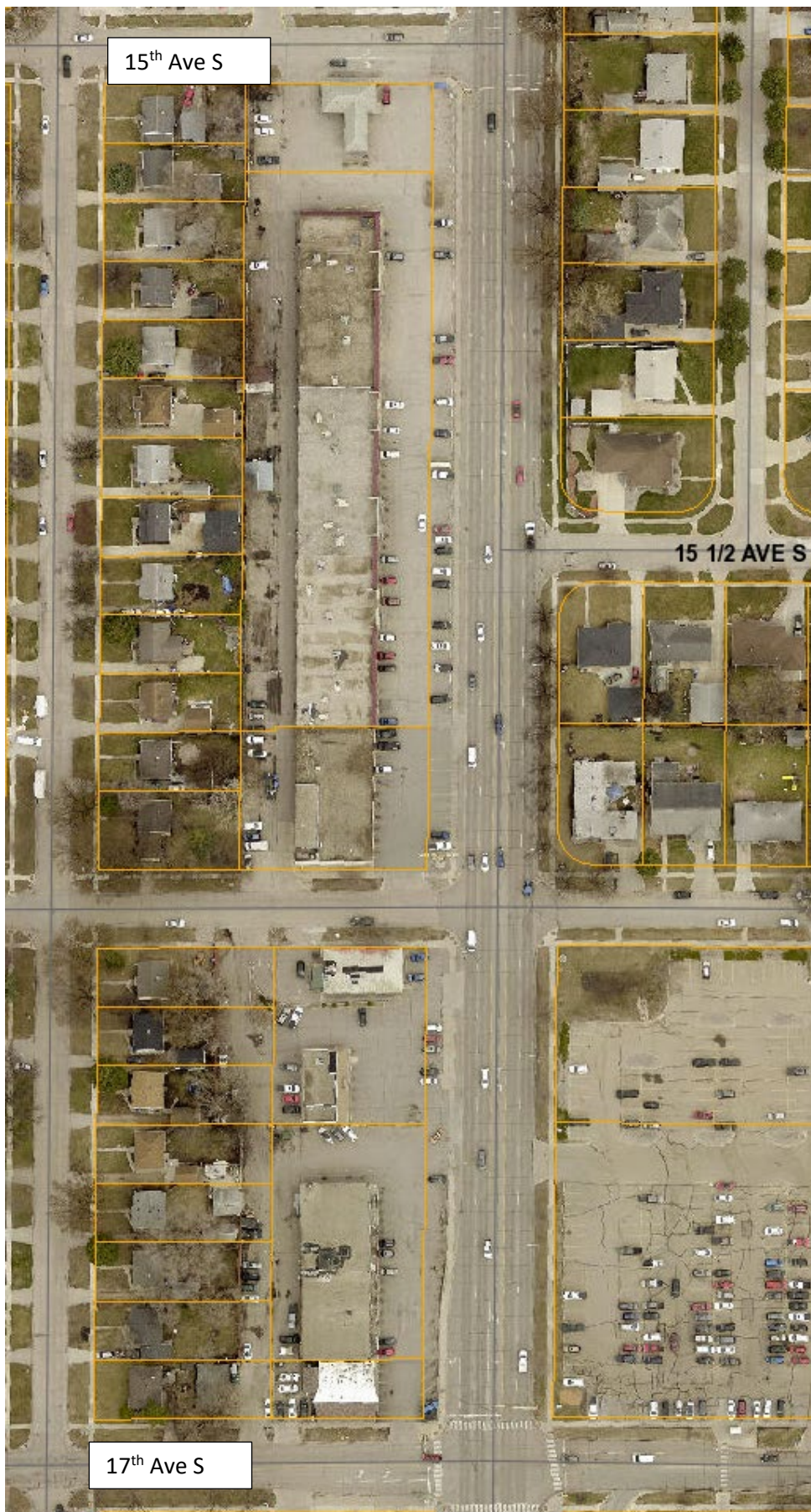


13<sup>th</sup> Ave S to 15<sup>th</sup> Ave S





15<sup>th</sup> Ave S to 17<sup>th</sup> Ave S





17<sup>th</sup> Ave S to 18<sup>th</sup> Ave S



**URBAN REGIONAL**  
**PROJECT SCOPING WORKSHEET**

**Date:** 12-2-25**Priority #:** 2**City:** Fargo**County:** Cass**Street:** University Drive N – 1<sup>st</sup> Avenue N to 12<sup>th</sup> Avenue N**Length:** 4680'**Proposed Improvement:** Full street reconstruction to include also include sanitary sewer improvements.**Cost Estimate**

Preliminary Engineering:	1,500,000
Construction Engineering:	1,500,000
ROW:	0
Utility Relocations:	0
Construction Cost (Participating):	16,830,582
Bridge Cost:	0
<u>Non-Participating Costs:</u>	<u>3,281,575</u>
<b>Total:</b>	<b>23,112,158</b>

**Existing Road****Surface Width:** 36'**Surface Type:** Concrete**ADT Present:** 11,151**ADT Year:** 2022**On-Street Parking Situation:**

Existing:	<b><u>None</u></b>	One Side	Both Sides	Angle	Parallel
Proposed:	<b><u>None</u></b>	One Side	Both Sides	Angle	Parallel

**Proposed Improvements****Travel Way Width:** 12' lanes**ADT Design:** 12,600**Design year:** 2045**No. of Lanes:** 2 lanes with on-street bike lane north of 4<sup>th</sup> Avenue N, 3 lanes south of 4<sup>th</sup> Avenue N.

**Design Speed:** 30 mph

**Roadway Width:** 36'

**Maximum Curve:** NA

**Maximum Grade:** NA

**Min. R/W Width:** 100'

**Right of Way**

<b>Will Additional ROW or easement be acquired?</b>	Yes	<b><u>No</u></b>
<b>ROW acquisition by:</b>	City	<b><u>NDDOT</u></b>
<b>Has any ROW easements been acquired since 7-1-72:</b>	<b><u>Yes</u></b>	No
<b>ROW Condemnation by:</b>	City	<b><u>NDDOT</u></b>
<b>Est. No. of occupied family dwelling to be displaced?</b>	0	
<b>Est. No. business to be displaced?</b>	0	

**Impacts**

**Will there be any additional Impacts (Cultural and Environmental Resources):** None anticipated

**Will there be any impacts to 4(f) or 6(f) properties:** No

**Airports:** No

**Public Hearings:** No

**Environmental Classification (Cat-Ex, EA, EIS):** Documented Cat-Ex anticipated

**Transportation Enhancements:** Sidewalk on both sides of street. The plan would be to complete spot repairs where needed.

**Intermodal:** No

**Pedestrian Needs:** No

**Highway/Railroad Crossings:** Yes, an existing grade separation. Road under railroad.

RR Name: BNSF

No. of Crossings: 1

No. of Tracks & Type of Crossing: 1, grade separated

Daily Train Movements: 15

Train Speed: 30

Present Protection: Grade separation

Proposed Protection: Same

**Purpose and Need Statement**

To replace a pavement that has lived its useful life and to improve both vehicular and pedestrian safety along this important corridor in north Fargo.

### **Existing Conditions**

#### **When was the current street section built?**

The current section north of 7<sup>th</sup> Avenue N was built in 1991, the portion from 1<sup>st</sup> Avenue N to 7<sup>th</sup> Avenue N was constructed in 2000.

#### **Has there been any additional maintenance to the street section?**

No.

#### **How many driving lanes and turning lanes does the street section currently have and what is the widths of the driving and turning lanes?**

Current roadway is a 2-lane roadway with 1 left sided on-street bike lane. All lanes are 12' wide lanes.

#### **If the pavement section is asphalt, is there any alligator cracking, longitudinal cracking, transverse cracking, raveling, bituminous patching or rutting?**

NA

#### **If the pavement section is concrete, are there any broken slabs, faulting, bituminous patching, joint spalling, transverse cracking, or longitudinal cracking?**

The current section is concrete, and there are broken slabs, faulting, joint spalling all throughout the corridor.

#### **Any existing geometric concerns?**

No.

#### **Are there any access points to adjoining properties that present a special concern?**

No.

#### **Are there any existing sidewalks or shared use path in place?**

There are existing sidewalks on both sides of the street. We will complete spot repairs as necessary.

#### **What is the condition of the existing storm sewer?**

Good condition with minimal work anticipated.



**Will any additional storm sewer work need to be done along with this project?**

It is unknown at this time, but will be evaluated as part of the design.

**What is the condition of the city's water and sewer line?**

The existing sanitary sewer line is clay tile, so it will be getting replaced with this project. The existing watermain is PVC, so no work is anticipated on that stretch.

**Will any work have to be done to the city's water and sewer lines along with this project?**

Yes, most of the existing sewer line will be replaced.

**Describe the existing lighting system currently in place? What type of standards and luminaires are currently being used?**

The existing lighting between 1<sup>st</sup> Avenue N and 7<sup>th</sup> Avenue N was installed in 2015 and consists of 20' high decorative poles with LED fixtures. The existing lighting between 7<sup>th</sup> Avenue N and 12<sup>th</sup> Avenue N was installed in 2014 and it consists of 16' high decorative poles and LED fixtures. The existing lighting will not be replaced as part of the project.

**What intersections currently have traffic signals? Are there any locations that have a high accident rate? Are additional turning lanes needed?**

There are five traffic signals on the corridor, but the project won't include going into the intersections of 12<sup>th</sup> Avenue N or 1<sup>st</sup> Avenue N. There are no high crash rate intersections, and we don't plan on adding turn lanes.

**Remarks:**

City Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

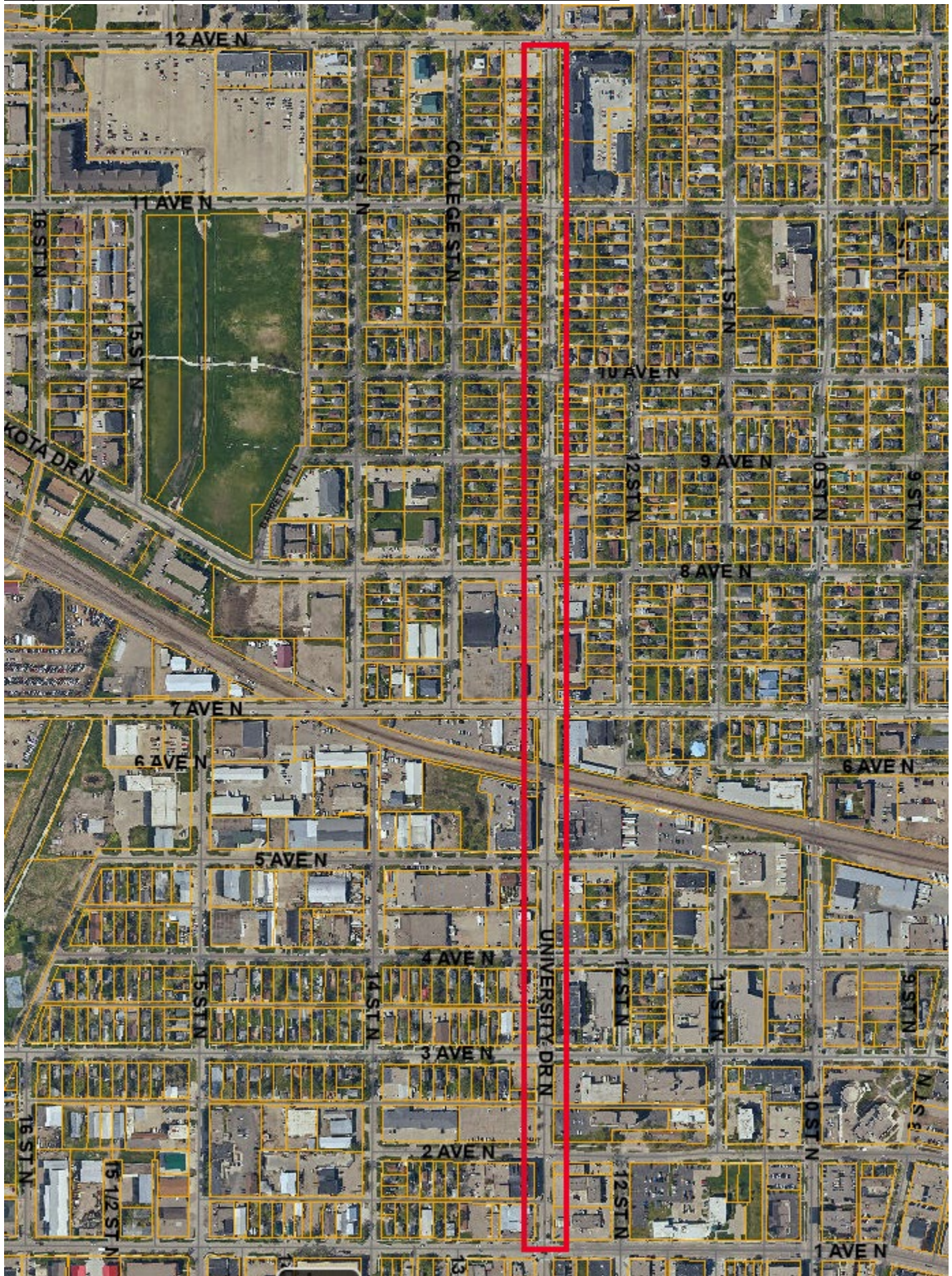
District Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

**Note:** *Please attach a map showing location and extent of the project, detailed cost estimate, and any additional supporting documents.*



Project Location Map – University Drive N – 1<sup>st</sup> Avenue N to 12<sup>th</sup> Avenue N





Engineer's Opinion of Cost

University Drive N - 1st Ave N to 12th Ave N  
12-2-2025

					2023 costs		2030 costs	
Spec	Code	Item Description	Unit	Quantity	Unit Cost	Total Cost		
		CONTRACT BOND	L SUM	0.7	\$ 50,000.00	\$ 35,000		\$ 59,983.85
		REMOVAL OF PAVEMENT	SY	18,564.00	\$ 22.00	\$ 408,408		\$ 699,939.54
		REMOVAL OF PIPE ALL TYPES AND SIZES	LF	500.00	\$ 30.00	\$ 15,000		\$ 25,707.36
		REMOVAL OF MANHOLES	EA	5	\$ 2,500.00	\$ 12,500		\$ 21,422.80
		REMOVAL OF INLETS	EA	51	\$ 750.00	\$ 38,250		\$ 65,553.78
		COMMON EXCAVATION-TYPE A	CY	2,000.00	\$ 20.00	\$ 40,000		\$ 68,552.97
		TOPSOIL	CY	4,000.00	\$ 40.00	\$ 160,000		\$ 274,211.88
		WATER	M GAL	500	\$ 18.00	\$ 9,000		\$ 15,424.42
		SEEDING CLASS III	ACRE	3	\$ 7,500.00	\$ 22,500		\$ 38,561.05
		HYDRAULIC MULCH	ACRE	3	\$ 7,500.00	\$ 22,500		\$ 38,561.05
		SALVAGED BASE COURSE	SY	18,564.00	\$ 40.00	\$ 742,560		\$ 1,272,617.35
		10IN NON-REINF CONCRETE PVMT CL AE-DOWELED	SY	18,564.00	\$ 110.00	\$ 2,042,040		\$ 3,499,697.71
		RAILING	LF	400.00	\$ 150.00	\$ 60,000		\$ 102,829.46
		MOBILIZATION	L SUM	0.7	\$ 250,000.00	\$ 175,000		\$ 299,919.25
		TRAFFIC CONTROL	L SUM	1.00	\$ 100,000.00	\$ 100,000		\$ 171,382.43
		TEMPORARY CURB RAMP	EA	25	\$ 1,000.00	\$ 25,000		\$ 42,845.61
		GEOSYNTHETIC MATERIAL TYPE G	SY	18,564.00	\$ 4.00	\$ 74,256		\$ 127,261.73
		UNDERDRAIN PIPE PVC PERFORATED 4IN	LF	9282	\$ 14.00	\$ 129,948		\$ 222,708.04
		MANHOLE 48IN	EA	0	\$ 8,000.00	\$ -		\$ -
		MANHOLE 72IN	EA	5	\$ 15,000.00	\$ 75,000		\$ 128,536.82
		MANHOLE 96IN	EA	0	\$ 30,000.00	\$ -		\$ -
		INLET-TYPE 2	EA	30	\$ 6,500.00	\$ 195,000		\$ 334,195.73
		INLET-TYPE 2 DOUBLE	EA	21	\$ 9,500.00	\$ 199,500		\$ 341,907.94
		CURB & GUTTER-TYPE I	LF	9,282.00	\$ 32.00	\$ 297,024		\$ 509,046.94
		SIDEWALK CONCRETE REINF	SY	7,700.00	\$ 65.00	\$ 500,500		\$ 857,769.05
		DRIVEWAY CONCRETE 6IN REINFORCED	SY	2,300.00	\$ 95.00	\$ 218,500		\$ 374,470.60
		DETECTABLE WARNING PANELS	SF	1000	\$ 75.00	\$ 75,000		\$ 128,536.82
		Signing	L SUM	1	\$ 50,000.00	\$ 50,000		\$ 85,691.21
		Pavement Markings	L SUM	1	\$ 400,000.00	\$ 400,000		\$ 685,529.71
		INTERIM TRAFFIC SIGNALS	EA	0	\$ 50,000.00	\$ -		\$ -
		REMOVE TRAFFIC SIGNAL SYSTEM	EA	3	\$ 10,000.00	\$ 30,000		\$ 51,414.73
		TRAFFIC SIGNAL SYSTEM	EA	3	\$ 350,000.00	\$ 1,050,000		\$ 1,799,515.48
		Signal Fiber	L SUM	1	\$ 100,000.00	\$ 100,000		\$ 171,382.43
		Street Lighting	L SUM	1	\$ 500,000.00	\$ 500,000		\$ 856,912.13
		Retaining Wall Repair	L SUM	1	\$ 250,000.00	\$ 250,000		\$ 428,456.07
		AUTUMN BLAZE MAPLE	EA	40	\$ 500.00	\$ 20,000		\$ 34,276.49
		PIPE CONC REINF 12IN CL II-STORM DRAIN	LF	125	\$ 200.00	\$ 25,000		\$ 42,845.61
		PIPE CONC REINF 15IN CL III-STORM DRAIN	LF	125.00	\$ 210.00	\$ 26,250		\$ 44,987.89
		PIPE CONC REINF 18IN CL III-STORM DRAIN	LF	0	\$ 165.00	\$ -		\$ -
		PIPE CONC REINF 24IN CL III-STORM DRAIN	LF	0	\$ 250.00	\$ -		\$ -
		PIPE CONC REINF 27IN CL III-STORM DRAIN	LF	0	\$ 275.00	\$ -		\$ -
		PIPE CONC REINF 30IN CL III-STORM DRAIN	LF	200	\$ 300.00	\$ 60,000		\$ 102,829.46
		PIPE CONC REINF 36IN CL III-STORM DRAIN	LF	0	\$ 350.00	\$ -		\$ -
		PIPE CONC REINF 48IN CL III-STORM DRAIN	LF	0	\$ 500.00	\$ -		\$ -
		PIPE CONC REINF 54IN CL III-STORM DRAIN	LF	0	\$ 750.00	\$ -		\$ -
						\$ 8,183,736.00	Total Fed Participating	\$ 14,025,485.37
						\$ 1,636,747.20	20% Contingency	\$ 2,805,097.07
						\$ 9,820,483.20	Total	\$ 16,830,582.44

Water and Sanitary Sewer - Non-Federal Aid Eligible

					Totals			
		CONTRACT BOND	L SUM	0.3	\$ 50,000.00	\$ 15,000		\$ 25,707.36
		REMOVAL OF PIPE ALL TYPES AND SIZES	LF	4,057.00	\$ 20.00	\$ 81,140		\$ 139,059.70
		REMOVAL OF MANHOLES	EA	18	\$ 2,000.00	\$ 36,000		\$ 61,697.67
		MOBILIZATION	L SUM	0.3	\$ 250,000.00	\$ 75,000		\$ 128,536.82
		MANHOLE SANITARY	EA	18	\$ 7,500.00	\$ 135,000		\$ 231,366.28
		REMOVE GATE VALVE & BOX	EA	0	\$ 500.00	\$ -		\$ -
		GATE VALVE & BOX 6IN	EA	0	\$ 3,300.00	\$ -		\$ -
		GATE VALVE & BOX 8IN	EA	0	\$ 4,800.00	\$ -		\$ -
		GATE VALVE & BOX 10IN	EA	0	\$ 7,500.00	\$ -		\$ -
		GATE VALVE & BOX 16IN	EA	0	\$ 17,200.00	\$ -		\$ -
		GATE VALVE & BOX 24IN	EA	0	\$ 75,000.00	\$ -		\$ -
		HYDRANT-INSTALL 5IN	EA	15	\$ 7,500.00	\$ 112,500		\$ 192,805.23
		REMOVE HYDRANT	EA	15	\$ 2,000.00	\$ 30,000		\$ 51,414.73
		WATER SERVICE LINE 1IN	LF	500.00	\$ 75.00	\$ 37,500		\$ 64,268.41
		TEMPORARY WATER SERVICE	L SUM	1	\$ 25,000.00	\$ 25,000		\$ 42,845.61
		WATERMAIN 6IN PVC	LF	0	\$ 150.00	\$ -		\$ -
		WATERMAIN 8IN PVC	LF	0.00	\$ 200.00	\$ -		\$ -
		WATERMAIN 10IN PVC	LF	0	\$ 225.00	\$ -		\$ -
		WATERMAIN 16IN PVC	LF	0	\$ 250.00	\$ -		\$ -
		24IN WATERMAIN	LF	0.00	\$ 300.00	\$ -		\$ -
		CURB STOP & BOX 1IN	EA	0	\$ 2,000.00	\$ -		\$ -
		CONNECT TO EXISTING MAIN	EA	0	\$ 2,000.00	\$ -		\$ -
		12IN SANITARY SEWER PIPE	LF	4,060.00	\$ 225.00	\$ 913,500		\$ 1,565,578.47
		15IN SANITARY SEWER PIPE	LF	0.00	\$ 250.00	\$ -		\$ -
		18IN SANITARY SEWER PIPE	LF	0.00	\$ 300.00	\$ -		\$ -
		30IN SANITARY SEWER PIPE	LF	0.00	\$ 400.00	\$ -		\$ -
		6IN SEWER SERVICE PIPE	LF	500	\$ 150.00	\$ 75,000		\$ 128,536.82
		FITTING-DUCTILE IRON	LBS	5000	\$ 12.00	\$ 60,000		\$ 102,829.46
						\$ 1,595,640	Non Participating	\$ 2,734,646.56
						\$ 319,128	20% Contingency	\$ 546,929.31
						\$ 1,914,768	Total	\$ 3,281,575.87
						\$ 11,735,251	Grand Total	\$ 20,112,158.31

\$ 9,820,483	Fed Aid Eligible	\$ 16,830,582.44
\$ 7,947,717	Federal	\$ 13,620,990.37
\$ 890,718	State	\$ 1,526,533.83
\$ 982,048	City	\$ 1,683,058.24

\$ 1,914,768	NP	\$ 3,281,575.87
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URBAN REGIONAL  
PROJECT SCOPING WORKSHEET

**Date:** 12-3-25  
**Priority #:** 3  
**City:** Fargo  
**County:** Cass  
**Street:** University Drive N – 12<sup>th</sup> Avenue N to 19<sup>th</sup> Avenue N  
**Length:** 5280'  
**Proposed Improvement:** Full street reconstruction to include water and sewer improvements.

**Cost Estimate**

Preliminary Engineering:	1,500,000
Construction Engineering:	1,500,000
ROW:	0
Utility Relocations:	0
Construction Cost (Participating):	16,316,973
Bridge Cost:	0
<u>Non-Participating Costs:</u>	<u>6,865,614</u>
<b>Total:</b>	<b>26,182,588</b>

**Existing Road**

**Surface Width:** 36'  
**Surface Type:** Concrete  
**ADT Present:** 8510  
**ADT Year:** 2022

**On-Street Parking Situation:**

Existing:	<u><b>None</b></u>	One Side	Both Sides	Angle	Parallel
Proposed:	<u><b>None</b></u>	One Side	Both Sides	Angle	Parallel

**Proposed Improvements**

**Travel Way Width:** 11' lanes  
**ADT Design:** 8880  
**Design year:** 2045  
**No. of Lanes:** 2 lanes with on-street bike lane

**Design Speed:** 30 mph

**Roadway Width:** 36'

**Maximum Curve:** NA

**Maximum Grade:** NA

**Min. R/W Width:** 100'

**Right of Way**

<b>Will Additional ROW or easement be acquired?</b>	Yes	<b><u>No</u></b>
<b>ROW acquisition by:</b>	City	<b><u>NDDOT</u></b>
<b>Has any ROW easements been acquired since 7-1-72:</b>	<b><u>Yes</u></b>	No
<b>ROW Condemnation by:</b>	City	<b><u>NDDOT</u></b>
<b>Est. No. of occupied family dwelling to be displaced?</b>	0	
<b>Est. No. business to be displaced?</b>	0	

**Impacts**

**Will there be any additional Impacts (Cultural and Environmental Resources):** None anticipated

**Will there be any impacts to 4(f) or 6(f) properties:** No

**Airports:** No

**Public Hearings:** No

**Environmental Classification (Cat-Ex, EA, EIS):** Documented Cat-Ex anticipated

**Transportation Enhancements:** Shared use path on west side, sidewalk on east side. The plan would be to complete spot repairs on both.

**Intermodal:** No

**Pedestrian Needs:** No

**Highway/Railroad Crossings:** No

RR Name:

No. of Crossings:

No. of Tracks & Type of Crossing:

Daily Train Movements:

Train Speed:

Present Protection:

Proposed Protection:

**Purpose and Need Statement**

To replace a pavement that has lived its useful life and to improve safety along this important corridor in north Fargo.

### **Existing Conditions**

#### **When was the current street section built?**

The current section was built in 1991.

#### **Has there been any additional maintenance to the street section?**

In 2022 the Street Department we added a 2" asphalt overlay north of 17<sup>th</sup> Avenue N.

#### **How many driving lanes and turning lanes does the street section currently have and what is the widths of the driving and turning lanes?**

Current roadway is a 2-lane roadway with 1 left sided on-street bike lane. All lanes are 12' wide lanes.

#### **If the pavement section is asphalt, is there any alligator cracking, longitudinal cracking, transverse cracking, raveling, bituminous patching or rutting?**

NA

#### **If the pavement section is concrete, are there any broken slabs, faulting, bituminous patching, joint spalling, transverse cracking, or longitudinal cracking?**

The current section is concrete, and there are broken slabs, faulting, joint spalling all throughout the corridor.

#### **Any existing geometric concerns?**

No.

#### **Are there any access points to adjoining properties that present a special concern?**

No.

#### **Are there any existing sidewalks or shared use path in place?**

There is an existing shared use path on the west side and a sidewalk on the east side. We will complete spot repairs as necessary.

#### **What is the condition of the existing storm sewer?**

Good condition with minimal work anticipated.

#### **Will any additional storm sewer work need to be done along with this project?**

It is unknown at this time, but will be evaluated as part of the design.

**What is the condition of the city's water and sewer line?**

The existing sanitary sewer line is clay tile, so it will be getting replaced with this project. The existing watermain on the north half of the project is asbestos cement pipe, so it will be getting replaced with this project. The watermain on the south half is PVC, so no work is anticipated on that stretch.

**Will any work have to be done to the city's water and sewer lines along with this project?**

Yes, most of the existing sewer line will be replaced, as will the watermain need to be on the north half of the project.

**Describe the existing lighting system currently in place? What type of standards and luminaires are currently being used?**

The existing lighting between 12<sup>th</sup> Avenue N and 17<sup>th</sup> Avenue N was installed in 2014 and it consists of 16' high decorative poles and LED fixtures. The existing lighting between 17<sup>th</sup> Avenue N and 19<sup>th</sup> Avenue N was installed in 2014 as well but is 20' stainless steel poles with highway style LED fixtures. The existing system will not be replaced.

**What intersections currently have traffic signals? Are there any locations that have a high accident rate? Are additional turning lanes needed?**

There are five traffic signals on the corridor, but the project won't include going into the intersections of 12<sup>th</sup> Avenue N or 19<sup>th</sup> Avenue N. There is a high crash rate intersection at 19<sup>th</sup> Avenue N, but that is getting an HSIP project in 2026 to correct the deficiencies. We don't plan on adding turn lanes.

**Remarks:**

City Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

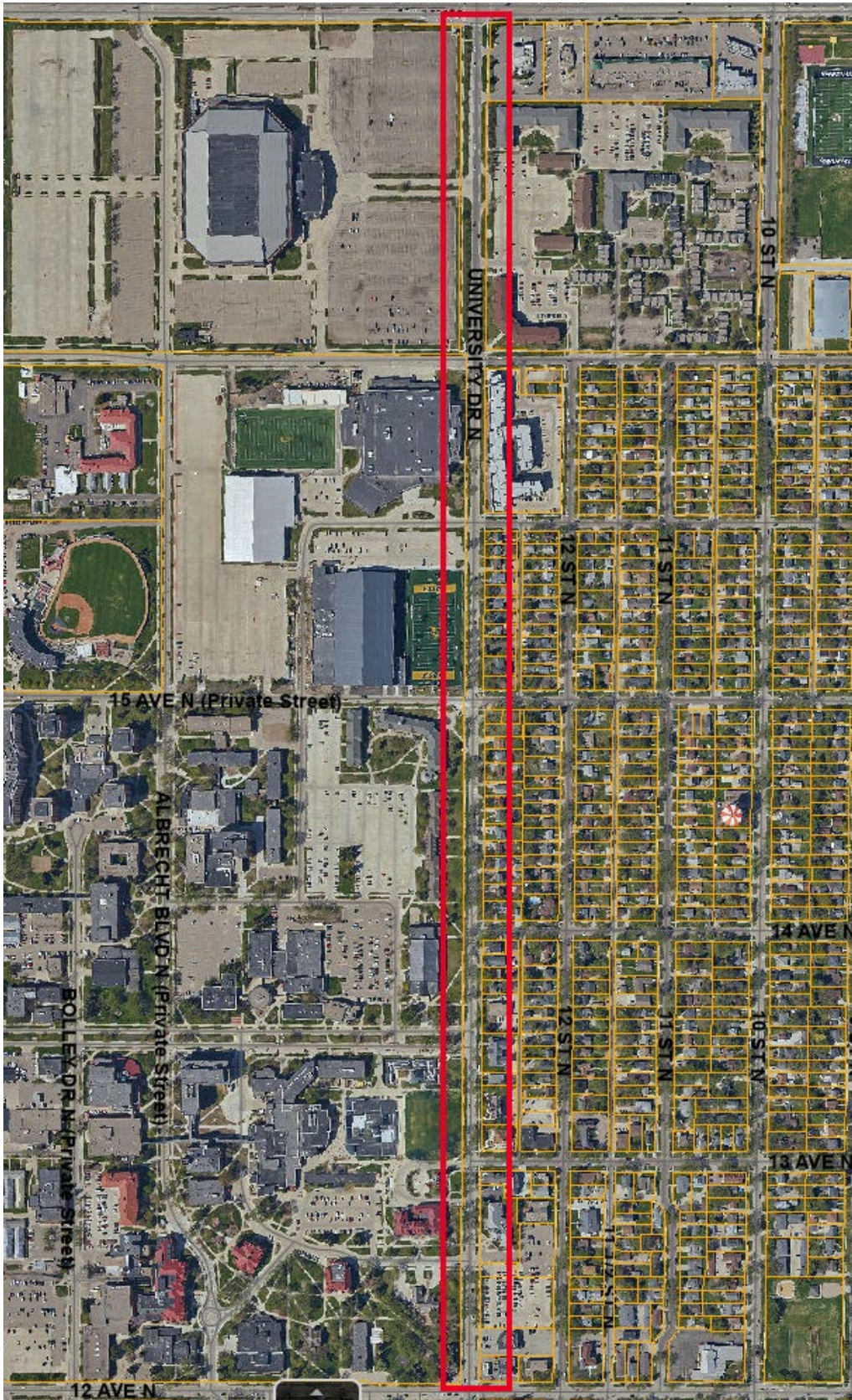
District Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

**Note:** Please attach a map showing location and extent of the project, detailed cost estimate, and any additional supporting documents.



**Project Location Map – University Drive N – 19<sup>th</sup> Avenue N to 12<sup>th</sup> Avenue N**





Engineer's Opinion of Cost  
University Drive N - 12th to 19th Ave N  
12-3-2025

						2023 costs	2030 costs	
Spec	Code	Item Description	Unit	Quantity	Unit Cost	Total Cost		
		CONTRACT BOND	L SUM	0.7	\$ 50,000.00	\$ 35,000	\$ 59,983.85	
		REMOVAL OF PAVEMENT	SY	20,652.00	\$ 22.00	\$ 454,344	\$ 778,665.77	
		REMOVAL OF PIPE ALL TYPES AND SIZES	LF	250.00	\$ 30.00	\$ 7,500	\$ 12,853.68	
		REMOVAL OF MANHOLES	EA	10	\$ 2,500.00	\$ 25,000	\$ 42,845.61	
		REMOVAL OF INLETS	EA	26	\$ 750.00	\$ 19,500	\$ 33,419.57	
		COMMON EXCAVATION-TYPE A	CY	2,000.00	\$ 20.00	\$ 40,000	\$ 68,552.97	
		TOPSOIL	CY	5,000.00	\$ 40.00	\$ 200,000	\$ 342,764.85	
		WATER	M GAL	500	\$ 18.00	\$ 9,000	\$ 15,424.42	
		SEEDING CLASS III	ACRE	3	\$ 7,500.00	\$ 22,500	\$ 38,561.05	
		HYDRAULIC MULCH	ACRE	3	\$ 7,500.00	\$ 22,500	\$ 38,561.05	
		SALVAGED BASE COURSE	SY	20,652.00	\$ 40.00	\$ 826,080	\$ 1,415,755.95	
		10IN NON-REINF CONCRETE PVMT CL AE-DOWELED	SY	20,652.00	\$ 110.00	\$ 2,271,720	\$ 3,893,328.87	
		RAILING	LF	0.00	\$ 150.00	\$ -	\$ -	
		MOBILIZATION	L SUM	0.7	\$ 250,000.00	\$ 175,000	\$ 299,919.25	
		TRAFFIC CONTROL	L SUM	1.00	\$ 100,000.00	\$ 100,000	\$ 171,382.43	
		TEMPORARY CURB RAMP	EA	25	\$ 1,000.00	\$ 25,000	\$ 42,845.61	
		GEOSYNTHETIC MATERIAL TYPE G	SY	20,652.00	\$ 4.00	\$ 82,608	\$ 141,575.60	
		UNDERDRAIN PIPE PVC PERFORATED 4IN	LF	10326	\$ 14.00	\$ 144,564	\$ 247,757.29	
		MANHOLE 48IN	EA	0	\$ 8,000.00	\$ -	\$ -	
		MANHOLE 72IN	EA	10	\$ 15,000.00	\$ 150,000	\$ 257,073.64	
		MANHOLE 96IN	EA	0	\$ 30,000.00	\$ -	\$ -	
		INLET-TYPE 2	EA	13	\$ 6,500.00	\$ 84,500	\$ 144,818.15	
		INLET-TYPE 2 DOUBLE	EA	13	\$ 9,500.00	\$ 123,500	\$ 211,657.30	
		CURB & GUTTER-TYPE I	LF	10,326.00	\$ 32.00	\$ 330,432	\$ 566,302.38	
		SIDEWALK CONCRETE REINF	SY	8,600.00	\$ 65.00	\$ 559,000	\$ 958,027.77	
		DRIVEWAY CONCRETE 6IN REINFORCED	SY	3,000.00	\$ 95.00	\$ 285,000	\$ 488,439.92	
		DETECTABLE WARNING PANELS	SF	1200	\$ 75.00	\$ 90,000	\$ 154,244.18	
		Signing	L SUM	1	\$ 50,000.00	\$ 50,000	\$ 85,691.21	
		Pavement Markings	L SUM	1	\$ 400,000.00	\$ 400,000	\$ 685,529.71	
		INTERIM TRAFFIC SIGNALS	EA	0	\$ 50,000.00	\$ -	\$ -	
		REMOVE TRAFFIC SIGNAL SYSTEM	EA	2	\$ 10,000.00	\$ 20,000	\$ 34,276.49	
		TRAFFIC SIGNAL SYSTEM	EA	2	\$ 350,000.00	\$ 700,000	\$ 1,199,676.99	
		Signal Fiber	L SUM	1	\$ 100,000.00	\$ 100,000	\$ 171,382.43	
		Street Lighting	L SUM	1	\$ 500,000.00	\$ 500,000	\$ 856,912.13	
		AUTUMN BLAZE MAPLE	EA	60	\$ 500.00	\$ 30,000	\$ 51,414.73	
		PIPE CONC REINF 12IN CL II-STORM DRAIN	LF	125	\$ 200.00	\$ 25,000	\$ 42,845.61	
		PIPE CONC REINF 15IN CL III-STORM DRAIN	LF	125.00	\$ 210.00	\$ 26,250	\$ 44,987.89	
		PIPE CONC REINF 18IN CL III-STORM DRAIN	LF	0	\$ 165.00	\$ -	\$ -	
		PIPE CONC REINF 24IN CL III-STORM DRAIN	LF	0	\$ 250.00	\$ -	\$ -	
		PIPE CONC REINF 27IN CL III-STORM DRAIN	LF	0	\$ 275.00	\$ -	\$ -	
		PIPE CONC REINF 30IN CL III-STORM DRAIN	LF	0	\$ 300.00	\$ -	\$ -	
		PIPE CONC REINF 36IN CL III-STORM DRAIN	LF	0	\$ 350.00	\$ -	\$ -	
		PIPE CONC REINF 48IN CL III-STORM DRAIN	LF	0	\$ 500.00	\$ -	\$ -	
		PIPE CONC REINF 54IN CL III-STORM DRAIN	LF	0	\$ 750.00	\$ -	\$ -	
						\$ 7,933,998	Total Fed Participating	\$ 13,597,478.32
						\$ 1,586,800	20% Contingency	\$ 2,719,495.66
						\$ 9,520,798	Total	\$ 16,316,973.99

Water and Sanitary Sewer - Non-Federal Aid Eligible

Water and Sanitary Sewer - Non-Federal Aid Eligible						Totals		
		CONTRACT BOND	L SUM	0.3	\$ 50,000.00	\$ 15,000	\$ 25,707.36	
		REMOVAL OF PIPE ALL TYPES AND SIZES	LF	8,000.00	\$ 20.00	\$ 160,000	\$ 274,211.88	
		REMOVAL OF MANHOLES	EA	23	\$ 2,000.00	\$ 46,000	\$ 78,835.92	
		MOBILIZATION	L SUM	0.3	\$ 250,000.00	\$ 75,000	\$ 128,536.82	
		MANHOLE SANITARY	EA	20	\$ 7,500.00	\$ 150,000	\$ 257,073.64	
		REMOVE GATE VALVE & BOX	EA	10	\$ 500.00	\$ 5,000	\$ 8,569.12	
		GATE VALVE & BOX 6IN	EA	0	\$ 3,300.00	\$ -	\$ -	
		GATE VALVE & BOX 8IN	EA	0	\$ 4,800.00	\$ -	\$ -	
		GATE VALVE & BOX 10IN	EA	0	\$ 7,500.00	\$ -	\$ -	
		GATE VALVE & BOX 16IN	EA	8	\$ 17,200.00	\$ 137,600	\$ 235,822.22	
		GATE VALVE & BOX 24IN	EA	0	\$ 75,000.00	\$ -	\$ -	
		HYDRANT-INSTALL 5IN	EA	16	\$ 7,500.00	\$ 120,000	\$ 205,658.91	
		REMOVE HYDRANT	EA	16	\$ 2,000.00	\$ 32,000	\$ 54,842.38	
		WATER SERVICE LINE 1IN	LF	500.00	\$ 75.00	\$ 37,500	\$ 64,268.41	
		TEMPORARY WATER SERVICE	L SUM	1	\$ 25,000.00	\$ 25,000	\$ 42,845.61	
		WATERMAIN 6IN PVC	LF	0	\$ 150.00	\$ -	\$ -	
		WATERMAIN 8IN PVC	LF	0.00	\$ 200.00	\$ -	\$ -	
		WATERMAIN 10IN PVC	LF	0	\$ 225.00	\$ -	\$ -	
		WATERMAIN 16IN PVC	LF	2572	\$ 250.00	\$ 643,000	\$ 1,101,989.00	
		24IN WATERMAIN	LF	0.00	\$ 300.00	\$ -	\$ -	
		CURB STOP & BOX 1IN	EA	20	\$ 2,000.00	\$ 40,000	\$ 68,552.97	
		CONNECT TO EXISTING MAIN	EA	20	\$ 2,000.00	\$ 40,000	\$ 68,552.97	
		12IN SANITARY SEWER PIPE	LF	3,000.00	\$ 225.00	\$ 675,000	\$ 1,156,831.38	
		15IN SANITARY SEWER PIPE	LF	333.00	\$ 250.00	\$ 83,250	\$ 142,675.87	
		18IN SANITARY SEWER PIPE	LF	890.00	\$ 300.00	\$ 267,000	\$ 457,591.08	
		30IN SANITARY SEWER PIPE	LF	1,225.00	\$ 400.00	\$ 490,000	\$ 839,773.89	
		6IN SEWER SERVICE PIPE	LF	700	\$ 150.00	\$ 105,000	\$ 179,951.55	
		FITTING-DUCTILE IRON	LBS	16000	\$ 12.00	\$ 192,000	\$ 329,054.26	
						\$ 3,338,350	Non Participating	\$ 5,721,345.25
						\$ 667,670	20% Contingency	\$ 1,144,269.05
						\$ 4,006,020	Total	\$ 6,865,614.30
						\$ 13,526,818	Grand Total	\$ 23,182,588.28

\$ 9,520,798	Fed Aid Eligible	\$ 16,316,973.99
\$ 7,705,181	Federal	\$ 13,205,327.05
\$ 952,080	State	\$ 1,631,697.40
\$ 863,536	City	\$ 1,479,949.54
\$ 4,006,020	NP	\$ 6,865,614.30

**URBAN REGIONAL**  
**PROJECT SCOPING WORKSHEET**

**Date:** 12-3-25**Priority #:** 4**City:** Fargo**County:** Cass**Street:** 52<sup>nd</sup> Avenue S – Timber Parkway to University Drive**Length:** 5836'**Proposed Improvement:** Concrete pavement repair.**Cost Estimate**

Preliminary Engineering:	750,000
Construction Engineering:	750,000
ROW:	0
Utility Relocations:	0
Construction Cost (Participating):	11,808,962
Bridge Cost:	0
<u>Non-Participating Costs:</u>	<u>0</u>
<b>Total:</b>	<b>13,308,962</b>

**Existing Road****Surface Width:** 86'**Surface Type:** Concrete**ADT Present:** 21,580**ADT Year:** 2022**On-Street Parking Situation:**

Existing:	<b><u>None</u></b>	One Side	Both Sides	Angle	Parallel
Proposed:	<b><u>None</u></b>	One Side	Both Sides	Angle	Parallel

**Proposed Improvements****Travel Way Width:** 11' lanes**ADT Design:** NA**Design year:** NA**No. of Lanes:** 5 lanes

**Design Speed:** 40 mph

**Roadway Width:** 86'

**Maximum Curve:** NA

**Maximum Grade:** NA

**Min. R/W Width:** 130'

**Right of Way**

<b>Will Additional ROW or easement be acquired?</b>	Yes	<b><u>No</u></b>
<b>ROW acquisition by:</b>	City	<b><u>NDDOT</u></b>
<b>Has any ROW easements been acquired since 7-1-72:</b>	<b><u>Yes</u></b>	No
<b>ROW Condemnation by:</b>	City	<b><u>NDDOT</u></b>
<b>Est. No. of occupied family dwelling to be displaced?</b>	0	
<b>Est. No. business to be displaced?</b>	0	

**Impacts**

**Will there be any additional Impacts (Cultural and Environmental Resources):** None anticipated

**Will there be any impacts to 4(f) or 6(f) properties:** No

**Airports:** No

**Public Hearings:** No

**Environmental Classification (Cat-Ex, EA, EIS):** Environmental Checklist anticipated

**Transportation Enhancements:** Sidewalk on one side, shared use path on the other exist today, no changes anticipated.

**Intermodal:** No

**Pedestrian Needs:** No.

**Highway/Railroad Crossings:** No

RR Name:

No. of Crossings:

No. of Tracks & Type of Crossing:

Daily Train Movements:

Train Speed:

Present Protection:

Proposed Protection:

**Purpose and Need Statement**

This roadway section is 17 years old. The roadway is a concrete urban section with dowel bars. The purpose and need of the project is to repair broken and cracked panels now to prevent additional and more expensive repairs in the future.

### **Existing Conditions**

**When was the current street section built?**

2008.

**Has there been any additional maintenance to the street section?**

No.

**How many driving lanes and turning lanes does the street section currently have and what is the widths of the driving and turning lanes?**

There are between 5 and 7 driving lanes on this roadway and the widths of each driving lane is 11'.

**If the pavement section is asphalt, is there any alligator cracking, longitudinal cracking, transverse cracking, raveling, bituminous patching or rutting?**

NA

**If the pavement section is concrete, are there any broken slabs, faulting, bituminous patching, joint spalling, transverse cracking, or longitudinal cracking?**

The concrete pavement is in decent condition with a few broken slabs and corner cracks.

**Any existing geometric concerns?**

No.

**Are there any access points to adjoining properties that present a special concern?**

No.

**Are there any existing sidewalks or shared use path in place?**

Yes, and they are in good condition.

**What is the condition of the existing storm sewer?**

Good condition.

**Will any additional storm sewer work need to be done along with this project?**

None anticipated.

**What is the condition of the city's water and sewer line?**

Good condition.

**Will any work have to be done to the city's water and sewer lines along with this project?**

None anticipated.

**Describe the existing lighting system currently in place? What type of standards and luminaires are currently being used?**

40' high highway poles with LED fixtures. The plan would be to leave them as-is.

**What intersections currently have traffic signals? Are there any locations that have a high accident rate? Are additional turning lanes needed?**

There are 4 traffic signals along the corridor, no high crash rates along the corridor and no additional turn lanes are needed.

**Remarks:**

City Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

District Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

**Note:** Please attach a map showing location and extent of the project, detailed cost estimate, and any additional supporting documents.









**ENGINEER'S PRELIMINARY ESTIMATE**  
**Concrete Pavement Repair**  
**52nd Ave S from Timber Parkway to University Drive**  
**Estimated 2030 Bid Prices**

Line	Name	Quantity	Unit	Unit Value \$	Extended Value \$
<b>Paving</b>					
	Mobilization	1	LS	\$ 462,733.00	\$ 462,733
	Temp Safety Fence	350	LF	\$ 9.00	\$ 3,150
	Remove Pavement	8418	SY	\$ 76.00	\$ 639,768
	Repair Inlet	28	EA	\$ 6,109.00	\$ 168,608
	Modify Inlet Type A	28	EA	\$ 6,220.00	\$ 171,672
	Topsoil Import	166	CY	\$ 95.00	\$ 15,732
	Boulevard Grading	304	SY	\$ 39.00	\$ 11,840
	Clean & Seal Concrete Joints	158700	LF	\$ 8.00	\$ 1,269,600
	F&I Curb and Gutter Standard	3726	LF	\$ 108.00	\$ 402,408
	Remove Curb and Gutter	4140	LF	\$ 39.00	\$ 161,460
	Repair Pavement - Partial Depth	690	SF	\$ 212.00	\$ 146,280
	F&I Pavement 11" Thick Doweled Concrete	8418	SY	\$ 323.00	\$ 2,719,014
	Rem & Repl Pavement 7" Thick Reinc Concrete	69	SY	\$ 338.00	\$ 23,322
	F&I Median Nose Conc	207	SY	\$ 350.00	\$ 72,450
	F&I Sidewalk Curb	414	LF	\$ 100.00	\$ 41,400
	F&I Sidewalk 4" Thick Reinf Conc	1656	SY	\$ 217.00	\$ 359,352
	F&I Sidewalk 6" Thick Reinf Conc	828	SY	\$ 245.00	\$ 202,860
	Remove Sidewalk	2484	SY	\$ 58.00	\$ 144,072
	F&I Impressioned 6" Thick Reinf Conc	690	SY	\$ 367.00	\$ 253,230
	F&I Det Warn Panels Cast Iron	897	SF	\$ 145.00	\$ 130,065
	F&I Casting - Inlet	28	EA	\$ 4,554.00	\$ 125,690
	F&I Casting - Standard Manhole	28	EA	\$ 2,333.00	\$ 64,391
	F&I Casting - Floating	28	EA	\$ 4,221.00	\$ 116,500
	Casting to Grade	83	EA	\$ 1,888.00	\$ 156,326
	GV Box to Grade	41	EA	\$ 1,111.00	\$ 45,995
	Repair Pavement - Patch Asphalt	138	SY	\$ 278.00	\$ 38,364
	F&I Traffic Surface Gravel	345	Ton	\$ 84.00	\$ 28,980
	Mill/Grind Conc Pavement	27600	SY	\$ 21.00	\$ 579,600
	Mulching Type 1 Hydro	2484	SY	\$ 5.00	\$ 12,420
	Seeding Type C	2484	SY	\$ 5.00	\$ 12,420
	Stormwater Management	1	LS	\$ 12,772.00	\$ 17,625
	Inlet Protection - Existing	69	EA	\$ 334.00	\$ 23,046
	Traffic Control	1	LS	\$ 780,156.00	\$ 1,076,615
	Construction Signing	276	SF	\$ 31.00	\$ 8,556
	Flagging	2070	MHR	\$ 95.00	\$ 196,650
	Traffic Control - Changeable Message Board	6	EA	\$ 11,173.00	\$ 61,675
	F&I Rock Mulch	41	Ton	\$ 306.00	\$ 12,668
<b>Paving</b>					<b>\$ 9,976,539</b>
<b>Signing</b>					<b>\$ 27,764</b>
<b>Pavement Marking</b>					<b>\$ 601,553</b>
<b>Street Lights</b>					<b>\$ 277,640</b>
<b>Traffic Signals</b>					<b>\$ 925,466</b>
<b>Total Construction Cost</b>					<b>\$ 11,808,962</b>

**URBAN REGIONAL**  
**PROJECT SCOPING WORKSHEET**

**Date:** 12-3-25**Priority #:** 5**City:** Fargo**County:** Cass**Street:** 19<sup>th</sup> Avenue N – 18<sup>th</sup> Street to Dakota Drive**Length:** 3470'

**Proposed Improvement:** Full street reconstruction between 18th Street and Dakota Drive. Current roadway is a 4-lane roadway save the areas near the intersections of Dakota Drive and 18<sup>th</sup> Street, where the roadway transitions to a 5-lane roadway. We would match this section, but east of Dakota Drive we would plan to add a 4' gore area on the centerline to provide a buffer distance between directions.

**Cost Estimate**

Preliminary Engineering:	1,000,000
Construction Engineering:	1,000,000
ROW:	0
Utility Relocations:	0
Construction Cost (Participating):	13,816,746
Bridge Cost:	0
<u>Non-Participating Costs:</u>	<u>3,335,006</u>
<b>Total:</b>	<b>19,151,752</b>

**Existing Road****Surface Width:** 50'**Surface Type:** Asphalt over concrete**ADT Present:** 17,360**ADT Year:** 2022**On-Street Parking Situation:**

Existing:	<u>None</u>	One Side	Both Sides	Angle	Parallel
Proposed:	<u>None</u>	One Side	Both Sides	Angle	Parallel

**Proposed Improvements****Travel Way Width:** 11' lanes**ADT Design:** 25,400

**Design year:** 2045

**No. of Lanes:** 4 lane between Dakota Drive and 18<sup>th</sup> Street, but up to 5 lanes at intersections

**Design Speed:** 50 mph

**Roadway Width:** 50' - 72'

**Maximum Curve:** NA

**Maximum Grade:** NA

**Min. R/W Width:** 200'

#### **Right of Way**

<b>Will Additional ROW or easement be acquired?</b>	Yes	<u><b>No</b></u>
<b>ROW acquisition by:</b>	City	<u><b>NDDOT</b></u>
<b>Has any ROW easements been acquired since 7-1-72:</b>	<u><b>Yes</b></u>	No
<b>ROW Condemnation by:</b>	City	<u><b>NDDOT</b></u>
<b>Est. No. of occupied family dwelling to be displaced?</b>	0	
<b>Est. No. business to be displaced?</b>	0	

#### **Impacts**

**Will there be any additional Impacts (Cultural and Environmental Resources):** None anticipated

**Will there be any impacts to 4(f) or 6(f) properties:** No

**Airports:** Hector International Airport adjacent, but no impacts anticipated

**Public Hearings:** No

**Environmental Classification (Cat-Ex, EA, EIS):** Documented Cat-Ex anticipated

**Transportation Enhancements:** Shared use path on north side, the plan is to replace.

**Intermodal:** This is a heavily used route to get to the Fargo International Airport.

**Pedestrian Needs:** No

**Highway/Railroad Crossings:** No

RR Name:

No. of Crossings:

No. of Tracks & Type of Crossing:

Daily Train Movements:

Train Speed:

Present Protection:

Proposed Protection:

#### **Purpose and Need Statement**

To replace a pavement that has lived its useful life and to improve safety along this important corridor in north Fargo.

### **Existing Conditions**

#### **When was the current street section built?**

The current section was built in 1981.

#### **Has there been any additional maintenance to the street section?**

In 2023 we added a 2" asphalt overlay on it.

#### **How many driving lanes and turning lanes does the street section currently have and what is the widths of the driving and turning lanes?**

Current roadway is a 4-lane roadway save the areas near the intersections of Dakota Drive and 18th Street, where the roadway transitions to a 5-lane roadway. All lanes are 12' wide lanes.

#### **If the pavement section is asphalt, is there any alligator cracking, longitudinal cracking, transverse cracking, raveling, bituminous patching or rutting?**

NA

#### **If the pavement section is concrete, are there any broken slabs, faulting, bituminous patching, joint spalling, transverse cracking, or longitudinal cracking?**

The current section is concrete, and there are broken slabs, faulting, joint spalling all throughout the corridor.

#### **Any existing geometric concerns?**

No.

#### **Are there any access points to adjoining properties that present a special concern?**

No.

#### **Are there any existing sidewalks or shared use path in place?**

There is an 8' asphalt path between 18th Street and Dakota Drive. This will be replaced as part of the project as it is in disrepair.

#### **What is the condition of the existing storm sewer?**

Good condition with minimal work anticipated.

**Will any additional storm sewer work need to be done along with this project?**

It is unknown at this time, but will be evaluated as part of the design. This road gets inundated with runoff from the south side between 18th Street and Dakota Drive, and that will be examined as part of this project.

**What is the condition of the city's water and sewer line?**

It appears that the existing sanitary sewer line is in good condition, but the existing watermain between 18th Street and Dakota Drive is Asbestos Cement Pipe, so this will be replaced with the project. It is located in the south boulevard.

**Will any work have to be done to the city's water and sewer lines along with this project?**

Yes, the watermain will be replaced with this project.

**Describe the existing lighting system currently in place? What type of standards and luminaires are currently being used?**

The existing lighting is a mix of pole heights, as near the airport runway they are 12' spun fiberglass poles, but away from there, they are 40' poles with high pressure sodium fixtures. We plan on replacing all poles and fixtures, matching the existing heights, and installing LED fixtures on them. We would anticipate to nearly double the amount of poles to improve the light intensity along the corridor.

**What intersections currently have traffic signals? Are there any locations that have a high accident rate? Are additional turning lanes needed?**

There are two traffic signals, one at Dakota Drive, and the other at 18<sup>th</sup> Street. I don't believe there are high crash rate intersections, and we don't plan on adding turn lanes.

**Remarks:**

For additional information, please refer to the attached 19th Avenue N Corridor Study that was completed by FM Metro COG and SRF Consulting that was adopted in 2012.

City Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

District Engineer: \_\_\_\_\_

Date: \_\_\_\_\_

**Note:** Please attach a map showing location and extent of the project, detailed cost estimate, and any additional supporting documents.

Project Location Map – 19<sup>th</sup> Avenue N – Dakota Drive to 18<sup>th</sup> Street





Engineer's Opinion of Cost  
19th Ave N - Dakota Drive to 18th St  
12-3-2025

					2030 costs	
Spec	Code	Item Description	Unit	Quantity	Unit Cost	Total Cost
		CONTRACT BOND	L SUM	0.7	\$ 85,691	\$ 59,984
		REMOVAL OF PAVEMENT	SY	24,277.00	\$ 38	\$ 915,343
		REMOVAL OF PIPE ALL TYPES AND SIZES	LF	0.00	\$ 51	\$ -
		REMOVAL OF MANHOLES	EA	0	\$ 4,285	\$ -
		REMOVAL OF INLETS	EA	12	\$ 1,285	\$ 15,424
		COMMON EXCAVATION-TYPE A	CY	10,000.00	\$ 34	\$ 342,765
		TOPSOIL	CY	2,000.00	\$ 69	\$ 137,106
		WATER	M GAL	500	\$ 31	\$ 15,424
		SEEDING CLASS III	ACRE	3	\$ 12,854	\$ 38,561
		HYDRAULIC MULCH	ACRE	3	\$ 12,854	\$ 38,561
		SALVAGED BASE COURSE	SY	24,277.00	\$ 69	\$ 1,664,260
		10IN NON-REINF CONCRETE PVMT CL AE-DOWELED	SY	24,277.00	\$ 189	\$ 4,576,716
		RAILING	LF	0.00	\$ 257	\$ -
		MOBILIZATION	L SUM	0.7	\$ 428,456	\$ 299,919
		TRAFFIC CONTROL	L SUM	1.00	\$ 171,382	\$ 171,382
		TEMPORARY CURB RAMP	EA	0	\$ 1,714	\$ -
		GEOSYNTHETIC MATERIAL TYPE G	SY	24,277.00	\$ 7	\$ 166,426
		UNDERDRAIN PIPE PVC PERFORATED 4IN	LF	6930	\$ 24	\$ 166,275
		MANHOLE 48IN	EA	0	\$ 13,711	\$ -
		MANHOLE 72IN	EA	0	\$ 25,707	\$ -
		MANHOLE 96IN	EA	0	\$ 51,415	\$ -
		INLET-TYPE 2	EA	6	\$ 11,140	\$ 66,839
		INLET-TYPE 2 DOUBLE	EA	6	\$ 16,281	\$ 97,688
		CURB & GUTTER-TYPE I	LF	6,930.00	\$ 55	\$ 380,058
		SIDEWALK CONCRETE REINF	SY	3,850.00	\$ 111	\$ 428,885
		DRIVEWAY CONCRETE 6IN REINFORCED	SY	1,000.00	\$ 163	\$ 162,813
		DETECTABLE WARNING PANELS	SF	100	\$ 129	\$ 12,854
		Signing	L SUM	1	\$ 25,707	\$ 25,707
		Pavement Markings	L SUM	1	\$ 428,456	\$ 428,456
		INTERIM TRAFFIC SIGNALS	EA	0	\$ 85,691	\$ -
		REMOVE TRAFFIC SIGNAL SYSTEM	EA	1	\$ 17,138	\$ 17,138
		TRAFFIC SIGNAL SYSTEM	EA	1	\$ 599,838	\$ 599,838
		Signal Fiber	L SUM	1	\$ 171,382	\$ 171,382
		Street Lighting	L SUM	1	\$ 514,147	\$ 514,147
		Retaining Wall Repair	L SUM	0	\$ 428,456	\$ -
		AUTUMN BLAZE MAPLE	EA	0	\$ 857	\$ -
		PIPE CONC REINF 12IN CL II-STORM DRAIN	LF	0	\$ 343	\$ -
		PIPE CONC REINF 15IN CL III-STORM DRAIN	LF	0.00	\$ 360	\$ -
		PIPE CONC REINF 18IN CL III-STORM DRAIN	LF	0	\$ 283	\$ -
		PIPE CONC REINF 24IN CL III-STORM DRAIN	LF	0	\$ 428	\$ -
		PIPE CONC REINF 27IN CL III-STORM DRAIN	LF	0	\$ 471	\$ -
		PIPE CONC REINF 30IN CL III-STORM DRAIN	LF	0	\$ 514	\$ -
		PIPE CONC REINF 36IN CL III-STORM DRAIN	LF	0	\$ 600	\$ -
		PIPE CONC REINF 48IN CL III-STORM DRAIN	LF	0	\$ 857	\$ -
		PIPE CONC REINF 54IN CL III-STORM DRAIN	LF	0	\$ 1,285	\$ -

\$ 11,513,955 Total Fed Participating  
\$ 2,302,791 20% Contingency  
\$ 13,816,746 Total

Water and Sanitary Sewer - Non-Federal Aid Eligible

					Totals	
		CONTRACT BOND	L SUM	0.3	\$ 85,691	\$ 25,707
		REMOVAL OF PIPE ALL TYPES AND SIZES	LF	6,566.00	\$ 34	\$ 225,059
		REMOVAL OF MANHOLES	EA	4	\$ 3,428	\$ 13,711
		MOBILIZATION	L SUM	0.3	\$ 428,456	\$ 128,537
		MANHOLE SANITARY	EA	4	\$ 12,854	\$ 51,415
		REMOVE GATE VALVE & BOX	EA	5	\$ 857	\$ 4,285
		GATE VALVE & BOX 6IN	EA	0	\$ 5,656	\$ -
		GATE VALVE & BOX 8IN	EA	0	\$ 8,226	\$ -
		GATE VALVE & BOX 10IN	EA	0	\$ 12,854	\$ -
		GATE VALVE & BOX 16IN	EA	5	\$ 29,478	\$ 147,389
		GATE VALVE & BOX 24IN	EA	0	\$ 128,537	\$ -
		HYDRANT-INSTALL 5IN	EA	8	\$ 12,854	\$ 102,829
		REMOVE HYDRANT	EA	8	\$ 3,428	\$ 27,421
		WATER SERVICE LINE 1IN	LF	0.00	\$ 129	\$ -
		TEMPORARY WATER SERVICE	L SUM	0	\$ 42,846	\$ -
		WATERMAIN 6IN PVC	LF	0	\$ 257	\$ -
		WATERMAIN 8IN PVC	LF	0.00	\$ 343	\$ -
		WATERMAIN 10IN PVC	LF	0	\$ 386	\$ -
		WATERMAIN 16IN PVC	LF	2804	\$ 428	\$ 1,201,391
		24IN WATERMAIN	LF	0.00	\$ 514	\$ -
		CURB STOP & BOX 1IN	EA	0	\$ 3,428	\$ -
		CONNECT TO EXISTING MAIN	EA	2	\$ 3,428	\$ 6,855
		12IN SANITARY SEWER PIPE	LF	0.00	\$ 386	\$ -
		15IN SANITARY SEWER PIPE	LF	0.00	\$ 428	\$ -
		18IN SANITARY SEWER PIPE	LF	0.00	\$ 514	\$ -
		36IN SANITARY SEWER PIPE	LF	1,082.00	\$ 686	\$ 741,743
		6IN SEWER SERVICE PIPE	LF	0	\$ 257	\$ -
		FITTING-DUCTILE IRON	LBS	5000	\$ 21	\$ 102,829

\$ 2,779,172 Non Participating  
\$ 555,834 20% Contingency  
\$ 3,335,006 Total  
\$ 17,151,752 Grand Total

\$ 13,816,746 Fed Aid Eligible  
\$ 11,181,892 Federal  
\$ 1,381,675 State  
\$ 1,253,179 City  
\$ 3,335,006 NP



**To:** Policy Board  
**From:** Adam Altenburg, AICP  
**Date:** December 11, 2025  
**Re:** **Railway-Highway Crossings (Section 130) Program Projects**

The Railway-Highway Crossings (Section 130) Program provides funds for the elimination of hazards at public railway-highway crossings. The program has been correlated with a significant decrease in fatalities at railway-highway grade crossings. The Infrastructure Investment and Jobs Act (IIJA) includes an annual set-aside for railway-highway crossing improvements from the Highway Safety Improvement Program (HSIP) apportionment.

Two projects have been identified for 2026 Section 130 funding.

Section 130 Projects:

- Fargo – New Crossing Surface at 4<sup>th</sup> Street N near Main Avenue on KO Subdivision (\$250,000.00)
- Fargo – New Crossing Surface at 7<sup>th</sup> Avenue N near 14<sup>th</sup> Street N on Hillsboro/Prosper Subdivision (\$200,000.00)

At their regular meeting on December 11<sup>th</sup> the TTC unanimously recommended approval of the Section 130 project applications to the Policy Board.

**Requested Action:**

Recommend support of the Section 130 projects as identified.

**To:** Policy Board members  
**From:** Ben Griffith, AICP, Executive Director  
**Date:** December 11, 2025  
**Re:** **Revision to Metro COG Paid Holidays**

Metro COG staff enjoys eight paid holidays, two “floating” holidays, and a half day off for Christmas Eve. Thanksgiving Day is one of the paid holidays, while the Friday after Thanksgiving Day is not. Staff inquired about the Friday after Thanksgiving Day becoming a paid holiday, which was brought before the Executive Committee. The Executive Committee responded that Metro COG staff could replace one of their other holidays for the Friday after Thanksgiving.

After much discussion amongst the Metro COG staff, the consensus was to replace the “floating” (Birthday) holiday for the Friday after Thanksgiving. This decision was relayed to the Executive Committee at their regular meeting on December 1, 2025, who then directed that the item be placed on the December 18 Policy Board agenda.

**Requested Action:** Approval to revise the Metro COG paid holiday schedule to include the Friday after Thanksgiving and removal of the “floating” Birthday holiday, effective for 2026.



**To:** Policy Board members  
**From:** Ben Griffith, AICP, Executive Director  
**Date:** December 11, 2025  
**Re:** **2026 Employee Salary Adjustment**

Metro COG collected the 2026 salary adjustment information from local jurisdictions throughout the metropolitan area. This information is generally reviewed by the Executive Committee and Policy Board when deliberating an annual salary adjustment for Metro COG staff. Local salary adjustments for 2026 are as follows:

Cass County	2.40%
Clay County	4.00%
City of Fargo	3.00%
City of Moorhead	6.00%
City of West Fargo	2.50%
City of Horace	2.50%
City of Dilworth	3.50%
<b>Average</b>	<b>3.41%</b>

Metro COG's 2026 budget estimate assumed a salary increase of 3%. With a 3% salary adjustment, our total personnel loaded wage amount is approximately \$1,080,664.

Variations of the 3% increase in half-percent increments are as follows:

% Salary Increase	Personnel Total Loaded Wages	Difference from Budget Estimate
1.50%	\$1,064,452	-\$16,212
2.00%	\$1,069,856	-\$10,808
2.50%	\$1,075,260	-\$5,404
3.00%	\$1,080,664	---
3.25%	\$1,083,366	+\$2,702
3.41%	\$1,085,095	+\$4,431
3.50%	\$1,086,068	+\$5,404
4.00%	\$1,091,472	+\$10,808
4.50%	\$1,096,876	+\$16,212

Each half-percent increase or decrease results in a difference of approximately \$2,702. The chart above shows a line with a 3.41% increase to reflect the

average of the local jurisdictions. The chart also shows a 3.25% increase which was the increase amount approved by the Policy Board for 2025. As a reminder, Metro COG generally follows the City of Fargo's salary ranges and steps. If a salary adjustment above 3.00% is used, some adjustments will need to be made to the overhead budget to accommodate the additional personnel costs, which would trigger an amendment to the 2026-2027 UPWP.

At their regularly scheduled meeting on December 1, 2025, the Executive Committee recommended an annual employee salary adjustment of 3.00% for Metro COG employees.

**Requested Action:** Approve the 2026 Metro COG Annual Employee Salary Adjustment of 3.00% for all Metro COG employees.



**To:** Metro COG Policy Board  
**From:** Dan Farnsworth  
**Date:** December 15, 2025  
**Re:** **Resubmittal of Cass County/Kindred TA Application**

On December 19, 2024, Metro COG submitted a Transportation Alternatives (TA) grant application to NDDOT for a Cass County shared use path project within the City of Kindred.

The application went through Metro COG's standard evaluation and approval process as follows: review/scoring by the Bicycle & Pedestrian Committee on December 4, 2024, review by the TTC on December 12, 2024, and approval by the Policy Board on December 19, 2024.

On December 10<sup>th</sup>, 2025 Metro COG was notified that the application was lost/misplaced sometime after submittal to NDDOT. Since the application was lost/misplaced, it was not evaluated with the other TA applications which were submitted in 2024. NDDOT apologizes for this issue.

After talking with the current NDDOT TA manager it is recommended that Metro COG resubmit this application so that it can be evaluated with the other applications which will be submitted this year. Therefore, Metro COG will resubmit the application by the December 31, 2025 deadline.

To bolster and endorse the application, Metro COG is bringing it to the Policy Board again for approval prior to submitting to NDDOT. For reference **attached** is the application.

**Requested Action:**

Approval of the Cass County/Kindred TA grant application





## Highway Department

Telephone: 701-298-2370  
Fax: 701-298-2395  
SMB-HWY@casscountynd.gov

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10/31/24

Pam Wenger  
Transportation Alternatives & Special Programs  
NDDOT

**Subject:**

TA Application

**Project Name:**

Cass County Road 15 Shared Use Path

**Project Location:**

The East Side of County Road 15, from Kindred to State Hwy 46

**Project Contact:**

Cass County Highway Department

**Contact Person:**

Kyle Litchy  
1201 Main Ave West  
West Fargo, ND 58078  
701-298-2380  
[litchyk@casscountynd.gov](mailto:litchyk@casscountynd.gov)

**Project Sponsor:**

Cass County Commission

**Sponsoring Official:**

Thomas Soucy, PE, County Engineer  
1201 Main Ave West  
West Fargo, ND 58078  
701-298-2370

**Project Description:**

Cass County Road 15 Shared Use Path is the planned reconstruction of an existing asphalt shared use path that is at the end of its life. The existing path connects State Highway 46 to Kindred Elementary School on the East side of Cass County Road 15. The existing path was originally constructed in 1998 and overlaid in 2006. Since 2006 there have been no improvements to this



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path, and it is showing major deterioration which is starting to cause safety concerns from residents. There were also no ADA compliant ramps installed with the original construction.

The reconstruction will include removing existing 8' wide asphalt path and replacing along the same alignment with a 10' wide, 5" thick Concrete shared use path with ADA compliant ramps at intersections adjacent to Cass County Road 15, in Kindred ND. Along with the reconstruction we also plan to construct an RRFB pedestrian crossing on the south side of 53<sup>rd</sup> St SE. This crossing will provide needed accessibility and connectivity across Cass County Road 15 on the south end of town between other pedestrian facilities.

The Project runs North and South for approximately 5,500' along the east side of Cass County Road 15 from State Highway 46 (South) to the Kindred Elementary School (North). The North end of the project will connect into the existing sidewalk facilities throughout the City of Kindred. The South end of the project dead ends at the new Korner Plaza gas station and convenience store. The South end also accommodates the subdivision south of State Highway 46 with access to Kindred by way of a path. We have provided an option on this application that would entail constructing another RRFB pedestrian crossing across State Highway 46 to better connect the south end of the existing path to the mentioned subdivision on the south side of the highway. This option would hinge on the NDDOT's appetite for an RRFB pedestrian crossing in this area.

In the project area, Cass County Road 15 is a two lane rural section with 2 – 12' driving lanes and 2 – 6' shoulders. Currently there is a concrete sidewalk on west side of Cass County Road 15 from Dakota St to 53<sup>rd</sup> St SE, and an asphalt shared use path on the east side of Cass County Road 15 from the Kindred Elementary School to State Highway 46. There are two flashing crossings across Cass County Road 15, one at Spruce St and one at Elm St. However, there are no crossings from Elm St to State Highway 46.

This project most directly benefits subdivision south and east of Kindred, including Newport ridge, Woodlawn estates, and Evergreen lanes.

This project is a joint application between Cass County and the City of Kindred, and when the project is completed, it will greatly improve pedestrian connectivity from the south end to the north end of Kindred.



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### **Project Cost:**

The Project is estimated to have a total construction cost of \$1,056,162.00 (\$1,091,162.00 including Option 1). See attachment 3 for the Engineers estimate.

- A. 80% Federal = \$844,929.60
- B. 20% Local = \$211,232.40
  - a. Cass County 10% = \$105,616.20
  - b. City of Kindred 10% = \$105,616.20
- C. The Preliminary Engineering and Construction Engineering will be done with Cass County forces, we will not be asking for any reimbursement for this portion of the project.

### **What TA category best fits your project?:**

- A. Construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with Americans with Disabilities Act of 1990.**
- B. Construction of infrastructure related projects that will substantially improve the ability of students to walk and bicycle to school.
- C. Construction of infrastructure related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- D. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
- E. Construction of turnouts, overlooks, and viewing areas.
- F. Community improvement activities, including:
  - Historic preservation and rehabilitation of historic transportation facilities that are continuing to, or upon rehabilitation, function for their intended transportation purpose;
  - Vegetation management practices in transportation rights of way to improve roadway safety, prevent against invasive species, and provide erosion control;
  - Archaeological activities relating to impacts from implementation of a transportation project; and



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- Streetscape improvements and corridor landscaping.

G. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:

- Address storm water management, control and water pollution User prevention or abatement related to highway construction or due to highway runoff, including activities described in 23 U.S.C. 133(b)(11), 328(a), and 329; or
- Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitat.

### **Supporting Data:**

**1. Is your project part of an identified recreation of transportation plan? If so, explain.**

Yes. Two planning documents identify the need for this project.

- 1) The Cass County Comprehensive & Transportation Plan adopted in 2018 identifies the need for continued safety improvements and preservation to existing county facilities.
- 2) The Cass County Comprehensive Highway & Bridge 5 Year Plan from 2025-2029 identifies the mission as stated “To provide and maintain an efficient, safe, environmentally responsible, and cost-effective county road system that effectively meets the citizen’s needs for personal mobility and the movement of freight consistent with the importance of the economy.”

**2. Is your project tied to another project? If so, please explain.**

No, this is a standalone project.

**3. How does your project fit with similar projects in your community and/or region?**

This project will connect with other sidewalks through the City of Kindred, as well as connect existing and future subdivision south of town in this growing community. 10ft wide shared use pathways along county arterials are common practice for Cass County through urban and rural cities.

**4. Provide documentation of governmental agencies that are in support of this project. Also, please provide documentation of support, if any, from general public, other groups, and organizations.**

This project was endorsed by partner agencies and organizations with an interest in promoting safe transportation alternatives in Cass County, such as the City of Kindred, Kindred School District, and the Kindred Parks and Rec.

### **Public Accessibility:**

Cass County will be the owner of the project once completed and the public will have access to



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path at all times. Cass County also works with the City of Kindred during winter months to clear snow to keep path accessible.

### **Matching Funds Provided By:**

Cass County & City of Kindred

### **Will Right of Way for this Project be Needed?**

No.

### **Maintenance of this Project Will Be Provided By:**

Cass County will take care of any path maintenance, and City of Kindred will take care of clearing snow during winter months.

### **Environmental Impacts:**

- **Land Use - Describe changes or potential changes this project will have upon land use in the vicinity.**  
This project enhances existing land uses in the vicinity by providing for increased transportation choices between the City's newest housing development, the schools, commercial zones, and the old town area. Increased multi-modal infrastructure and transportation choices are proven to foster higher land values and promote the highest and best uses of undeveloped and underdeveloped land.
- **Farmland - If any farmlands are to be used for this project, identify what their present usage is.**  
N/A
- **Social - Describe the project's impact upon the neighborhood and community.**  
Increasing choices for walking and biking to schools and amenities has broad social benefits. In particular, this project has 1) public health benefits as it expands the network in which one can walk or bike, and 2) promotes equity by enhancing transportation options to access services for those who cannot drive a car.
- **Section 4(f) & 6(f) - Are there any impacts to Section 4(f) or Section 6(f) properties?**  
No.
- **Economic - Describe the project's economic impact.**  
This project creates opportunities for residents to safely access commercial amenities without having to drive, as the pathway directly connects the Kindred School District and





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Kindred Parks facilities to residential developments south of town. The economic impact of this is threefold:

1. The project will make city amenities more accessible, promoting equity and choice.
  2. Public investment in facilities that foster more walkable communities increases land value, thus promoting higher quality development.
  3. Enhanced the City's sustainability through a balanced transportation system, which will lessen the maintenance costs on other facilities.
- **Relocation - Will this project require the displacement of any people or businesses?**  
No.
  - **Wetlands - Will this project result in fill material being placed in any wetlands?**  
No.
  - **Floodplain - Is this project within a floodplain?**  
No.
  - **Threatened or Endangered Species - Are there any threatened or endangered species in the project vicinity?**  
No.
  - **Cultural Resources - Are there any properties on or eligible to be on the National Register of Historic Places in the project vicinity?**  
No.
  - **Hazardous Waste - Are there any hazardous waste sites in the area?**  
No.



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### **Required Signatures and Dates:**

**Contact Person:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Responsible Official:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**MPO Official:** \_\_\_\_\_

**Date:** \_\_\_\_\_



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### **Attachments:**

1. Attachment No. 1 – Project Location Map
2. Attachment No. 2 – Proposed Typical Section
3. Attachment No. 3 – Engineer's Opinion of Probable Cost
4. Attachment No. 4 – Letters of Support



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps Contributors, County of Cass, ND, State of North Dakota, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

# TA GRANT APPLICATION

Date: 11/14/2024

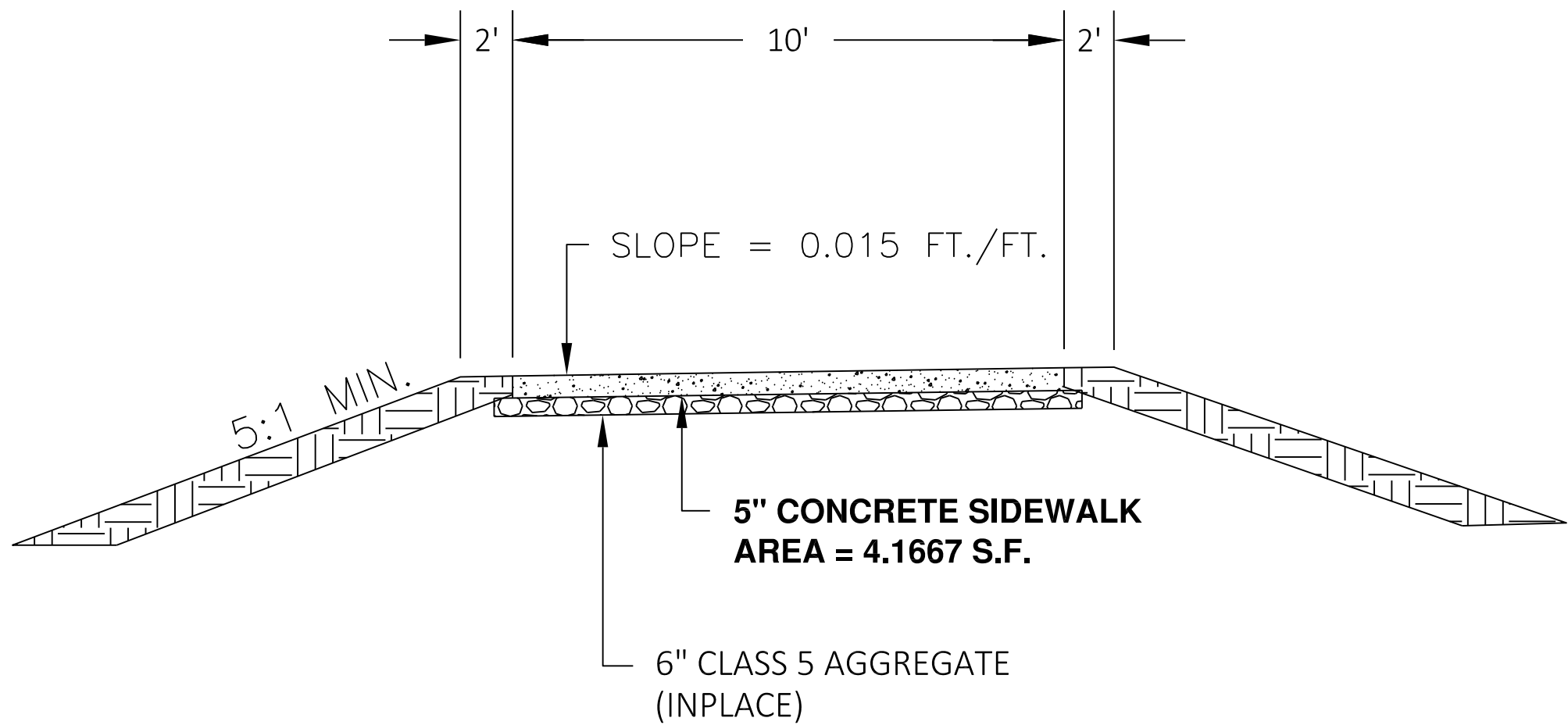
Cass County Government

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.





STATE	PROJECT NUMBER	SECTION NO.	SHEET NO.
N.D.	CASS COUNTY ROAD 15 SHARED USE PATH	30	1



CASS COUNTY HIGHWAY DEPARTMENT  
CASS COUNTY ROAD 15 SHARED USE PATH  
TYPICAL SECTION



CASS COUNTY HIGHWAY DEPARTMENT							
TA GRANT APPLICATION SIDEWALK CONCRETE KINDRED, ND SHARED USE PATH						ENGINEER'S ESTIMATE	
ITEM	SPEC NO.	CODE NO.	DESCRIPTION	UNITS	ESTIMATED QUANTITIES	UNIT COST	TOTAL
1	103	100	CONTRACT BOND	L SUM	1	\$15,000.00	\$15,000.00
2	202	114	REMOVAL OF CONCRETE PAVEMENT	SY	75	\$30.00	\$2,250.00
3	202	132	REMOVAL OF BITUMINOUS SURFACING	SY	5,000	\$20.00	\$100,000.00
4	202	170	REMOVAL OF PIPES ALL TYPES & SIZES	LF	84	\$40.00	\$3,360.00
5	203	109	TOPSOIL	CY	750	\$10.00	\$7,500.00
6	251	300	SEEDING CLASS III	ACRE	1.25	\$3,500.00	\$4,375.00
7	253	201	HYDRAULIC MULCH	ACRE	1.25	\$4,000.00	\$5,000.00
8	261	112	FIBER ROLL 12IN	LF	200	\$5.00	\$1,000.00
9	302	407	RESHAPE AGGREGATE BASE COURSE	STA	55	\$500.00	\$27,500.00
10	430	500	COMMERCIAL GRADE HOT MIX ASPHALT	TON	150	\$250.00	\$37,500.00
11	702	100	MOBILIZATION	L SUM	1	\$50,000.00	\$50,000.00
12	704	1000	TRAFFIC CONTROL SIGNS	UNIT	500	\$3.00	\$1,500.00
13	704	1054	SIDEWALK BARRICADE	EA	10	\$75.00	\$750.00
14	704	1060	DELINIATER DRUMS	EA	40	\$30.00	\$1,200.00
15	714	5200	PIPE CORR STEEL .079IN 24IN	LF	90	\$125.00	\$11,250.00
16	714	5820	END SECT CORR STEEL .064IN 24IN	EA	6	\$600.00	\$3,600.00
17	750	120	SIDEWALK CONCRETE 5IN REINF	SY	6,150	\$85.00	\$522,750.00
18	750	1016	DRIVEWAY CONCRETE 6IN REINFORCED	SY	250	\$150.00	\$37,500.00
19	750	2115	DETECTABLE WARNING PANELS	SF	120	\$60.00	\$7,200.00
20	754	110	FLAT SHEET FOR SIGNS-TYPE XI REFL SHEETING	SF	100	\$35.00	\$3,500.00
21	754	206	STEEL GALV POSTS-TELESCOPING PERFORATED TUBE	LF	200	\$25.00	\$5,000.00
22	762	1325	PREFORMED PATTERNED PVMT MK 24IN LINE-GROOVED	LF	48	\$50.00	\$2,400.00
23	772	2110	FLASHING BEACON-POST MOUNTED	L SUM	1	\$30,000.00	\$30,000.00
						<b>TOTAL =</b>	<b>\$880,135.00</b>
						<b>CONTINGENCY 20% =</b>	<b>\$176,027.00</b>
						<b>GRAND TOTAL =</b>	<b>\$1,056,162.00</b>
						<b>20% LOCAL SHARE =</b>	<b>\$211,232.40</b>
						<b>80% FEDERAL SHARE =</b>	<b>\$844,929.60</b>
OPTION 1							
23	772	2110	FLASHING BEACON-POST MOUNTED	L SUM	1	\$30,000.00	\$30,000.00
23	772	2110	PREFORMED PATTERNED PVMT MK 24IN LINE-GROOVED	LF	100	\$50.00	\$5,000.00
						<b>TOTAL =</b>	<b>\$35,000.00</b>
						<b>GRAND TOTAL WITH OPTION 1 =</b>	<b>\$1,091,162.00</b>
						<b>20% LOCAL SHARE WITH OPTION 1 =</b>	<b>\$218,232.40</b>
						<b>80% FEDERAL SHARE WITH OPTION 1 =</b>	<b>\$872,929.60</b>

Kindred Parks and Rec

[Kindredparks@outlook.com](mailto:Kindredparks@outlook.com)

November 6, 2024

Cass County Highway Department

1201 Main Ave W

West Fargo, ND 58078

Cass County Highway Department:

Dear Grant Committee,

I am writing this letter with great enthusiasm to support the grant application for updating the bike path in Kindred, Cass County, ND. This bike path stands as a crucial lifeline for our community, significantly enriching the lives of our residents and supporting the mission of the Parks and Recreation team.

The bike path is a cherished asset, especially during the vibrant spring and summer months when children and families flock to it for leisure and exercise. Even in the winter, it serves as a safe haven for dedicated walkers, joggers, and runners seeking to maintain their fitness routines.

As the Kindred community continues to grow, the importance of this bike path cannot be overstated. Many neighborhoods lack adequate sidewalks, or the existing ones are in disrepair, making activities like biking, scootering, and walking challenging. The bike path provides a safe, welcoming space where residents can learn to ride bikes, reconnect with friends, or simply enjoy a family stroll. Our collaboration with the public library to create StoryWalks along the path has been a tremendous success, further enhancing its value to the community.

The bike path is integral to our mission of offering spaces and recreational opportunities for all community members to gather, celebrate, and engage in activities that promote health and well-being. We firmly believe that updating the bike path will ensure it continues to serve as a vital resource for our citizens.

We hope this letter highlights the significance of the bike path and the profound impact its update will have on our community. Should you have any questions, please do not hesitate to reach out. Thank you for considering our application and for your commitment to fostering community well-being.

Warm regards,

Mike Brown Director of Parks and Recreation

# City of *Kindred*



October 31, 2024

To Whom it may concern:

The City Council of Kindred, ND offers our support for Cass County's efforts to enhance the usability and safety of the shared-use bike path along County Road 15. The bike path is considered integral infrastructure and plays an important role in the connectivity and growth development in the city of Kindred.

Kindred is a small, rural community with about 990 residents, and GROWING. We currently have approximately 350 homes and 30 businesses within our city limits with new housing developments and commercial properties currently being built in Kindred. Kindred is also home to the rapidly-growing Kindred Public School District which serves more than 800 students from six communities comprising 400 square miles.

Our residents love the bike path! It provides a safe space, year-round, for walking, running, and biking for our residents seeking fresh, outdoor air to get their exercise and say hi to a neighbor. Increasing the width and upgrading from asphalt to concrete will provide an easier-to-maintain surface with increased longevity and less maintenance.

A frequent topic of discussion in regard to the county road running through the middle of Kindred is pedestrian safety. County Road 15 is the main thoroughfare to access all of Kindred and also sees a lot of agricultural equipment traffic. The County's plan to install a flashing crossing at the intersection of County Road 15 and Sheyenne St will enhance connectivity, and most importantly, increase safety by alerting drivers to the heavily used crossing, especially so near the child care center that utilizes it.

We fully support and would love to see the bike path grow as the Kindred community grows. We would welcome the opportunity to collaborate on the updates and support other possible enhancements such as lighting the path to provide a safe and secure space to use no matter the time of day.

We passionately support Cass County's plans for upgrades to the shared use path in Kindred and look forward to working with the County to make this happen.

Regards,

Darrell Kersting  
Mayor

## Fargo-Moorhead Metropolitan Council of Governments Resolution 2024-R054

### Approval of North Dakota Rural Transportation Alternatives (TA) Projects

**WHEREAS**, The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) has been designated by the Governors of North Dakota and Minnesota as the Metropolitan Planning Organization (MPO) for the greater Fargo, North Dakota – Moorhead, Minnesota metropolitan area; and

**WHEREAS**, Metro COG exceeded population threshold of 200,000 on October 1, 2023 designating it a Transportation Management Area (TMA) as defined in 23 CFR 450.310.c; and

**WHEREAS**, North Dakota Department of Transportation (NDDOT) released a solicitation for projects on the North Dakota TA funding source due to NDDOT by December 31, 2024 to be funded in federal fiscal year 2027; and

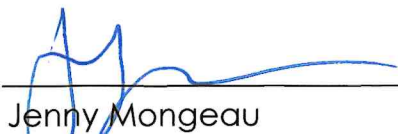
**WHEREAS**, The Metro COG Transportation Technical Committee met at its regularly scheduled meeting on December 12, 2024 and evaluated the project submitted in response to the NDDOT solicitation; and

**WHEREAS**, The Metro COG Policy Board met at its regularly scheduled meeting on December 19, 2024 to consider the project submitted in response to the NDDOT solicitation.

**THEREFORE, BE IT RESOLVED**, that the Metro COG Policy Board approves the received project for the North Dakota TA funding source as seen below.

Jurisdiction	Project	Project Cost
Cass County	Reconstruction of Shared Use Path along Highway 15 in Kindred, ND	\$1,091,162

Approved this 19<sup>th</sup> day of December, 2024.



Jenny Mongeau  
Metro COG Policy Board Vice Chair



Ben Griffith  
Metro COG Policy Board Secretary

**To:** Policy Board  
**From:** Aiden Jung  
**Date:** December 18, 2025  
**Re:** **2026 Household and Jobs Data Purchase**

Every five years, Metro COG acquires regional household and employment datasets which are used to develop the regional Traffic Demand Model (TDM). The datasets provide the basis for the Trip Generation step of the TDM, and reflect the base-level conditions of the region, ultimately informing trip origins and destinations and trip distribution. Each dataset (employment and household) is comprised of numerous attributes, including the geographic area or specific address.

Two vendors were contacted, including Data-Axle, and Claritas. Both were provided a specifications sheet outlining the data needs. Such attributes include (but are not limited to):

**Household Dataset:**

- People per Household
- Household Income
- Age (especially school age children)
- Vehicle Ownership

**Employment Dataset:**

- National American Industry Classification System (NAICS) 2-digit code
- Number of People Employed
- Address

Metro COG staff met with both vendors virtually and communicated with each through email and phone conversations, reviewed examples of each vendor's data, and solicited formal quotes of the costs to provide the datasets. Metro COG staff reviewed the cost proposals and compared that with the data the company could provide.

After reviewing each vendor's data capabilities and cost proposals, staff concluded that Data-Axle offers the best fit for Metro COG's needs. Data-Axle can provide the required datasets for \$7,492.24, which is within the programmed budget amount allocated for this task in the UPWP. The attached evaluation summary further details staff's analysis of both vendors and the basis for recommending Data-Axle.



This purchase meets the ND State purchasing threshold as a Level 1 “micro” purchase. Upon Policy Board approval, Metro COG will begin working with Data-Axel to set up the data collection parameters and time frame well in advance of when we want the data collected.

At their regular meeting on December 11<sup>th</sup> the TTC unanimously recommended approval of the data purchase to the Policy Board.

**Requested Action:** Selection of Data-Axel as the preferred vendor to supply employment and household data to Metro COG, and subsequent authority for the Metro COG Executive Director to enter into a contract with Data-Axle.

**To:** Policy Board  
**From:** Adam Altenburg, AICP  
**Date:** December 11, 2025  
**Re:** **Metro COG Regional Freight Plan RFP**

Metro COG is seeking proposals for the Metro COG Regional Freight Plan. The expected deliverables for this project are a series of short-term and long-term strategies and guidance for processes and policies to guide future investments to facilitate the mobility of truck and rail freight movements within and through the Fargo-Moorhead MSA. The new Metro COG Regional Freight Plan will address a number of logistical, infrastructure, land use, and economic impact issues that have been created due to the area's significant population and industry growth over the past two decades. These include:

- Assessing the current state of air, truck, and rail freight system operations and identifying ways to effectively prioritize and address future freight congestion issues, key regional bottlenecks (if any), infrastructure deficiencies, potential technologies to increase flow and safety, and land use requirements and policies;
- Identifying links that connect mobility of air, truck, and rail freight modalities to regional economic development goals and addressing key opportunities, gaps, and barriers to improve and promote economic development and job growth within the region's logistics and manufacturing industries as it relates to transportation and/or transportation planning; and
- Aligning recommendations and action steps for regional partners based on the Infrastructure Investment and Jobs Act (IIJA), NDDOT, and MnDOT requirements, including qualitative performance measurement strategies that are responsive to federal and state freight mobility and efficiency goals.

A significant amount of analysis work is expected to be undertaken as part of this process, along with the identification of best practices from other regions around the country with similar logistic, economic, and land use attributes and environments. The selected consultant team will play an important role in aligning previous freight planning efforts in order to prepare a comprehensive regional freight plan that is consistent with regional goals and objectives. The final outcome of the regional freight plan will be a set of strategic recommendations and guidance that outlines decision-making processes and targeted regional actions and policies for priority investments within both urban and rural environments in the Fargo-Moorhead MSA. Further, the regional freight plan must

be in conformance with IIJA recommendations and guidelines, and planned in accordance with statewide freight planning efforts in both North Dakota and Minnesota.

The Metro COG Regional Freight Plan has a not-to-exceed budget of \$175,000, of which \$140,000 will be funded with CPG funds.

At their regular meeting on December 11<sup>th</sup> the TTC unanimously recommended approval of the Regional Freight Plan RFP to the Policy Board.

**Requested Action:** Approve the Metro COG Regional Freight Plan RFP.

**FARGO-MOORHEAD  
METROPOLITAN COUNCIL OF GOVERNMENTS**

**REQUEST FOR PROPOSALS (RFP)**

**PROJECT NO. 2026-234**

***Metro COG Regional  
Freight Plan***

*for the Fargo-Moorhead Metropolitan Area*

*December 2025*

**APPROVED:**

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**Ben Griffith**  
**Metro COG, Executive Director**

## **REQUEST FOR PROPOSALS (RFP)**

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) is seeking requests for proposals from qualified consultants for the following:

### **Metro COG Regional Freight Plan**

Qualifications based selection criteria will be used to analyze proposals from responding consultants. The most qualified consultant teams will be invited to interview in-person, virtually, or in a hybrid format. Upon completion of technical ranking and interviews, Metro COG will enter into negotiations with the top ranked firm. **Sealed cost proposals shall be submitted with the RFP.** The cost proposal of the top-ranked firm will be opened during contract negotiations. Those firms not selected for direct negotiations will have their unopened cost proposals returned. Metro COG reserves the right to reject any or all submittals. This project will be funded, in part, with federal transportation funds and has a not-to-exceed budget of **\$175,000**.

Interested firms can request a full copy of the RFP by telephoning 701.532.5100, or by email: [metrocoog@fmmetrocoog.org](mailto:metrocoog@fmmetrocoog.org). Copies will be posted on the North Dakota Department of Transportation website (<https://www.dot.nd.gov>) and will also be available for download in PDF format at [www.fmmetrocoog.org](http://www.fmmetrocoog.org). All applicants must be prequalified with the North Dakota Department of Transportation (NDDOT). If not prequalified with the NDDOT, applicants will be required to submit a completed Standard Form 330 with their submittal of information.

All proposals received by **4:30 p.m. (Central Time) on Thursday, January 29, 2026** at Metro COG's office will be given equal consideration. Respondents must submit one (1) PDF of the proposal, and one (1) sealed hard copy of the cost proposal. The full length of the proposal should not exceed thirty (30) pages; including any supporting material, charts, or tables.

A PDF of the proposal may be emailed or delivered by USB. Hard copies of sealed cost proposals shall be delivered to the contact below:

Adam Altenburg, AICP  
Fargo-Moorhead Metropolitan Council of Governments  
One 2<sup>nd</sup> Street North, Suite 232  
Fargo, ND 58102-4807  
[altenburg@fmmetrocoog.org](mailto:altenburg@fmmetrocoog.org)  
701.532.5105

Fax versions will not be accepted as substitutes for hard copies. Once submitted, the proposals will become the property of Metro COG.

**Note:** This RFP can be made available in alternative formats for persons with disabilities by contacting the contact above.



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## **I. Agency Overview**

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) serves as the Council of Governments (COG) and Metropolitan Planning Organization (MPO) for the greater Fargo, North Dakota – Moorhead, Minnesota metropolitan area. As the designated MPO for the Fargo-Moorhead metropolitan area, Metro COG is responsible under federal law for maintaining a continuous, comprehensive, and coordinated transportation planning process.

Metro COG is responsible, in cooperation with the North Dakota and Minnesota Departments of Transportation (NDDOT and MnDOT, respectively) and local planning partners, for carrying out the metropolitan transportation planning process and other planning issues of a regional nature. Metro COG represents 12 cities and portions of two counties that comprise the Metro COG region in these efforts.

## **II. Purpose of Request**

Metro COG is seeking proposals from qualified consultants to provide professional services in developing a regional freight plan for the Fargo-Moorhead Metropolitan Statistical Area (MSA), which encompasses Cass County, North Dakota, and Clay County, Minnesota.

The successful responder must demonstrate significant freight operational planning expertise, a strong knowledge of federal, state, and regional requirements, and technical economic development and land use strategic planning capabilities for the preparation of a strategic regional freight plan. The expected deliverable for this project is a comprehensive regional plan that provides project partners (public and private) with a series of short-term and long-term strategies and guidance for strategic processes and policies to guide future investments to facilitate the mobility of truck and rail freight movements within and through the Fargo-Moorhead MSA.

## **III. Project Background and Objective**

In 2016, Metro COG undertook its first regional freight plan to better understand and inform regional leaders about transportation service and infrastructure needs in the Fargo-Moorhead MSA. This plan examined freight infrastructure and freight service demands across all modes in the regional transportation network. It also provided an assessment of how goods move to, from, and within the Fargo-Moorhead MSA, and included infrastructure, policy, and operational improvements to support freight-dependent industries and regional economic growth. Eight years after the completion of this plan, Metro COG is looking at an update to its initial freight planning efforts.

The new Metro COG Regional Freight Plan will address a number of logistical, infrastructure, land use, and economic impact issues that have been created due to the area's significant population and industry growth over the past two decades. These include:

- Assessing the current state of air, truck, and rail freight system operations and identifying ways to effectively prioritize and address future freight congestion issues, key regional bottlenecks (if any), infrastructure deficiencies, potential technologies to increase flow and safety, and land use requirements and policies;
- Identifying links that connect mobility of air, truck, and rail freight modalities to regional economic development goals and addressing key opportunities, gaps, and barriers to improve and promote economic development and job growth within the region's logistics and manufacturing industries as it relates to transportation and/or transportation planning; and
- Aligning recommendations and action steps for regional partners based on the Infrastructure Investment and Jobs Act (IIJA), NDDOT, and MnDOT requirements, including qualitative performance measurement strategies that are responsive to federal and state freight mobility and efficiency goals.

A significant amount of analysis work is expected to be undertaken as part of this process, along with the identification of best practices from other regions around the country with similar logistic, economic, and land use attributes and environments. The selected consultant team will play an important role in aligning previous freight planning efforts in order to prepare a comprehensive regional freight plan that is consistent with regional goals and objectives.

The regional freight plan must take into account projected future growth of the Fargo-Moorhead MSA, key economic variables that are driving regional freight land use, job growth, and workforce development scenarios, and all applicable IIJA requirements and statewide freight and multimodal plans for performance measurement strategies and freight sector investments. The regional freight plan must include a set of strategies to guide state, regional, and local agencies in the implementation of freight plan findings and recommendations in both the short-term (1-5 years) and long-term (6-20 years).

The final outcome of the regional freight plan will be a set of strategic recommendations and guidance that outlines decision-making processes and targeted regional actions and policies for priority investments within both urban and rural environments in the Fargo-Moorhead MSA. Further, the regional freight plan must be in conformance with IIJA recommendations and guidelines, and planned in accordance with statewide freight planning efforts in both North Dakota and Minnesota.

#### **IV. Scope of Work and Performance Tasks**

Metro COG is seeking a consultant that can not only provide the typical qualifications necessary in the development of the freight plan but also can provide pro-activeness, vision, innovation, and collaboration in guiding project partners and stakeholders (public and private) in the development of future regional freight (primarily truck and rail) processes, policies and investments.

Outlined below is the scope of work that will guide development of the Metro COG Regional Freight Plan. Metro COG has included the following scope of work to provide interested consultants with insight into project intent, context, coordination, responsibilities, and other elements to help facilitate proposal development.

This outline is not necessarily all-inclusive, and the consultant may include in the proposal any additional performance tasks that will integrate innovative approaches to successfully complete the plan. At a minimum, the consultant shall be expected to develop analyses, strategies, policies, and/or deliverables for the following tasks:

**Task 1: Project Structure and Work Plan.** Building on the scope of work presented in their proposal, and incorporating any relevant changes made during contract negotiations, the consultant will prepare a detailed work plan and achievable timeline for the project anticipated to be completed by December 2026. The work plan will outline the overall approach, as well as specific actions and activities that will occur during the project and how these will result in a successful conclusion to the project.

**Task 2: Project Management and Coordination.** The consultant will be required to manage the project and coordinate with any subconsultants, as well as all project activities preparation and coordination of all data collection, data analysis, technical memorandum, and draft documents for the SRC. Metro COG shall be responsible for coordinating and scheduling SRC meetings and assisting the consultant in developing agendas. The consultant will be expected to work closely with Metro COG on coordination and distribution of materials as applicable to consultant work tasks, as well as responsible for the recording of meeting minutes. The consultant should also plan on weekly to biweekly updates between the consultant project manager and the Metro COG project manager.

This task also includes the preparation of monthly progress reports, documenting travel and expense receipts, and preparing and submitting invoices. When submitting progress reports, the consultant will be expected to outline the following subjects:

- Performed work;
- Upcoming tasks;
- Upcoming milestones;
- Status of scope and schedule; and
- Any issues to be aware of.

Development of the Metro COG Regional Freight Plan will be guided by a Study Review Committee (SRC), which will provide oversight and input into the development of study processes, policies and investments. The consultant should expect three meetings with the SRC. The SRC is scheduled to be comprised of area freight representatives and planning or engineering staff from each of Metro COG's seven primary jurisdictions: Fargo, West Fargo, Horace, and Cass County, ND; and Moorhead, Dilworth, and Clay County, MN.

**Task 3: Stakeholder and Public Engagement Program.** In compliance with Metro COG's adopted Public Participation Plan (PPP), the consultant will develop and implement a detailed stakeholder and public engagement program that seeks to gain authentic and meaningful public input from key stakeholders and community members. At minimum, the stakeholder and public engagement program should address the following:

- Identification of stakeholders;
- Engagement strategies and activities, tied back to reaching all identified stakeholder groups, including those difficult to reach;
- Timeline for engagement activities and desired type of stakeholder feedback at project checkpoints or milestones;
- Communication methods for sharing information; and
- Strategy for effective and consistent messaging across platforms and messengers.

The consultant will work with Metro COG to identify and contact relevant freight stakeholders for all transportation modes and incorporate their input into the regional freight plan. Activities may include personal interviews and/or small group discussions with representative groups of freight forwarders and brokers, third party logistics organizations, motor carriers, and others. Stakeholder input will be used to create a narrative description that will supplement analyses and other tasks described in this RFP. Stakeholder input will also be sought at each step throughout this planning process.

Metro COG will create a project webpage to keep stakeholders and community members informed of report activities and outcomes. This webpage will be located on Metro COG's website, and the consultant will work with Metro COG to provide information for the project webpage.



The consultant is encouraged to utilize creative methods, opportunities, and activities when collaborating, engaging, and informing stakeholders. The consultant is also encouraged to review [Promising Practices for Meaningful Public Involvement in Transportation Decision-Making](#) for additional insights.

**Task 4: Analysis of Existing Conditions for Truck, Air, and Rail Freight Mobility.** The consultant will develop a thorough analysis of current conditions and operations related to truck, air, and rail freight commodity flows within and through the Fargo-Moorhead MSA. The consultant team should provide a detailed description of the process they propose for conducting the analyses, including national, regional, or state data sources, or other information that will be used to thoroughly develop the existing conditions assessment. A detailed economic impact analysis of regional truck, air, and rail freight activity for the Fargo-Moorhead MSA is the key deliverable for this task.

**Task 5: Gap Analysis and Policy/Process Review.** The consultant will conduct a gap analysis that analyzes and evaluates existing and planned freight-related land uses, including facilities and infrastructure, with the Fargo-Moorhead MSA. Recommendations and findings from the analysis should be integrated into preferred growth scenarios developed under Metro COG's demographic forecasts or local comprehensive and other regionally focused plans. Metro COG will be developing updated socioeconomic and demographic forecasts for the Fargo-Moorhead metropolitan area concurrently with the Regional Freight Plan so coordination to the extent possible between these two studies is ideal. The expected outcome of the gap analysis is a GIS-based map identifying areas and facilities within the Fargo-Moorhead MSA that are critical to ensuring future efficient freight flows and mobility.

The consultant will also conduct a local and regional review of policies and processes that may impact the efficient delivery of goods in both the short and long term. Tools and strategies that assist regional policymakers and agencies in the development of freight land use policies and regulations consistent with future preferred growth and economic development scenarios should be included. In addition, federal and state regulations that may impact or affect proposed local development policy and process changes should be identified.

**Task 6: Freight Mobility Peer Review.** A peer review of four to six similarly sized regional areas will be conducted to compare freight mobility best practices in industry and government with the Fargo-Moorhead MSA. This deliverable should identify best practices in the areas of modal technology trends and applications utilized by the private sector to improve freight movement and increase efficiencies, land use, and regulatory and planning practices. For comparative purposes, the review should include regions with similar attributes to the Fargo-Moorhead MSA and focus on practices to attract industry, improve commodity flows, and provide regional economic benefits. Applicable industry technological

improvements in safety, security, and/or Intelligent Transportation Systems (ITS) should also be identified, as well as opportunities for public/private partnerships and initiatives within the Fargo-Moorhead MSA based on study findings.

**Task 7: Regional Freight Performance Measures.** Building off performance measures developed in Metro COG's previous freight plan and objectives and prioritization metrics developed in the 2050 Fargo-Moorhead Metropolitan Transportation Plan (MTP), the consultant will develop a targeted, quantitative set of regional freight performance measures and metrics. Based on information collected and analyzed from previous tasks, the consultant will identify processes and assignments that regional partners can undertake to ensure that freight performance data is responsive to both federal/state requirements for freight performance and regional economic development goals.

**Task 8: Prioritized List of Regional Needs.** A critical deliverable is a staged, prioritized list of freight mobility, infrastructure, process, and policy needs for use by Metro COG and area jurisdictions. A prioritized list of regional freight mobility needs is an expected outcome of this task. The list should include recommendations for policies and projects (transportation, infrastructure, safety improvements, etc.) for inclusion within Metro COG's Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP). Recommended needs should be identified as either short-term (1-5 years) or long-term (6-20 years) actions based on study findings, stakeholder inputs, and regional assessments.

**Task 9: Administrative Draft and Final Report.** The consultant will prepare an administrative draft of the regional freight plan for review and comment by the SRC. This draft is to be provided as an electronic PDF to SRC members. Comments received from the SRC will be incorporated in the final report.

Upon final review and consent by the SRC, the consultant will develop a final report that is visually appealing, easy for policymakers and stakeholders to understand, and clearly communicates recommendations and strategies. The report should be able to be used both digitally and in hard copy format. Specifically, the consultant should develop a final report that:

- Is clearly organized and communicates a clear message both graphically and with accompanying text;
- Is easy to read and understand; and
- Explains key implications as they relate to regional priorities to improve truck, air, and rail freight needs.

The consultant will provide Metro COG with appropriate correspondence for final review and approval of the regional freight plan by Metro COG's TTC and Policy Board. Metro COG will be responsible for presenting and achieving final recommendations and approval of the report.

**Task 10: Executive Summary/Fact Sheet.** Upon completion of the regional freight plan, the consultant will develop a brief executive summary or fact sheet in PDF format which relays all pertinent information in an easy-to-follow format. The summary should be concise and highly graphic, highlighting major analyses, recommendations, and strategies.

**Task 11: Deliverables.** Upon final completion, the consultant will be responsible for providing a reproducible original of the study in PDF format. All meeting summaries and technical analyses should be included in the appendix of the study. The consultant is expected to provide Metro COG with all data and study products.

**NOTE:** If the consultant wishes to modify or include additional tasks deemed necessary to successfully complete the study, this must be agreed to by Metro COG prior to issuing the notice to proceed.

## **V. Implementation Schedule**

### **1) Consultant Selection.**

Advertise for Consultant Proposals	approximately 12/22/2025
Deadline for RFP Clarifications/Questions	1/12/2026
Metro COG Response to RFP Clarifications/Questions	1/13/2026
Due Date for Proposal Submittals (by 4:30 p.m.)	1/29/2026
Review Proposals/Interview Finalists	(week of) 2/2/2026
Metro COG Board Approval/Consultant Notice	2/19/2026
Contract Negotiations/Signed Contract	(week of) 2/23/2026
QBS Submittal & Approval (between NDDOT & Metro COG)	(week of) 2/23/2026
Notice to Proceed*	Immediately after QBS Approval

**\*Notice to Proceed shall not be issued until the consultant has provided all materials required for contracting, including, but not limited to, the Proposed Sub-Consultant Request form (SFN 60232) and Prime Consultant Request to Sublet form (SFN 60233) form, if applicable, and the Qualifications Based Selection documentation has been fully compiled by Metro COG and submitted to and approved by the North Dakota Department of Transportation.**

### **2) Project Development (Major Milestones).**

Project Start-Up/Mobilization	approximately 3/2/2026
Draft Report Completion	September 2026
Final Report Completion	October 2026
Report Adoption	December 2026
Final Invoices Received	No later than 1/29/2027

## **VI. Evaluation and Selection Process**

**Selection Committee.** Metro COG will establish a selection committee to select a consultant. The selection committee will consist of Metro COG and members of Metro COG's Transportation Technical Committee (TTC).

The consultant selection process will be administered under the following criteria:

- 20% The consultant's related experience with similar projects, including the consultant's ability, familiarity, and involvement in handling similar types of activities
- 20% Specific qualifications of the consultant's project manager and key staff's experience related to the development of similar studies
- 20% The consultant's understanding of the project scope and knowledge of local/regional issues related to the study
- 20% The consultant's proposed project approach, methodology, and project management techniques
- 20% The consultant's current workload, availability of key personnel, and record of past performance

The selection committee will entertain formal in-person or virtual presentations for the top candidates to provide additional input into the evaluation process. Oral presentations will be followed by a question-and-answer period during which the selection committee may question the prospective consultants about their proposed approaches.

A consultant will be selected on February 19, 2026 based on an evaluation of the proposals submitted, the recommendation of the selection committee, and approval by Metro COG's Policy Board. Metro COG reserves the right to reject any or all proposals or to waive minor irregularities in said proposal, and reserves the right to negotiate minor deviations to the proposal with the successful consultant. Metro COG reserves the right to award a contract to the firm or individual that presents the proposal, which, in the sole judgement of Metro COG, best accomplishes the desired results.

The RFP does not commit Metro COG to award a contract, to pay any costs incurred in the preparation of the contract in response to this request, or to procure or contract for services or supplies. Metro COG reserves the right to withdraw this RFP at any time without prior notice.

All proposals, whether selected or rejected, shall become the property of Metro COG.



## **VII. Proposal Content and Format**

The proposal should demonstrate qualifications of the firm and its staff to undertake this project. It should also specify the proposed approach that best meets the RFP requirements. The proposal must address each of the service specifications under the Scope of Work and Performance Tasks.

At minimum, proposals shall include the following information:

- 1) **Contact Information.** Name, telephone number, email address, mailing address, and other contact information for the consultant's project manager.
- 2) **Introduction and Executive Summary.** This section shall document the firm name, business address (including telephone, email address(es), year established, type of ownership and parent company (if any), project manager name and qualifications, and any major features that may differentiate this proposal from others, if any.
- 3) **Work Plan and Project Approach Methodology.** Proposals shall include the following, at minimum:
  - a) Detailed work plan identifying the major tasks to be accomplished relative to the requested study tasks and expected product as outlined in this RFP;
  - b) A timeline for completion of the requested services, including all public outreach and stakeholder meetings, identifying milestones for development of the project, and completion of individual tasks;
  - c) List of projects with similar size, scope, type, and complexity that the proposed project team has successfully completed in the past;
  - d) List of the proposed principal(s) who will be responsible for the work, proposed Project Manager, and project team members (with resumes);
  - e) A breakout of hours for each member of the team by major task area, and an overall indication of the level of effort (percentage of overall project team hours) allocated to each task. Note that specific budget information is to be submitted in a sealed cost proposal as described in Section IX: General RFP Requirements;
  - f) A list of any subcontracted agencies, the tasks they will be assigned, the percent of work to be performed, and the staff that will be assigned;
  - g) List of client references for similar projects described within the RFP; and
  - h) Ability of firm to meet required time schedules based on current and known future workload of the staff assigned to the project.

- 4) **Signature.** Proposals shall be signed by an authorized member of the firm/project team.
- 5) **Attachments.** Review, complete, and submit the completed versions of the following RFP Attachments with the proposal:

Exhibit A – Cost Proposal Form (submit as sealed hard copy)  
Exhibit B – Required Federal Contract Provisions (for review purposes only)

### **VIII. Submittal Information**

A PDF of the proposal may be emailed or delivered by USB. Sealed cost proposals shall be submitted as hard copies. Hard copies of the sealed cost proposals may either be hand delivered or shipped to ensure timely delivery to the project manager as defined below:

Adam Altenburg, AICP  
Fargo-Moorhead Metropolitan Council of Governments  
One 2<sup>nd</sup> Street North, Suite 232  
Fargo, ND 58102-4807  
[altenburg@fmmetrocog.org](mailto:altenburg@fmmetrocog.org)  
701.532.5105

All proposals received by **4:30 p.m. on Thursday, January 29, 2026** will be given equal consideration. Respondents must submit one (1) PDF copy of the proposal. The full length of each proposal should not exceed thirty (30) pages; including any supporting material, charts, or tables.

The consultant may ask for clarifications of the RFP by submitting written questions to the Metro COG project manager identified above. Questions regarding this RFP must be submitted no later than January 12, 2026. Metro COG reserves the right to decline a response to any question if, in Metro COG's assessment, the information cannot be obtained and shared with all potential firms in a timely manner. All questions and responses will be forwarded to applicants and posted on Metro COG's website on January 13, 2026.

## **IX. General RFP Requirements**

- 1) **Sealed Cost Proposal.** All proposals must be clearly identified and marked with the appropriate project name; inclusive of a separately sealed cost proposal per the requirements of this RFP. Cost proposals shall be based on an hourly “not to exceed” amount and shall follow the general format as provided within Exhibit A of this RFP. Metro COG may decide, in its sole discretion, to negotiate a price for the project after the selection committee completes its final ranking. Negotiation will begin with the consultant identified as the most qualified per requirements of this RFP, as determined in the evaluation/selection process. If Metro COG is unable to negotiate a contract for services negotiations will be terminated and negotiations will begin with the next most qualified consultant. This process will continue until a satisfactory contract has been negotiated. The sealed cost proposal is required to include the following documentation:
  - a) Documentation from the ND Secretary of State detailing the prime consultant is in good standing and is licensed to do business in the State of North Dakota;
  - b) Documentation that the prime consultant is registered with the ND Board of Registration; and
  - c) Documentation showing registration with the federal System for Award Management (SAM.gov) that the prime consultant has not been suspended, debarred, voluntarily excluded, or deterred ineligible
- 2) **Consultant Annual Audit Information for Indirect Cost.** Consulting firms proposing to do work for Metro COG must have a current audit rate no older than fifteen (15) months from the close of the firms Fiscal Year. Documentation of this audit rate must be provided with the sealed cost proposal. Firms that do not meet this requirement will not qualify to propose or contract for Metro COG projects until the requirement is met. Firms that have submitted all the necessary information to Metro COG and are waiting for the completion of the audit will be qualified to submit proposals for work. Information submitted by a firm that is incomplete will not qualify. Firms that do not have a current cognizant Federal Acquisition Regulations (FARs) audit of indirect cost rates must provide this audit prior to the interview. **This documentation should be attached with the sealed cost proposal. The submitted Indirect Rate MUST match the Indirect Rate on all invoicing.**
- 3) **Debarment of Suspension Certification and Certification of Restriction on Lobbying.** See Exhibit B, Required Federal Contract Provisions regarding Debarment of Suspension and Restriction on Lobbying.
- 4) **Respondent Qualifications.** Respondents must submit evidence that they have relevant past experience and have previously delivered services similar to the requested services within this RFP. Each respondent may also be required to show that similar work has been performed in a satisfactory manner and that no claims of

any kind are pending against such work. No proposal will be accepted from a respondent whom is engaged in any work that would impair his or her ability to perform or finance this work.

- 5) **US DOT Policy Statement on Bicycle and Pedestrian Accommodations.** Consultants are advised to review and consider the *US DOT Policy Statement on Bicycle and Pedestrian Accommodation* issued in March of 2010 when developing written proposals.
- 6) **North Dakota Department of Transportation Consultant Administration Services Procedure Manual.** Applicants to this Request for Proposal are **required** to follow relevant and currently applicable procedures contained in the *NDDOT Consultant Administration Services Procedure Manual*, which includes prequalification of consultants. Copies of the Manual may be found on the NDDOT website at <https://www.dot.nd.gov/sites/www/files/documents/construction-and-planning/Consultant-Admin-Services-Procedures.pdf>.

#### **X. Contractual Information**

- 1) Metro COG reserves the right to reject any or all proposals or to award the contract to the next most qualified firm if the successful firm does not execute a contract within forty-five (45) days after the award of the proposal. Metro COG shall not pay for any information contained in proposals obtained from participating firms.
- 2) Metro COG reserves the right to request clarification on any information submitted and additionally reserves the right to request additional information of one (1) or more applicants.
- 3) Any proposal may be withdrawn up until the proposal submission deadline. Any proposals not withdrawn shall constitute an irrevocable offer for services set forth within the RFP for a period of ninety (90) days or until one or more of the proposals have been approved by Metro COG's Policy Board.
- 4) If, through any cause, the consultant shall fail to fulfill in a timely and proper manner the obligations agreed to, Metro COG shall have the right to terminate its contract by specifying the date of termination in a written notice to the firm at least ninety (90) working days before the termination date. In this event, the firm shall be entitled to just and equitable compensation for any satisfactory work completed.
- 5) Any agreement or contract resulting from the acceptance of a proposal shall be on forms either supplied by or approved by Metro COG and shall contain, as a minimum, applicable provisions of the RFP. Metro COG reserves the right to reject any agreement that does not conform to the RFP and any Metro COG requirements for agreements and contracts.

- 6) The consultant shall not assign any interest in the contract and shall not transfer any interest in the same without prior written consent of Metro COG.
- 7) The consultant agrees to not start any work on the project until the Qualifications Based Selection requirements have been satisfied and approved by the NDDOT, and Metro COG has provided the consultant with a notice to proceed.

#### **XI. Payments**

The selected consultant shall submit timely invoices to Metro COG within thirty (30) days of the invoice expense activity period. Payments shall be made to the consultant by Metro COG in accordance with the contract after all required services and tasks have been completed to the satisfaction of Metro COG.

#### **XII. Federal and State Funds**

The services requested within this RFP will be partially funded with funds from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). As such, the services requested by this RFP will be subject to federal and state requirements and regulations.

The services performed under any resulting agreement shall comply with all applicable federal, state, and local laws and regulations. In addition, this contract will be subject to the relevant requirements of 2 CFR 200.

#### **XIII. Title VI Assurances**

Prospective consultants should be aware of the following contractual requirements regarding compliance with Title VI should they be selected pursuant to this RFP:

- 1) **Compliance with Regulations.** The consultant shall comply with the regulations relative to nondiscrimination in federally assisted programs of the U.S. Department of Transportation, 49 CFR Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations).
- 2) **Nondiscrimination.** The consultant, with regard to the work performed by it, shall not discriminate on the grounds of race, color, national origin, sex, age, disability/handicap, or income status\*\*, in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The consultant shall not participate, either directly or indirectly, in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

- 3) **Solicitations for Subcontracts, Including Procurements of Materials and Equipment.** In all solicitations, either by competitive bidding or negotiation, made by the consultant for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the consultant of the contractor's obligations to Metro COG and the Regulations relative to nondiscrimination on the grounds of race, color, national origin, sex, age, disability/handicap, or income status\*\*.
- 4) **Information and Reports.** The consultant shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by Metro COG or NDDOT to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of a consultant is in the exclusive possession of another who fails or refuses to furnish this information, the consultant shall so certify to Metro COG, or NDDOT, as appropriate, and shall set forth what efforts it has made to obtain the information.
- 5) **Sanctions for Noncompliance.** In the event of the consultant's noncompliance with the nondiscrimination provisions as outlined herein, Metro COG shall impose such sanctions as it or FHWA may determine to be appropriate, including but not limited to:
  - a) Withholding of payments to the consultant under the contract until the consultant complies; and/or
  - b) Cancellation, termination, or suspensions of the contract, in part or in whole.
- 6) **Incorporation of Title VI Provisions.** The consultant shall include the provisions of Section XIII, paragraphs 1 through 5 in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto.

The consultant shall take such action with respect to any subcontract or procurement as Metro COG, the U.S. Department of Transportation, or FHWA may direct as a means of enforcing such provisions, including sanctions for noncompliance provided, however, that in the event a consultant becomes involved in, or is threatened with, litigation by a subcontractor or supplier as a result of such direction, the consultant may request Metro COG enter into such litigation to protect the interests of Metro COG; and, in addition, the consultant may request the United States to enter into such litigation to protect the interests of the United States.



\*\* The Act governs race, color, and national origin. Related Nondiscrimination Authorities govern sex, 23 USC 324; age, 42 USC 6101; disability/handicap, 29 USC 790; and low income, EO 12898.

#### **XIV. Termination Provisions**

Metro COG reserves the right to cancel any contract for cause upon written notice to the consultant. Cause for cancellation will be documented failure(s) of the consultant to provide services in the quantity or quality required. Notice of such cancellation will be given with sufficient time to allow for the orderly withdrawal of the consultant without additional harm to the participants or Metro COG.

Metro COG may cancel or reduce the amount of service to be rendered if there is, in the opinion of Metro COG, a significant increase in local costs; or if there is insufficient state or federal funding available for the service; thereby terminating the contract or reducing the compensation to be paid under the contract. In such event, Metro COG will notify the consultant in writing ninety (90) days in advance of the date such actions are to be implemented.

In the event of any termination, Metro COG shall pay the agreed rate only for services delivered up to the date of termination. Metro COG has no obligation to the consultant, of any kind, after the date of termination. The consultant shall deliver all records, equipment, and materials to Metro COG within twenty-four (24) hours of the date of termination.

#### **XV. Limitation on Consultant**

All reports and pertinent data or materials are the sole property of Metro COG and may not be used, reproduced, or released in any form without the explicit, written permission of Metro COG.

The consultant should expect to have access only to the public reports and public files of local governmental agencies and Metro COG in preparing the proposal or reports. No compilation, tabulation or analysis of data, definition of opinion, etc., should be anticipated by the consultant from the agencies, unless volunteered by a responsible official in those agencies.

#### **XVI. Conflict of Interest**

No consultant, subcontractor, or member of any firm proposed to be employed in the preparation of this proposal shall have a past, ongoing, or potential involvement which could be deemed a conflict of interest under North Dakota Century Code or other law. During the term of this agreement, the consultant shall not accept any employment or engage in any consulting work that would create a conflict of interest with Metro COG or in any way compromise the services to be performed

under this agreement. The consultant shall immediately notify Metro COG of any and all potential violations of this paragraph upon becoming aware of the potential violation.

**XVII. Insurance**

The consultant shall provide evidence of insurance as stated in the contract prior to execution of the contract.

**XVIII. Risk Management**

The consultant agrees to defend, indemnify, and hold harmless Metro COG and the State of North Dakota, its agencies, officers and employees, from and against claims based on the vicarious liability of Metro COG and the State or its agents, but not against claims based on Metro COG's and the State's contributory negligence, comparative and/or contributory negligence or fault, sole negligence, or intentional misconduct. The legal defense provided by consultant to Metro COG and the State under this provision must be free of any conflicts of interest, even if retention of separate legal counsel for Metro COG and the State is necessary. The consultant also agrees to defend, indemnify, and hold Metro COG and the State harmless for all costs, expenses and attorneys' fees incurred if Metro COG or the State prevails in an action against the consultant in establishing and litigating the indemnification coverage provided herein. This obligation shall continue after the termination of the contract.

The consultant shall secure and keep in force during the term of the contract, from insurance companies, government self-insurance pools or government self-retention funds authorized to do business in North Dakota, the following insurance coverage:

- 1) Commercial general liability and automobile liability insurance - minimum limits of liability required are \$500,000 per person and \$2,000,000 per occurrence.
- 2) Workforce Safety insurance meeting all statutory limits.
- 3) Metro COG and the State of North Dakota, its agencies, officers, and employees (State) shall be endorsed as an additional insured on the commercial general liability and automobile liability policies.
- 4) Said endorsements shall contain a "Waiver of Subrogation" in favor of Metro COG and the State of North Dakota.
- 5) The policies and endorsements may not be canceled or modified without thirty (30) days prior written notice to Metro COG and the State Risk Management Department.

The consultant shall furnish a certificate of insurance evidencing the requirements in 1, 3, and 4, to Metro COG prior to commencement of this agreement.

Metro COG and the State reserve the right to obtain complete, certified copies of all required insurance documents, policies, or endorsements at any time. Any attorney who represents the State under this contract must first qualify as and be appointed by the North Dakota Attorney General as a Special Assistant Attorney General as required under N.D.C.C Section 54-12-08.

When a portion of the work under the agreement is sublet, the consultant shall obtain insurance protection (as outlined above) to provide liability coverage to protect the consultant, Metro COG, and the State as a result of work undertaken by the subconsultant. In addition, the consultant shall ensure that any and all parties performing work under the agreement are covered by public liability insurance as outlined above. All subconsultants performing work under the agreement are required to maintain the same scope of insurance required of the consultant. The consultant shall be held responsible for ensuring compliance with those requirements by all subconsultants.

Consultant's insurance coverage shall be primary (i.e., pay first) as respects any insurance, self-insurance or self-retention maintained by Metro COG or the State of North Dakota. Any insurance, self-insurance or self-retention maintained by Metro COG or the State shall be excess of the consultant's insurance and shall not contribute with it. The insolvency or bankruptcy of the insured consultant shall not release the insurer from payment under the policy, even when such insolvency or bankruptcy prevents the insured consultant from meeting the retention limit under the policy. Any deductible amount or other obligations under the policy(ies) shall be the sole responsibility of the consultant. This insurance may be in a policy or policies of insurance, primary and excess, including the so-called umbrella or catastrophe form and be placed with insurers rated "A-" or better by A.M. Best Company, Inc. Metro COG and the State will be indemnified, saved, and held harmless to the full extent of any coverage actually secured by the consultant in excess of the minimum requirements set forth above.

### Exhibit A – Cost Proposal Form

**Cost Proposal Form** – Include completed cost form (see below) in a separate sealed envelope – labeled “**Sealed Cost Form – Vendor Name**” and submit concurrently with the technical proposal as part of the overall RFP response. The cost estimate should be based on a not to exceed basis and may be further negotiated by Metro COG upon identification of the most qualified contractor. Changes in the final contract amount and contract extensions are not anticipated.

### REQUIRED BUDGET FORMAT

Summary of Estimated Project Cost

1.	Direct Labor	Hours	x	Rate	=	Project Cost	Total
	Name, Title, Function	0.00	x	0.00	=	0.00	0.00
			x		=	0.00	0.00
			x		=	0.00	0.00
				Subtotal	=	0.00	0.00
2.	Overhead/Indirect Cost (expressed as indirect rate x direct labor)					0.00	0.00
3.	Subcontractor Costs					0.00	0.00
4.	Materials and Supplies Costs					0.00	0.00
5.	Travel Costs					0.00	0.00
6.	Fixed Fee					0.00	0.00
7.	Miscellaneous Costs					0.00	0.00
Total Cost					=	0.00	0.00

**Exhibit B – Required Federal Contract Provisions**

DRAFT

## Required Federal Contract Provisions

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### COMPLIANCE REVIEW NOTE:

*The federal contract provisions contained in this document were reviewed for compliance with applicable regulations as of November 6, 2025. While every effort has been made to ensure alignment with current federal requirements, users are advised that regulatory changes may occur. This document reflects the standards in effect at the time of review and does not constitute a commitment to update contract provisions retroactively unless required by law or funding agency directive.*

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### BUY AMERICA REQUIREMENTS

23 CFR 635.410

- (a) The provisions of this section shall prevail and be given precedence over any requirements of this subpart which are contrary to this section. However, nothing in this section shall be construed to be contrary to the requirements of § 635.409(a) of this subpart.
- (b) No Federal-aid highway construction project is to be authorized for advertisement or otherwise authorized to proceed unless at least one of the following requirements is met:
  - (1) The project either: (i) Includes no permanently incorporated steel or iron materials, or (ii) if steel or iron materials are to be used, all manufacturing processes, including application of a coating, for these materials must occur in the United States. Coating includes all processes which protect or enhance the value of the material to which the coating is applied.
  - (2) The State has standard contract provisions that require the use of domestic materials and products, including steel and iron materials, to the same or greater extent as the provisions set forth in this section.
  - (3) The State elects to include alternate bid provisions for foreign and domestic steel and iron materials which comply with the following requirements. Any procedure for obtaining alternate bids based on furnishing foreign steel and iron materials which is acceptable to the Division Administrator may be used. The contract provisions must (i) require all bidders to submit a bid based on furnishing domestic steel and iron materials, and (ii) clearly state that the contract will be awarded to the bidder who submits the lowest total bid based on furnishing domestic steel and iron materials unless such total bid exceeds the lowest total bid based on furnishing foreign steel and iron materials by more than 25 percent.
  - (4) When steel and iron materials are used in a project, the requirements of this section do not prevent a minimal use of foreign steel and iron materials, if the cost of such materials used does not exceed one-tenth of one percent (0.1 percent) of the total contract cost or \$2,500, whichever is greater. For purposes of this paragraph, the cost is that shown to be the value of the steel and iron products as they are delivered to the project.
- (c)
  - (1) A State may request a waiver of the provisions of this section if;
    - (i) The application of those provisions would be inconsistent with the public interest; or
    - (ii) Steel and iron materials/products are not produced in the United States in sufficient and reasonably available quantities which are of a satisfactory quality.
  - (2) A request for waiver, accompanied by supporting information, must be submitted in writing to the Regional Federal Highway Administrator (RFHWA) through the FHWA Division Administrator. A request must be submitted sufficiently in advance of the need for the waiver in order to allow time for proper review and action on the request. The RFHWA will have approval authority on the request.
  - (3) Requests for waivers may be made for specific projects, or for certain materials or products in specific geographic areas, or for combinations of both, depending on the circumstances.
  - (4) The denial of the request by the RFHWA may be appealed by the State to the Federal Highway Administrator (Administrator), whose action on the request shall be considered administratively final.
  - (5) A request for a waiver which involves nationwide public interest or availability issues or more than one FHWA region may be submitted by the RFHWA to the Administrator for action.



- (6) A request for waiver and an appeal from a denial of a request must include facts and justification to support the granting of the waiver. The FHWA response to a request or appeal will be in writing and made available to the public upon request. Any request for a nationwide waiver and FHWA's action on such a request may be published in the Federal Register for public comment.
- (7) In determining whether the waivers described in paragraph (c)(1) of this section will be granted, the FHWA will consider all appropriate factors including, but not limited to, cost, administrative burden, and delay that would be imposed if the provision were not waived.
- (d) Standard State and Federal-aid contract procedures may be used to assure compliance with the requirements of this section.

## **EQUAL EMPLOYMENT OPPORTUNITY CLAUSE**

41 CFR 60-1.4(b) and 2 CFR Part 200 Appendix II (C)

### **41 CFR 60-1.4(a)**

- (a) *Government contracts.* Except as otherwise provided, each contracting agency shall include the following equal opportunity clause contained in section 202 of the order in each of its Government contracts (and modifications thereof if not included in the original contract):

During the performance of this contract, the contractor agrees as follows:

- (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
- (3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (5) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (6) In the event of the contractor's non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further government contracts in accordance with procedures authorized in Executive

Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

- (7) The contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: *provided, however*, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

\* \* \* \* \*

- (c) *Subcontracts.* Each nonexempt prime contractor or subcontractor shall include the equal opportunity clause in each of its nonexempt subcontracts.
- (d) *Incorporation by reference.* The equal opportunity clause may be incorporated by reference in all Government contracts and subcontracts, including Government bills of lading, transportation requests, contracts for deposit of Government funds, and contracts for issuing and paying U.S. savings bonds and notes, and such other contracts and subcontracts as the Deputy Assistant Secretary may designate.
- (e) *Incorporation by operation of the order.* By operation of the order, the equal opportunity clause shall be considered to be a part of every contract and subcontract required by the order and the regulations in this part to include such a clause whether or not it is physically incorporated in such contracts and whether or not the contract between the agency and the contractor is written.
- (f) *Adaptation of language.* Such necessary changes in language may be made in the equal opportunity clause as shall be appropriate to identify properly the parties and their undertakings.

## **2 CFR Part 200 Appendix II (C)**

- (C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

## **USDOT DISADVANTAGED BUSINESS ENTERPRISE PROGRAM REQUIREMENTS**

49 CFR 26

- (a) Each financial assistance agreement you sign with a DOT operating administration (or a primary recipient) must include the following assurance:

The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation, and failure to carry out its

terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

- (b) Each contract you sign with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:

The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

#### **SANCTIONS AND PENALTIES FOR BREACH OF CONTRACT**

2 CFR Part 200 Appendix II (A)

- (A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

#### **TERMINATION FOR CAUSE AND CONVENIENCE – 2 CFR PART 200 APPENDIX II (B)**

- (B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

#### **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT**

CFR Part 200 Appendix II (F)

- (F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

#### **DEBARMENT AND SUSPENSION**

2 CFR Part 200 Appendix II (I)

- (I) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), "Debarment and Suspension." The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

**BYRD ANTI-LOBBYING AMENDMENT -**

2 CFR Part 200 Appendix II (J)

- (J) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award of \$100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.



**To:** Metro COG Policy Board  
**From:** Dan Farnsworth  
**Date:** December 11, 2025  
**Re:** **West 94 Area Transportation Plan**

In 2024, Metro COG in partnership with the City of West Fargo, the ND Department of Transportation, and the consultant team, Bolton & Menk, kicked off the West 94 Area Transportation Plan. This plan, at the request of the City of West Fargo, looks at transportation infrastructure necessary to meet the needs of a future growth area called the West 94 Area (located southwest of I-94, west of the Brooks Harbor neighborhood, and northeast of the FM Area Diversion).

Public and stakeholder involvement was an important component of this study. Public engagement was held in early 2025 which included a public open house and online engagement. Similarly, various stakeholder meetings were held throughout the course of the study.

At their regular meeting on December 11<sup>th</sup> the TTC unanimously recommended approval of the West 94 Area Transportation Plan to the Policy Board.

To view the study document, please visit:

<https://www.fmmetrocog.org/projects-rfps/west-94-area-transportation-plan-1>

**Requested Action:**

Approval of the West 94 Area Transportation Plan

**To:** Policy Board  
**From:** Michael Maddox, AICP  
**Date:** December 11, 2025  
**Re:** **Horace Downtown Neighborhoods Plan – Final Report**

Metro COG contracted with SRF Consulting Group in April of 2024 to complete the Horace Downtown Neighborhoods Plan. The purpose of this plan was to envision how transportation infrastructure in and around downtown could be improved. This included looking at how residents in the surrounding neighborhoods could access downtown. Unlike many of the new growth areas in Horace, the neighborhoods surrounding downtown were not developed with bicycle and pedestrian amenities.

The study provides a vision for the revitalization of downtown, streetscape improvements, intersection treatments, sidewalk and path options, as well as how to connect residents to key destinations/events in the community. The study remained neutral on the redevelopment of the former CHS elevator, which was purchased by the Diversion Authority, and provided options if the elevator was retained or redeveloped.

The plan was distributed to City of Horace staff for comments both during the draft and final stages of the Plan's development. Comments were received and reflected in the final document. However, the plan is currently being re-reviewed by City staff due to the separation of the planning director who served as the City's liaison to this project. Metro COG and the consultant met with members of the Horace City Council to review the plan. Councilmembers provided comments which were integrated into the document.

To view the final report, please visit the project page on Metro COG's website at: <http://fmmetrocog.org/projects-rfps/downtown-horace-home>

The Transportation Technical Committee (TTC) considered the final report at their December 11<sup>th</sup> meeting and unanimously recommended approval of the Horace Downtown Neighborhood Plan.

**Requested Action:** Approval of the final report of the Horace Downtown Neighborhoods Plan.



**To:** Policy Board  
**From:** Adam Altenburg and Aiden Jung, Metro COG  
**Date:** December 11, 2025  
**Re:** **2026-2030 Transit Development Plan**

In July 2024, Metro COG and MATBUS contracted with Bolton & Menk to develop the 2026-2030 Transit Development Plan (TDP). The TDP is a federally and state-required document that outlines a five-year strategy for improving public transit services in the Fargo-Moorhead metropolitan area. The plan assesses current transit operations, identifies community needs, and establishes goals, performance measures, and implementation strategies to maintain and enhance service. Additionally, a Coordinated Human Services Transportation Plan was developed to review and enhance the efficiency and effectiveness of the regional transportation system and its providers.

The TDP serves as both a planning and management tool, guiding future decisions regarding service changes, future investments, and coordination with other regional transit providers and transportation plans. Public outreach was conducted throughout the planning process to ensure the plan reflects community input and priorities.

The TDP and appendices can be found on Metro COG's website:

<https://fmmetrocog.org/projects-rfps/2026-2030-transit-development-plan>

Following a recommendation by the MATBUS Coordination Committee on October 15, the TDP was presented for approval to local jurisdictions in October and November. Additional comments were solicited and received by Metro COG's state and federal partners on December 1. At their regular meeting on December 11 the TTC unanimously recommended approval of the 2026-2030 Transit Development Plan to the Policy Board.

**Requested Action:** Approve the 2026-2030 Transit Development Plan.

**To:** Transportation Technical Committee  
**From:** Ben Griffith, AICP, Executive Director  
**Date:** December 11, 2025  
**Re:** **Metro Railroad Needs Study**

Metro COG, local jurisdictions and BNSF Railway began discussing the need for a study of key rail crossings or rail-related locations throughout the region nearly 3 years ago. These discussions centered around the growing need to evaluate the impacts of the existing rail infrastructure on urban mobility, safety, and long-term planning within the metro area. The parties identified the need for a comprehensive study that would assess current conditions and explore future improvements. Local jurisdictions also helped identify specific locations for inclusion in the study.

The consultant, HDR, began work on the study in June of 2024, looking at 15 locations, providing infrastructure evaluation, improvement options and planning-level cost estimates for each crossing. The study was guided by a Study Review Committee (SRC) consisting of representatives of Moorhead, Dilworth and Clay County in Minnesota, and Fargo, West Fargo and Cass County in North Dakota, as well as NDDOT, MnDOT and BNSF. A Stakeholder Committee, made up of representatives from MATBUS, school district transportation staff, first responders and community organizations was also convened to provide additional feedback.

Public engagement was a major part of the study with pop-up events held at the Rourke Art Museum in Moorhead during the Frostival Winter Warm Up and the Spring-A-Ding-Fling and 67<sup>th</sup> Annual Kiwanis Pancake Karnival Event at the FargoDome. Four advertised public meetings were held throughout July at the Rustad Recreation Center in West Fargo, the Downtown Public Library in Fargo, the Hjemkomst Center in Moorhead and the Dilworth Depot facility. An engagement summary is provided as an appendix to the study's final report. Presentations were provided to the elected bodies included in the study area. At their regular meeting on December 11, 2025, the TTC unanimously recommended approval of the Metro Railroad Needs Study.

To view the study document, please visit the project page on Metro COG's website at: <http://fmmetrocog.org/projects-rfps/metro-railroad-needs-study>

**Requested Action:** Recommend approval of the Metro Railroad Needs Study.

**To:** Policy Board members  
**From:** Ben Griffith, AICP, Executive Director  
**Date:** December 11, 2025  
**Re:** **Summary of Employee Benefits Presentation**

Each year, the Metro COG Personnel Policies Manual requires the Executive Director to provide a presentation to the Policy Board of all employee compensation and benefits. That particular section of the Personnel Policy is provided below.

#### ARTICLE III PERSONNEL ADMINISTRATION

##### **3.01 Responsibility of Executive Director**

The Executive Director is hereby directed to annually make public, by way of presentation to the Policy Board, all employee compensation and benefits. The Executive Director shall list the applicable Grade and Step of each employee, the status of each employee, and the benefits package that is offered to employees. The Executive Director shall also certify that these benefits are in accordance with this document as well as Policy Board expectations.

A power point presentation will be provided at the meeting, detailing this information for the Policy Board and members of the public.

**Requested Action:** None – informational item only.