

**ACTION TRANSMITTAL No. 2019-37**

**DATE:** September 5, 2019

**TO:** Transportation Advisory Board

**FROM:** Technical Advisory Committee

**PREPARED BY:** Joe Barbeau, Senior Planner (651-602-1705)

**SUBJECT:** Scope Change Request for Scott County's CSAH 2 and CSAH 91 Roundabout

**REQUESTED ACTION:** Scott County requests a scope change for its CSAH 2 and CSAH 91 roundabout project (SP # 070-602-022) to modify the roundabout's geometry and revise adjacent trail connections.

**RECOMMENDED ACTION:** That the Transportation Advisory Board approve Scott County's request to change the scope of its CSAH 2 and CSAH 91 roundabout project (SP # 070-602-022) to revise adjacent trail connections and allow the HSIP funds to be used on new project elements.

**BACKGROUND AND PURPOSE OF ACTION:** The City of Elko New Market was awarded \$1,792,800 in Highway Safety Improvement Program (HSIP) funds for Program Year 2020 as part of the 2016 HSIP solicitation. The award, now managed by Scott County, was to fund a roundabout at the intersection of County State Aid Highway (CSAH 2) and CSAH 91. The scope consists of an unbalanced (2-lane by 1-lane) roundabout with pedestrian connections.

During project development, the City decided to include additional off-road pedestrian trails, meant to close existing gaps in the network and perpetuate existing trail connections currently entering the roundabout.

Scott County is proposing a scope that would include modifications to the roundabout (not subject to a formal scope change) and additional trails. In summary:

- Multi-Use Trail Revisions
  - Extend the existing off-street pedestrian facilities north from Aaron drive to the intersection.
  - Add off-street pedestrian facility along CSAH 2 from CSAH 91 to France Avenue.
- Decorative Lighting
  - Decorative lighting would be added along the south side of CSAH 2 from CSAH 91 to Downtown Elko New Market, west of the CSAH 2/91 intersection. It is understood that all lighting improvements beyond that required for the roundabout are non-participating items.

The original cost estimate, including local match, was \$1,992,000. The revised cost estimate is \$2,839,000. Additional costs would be entirely covered with local funds.

The applicant requests that the new elements be able to receive federal funds provided through the HSIP program.

**RELATIONSHIP TO REGIONAL POLICY:** Projects that receive funding through the Regional Solicitation process are subject to the regional scope change policy. The purpose of this policy is to ensure that the project is designed and constructed according to the plans and intent described in the original application. Additionally, any federally funded project scope change must go through a formal review and TIP amendment process if the project description or total project cost changes substantially. The scope change policy allows project sponsors to adjust their projects as needed while still providing substantially the same benefits described in their original project applications.

**STAFF ANALYSIS:**

Approval/Denial of the Scope Change: This project was funded as a “reactive” safety project in the 2016 HSIP solicitation, administered by MnDOT. Staff reached out to MnDOT Metro District’s HSIP staff, who replied that the project as proposed for scope change likely has increased safety value given the safety impacts of the new trail on bicycle and pedestrians.

Regarding whether federal funds can be used for the new elements, TAB’s Scope Change Policy does not provide specific guidance. This request is going through the scope change process because of the County’s request for funds to be use on new elements. It could otherwise be an administrative change. Per the Scope Change Policy, the following would be an administrative change:

“Adding new project elements/improvements **funded through another source** (e.g., a change to a more fuel-efficient bus) or combining a TAB-funded project with one or more separate non-TAB funded projects to improve efficiency and reduce construction impacts (e.g., combining a roadway project with an adjacent mill and overlay project). These changes should not detract from the original scope.”

This likely only becomes an issue if the original project comes under budget. Traditionally, projects coming in under budget have returned their excess funds. However, the applicant is adding project elements that are essential for the project to be a success and that enhance the safety of the intersection for motorized and non-motorized users.

Staff recommends that the scope change be granted. Scott County believes that the project will not come in underbudget, but requests flexibility in using the federal funds on the new scope elements if bids come in underbudget. Staff recommends allowing this request given the nature of the improvements. However, given the lack of clarity in TAB policy, staff requests feedback from the committees on whether federal funds should be able to be used on the new project elements in the case of a project coming in under budget.

Funding: With no elements being removed, there is no need to consider removing any federal funds.

**COMMITTEE COMMENTS AND ACTION:** At its August 22, 2019, meeting, the TAC Funding & Programming Committee voted unanimously to recommend approval of Scott County’s requested to change the scope of its CSAH 2 and CSAH 91 roundabout project (SP # 070-602-022) to revise adjacent trail connections and allow the HSIP funds to be used on new project elements. Discussion included that allowing federal funds to be used on all elements simplifies the administration. It was pointed out that a project with a larger funding amount would warrant more discussion.

At its September 4, 2019, meeting, the Technical Advisory Committee voted unanimously to recommend approval of Scott County's requested to change the scope of its CSAH 2 and CSAH 91 roundabout project (SP # 070-602-022) to revise adjacent trail connections and allow the HSIP funds to be used on new project elements.

**ROUTING**

<b>TO</b>	<b>ACTION REQUESTED</b>	<b>COMPLETION DATE</b>
TAC Funding & Programming Committee	Review & Recommend	8/22/2019
Technical Advisory Committee	Review & Recommend	9/4/2019
Transportation Advisory Board	Review & Approve	



## SCOTT COUNTY TRANSPORTATION SERVICES DIVISION

---

HIGHWAY / MOBILITY MANAGEMENT / FLEET  
600 COUNTRY TRAIL EAST · JORDAN, MN 55352-9339  
(952) 496-8346 · Fax: (952) 496-8365 · www.scottcountymn.gov

**LISA J. FREESE**  
Transportation Services Director

**ANTHONY J. WINIECKI**  
County Engineer

**TROY BEAM**  
Mobility Services & Fleet Manager

July 16, 2019

Mr. Paul Oehme  
Chair, TAC Funding and Programming Committee  
Metropolitan Council  
390 Robert Street North  
St. Paul, MN 55101

RE: Scope Change Request  
S.P. 070-602-022  
CSAH 2 at CSAH 91 Roundabout Improvement  
Elko New Market, Scott County, Minnesota

Dear Mr. Oehme:

Scott County and the City of Elko New Market respectfully request that the Metropolitan Council TAC Funding and Programming Committee consider the attached Scope Change request for the above referenced project.

### **Background**

The intersection of CSAH 2 (Main Street/260<sup>th</sup> Street E) and CSAH 91 (Natchez Avenue) is a key junction of two County roadways east of downtown Elko New Market. Currently, the intersection serves approximately 13,000 vehicles per day and is expected to be approaching 20,000 vehicles per day in the future. The current side street stop control for CSAH 91 fails to adequately serve traffic during certain times of day. The proposed roundabout is expected to eliminate the risk of right angle crashes (which have been prevalent at the intersection), increase mobility for peak conditions and future growth, and provide safer pedestrian connections and crossing for both corridors. The proposed project intends to provide improved conditions both locally to residents of Elko New Market as well as regionally to the greater Scott County system.

### **Highway Safety Improvement Program Funding**

In 2016, the City of Elko New Market applied for and was selected to receive Highway Safety Improvement Program (HSIP) funds for construction of a roundabout at the intersection of CSAH 2 and CSAH 91. The scope of the project included an unbalanced (2x1) roundabout with pedestrian connections to facilitate movements at the intersection. A map showing the project location, original project limits, and revised concept is provided in attached Project Summary Figure.

### **Project Development**

Following submittal of the HSIP application, the Elko New Market City Council made the decision to further explore and later include additional off-road pedestrian trails along CSAH 2 and CSAH 91. The proposed trail facilities will close existing gaps in the network and perpetuate existing trail connections currently entering the unbalanced roundabout.

**Proposed Scope Change**

The proposed scope change would include slight modifications to the existing unbalanced roundabout to better accommodate existing and future traffic patterns. In addition to pedestrian facilities proposed in the original concept, additional trail connections are proposed along the east side of CSAH 91 between Aaron Drive and CSAH 2 and along the south side of CSAH 2 between CSAH 91 and France Avenue. Continuous corridor lighting is also proposed between Downtown Elko New Market and the CSAH 2/91 intersection.

Modifications to the proposed roundabout to improve safety and better facilitate existing and future traffic volumes would include:

- *Roundabout Geometry* – The geometry of the proposed roundabout would be revised from that included in the original proposal to better accommodate existing and future traffic volumes and patterns. An exclusive northbound to eastbound channelized free-right turn lane would be included to more safety and efficiently serve the heavy northbound right-turn movement. The proposed design will also include flexibility to expand from the existing unbalanced (2x1) roundabout to a full multi-lane if future traffic dictates. The proposed improvements also lessen pedestrian crossing distances of the west and south legs of the intersection.
- *Approach Geometry* – The eastbound outside lane of CSAH 2 will be restriped from CSAH 91 to a point approximately 2,200 feet west of the intersection. It is no longer needed with the change in geometrics at the roundabout, which now only requires a single lane of entry for the eastbound approach. This modification was approved by the City of Elko New Market and Scott County.

Multi-Use trail revisions would include:

- *CSAH 91 Trail* – Off-street pedestrian facilities are currently provided along CSAH 91 from Glenborough Drive and Aaron Drive but a gap in the network exists between Aaron Drive and CSAH 2. By fulfilling this segment, a continuous trail network would be provided to between the residents of this area and downtown Elko New Market. The proposed connection extends the project from the original southern termini approximately 1,000 south of CSAH 2 to Aaron Drive (~1/4-mile south of CSAH 2).
- *CSAH 2 Trail* – Off-street pedestrian facilities are currently provided along CSAH 2 from downtown Elko New Market to CSAH 91. It picks up again to the east with a north-south connection along France Avenue (CSAH 33) that serves Elko Speedway, Old Elko City Hall Park, and several residential neighborhoods. The CSAH 2 trail proposed with this project links these two existing trail facilities and provides a complete trail network between downtown Elko New Market, CSAH 91-south, and France Avenue. This extends the project from the original roadway tie-down point ~550 feet east of CSAH 91 to France Avenue (~1/2-mile east of CSAH 91).

Continuous corridor lighting would include:

- *Decorative Lighting* – Decorative lighting would be added along the south side of CSAH 2 from CSAH 91 to Downtown Elko New Market, west of the CSAH 2/91 intersection. Downtown lighting may also be included with the project. It is understood that all lighting improvements beyond that required for the roundabout are non-participating items.

**Funding**

Please see Attachment 1: Funding Data for Change Request which captures the original application funding amount and addition of off-road trail costs and continuous corridor lighting.

The overall project cost is estimated at \$2,839,000 which is significantly higher than the federal funding amount. A summary of the overall project cost is provided below.

Federal Funding Amount in STIP	\$1,792,800
Estimated Project Cost	\$2,839,000
Project Cost to be Covered by Local Funds	\$1,046,200

**Summary**

With the modified scope described herein, the project goal of providing an intersection improvement to remedy crash and operations concerns at the intersection is still met. The additional trail connections proposed along CSAH 2 and CSAH 91 and continuous corridor lighting are intended to more safely serve pedestrians walking along both corridors. If you have any questions or require additional information, please contact me at 952-496-8346 or [twiniecki@co.scott.mn.us](mailto:twiniecki@co.scott.mn.us).

Sincerely,



**Tony Winiecki, P.E.**  
Scott County Engineer

Cc: Tom Terry, City Administrator, City of Elko New Market  
Lisa Daniels, MnDOT Federal Aid Project Manager  
Colleen Brown, Federal Aid Program Coordinator

Attachments: (1) Funding Data for Scope Change Request  
(2) Project Summary Figure

**ATTACHMENT 1: FUNDING DATA FOR SCOPE CHANGE REQUEST**

**Original Application:**

Regional Solicitation Year	2016
Application Funding Category	HSIP - Reactive
HSIP Solicitation?	<b>Yes</b> No
Application Total Project Cost	\$1,992,000
Federal Award	\$1,792,800
Application Federal Percentage of Total Project Cost	90%

**Project Elements Being Removed:**

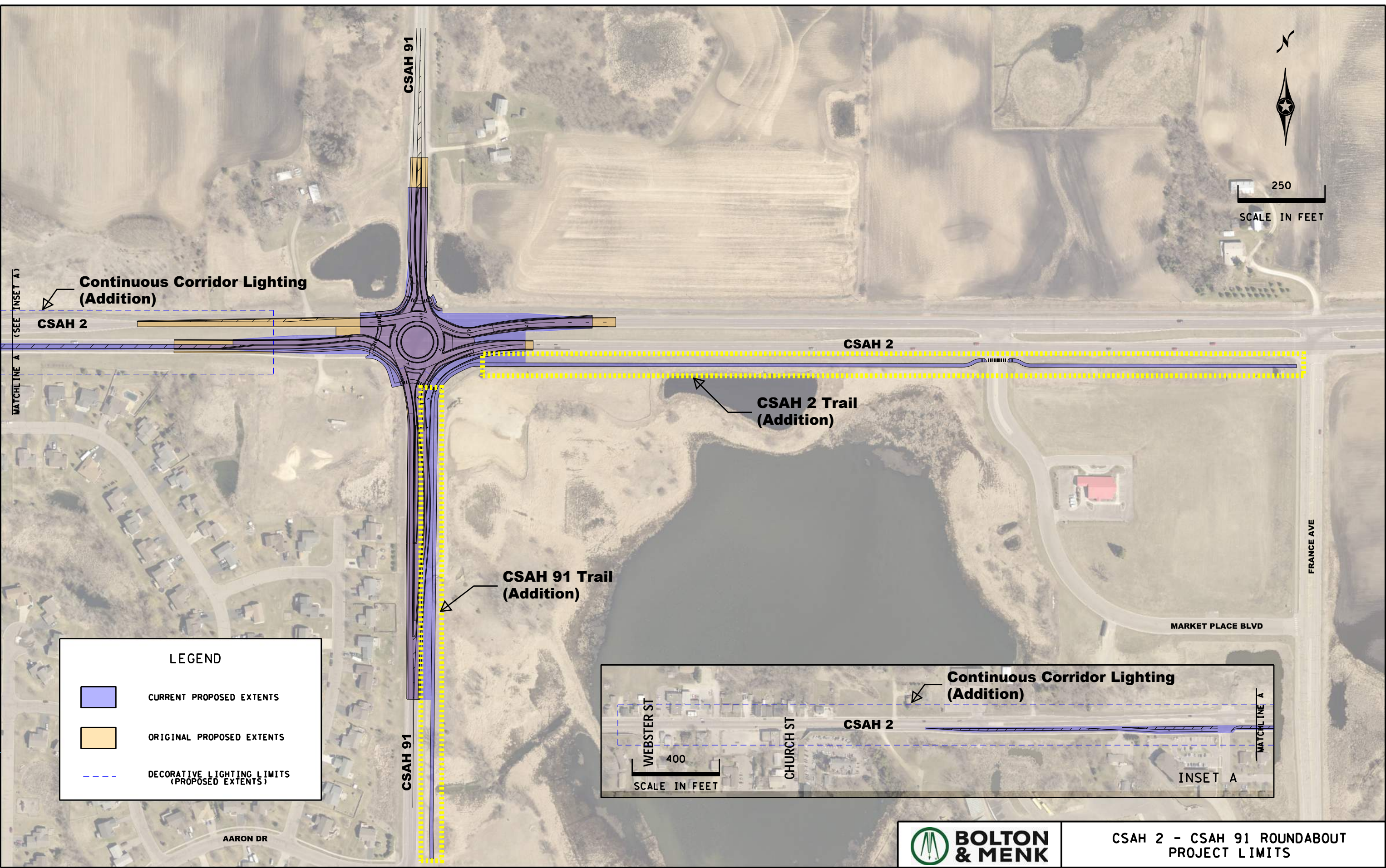
	<b>Original Application Cost</b>
No Elements Will Be Removed From The Original Project	N/A

**New Project Elements:**




	<b>Cost (Based on Year of Costs in Original Application)</b>
CSAH 2 Pavement Markings	\$5,000
CSAH 2 Trail	\$126,000
CSAH 91 Trail	\$89,000
Continuous Corridor Lighting	\$434,000
<b>Total</b>	<b>\$654,000</b>



H:\ELNM\T43115114\CAD\MS\figures\2019-6-7\Figure\_1.dgn  
6/14/2019 1:40:53 PM bml,tbl pdf-color-plot.ctg alexmc



**LEGEND**

-  CURRENT PROPOSED EXTENTS
-  ORIGINAL PROPOSED EXTENTS
-  DECORATIVE LIGHTING LIMITS (PROPOSED EXTENTS)

**INSET A**

**Continuous Corridor Lighting (Addition)**

**CSAH 2**

WEBSTER ST  
CHURCH ST

400  
SCALE IN FEET

MATCHLINE A



**CSAH 2 - CSAH 91 ROUNDABOUT  
PROJECT LIMITS**