

**ACTION TRANSMITTAL – 2020-31**

**DATE:** September 3, 2020

**TO:** Transportation Advisory Board

**FROM:** Technical Advisory Committee

**PREPARED BY:** Elaine Koutsoukos, TAB Coordinator (651-602-1717)  
Joe Barbeau, Senior Planner (651-602-1705)

**SUBJECT:** Program Year Extension Request: Saint Paul Minnehaha Avenue Signal Safety Improvements

**REQUESTED ACTION:** Saint Paul requests a program year extension for its Minnehaha Avenue Signal Safety Improvements (SP# 164-010-075) from fiscal year 2022 to fiscal year 2023.

**RECOMMENDED MOTION:** That the Transportation Advisory Board approve Saint Paul's program year extension request to move Minnehaha Avenue Signal Safety Improvements (SP# 164-010-075) from fiscal year 2022 to fiscal year 2023.

**BACKGROUND AND PURPOSE OF ACTION:** Saint Paul received \$1,080,000 from the 2018 Highway Safety Improvement Program (HSIP) solicitation to fund signal safety improvements on Minnehaha Avenue East from Forest Street North to Ruth Street North in program year 2022. The project includes construction of four new traffic signals. The City is requesting an extension of the program year to 2023 to remain consistent with MnDOT's mill-and-overlay project that has moved from 2022 to 2023.

**RELATIONSHIP TO REGIONAL POLICY:** The Transportation Advisory Board (TAB) adopted the Program Year Policy in April 2013 and updated it in August 2014 to assist with management and timely delivery of transportation projects awarded federal funding through the TAB's Regional Solicitation. The policy includes a procedure to request a one-year extension based on extenuating circumstances within certain guidelines.

**STAFF ANALYSIS:** Based on the score on the attached worksheet, staff recommends approval of the program year extension to 2023.

The project is on track for completion in terms of milestones. The project is also on track to be completed on time. The request has been submitted to maintain the efficiency of being completed along with MnDOT's mill-and-overlay project. The request includes a scoresheet, scored by MnDOT Metro District's State Aid office, that tracks progress. The minimum score of seven points was achieved on this request.

It is important to note that an extension of the program year does not guarantee federal funding will be available in that year. The project sponsor is responsible for completing the project in the new program year and covering the federal share of the project until federal funding becomes available. At this time the project would be in line for 2024 reimbursement of federal funds, though an earlier reimbursement may occur if funding becomes available. In that case

the program year change would be administered in the annual Transportation Improvement Program (TIP) update and does not require a separate TIP amendment.

**COMMITTEE COMMENTS AND ACTION:** At its August 20, 2020, meeting the Funding & Programming Committee voted unanimously to recommend approval of the City of Saint Paul's request for a program year extension for its Minnehaha Avenue Signal Safety Improvements from fiscal year 2022 to fiscal year 2023.

At its September 2, 2020, meeting, the Technical Advisory Committee voted unanimously to recommend approval of the City of Saint Paul's request for a program year extension for its Minnehaha Avenue Signal Safety Improvements from fiscal year 2022 to fiscal year 2023.

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**ROUTING**

<b>TO</b>	<b>ACTION REQUESTED</b>	<b>DATE SCHEDULED/COMPLETED</b>
TAC Funding & Programming Committee	Review & Recommend	8/20/2020
Technical Advisory Committee	Review & Recommend	9/2/2020
Transportation Advisory Board	Review & Accept	9/16/2020



CITY OF SAINT PAUL  
Melvin W. Carter, Mayor

Paul T. Kurtz, City Engineer  
800 City Hall Annex  
25 W. Fourth Street  
Saint Paul, MN 55102-1660

Telephone: 651-266-6203  
Fax: 651-266-6222

June 29, 2020

Mr. Paul Oehme  
Chair, TAC Funding and Programming Committee  
Metropolitan Council  
390 Robert Street North  
St. Paul, MN 55101-1805

RE: PROGRAM YEAR EXTENSION REQUEST FOR 164-010-075 Signal safety improvements on Minnehaha Avenue East from Forest to Ruth

Dear Mr. Oehme,

The City of Saint Paul respectfully requests that the Funding and Programming Committee consider a program year extension for the above referenced project. The project's current program year is 2022 and includes construction of four new traffic signals on Minnehaha Avenue (also called Trunk Highway 5).

The City applied for and was awarded \$1,080,000 of HSIP funds for program year 2022. The City applied for funding in this year to take advantage of opportunities to let the project as part of MnDOT's planned mill and overlay of Trunk Highway 5 (SP 6229-37). This creates efficiencies in the design and construction process, reduces duplicate work in constructing curbs, and minimizes construction disruption in the neighborhood. MnDOT has moved the construction year of the mill and overlay project to FY 2023. Therefore, the City is requesting that this HSIP funding be extended to FY 2023 so that the two projects can still be constructed together.

We request the Funding and Programming Committee's support for extending the City of Saint Paul's program year to 2023.

If additional information is needed on this request, please contact Ben Hawkins at 651-266-6256 or by email at [ben.hawkins@ci.stpaul.mn.us](mailto:ben.hawkins@ci.stpaul.mn.us).

*Paul T. Kurtz*

Sincerely,  
Paul Kurtz - Interim Public Works Director / City Engineer

cc: Colleen Brown, MnDOT Federal Aid; Joe Barbeau, Metropolitan Council



An Affirmative Action Equal Opportunity Employer



REQUEST FOR PROGRAM YEAR EXTENSION

For

SP 164-010-075

Minnehaha (TH5) Signal Safety Reconstruction Project

City of Saint Paul, MN

REQUESTED BY:

Paul Kurtz

Interim Public Works Director / City Engineer

Phone: 651-266-6203

[paul.kurtz@ci.stpaul.mn.us](mailto:paul.kurtz@ci.stpaul.mn.us)

Project Contact

Ben Hawkins P.E.

Phone: 651-266-6256

[ben.hawkins@ci.stpaul.mn.us](mailto:ben.hawkins@ci.stpaul.mn.us)

## Project Background

The City applied for and was awarded \$1,080,000 of HSIP funds for program year 2022. The City applied for funding in this year to take advantage of the opportunity to let the project as part of MnDOT's planned mill and overlay of Trunk Highway 5 (SP 6229-37). This creates efficiencies in the design and construction process, reduces duplicate work in constructing curbs, and minimizes construction disruption in the neighborhood. MnDOT has moved the construction year of the mill and overlay project to FY 2023. Therefore, the City is requesting that this HSIP funding be extended to FY 2023 so that the two projects can still be constructed together.

## Project Progress

### Progress Schedule

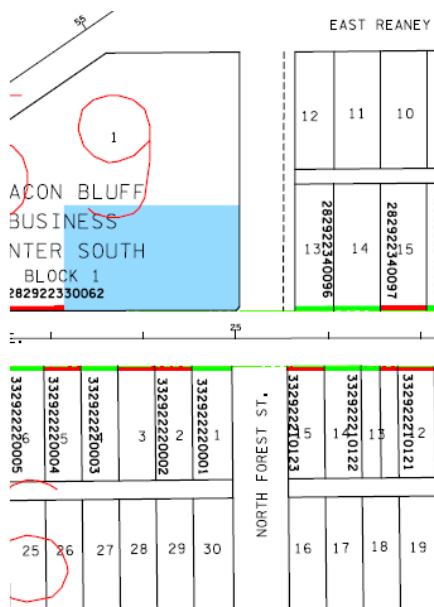
- a) See attached progress schedule.

### Right of Way Acquisition

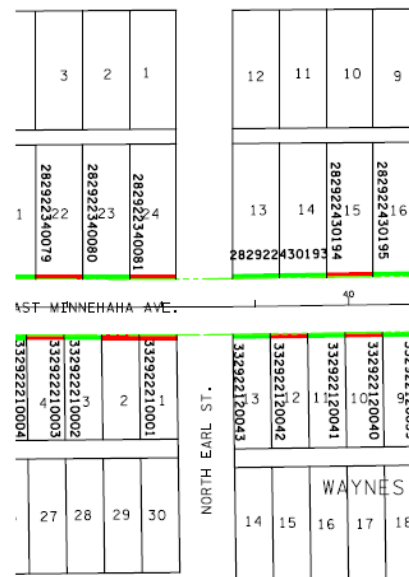
- b) MnDOT's mill and overlay project includes acquisition of temporary easements on parcels adjacent to traffic signals being replaced with the city's HSIP project. MnDOT will acquire all right-of-way necessary as part of its mill and overlay project. MnDOT's right-of-way acquisition map is excerpted below to show parcels identified for temporary easement acquisition adjacent to traffic signal locations.

Right of way acquisition has not been completed. Permanent and temporary easement needs have been identified for over 400 parcels along SP 6229-37. MnDOT is in the process of acquiring the proposed easements. The extraordinary number of parcels needed for acquisition on this project have lengthened the project timeline considerably and this is the reason that MnDOT's mill and overlay project was moved from 2022 to 2023.

**Minnehaha Ave. and Forest St.**



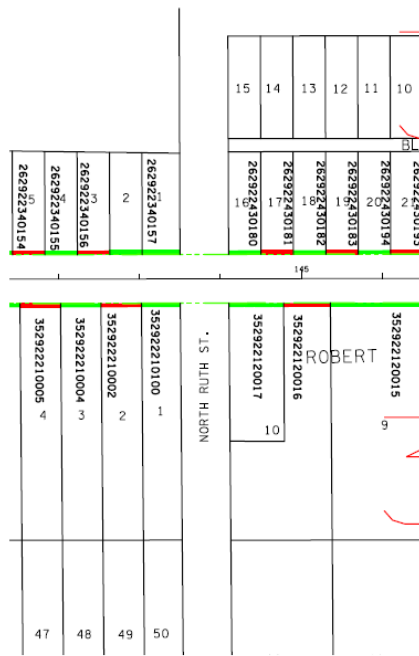
**Minnehaha Ave. and Earl St.**



**Minnehaha Ave. and Johnson Pkwy.**



**Minnehaha Ave. and Ruth St.**



Plans

- c) Survey work has been completed on the project. Preliminary construction limits are being established. Attached is an exhibit showing the locations of the four traffic signals to be replaced as part of this project.



## Permits

- d) MnDOT will obtain all necessary permits as part of its mill and overlay project. Below is a summary of the permitting status.

Unit of government	Type of application	Current Status		
		To be requested	Requested	Complete
<b>Federal</b>				
<b>FHWA</b>	<b>Categorical Exclusion determination</b>	X		
<b>MnDOT CRU on behalf of FHWA</b>	<b>Section 106 (Historic / Archeological) determination</b>		X	
<b>MnDOT OES on behalf of FHWA</b>	<b>Endangered Species Act Section 7 determination</b>		X	
<b>US Army Corps of Engineers</b>	<b>Section 404 Clean Water Act Permit (exact permit type unknown until impact quantities are known)</b>	X		
<b>State</b>				
<b>MnDOT</b>	<b>Categorical Exclusion document</b>	X		
<b>MPCA</b>	<b>National Pollutant Discharge Elimination System (NPDES) - Construction Stormwater Permit</b>	X		
<b>MPCA</b>	<b>Storm Water Pollution Prevention Plan (SWPPP)</b>	X		
<b>Local</b>				
<b>Watershed District</b>	<b>Watershed Permit</b>	X		

## Approvals

- e) The Minnesota Department of Transportation (MnDOT). The City of Saint Paul is working cooperatively with MnDOT on the project.

## Identify funds and other resources spent to date on the project

- f) The City of Saint Paul has invested staff time in scoping the needs of this project and coordination activities with MnDOT. MnDOT has invested staff time in project management, environmental review, survey, design, and preparation for right of way acquisition on the corridor.

## Justification for Extension

What is unique about this project that requires an extension of the program year?

Saint Paul coordinated closely with MnDOT in applying for HSIP funding to reconstruct four traffic signals along Minnehaha Ave. in Saint Paul. MnDOT has a programmed mill and overlay project on Minnehaha Ave (SP 6229-37) that includes extensive work to improve ADA accessibility on the corridor, including reconstruction of curb ramps, sidewalks, and signal upgrades.

The delivery schedule of MnDOT's mill and overlay project has been moved to 2023 because the right of way needs of this project require acquisition from over 400 property owners. The sheer volume of this work has slowed down MnDOT's typical project delivery process, resulting in the project being pushed out an additional year.

What are the financial impacts if the project does not meet its current program year?

If federal funds are surrendered, the proposed project will likely be postponed until an alternate source of funding can be secured, or the project will be eliminated. The MnDOT mill and overlay project would continue, but the scope of the project would not include safety improvements to traffic signals beyond meeting ADA accessibility standards. Since signal reconstruction typically involves rebuilding the curb ramps below the signals and moving existing underground utilities, if future funding is found for this project and it is performed independently of the MnDOT project, it would result in duplicate spending on construction costs.

What are the implications if the project does not obtain the requested extension?

There are no alternative funding sources identified for the signal replacement project. If the project does not receive the requested extension, it is highly likely that these signals will not be replaced and existing safety needs will go unmet.

What actions will the agency take to resolve the problem facing the project in the next three to six months?

The City of Saint Paul will continue to coordinate with MnDOT's project manager to finalize the schedule for SP 6229-37 and produce all required design deliverables for signal design on time in keeping with the schedule set by the mill and overlay project.



# Regional Program Year Policy

TAB Adopted: April 17, 2013  
Administrative Modifications: August 20, 2014

## Attachment 1: Progress Schedule for Program Year Extension

Enter request date

### INSTRUCTIONS:

1. Check status of project under each major heading.
2. Enter dates as requested for each major heading.
3. Enter points as suggested by each applicable response.
4. Total points received in the TOTAL POINTS line on the last page. **The minimum score to be eligible to request an extension is seven points.**

### ENVIRONMENTAL DOCUMENTATION

#### PROJECT MEMORANDUM

Reviewed by State Aid If checked enter 4. 4

Date of approval June 12, 2020

Completed/Approved If checked enter 5.         

Date of approval                                 

EA

Completed/Approved If checked enter 2.         

Date of approval                                 

#### EITHER

Not Complete

Anticipated Date of Completion                                 

If prior to January 31 of the program year, enter 1.         

### OPPORTUNITY FOR PUBLIC HEARING (not necessary for project memorandum)

Completed

Date of Hearing                                  If checked enter 2.         

Not Complete

Anticipated Date of Completion May 2021

If prior to February 28 of the program year, enter 1. 1

### FINAL ENVIRONMENTAL ASSESSMENT (not required for project memorandum)

Completed/FONSI Approved If checked enter 2.         

Date of approval                                 

Not Complete

Anticipated Date of Completion                                 

If prior to March 31 of the program year, enter 1.         

### STUDY REPORT (required for Environmental Assessment Only)

Complete/Approved If checked enter 1.         

Date of Approval                                 

Not Complete

Anticipated Date of Completion

## Regional Program Year Policy

TAB Adopted: April 17, 2013

Administrative Modifications: August 20, 2014

### CONSTRUCTION PLANS

Completed (includes signature of District State Aid Engineer)  
Date \_\_\_\_\_ If checked enter 3. \_\_\_\_\_

Completed (approved by District State Aid as to SA Standards but not signed)  
Date \_\_\_\_\_ If checked enter 2. \_\_\_\_\_

Not Complete  
Anticipated Date of Completion December 2022  
If prior to June 30 of the program year, enter 1. \_\_\_\_\_

### RIGHT OF WAY ACQUISITION

Completed (includes approval of R/W Cert. #1 or #1A) If checked enter 2. \_\_\_\_\_  
Date \_\_\_\_\_

Not Complete  
Anticipated Date of Completion March 2023  
If prior to December 31 of the year following the original program year, enter 1. 1

### ENGINEERS ESTIMATE OF COSTS

Completed If checked enter 2. \_\_\_\_\_  
Date \_\_\_\_\_

Not Complete  
Anticipated Date of Completion December 2022  
If prior to December 31 of the year following the original program year, enter 1. 1

### AUTHORIZED

Anticipated Letting Date April 2023.  
Anticipated letting date must be prior to June 30  
in the year following the original program year,  
so that authorization can be completed prior to  
June 30 of the extended program year.

TOTAL POINTS 7