

Action Transmittal

Transportation Advisory Board



Committee meeting date: June 4, 2025

Date: May 28, 2025

Action Transmittal: 2025-18

Scope Change Request – Minnesota Valley Transit Authority's Technology and ADA Enhancements Project

To: Technical Advisory Committee
From: TAC Funding and Programming Committee
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Requested action

Minnesota Valley Transit Authority (MVTA) requests a scope change to replace generalized improvements at 53 bus stops and shelters with enhanced improvements for eight stations in its technology and ADA enhancements project.

Recommended motion

That the Technical Advisory Committee recommend that TAC recommend approval of MVTA's scope change request to replace e-paper and real time signage improvements at 53 bus stops and shelters with enhanced improvements for eight stations in its technology and ADA enhancements project (SP# TRS-TCMT-24K) with no reduction in federal funds.

Background and purpose

Minnesota Valley Transit Authority was awarded \$500,000 in Surface Transportation Program Block Grant Program (STBGP) funds in the Transit Modernization category of the 2022 Regional Solicitation. [The application](#) was awarded to fund elements such as e-paper signage and real-time signage at 53 stops and shelters, indoor interactive kiosks at four MVTA transit hubs, platform displays at three sites, and the implementation of bus stop beacons, smart lighting, text-to-speech buttons, and annunciators.

MVTA reports logistical challenges and high electrical costs associated with upgrading all 53 proposed bus stops and shelters. Additionally, the proposed use of e-paper for real time signage at bus stops has not undergone enough testing to discern whether the technology can perform well in cold weather. As a result, MVTA requests a shift towards focusing on enhancing four park-and-ride locations, three bus stops, and one high-priority bus shelter. MVTA requests retention of its full federal funding amount, because the overall project cost remains unchanged and elements being implemented are being constructed in facilities with a larger footprint, therefore high cost per implementation.

Relationship to regional policy

Projects that receive funding through the Regional Solicitation and HSIP Solicitation processes 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.

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: The improvements intended to be made at lower-profile bus stops are fairly minor. MVTA recognizes two unforeseen events that precipitate this scope change; unanticipated high electrical costs and that the proposition to use e-paper for real time signage was not properly tested for cold weather environments. As a result, maximum impact of the funds awarded will be best realized by targeting eight higher priority facilities.

Scoring is a non-issue as all eligible projects in the Transit Modernization category were funded. (Note that one project was unfunded due to the limit on funding bus rapid transit projects.)

Funding: The original application budget is displayed in Table 1 below. The requested scope change elements and their associated cost estimates are shown in Table 2 below:

Table 1: Original Application Budget

Project Element	Estimated Cost
Wayfinding	\$250,000
Transit Systems	\$375,000
Federal Funding Amount	\$500,000
Local Match	\$125,000
Total Project Cost	\$625,000

Table 2: Requested Change to Project Elements

Location	Estimated Cost
Minnesota Zoo Shelter	\$60,000
Palomino Park & Ride	\$70,000
Southbridge Crossings Park & Ride	\$70,000
Savage Park & Ride	\$70,000
Blackhawk Park & Ride	\$70,000
Burnsville Transit Station	\$165,000
Rosemount Transit Station	\$60,000
157th Street Station	\$60,000
Total	\$625,000

MVTA requests retention of their full funding. Given the original application's lack of specifics in assigning funds to individual project elements, it is difficult to attempt to suggest specific reductions. Therefore, staff recommends no funding change.

Committee comments and action

At its May 15, 2025, meeting, the TAC Funding and Programming Committee recommended that the Technical Advisory Committee recommend approval of MVTA's scope change request to replace e-paper and real time signage improvements at 53 bus stops and shelters with enhanced improvements for eight stations in its technology and ADA enhancements project (SP# TRS-TCMT-24K) with no reduction in federal funds.

Discussion pointed to increasing micro-transit use helping inform MVTA's decision to lean into fewer more heavily used locations to maximize the benefit of the funds awarded to this project.

Routing

To	Action Requested	Date Completed (Date Scheduled)
TAC Funding & Programming Committee	Review and recommend	<i>May 15, 2025</i>
Technical Advisory Committee	Review and recommend	<i>June 4, 2025</i>
Transportation Advisory Board	Review and Adopt	<i>June 18, 2025</i>



ATTACHMENT 1: FUNDING DATA FOR SCOPE CHANGE REQUEST

Original Application:

Regional Solicitation Year	2022
Application Funding Category	STBG
HSIP Solicitation?	Yes No
Application Total Project Cost	\$625,000
TAB Award	\$500,000
Application Federal Percentage of Total Project Cost	80%

Project Elements Being Removed:	Original Application Cost
53 bus stops and shelters: Preliminary project design has identified significant logistical challenges and high electrical costs associated with upgrading all 53 proposed bus stops and shelters; therefore, MVTa is requesting to reallocate this funding to maximize its impact by focusing on enhancing and updating four park-and-ride locations, three key bus stops, and one high-priority bus shelter.	\$625,000
E-Paper: This technology has not undergone as much testing as MVTa had initially anticipated. As a result, we currently lack sufficient data, particularly related to performance in a cold, winter climate, to move forward with it.	

Scope Change Policy

TAB Adopted: February 19, 2025

New Project Elements:	Cost (Based on Year of Costs in Original Application)
<p>The proposed new locations are listed below.</p> <p>The workplan remains the same as awarded, including the purchase, replacement and installation of real-time signage, indoor interactive kiosks, digital platform displays, text-to-speech buttons, annunciators, LED lighting and upgraded wayfinding technology.</p> <p>The technology and ADA upgrades at each location will be based upon ridership, customer gathering frequency, existing customer amenities, etc.</p>	
Minnesota Zoo Shelter	\$60,000
Palomino Park & Ride 7510 Palomino Drive, Apple Valley, MN 55124	\$70,000
Southbridge Crossings Park & Ride 1401 Crossings Blvd., Shakopee, MN 55379	\$70,000
Savage Park & Ride 14121 Huntington Avenue, Savage, MN 55378	\$70,000
Blackhawk Park & Ride 4565 Blackhawk Road, Eagan, MN 55122	\$70,000
Burnsville Transit Station 100 East Highway 13, Burnsville, MN 55337	\$165,000
Rosemount Transit Station 14550 Burnley Avenue South, Rosemount, MN 55068	\$60,000
157 th Street Station 15865 Pilot Knob Road, Apple Valley, MN 55124	\$60,000
Project Total	\$625,000 \$500,000 Funded \$125,000 Local Match

Revised Project Scope

The scope and priorities of the project remain the same: to implement, upgrade and expand innovative technology and ADA elements across MVRTA's service area that remove barriers for transit riders of all abilities and resource levels, allowing them to access and navigate public transportation effectively and confidently. The original scope proposed improvements at 53 bus shelters and stops throughout the MVRTA service area. However, preliminary project design has shown significant logistical challenges and high electrical costs associated with upgrading all 53 locations. Therefore, MVRTA is proposing a more targeted approach to implementing the original scope. The revised plan concentrates efforts on four park-and-ride locations, three key bus stations, and one high-priority bus shelter: see updated location map below. This strategic adjustment allows MVRTA to implement ADA and technology enhancements more efficiently and effectively in high-impact areas where the need is greatest.

MVRTA prioritizes local service and microtransit expansion. By investing in park-and-ride facilities that support all three service types, fixed-route, local and microtransit, MVRTA can create a more meaningful and efficient improvement for riders. The four park-and-ride locations, three key bus stops, and one high-priority bus shelter also serve as key customer touchpoints, with the highest levels of rider activity and engagement.

While the number of locations has been reduced and select technology updates have been modified to better accommodate MVRTA's facilities, the overall project cost remains unchanged. Due to site-specific complexities and larger site footprints, which require more extensive implementation efforts the cost per implementation site is higher. This work is focused on updates and replacements at existing sites; therefore, we do not anticipate heavy ground disruption.

Updated Project Locations

