

Revised ACTION TRANSMITTAL No. 2013-15

DATE: February 5, 2013
TO: Technical Advisory Committee
FROM: TAC Funding and Programming Committee
PREPARED BY: Heidi Schallberg, Senior Planner (651-602-1721)
Brian Isaacson, MnDOT Metro District (651-234-7788)
Lars Impola, MnDOT Metro District (651-234-7820)
SUBJECT: 2014-2016 Highway Safety Improvement Program (HSIP)
Solicitation
REQUESTED ACTION: MnDOT requests that the TAB approve the release of the 2014-2016 HSIP solicitation.
RECOMMENDED MOTION: Recommend that the Transportation Advisory Board approve the revised 2014-2016 HSIP Solicitation program criteria for the Metro District and the release of the solicitation.

BACKGROUND AND PURPOSE OF ACTION: The Highway Safety Improvement Program (HSIP) is a core federal program defined in MAP-21. HSIP is designed to achieve a significant reduction in traffic fatalities and serious injuries on all public roads, including non-state-owned public roads and roads on tribal lands. HSIP requires a data-driven, strategic approach to improving highway safety on all public roads that focuses on performance. In order to obligate HSIP funds, the state must develop, implement and update a Strategic Highway Safety Plan and produce a program of projects.

MnDOT conducts the solicitation, and the proposed projects are evaluated by a selection committee comprised of transportation professionals that includes members of the TAC. With guidance from its technical committees and a recommendation from this selection committee, the TAB's role is to approve the solicitation criteria and select projects to be awarded HSIP funds. The draft district program criteria and schedule are attached for review and comment.

RELATIONSHIP TO REGIONAL POLICY: The region's Transportation Policy Plan includes transportation safety policies strategies, and the HSIP solicitation is consistent with that plan.

COMMITTEE COMMENTS AND ACTION: At its January 17, 2013, meeting, the TAC Funding and Programming Committee unanimously approved a motion to recommend the TAB approve the release of the solicitation based on MnDOT revising the solicitation packet to include additional information about how project applications will be evaluated. The revised packet is attached with the additional information requested by the committee on page 5 of the document (page 9 of this PDF) titled Prioritization Criteria.

ROUTING

TO	ACTION REQUESTED	DATE COMPLETED
TAC Funding & Programming	Review & Recommend	January 17, 2013
Technical Advisory Committee	Review & Recommend	
Transportation Advisory Board	Review & Approve	
Metropolitan Council	Information	

HSIP

Highway Safety Improvement Program

Metro District Program Criteria

Minnesota Department of Transportation
Metro District Traffic Engineering
January 2013

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B - Guidelines for HSIP-funded narrow shoulder paving in conjunction with resurfacing projects

HSIP Application (Form 1)

Project Information Sheet (Form 2)

Introduction

This document explains the requirements, and gives guidance for the Highway Safety Improvement Program (HSIP) to applicants desiring to obtain federal funds under the Federal MAP-21 legislation. In MAP-21, the purpose of HSIP is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads. Projects submitted should have the greatest potential of achieving this objective.

General Policies

1. HSIP funds are available to Mn/DOT; the counties of Anoka, Carver, Chisago, Dakota, Hennepin, Ramsey, Scott, and Washington; and the Cities and Towns within those Counties. Other local or special governmental agencies that have the ability to receive and administer federal funds must work with these specified governmental units to develop and submit eligible projects.
2. Maximum federal funding is 90% of eligible total project costs up to \$2,000,000, with a cap of \$1,800,000 federal funds. A minimum local match of 10% of the total project cost is required. After a project is selected for federal HSIP funding, if the project costs go above \$2,000,000 the additional costs are the responsibility of the submitting agency. The match must be in “hard dollars”. Soft matches (i.e. volunteer labor, donated materials, professional services) can not be included in the match.
3. **“Proactive”** projects are being solicited for funding for federal fiscal years 2014, 2015, and 2016. The federal fiscal year runs from October 1st thru September 30th.
4. Funding is for roadway construction and reconstruction projects designed to decrease the frequency and/or severity of vehicular crashes. These crashes can involve pedestrians, bicycles, and other non-motorized vehicles. The specifics of the improvement must be related to reducing historical vehicular crashes. The project must be a permanent improvement. Right-of-way (R/W) costs are not fundable and shall not be included in the project cost.

Please refer to:

<http://safety.fhwa.dot.gov/hsip/>

5. All public roadways are eligible for funding.
6. The amount of federal funds awarded is based upon the original submission. Any increase in scope or costs will be the responsibility of the applicant.

HSIP is a federally funded traffic safety program. The amount of funding available for this 2013 Metro District solicitation is up to \$16,000,000 for the three year period*. The object of the program is to identify, implement, and evaluate cost effective safety projects focused on reducing fatal and serious injury crashes.

***This 2013 solicitation is for "Proactive" projects only for a total of \$16 million split up into Federal Fiscal Years 2014, 2015, and 2016.**

Qualifying Criteria

The objective of the Highway Safety Improvement Program (HSIP) is to identify, implement, and evaluate cost effective construction safety projects with a primary goal of reducing fatal and serious injury crashes on all public roads.

Typically, only stand-alone projects will be considered. It is recognized that portions of larger projects have elements that improve the safety of an intersection or section of roadway. Safety features, such as guardrail, that are routinely provided as part of a broader project should be funded from the same source as the broader project. Proposals should be limited to those that can be considered legitimate stand-alone safety projects. In some instances, narrow shoulder paving in conjunction with resurfacing projects may be allowed. See Appendix C for these exceptions.

For MnDOT Metro District and the Metro Counties, their Road Safety Plans should be the starting point for selecting projects for this solicitation. For State and County roads, projects that originate from a Road Safety Plan will be given priority. For City streets, Cities may propose strategies similar to what is in their County Safety Plan if applicable, or the following crash data is provided to assist Cities in focusing on the types of projects to submit.

In the Metro District on local roads (MSAS and City Streets) over the last 3 years there have been 272 fatal and serious injury crashes

- 110 (40%) involved two or more vehicles colliding
- 56 (21%) involved a pedestrian
- 36 (13%) involved a bicyclist
- 31 (11%) involved hitting a tree or shrub

85% of the fatal and serious injury crashes fall into these 4 categories listed above, so the focus should be on low cost solutions that are geared toward impacting those types of crashes.

Priority will be given to applications that are making impacts throughout the network (at multiple locations) or a corridor based approach.

Cities are encouraged to provide other levels of support to make their case on why the project is justified. For example, they could cite the high pedestrian volumes or a generator of a high number of non-motorized traffic if they are requesting

funds for an improvement in that area.

Signalized intersections in urban areas tend to involve more risk than other types of intersections. A focus on signalized intersections, such as countdown timers, signal retiming, enforcement lights, curb extensions, etc. would have an impact at these target crashes.

The following is a list of example projects that would be considered for funding with this program:

Rumble strips	Pedestrian countdown timers
Rumble stripEs	Construct ped refuge islands & raised medians
Wider striping (6’)	Enforcement lights on signals
Embedded wet reflective striping	Turn lanes
Delineation for sharp curves (chevrons)	Reduced Conflict Intersections (RCI’s)
Cable median barrier	New guardrail (not replacement)
Active intersection warning systems	Frontage roads (with access removals)
Intersection Lighting	Sidewalks
Curb extensions	Bypass lanes
Roundabouts	Narrow shoulder paving (see App. C)
Sight distance improvements	Signal coordination (interconnect)
Remove hazards in clear zones	Pavement messages
Flashing yellow arrows	Stop Bars

Prioritization Criteria

The HSIP committee listed below, will determine if the submitted projects have met the intent of the qualifying criteria and HSIP. Priority will be given to projects identified in Road Safety Plans, and projects that have the highest possibility of reducing the chance of fatal and serious injury crashes.

The following criteria will be used in ranking “proactive” projects:

- Connection to the 2007 Minnesota Strategic Highway Safety Plan (SHSP). This Plan can be found at the following link:
<http://www.dot.state.mn.us/trafficeng/safety/shsp>
Particular attention should be paid to Appendix IV: Crash Data Summary by ATP/District; Priority Strategies by County, page A.4-62. The number of check marks assigned by county to each critical emphasis area can be used for selecting projects for this solicitation.
- Cost/mile or Cost/intersection
- Is strategy a wide deployment vs a single spot location
- Average daily traffic (ADT)
- Fatal (K) & serious (A) injury crashes (10 years)
- Crash Reduction Factor for the specific strategy
- Part of a plan (Safety Plan or Road Safety Audit Recommendations) – include a link to or an excerpt from the existing plan

Project proposals will be reviewed by Mn/DOT’s Metro District Traffic Engineering unit initially to determine acceptability. The HSIP committee will use their engineering judgment to finalize a prioritized list of projects to be funded. The HSIP committee will consist of:

- Mn/DOT Metro District Traffic Engineer - Program Support
- Mn/DOT Metro District Traffic Safety Engineer
- 4 County/City Engineers who will be determined by the Met Council Technical Advisory Committee (TAC).

Required Material and Special Instructions

Following, is a list of materials required to submit per project. Failure to provide this information may exclude the submission from consideration:

- HSIP application (Form 1) (See Appendix A)
- Project information sheet (Form 2) (See Appendix B)
- Location map.
- Project plan or preliminary layout/scope of work proposed.
- Provide the ADT or an average ADT for your project area.
- Provide total miles of strategy deployment.
- Provide a reasonable Crash Reduction Factor (CRF) from the CMF Clearinghouse (MUST include a printout of the page CRF was taken from) <http://www.cmfclearinghouse.org/>
- Number of fatal and serious (“A”) injuries in the past 10 years (2003-2012) that have occurred where you propose to implement a HSIP project. (Projects can be eligible for HSIP even if no fatal or A injuries have occurred in your implementation area.)
- MnDOT and Counties, please attach copy of appropriate page from Highway Safety Plan for projects in Plan submitted.

Send project submittals to :
MnDOT, Traffic Engineering
Lars Impola
1500 West County Road B2
Roseville, MN 55113

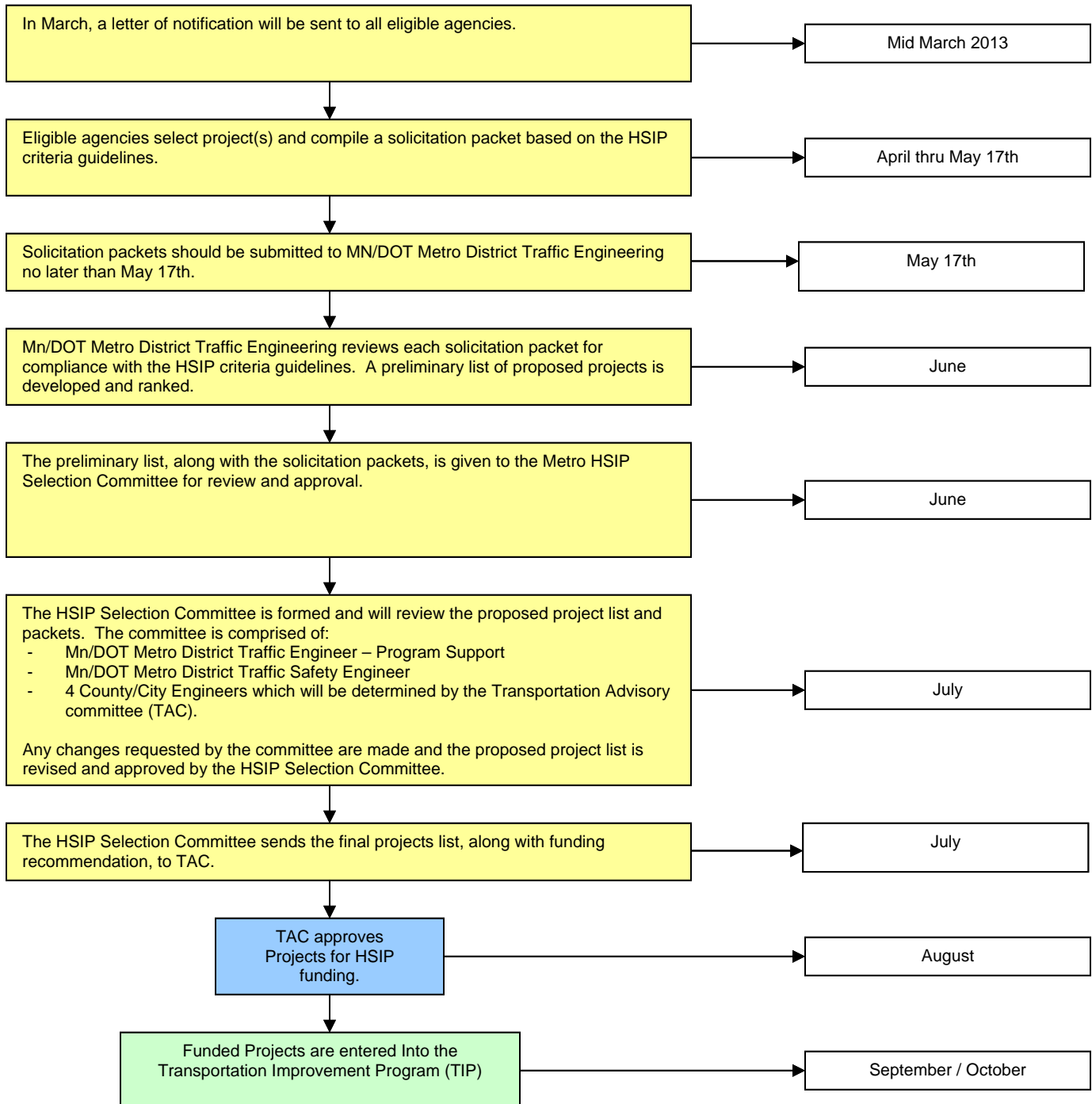
Electronic submittals to:
Lars.Impola@state.mn.us

**Mn/DOT Metro District Traffic Engineering
Program Support Contacts**

<u>Information</u>	<u>Contact</u>	<u>E-Mail</u>	<u>Phone Number</u>
Proposal Content	Gayle Gedstad	Gayle.Gedstad@state.mn.us	651-234-7815
Proposal Content	Lars Impola	Lars.Impola@state.mn.us	651-234-7820

Appendix A

Highway Safety Improvement Program (HSIP) Metro District Process Timeline



Appendix B

Guidelines for HSIP-funded narrow shoulder paving in conjunction with resurfacing projects:

If narrow shoulder paving projects are funded through HSIP, it makes sense under certain circumstances to do the work in conjunction with a resurfacing project, rather than as a separate, stand-alone project. Work involving the paving of existing aggregate or turf shoulders with 1 to 2 feet of pavement may be allowed within the following guidelines:

- Narrow shoulder paving can be done in conjunction with resurfacing if the project is along one of the segments specifically identified in the CRSP for this type of work.
- The project can be at a different location than those identified in the CRSP if it is along a higher-risk segment, as identified in the CRSP. The CRSP assigns a risk rating to highway segments based on the following criteria: traffic volume, rate and density of road departure crashes, curve density and edge assessment. The risk rating ranges from 0 (lower risk) to 5 (higher risk). **If the proposed project is along a highway segment with a rating of 4 or 5, then it can be done in conjunction with a resurfacing project.** This process ensures that narrow shoulder paving is being done at locations of higher risk rather than being driven by the schedule of pavement rehabilitation projects.
- The shoulder paving must include a safety edge and either shoulder or edgeline rumble strips.
- The applicant should use regular construction dollars to upgrade guardrail and other safety hardware as part of the resurfacing project.

Federal HSIP Funding Application (Form 1)

INSTRUCTIONS: Complete and return completed application to Lars Impola, MnDOT, Metro District, 1500 West County Road B2, Roseville, Minnesota 55113. (651) 234-7820. **Applications must be received by 4:30 PM or postmarked on May 17, 2013. *Be sure to complete and attach the Project Information form. (Form 2)**

Office Use Only

I. GENERAL INFORMATION

1. APPLICANT:

2. JURISDICTIONAL AGENCY (IF DIFFERENT):

3. MAILING ADDRESS:

CITY:

STATE:

ZIP CODE:

4. COUNTY:

5. CONTACT PERSON:

TITLE:

PHONE NO.
()

CONTACT E-MAIL ADDRESS:

II. PROJECT INFORMATION

6. PROJECT NAME:

7. BRIEF PROJECT DESCRIPTION (Include location, road name, type of improvement, etc... A more complete description can be submitted separately):

8. HSIP PROJECT CATEGORY – Circle which project grouping in which you wish your project to be scored.

Proactive

Reactive

III. PROJECT FUNDING

9. Are you applying or have you applied for funds from another source(s) to implement this project?
Yes No If yes, please identify the source(s):

10. FEDERAL AMOUNT: \$

13. MATCH % OF PROJECT TOTAL:

11. MATCH AMOUNT: \$

14. SOURCE OF MATCH FUNDS:

12. PROJECT TOTAL: \$

15. REQUESTED PROGRAM YEAR(S) :
2014 2015 2016 Any year

16. SIGNATURE:

17. TITLE:

PROJECT INFORMATION (Form 2)

(To be used to assign State Project Number after project is selected)

Please fill in the following information as it pertains to your proposed project. Items that do not apply to your project, please label N/A. **Do not send this form to the State Aid Office. For project solicitation package only.**

COUNTY, CITY, or LEAD AGENCY _____

FUNCTIONAL CLASS OF ROAD _____

ROAD SYSTEM _____ (TH, CSAH, MSAS, CO. RD., TWP. RD., CITY STREET)

NAME OF ROAD _____ (Example: 1st Street, Main Avenue)

ZIP CODE WHERE MAJORITY OF WORK IS BEING PERFORMED _____

APPROXIMATE BEGIN CONSTRUCTION DATE (MO/YR) _____

APPROXIMATE END CONSTRUCTION DATE (MO/YR) _____

LOCATION: From: _____

To: _____

(DO NOT INCLUDE LEGAL DESCRIPTION)

TYPE OF WORK _____

(Examples: GRADE, AGG BASE, BIT BASE, BIT SURF, SIDEWALK, CURB AND GUTTER, STORM SEWER, SIGNALS, LIGHTING, GUARDRAIL, BIKE PATH, PED RAMPS, BRIDGE, PARK AND RIDE, ETC)