

Transportation Committee

Meeting date: December 14, 2020

For the Metropolitan Council meeting of December 23, 2020

Subject: Amendment to the Travel Behavior Inventory Contracts, Resolution 2020-31

District(s), Member(s): All

Policy/Legal Reference: 2040 TPP Work Program

Staff Prepared/Presented: Nick Thompson, Director, MTS, 651-602-1754

Amy Vennewitz, Deputy Director Finance & Planning, 651-602-1058

Jonathan Ehrlich, Manager Travel Modeling and Research, 651-602-1408

Division/Department: Metropolitan Transportation Services

Proposed Action

That the Metropolitan Council authorizes the Regional Administrator to:

- Enter into negotiations and to execute an amendment to the Subordinate Funding Agreement with the Minnesota Department of Transportation (MnDOT) funding the Travel Behavior Inventory (TBI) Household Travel Survey for an amount not to exceed \$3,778,400,
- Adopt the attached resolution (resolution 2020-31) approving the agreement with MnDOT, and
- To enter into negotiations and to execute an amendment with the contract with RSG to conduct the TBI Household Surveys for an amount not to exceed \$4,723,000

Background

The TBI Household Survey is a biennial survey of all travel for a sample of households in the region. Each household is asked to record all travel by all household members for up to seven days. Data collection for the first wave of the survey occurred in 2018 and 2019.

The first wave of the survey was successful at meeting its sampling goals, as well as demonstrating the utility of new survey methods and of the willingness of individuals to participate in the survey for an entire week. There were several challenges that emerged in the first wave: the need to improve representation of the survey by race/ethnicity, the need to improve methods to ensure that the survey is capturing accurate behavior of children and rapidly evolving travel patterns due to COVID-19, and the need to evolve the program to address increased risks from external factors, including COVID-19. Staff have determined that amendments are necessary to

- Correct contract expiration date and establish specific payment milestones for waves 2 and 3
- Include additional tasks for strategies to increase representativeness of the survey sample by race/ethnicity
- Increase sample size of wave 2 to fully measure ongoing changes and increase sample statistical power (especially for historically underrepresented groups)
- Adjustments and risk mitigation due to COVID-19 impacts and other external factors affecting response.

Federal funding through MnDOT is partially funding all elements of the TBI program, including the household survey. A master agreement for all elements of the TBI was executed by the Council and MnDOT on June 21, 2017 and

amended on 1/17/2019. The master agreement outlines the method to transfer funds from MnDOT to the Council and the conditions and obligations that must be followed. The subordinate agreement details the scope and cost of each TBI tasks. The value of the subordinate agreement is for federal funds only (80% of the total). An amendment to the subordinate agreement is necessary to allow the consultant contract amendment.

Rationale

The TBI Household Survey provides data for use by the Council and its regional stakeholders for improving the region's travel forecast models and providing information on how, where, and why people travel in the region and tracking how it changes over time.

Council authorization is required for the consultant contract amendment, as it exceeds 10 percent of initial contract value. Council authorization by resolution is required for the amendment to the subordinate funding agreement.

Thrive Lens Analysis

Improving the strategies to increase survey participation of historically underrepresented populations will promote equity in the region. Adjustments in survey to account for increased risk due to COVID-19 and other contingencies promotes stewardship by maximizing the likelihood of a successful survey outcome given significant investment.

Funding

Funding for the amendment is available through the existing Travel Behavior Inventory master agreement, which funds the household travel survey, transit on-board survey, and other data collection and travel modeling work. Funds will be reallocated within the TBI program to fully fund this amendment.

Known Support / Opposition

There is no known opposition

METROPOLITAN COUNCIL

390 Robert Street North, St. Paul, Minnesota 55101-1805

RESOLUTION NO. 2020-31

RESOLUTION AUTHORIZING THE AGREEMENT WITH THE
COMMISSIONER OF TRANSPORTATION PRESCRIBING THE TERMS
AND CONDITIONS OF FEDERAL AID PARTICIPATION FOR THE
TRAVEL BEHAVIOR INVENTORY

- WHEREAS, the Transportation Advisory Board awards federal transportation dollars through the Regional Solicitation; and
- WHEREAS, the Transportation Advisory Board has awarded federal transportation dollars to the Metropolitan Council for the completion of the Travel Behavior Inventory; and
- WHEREAS, the Minnesota Department of Transportation has chosen to contribute additional funds to the Travel Behavior Inventory; and
- WHEREAS, the Travel Behavior Inventory has been determined to be eligible for the expenditure of federal aid funds and is be programmed in the 2020 State Transportation Improvement Program; and
- WHEREAS, the Metropolitan Council must enter into agreement with the State of Minnesota Department of Transportation to access these funds.

NOW, THEREFORE, BE IT RESOLVED:

1. THAT pursuant to Minnesota State Sec. 161.36, the Commissioner of Transportation be appointed as Agent of the Metropolitan Council to accept as its agent, federal aid funds which may be made available for eligible transportation related projects
2. THAT the Regional Administrator is hereby authorized and directed for and on behalf of the Metropolitan Council to execute an amendment of the agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in Minnesota Department of Transportation Agency Agreement No. 1028181

Adopted this _____ of 2020.

Charlie Zelle, Chair

Elizabeth Sund, Recording Secretary