

**517th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, April 8, 2021 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead Traffic Engineering
Julie	Bommelman	City of Fargo, MATBUS
Jeremy	Gorden	City of Fargo Transportation Engineering
Cindy	Gray	Metro COG
Robin	Huston	City of Moorhead Planning
Matthew	Jacobson	Clay County Planning
Kim	Lipetsky	Fargo Cass Public Health
Peyton	Mastera	City of Dilworth Administration
Grace	Puppe	Cass County Planning
Joe	Raso	GFMEDC
Mary	Safgren	MnDOT – District 4
Russ	Sahr	City of Horace Planning
Tim	Solberg	City of West Fargo Planning
Justin	Sorum	Clay County Engineering
Tom	Soucy	Cass County Highway (Alternate for Jason Benson)
Brit	Stevens	NDSU – Transportation Manager
Lori	Van Beek	City of Moorhead, MATBUS
Mark	Wolter	Freight Representative, Midnite Express
Andrew	Wrucke	City of West Fargo Engineering
Wayne	Zacher	NDDOT – Local Government Division

Members Absent:

Jason	Benson	Cass County Highway Engineering (alternate present)
Jaclynn	Maahs	Concordia College
Aaron	Nelson	Fargo City Planning

Others Present:

Adam	Altenburg	Metro COG
Angie	Bolstad	Stantec
Luke	Champa	Metro COG
Ari	Del Rosario	Metro COG
Dan	Farnsworth	Metro COG
Wade	Frank	Stantec
Matthew	Huettl	HDR
Brian	King	HDR
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Diomo	Motuba	NDSU/ATAC
Anna	Pierce	MnDOT
Jordan	Smith	MATBUS
Kristen	Sperry	FHWA - ND
Steve	Strack	Houston Engineering
Kyle	Weiler	HDR

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on April 8, 2021 by Chair Gray. A quorum was present.

2. Approve the 517 TTC Meeting Agenda

Chair Gray asked if there were any questions or changes to the 517 TTC Meeting Agenda.

**Motion: Approve the 517 TTC Meeting Agenda.
Mr. Atkins moved, seconded by Mr. Mastera
MOTION, PASSED.
Motion carried unanimously.**

3. APPROVE March 11, 2021 TTC MEETING MINUTES

Chair Gray asked if there were any questions or changes to the March 11, 2021 TTC Meeting Minutes.

**Motion: Approve the March 11, 2021 TTC Minutes.
Ms. Bommel moved, seconded by Mr. Sahr
MOTION, PASSED
Motion carried unanimously.**

4. Public Comment Opportunity

No public comments were made or received.

5. Interstate Operations Analysis Consultant Selection

Ms. Gray said that the work leading up to the release of the RFP and the selection of a consultant team for this project has been a large undertaking. She thanked the selection committee for their time and effort and NDSU/ATAC for their guidance on this project. Six consultant proposed on this project, and the highest ranked firm and recommendation of the selection committee was HDR. The estimated project cost came in at \$399,417.63.

**Motion:
Mr. Gorden moved, seconded by Mr. Atkins
MOTION, PASSED
Motion carried unanimously.**

6. Job and Household Data Request for Proposals Update

Mr. Maddox said that this data is purchased every five years. The last data purchase in 2016 from InfoGroup was found to be incomplete for the needs of the agency. For this purchase, NDSU/ATAC will be used as a resource to develop the necessary specifications for solicitation of vendors. Mr. Motuba explained the two separate data sets of job data and household data and how the data sets will be utilized by the agency. Metro COG hopes to finalize a vendor by May of 2021. Ms. Van Beek said that the ReMix (transit routing software) can also utilize household data sets.

7. Transit Route Planning Software Request for Proposals

Mr. Maddox gave an update on the use and implementation of ReMix Transit Route Planning software. The original contract was signed in 2017, with a three year licensing extension. This purchase counts as a level two purchase, which does not necessitate a full RFP release. As of today, ReMix is the only known vendor to offer this software as needed by MATBUS. Purchase of the software licensing is included in the 2021-2022 UPWP overhead budget, but the pricing may vary and may warrant modification to the UPWP.

8. 2021 Bicycle & Pedestrian Count Report

Mr. Farnsworth presented the 2021 Bicycle and Pedestrian count report.

9. Meeting Highlights from ND MPO/NDDOT 1st Quarter Meeting

Ms. Gray presented an update from the North Dakota MPO/NDDOT first quarter meeting.

10. July TTC Meeting Date

As Independence Day falls on a Sunday, Ms. Gray asked the committee on their thoughts for a July meeting. The response indicated that attendance will most likely result in a quorum.

11. Agency Updates

Fargo: Bidding out North University Drive project. 64th Avenue construction has started. City commission has approved the 2nd Ave Pedestrian bridge project financing and will send the acceptance letter.

Moorhead: underpass construction continues. Bike trail construction.

West Fargo: Sheyenne Street construction.

MnDOT: Submitting draft STIP

Freight: NDDOT Vision Zero safety emphasis team with Mr. Wolter as chair

12. Additional Business

No additional business.

13. Adjourn

The 517 Regular Meeting of the TTC was adjourned on April 8, 2021 at 11:25 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD May13, 2021, 10:00 A.M.

Respectfully Submitted,

Savanna Leach
Executive Assistant