

Ramsey County Regional Railroad Authority. Records.

Copyright Notice:

This material may be protected by copyright law (U.S. Code, Title 17). Researchers are liable for any infringement. For more information, visit www.mnhs.org/copyright.

Version 3
August 20, 2018

Ramsey County Regional Railroad Authority
220 Courthouse, St. Paul, Minnesota 55102 651/266-2762 / FAX 266-2761

Tony Bennett, Chair

Agenda

Regional Railroad Authority Meeting

September 7, 1999

Immediately following Executive Session

Third Floor Council Chambers Courthouse

1. * Approve minutes of the July 13, 1999 meeting

2. * Authorize distribution of request for proposal for Central Corridor

* Action is requested

Printed on Recycled Paper

Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY MEETING

July 13, 1999

The Ramsey County Regional Railroad Authority met on Tuesday, July 13, 1999, in Council Chambers, Third Floor Courthouse.

MEMBERS PRESENT:	Chair Tony Bennett Commissioner Dino Guerin Commissioner Susan Haigh Commissioner Rafael Ortega Commissioner Victoria Reinhardt Commissioner Janice Rettman Commissioner Jan Wiessner	(arrived 2:03 p.m.)
OTHERS PRESENT:	Dennis Bodin, Kathy DeSpiegelaere, Paul Kirkwold, Kris Longhenry, Cindy MacLeod, David MacMillan, Tim Mayasich, Jane McClure, Jan Michaels, Tom Oertel, Mary Richardson, Dan Schacht, Dan Szymczak, Karen Tero	

Chairman Bennett called the meeting to order at 1:47 p.m.

1. Approve minutes of the June 22, 1999 meeting.

Motion by Commissioner Reinhardt, seconded by Commissioner Haigh to accept the minutes of the June 22, 1999 meeting.

Ayes – 6, Nays – 0
Motion accepted.

2. Comprehensive Transportation and Transit Plan.

Dan Schacht stated the four issue papers on land use had been previously presented by Paul Kirkwold and were accepted by the authority. These papers had then been sent out to the cities and adjacent counties for comments. Limited comments were received and listed on pages 84-85, including comments on pages 24-25 received from Anoka County and the City of Lauderdale. Dan Schacht requested that the issue papers be accepted and moved on to the draft Comprehensive Transportation and Transit Plan.

Commissioner Reinhardt asked if the comments from Anoka County and Lauderdale were included in additions to travel and system management. She wanted to know if the comments had been incorporated. Dan Schacht responded that they were.

Kathy DeSpiegelaere presented information on new issue papers. The first is existing and future transit needs. For this section of the Comprehensive Transportation and Transit Plan, transit is defined as a regular route bus service. Other sections deal with other forms of transit. The roles of the RCRRA are as follows: there are policies already in place, a policy on funding would be needed, and a policy supporting increased bus service improvements would also be needed. Another issue paper to be discussed deals with transit corridors. Transit corridors (or transitways) include high occupancy vehicle lanes (such as 394 corridor in Hennepin County), exclusive busways (e.g. University of Minnesota transitway between

the two campuses), light rail transit (or LRT), and commuter rail. Kathy stated that there was a study by the RCRRA in 1989 on LRT corridors and several were included in the county in a long-range plan. She stated that the roles of RCRRA include: participating in discussions regarding planning, funding, and implementation; developing priorities; and planning for the future (of which land acquisition is an example-- discussions are ongoing concerning corridors that are being proposed for abandonment by railroads, one of which is in the city of Roseville)

Commissioner Rettman stated that due to a discrepancy of where the Central Corridor is located that she would like the map on page 66 to be stricken and a new one submitted for the sake of accuracy. The Central Corridor had been explicitly defined at the prior meeting to include the BN alignment and the map did not reflect that definition. Kathy DeSpiegelaere agreed that the map needed to be modified to fit those standards.

Commissioner Reinhardt stated her confusion on how each of the transit methods (i.e. LRT, commuter rail, buses) fit into the map. She found it confusing when the maps and the information seemed disconnected. Kathy DeSpiegelaere stated that the booklet's layout was not meant to be indicative of the presentation's order. She stated that the issue papers will be further integrated.

Commissioner Wiessner asked for an explanation of the Northern Ramsey County Sector Study on page 66. Kathy DeSpiegelaere explained that it extends further north than is shown on the map. She went on to further explain that a workshop in February was held to show ways of reordering transit service in order to better meet current and future needs.

Commissioner Reinhardt stated that two important corridors were missing from the map on page 66, the Red Rock Corridor and the Rush Line Corridor. The map is titled Major Transit Planning Areas and she felt that this map should include these two other corridors as they are being considered as major transit planning areas as well. Chairman Bennett suggested to Kathy DeSpiegelaere that a series of maps be used. Kathy questioned if the maps on pages 65 and 66 should be combined. Chairman Bennett clarified his suggestion to producing maps categorized by transit mode. Commissioner Reinhardt stated that she preferred the maps not be categorized because categorizing corridors is pre-determining. She felt that all the corridors should be shown and all mode options considered for each corridor. Kathy DeSpiegelaere understood the suggestion to place all of the corridors on a map focusing on Ramsey County indicating all of the potential transit corridors shown regardless of mode.

[Commissioner Ortega arrived at this time]

Commissioner Haigh wanted to know the role of Ramsey County concerning the Ayd Mill Road EIS. Paul Kirkwold stated that the study has not reached a conclusion yet as far as a recommended implementation plan is concerned, but transit is a part of that study. He went on to explain that the role of the County would be the same as it was with the Northern Dakota County Transit Redesign, which was as an advisory position. But the Ayd Mill Road is not a county road, so Ramsey County has no jurisdiction. Commissioner Haigh then questioned its inclusion on the map as being shown as a general planning area for which the County has no role. Paul Kirkwold confirmed. He stated that it is similar to the sector study in that the RCRRA is a contributor of information and that the research is being done by another, unassociated authority.

Commissioner Rettman asked about the bus issue paper on page 51. She was concerned about what the RCRRA's role would be regarding buses that would layover in neighborhoods. She questioned whose role that would be, the RCRRA or the Metro Transit Authority. Kathy DeSpiegelaere stated that there is no position on that issue being taken in the plan. Commissioner Rettman went on to express further concern regarding buses that sit piggybacked and idling and that occurs at times between two different

Commissioners' districts. This leads to emission issues and the like and maybe should be a concern to be looked at in the future. Chairman Bennett thought that might be a city zoning matter.

Commissioner Wiessner asked Kathy DeSpiegelaere if Metro Transit had any plans to expand the transit hubs in Ramsey County. Kathy did not know and stated she would check. Commissioner Rettman stated that there is a hub located right off of Snelling near I-94 that is being relocated which has planned to significantly increase the number of buses through that area. Kathy DeSpiegelaere stated that her definition of a transit hub is a place where passengers change buses as opposed to a bus garage. Chairman Bennett wondered if the star located at the Maplewood Mall was a Park N' Ride. Commissioner Haigh built upon Commissioner Rettman's point that Metro Transit did discuss a hub location just off of Snelling. Commissioner Reinhardt mentioned that there are other forms of transit that lie outside of Kathy DeSpiegelaere's definition of hubs that should also be considered. Kathy DeSpiegelaere questioned whether the board would like some notation of non-Metro Transit service providers. Commissioner Reinhardt confirmed.

Commissioner Haigh noted that the economic development around transit stations should be thoroughly discussed. Kathy DeSpiegelaere felt that should be included in the Land Use Issue Paper.

Commissioner Wiessner affirmed Commissioner Reinhardt's point of other major forms of transit and felt that there are smaller forms that should also be considered (e.g. Red Cross senior transit). Chairman Bennett expressed his concern of being able to define how a hub can generate economic development and cited an example in Burnsville of a hub that was successful as far as transportation is concerned but had few businesses growing nearby. Commissioner Reinhardt agreed that the economic development of the area surrounding hubs is important and should be spelled out in the document. Commissioner Guerin stated that the people who plan rails cannot know the economic vitality of those rails concerning the area where they are built. His contention was that someone with economic knowledge needs to be consulted on that point. He said that if you have some economic viability, then you can justify costs. Commissioner Haigh agreed. She also believed there should be some language included to identify how it is possible to bring in partnerships to enhance transit and development simultaneously and also determine what the Rail Authority's role will be. Chairman Bennett felt that there should be two issues to look at concerning this: existing transit hubs and their development as well as future hubs and their development.

Kathy DeSpiegelaere moved onto light rail transit (LRT) on page 55 stating that LRT is an electric railway system, has single cars or short trains in mixed traffic or exclusive right of way, is used in urban or suburban markets, and has station spacing of ½ to 1 mile. She stated that funding sources for both capital and operating costs are needed as well as work being done with communities in order to influence the future. The Rail Authority's role on LRT includes their being fully engaged in discussions about funding and implementation and their conducting of studies of corridors of major investments.

Commissioner Reinhardt wondered if there is the necessity for headings for economic development included in the papers or if it should be integrated. She felt that both land use and economic development need to be addressed hand in hand in each section. Kathy DeSpiegelaere stated that she would meet with Public Works and revise papers.

Commissioner Wiessner asked about the Phalen Corridor's and I-35W Corridor's effects on transit and whether they would be mentioned. Dan Schacht stated that the papers have been put together as more of a framework and not with specific projects identified.

Chairman Bennett brought up the concern over the baseball stadium's effect on transit and the fact that specifics should be intertwined. Commissioner Reinhardt felt that Ramsey County Geographic

Information Systems should also be considered. Paul Kirkwold mentioned that the purpose of putting the plan together as it has been was to establish a consistent method of policies. He felt there would always be variables to consider, but the general approach is better because of its use over time. He also said that the purpose of the plan is to maximize the economic development and land use to the best they can be. He stated that perhaps the best way to address the plan is to consider the large picture instead of each issue paper standing alone. Commissioner Reinhardt reiterated that these things should all be explicitly presented in each issue paper.

Kathy DeSpiegelaere cited three areas that are undergoing study as a possible site for commuter rail: Northstar Corridor, Hennepin/ Ramsey Corridor, and Red Rock Corridor. She stated that the things needed to be done to influence the future concerning these projects are funding, planning and engineering studies, work with communities. She stated there are some policies already in place and some that are being developed on this topic.

Commissioner Reinhardt asked why the information on these three corridors were the only ones being studied for commuter rail. Kathy DeSpiegelaere explained that a phase 1 study determined that if a commuter rail were to be implemented, it should be implemented in one of these three corridors. Commissioner Reinhardt wanted more corridors to be listed especially the Rush Line Corridor. Kathy DeSpiegelaere explained that page 47 of the text more thoroughly explained that and the overhead she showed was not all-inclusive.

Kathy DeSpiegelaere moved onto page 67, concerning travel demand management. She defined it as reducing the demand for travel by means that result in fewer vehicle trips. Examples she listed are more transit; pedestrian-friendly land use; rideshare, biking, walking, telecommuting, and parking policies. The County's role in travel demand management is twofold: advocate and employer. Commissioner Wiessner felt that travel demand management should be defined in the initial paragraph of the paper.

Commissioner Haigh questioned tax incentive zones. Kathy DeSpiegelaere explained that businesses located within ¼ mile of major bus routes are allowed tax incentives. Commissioner Haigh would like more information, possibly in presentation form. Commissioner Rettman also would like an explanation in written form.

Kathy DeSpiegelaere stated that policies needed for travel demand management include a policy supporting transit-oriented development and that transit access for all new county facilities is needed. A plan for county employees that uses travel demand strategies is another policy needed.

Dan Schacht had two more items pertaining to public involvement. He cited the many tools listed on page 75, 76, and 77. Pages 78 through 82 list a toolbox of strategies to be chosen from for many situations. In presenting the issue paper, Dan was looking for approval to pass them on to the city and others for comments. Commissioner Rettman noted that there are many citizen venues that could be used to get citizens involved that are not listed in this issue paper. She also noted that she felt there were plenty of tools that are already implemented and didn't want to revert to something already in use.

Commissioner Reinhardt stated the need to be certain to use more than one form of public responsiveness, meaning that an Internet survey will be an effective tool for the responding of certain people, but not for all. Commissioner Haigh concurred and stated that the proposal made sense to her and that other things need to be tried as well. Commissioner Reinhardt expressed her concern that if this proposal were to come back as an action, she would like to see more details of the target audience researched and taken into consideration when deciding which tools to use to reach them. Commissioner Guerin brought up the point that the general public does not attend City Council Meetings. He stated that special interest groups do, but it becomes the responsibility of the board to determine a way to best represent the general public.

He also stated that consensus is an impossibility and that the role of the board is to gather information and make the best decision. Commissioner Reinhardt asked for more information on tools and target audience when the public plan was revised.

3. Authorize staff to prepare request for proposals for Central and Hennepin/ Ramsey Commuter Rail Connector Corridors

Kathy DeSpiegelaere spoke on the work currently underway on the Riverview Corridor. It is a federal authorized corridor and there is a major investment study being done to look at various transit improvements. Kathy also said that the next step after the study is for an RFP for Draft Environmental Impact Statement. She noted that action would be requested on that in the next month, not at this meeting. She then spoke on the Central Corridor. It would run between the two downtowns. There have been three previously completed Draft EIS's that did not progress because of lack of funding or legislative directive to implement them. The previous decision by the Rail Authority in the early 1990's was for light transit in alignment along Soo Line/ I-94. The alignments to be studied now in this corridor are I-94, University Avenue, and Burlington Northern Southern Mainline. Commissioner Haigh wondered why light rail was being looked at on heavy rail line (concerning the BN alternative). Kathy DeSpiegelaere stated that the idea in that situation was to lay additional tracks on BN right of way.

Commissioner Rettman noted her belief in strong opportunities for growth along the Energy Park line.

Commissioner Wiessner asked for clarification on why the I-94 route was considered to be more heavily trafficked than the University route. Chairman Bennett suggested to Kathy DeSpiegelaere that the studies and background information on this topic be given to the Commissioners for their perusal. Commissioner Reinhardt also mentioned that though studies were begun in all of these areas, none were completed. Kathy DeSpiegelaere stated that all three were completed, just unable to be implemented.

Kathy DeSpiegelaere noted that commuter rail and light rail are different technologies. As a result, different expertise is needed. Commuter rail operates on existing freight tracks, it may be diesel powered, and it has long corridors and lengthy station spacing. Light rail operates on city streets and along rail right of way, is powered by electrical wires overhead, and has shorter corridors and closer station spacing. The options could be: one RFP, two contracts; two RFPs, two contracts; one RFP, one contract. It could also be specified that consultants may bid on one or both corridors. Chairman Bennett asked Kathy what her recommendation would be. Kathy DeSpiegelaere stated that her recommendation would be a combined requested proposal that addresses these factors: clarity with the community, ease of administration, different pace of studies, consultant expertise, and the fact that two decision will probably be desired—one for each corridor and mode. Commissioner Guerin stated that two contracts would cause competition and problems. Commissioner Ortega wondered if one RFP equates to one vendor. Kathy DeSpiegelaere said that the vendor number isn't as important. Vendors could take sections of the work. Her recommendation was one, combined RFP with no preference to the number of vendors. Commissioner Haigh stated that the different modes should be kept straight. Each mode would be funded differently as well develop the area differently economically. She also stated that the board desires both light rail and commuter rail in the Central Corridor. She went on to question the viability of a decision in light of the Metro Council's master plan of February 2000. Chairman Bennett stated that his impression is that Legislation is looking for a broad concept, so there are no major isssues at this time. Kathy DeSpiegelaere stated that the more work that is done sooner, the better it would help influence the Metro Council.

Motion by Commissioner Guerin, seconded by Commissioner Wiessner to authorize staff to prepare one request for proposal and one contract for Central and Hennepin/ Ramsey Commuter Rail Connector Corridors.

Ayes – 6, Nays – 0
Motion accepted.

WHEREAS, On February 23, 1999, the Ramsey County Regional Railroad Authority adopted a position that the regional master plan must include the core triangle of Hiawatha, Riverview, and Central Corridors and a minimum of three major transit corridors the Ramsey County:

Riverview Corridor
Central Corridor
Commuter Corridor, Elk River to St. Paul (Hennepin/ Ramsey portion); and

WHEREAS, A Major Investment Study is being conducted on the Riverview Transit Corridor; and

WHEREAS, Funding has been committed for work in Ramsey County transit corridors by the Metropolitan Council and Minnesota Department of Transportation; Now, Therefore Be It

RESOLVED, That staff is authorized to develop one request for proposal which specifies a single contract for continuing work on transit improvements in the Central and Hennepin/ Ramsey Commuter Rail Corridors.

4. A) Approve the Construction Agreement between RCRRA and MediaOne Corporation to install co-axial cable across the RCRRA right of way between 1287 East Cook Avenue and 1001 Johnson Parkway in St. Paul;

B) Authorize the Chair of the Ramsey County Regional Railroad Authority to sign the Construction Agreement on behalf of RCRRA.

Motion by Commissioner Reinhardt, seconded by Commissioner Guerin to approve Construction Agreement between RCRRA and MediaOne Corporation to install co-axial cable across the RCRRA right of way between 1287 East Cook Avenue and 1001 Johnson Parkway in St. Paul and to authorize the Chair of the Ramsey County Regional Railroad Authority to sign the Construction Agreement on behalf of RCRRA.

Ayes – 6, Nays – 0
Motion accepted.

WHEREAS, The Northeast Corridor right of way, extending from Kellogg Boulevard in St. Paul to Beam Avenue in Maplewood was acquired by Ramsey County Regional Railroad Authority in 1992; and;

WHEREAS, The Northeast Corridor was acquired to preserve that property as a future option for a light rail transit line; and;

WHEREAS, MediaOne Corporation has requested permission to use the right of way between 1267 East Cook Avenue and 1001 Johnson Parkway in St. Paul to install a co-axial cable; and;

WHEREAS, A construction agreement/ permit has been negotiated to provide for the installation of the fiber optic cable; and;

WHEREAS, The granting of this construction agreement/ permit will not affect the future development potential of the corridor for light rail or trail use; Now, Therefore Be It

RESOLVED, That the construction agreement/ permit is hereby approved; and Be It Further

RESOLVED, That the Chair of the Ramsey County Regional Railroad Authority is authorized to sign the construction agreement/ permit on behalf of Ramsey County Regional Railroad Authority.

5. Outside Meeting Notes

Chairman Bennett stated that the reply to the letter sent out some time ago to the Northstar Corridor requesting membership has been returned stating that they are not adding new members at this time but are working with a couple of counties north of where they are and have invited a representative to sit in on meetings. Commissioner Rettman has been selected as that representative from Ramsey County Regional Railroad Authority.

Chairman Bennett also stated that there is going to be a PRT demonstration sometime after budget hearings are done.

Chairman Bennett's third item was that the survey and public meeting report on the Riverview Corridor back at the July 27th meeting.

Commissioner Reinhardt updated the Council on the TEA21 solicitation package from the Transportation Advisory Board (TAB). Chair Mondale tried to achieve three key directives: 1) strengthen the connection between transportation investments and regional blueprint in the Livable Communities Act, 2) minimize the delays in the solicitation of projects, and 3) establish a framework for an in-depth evaluation of the project selection process as a joint effort between the Met Council and the TAB members. The current solicitation processed is from 2000-2004. Chair Mondale suggested the process go from 2000-2003 and then have a separate solicitation packet developed for 2004. Commissioner Reinhardt stated that a four-year solicitation made more sense because of a number of issues and the four year timeframe best served Ramsey County needs.

All other outside business was deferred.

The meeting adjourned at 3:37 p.m.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

(2)

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K DeSpiegelaere
Authorized Signature

9/1/99
Date

Board Action Requested

Authorize staff to solicit proposals for Central Corridor Transit Study

ACTION IS REQUESTED

Request Justification

See Attached:

(1) Proposed resolution

(2) Memorandum from K. DeSpiegelaere

(3) Request for proposal

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

09/07/99
Board Date

Signature

9/2/99
Date

Ramsey County Regional Railroad Authority

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

Memorandum

To: Ramsey County Regional Railroad Authority Commissioners
Paul Kirkwold, Acting County Manager

From: Kathryn DeSpiegelaere

Subject: Central Corridor Request for Proposals

Date: August 27, 1999

A request for proposals for work on commuter rail, light rail transit and buses in the Central Corridor has been prepared and is attached.

A resolution is also attached which authorizes solicitation for proposals in response to the request.

In conformity with Resolution R-89-24 (attached) of the Regional Railroad Authority passed on July 13, 1999, a single request for proposal specifying a single contract has been prepared.

Recommendation:

Approve the resolution authorizing staff to solicit responses to the request for proposal.

Printed on Recycled Paper

Minnesota Department of Transportation

Transportation Building
395 John Ireland Boulevard
Saint Paul, Minnesota 55155-1899

April 14, 1999

The Honorable Janet Johnson
Senator - District 18
G-9 Capitol
St. Paul, Minnesota 55155

Dear Senator Johnson:

It was a pleasure to meet with you and Ramsey County officials this morning. We are delighted that we have come to an agreement regarding a solid proposal to move Ramsey County transit proposals forward.

This letter is to declare our intentions with respect to providing up to $12 million to Ramsey County for transit corridor projects. The funds will be provided as follows.

Mn/DOT will give priority to earmarking $4.5 million in each of federal fiscal years 2000 and 2001 from flexible federal TEA21 dollars to be used for feasibility studies, preliminary engineering, and Environmental Impact Statements in Ramsey county transit corridors.

The Metropolitan Council will give first priority for the expenditure of $3 million in Federal Discretionary Capital funds appropriated by Congress for FY 2000, for short term transit improvements in the Riverview Corridor in the fiscal year 2000 and 2001.

We believe this reflects the understanding reached this morning between Mn/DOT, Metropolitan Council, Ramsey County Senators and yourself. We look forward to working with a united St. Paul delegation, the mayor and local officials towards improving the transportation system for the entire state.

Sincerely,

Elwyn Tinklenberg
Commissioner

Ted Mondale
Metropolitan Council Chair

cc: Mayor Norm Coleman
Ramsey County Senators
Tony Bennett, Ramsey County Commissioner
Raphael Ortega, Ramsey County Commissioner

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: July 13, 1999 No: R99-24

WHEREAS, On February 23, 1999, the Ramsey County Regional Railroad Authority adopted a position that the regional master plan must include the core triangle of Hiawatha, Riverview and Central Corridors and a minimum of three major transit corridors in Ramsey County:

Riverview Corridor
Central Corridor
Commuter Corridor, Elk River to St. Paul (Hennepin/Ramsey portion); and

WHEREAS, A Major Investment Study is being conducted on the Riverview Transit Corridor; and

WHEREAS, Funding has been committed for work in Ramsey County transit corridors by the Metropolitan Council and Minnesota Department of Transportation; Now, Therefore Be It

RESOLVED, That staff is authorized to develop one request for proposal which specifies a single contract for continuing work on transit improvements in the Central and Hennepin/Ramsey Commuter Rail Corridors.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

	YEA	NAY	OTHER	
Tony Bennett	X			
Dino Guerin	X			
Susan M. Haigh	X			
Rafael E. Ortega				(absent)
Victoria Reinhardt	X			
Janice Rettman	X			
Jan Wiessner	X			

Tony Bennett, Chairman

By: Rafael E. Ortega, Secretary

5

September 7, 1999

REQUEST FOR PROPOSALS

Central Transit Corridor Study

Introduction

Ramsey County Regional Railroad Authority is issuing a request for proposals (RFP) for the Central Transit Corridor Study. Although the corridor is not federally authorized, work is to be conducted in a manner to meet federal requirements.

The Central Corridor is located in Ramsey and Hennepin Counties. The Central Transit Corridor Study will be a vehicle for making decisions on major transit investments within the Central Corridor. It will require a focused examination utilizing and reevaluating previous transit work done in this corridor. The focus will be on developing information that will facilitate recommendations by the community and decisions by policy makers that will be implemented in a timely manner.

The contents of this RFP are:

1. Instructions to proposers
2. Background
3. Consultant's proposal
4. Draft contract

1. Instructions to proposers

1.1 Submission of proposals

Submit all proposals to Ramsey County Regional Railroad authority addressed to

Kathryn DeSpiegelaere, Director
Ramsey County Regional Railroad Authority
665 Ramsey County Government Center West
50 West Kellogg Boulevard
Saint Paul, Minnesota 55102

Proposals must be received no later than 11:30 AM on September 30, 1999. Proposals received after that time and date will not be eligible for consideration.

The proposer shall submit 20 bound copies of its proposal addressed as noted above.

1.2 Clarifications and additions

Any changes to the RFP will be made in writing and no verbal modifications will be binding.

1.3. Contact person

The proposer's sole point of contact for this proposal is Kathryn DeSpiegelaere, 651-266-2762. No contact regarding this RFP is to be made with Board members of RCRRA or other members of the staff team for this study.

Materials are available for review in the staff offices of Ramsey County Regional Railroad Authority during regular business hours, Monday to Thursday. Please call Dan Szymczak for an appointment at 651-266-2772.

1.4. Proposal Format

Proposals shall be prepared two sided on 8 ½ by 11 inch paper. The proposal should be indexed. It should be clear when reproduced in black and white.

1.5 Exceptions/Deviations

Any exceptions to the requirements of this RFP, including the language in the sample contract, must be included in the proposal submitted by the proposer. Identify the exceptions as a separate element of the proposal under the heading, "Exceptions/Deviations."

1.6 Contract Award

Issuance of this RFP and receipt of proposals does not commit RCRRA to award a contract for the proposed work. RCRRA reserves the right to:

Reject any or all proposals received
Cancel the entire request for proposals
Issue a subsequent request for proposals
Remedy technical errors in the request for proposal process
Negotiate with any, all or none of the proposers
Reject and replace one or more subcontractors
Contract for part, but not all, of the allotted budget with a team or individual contractor
Withhold part of the budget and contract separately for individual work elements

The issuance of this RFP does not commit RCRRA to enter into a contract or to pay for any costs incurred in preparing a response to the RFP. RCRRA reserves the right to have a subconsultant carry out a subtask independently of the team selected and within the overall project budget stated in this proposal and to have this work coordinated with that of the other consultants by the primary contractor.

1.7 Contract type

The contract resulting from this solicitation will be a cost plus fixed fee with a not to exceed limit.

1.8 Schedule

The project will build upon work already completed for the Twin Cities Metropolitan region and for this particular corridor.

The contractor should outline an aggressive but achievable timeline for the work proposed. The project will be funded by a federal grant.

Consultants will be selected in accordance with the following approximate schedule:

Issue request for proposal	September 8, 1999
Proposal due	September 30, 1999
Determine short list of consultants To be interviewed	October 7, 1999
Interviews	October 18, 1999

Selection of responders to proposal by RCRRA	October 26, 1999
Contract approved by RCRRA	November/December, 1999

1.9 Precontractual expenses

RCRRA shall not be liable for any precontractual expenses incurred by proposers in the preparation of their proposals.

Precontractual expenses are defined as expenses incurred by the proposer in preparing its proposal response, submitting its proposal, negotiating with RCRRA on the proposals and any other expenses incurred by the proposer prior to the date of execution of the contract.

1.10 Proposal Evaluation

Each proposal will be assessed on the basis of the following criteria:

Experience of the firm

The comprehensiveness, creativity, appropriateness and quality of experience of the members of the firm

Responses of the references

Presence of the required disciplines

Demonstrated experience with performing comparable work

Demonstrated knowledge of Ramsey County

Knowledge of work being done on the Hiawatha and Northstar Corridors and ability to make connections with Central Corridor work to work being done on those and other corridors.

Demonstrated ability to work with policy makers in facilitating decisions and implementation of major transportation projects.

Experience of personnel

Experience, reputation and interpersonal skills of the project manager, including demonstrated ability to successfully lead and implement projects

Creativity and interpersonal skills of key project staff

Level of effort and participation of key personnel

Experience, education and qualification of key personnel with similar roles and projects

Ability to help decision-makers reach conclusions that are implementable

Work plan

Thoroughness and responsiveness to the RFP

Ability to suggest ways to accomplish objectives of the RFP in a creative manner

Understanding of the project objectives and work tasks

The ability to translate the project objectives into action as demonstrated in past experiences

Scope of work approach, timing, and substance

Ability to complete the project in a timely manner

Demonstration of ability to use previously completed Central Corridor work

Demonstration of ability to link this project to Hiawatha and Northstar Corridor work as well as the work of other corridors

Demonstration of availability of key staff to complete the project in an expeditious manner

Cost allocation

Allocation of resources among work tasks (including person hours)

Because this RFP does not specify a maximum contract cost, the cost of the proposal will be assessed relative to the proposed level of effort and products. The lowest cost proposal is not necessarily the preferred proposal.

Ability to perform project within a budget, including demonstrated work efforts of a similar nature that came in at or under budget. Provide specific studies and names and phone numbers of contact persons.

Demonstration of ability with cost savings specified of using previous Central Corridor work.

Disadvantaged Business Enterprises

Level of participation of DBE's and WBE's

Scope of services to be provided by DBE's and WBE's

Other Factors

Any other factors determined to be relevant by review team.

2. Background on the Central Corridor

2.1 Location

The Central Corridor is located between downtown St. Paul and downtown Minneapolis. It will include analysis of the area between I-94 and the Burlington Northern Southern Mainline. It will include areas in both Hennepin and Ramsey Counties. A map of the corridor is attached.

2.2 Previous Studies of the Central Corridor

The Central Corridor was the priority corridor for a major transit investment for the Twin Cities region for many years. Currently the Hiawatha Corridor in Minneapolis is scheduled to be the first location for implementation of light rail transit in the region.

The Central Corridor was studied for light rail transit and bus improvements in three previous Draft Environmental Impact Statements in the 1980's and 1990's and two previous federal Alternatives Analyses. The studies were completed, but the ability to implement the locally preferred alternative (light rail transit) was not realized. Non-federal preliminary engineering was completed for the Central Corridor in the early 1990's for an alignment generally along University of Minnesota Transitway/Soo Line/I-94. Previous work should be used to the maximum extent and the method of using that previous work and cost savings resulting from use of previous work must be outlined in the proposal.

The Central Corridor has also been studied for commuter rail as part of the Minnesota Department of Transportation's Commuter Rail Study completed in 1999. The Central Corridor was recommended as one of the first segments of commuter rail to be completed if commuter rail is implemented in the region. Currently work is underway on the Northstar Commuter Rail Corridor from downtown Minneapolis to St. Cloud. Previous

work should be used to the maximum extent and the method of using that previous work must be outlined in the proposal.

2.3 Dual Approach

The Central Transit Corridor Study will have a dual approach with a single contract.

A. The Central Corridor must link downtown St. Paul and downtown Minneapolis. It must also provide a convenient link to the Hiawatha Corridor. Studies will be completed of that linkage along three alignments, I-94, University Avenue, and Burlington Northern Southern Mainline/Energy Park Drive. Once an alignment has been selected, planning, environmental, and engineering studies will be conducted of the selected alignment, using the appropriate methods to meet Federal Transit Administration requirements. The initial alignment work and subsequent studies through preliminary engineering should be addressed with specificity for work plan, timing and cost in response to this RFP. It should be assumed that alternatives for these alignments will include reevaluated light rail transit, busway and bus improvements. The corridor will link with the Riverview Transit Corridor in downtown St. Paul. A specific alignment in downtown St. Paul has not been determined for the Riverview Corridor, nor has a technology decision yet been made for this corridor currently in the Major Investment Study process. Service to transit generators at the University of Minnesota, the State Capitol, and connections to commuter rail will be important.

B. Between downtown St. Paul and downtown Minneapolis, a commuter rail study is to be conducted. The alignments to be analyzed will include the Soo Line/Short Line/CP Rail/Ayd Mill Road/Amtrak route and the Burlington Northern Southern Mainline. Service to transit generators at the University of Minnesota will be important. Connections should be assumed to the Northstar Corridor from St. Cloud and the Red Rock Corridor from Hastings. Work, including alternatives other than commuter rail, to comply with Federal Transit Administration requirements should be proposed. Work to follow the alignment study through a next logical environmental/engineering terminus should be proposed.

It should not be assumed that a single locally preferred alternative will be selected by RCRRA for the Corridor. It is likely that processes A and B will <u>each</u> result in a locally preferred alternative.

2.4 Federal Considerations

Although this work is being conducted with federal funds, the Central Corridor is not federally authorized in the current Transportation Efficiency Act for the 21st Century,

except for a portion in the Red Rock Corridor authorized through St. Paul. Therefore the consultant should propose methods to conduct this and subsequent phases of environmental/engineering in a manner that will meet federal requirements and will potentially qualify the project for federal funding at some future date. Please outline how that will be accomplished and make suggestions for methods of maintaining contact with the Federal Transit Administration for nonauthorized projects.

3. Consultant's Proposal

3.1 Letter of Transmittal

Address the letter of transmittal to:

Kathryn DeSpiegelaere, Director
Ramsey County Regional Railroad Authority
665 Ramsey County Government Center West
50 West Kellogg Boulevard
Saint Paul, Minnesota 55102

The letter of transmittal should include the following information:

Identify the name, address and telephone number of each firm that makes up the team if more than one firm is involved.

Indicate that the costs proposed are valid for six months after the date of the proposal.

Acknowledge receipt of additions to the RFP, if any.

Name, title, address, telephone, and fax number of contact person during the evaluation period for the proposal.

A one page summary of the consultant's proposed approach to the Central Transit Corridor Study.

Signature of the person authorized to bind the offering to the terms of the proposal.

Indicate ability to comply with contract provisions in this RFP. Particularly, note the insurance provisions. If your current insurance program does not meet the requested coverages, indicate any additional costs needed to comply with this section.

Name, phone number, and addresses of three references for each prime and subconsulting firm.

3.2 Consultant Team Organization

In this section provide an organization chart showing the interrelationship of the consultant's team members and key personnel. Identify the team members' areas of responsibility. Provide subconsultants' company name, address, contact person and telephone number. Describe your previous experience working with each subconsultant.

3.3 Qualifications and Experience

Identify similar projects undertaken by the consultant team within the last five years. Document the team members' actual responsibility on the project. For each project, provide the client's name, address and telephone number for the person who is currently available to discuss the firm's performance and that of key personnel on the project listed.

Identify the Disadvantaged Business Enterprise and Women Business Enterprise (DBE/WBE) firms participating in the project. The project goal is a minimum 15% DBE/WBE participation. Provide certified documentation of their DBE status in Minnesota. Note that in accordance with the Federal Transit Administration's regulations, the RCRRA's policy is that DBE's and WBE's shall have the maximum opportunity to participate in the performance of the work.

3.4 Key Personnel

For each of the key personnel shown in the organization chart, provide a resume. Provide a matrix showing the Key personnel's experience on the projects identified in section 3.2. Describe the role the key personnel had in the project.

3.5 Work Plan

The Corridor study is to conform with the principles, guidelines and regulations of the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA). The work plan shall contain a description of each task to be performed, identify the relationship among the tasks, clearly identify major points where the Board of RCRRA will need to make a decision in order to move to the next phase of the project, and specify the deliverables and work products for each task. All proposals shall demonstrate a thorough understanding of the transit study, engineering, and implementation process. Economic development and land use will be key elements of the work to be conducted. The work plan should demonstrate in a tangible way that the public will be closely involved in this project. The proposal should demonstrate an understanding of the FTA's New Start Criteria.

A. Project understanding

Provide a brief, concise section that demonstrates consultant's understanding of each element of the project and why the consultant or the team should be selected for this element of the project.

Details on cost per sub-area, divided by major tasks proposed, should be provided. The budget should also address the cost of the work of each subcontractor.

The schedule presented in the proposal is to include all work tasks whether performed by the consultant team or by others, start dates, activity duration and product submittal dates. The schedule shall take into account review with RCRRA, the public and other agencies.

In addition to the items that follow, the consultant should propose other elements of the study determined to be relevant.

B. Project Methodology

Indicate the specifics of how each task will be undertaken.

Identify how process A and process B will be both integrated and separate. State which elements will be combined and which will be separate.

C. Statement of Products

Indicate the products that will be produced for each task, such as reports, surveys, files, visuals, engineering drawings, etc. The consultant team will be required to document each major work task.

D. Review of existing and ongoing studies, future plans and projects.

Before proceeding with work a compilation, summarization and analysis of previous work in this corridor and on other relevant projects is required.

E. Public Education and Involvement

Public education and involvement is expected in Ramsey County. The goals of the public education and involvement process should be proposed by the consultant. They will be revised with input from the community and RCRRA. Methods to achieve the goals and specific ways to measure the outcomes should be proposed by the consultant. Emphasis on proposing methods to engage those not likely to be involved in traditional ways is sought.

There will be a Technical Staff Committee that meets during the course of the project. Its role will be to assist RCRRA staff in guiding the consultant work during the course of the study and to provide guidance to the consultants on data sources, agency policies, etc. Other groups and individuals will be involved, but the methods have not been determined. The proposal should offer options for public involvement techniques, including methods for those who speak a language other than English. The public involvement techniques should include the commuter rail corridor coordinating committee established in state law.

In addition to designing the public involvement plan for the Central Corridor, the consultant will provide all administrative support for public meetings, including summaries or transcripts, graphics, locating and renting meeting facilities, publicity, internet information on the project and refreshments. The consultant project manager should be in attendance at all public meetings requested by the RCRRA project manager. Note that the Capitol Area Architectural and Planning Board will need to be closely involved in Process A.

F. Purpose and Need

Develop a definition of the transportation and land use problems and opportunities to be addressed. Address current and future conditions.

G. Goals, objectives and evaluation criteria

Identify goals, objectives and evaluation criteria for the project with involvement of the public and RCRRA.

H. Identify alternatives

Identify alternative locations and types of transportation improvements to meet the needs. The information to be developed and analyzed should provide RCRRA with the information needed to identify a preferred course of action for the Central Corridor. Minimum alternatives to be considered have been identified in Section 2. No build and low cost alternatives should also be assessed.

The alternatives are to be developed and assessed in a well-documented process with review and input from the public. The costs, benefits and impacts will need to be identified with sufficient detail to distinguish among the alternatives. Documentation of the reasons for eliminating alternatives from further consideration will need to be made.

I. Detailed Analysis of Alternatives

Detailed analysis in Process A should occur of the light rail transit alternative. Detailed analysis in Process B should occur of the commuter rail alternative.

Engineering analysis should be sufficient to yield realistic estimates of capital costs. Some segments or alignments may require a more detailed level of engineering effort depending on the complexity of the engineering and degree of uncertainty.

Typical section costs and prototypical station design may be developed and used on a cost per unit basis. This unit cost approach may be used for other associated facilities.

More detailed alignment and station area work should also be proposed for the appropriate point in the project. This will include expected type and amount of land use that would be expected to occur within ½ mile of each station with and without rail service. It will include an analysis of public and private utilities along alignments and at station areas. It will include drainage analysis and design. A preliminary grading plan will be completed in order to determine right of way. Property acquisition requirements will be noted. Unusual soil conditions will be identified. Major changes to streets, highways, bridges, sidewalks and traffic control devices should be assessed. Costs of changes to utilities, structures, and other elements should be estimated.

Policy level issues should be proposed for enhancing transit-oriented development.

Traffic engineering work proposed should be defined in detail. It should include an analysis of the street network in the vicinity of proposed stations and if the alignment is on a street, the impacts, to that facility. Mitigation measures of impacts should be suggested. Analyze pedestrian and bicycle access to station areas.

A review of grade crossings should be made. Identify potential upgrades to improve operations and safety.

J. Transit service planning

Transit plans for feeder bus systems should be proposed for the alternatives. Identify work to be done by the consultant and work to be done by government agencies.

K. Operations planning and costs

An accurate assessment of the rail alternatives' cost effectiveness and financial implications requires a reliable estimate of operating and maintenance costs. An operating plan that maximizes the performance of the rail alternatives is to be developed by the consultant.

L. Ridership forecasts

Ridership forecasts are necessary. Specify where in the process and how they will be done. Consideration should be given to cost effectiveness in forecasting by doing more detailed analysis once decisions on alignment have been made within each process, A and B.

Specify the number of alternatives that will be analyzed and forecast years. For Process B, include analysis of alternative locations for connection to the Northstar and Red Rock Corridors. Identify what inputs will be needed from other organizations in order to complete the forecasts in the manner proposed. The regional forecasting model should be used. Identify what and how sensitivity analyses will be done.

M. Center City issues

The consultant should address issues of particular interest in downtown St. Paul relating to Process A and Process B. Access, station location options, traffic analysis, connection to current and proposed development, and parking are examples of the issues that will need to be addressed.

Coordination will occur with City of St. Paul, Capital City Partnership, Riverfront Development Corporation, Building Owners and Managers Association, St. Paul Chamber of Commerce, Lowertown Redevelopment Corporation, St. Paul Transportation Management Organization, Capital River Council, Capitol Area Architectural and Planning Board, and others.

N. University of Minnesota

Both Processes A and B should identify how the University of Minnesota campus(es) will be addressed in this work.

O. Social, economic, land use and environmental analysis

The level of analysis of social, economic, land use and environmental impacts should be sufficiently accurate and detailed to identify and evaluate distinguishing characteristics of the alternatives. The economic development and land use impacts and opportunities are of particular interest in this corridor. Market analysis of opportunities associated with transit improvements in the corridor will be part of the required work. Areas of concern will be identified using past studies and public involvement. The areas of concern should be reflected in the evaluation criteria.

The impacts on parking displacement and mitigation should be discussed. Identify the desirability and tradeoffs associated with park/ride in core cities. Cite examples from other cities. Identify strategies for managing parking not desired around station areas.

Information on the opportunity for the alternatives to impact potential population and employment growth redistribution should be detailed.

Potential impacts during construction, particularly on businesses, as well as long-term impacts should be analyzed. Mitigation techniques should be identified.

P. Financial Analysis

The financial analysis is to be conducted in a manner to clarify for decision-makers and the general public the implications of the alternatives. New sources of revenue, including public and private funds, should be considered. The ability of transit projects to leverage funding for other types of projects should be identified. Experiences of other cities should be noted. Capital and operating costs should be addressed.

Q. Railroad Coordination

For both Process A and Process B, railroad alignments are proposed for consideration. Outline how railroad discussions and negotiation will occur at initial and subsequent phases of the project.

Identify when outside legal counsel will be retained, who it will be and how they will be used. Identify with specifics when and how capacity modeling will be done. Identify how conclusions will be reached on availability of track use, track improvements required, system improvements required, responsibility for improvements, financial plan and time schedule. Identify how and what will be included in preparation of an operating plan. Identify how linkages will be made to maximize coordination, cost effectiveness and ridership with Northstar and Red Rock Corridor projects. Suggest other items to be included in railroad coordination.

R. Corridor Coordination

How work will be coordinated with that occurring in other corridors should be specified. Specifically, how will the linkage with the Hiawatha and Northstar projects be made? How will the linkage with the Red Rock Corridor be made? Identify the decisions being made as part of those projects that impact the Central Corridor project and how the Central Corridor project can coordinate its work with the other corridor work to make the best use of resources for the short and long term implementation of major transit projects in the region. Other corridor work to be considered includes, but is not limited to, Riverview, Rush Line, Cedar Avenue, Line L, Phalen and 29th Street. Design and operating criteria for system components and how they may or may not best serve the Central Corridor should be identified.

S. Products/Deliverables

The consultant's work is to be documented in a series of milestone reports as the study proceeds. The report shall contain clear and understandable text and graphics. All reports should be 8 ½ *by* 11.

A presentation package of information that will be continually updated for presentation to the public will be maintained by the consultant. This may include web site, handouts, fact sheets, presentation boards, transparencies and slides.

Products and deliverables should be specified in the proposal. Specify in detail level of mapping, aerial photography, and detail of graphics that can be expected.

T. Environmental Impact Statement

Include in the work plan the assumption that a Draft and Final Environmental Impact Statement including a Record of Decision for the Central Corridor will be completed. Complete the work leading to the conclusion of a Record of Decision.

U. Maintenance facility

Identify the needs for maintenance facilities to implement the alternatives. Identify what would be needed to augment existing or planned maintenance facilities to accommodate the Central Corridor selected alternatives. Identify if an additional maintenance facility is needed, where it would be located, and the design specifics relating to it to accommodate Central Corridor alternatives.

V. Next steps

The consultant should identify next steps in implementation. The study will include preparation of a work plan by the consultant for the next step in the process subsequent to that to be undertaken in this contract. The work plan will include timing for its various elements.

W. Decision making

The identification of decisions – what, when, and why – at times appropriate to maximize the efficiency of consultant work efforts and streamline the implementation schedule should be identified in the proposal.

X. Certification requirements

An official authorized to bind the consultant must certify as part of the proposal the following:

The consultant and all of its subcontractors are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency.

That no federal appropriated funds have been or will be paid, by or on behalf of the consultant, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress pertaining to the award of any federal assistance; or the extension, continuation, renewal, amendment, or modification of any federal assistance agreement.

If any funds other than federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress in connection with any application to FTA for federal assistance, the consultant assures that it will complete and submit standard form LLL, "Disclosure form to report lobbying," including the information required by the form's instructions, which may be amended to omit such information as permitted by 31 U.S.C. 1352.

4. Contract conditions

The following terms and conditions, together with any necessary federal or state requirements, shall be incorporated into the agreement with the successful proposer. The RCRRA will be entering into an agreement for the distribution of Federal Transit Administration funds with the Minnesota Department of Transportation. The terms and conditions set forth in said grant agreement will be incorporated into the agreement with the successful proposer, in addition to the terms and conditions set forth below. In the event that there is any inconsistency in the terms and conditions set forth in this RFP and those set forth in the grant agreement or other federal or state requirements, the terms and conditions of the grant agreement and the federal and state requirements will be included in the agreement with the consultant.

A. GENERAL CONDITIONS

The following conditions must be included in the response to the RFP and any resulting contract:

1. Nonassignability. The Contractor shall not assign any interest in this agreement and shall not transfer any interest in the same, whether by subcontract, assignment or novation, without prior written consent of the RCRRA.

2. Independent Contractor. In the performance of this agreement, the Contractor is an independent contractor and neither it, nor its agents, employees, assigns, or other persons – while engaged in the performance of any work or services required to be performed by the RCRRA under this agreement – shall be considered employees of Ramsey County. Nothing contained in this Agreement shall be construed as creating the relationship of co-partners, joint venturers, or an association between County and Contractor.

3. Hold Harmless. The Contractor agrees to defend, indemnify, and hold Ramsey County, RCRRA, its employees, and officials harmless from any claims, demands, actions or causes of actions – including reasonable attorneys' fees – arising out of any act or omission on the part of the Contractor or its subcontractors, partners, or independent contractors, or any of their agents or employees in the performance of (or with relation to) any of the work or services to be performed or furnished by the Contractor or the subcontractors, partners, independent contractors – or any of their agents or employees – under the terms of this agreement.

4. Alteration. Any alteration, variation, modification, or waiver of the provisions of this Agreement shall be valid only after it has been reduced to writing and duly signed by both parties.

5. Insurance.

a) Contractor shall purchase and maintain such insurance as will protect the contractor from claims which may arise out of, or result from, the Contractor's operations under the contract – whether such operations be by the Contractor, subcontractor, anyone directly employed by them, or by anyone for whose acts any one of them may be liable.

b) Contractor shall secure the following coverages and comply with all provisions noted. Certificates of Insurance shall be issued evidencing such coverage to the County.

1) General Liability Insurance
Commercial General Liability Insurance
(ISO CGL)

Minimum Limits:
$2,000,000 each event limit
$2,000,000 general aggregate

$2,000,000 products/completed operations total limit
$2,000,000 personal injury & advertising liability

The policy is to be written on an occurrence basis or as acceptable to the County's Risk Manager. Certificate of Insurance must indicate if the policy is issued on a claims-made or occurrence basis and if coverage is provided for X, C, U hazards if applicable.

2) Automobile Liability Insurance

   a) Minimum limit: $750,000 combined single limit

   b) Coverage shall include hired, non-owned and owned automobiles

3) Workers' Compensation & Employer's Liability

   a) Workers' Compensation per Minnesota State statute

   b) Employer's Liability shall have Minimum Limits:

   $500,000 per accident; $500,000 per employee; $500,000 per disease policy limit

   Other States Coverage

4) Professional Liability Insurance (such coverage shall include contractual liability coverage over this agreement)

Minimum limits:
$2,000,000 per claim
$2,000,000 aggregate

5) Fidelity bond (covering Contractor's employees having access to money or any advances provided to contractor) in total amount of $_____ (if applicable)

6) License as required

c) All certificates of insurance shall provide that the insurance company gives the RCRRA thirty (30) days prior written

notice of cancellation, non-renewal or any material changes in the policy.

d) The above sub-paragraphs establish minimum insurance requirements, and it is the sole responsibility of the Contractor to purchase and maintain additional insurance that may be necessary in connection with this contract.

e) The Contractor shall not commence work until the Contractor has obtained the required insurance and filed an acceptable certificate of insurance with the County Risk Manager. Copies of insurance policies shall be submitted to the RCRRA upon request.

f) Nothing in this contract shall constitute a waiver by County of any statutory limits or exceptions on liability.

g) Certificates shall specifically indicate if the policy is written with an admitted or non-admitted carrier. Best's rating for the insurer shall be noted on the certificate and shall not be less than a B+.

h) On the certificate, agent shall certify that the agency carries error and omissions coverage.

6. Non-Conforming Services. The acceptance by the RCRRA of any non-conforming services under the terms of this agreement or the foregoing by the RCRRA of any of the rights or remedies in respect to any subsequent breach or default of the terms of this agreement. The rights and remedies of the RCRRA provided or referred to under the terms of this agreement are cumulative and not mutually exclusive.

7. Waste Reduction. The Contractor shall participate in a recycling program for at least four broad types of recyclable materials and shall favor the purchase of recycled products in its procurement processes. All reports, publications, and documents produced as a result of this contract shall be printed on both sides of paper, where commonly accepted publishing practices allow, on recycled and recyclable paper using soy-based inks and shall be bound in a manner that does not use glue.

8. Setoff. Notwithstanding any provision of this agreement to the contrary, the Contractor shall not be relieved of liability to the

RCRRA by virtue of any breach of this Agreement by the Contractor. The RCRRA may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due the RCRRA from the Contractor is determined.

9. Equal Employment Opportunity. The Contractor agrees to comply with all federal, state, and local laws, resolutions, ordinances, rules, regulations, and executive orders pertaining to unlawful discrimination on account of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual preference, disability, or age. When required by law and requested by the RCRRA, the Contractor shall furnish a written affirmative action plan.

10. Termination.

a) With Cause.

The RCRRA reserves the right to suspend or terminate this Agreement if the Contractor violates any of the terms or conditions of this Agreement or does not fulfill in a timely and proper manner its obligations under this Agreement as determined by the RCRRA. In the event that the RCRRA exercises its right of suspension or termination under this Paragraph, it shall submit written notice to the Contractor specifying the extent of such suspension or termination under this Paragraph, the reasons therefore, and the date upon which such suspension or termination becomes effective. Upon receipt of such notice, the Contractor shall take all actions necessary to discontinue further commitments of funds to the extent that they relate to the suspended or terminated portions of this Agreement.

b) Without Cause.

The RCRRA may terminate this Agreement without cause and for any reason whatsoever upon giving at least thirty (30) days written notice thereof to the other party. In such event, the Contractor shall be entitled to receive compensation for the services provided in a satisfactory manner for up to and including the effective date of termination.

11. Compliance with Applicable Law. The Contractor agrees to comply with all federal, state, and local laws or ordinances and all applicable rules, regulations, and standards established by any agency of such governmental units, which are now or hereafter promulgated insofar as they relate to the Contractor's performance of the provisions of this Agreement. It shall be the obligation of the Contractor to apply for, pay for, and obtain all permits and/or licenses required by any governmental agency for the provision of those services contemplated herein.

12. Access to Documents.

a) The RCRRA, its authorized representative, or the State Auditor shall have full access to all records relating to the performance of this Agreement.

b) The Contractor agrees to maintain records relative to all services provided by it under the terms of this Agreement and shall retain all such documentation for three (3) years following the termination of this Agreement. Such records shall be made available for audit or inspection at any time upon request of the RCRRA or its authorized representative.

13. Data Practices. All data collected, created, received, maintained, or disseminated for any purpose during the course of Contractor's performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, any other applicable state statutes, any state rules adopted to implement the Act or other statutes, and any federal statutes and regulations on data privacy. The Contractor agrees to comply strictly with these statutes, rules, and regulations.

14. Conflict of Interest. The Contractor affirms that, to the best of the Contractor's knowledge, the Contractor's involvement in this contract does not result in a conflict of interest with any party or entity that may be affected by the terms of this contract. The Contractor agrees that, should any conflict or potential conflict of interest become known to the Contractor, the Contractor will immediately notify the RCRRA of the conflict or potential conflict, specifying the part of this contract giving rise to the conflict or potential conflict, and will advise the County whether the Contractor will or will not resign from the other engagement or representation.

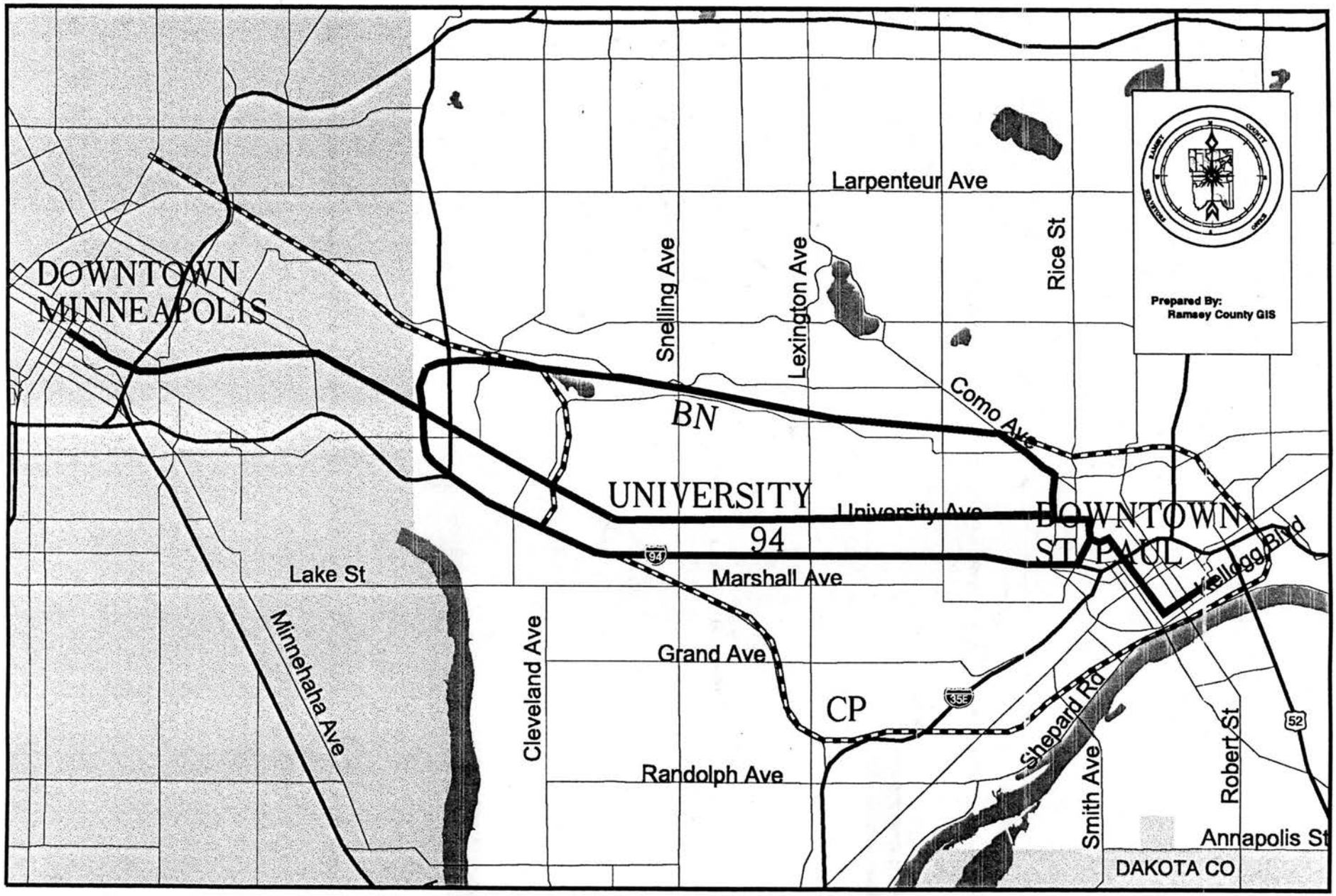
15. Interpretation of Agreement; Venue. This agreement shall be interpreted and construed according to the laws of the State of Minnesota. All litigation regarding this Agreement shall be venued in the District Court of the County of Ramsey, Second Judicial District, State of Minnesota.

16. Term. This Agreement shall be in force and effect from [date here] through [date here] or until earlier terminated by the parties hereto pursuant to this Agreement.

17. Ownership of Work Products. All work products, including but not limited to concepts, ideas, layouts, drawings, maps, models, computer programs or simulations, photography, scripts, graphics, reports and recommendations prepared or furnished by the consultant pursuant to this Agreement, shall be the property of the RCRRA; provided however, that the consultant shall be entitled to retain copies of all such work products. No work products or other information generated under this Agreement shall be released by the consultant, employees, or agents without the express written consent of the RCRRA's authorized representative.

18. Entire Agreement. This Agreement shall constitute the entire agreement between the parties and shall supersede all prior oral or written negotiations.

Ramsey County
Central Corridor Transit Study Area



September 7, 1999

DRAFT DRAFT DRAFT

This needs to be in Betsy Wergin's hands by September 15

Ms. Betsy Wergin, Chair
Northstar Corridor Development Authority
Sherburne County Government Authority
Elk River, Minnesota

Dear Chair Wergin:

Ramsey County Regional Railroad Authority has previously requested membership on the Northstar Corridor Development Authority. Our request was denied in a letter from you indicating that the agreement among all the members – railroard authorities, counties, cities and towns – would have needed revision.

Our understanding is that circumstances have changed. The agreement is about to be revised and reapproved by all the member bodies and another county is going to be included. Morrison County is going to be added as a member of the Authority because of a desire to link Little Falls to the Northstar Corridor.

We renew our request to be a member of the Northstar Corridor Development Authority (NCDA) and will address the three issues you suggested to our staff be included in our request: (1) Reasons why we wish membership; (2) Willingness to share in administrative costs of the NCDA; and (3) Information on what Ramsey County membership would contribute to the work of the NCDA.

Ramsey County requests membership in the NCDA for a basic reason – coordination of work on transportation issues. Commuter rail is more than a county issue – it is a regional and state issue – and we wish to ensure that our work on commuter rail between downtown St. Paul and Minneapolis is coordinated with NCDA's work from Minneapolis to the north.

We have initiated work on commuter rail between the two downtowns. We have state and federal funding to do work on commuter rail in this area, which was recommended in the Minnesota Department of Transportation's Commuter Rail Plan as a potential stage 1 for implementation, along with the Northstar Corridor. You are doing work on planning, engineering, railroad negotiations, station locations, and other elements preparatory to implementing commuter rail. We are too. It makes sense to formalize our linkages to ensure that this important transportation connection is done in a manner that provides the most efficiency and effectiveness. We think the best way to ensure that this is accomplished is by having Ramsey County Regional Railroad Authority be a full member of the NCDA and have our staffs working together on commuter rail.

We are willing to share in the cost of administrative funding for the Northstar Corridor Development Authority. We also share in the cost of the Red Rock Corridor to Hastings administrative funding. We understand that the administrative budget for year 2000 for the NCDA is $200,000 and that the counties and railroad authorities have shares proportional to length and population in the corridor. We will share the cost determined appropriate for Ramsey County's section to downtown St. Paul.

Ramsey County would bring to the NCDA a strong base of support. We are located in Congressman Bruce Vento's district. Ramsey County has 28 state legislators within its borders, many of whom have a specific interest in commuter rail and its connection to St. Paul. We have five Metropolitan Council members within our borders. The City of St. Paul is interested in seeing the commuter rail connection made to its downtown.

In summary, we are excited and enthusiastic about the potential of working with the NCDA on commuter rail. We look forward to your response to our request for membership in the NCDA and all the benefits it will bring to both NCDA and Ramsey County.

Sincerely,

Tony Bennett, Chair

fik

Tony Bennett, Chair

Ramsey County Regional Railroad Authority

220 Courthouse, St. Paul, Minnesota 55102 651/266-2762 / FAX 266-2761

Agenda

Regional Railroad Authority Meeting

September 7, 1999

Immediately following Executive Session

Third Floor Council Chambers Courthouse

1. * Approve minutes of the July 13, 1999 meeting

2. * Authorize distribution of request for proposal for Central Corridor

* Action is requested

Printed on Recycled Paper

Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY MEETING

July 13, 1999

The Ramsey County Regional Railroad Authority met on Tuesday, July 13, 1999, in Council Chambers, Third Floor Courthouse.

MEMBERS PRESENT:	Chair Tony Bennett Commissioner Dino Guerin Commissioner Susan Haigh Commissioner Rafael Ortega Commissioner Victoria Reinhardt Commissioner Janice Rettman Commissioner Jan Wiessner	(arrived 2:03 p.m.)
OTHERS PRESENT:	Dennis Bodin, Kathy DeSpiegelaere, Paul Kirkwold, Kris Longhenry, Cindy MacLeod, David MacMillan, Tim Mayasich, Jane McClure, Jan Michaels, Tom Oertel, Mary Richardson, Dan Schacht, Dan Szymczak, Karen Tero	

Chairman Bennett called the meeting to order at 1:47 p.m.

1. Approve minutes of the June 22, 1999 meeting.

Motion by Commissioner Reinhardt, seconded by Commissioner Haigh to accept the minutes of the June 22, 1999 meeting.

Ayes – 6, Nays – 0
Motion accepted.

2. Comprehensive Transportation and Transit Plan.

Dan Schacht stated the four issue papers on land use had been previously presented by Paul Kirkwold and were accepted by the authority. These papers had then been sent out to the cities and adjacent counties for comments. Limited comments were received and listed on pages 84-85, including comments on pages 24-25 received from Anoka County and the City of Lauderdale. Dan Schacht requested that the issue papers be accepted and moved on to the draft Comprehensive Transportation and Transit Plan.

Commissioner Reinhardt asked if the comments from Anoka County and Lauderdale were included in additions to travel and system management. She wanted to know if the comments had been incorporated. Dan Schacht responded that they were.

Kathy DeSpiegelaere presented information on new issue papers. The first is existing and future transit needs. For this section of the Comprehensive Transportation and Transit Plan, transit is defined as a regular route bus service. Other sections deal with other forms of transit. The roles of the RCRRA are as follows: there are policies already in place, a policy on funding would be needed, and a policy supporting increased bus service improvements would also be needed. Another issue paper to be discussed deals with transit corridors. Transit corridors (or transitways) include high occupancy vehicle lanes (such as 394 corridor in Hennepin County), exclusive busways (e.g. University of Minnesota transitway between

the two campuses), light rail transit (or LRT), and commuter rail. Kathy stated that there was a study by the RCRRA in 1989 on LRT corridors and several were included in the county in a long-range plan. She stated that the roles of RCRRA include: participating in discussions regarding planning, funding, and implementation; developing priorities; and planning for the future (of which land acquisition is an example-- discussions are ongoing concerning corridors that are being proposed for abandonment by railroads, one of which is in the city of Roseville)

Commissioner Rettman stated that due to a discrepancy of where the Central Corridor is located that she would like the map on page 66 to be stricken and a new one submitted for the sake of accuracy. The Central Corridor had been explicitly defined at the prior meeting to include the BN alignment and the map did not reflect that definition. Kathy DeSpiegelaere agreed that the map needed to be modified to fit those standards.

Commissioner Reinhardt stated her confusion on how each of the transit methods (i.e. LRT, commuter rail, buses) fit into the map. She found it confusing when the maps and the information seemed disconnected. Kathy DeSpiegelaere stated that the booklet's layout was not meant to be indicative of the presentation's order. She stated that the issue papers will be further integrated.

Commissioner Wiessner asked for an explanation of the Northern Ramsey County Sector Study on page 66. Kathy DeSpiegelaere explained that it extends further north than is shown on the map. She went on to further explain that a workshop in February was held to show ways of reordering transit service in order to better meet current and future needs.

Commissioner Reinhardt stated that two important corridors were missing from the map on page 66, the Red Rock Corridor and the Rush Line Corridor. The map is titled Major Transit Planning Areas and she felt that this map should include these two other corridors as they are being considered as major transit planning areas as well. Chairman Bennett suggested to Kathy DeSpiegelaere that a series of maps be used. Kathy questioned if the maps on pages 65 and 66 should be combined. Chairman Bennett clarified his suggestion to producing maps categorized by transit mode. Commissioner Reinhardt stated that she preferred the maps not be categorized because categorizing corridors is pre-determining. She felt that all the corridors should be shown and all mode options considered for each corridor. Kathy DeSpiegelaere understood the suggestion to place all of the corridors on a map focusing on Ramsey County indicating all of the potential transit corridors shown regardless of mode.

[Commissioner Ortega arrived at this time]

Commissioner Haigh wanted to know the role of Ramsey County concerning the Ayd Mill Road EIS. Paul Kirkwold stated that the study has not reached a conclusion yet as far as a recommended implementation plan is concerned, but transit is a part of that study. He went on to explain that the role of the County would be the same as it was with the Northern Dakota County Transit Redesign, which was as an advisory position. But the Ayd Mill Road is not a county road, so Ramsey County has no jurisdiction. Commissioner Haigh then questioned its inclusion on the map as being shown as a general planning area for which the County has no role. Paul Kirkwold confirmed. He stated that it is similar to the sector study in that the RCRRA is a contributor of information and that the research is being done by another, unassociated authority.

Commissioner Rettman asked about the bus issue paper on page 51. She was concerned about what the RCRRA's role would be regarding buses that would layover in neighborhoods. She questioned whose role that would be, the RCRRA or the Metro Transit Authority. Kathy DeSpiegelaere stated that there is no position on that issue being taken in the plan. Commissioner Rettman went on to express further concern regarding buses that sit piggybacked and idling and that occurs at times between two different

Commissioners' districts. This leads to emission issues and the like and maybe should be a concern to be looked at in the future. Chairman Bennett thought that might be a city zoning matter.

Commissioner Wiessner asked Kathy DeSpiegelaere if Metro Transit had any plans to expand the transit hubs in Ramsey County. Kathy did not know and stated she would check. Commissioner Rettman stated that there is a hub located right off of Snelling near I-94 that is being relocated which has planned to significantly increase the number of buses through that area. Kathy DeSpiegelaere stated that her definition of a transit hub is a place where passengers change buses as opposed to a bus garage. Chairman Bennett wondered if the star located at the Maplewood Mall was a Park N' Ride. Commissioner Haigh built upon Commissioner Rettman's point that Metro Transit did discuss a hub location just off of Snelling. Commissioner Reinhardt mentioned that there are other forms of transit that lie outside of Kathy DeSpiegelaere's definition of hubs that should also be considered. Kathy DeSpiegelaere questioned whether the board would like some notation of non-Metro Transit service providers. Commissioner Reinhardt confirmed.

Commissioner Haigh noted that the economic development around transit stations should be thoroughly discussed. Kathy DeSpiegelaere felt that should be included in the Land Use Issue Paper.

Commissioner Wiessner affirmed Commissioner Reinhardt's point of other major forms of transit and felt that there are smaller forms that should also be considered (e.g. Red Cross senior transit). Chairman Bennett expressed his concern of being able to define how a hub can generate economic development and cited an example in Burnsville of a hub that was successful as far as transportation is concerned but had few businesses growing nearby. Commissioner Reinhardt agreed that the economic development of the area surrounding hubs is important and should be spelled out in the document. Commissioner Guerin stated that the people who plan rails cannot know the economic vitality of those rails concerning the area where they are built. His contention was that someone with economic knowledge needs to be consulted on that point. He said that if you have some economic viability, then you can justify costs. Commissioner Haigh agreed. She also believed there should be some language included to identify how it is possible to bring in partnerships to enhance transit and development simultaneously and also determine what the Rail Authority's role will be. Chairman Bennett felt that there should be two issues to look at concerning this: existing transit hubs and their development as well as future hubs and their development.

Kathy DeSpiegelaere moved onto light rail transit (LRT) on page 55 stating that LRT is an electric railway system, has single cars or short trains in mixed traffic or exclusive right of way, is used in urban or suburban markets, and has station spacing of ½ to 1 mile. She stated that funding sources for both capital and operating costs are needed as well as work being done with communities in order to influence the future. The Rail Authority's role on LRT includes their being fully engaged in discussions about funding and implementation and their conducting of studies of corridors of major investments.

Commissioner Reinhardt wondered if there is the necessity for headings for economic development included in the papers or if it should be integrated. She felt that both land use and economic development need to be addressed hand in hand in each section. Kathy DeSpiegelaere stated that she would meet with Public Works and revise papers.

Commissioner Wiessner asked about the Phalen Corridor's and I-35W Corridor's effects on transit and whether they would be mentioned. Dan Schacht stated that the papers have been put together as more of a framework and not with specific projects identified.

Chairman Bennett brought up the concern over the baseball stadium's effect on transit and the fact that specifics should be intertwined. Commissioner Reinhardt felt that Ramsey County Geographic

Information Systems should also be considered. Paul Kirkwold mentioned that the purpose of putting the plan together as it has been was to establish a consistent method of policies. He felt there would always be variables to consider, but the general approach is better because of its use over time. He also said that the purpose of the plan is to maximize the economic development and land use to the best they can be. He stated that perhaps the best way to address the plan is to consider the large picture instead of each issue paper standing alone. Commissioner Reinhardt reiterated that these things should all be explicitly presented in each issue paper.

Kathy DeSpiegelaere cited three areas that are undergoing study as a possible site for commuter rail: Northstar Corridor, Hennepin/ Ramsey Corridor, and Red Rock Corridor. She stated that the things needed to be done to influence the future concerning these projects are funding, planning and engineering studies, work with communities. She stated there are some policies already in place and some that are being developed on this topic.

Commissioner Reinhardt asked why the information on these three corridors were the only ones being studied for commuter rail. Kathy DeSpiegelaere explained that a phase 1 study determined that if a commuter rail were to be implemented, it should be implemented in one of these three corridors. Commissioner Reinhardt wanted more corridors to be listed especially the Rush Line Corridor. Kathy DeSpiegelaere explained that page 47 of the text more thoroughly explained that and the overhead she showed was not all-inclusive.

Kathy DeSpiegelaere moved onto page 67, concerning travel demand management. She defined it as reducing the demand for travel by means that result in fewer vehicle trips. Examples she listed are more transit; pedestrian-friendly land use; rideshare, biking, walking, telecommuting, and parking policies. The County's role in travel demand management is twofold: advocate and employer. Commissioner Wiessner felt that travel demand management should be defined in the initial paragraph of the paper.

Commissioner Haigh questioned tax incentive zones. Kathy DeSpiegelaere explained that businesses located within ¼ mile of major bus routes are allowed tax incentives. Commissioner Haigh would like more information, possibly in presentation form. Commissioner Rettman also would like an explanation in written form.

Kathy DeSpiegelaere stated that policies needed for travel demand management include a policy supporting transit-oriented development and that transit access for all new county facilities is needed. A plan for county employees that uses travel demand strategies is another policy needed.

Dan Schacht had two more items pertaining to public involvement. He cited the many tools listed on page 75, 76, and 77. Pages 78 through 82 list a toolbox of strategies to be chosen from for many situations. In presenting the issue paper, Dan was looking for approval to pass them on to the city and others for comments. Commissioner Rettman noted that there are many citizen venues that could be used to get citizens involved that are not listed in this issue paper. She also noted that she felt there were plenty of tools that are already implemented and didn't want to revert to something already in use.

Commissioner Reinhardt stated the need to be certain to use more than one form of public responsiveness, meaning that an Internet survey will be an effective tool for the responding of certain people, but not for all. Commissioner Haigh concurred and stated that the proposal made sense to her and that other things need to be tried as well. Commissioner Reinhardt expressed her concern that if this proposal were to come back as an action, she would like to see more details of the target audience researched and taken into consideration when deciding which tools to use to reach them. Commissioner Guerin brought up the point that the general public does not attend City Council Meetings. He stated that special interest groups do, but it becomes the responsibility of the board to determine a way to best represent the general public.

He also stated that consensus is an impossibility and that the role of the board is to gather information and make the best decision. Commissioner Reinhardt asked for more information on tools and target audience when the public plan was revised.

3. Authorize staff to prepare request for proposals for Central and Hennepin/ Ramsey Commuter Rail Connector Corridors

Kathy DeSpiegelaere spoke on the work currently underway on the Riverview Corridor. It is a federal authorized corridor and there is a major investment study being done to look at various transit improvements. Kathy also said that the next step after the study is for an RFP for Draft Environmental Impact Statement. She noted that action would be requested on that in the next month, not at this meeting. She then spoke on the Central Corridor. It would run between the two downtowns. There have been three previously completed Draft EIS's that did not progress because of lack of funding or legislative directive to implement them. The previous decision by the Rail Authority in the early 1990's was for light transit in alignment along Soo Line/ I-94. The alignments to be studied now in this corridor are I-94, University Avenue, and Burlington Northern Southern Mainline. Commissioner Haigh wondered why light rail was being looked at on heavy rail line (concerning the BN alternative). Kathy DeSpiegelaere stated that the idea in that situation was to lay additional tracks on BN right of way.

Commissioner Rettman noted her belief in strong opportunities for growth along the Energy Park line.

Commissioner Wiessner asked for clarification on why the I-94 route was considered to be more heavily trafficked than the University route. Chairman Bennett suggested to Kathy DeSpiegelaere that the studies and background information on this topic be given to the Commissioners for their perusal. Commissioner Reinhardt also mentioned that though studies were begun in all of these areas, none were completed. Kathy DeSpiegelaere stated that all three were completed, just unable to be implemented.

Kathy DeSpiegelaere noted that commuter rail and light rail are different technologies. As a result, different expertise is needed. Commuter rail operates on existing freight tracks, it may be diesel powered, and it has long corridors and lengthy station spacing. Light rail operates on city streets and along rail right of way, is powered by electrical wires overhead, and has shorter corridors and closer station spacing. The options could be: one RFP, two contracts; two RFPs, two contracts; one RFP, one contract. It could also be specified that consultants may bid on one or both corridors. Chairman Bennett asked Kathy what her recommendation would be. Kathy DeSpiegelaere stated that her recommendation would be a combined requested proposal that addresses these factors: clarity with the community, ease of administration, different pace of studies, consultant expertise, and the fact that two decision will probably be desired—one for each corridor and mode. Commissioner Guerin stated that two contracts would cause competition and problems. Commissioner Ortega wondered if one RFP equates to one vendor. Kathy DeSpiegelaere said that the vendor number isn't as important. Vendors could take sections of the work. Her recommendation was one, combined RFP with no preference to the number of vendors. Commissioner Haigh stated that the different modes should be kept straight. Each mode would be funded differently as well develop the area differently economically. She also stated that the board desires both light rail and commuter rail in the Central Corridor. She went on to question the viability of a decision in light of the Metro Council's master plan of February 2000. Chairman Bennett stated that his impression is that Legislation is looking for a broad concept, so there are no major isssues at this time. Kathy DeSpiegelaere stated that the more work that is done sooner, the better it would help influence the Metro Council.

Motion by Commissioner Guerin, seconded by Commissioner Wiessner to authorize staff to prepare one request for proposal and one contract for Central and Hennepin/ Ramsey Commuter Rail Connector Corridors.

Ayes – 6, Nays – 0
Motion accepted.

WHEREAS, On February 23, 1999, the Ramsey County Regional Railroad Authority adopted a position that the regional master plan must include the core triangle of Hiawatha, Riverview, and Central Corridors and a minimum of three major transit corridors the Ramsey County:

Riverview Corridor
Central Corridor
Commuter Corridor, Elk River to St. Paul (Hennepin/ Ramsey portion); and

WHEREAS, A Major Investment Study is being conducted on the Riverview Transit Corridor; and

WHEREAS, Funding has been committed for work in Ramsey County transit corridors by the Metropolitan Council and Minnesota Department of Transportation; Now, Therefore Be It

RESOLVED, That staff is authorized to develop one request for proposal which specifies a single contract for continuing work on transit improvements in the Central and Hennepin/ Ramsey Commuter Rail Corridors.

4. A) Approve the Construction Agreement between RCRRA and MediaOne Corporation to install co-axial cable across the RCRRA right of way between 1287 East Cook Avenue and 1001 Johnson Parkway in St. Paul;

B) Authorize the Chair of the Ramsey County Regional Railroad Authority to sign the Construction Agreement on behalf of RCRRA.

Motion by Commissioner Reinhardt, seconded by Commissioner Guerin to approve Construction Agreement between RCRRA and MediaOne Corporation to install co-axial cable across the RCRRA right of way between 1287 East Cook Avenue and 1001 Johnson Parkway in St. Paul and to authorize the Chair of the Ramsey County Regional Railroad Authority to sign the Construction Agreement on behalf of RCRRA.

Ayes – 6, Nays – 0
Motion accepted.

WHEREAS, The Northeast Corridor right of way, extending from Kellogg Boulevard in St. Paul to Beam Avenue in Maplewood was acquired by Ramsey County Regional Railroad Authority in 1992; and;

WHEREAS, The Northeast Corridor was acquired to preserve that property as a future option for a light rail transit line; and;

WHEREAS, MediaOne Corporation has requested permission to use the right of way between 1267 East Cook Avenue and 1001 Johnson Parkway in St. Paul to install a co-axial cable; and;

WHEREAS, A construction agreement/ permit has been negotiated to provide for the installation of the fiber optic cable; and;

WHEREAS, The granting of this construction agreement/ permit will not affect the future development potential of the corridor for light rail or trail use; Now, Therefore Be It

RESOLVED, That the construction agreement/ permit is hereby approved; and Be It Further

RESOLVED, That the Chair of the Ramsey County Regional Railroad Authority is authorized to sign the construction agreement/ permit on behalf of Ramsey County Regional Railroad Authority.

5. Outside Meeting Notes

Chairman Bennett stated that the reply to the letter sent out some time ago to the Northstar Corridor requesting membership has been returned stating that they are not adding new members at this time but are working with a couple of counties north of where they are and have invited a representative to sit in on meetings. Commissioner Rettman has been selected as that representative from Ramsey County Regional Railroad Authority.

Chairman Bennett also stated that there is going to be a PRT demonstration sometime after budget hearings are done.

Chairman Bennett's third item was that the survey and public meeting report on the Riverview Corridor back at the July 27th meeting.

Commissioner Reinhardt updated the Council on the TEA21 solicitation package from the Transportation Advisory Board (TAB). Chair Mondale tried to achieve three key directives: 1) strengthen the connection between transportation investments and regional blueprint in the Livable Communities Act, 2) minimize the delays in the solicitation of projects, and 3) establish a framework for an in-depth evaluation of the project selection process as a joint effort between the Met Council and the TAB members. The current solicitation processed is from 2000-2004. Chair Mondale suggested the process go from 2000-2003 and then have a separate solicitation packet developed for 2004. Commissioner Reinhardt stated that a four-year solicitation made more sense because of a number of issues and the four year timeframe best served Ramsey County needs.

All other outside business was deferred.

The meeting adjourned at 3:37 p.m.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

(2)

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K DeSpiegelaere
Authorized Signature

9/1/99
Date

Board Action Requested

Authorize staff to solicit proposals for Central Corridor Transit Study

ACTION IS REQUESTED

Request Justification

See Attached:

(1) Proposed resolution

(2) Memorandum from K. DeSpiegelaere

(3) Request for proposal

Budgeting and Accounting _____

County Attorney _____

Risk Management _____

Documentation certified complete for:

09/07/99
Board Date

Signature

9/2/99
Date

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: _____ No: _____

WHEREAS, Ramsey County Regional Railroad Authority has adopted a position that the regional master plan must include a core triangle of Hiawatha, Riverview, and Central Corridors and a minimum of three major transit corridors in Ramsey County:

Riverview Corridor
Central Corridor
Commuter Corridor, Elk River to St. Paul (Hennepin/Ramsey portion); and

WHEREAS, A Major Investment Study is being conducted on the Riverview Transit Corridor; and

WHEREAS, Funding has been committed for work on Ramsey County transit corridors by the Metropolitan Council and Minnesota Department of Transportation; Now, Therefore, Be It

RESOLVED, That staff is authorized to solicit requests for proposals for the Central Corridor for work including commuter rail, light rail, and buses; and Be It Further

RESOLVED, That staff will return to the Board with a recommendation for negotiating a contract with a firm resulting from a review of proposals by professionals in the fields of transportation, business, and government.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

	YEA	NAY	OTHER
Tony Bennett	___	___	___
Dino Guerin	___	___	___
Susan M. Haigh	___	___	___
Rafael E. Ortega	___	___	___
Victoria Reinhardt	___	___	___
Janice Rettman	___	___	___
Jan Wiessner	___	___	___

Tony Bennett, Chairman

By:_____
Rafael E. Ortega, Secretary

Ramsey County Regional Railroad Authority

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

Memorandum

To: Ramsey County Regional Railroad Authority Commissioners
Paul Kirkwold, Acting County Manager

From: Kathryn DeSpiegelaere

Subject: Central Corridor Request for Proposals

Date: August 27, 1999

A request for proposals for work on commuter rail, light rail transit and buses in the Central Corridor has been prepared and is attached.

A resolution is also attached which authorizes solicitation for proposals in response to the request.

In conformity with Resolution R-89-24 (attached) of the Regional Railroad Authority passed on July 13, 1999, a single request for proposal specifying a single contract has been prepared.

Recommendation:

Approve the resolution authorizing staff to solicit responses to the request for proposal.

Printed on Recycled Paper

Minnesota Department of Transportation

Transportation Building
395 John Ireland Boulevard
Saint Paul, Minnesota 55155-1899

April 14, 1999

The Honorable Janet Johnson
Senator - District 18
G-9 Capitol
St. Paul, Minnesota 55155

Dear Senator Johnson:

It was a pleasure to meet with you and Ramsey County officials this morning. We are delighted that we have come to an agreement regarding a solid proposal to move Ramsey County transit proposals forward.

This letter is to declare our intentions with respect to providing up to $12 million to Ramsey County for transit corridor projects. The funds will be provided as follows.

Mn/DOT will give priority to earmarking $4.5 million in each of federal fiscal years 2000 and 2001 from flexible federal TEA21 dollars to be used for feasibility studies, preliminary engineering, and Environmental Impact Statements in Ramsey county transit corridors.

The Metropolitan Council will give first priority for the expenditure of $3 million in Federal Discretionary Capital funds appropriated by Congress for FY 2000, for short term transit improvements in the Riverview Corridor in the fiscal year 2000 and 2001.

We believe this reflects the understanding reached this morning between Mn/DOT, Metropolitan Council, Ramsey County Senators and yourself. We look forward to working with a united St. Paul delegation, the mayor and local officials towards improving the transportation system for the entire state.

Sincerely,

Elwyn Tinklenberg
Commissioner

Ted Mondale
Metropolitan Council Chair

cc: Mayor Norm Coleman
Ramsey County Senators
Tony Bennett, Ramsey County Commissioner
Raphael Ortega, Ramsey County Commissioner

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: July 13, 1999 No: R99-24

WHEREAS, On February 23, 1999, the Ramsey County Regional Railroad Authority adopted a position that the regional master plan must include the core triangle of Hiawatha, Riverview and Central Corridors and a minimum of three major transit corridors in Ramsey County:

Riverview Corridor
Central Corridor
Commuter Corridor, Elk River to St. Paul (Hennepin/Ramsey portion); and

WHEREAS, A Major Investment Study is being conducted on the Riverview Transit Corridor; and

WHEREAS, Funding has been committed for work in Ramsey County transit corridors by the Metropolitan Council and Minnesota Department of Transportation; Now, Therefore Be It

RESOLVED, That staff is authorized to develop one request for proposal which specifies a single contract for continuing work on transit improvements in the Central and Hennepin/Ramsey Commuter Rail Corridors.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

	YEA	NAY	OTHER	
Tony Bennett	X			
Dino Guerin	X			
Susan M. Haigh	X			
Rafael E. Ortega				(absent)
Victoria Reinhardt	X			
Janice Rettman	X			
Jan Wiessner	X			

Tony Bennett, Chairman

By: _____
Rafael E. Ortega, Secretary

September 7, 1999

REQUEST FOR PROPOSALS

Central Transit Corridor Study

Introduction

Ramsey County Regional Railroad Authority is issuing a request for proposals (RFP) for the Central Transit Corridor Study. Although the corridor is not federally authorized, work is to be conducted in a manner to meet federal requirements.

The Central Corridor is located in Ramsey and Hennepin Counties. The Central Transit Corridor Study will be a vehicle for making decisions on major transit investments within the Central Corridor. It will require a focused examination utilizing and reevaluating previous transit work done in this corridor. The focus will be on developing information that will facilitate recommendations by the community and decisions by policy makers that will be implemented in a timely manner.

The contents of this RFP are:

1. Instructions to proposers
2. Background
3. Consultant's proposal
4. Draft contract

1. Instructions to proposers

1.1 Submission of proposals

Submit all proposals to Ramsey County Regional Railroad authority addressed to

Kathryn DeSpiegelaere, Director
Ramsey County Regional Railroad Authority
665 Ramsey County Government Center West
50 West Kellogg Boulevard
Saint Paul, Minnesota 55102

Proposals must be received no later than 11:30 AM on September 30, 1999. Proposals received after that time and date will not be eligible for consideration.

The proposer shall submit 20 bound copies of its proposal addressed as noted above.

1.2 Clarifications and additions

Any changes to the RFP will be made in writing and no verbal modifications will be binding.

1.3. Contact person

The proposer's sole point of contact for this proposal is Kathryn DeSpiegelaere, 651-266-2762. No contact regarding this RFP is to be made with Board members of RCRRA or other members of the staff team for this study.

Materials are available for review in the staff offices of Ramsey County Regional Railroad Authority during regular business hours, Monday to Thursday. Please call Dan Szymczak for an appointment at 651-266-2772.

1.4. Proposal Format

Proposals shall be prepared two sided on 8 ½ by 11 inch paper. The proposal should be indexed. It should be clear when reproduced in black and white.

1.5 Exceptions/Deviations

Any exceptions to the requirements of this RFP, including the language in the sample contract, must be included in the proposal submitted by the proposer. Identify the exceptions as a separate element of the proposal under the heading, "Exceptions/Deviations."

1.6 Contract Award

Issuance of this RFP and receipt of proposals does not commit RCRRA to award a contract for the proposed work. RCRRA reserves the right to:

Reject any or all proposals received
Cancel the entire request for proposals
Issue a subsequent request for proposals
Remedy technical errors in the request for proposal process
Negotiate with any, all or none of the proposers
Reject and replace one or more subcontractors
Contract for part, but not all, of the allotted budget with a team or individual contractor
Withhold part of the budget and contract separately for individual work elements

The issuance of this RFP does not commit RCRRA to enter into a contract or to pay for any costs incurred in preparing a response to the RFP. RCRRA reserves the right to have a subconsultant carry out a subtask independently of the team selected and within the overall project budget stated in this proposal and to have this work coordinated with that of the other consultants by the primary contractor.

1.7 Contract type

The contract resulting from this solicitation will be a cost plus fixed fee with a not to exceed limit.

1.8 Schedule

The project will build upon work already completed for the Twin Cities Metropolitan region and for this particular corridor.

The contractor should outline an aggressive but achievable timeline for the work proposed. The project will be funded by a federal grant.

Consultants will be selected in accordance with the following approximate schedule:

Issue request for proposal	September 8, 1999
Proposal due	September 30, 1999
Determine short list of consultants To be interviewed	October 7, 1999
Interviews	October 18, 1999

Selection of responders to proposal by RCRRA	October 26, 1999
Contract approved by RCRRA	November/December, 1999

1.9 Precontractual expenses

RCRRA shall not be liable for any precontractual expenses incurred by proposers in the preparation of their proposals.

Precontractual expenses are defined as expenses incurred by the proposer in preparing its proposal response, submitting its proposal, negotiating with RCRRA on the proposals and any other expenses incurred by the proposer prior to the date of execution of the contract.

1.10 Proposal Evaluation

Each proposal will be assessed on the basis of the following criteria:

Experience of the firm

The comprehensiveness, creativity, appropriateness and quality of experience of the members of the firm

Responses of the references

Presence of the required disciplines

Demonstrated experience with performing comparable work

Demonstrated knowledge of Ramsey County

Knowledge of work being done on the Hiawatha and Northstar Corridors and ability to make connections with Central Corridor work to work being done on those and other corridors.

Demonstrated ability to work with policy makers in facilitating decisions and implementation of major transportation projects.

Experience of personnel

Experience, reputation and interpersonal skills of the project manager, including demonstrated ability to successfully lead and implement projects

Creativity and interpersonal skills of key project staff

Level of effort and participation of key personnel

Experience, education and qualification of key personnel with similar roles and projects

Ability to help decision-makers reach conclusions that are implementable

Work plan

Thoroughness and responsiveness to the RFP

Ability to suggest ways to accomplish objectives of the RFP in a creative manner

Understanding of the project objectives and work tasks

The ability to translate the project objectives into action as demonstrated in past experiences

Scope of work approach, timing, and substance

Ability to complete the project in a timely manner

Demonstration of ability to use previously completed Central Corridor work

Demonstration of ability to link this project to Hiawatha and Northstar Corridor work as well as the work of other corridors

Demonstration of availability of key staff to complete the project in an expeditious manner

Cost allocation

Allocation of resources among work tasks (including person hours)

Because this RFP does not specify a maximum contract cost, the cost of the proposal will be assessed relative to the proposed level of effort and products. The lowest cost proposal is not necessarily the preferred proposal.

Ability to perform project within a budget, including demonstrated work efforts of a similar nature that came in at or under budget. Provide specific studies and names and phone numbers of contact persons.

Demonstration of ability with cost savings specified of using previous Central Corridor work.

Disadvantaged Business Enterprises

Level of participation of DBE's and WBE's

Scope of services to be provided by DBE's and WBE's

Other Factors

Any other factors determined to be relevant by review team.

2. Background on the Central Corridor

2.1 Location

The Central Corridor is located between downtown St. Paul and downtown Minneapolis. It will include analysis of the area between I-94 and the Burlington Northern Southern Mainline. It will include areas in both Hennepin and Ramsey Counties. A map of the corridor is attached.

2.2 Previous Studies of the Central Corridor

The Central Corridor was the priority corridor for a major transit investment for the Twin Cities region for many years. Currently the Hiawatha Corridor in Minneapolis is scheduled to be the first location for implementation of light rail transit in the region.

The Central Corridor was studied for light rail transit and bus improvements in three previous Draft Environmental Impact Statements in the 1980's and 1990's and two previous federal Alternatives Analyses. The studies were completed, but the ability to implement the locally preferred alternative (light rail transit) was not realized. Non-federal preliminary engineering was completed for the Central Corridor in the early 1990's for an alignment generally along University of Minnesota Transitway/Soo Line/I-94. Previous work should be used to the maximum extent and the method of using that previous work and cost savings resulting from use of previous work must be outlined in the proposal.

The Central Corridor has also been studied for commuter rail as part of the Minnesota Department of Transportation's Commuter Rail Study completed in 1999. The Central Corridor was recommended as one of the first segments of commuter rail to be completed if commuter rail is implemented in the region. Currently work is underway on the Northstar Commuter Rail Corridor from downtown Minneapolis to St. Cloud. Previous

work should be used to the maximum extent and the method of using that previous work must be outlined in the proposal.

2.3 Dual Approach

The Central Transit Corridor Study will have a dual approach with a single contract.

A. The Central Corridor must link downtown St. Paul and downtown Minneapolis. It must also provide a convenient link to the Hiawatha Corridor. Studies will be completed of that linkage along three alignments, I-94, University Avenue, and Burlington Northern Southern Mainline/Energy Park Drive. Once an alignment has been selected, planning, environmental, and engineering studies will be conducted of the selected alignment, using the appropriate methods to meet Federal Transit Administration requirements. The initial alignment work and subsequent studies through preliminary engineering should be addressed with specificity for work plan, timing and cost in response to this RFP. It should be assumed that alternatives for these alignments will include reevaluated light rail transit, busway and bus improvements. The corridor will link with the Riverview Transit Corridor in downtown St. Paul. A specific alignment in downtown St. Paul has not been determined for the Riverview Corridor, nor has a technology decision yet been made for this corridor currently in the Major Investment Study process. Service to transit generators at the University of Minnesota, the State Capitol, and connections to commuter rail will be important.

B. Between downtown St. Paul and downtown Minneapolis, a commuter rail study is to be conducted. The alignments to be analyzed will include the Soo Line/Short Line/CP Rail/Ayd Mill Road/Amtrak route and the Burlington Northern Southern Mainline. Service to transit generators at the University of Minnesota will be important. Connections should be assumed to the Northstar Corridor from St. Cloud and the Red Rock Corridor from Hastings. Work, including alternatives other than commuter rail, to comply with Federal Transit Administration requirements should be proposed. Work to follow the alignment study through a next logical environmental/engineering terminus should be proposed.

It should not be assumed that a single locally preferred alternative will be selected by RCRRA for the Corridor. It is likely that processes A and B will <u>each</u> result in a locally preferred alternative.

2.4 Federal Considerations

Although this work is being conducted with federal funds, the Central Corridor is not federally authorized in the current Transportation Efficiency Act for the 21st Century,

except for a portion in the Red Rock Corridor authorized through St. Paul. Therefore the consultant should propose methods to conduct this and subsequent phases of environmental/engineering in a manner that will meet federal requirements and will potentially qualify the project for federal funding at some future date. Please outline how that will be accomplished and make suggestions for methods of maintaining contact with the Federal Transit Administration for nonauthorized projects.

3. Consultant's Proposal

3.1 Letter of Transmittal

Address the letter of transmittal to:

Kathryn DeSpiegelaere, Director
Ramsey County Regional Railroad Authority
665 Ramsey County Government Center West
50 West Kellogg Boulevard
Saint Paul, Minnesota 55102

The letter of transmittal should include the following information:

Identify the name, address and telephone number of each firm that makes up the team if more than one firm is involved.

Indicate that the costs proposed are valid for six months after the date of the proposal.

Acknowledge receipt of additions to the RFP, if any.

Name, title, address, telephone, and fax number of contact person during the evaluation period for the proposal.

A one page summary of the consultant's proposed approach to the Central Transit Corridor Study.

Signature of the person authorized to bind the offering to the terms of the proposal.

Indicate ability to comply with contract provisions in this RFP. Particularly, note the insurance provisions. If your current insurance program does not meet the requested coverages, indicate any additional costs needed to comply with this section.

Name, phone number, and addresses of three references for each prime and subconsulting firm.

3.2 Consultant Team Organization

In this section provide an organization chart showing the interrelationship of the consultant's team members and key personnel. Identify the team members' areas of responsibility. Provide subconsultants' company name, address, contact person and telephone number. Describe your previous experience working with each subconsultant.

3.3 Qualifications and Experience

Identify similar projects undertaken by the consultant team within the last five years. Document the team members' actual responsibility on the project. For each project, provide the client's name, address and telephone number for the person who is currently available to discuss the firm's performance and that of key personnel on the project listed.

Identify the Disadvantaged Business Enterprise and Women Business Enterprise (DBE/WBE) firms participating in the project. The project goal is a minimum 15% DBE/WBE participation. Provide certified documentation of their DBE status in Minnesota. Note that in accordance with the Federal Transit Administration's regulations, the RCRRA's policy is that DBE's and WBE's shall have the maximum opportunity to participate in the performance of the work.

3.4 Key Personnel

For each of the key personnel shown in the organization chart, provide a resume. Provide a matrix showing the Key personnel's experience on the projects identified in section 3.2. Describe the role the key personnel had in the project.

3.5 Work Plan

The Corridor study is to conform with the principles, guidelines and regulations of the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA). The work plan shall contain a description of each task to be performed, identify the relationship among the tasks, clearly identify major points where the Board of RCRRA will need to make a decision in order to move to the next phase of the project, and specify the deliverables and work products for each task. All proposals shall demonstrate a thorough understanding of the transit study, engineering, and implementation process. Economic development and land use will be key elements of the work to be conducted. The work plan should demonstrate in a tangible way that the public will be closely involved in this project. The proposal should demonstrate an understanding of the FTA's New Start Criteria.

A. Project understanding

Provide a brief, concise section that demonstrates consultant's understanding of each element of the project and why the consultant or the team should be selected for this element of the project.

Details on cost per sub-area, divided by major tasks proposed, should be provided. The budget should also address the cost of the work of each subcontractor.

The schedule presented in the proposal is to include all work tasks whether performed by the consultant team or by others, start dates, activity duration and product submittal dates. The schedule shall take into account review with RCRRA, the public and other agencies.

In addition to the items that follow, the consultant should propose other elements of the study determined to be relevant.

B. Project Methodology

Indicate the specifics of how each task will be undertaken.

Identify how process A and process B will be both integrated and separate. State which elements will be combined and which will be separate.

C. Statement of Products

Indicate the products that will be produced for each task, such as reports, surveys, files, visuals, engineering drawings, etc. The consultant team will be required to document each major work task.

D. Review of existing and ongoing studies, future plans and projects.

Before proceeding with work a compilation, summarization and analysis of previous work in this corridor and on other relevant projects is required.

E. Public Education and Involvement

Public education and involvement is expected in Ramsey County. The goals of the public education and involvement process should be proposed by the consultant. They will be revised with input from the community and RCRRA. Methods to achieve the goals and specific ways to measure the outcomes should be proposed by the consultant. Emphasis on proposing methods to engage those not likely to be involved in traditional ways is sought.

There will be a Technical Staff Committee that meets during the course of the project. Its role will be to assist RCRRA staff in guiding the consultant work during the course of the study and to provide guidance to the consultants on data sources, agency policies, etc. Other groups and individuals will be involved, but the methods have not been determined. The proposal should offer options for public involvement techniques, including methods for those who speak a language other than English. The public involvement techniques should include the commuter rail corridor coordinating committee established in state law.

In addition to designing the public involvement plan for the Central Corridor, the consultant will provide all administrative support for public meetings, including summaries or transcripts, graphics, locating and renting meeting facilities, publicity, internet information on the project and refreshments. The consultant project manager should be in attendance at all public meetings requested by the RCRRA project manager. Note that the Capitol Area Architectural and Planning Board will need to be closely involved in Process A.

F. Purpose and Need

Develop a definition of the transportation and land use problems and opportunities to be addressed. Address current and future conditions.

G. Goals, objectives and evaluation criteria

Identify goals, objectives and evaluation criteria for the project with involvement of the public and RCRRA.

H. Identify alternatives

Identify alternative locations and types of transportation improvements to meet the needs. The information to be developed and analyzed should provide RCRRA with the information needed to identify a preferred course of action for the Central Corridor. Minimum alternatives to be considered have been identified in Section 2. No build and low cost alternatives should also be assessed.

The alternatives are to be developed and assessed in a well-documented process with review and input from the public. The costs, benefits and impacts will need to be identified with sufficient detail to distinguish among the alternatives. Documentation of the reasons for eliminating alternatives from further consideration will need to be made.

I. Detailed Analysis of Alternatives

Detailed analysis in Process A should occur of the light rail transit alternative. Detailed analysis in Process B should occur of the commuter rail alternative.

Engineering analysis should be sufficient to yield realistic estimates of capital costs. Some segments or alignments may require a more detailed level of engineering effort depending on the complexity of the engineering and degree of uncertainty.

Typical section costs and prototypical station design may be developed and used on a cost per unit basis. This unit cost approach may be used for other associated facilities.

More detailed alignment and station area work should also be proposed for the appropriate point in the project. This will include expected type and amount of land use that would be expected to occur within ½ mile of each station with and without rail service. It will include an analysis of public and private utilities along alignments and at station areas. It will include drainage analysis and design. A preliminary grading plan will be completed in order to determine right of way. Property acquisition requirements will be noted. Unusual soil conditions will be identified. Major changes to streets, highways, bridges, sidewalks and traffic control devices should be assessed. Costs of changes to utilities, structures, and other elements should be estimated.

Policy level issues should be proposed for enhancing transit-oriented development.

Traffic engineering work proposed should be defined in detail. It should include an analysis of the street network in the vicinity of proposed stations and if the alignment is on a street, the impacts, to that facility. Mitigation measures of impacts should be suggested. Analyze pedestrian and bicycle access to station areas.

A review of grade crossings should be made. Identify potential upgrades to improve operations and safety.

J. Transit service planning

Transit plans for feeder bus systems should be proposed for the alternatives. Identify work to be done by the consultant and work to be done by government agencies.

K. Operations planning and costs

An accurate assessment of the rail alternatives' cost effectiveness and financial implications requires a reliable estimate of operating and maintenance costs. An operating plan that maximizes the performance of the rail alternatives is to be developed by the consultant.

L. Ridership forecasts

Ridership forecasts are necessary. Specify where in the process and how they will be done. Consideration should be given to cost effectiveness in forecasting by doing more detailed analysis once decisions on alignment have been made within each process, A and B.

Specify the number of alternatives that will be analyzed and forecast years. For Process B, include analysis of alternative locations for connection to the Northstar and Red Rock Corridors. Identify what inputs will be needed from other organizations in order to complete the forecasts in the manner proposed. The regional forecasting model should be used. Identify what and how sensitivity analyses will be done.

M. Center City issues

The consultant should address issues of particular interest in downtown St. Paul relating to Process A and Process B. Access, station location options, traffic analysis, connection to current and proposed development, and parking are examples of the issues that will need to be addressed.

Coordination will occur with City of St. Paul, Capital City Partnership, Riverfront Development Corporation, Building Owners and Managers Association, St. Paul Chamber of Commerce, Lowertown Redevelopment Corporation, St. Paul Transportation Management Organization, Capital River Council, Capitol Area Architectural and Planning Board, and others.

N. University of Minnesota

Both Processes A and B should identify how the University of Minnesota campus(es) will be addressed in this work.

O. Social, economic, land use and environmental analysis

The level of analysis of social, economic, land use and environmental impacts should be sufficiently accurate and detailed to identify and evaluate distinguishing characteristics of the alternatives. The economic development and land use impacts and opportunities are of particular interest in this corridor. Market analysis of opportunities associated with transit improvements in the corridor will be part of the required work. Areas of concern will be identified using past studies and public involvement. The areas of concern should be reflected in the evaluation criteria.

The impacts on parking displacement and mitigation should be discussed. Identify the desirability and tradeoffs associated with park/ride in core cities. Cite examples from other cities. Identify strategies for managing parking not desired around station areas.

Information on the opportunity for the alternatives to impact potential population and employment growth redistribution should be detailed.

Potential impacts during construction, particularly on businesses, as well as long-term impacts should be analyzed. Mitigation techniques should be identified.

P. Financial Analysis

The financial analysis is to be conducted in a manner to clarify for decision-makers and the general public the implications of the alternatives. New sources of revenue, including public and private funds, should be considered. The ability of transit projects to leverage funding for other types of projects should be identified. Experiences of other cities should be noted. Capital and operating costs should be addressed.

Q. Railroad Coordination

For both Process A and Process B, railroad alignments are proposed for consideration. Outline how railroad discussions and negotiation will occur at initial and subsequent phases of the project.

Identify when outside legal counsel will be retained, who it will be and how they will be used. Identify with specifics when and how capacity modeling will be done. Identify how conclusions will be reached on availability of track use, track improvements required, system improvements required, responsibility for improvements, financial plan and time schedule. Identify how and what will be included in preparation of an operating plan. Identify how linkages will be made to maximize coordination, cost effectiveness and ridership with Northstar and Red Rock Corridor projects. Suggest other items to be included in railroad coordination.

R. Corridor Coordination

How work will be coordinated with that occurring in other corridors should be specified. Specifically, how will the linkage with the Hiawatha and Northstar projects be made? How will the linkage with the Red Rock Corridor be made? Identify the decisions being made as part of those projects that impact the Central Corridor project and how the Central Corridor project can coordinate its work with the other corridor work to make the best use of resources for the short and long term implementation of major transit projects in the region. Other corridor work to be considered includes, but is not limited to, Riverview, Rush Line, Cedar Avenue, Line L, Phalen and 29th Street. Design and operating criteria for system components and how they may or may not best serve the Central Corridor should be identified.

S. Products/Deliverables

The consultant's work is to be documented in a series of milestone reports as the study proceeds. The report shall contain clear and understandable text and graphics. All reports should be 8 ½ *by* 11.

A presentation package of information that will be continually updated for presentation to the public will be maintained by the consultant. This may include web site. handouts. fact sheets, presentation boards, transparencies and slides.

Products and deliverables should be specified in the proposal. Specify in detail level of mapping, aerial photography, and detail of graphics that can be expected.

T. Environmental Impact Statement

Include in the work plan the assumption that a Draft and Final Environmental Impact Statement including a Record of Decision for the Central Corridor will be completed. Complete the work leading to the conclusion of a Record of Decision.

U. Maintenance facility

Identify the needs for maintenance facilities to implement the alternatives. Identify what would be needed to augment existing or planned maintenance facilities to accommodate the Central Corridor selected alternatives. Identify if an additional maintenance facility is needed, where it would be located, and the design specifics relating to it to accommodate Central Corridor alternatives.

V. Next steps

The consultant should identify next steps in implementation. The study will include preparation of a work plan by the consultant for the next step in the process subsequent to that to be undertaken in this contract. The work plan will include timing for its various elements.

W. Decision making

The identification of decisions – what, when, and why – at times appropriate to maximize the efficiency of consultant work efforts and streamline the implementation schedule should be identified in the proposal.

X. Certification requirements

An official authorized to bind the consultant must certify as part of the proposal the following:

The consultant and all of its subcontractors are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency.

That no federal appropriated funds have been or will be paid, by or on behalf of the consultant, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress pertaining to the award of any federal assistance; or the extension, continuation, renewal, amendment, or modification of any federal assistance agreement.

If any funds other than federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress in connection with any application to FTA for federal assistance, the consultant assures that it will complete and submit standard form LLL, "Disclosure form to report lobbying," including the information required by the form's instructions, which may be amended to omit such information as permitted by 31 U.S.C. 1352.

4. Contract conditions

The following terms and conditions, together with any necessary federal or state requirements, shall be incorporated into the agreement with the successful proposer. The RCRRA will be entering into an agreement for the distribution of Federal Transit Administration funds with the Minnesota Department of Transportation. The terms and conditions set forth in said grant agreement will be incorporated into the agreement with the successful proposer, in addition to the terms and conditions set forth below. In the event that there is any inconsistency in the terms and conditions set forth in this RFP and those set forth in the grant agreement or other federal or state requirements, the terms and conditions of the grant agreement and the federal and state requirements will be included in the agreement with the consultant.

A. GENERAL CONDITIONS

The following conditions must be included in the response to the RFP and any resulting contract:

1. Nonassignability. The Contractor shall not assign any interest in this agreement and shall not transfer any interest in the same, whether by subcontract, assignment or novation, without prior written consent of the RCRRA.

2. Independent Contractor. In the performance of this agreement, the Contractor is an independent contractor and neither it, nor its agents, employees, assigns, or other persons – while engaged in the performance of any work or services required to be performed by the RCRRA under this agreement – shall be considered employees of Ramsey County. Nothing contained in this Agreement shall be construed as creating the relationship of co-partners, joint venturers, or an association between County and Contractor.

3. Hold Harmless. The Contractor agrees to defend, indemnify, and hold Ramsey County, RCRRA, its employees, and officials harmless from any claims, demands, actions or causes of actions – including reasonable attorneys' fees – arising out of any act or omission on the part of the Contractor or its subcontractors, partners, or independent contractors, or any of their agents or employees in the performance of (or with relation to) any of the work or services to be performed or furnished by the Contractor or the subcontractors, partners, independent contractors – or any of their agents or employees – under the terms of this agreement.

4. Alteration. Any alteration, variation, modification, or waiver of the provisions of this Agreement shall be valid only after it has been reduced to writing and duly signed by both parties.

5. Insurance.

a) Contractor shall purchase and maintain such insurance as will protect the contractor from claims which may arise out of, or result from, the Contractor's operations under the contract – whether such operations be by the Contractor, subcontractor, anyone directly employed by them, or by anyone for whose acts any one of them may be liable.

b) Contractor shall secure the following coverages and comply with all provisions noted. Certificates of Insurance shall be issued evidencing such coverage to the County.

1) General Liability Insurance
Commercial General Liability Insurance
(ISO CGL)

Minimum Limits:
$2,000,000 each event limit
$2,000,000 general aggregate

$2,000,000 products/completed operations total limit
$2,000,000 personal injury & advertising liability

The policy is to be written on an occurrence basis or as acceptable to the County's Risk Manager. Certificate of Insurance must indicate if the policy is issued on a claims-made or occurrence basis and if coverage is provided for X, C, U hazards if applicable.

2) Automobile Liability Insurance

   a) Minimum limit: $750,000 combined single limit

   b) Coverage shall include hired, non-owned and owned automobiles

3) Workers' Compensation & Employer's Liability

   a) Workers' Compensation per Minnesota State statute

   b) Employer's Liability shall have Minimum Limits:

   $500,000 per accident; $500,000 per employee; $500,000 per disease policy limit

   Other States Coverage

4) Professional Liability Insurance (such coverage shall include contractual liability coverage over this agreement)

Minimum limits:
$2,000,000 per claim
$2,000,000 aggregate

5) Fidelity bond (covering Contractor's employees having access to money or any advances provided to contractor) in total amount of $_____ (if applicable)

6) License as required

c) All certificates of insurance shall provide that the insurance company gives the RCRRA thirty (30) days prior written

notice of cancellation, non-renewal or any material changes in the policy.

d) The above sub-paragraphs establish minimum insurance requirements, and it is the sole responsibility of the Contractor to purchase and maintain additional insurance that may be necessary in connection with this contract.

e) The Contractor shall not commence work until the Contractor has obtained the required insurance and filed an acceptable certificate of insurance with the County Risk Manager. Copies of insurance policies shall be submitted to the RCRRA upon request.

f) Nothing in this contract shall constitute a waiver by County of any statutory limits or exceptions on liability.

g) Certificates shall specifically indicate if the policy is written with an admitted or non-admitted carrier. Best's rating for the insurer shall be noted on the certificate and shall not be less than a B+.

h) On the certificate, agent shall certify that the agency carries error and omissions coverage.

6. Non-Conforming Services. The acceptance by the RCRRA of any non-conforming services under the terms of this agreement or the foregoing by the RCRRA of any of the rights or remedies in respect to any subsequent breach or default of the terms of this agreement. The rights and remedies of the RCRRA provided or referred to under the terms of this agreement are cumulative and not mutually exclusive.

7. Waste Reduction. The Contractor shall participate in a recycling program for at least four broad types of recyclable materials and shall favor the purchase of recycled products in its procurement processes. All reports, publications, and documents produced as a result of this contract shall be printed on both sides of paper, where commonly accepted publishing practices allow, on recycled and recyclable paper using soy-based inks and shall be bound in a manner that does not use glue.

8. Setoff. Notwithstanding any provision of this agreement to the contrary, the Contractor shall not be relieved of liability to the

RCRRA by virtue of any breach of this Agreement by the Contractor. The RCRRA may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due the RCRRA from the Contractor is determined.

9. Equal Employment Opportunity. The Contractor agrees to comply with all federal, state, and local laws, resolutions, ordinances, rules, regulations, and executive orders pertaining to unlawful discrimination on account of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual preference, disability, or age. When required by law and requested by the RCRRA, the Contractor shall furnish a written affirmative action plan.

10. Termination.

a) With Cause.

The RCRRA reserves the right to suspend or terminate this Agreement if the Contractor violates any of the terms or conditions of this Agreement or does not fulfill in a timely and proper manner its obligations under this Agreement as determined by the RCRRA. In the event that the RCRRA exercises its right of suspension or termination under this Paragraph, it shall submit written notice to the Contractor specifying the extent of such suspension or termination under this Paragraph, the reasons therefore, and the date upon which such suspension or termination becomes effective. Upon receipt of such notice, the Contractor shall take all actions necessary to discontinue further commitments of funds to the extent that they relate to the suspended or terminated portions of this Agreement.

b) Without Cause.

The RCRRA may terminate this Agreement without cause and for any reason whatsoever upon giving at least thirty (30) days written notice thereof to the other party. In such event, the Contractor shall be entitled to receive compensation for the services provided in a satisfactory manner for up to and including the effective date of termination.

11. Compliance with Applicable Law. The Contractor agrees to comply with all federal, state, and local laws or ordinances and all applicable rules, regulations, and standards established by any agency of such governmental units, which are now or hereafter promulgated insofar as they relate to the Contractor's performance of the provisions of this Agreement. It shall be the obligation of the Contractor to apply for, pay for, and obtain all permits and/or licenses required by any governmental agency for the provision of those services contemplated herein.

12. Access to Documents.

a) The RCRRA, its authorized representative, or the State Auditor shall have full access to all records relating to the performance of this Agreement.

b) The Contractor agrees to maintain records relative to all services provided by it under the terms of this Agreement and shall retain all such documentation for three (3) years following the termination of this Agreement. Such records shall be made available for audit or inspection at any time upon request of the RCRRA or its authorized representative.

13. Data Practices. All data collected, created, received, maintained, or disseminated for any purpose during the course of Contractor's performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, any other applicable state statutes, any state rules adopted to implement the Act or other statutes, and any federal statutes and regulations on data privacy. The Contractor agrees to comply strictly with these statutes, rules, and regulations.

14. Conflict of Interest. The Contractor affirms that, to the best of the Contractor's knowledge, the Contractor's involvement in this contract does not result in a conflict of interest with any party or entity that may be affected by the terms of this contract. The Contractor agrees that, should any conflict or potential conflict of interest become known to the Contractor, the Contractor will immediately notify the RCRRA of the conflict or potential conflict, specifying the part of this contract giving rise to the conflict or potential conflict, and will advise the County whether the Contractor will or will not resign from the other engagement or representation.

15. Interpretation of Agreement; Venue. This agreement shall be interpreted and construed according to the laws of the State of Minnesota. All litigation regarding this Agreement shall be venued in the District Court of the County of Ramsey, Second Judicial District, State of Minnesota.

16. Term. This Agreement shall be in force and effect from [date here] through [date here] or until earlier terminated by the parties hereto pursuant to this Agreement.

17. Ownership of Work Products. All work products, including but not limited to concepts, ideas, layouts, drawings, maps, models, computer programs or simulations, photography, scripts, graphics, reports and recommendations prepared or furnished by the consultant pursuant to this Agreement, shall be the property of the RCRRA; provided however, that the consultant shall be entitled to retain copies of all such work products. No work products or other information generated under this Agreement shall be released by the consultant, employees, or agents without the express written consent of the RCRRA's authorized representative.

18. Entire Agreement. This Agreement shall constitute the entire agreement between the parties and shall supersede all prior oral or written negotiations.

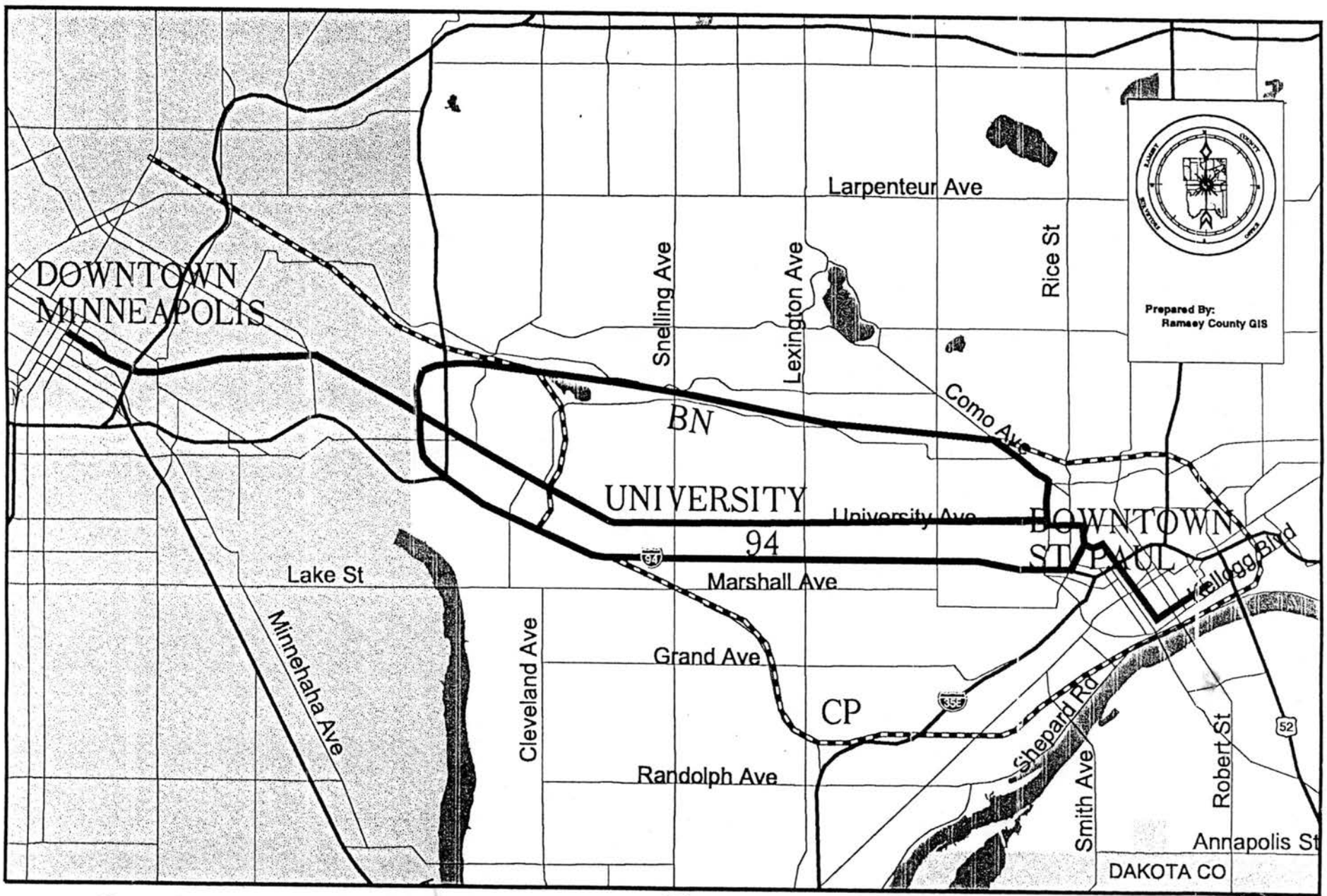
15. Interpretation of Agreement; Venue. This agreement shall be interpreted and construed according to the laws of the State of Minnesota. All litigation regarding this Agreement shall be venued in the District Court of the County of Ramsey, Second Judicial District, State of Minnesota.

16. Term. This Agreement shall be in force and effect from [date here] through [date here] or until earlier terminated by the parties hereto pursuant to this Agreement.

17. Ownership of Work Products. All work products, including but not limited to concepts, ideas, layouts, drawings, maps, models, computer programs or simulations, photography, scripts, graphics, reports and recommendations prepared or furnished by the consultant pursuant to this Agreement, shall be the property of the RCRRA; provided however, that the consultant shall be entitled to retain copies of all such work products. No work products or other information generated under this Agreement shall be released by the consultant, employees, or agents without the express written consent of the RCRRA's authorized representative.

18. Entire Agreement. This Agreement shall constitute the entire agreement between the parties and shall supersede all prior oral or written negotiations.

Ramsey County
Central Corridor Transit Study Area



Ramsey County Regional Railroad Authority

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

Agenda

Regional Railroad Authority Meeting

September 14, 1999

Immediately following Executive Session

Third Floor Council Chambers Courthouse

1. * Minutes of September 7, 1999
2. Phalen Boulevard EIS -- request for information
3. * Ramsey County Comprehensive Plan for Transportation, Transit and Surface Water Management -- adopt issue papers which have previously been reviewed by the Board and circulated to cities for review -- Land Use, Access Management, Right of Way, and Travel and System Management
4. * Ramsey County Comprehensive Plan for Transportation, Transit and Surface Water Management -- approve circulation to cities of issue papers -- Transit, Parking, Travel Demand Management and Public Involvement
5. Plan and Corridor updates
6. * Approve contract with Metro Transit for project management services for the Riverview and Central Corridors
7. * Approve plans for trail on RCRRA right of way from Maryland to Frost Avenue in St. Paul
8. * Right of way negotiations by Hennepin and Ramsey County Regional Railroad Authorities in Minneapolis, St. Anthony and Roseville.
9. * Ratify partial payments number 4 in the amount of $32,545.58 and number 5 in the amount of $108,496.63 to Parsons Brinckerhoff Quade and Douglas, Inc. for professional consulting services for Riverview Corridor Major Investment Study
10. * Ratify quarterly report of payments for May 1 to June 30, 1999
11. * A) Approve the Construction Agreement between RCRRA and MediaOne Corporation to install co-axial cable over the RCRRA right of way between 1618 Idaho Avenue and 1624 Idaho Avenue in St. Paul;

    B) Authorize the Chair of the Ramsey County Regional Railroad Authority to sign the Construction Agreement on behalf of RCRAA.

* Action is requested

Printed on Recycled Paper

(1)

Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY MEETING

The Ramsey County Regional Railroad Authority met on Tuesday, September 07, 1999, in Council Chambers Third Floor Courthouse.

MEMBERS PRESENT:	Chair Tony Bennett Commissioner Dino Guerin Commissioner Susan Haigh Commissioner Rafael Ortega (arrived 2:24 p.m.) Commissioner Victoria Reinhardt Commissioner Janice Rettman Commissioner Jan Wiessner
OTHERS PRESENT:	Kathy DeSpiegelaere, Paul Kirkwold, David MacMillan, Jane McClure, Tom Oertel, Dan Szymczak

Chairman Bennett called the meeting to order at 2:16 p.m.

1. Approve minutes of the July 13, 1999 meeting.

Motion by Commissioner Guerin, seconded by Commissioner Haigh to accept the minutes of the July 13, 1999 meeting.

Ayes – 6, Nays – 0
Motion accepted.

2. Authorize distribution of request for proposal for Central Corridor.

Commissioner Haigh felt that proposers should be asked to look at innovative approaches to funding transit projects. Kathy DeSpiegelaere stated that financial analysis is included in this proposal and the consultants will be asked to provide information regarding public and private revenue sources.

Commissioner Reinhardt asked if the information that was to come before the City Council from the St. Paul Planning Commission, which will be making recommendations in guiding the Central Corridor, was included in this document. Kathy said that the proposals will be due before the City Council meets regarding this issue, but that she will inform consultants of the recommendations.

Motion by Commissioner Haigh, seconded by Commissioner Reinhardt to authorize the distribution of requests for proposals for the Central Corridor.

Ayes – 6, Nays – 0
Motion accepted.

3. Other business

Chairman Bennett distributed a copy of a letter to be sent to the Northstar Corridor requesting that Ramsey County become a member of the development authority. A previous attempt to become a member was declined due to the fact that the Northstar Corridor didn't want to open up its by-laws and such. However, they recently decided to allow Morrison County to become a member, which required them to open up their by-laws, and Ramsey County was advised that it should again request membership. Ramsey County's interest in the project would lie in the piece of the Corridor between St. Paul and Minneapolis. Chairman Bennett also stated that this is further proof that Ramsey County is dedicated to a regional concept in transportation and transit. The Northstar Corridor Development Authority Executive Committee meets on September 16 and will consider Ramsey County's membership at that meeting.

The meeting adjourned at 2:26 p.m.

(2)

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K DeSpiegelaere
Authorized Signature

9/8/99
Date

Board Action Requested

Phalen Boulevard EIS

DISCUSSION ONLY

Request Justification

See attached memo from K. DeSpiegelaere

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

Board Date | Signature | Date

Ramsey County Regional Railroad Authority

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

MEMORANDUM

To: Ramsey County Regional Railroad Authority Commissioners
Paul Kirkwold, Interim County Manager

From: Kathryn DeSpiegelaere, Director

Subject: Phalen Corridor EIS

Date: July 26, 1999

In February, Ramsey County Regional Railroad Authority (RCRRA) heard a presentation about the Phalen Corridor Environmental Impact Statement (EIS) from St. Paul staff. Commissioners directed that County and Rail Authority staff return with information on the legal and cost concerns relating to St. Paul's request, including a request for an agreement with RCRRA for use of its right of way for the construction of Phalen Boulevard. Minutes of the previous meeting are attached.

For the RCRRA and St. Paul, the issues are:

1. RCRRA owns 6.5 miles of right of way (Map attached). A portion of the right of way is being requested for construction of Phalen Boulevard.

2. On the same piece of RCRRA right of way, St. Paul has an easement for a trail between East Seventh Street and Larpenteur Avenue.

3. The right of way is in some locations near Arcade Street too narrow for trail, rail and road.

4. The right of way is in some locations near Arcade Street too narrow for both rail and road.

5. RCRRA, according to the assistant county attorney (see information attached), cannot grant an easement to St. Paul for road use unless sufficient space is left for eventual construction of rail.

6. RCRRA, according to the assistant county attorney, needs compensation from St. Paul for an easement on its property for road use.

Printed on Recycled Paper

7. RCRRA, according to the assistant county attorney, cannot grant St. Paul an easement for road use in areas where trail, rail, and road won't all fit unless St. Paul abandons the trail easement in these locations or acquires additional right of way so that all three uses fit.

8. The right of way owned by RCRRA was purchased with 50% state rail bank funds. Therefore, potential uses, or sale of the property, is subject to Minnesota Department of Transportation, (Mn/DOT) rules.

9. The mortgage gives Mn/DOT right of first purchase if a decision is made by RCRRA to sell the property.

Therefore, it appears that either St. Paul will need to:

a. Abandon its trail easement in locations where trail, rail, and road won't all fit in order to construct Phalen Boulevard on RCRRA right of way.

b. Purchase additional right of way in locations where rail and road won't fit in order to construct Phalen Boulevard on RCRRA right of way.

c. Discuss compensation for the right of way it intends to use for Phalen Boulevard with RCRRA.

Or:

The other option would be for RCRRA to sell its right of way, the full width it currently owns, in a segment from downtown St. Paul to Maryland Avenue and preclude the potential use of rail transit on the right of way. This option may require payment to Mn/DOT of $750,000, one half the purchase price in 1992. It also requires that Mn/DOT has the first right of purchase.

Recommendation:

For discussion.

Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY MEETING

February 2, 1999

The Ramsey County Regional Railroad Authority met on Tuesday, February 2, 1999, in Council Chambers, 3rd Floor Courthouse.

MEMBERS PRESENT: Chair Tony Bennett
Commissioner Susan Haigh
Commissioner Victoria Reinhardt
Commissioner Janice Rettman
Commissioner Jan Wiessner

MEMBERS ABSENT: Commissioner Dino Guerin
Commissioner Rafael Ortega

OTHERS PRESENT: Terry Schutten, Kathy DeSpiegelaere, Tom Oertel, Mary Ann Palmer, Mike Klassen, Nancy Frick, Terry Lindeke, Dennis Bodin, Paul Kirkwold, Gene Haselmann, Carol Monroe, Kris Longhenry

Chairman Bennett called the meeting to order at 2:12 p.m.

1. Approve the minutes of the January 26, 1999 meeting

A motion by Commissioner Haigh, seconded by Commissioner Wiessner to accept the minutes from the January 26, 1999 RCRRA meeting.

Ayes - 5, Nays - 0
Motion accepted.

2. Update on Phalen Corridor EIS

Nancy Frick, St. Paul Planning and Economic Development, presented information on the Phalen Corridor EIS. The Phalen Corridor draft EIS was prepared with the guidance of a community task force with Kathy DeSpiegelaere being a representative from the RCRRA. The draft EIS was released by the St. Paul City Council on December 10, 1998 and there was a public hearing on January 27, 1999. The hearing record will be open until February 10, 1999 and then the City Council is expected to select a preferred route at their February 24, 1999 meeting.

The EIS is a key part of the Phalen Corridor Initiative which is an economic development initiative to bring jobs to the area. Phalen Boulevard provides access to a number of industrial redevelopment sites along the rail corridor and will help alleviate congestion contributing to improving the neighborhood quality of the east side.

This project has been coordinated with Ramsey County, Mn/DOT, Metropolitan Council and the Port Authority.

The tentative budget is to come from local CIB = $2.4 million, municipal state aid = $4.6 million, Ramsey County = $4.5 million ($1.5 million from CSAH and $3 million from the value of use of right of way), state = $9 million, and federal = $27.1 million ($12.2 million already received).

The draft EIS analyzes the no-build alternative, the transportation system management alternative and the build alternatives. There are three alternatives connecting to I35E, five alternatives getting through the Payne/Arcade area and one alternative going through the east.

Commissioner Bennett asked how traffic moves from Cayuga looking at the alternatives. Nancy Frick answered that there are two different legs: the W1 alternative that winds south and connects to Pennsylvania Avenue under I35E; and the W2 alternative that winds north to a new folded diamond interchange at Cayuga. I35 E would be moved east, the Pennsylvania ramps would be closed and a two-way frontage road would be constructed between Pennsylvania and Cayuga.

Commissioner Bennett stated that those who normally get on the freeway at Pennsylvania will have to take a frontage road which will be a longer route to get out of downtown and will affect many people. Nancy Frick commented that the business community wanted a full interchange to get on I35 E and I94 which Pennsylvania doesn't presently provide.

Commissioner Rettman asked if this will wipe out housing, businesses or parks. Nancy Frick responded that it doesn't take out any housing or parks. The business involved are already involved with the Metro Transit bus garage relocation.

Commissioner Rettman asked if the W2 alternative is what the St. Paul PED is recommending. Nancy Frick answered that it is the alternative that staff is recommending and has received the most support for.

Commissioner Bennett asked what jurisdictions own the Phalen Corridor, Pennsylvania Avenue and the frontage road. Paul Kirkwold answered that the functional classification of the Phalen Corridor is a minor arterial which would be the County's jurisdiction, Pennsylvania Avenue is the County's jurisdiction and the frontage road would be either the City's or State's jurisdiction.

Commissioner Bennett was concerned about the amount of traffic.

Commissioner Rettman asked how a new road is budgeted since the functional consolidation plan was part of rehabing existing roads. Paul Kirkwold responded that the County has not developed new roadways for many decades. The County's position on communities constructing new alignments is that it is a community (i.e. municipality) function. The County's position is that jurisdiction will be discussed after the road way is built.

Paul Kirkwold commented on County funds that are part of the project's tentative budget. He noted that $3 million from RCRRA is value from existing right of way and the $1.5 million is identified as CSAH funds. Unless Phalen Boulevard is designated as a County road, CSAH funds cannot be used. The annual County allotment for CSAH funds is $4 million, so this project would use up about 1/3 of the County's CSAH funds for a year. New roadways can't accumulate funds for reconstruction for 25 years. The sooner this roadway is put into the system, the faster the County can accumulate funds to help start raising the $1.5 million, but the County would assume all responsibilities of construction if it owns the road. Municipalities, however, can use MSA funds.

Commissioner Reinhardt asked what the time line is between now and construction. Nancy Frick answered that construction is estimated to begin in 2000 or 2001. Mn/DOT has reconstruction of I35E slated for 2004 but can be started after the City has started.

Mike Klassen, St. Paul Public Works, stated that the City has already requested state aid designation to start accumulating municipal state aid dollars and would like to start conversations with the County this spring, after alignment choices are narrowed down.

Commissioner Bennett commented that St. Paul has not done a good job of inviting people to get off the freeway in St. Paul and traffic will accumulate. He cautioned that the County may not want to own this unless it is user and visitor friendly.

Commissioner Rettman had the same concerns as Commissioner Bennett and said that the County needs to be involved every step of the way. She noted that the freeway should not only be used as a way to get out of downtown; businesses would be abandoned.

Nancy Frick commented that she appreciated the comments on congestion and that the Pennsylvania interchange concerns let to the study. Economic development and transportation are tied and does lead to traffic. Model traffic design for the W2 alternatives can accommodate traffic.

Commissioner Rettman asked if there are any variances from state criteria. Paul Kirkwold responded that there weren't and that the state will be more concerned with ramp capacity and frontage road capacity as the project moves ahead.

Mike Klassen remarked that the buses and bus drivers will be coming into and out of the bus garage during non-peak hours so the bus traffic won't be a problem during peak times.

Commissioner Wiessner asked how this project fits into LRT and commuter rail discussions. Nancy Frick responded that the RCRRA owns much of the land for this project and the BN land is reserved for an LRT option and is currently being used as a trail. Nancy provided recommendations by the City for the RCRRA to concur with:

1. The proposed alternatives for Phalen Boulevard maintain the option of future LRT in the corridor.

2. The proposed design of the Arcade Street Bridge maintains the option of a future LRT station at Arcade. The County/Rail Authority concurs with the pier placement shown in Attachment 3 of the documentation.

3. In recognition that when LRT is built in this corridor, the City would need additional right of way to provide for the Phalen Creek Trail between Frank and Arcade, the implementation should occur with Frank-Arcade Timing Option #2, which would commit the City (by agreement with the Authority in the present) to move that portion of the Phalen Creek Trail to accommodate LRT when the decision is made to build LRT in the corridor.

4. In recognition that when LRT is built in this corridor, assuming a station at Arcade, Phalen Boulevard will need to locate far enough south to allow room for LRT and that doing so would require the acquisition of land now used as

storage/bypass trackage and assistance in relocating that use, the implementation of this project should occur with Below-Arcade Timing Option #2, which would commit the City (by agreement with the Authority in the present) to acquire the rail land and move Phalen Boulevard to the south to accommodate LRT when the decision is made to build LRT, with a station at Arcade.

5. The City intends to seek an agreement with the RCRRA for use of its right of way for the construction of Phalen Boulevard, with the details of this proposed agreement to be worked out and subject to City and RCRRA approval.

Commissioner Bennett stated the the County will work with the City.

Commissioner Wiessner asked where the Rush Line Corridor enters St. Paul and if it enters the Phalen Corridor. Kathy DeSpiegelaere answered that the Rush Line Corridor enters St. Paul along the CP Rail Line and doesn't impact the Phalen Corridor.

Commissioner Wiessner asked what right of way the RCRRA owns along the Phalen Corridor. Kathy DeSpiegelaere answered that the RCRRA owns right of way from Kellogg Boulevard to Beam Avenue and only small a portion of right of way is being requested for the Phalen Corridor.

Commissioner Rettman requested that Kathy DeSpiegelaere and Paul Kirkwold put together all the decision factors because of cost concerns and legal concerns. She asked for a map of all the corridors that the RCRRA owns. She also was concerned about using CSAH funds and taking them away from other roads. She wanted the legislators to be aware of this project.

3. Legislative Update

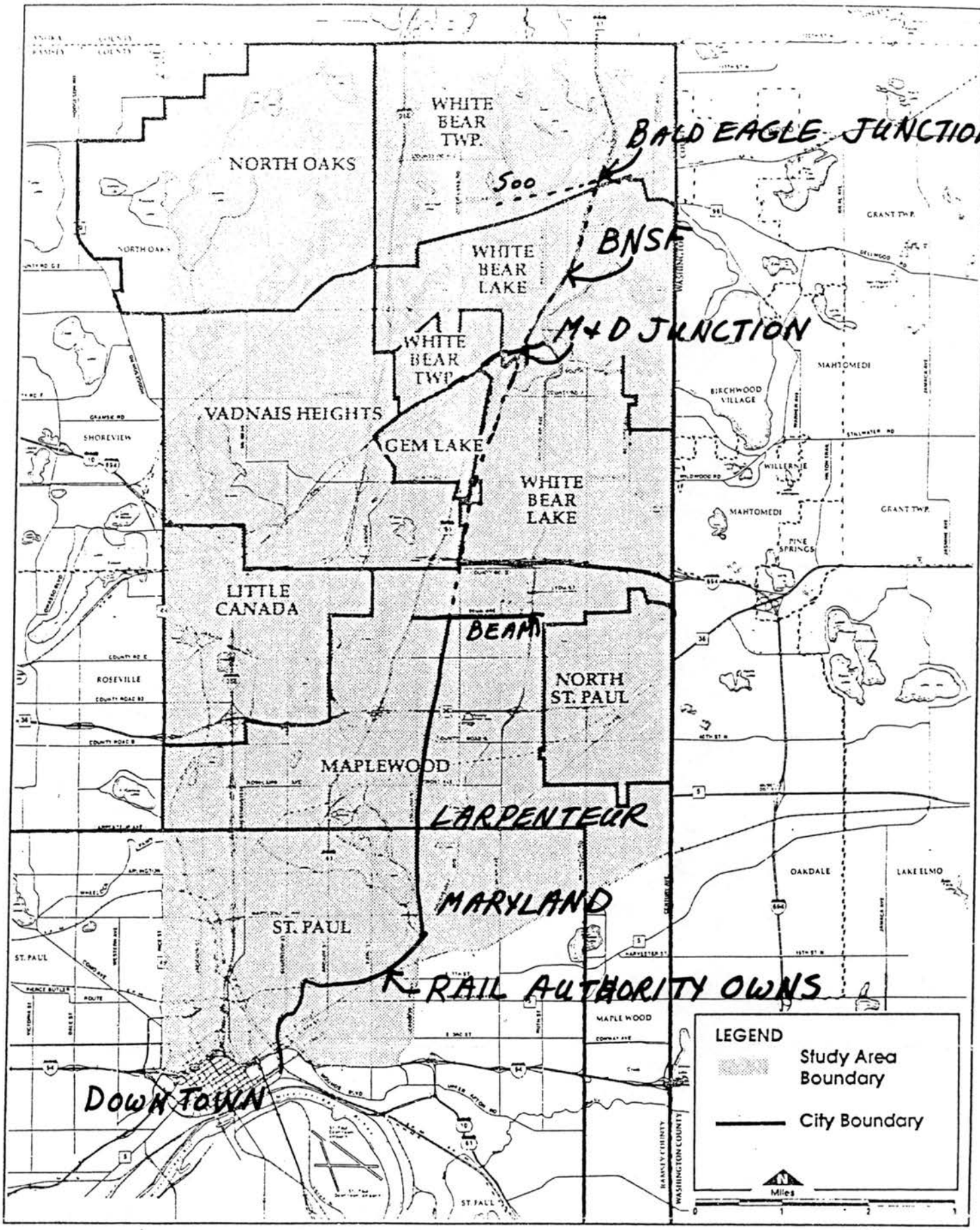
Terry Lindeke stated that there are two interesting pieces in the Governor's budget relating to transportation and transit:

1. A proposal to fund $60 million for the Hiawatha Corridor. There are a lot of decisions on issues relating to this and a target date in March was made to make a more final decision on this. It is clear that the Governor and his staff are transit supporters and there is a significant amount of money in the budget for transit.

2. A proposal to reduce the amount that the public pays for license plate fees. A part of this amount would be made up by general fund money. The highway trust fund, which has always been constitutionally dedicated for highways and bridges, would now have some money that can be used in broad-based ways, including transit.

Terry commented that the new Mn/DOT Commissioner is a transit supporter and he has talked about using state and federal money for a multi-modal system.

Terry stated that careful analysis of the budget needs to be done and figured out what it means for transit and transportation.



Northeast Corridor LRT Alignment Study

Figure 1

Ramsey County Regional Railroad Authority

SRF

Ramsey County
Northeast LRT Corridor

8

OFFICE OF THE RAMSEY COUNTY ATTORNEY
Susan Gaertner, County Attorney

50 West Kellogg Boulevard, Suite 560 • St. Paul, Minnesota 55102-1556
Telephone (651) 266-3111 • Fax (651) 266-3032

Civil Division

MEMORANDUM

TO: Kathy DeSpiegelaere
Regional Railroad Authority
665 RCGC-WEST

FROM: David F. MacMillan
Assistant County Attorney
(651) 266-3121

DATE: April 5, 1999

RE: USE OF REGIONAL RAILROAD RIGHT-OF-WAY
FOR PUBLIC HIGHWAYS: PHALEN CORRIDOR
Our File No. 1177265

BACKGROUND

The city of St. Paul is requesting that it be given authority to construct and maintain a public highway over a portion of the Ramsey County Regional Railroad Authority's (RCRRA) property in St. Paul. This property is a segment of the abandoned rail corridor the RCRRA acquired from the Burlington Northern Railroad in December 1992. The segment to be used lies between the vicinity of Lake Phalen and Payne Avenue and is generally referred to as the Phalen Corridor.

The property in question is the object of a joint powers agreement between the city of St. Paul, Ramsey County, and the RCRRA and is subject to an easement by the RCRRA to St. Paul for a recreational trail.

It appears that there are portions of the corridor which are too narrow to support the trail, a future rail line or lines, and the highway at the same time.

QUESTIONS

This proposal raises the following questions:

98

1. Does the RCRRA have the power to grant the city of St. Paul permission to construct a highway on the rail corridor?

2. What property interest in the corridor should be granted to the city and, may any interests conveyed be subject to long-term restrictions?

3. What, if any, are the adverse consequences of a long-term conveyance.

1. MAY THE RCRRA GRANT THE CITY OF ST. PAUL RIGHTS TO CONSTSRUCT A PUBLIC HIGHWAY ON RCRRA PROPERTY?

In its broadest sense, this question involves the issue of the power of the RCRRA to acquire, hold and manage, and dispose of real property and interests within. This broad question has been addressed by opinions of our office dated December 10, 1986; February 23, 1987, August 25, 1987, and July 18, 1988. These opinions have consistently concluded that property acquired by the rail authority must be preserved for rail purposes, except when such property can be declared surplus or not needed for rail purposes, at which time such surplus property can be sold and used for any purpose by the buyer. This view has not extended to interim uses of rail authority property; the rail authority can grant to others interim use of its property for any purposes so long as such grants reserve to the rail authority the right to cancel them at such time as the land is needed for rail purposes.

These opinions are grounded in basic principles of municipal law.

The Ramsey County Regional Railroad Authority was established pursuant to legislation enacted as Minn. Stat. § 398A. This statute, at § 398A.04, provides that the rail authority is a local government unit and political subdivision of the state of Minnesota. Minnesota Stat. § 398A.04, subd. 1. As a political subdivision of the state, the RCRRA it, like all other governmental units created by the legislature, has only those powers which are specifically granted to it or which are reasonably necessary to implement the powers granted by the legislature.

In the case of Regional Railroad Authorities, the powers specifically granted are enumerated in Minn. Stat. §§ 398A.01 and 398A.04. These powers include the "...preservation of local rail service for agriculture, industry, or passenger traffic, and ... for the preservation of abandoned rail right-of-way for future transportation users... " *See* Minn. Stat. § 398A.01. Specifically, the RCRRA has the authority to:

a) Acquire real property for purposes, including economic development projects, which also improve rail service. Minn. Stat. § 398A.04, subd. 1(b).

b) Plan, establish, acquire, develop, construct, purchase ... and protect railroads and railroad facilities, including ... roadways. Minn. Stat. § 398A.04, subd. 2.

c) Exercise the power of eminent domain. Minn. Stat. 398A.04, subd. 4.

The powers granted indicate a legislative intent that railroad authority property, unless declared surplus and sold (not given away), can only be used for purposes which enhance or protect the property's use for rail purposes.

This statute does not envision the use of RCRRA property for highway purposes, particularly where, as here, the highway purpose is not simply a crossing but is a longitudinal occupation of a segment of the road bed. Such use would not protect or preserve the property for rail use but could, by severing the corridor, render the entire corridor useless for rail purposes.

This issue is important because, as I understand it, there are portions of the corridor which are too narrow to accommodate safely the existing pedestrian bicycle trail, a two-rail LRT system, under today's technology, and a two-lane road. It must be noted that these projections are based upon today's LRT technology and the fact of a two-lane road. Changes in technology or road width requirements could dramatically affect the areas of the corridor which are narrow. If the corridor is too narrow to support trail, rail, and road, as presently configured, then the rail authority may not permit the city to construct a road on the corridor.

If the corridor width in these narrow places will accommodate trail and rail or road and rail, but not all three, then the road can be permitted only if the city agrees to abandon its easement for the trail. This is necessary because the city was has been granted a permanent easement for its trail over the length of the corridor. This is a permanent right which the rail authority cannot cancel though it may require that the trail be moved from its present location. The RCRRA must provide space in the corridor for the trail.

If the rail authority grants the city a permanent easement for road purposes, the existence of the two irrevocable easements would mean that the corridor was not preserved for rail purposes—a clear violation of the statutory mandates cited above.

It must be noted that what the RCRRA is precluded from doing is granting to the City permanent and irrevocable easements for both trail and highway, when these easements taken together effectively preclude construction of a rail line because of space limitations. The RCRRA cannot grant to other entities easements, individually or collectively, which, if exercised, would preclude construction of a rail line or lines. In this case, the City, if it had both a trail and a highway easement, could build both a road and a trail and then insist that they not be removed from the corridor.

11

The remedy to this problem that either the trail or the highway could be granted a permanent easement, but not both. Thus, if the City was willing to accept a revocable lease, license or permit which the RCRRA could cancel without penalty at its discretion for either the highway or the trail, then the RCRRA could grant a permanent irrevocable easement for the other of the highway or trail.

The above analysis assumes that the corridor is wide enough to accommodate rail lines and other uses. If there are any segments of the corridor which will not be wide enough to accommodate a highway and rail lines, then the RCRRA cannot grant any permanent rights to the City for the highway, unless and until such time as the RCRRA concludes that it will never build a rail transit line in the corridor and decides to abandon the corridor or until additional land is acquired so that both rail and road will fit.

If the RCRRA decides against building rail in this corridor, a decision it may make at any time, it may then dispose of the property to any entity for any purpose. Thus, if there are portions of the corridor which are too narrow to accommodate both the highway and the rail system, the RCRRA can nevertheless convey its interest to the City if the RCRRA abandons plans to use the corridor for rail transit purposes.

In accordance with our office's previous opinions, I also must caution that the rail authority must receive just compensation for any road easement it grants to the city, and cannot grant such an easement without such compensation. I recognize that the trail easement was granted without requiring any money payment by the city. The RRA did receive value, however, because the easement and Joint Powers Agreement requires the city to maintain the entire corridor, such as by mowing it, picking up trash, repairing bridges, etc., and thus relieves the RRA of this expense. In addition, the city has agreed not to levy special assessments or other charges against the corridor, and agreed to pay up to one-half of any such assessments levied by other entities.

Thus, granting the trail easement to the city was of substantial consideration and benefit to the rail authority. It is difficult, though, not impossible, for there to be non-cash consideration for a highway easement.

A final issue which must be considered if there is conveyed to the City permanent rights for highway construction which effectively precludes future rail construction is that the corridor was purchased with $750,000 of railbank funds from the Minnesota Department of Transportation (MnDOT). In order to obtain these funds, it was necessary to grant the MnDOT a mortgage on the entire corridor. This mortgage will require approval of MnDOT for any conveyance, and if the conveyance is deemed to preclude rail construction in the corridor, the MnDOT may, as a condition of its approval, require that the $750,000 be repaid. Railbank funds are necessarily granted to preserve corridors for rail transportation and must be so used.

2. **WHAT PROPERTY INTERESTS SHOULD BE CONVEYED?**

As a practical matter, it appears that the city will need an easement for highway purposes. The only alternatives, a permit/license or a lease, are short term or definite term rights which will not afford the city the permanency needed for highway purposes.

If an easement is granted, it can be granted subject to conditions, such as that the specific location of the road within the corridor would have to be moved within the corridor when rail transit became a reality and part of the corridor was needed for rail purposes. The road could initially be constructed in such manner that it would not have to be moved to accommodate rail in the future. These conditions would survive as long as the easement and would be binding on all future rail authorities and city councils, unless they mutually agreed otherwise. This applies to those areas of the corridor where there is sufficient land to accommodate a road and a rail facility. In those areas where there is not enough land for both, the easement cannot be granted except under the conditions stated in section 1 of this memorandum.

3. **WHAT ADVERSE CONSEQUENCES ACCRUE TO GRANTING AN EASEMENT?**

The legislature has enacted a number of statutes which provide that utilities and other entities have a right to use highway easements owned by cities for their facility without payment to the road authority. *See* Minn. Stat. §§ 222.37 (copy attached) and 237.163 (copy attached). Minnesota Stat. § 237.163 is of note here because the rail authority has and is renting/leasing its property to tele-communication companies, such as Sprint. We have argued that Minn. Stat. § 237.163 does not apply to property of regional railroad authorities, and have required telecommunication companies to pay for use of rail authority property. If, however, the right-of-way becomes a public highway, then the RCRRA will have to grant these without compensation.

CONCLUSION

In conclusion, the RCRRA's statutory authority for acquisition of this corridor was to preserve it for rail transit purposes. As a result, the RCRRA may not permit pieces of the corridor to become encumbered for permanent and irrevocable non-rail uses, where such uses preclude use of the corridor for rail purposes.

In this case, in the areas where the corridor is too narrow to accommodate rail, trail, and highway use, only the following actions can be done:

(a) Acquire additional property in the areas where the corridor is too narrow.
(b) Abandon the corridor for rail purposes.

(c) Grant temporary rights, such as leases or licenses or permits, to the City. Such temporary rights must be revocable by the RCRRA at any time and without compensation to the City.

If the RCRRA abandons the corridor and implicitly or explicitly declares the corridor surplus, surplus land can be sold for any purposes, provided market value is obtained and the proceeds remain in a fund for use consistent with Minn. Stat. § 398A and to repay the railbank mortgage to the MnDOT.

/bj
Att

(3)

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K Hedspiegelaere
Authorized Signature

Date

Board Action Requested

Ramsey County Comprehensive Plan for Transportation, Transit and Surface Water Management – adopt issue papers of Land Use, Access Management, Right of way, and Travel and System Management

ACTION IS REQUESTED

Request Justification

See attached issue papers

These papers have previously been reviewed by the Board of the Rail Authority and have been circulated for review to cities

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

Board Date | Signature | Date

RAMSEY COUNTY'S

COMPREHENSIVE PLAN

for

TRANSPORTATION, TRANSIT AND SURFACE WATER MANAGEMENT

1999 – 2020

ISSUE PAPER

LAND USE

Define issue and how it relates to the vision:

Ramsey County has a limited role in land use issues. This is therefore an issue of coordination rather than of jurisdiction for the County. Land use decisions impact the County system of roadways. Given that the County does not have jurisdiction over land use, it is especially important for Ramsey County to work with municipalities within the County, sharing information and reviewing new development and redevelopment projects.

The County vision proposes that regional land use patterns need to reflect and respect community identities, economic, and social needs; that all decision making will consider the greater good of the residents of the community and Ramsey County, yet minimize the adverse effects of those decisions on neighboring communities; that local land use plans should strive to be consistent with this vision for the County and with each other.

The County vision supports high quality maintenance of the infrastructure in the region, and managing demand for more highways by encouraging appropriate development patterns. The County thoroughfare vision states that all County roadways will be restricted to a design maximum of four travel lanes, and that the roadway design will increase street capacity by obtaining the maximum level of service from the existing highway system while minimizing the impact these facilities have on the social and physical environment.

The County vision supports a comprehensive review process which will provide for coordination, oversight, and mediation of land use planning, ensuring consistency and concern for all stakeholders in both public and private sectors.

The County vision supports a routine review process of land use plans by agencies with authority to make and enforce decisions in order to minimize fragmentation. These agencies would coordinate and expedite the plans that ensure land is used in concert with the values of the whole community as well as individual and community interests.

Existing conditions of issue:

The demographic overview (Appendix X, Group A) provides information on the growth of Ramsey County. As demonstrated by this material, the population of Ramsey County is expected to increase eleven percent by 2020; the smallest rate of growth in the seven county metropolitan area.

The development and economic overview (Appendix X, Group B) provides information on jobs and employment trends in Ramsey County. According to 2020 employment projections, the number of employed people in Ramsey County will continue to increase.

The existing and future land use maps (Appendix X, Group C) illustrate why Ramsey County is considered fully developed, and explain why it is generally necessary for municipalities to pursue redevelopment rather than new development.

Although Ramsey County has limited control over land use decisions, the County provides and maintains a system of minor arterial roadways within the County. Minor arterials are high volume roadways that provide a link between trunk highways and local routes, emphasizing mobility rather than land access. The County road system absorbs the majority of the impact created by increased traffic volumes which accompanies growth and redevelopment. Communities should strive to develop access plans that provide adequate access without compromising the integrity of the roadway system. For example, multiple driveways onto a roadway may be beneficial to a particular development, but they are not beneficial to the community as a whole because excessive land access restricts the mobility of a roadway.

Expectations based on current trends:

According to the Metropolitan Council, almost 650,000 new residents, almost 350,000 new households, and about 400,000 new jobs are projected in the region by 2020. Because little roadway expansion is planned, this growth will have a significant impact on the transportation system. This constraint in the movement of goods and people could result in lost economic productivity, higher overall cost of doing business, and decreased competitiveness in the world economy.

Between 1970 and 1990, the number of the region's households that have 2 or more cars almost tripled. There were 600,000 more licensed drivers in 1990 than in 1970, while the

population only grew by 414,00. By 1990, there were more work commuters traveling suburb to suburb rather than suburb to city.

These Metropolitan Council figures point to a transportation system facing increasing traffic and congestion, with little highway expansion planned to alleviate the problem. As a result, minor arterials will serve an important function as traffic is diverted from state principal arterial highways onto the County minor arterial system.

Expanding transit services and utilizing congestion-reduction techniques such as travel demand management (TDM), travel system management (TSM) and access management will help alleviate demand on the existing metropolitan highway system and on the County roadway system. Reducing traffic and congestion is vital to maintain the economic productivity of both the County and the region.

According to the Metropolitan Council, LRT and commuter rail have the potential to improve transit services available to residents in fully developed areas. In addition, mass transit can help assure continued long-term access to primary economic centers, and can be used as a land use tool to guide development along corridors where mass transit is implemented. Studies in the Twin Cities area have shown that if ten percent of its projected growth over a twenty year period were to locate around rail transit stations, thirty thousand jobs and twenty-three thousand households would be channeled around rail transit stations.

Transportation and land use planning should be linked to ensure development designs that are favorable to transit options. Within its authorities, Ramsey County will: (1) encourage compact development that will provide a mix of housing, jobs and services within easy walking distance, (2) cluster jobs and commerce, and (3) design developments to accommodate walking, biking or transit use. Linking transportation and land use planning will help provide a balance between the automobile and alternate forms of transportation.

Due to the relationship between land use and transportation, Ramsey County and the municipalities should plan for future growth and transportation needs together.

What needs to be done to influence the future and change the expectations?

Improve cooperation between the County and municipalities for sharing responsibility for the delivery of services. For example, the County and municipalities should work more closely together on right of way and access management issues.

The County should study municipal land use plans to review economic growth and redevelopment areas identified by the municipality to better coordinate access management and major trip generators.

The above efforts will increase the efficiency and capacity of the County roadway system through coordinated development. Coordinated development will reduce the trend to increase the capacity of the County roadway system by adding thru lanes.

Economic Development and Land Use:

Because Ramsey County does not have jurisdiction over land use, it is especially important for the County to work with municipalities and other agencies, sharing information and reviewing new development and redevelopment projects.

Reducing traffic and congestion is vital to maintain the economic productivity of both the County and the region.

What role does the County play in this issue?.

Land use density is directly related to an area's transportation needs. Given that the County does not have land use jurisdiction, it is important for the County to work with municipalities in reviewing new development and redevelopment projects. Within its authorities, Ramsey County should review site designs to ensure that provisions are implemented for travel demand management (TDM), travel system management (TSM), access management, pedestrians, bicycles and transit.

The County should partner with municipalities on maintaining the functional integrity of roadways. Permitting officials in Ramsey County should establish contacts with municipal staff to insure early involvement with access location decisions.

The County should provide a forum of County, state and municipal staff, held on a regular basis, to discuss land use issues and their affect on the County system of roadways.

What policy should be in place regarding this issue to make the County play the role it should play?

A policy supporting County involvement in the development and review of municipal plans.

A policy mitigating road system impact through access management partnerships with municipalities through a strategy of balanced land use and transportation that ensures both economic viability and community values are considered.

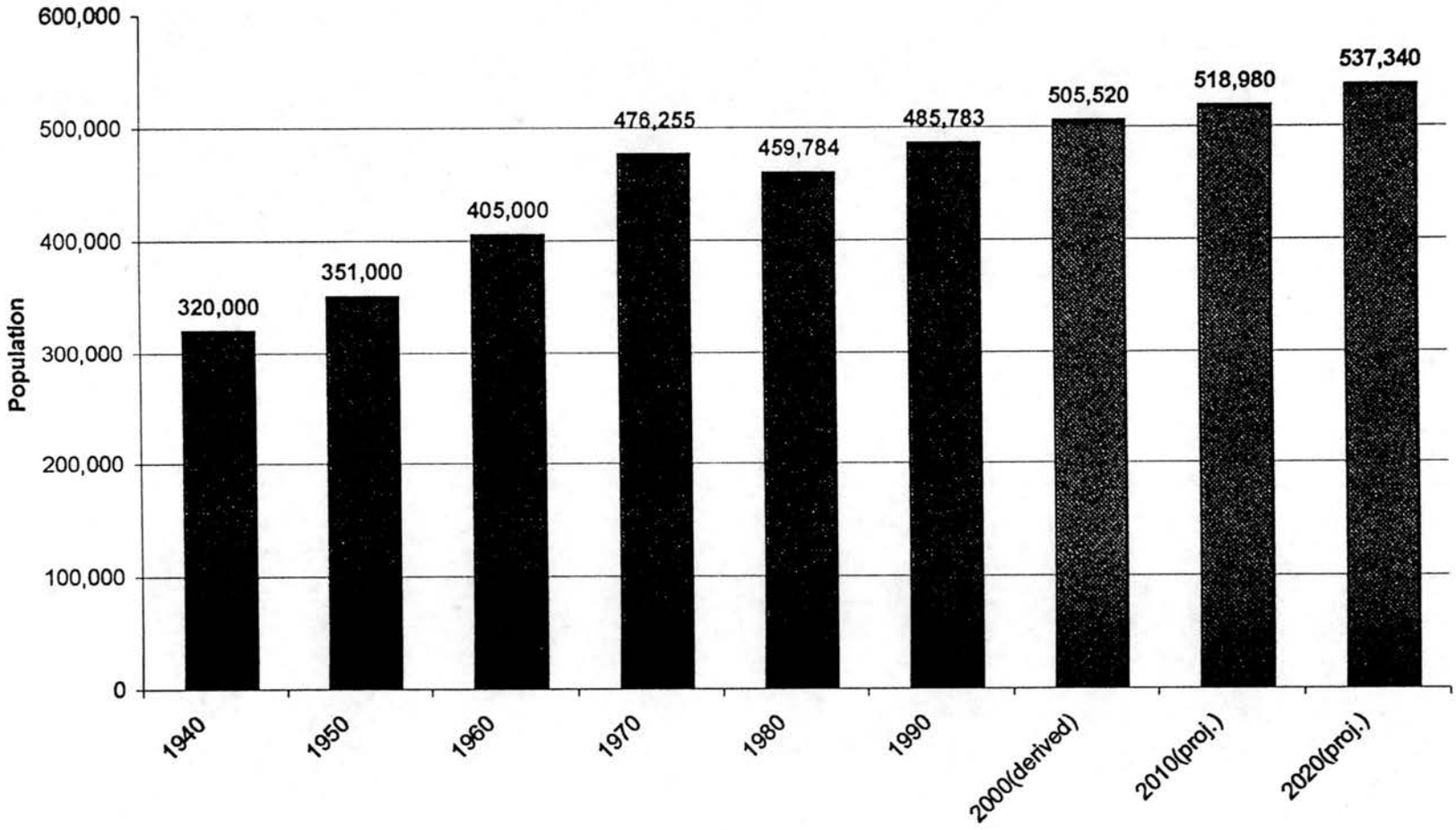
A policy mitigating road system impact through a strategy of balanced land use and transportation.

A policy ensuring that provisions will be implemented in new development or redevelopment site designs for travel demand management (TDM), travel system management (TSM), access management, pedestrians, bicycles and transit.

APPENDIX – X

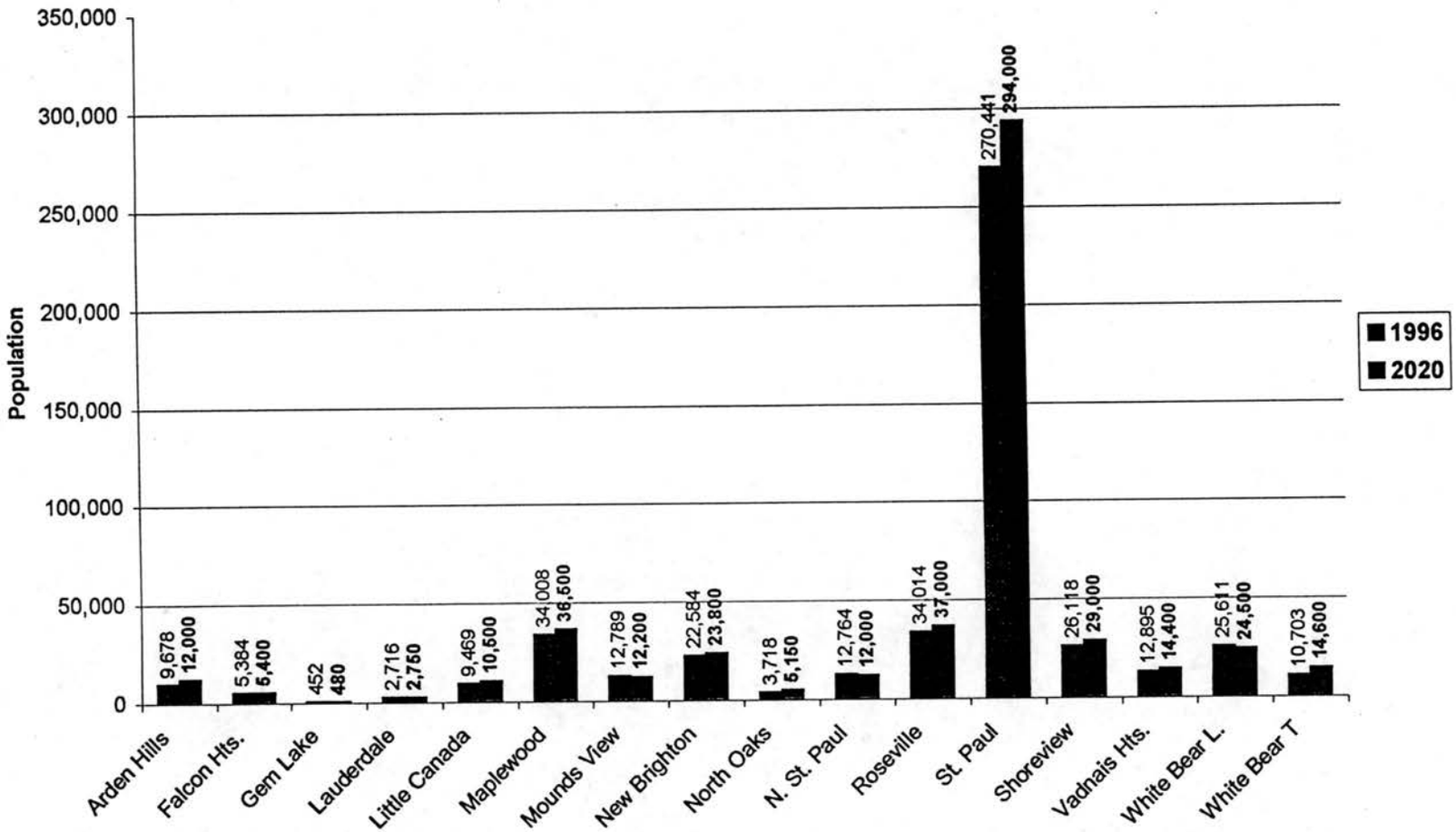
GROUP - A

RAMSEY COUNTY POPULATION GROWTH BY DECADE



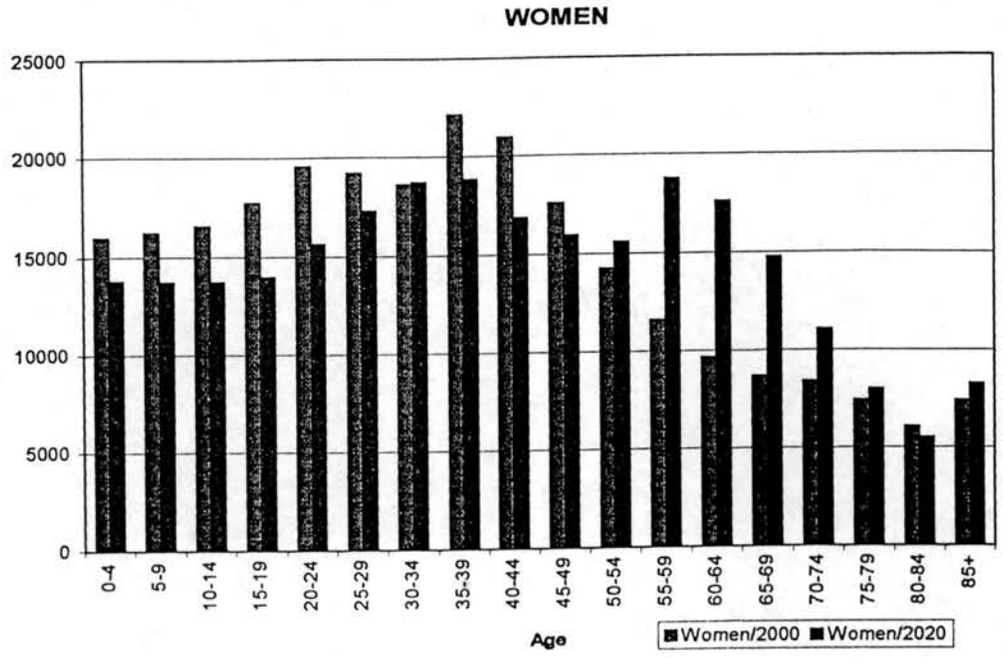
Source: Metropolitan Council

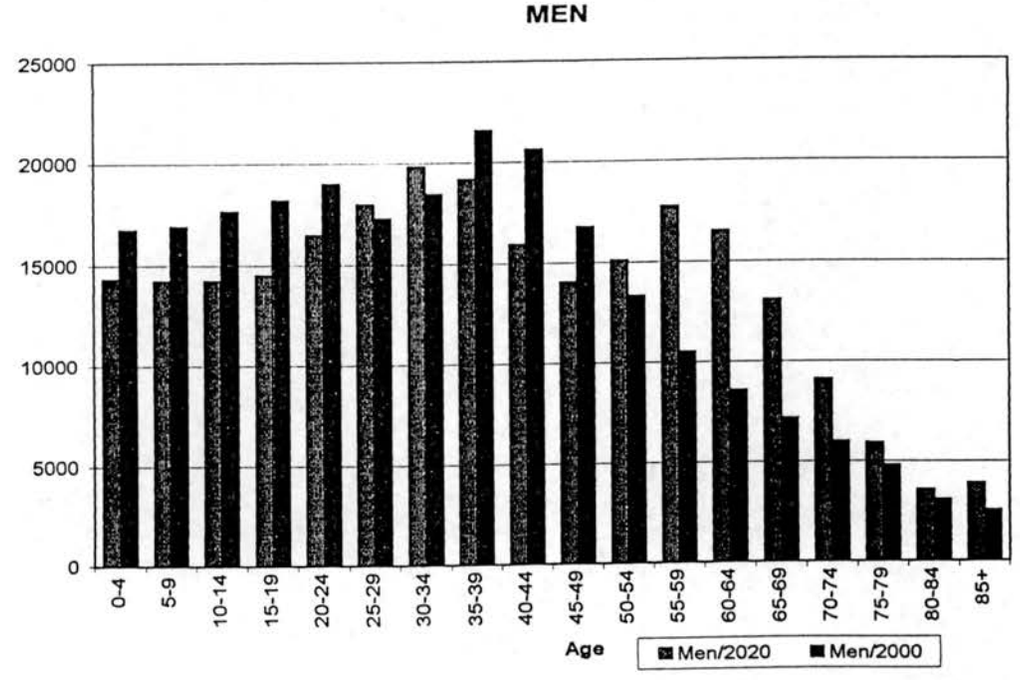
RAMSEY COUNTY 2020 FORECASED POPULATION CHANGE BY CITY



Sources: Census Bureau 1996 Population Estimates // Metropolitan Council 2020 Population Forecasts

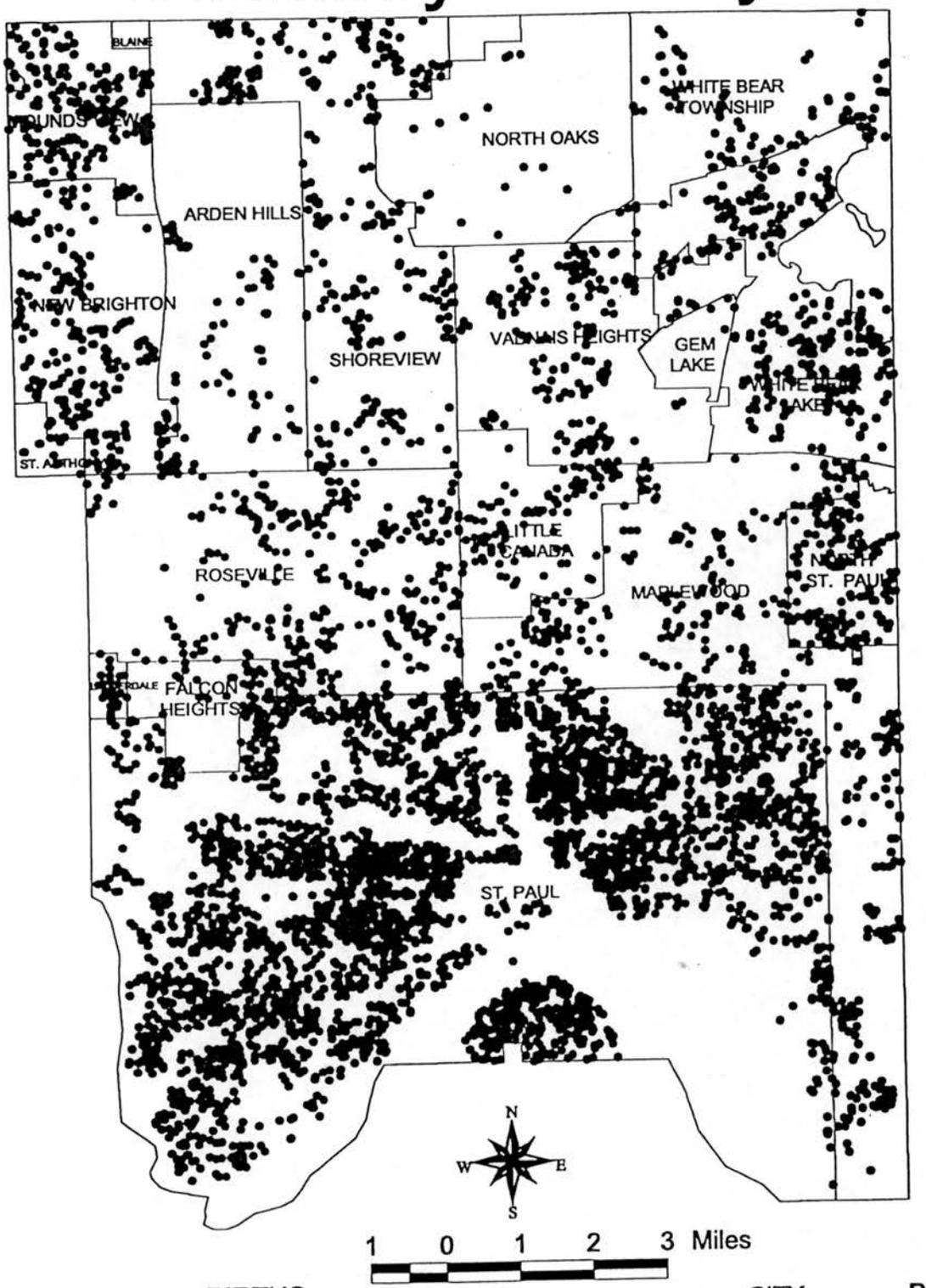
AGE DISTRIBUTION IN RAMSEY COUNTY





Source: State Demographic Center at Minnesota Planning/May 1998

1995 Births
Ramsey County



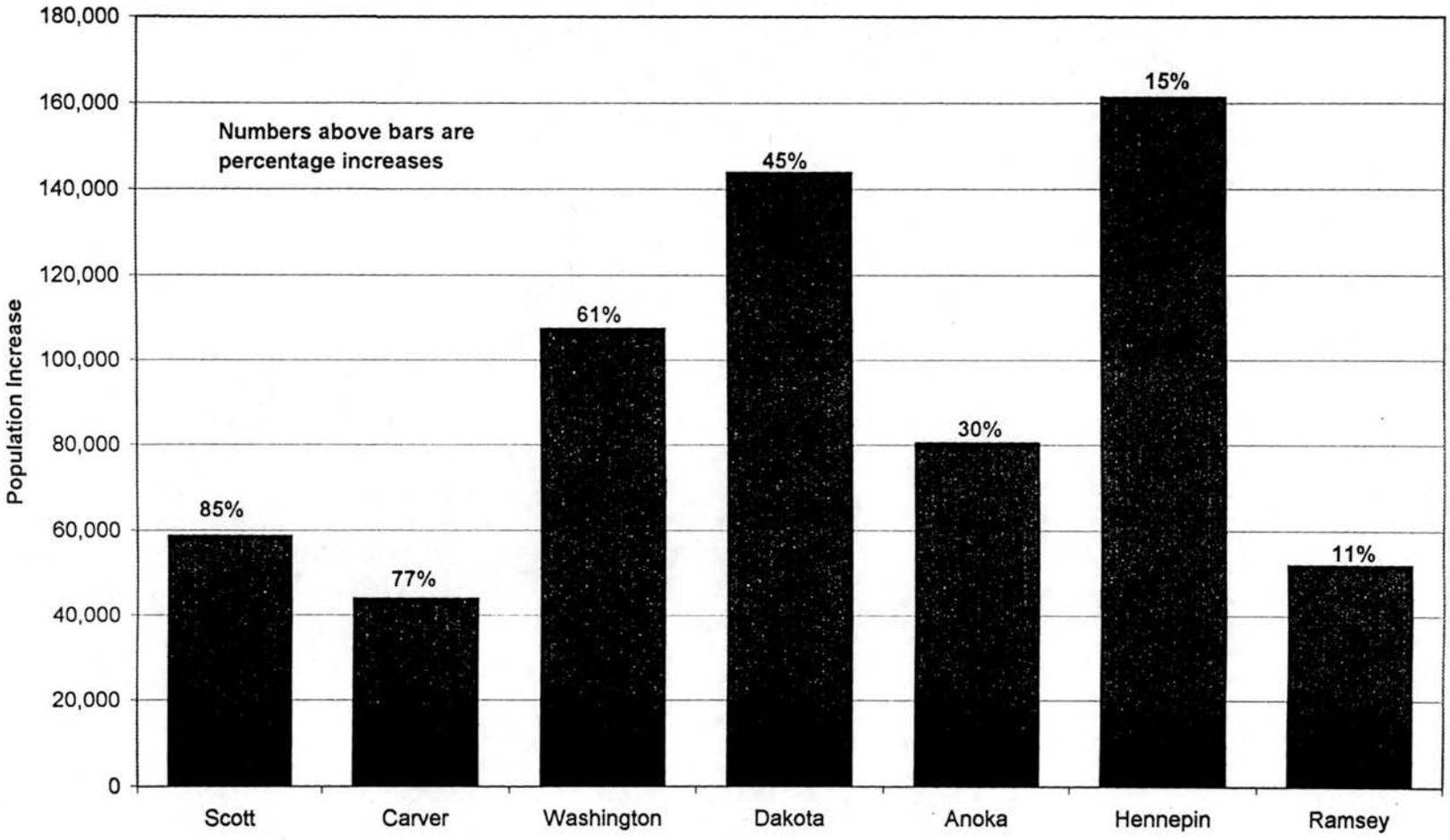
CITY	BIRTHS
ARDEN HILLS	91
FALCON HEIGHTS	96
GEM LAKE	4
LAUDERDALE	33
LITTLE CANADA	135
MAPLEWOOD	408
MOUNDS VIEW	206
NEW BRIGHTON	259
NORTH OAKS	18
NORTH ST. PAUL	156

CITY	BIRTHS
ROSEVILLE	371
SHOREVIEW	303
SPRING LAKE PARK	3
ST. ANTHONY	13
ST. PAUL	4561
VADNAIS HEIGHTS	180
WHITE BEAR LAKE	292
WHITE BEAR TWNSHP	139

Source: Ramsey County Public Health
Prepared By: Ramsey County GIS

Ramsey County Cities

7 COUNTY METROPOLITAN AREA
1995 TO 2020 POPULATION INCREASE

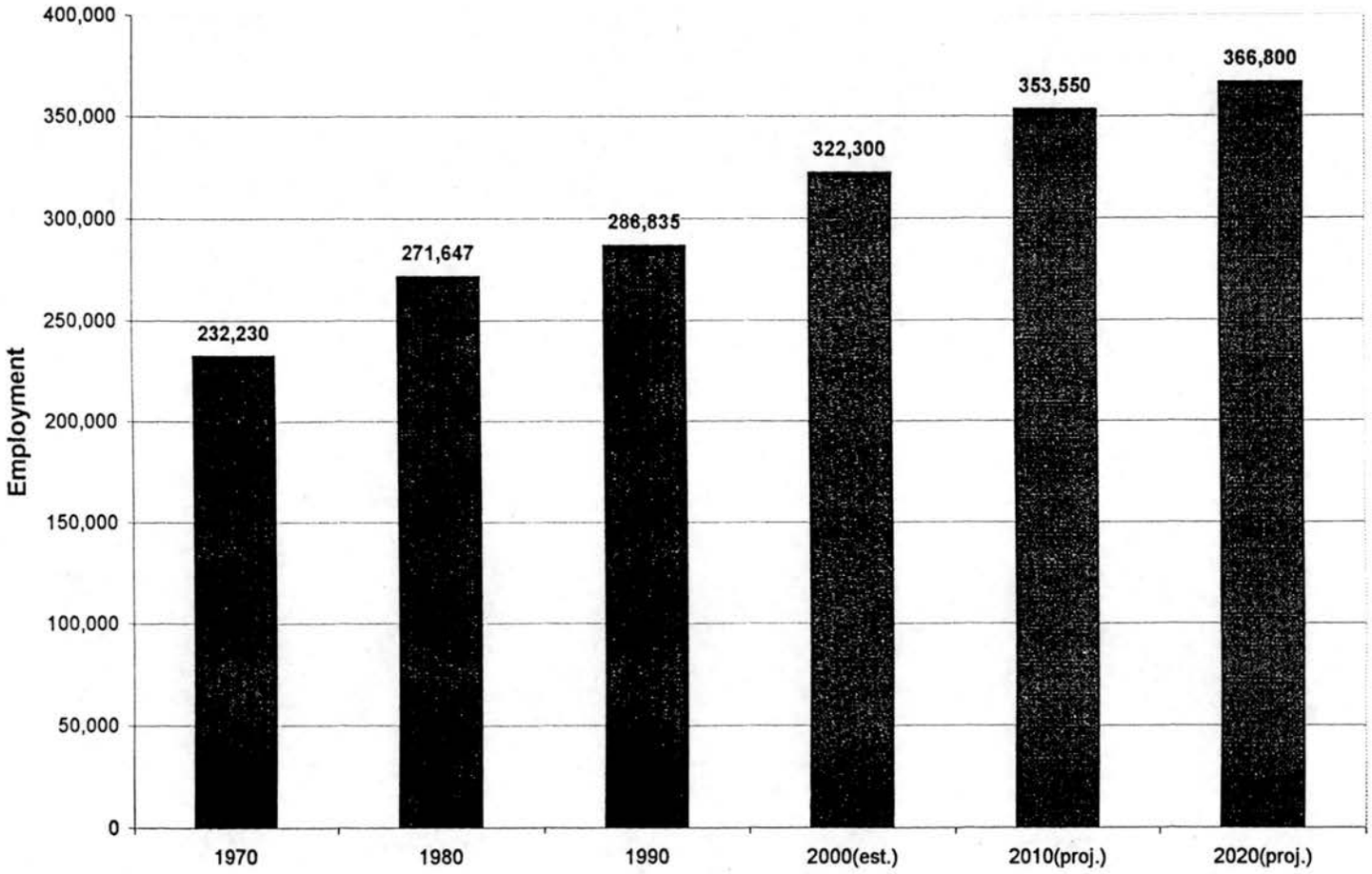


Source: Metropolitan Council

APPENDIX – X

GROUP - B

RAMSEY COUNTY EMPLOYMENT TRENDS



Source: Metropolitan Council

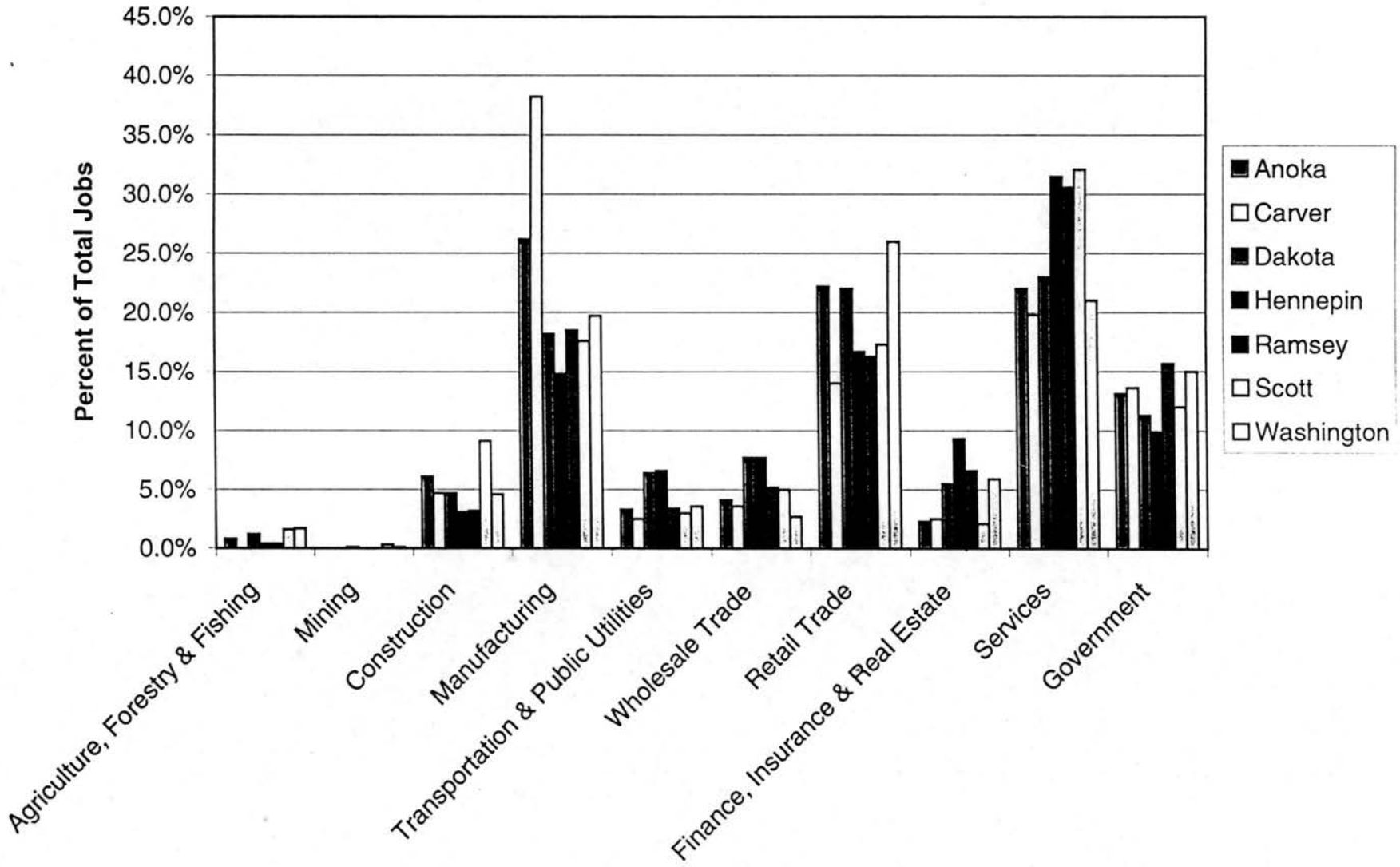
RAMSEY COUNTY EMPLOYEES BY INDUSTRY

Employees By Industry	1990	1997	Increase	Growth %
Agriculture, Forestry and Fishing	943*	1,151	208*	22.1%*
Mining	nd	18	nd	nd
Construction	9,520	10,182	662	6.9%
Manufacturing	72,444	58,791	-13,653	-18.8%
Transportation/Public Utilties	10,302	10,831	529	5.1%
Wholesale Trade	12,112	16,572	4,460	36.8%
Retail Trade	49,745	51,772	2,027	4.1%
Finance, Insurance, Real Estate	18,901	21,055	2,154	11.4%
Services	75,662	97,240	21,578	28.5%
Government	43,958	49,956	5,998	13.6%
TOTAL	293,587	317,568	23,981	8.2%

*1990 mining numbers were nondisclosable as one firm had 80% or more of the employment in the industry. Therefore, these numbers are slightly high as 1990 mining numbers were added to this category to mask the identity of that firm.

Source: Research and Statistics Office
Minnesota Department of Economic Security

1997 JOBS BY INDUSTRY



Source: Research and Statistics Office of the Minnesota Department of Economic Security

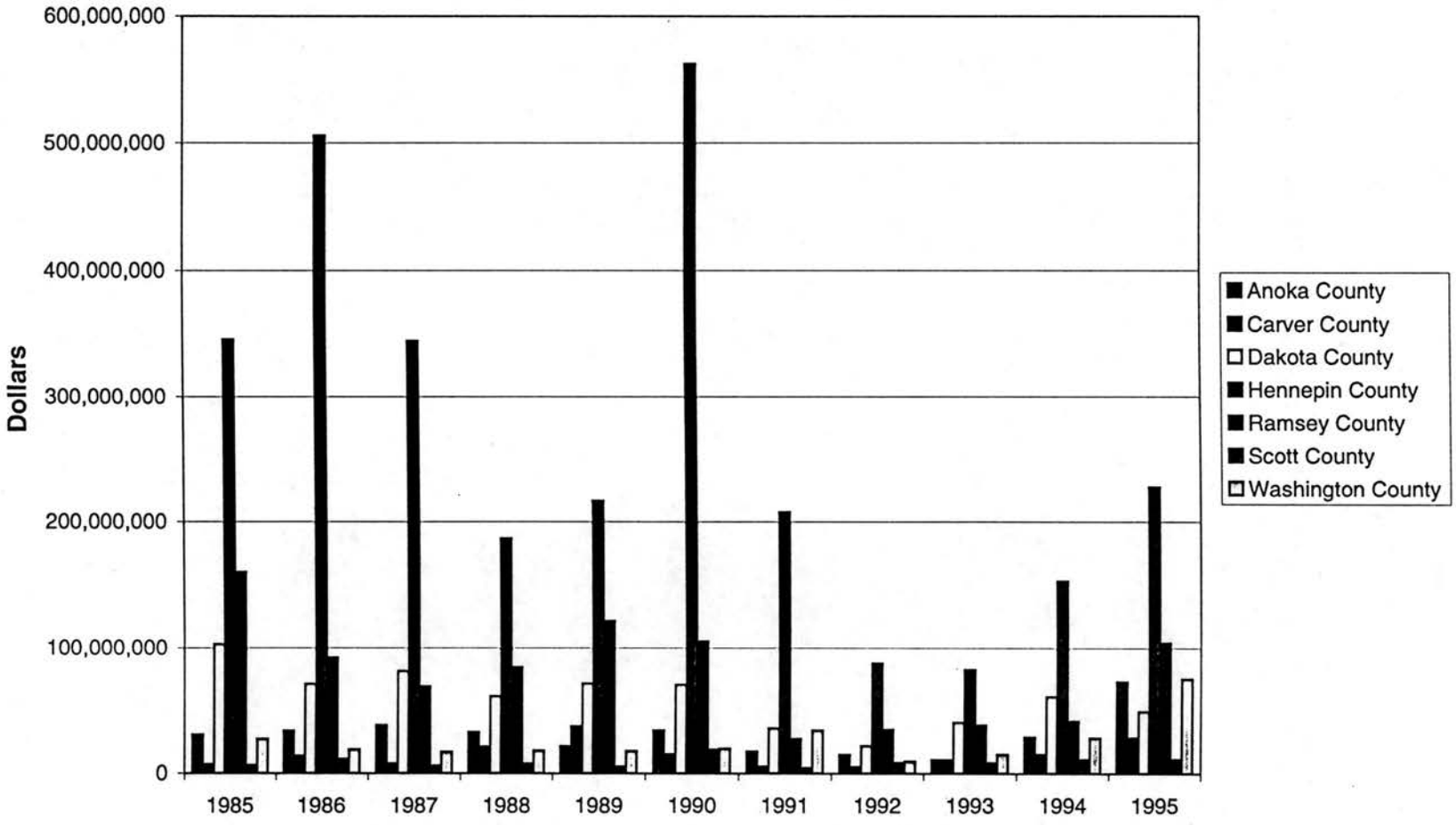
RAMSEY COUNTY LARGEST EMPLOYERS

COMPANY	CITY	NUMBER OF EMPLOYEES
State of Minnesota	St. Paul	54,379
United States Government	Fort Snelling*	33,481
3M Company	Maplewood	20,373
HealthEast	St. Paul	6,171
Independent School District/625	St. Paul	5,186
County of Ramsey	St. Paul	4,128
Ebenezer Social Ministries	White Bear Lake	3,943
The St. Paul Companies, Inc.	St. Paul	3,500
City of St. Paul	St. Paul	3,400
Deluxe Corporation	Shoreview	3,093

*Hennepin County: However, this location includes all of the U.S. government employees in Ramsey County.

Source: Smith, Tom, "Minnesota's 100 Largest Employers," *Corporate Report Minnesota*, August 1998. (Provided by Metro East Development Partnership.)

Commercial-Industrial Building Permits for the 7 County Metro Area



Source: Metropolitan Council/Census Bureau

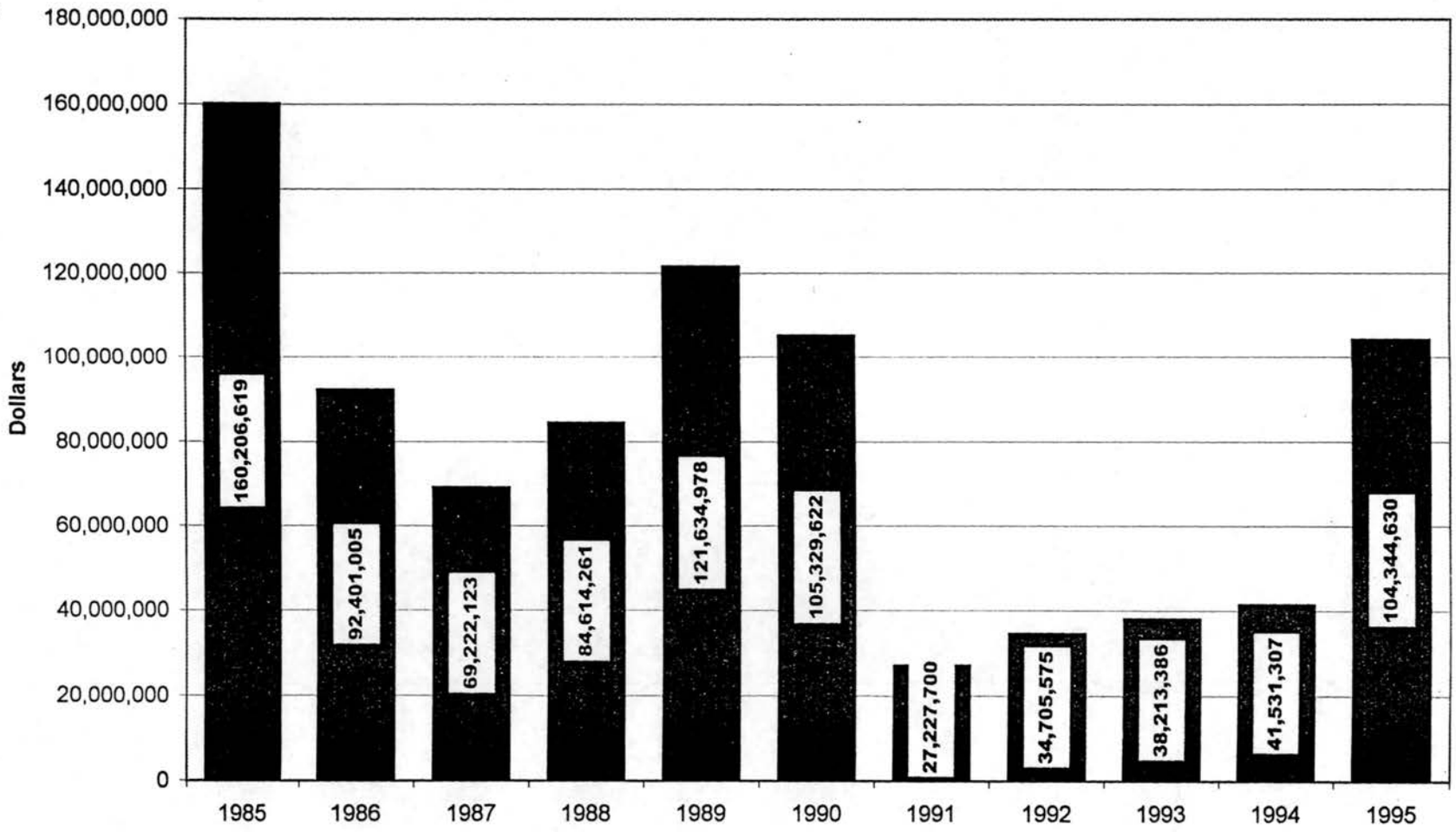
17

COMMERCIAL – INDUSTRIAL BUILDING PERMITS FOR RAMSEY COUNTY (DOLLARS)

CITY	1985	1986	1987	1988	1989	1990	1991	1992	1993	1994	1995
Arden Hills	6,824,000	7,121,220	0	1,320,00	1,216,930	1,555,200	0	11,716,821	0	13,500	2,709,515
Falcon Hts.	1,131,132	1,189,530	182,600	427,880	1,348,628	0	0	0	0	0	0
Gem Lake	0	165,786	0	105,124	0	62,668	0	0	117,000	0	35,000
Lauderdale	0	18,200	24,600	0	0	0	0	29,362	0	0	0
Little Canada	3,838,676	2,542,279	4,010,424	1,064,000	686,000	1,200,000	465,650	10,035,000	0	209,600	1,166,549
Maplewood	12,605,513	5,599,177	1,579,500	2,612,000	20,049,369	52,561,299	6,165,995	380,000	70,000	9,664,005	30,726,836
Mounds View	360,000	500,000	3,290,103	8,913,710	14,142,029	510,000	2,337,000	0	0	50,000	0
New Brighton	2,393,922	6,789,340	4,848,047	1,796,549	4,073,600	3,324,896	1,800,962	1,609,700	7,149,218	4,206,788	2,919,443
North Oaks	0	0	0	0	0	2,310,872	1,707,000	237,854	242,241	750,200	976,050
North St. Paul	306,200	515,000	92,000	1,016,550	270,000	0	0	0	691,950	52,200	1,548,141
Roseville	16,296,069	17,761,840	12,393,200	3,606,500	11,145,157	22,991,000	1,351,300	945,000	2,315,900	9,695,290	11,092,039
St. Paul	107,846,942	36,483,733	33,771,853	47,945,958	41,385,200	11,475,887	8,203,153	3,629,923	14,671,100	7,554,940	18,201,310
Shoreview	1,430,900	6,789,400	2,200,000	1,725,500	11,068,000	1,032,800	615,640	849,000	350,000	611,000	1,800,000
Vadnais Hts.	5,289,000	2,241,000	3,947,000	3,434,000	3,330,000	1,420,000	0	0	4,857,000	2,554,000	23,780,000
White Bear L.	1,142,265	4,684,500	2,355,000	10,138,500	5,442,000	4,585,000	1,581,000	4,897,601	5,083,248	3,192,607	2,960,387
White Bear T.	742,000	0	527,796	507,990	7,478,065	2,300,000	3,000,000	375,314	2,665,729	2,977,177	6,429,360

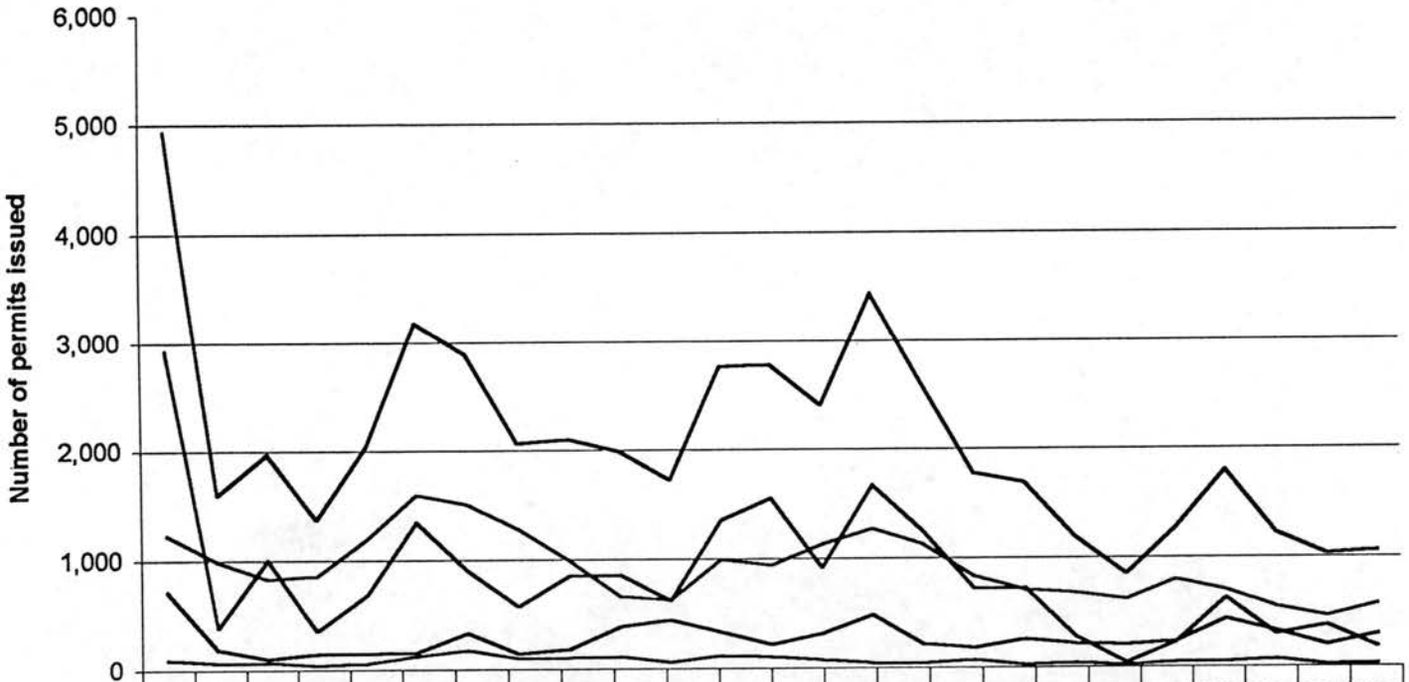
Source: Metropolitan Council/Census Bureau

COMMERCIAL - INDUSTRIAL BUILDING PERMITS FOR RAMSEY COUNTY



Source: Metropolitan Council/Census Bureau

RAMSEY COUNTY HOUSING BUILDING PERMITS (NEW CONSTRUCTION)



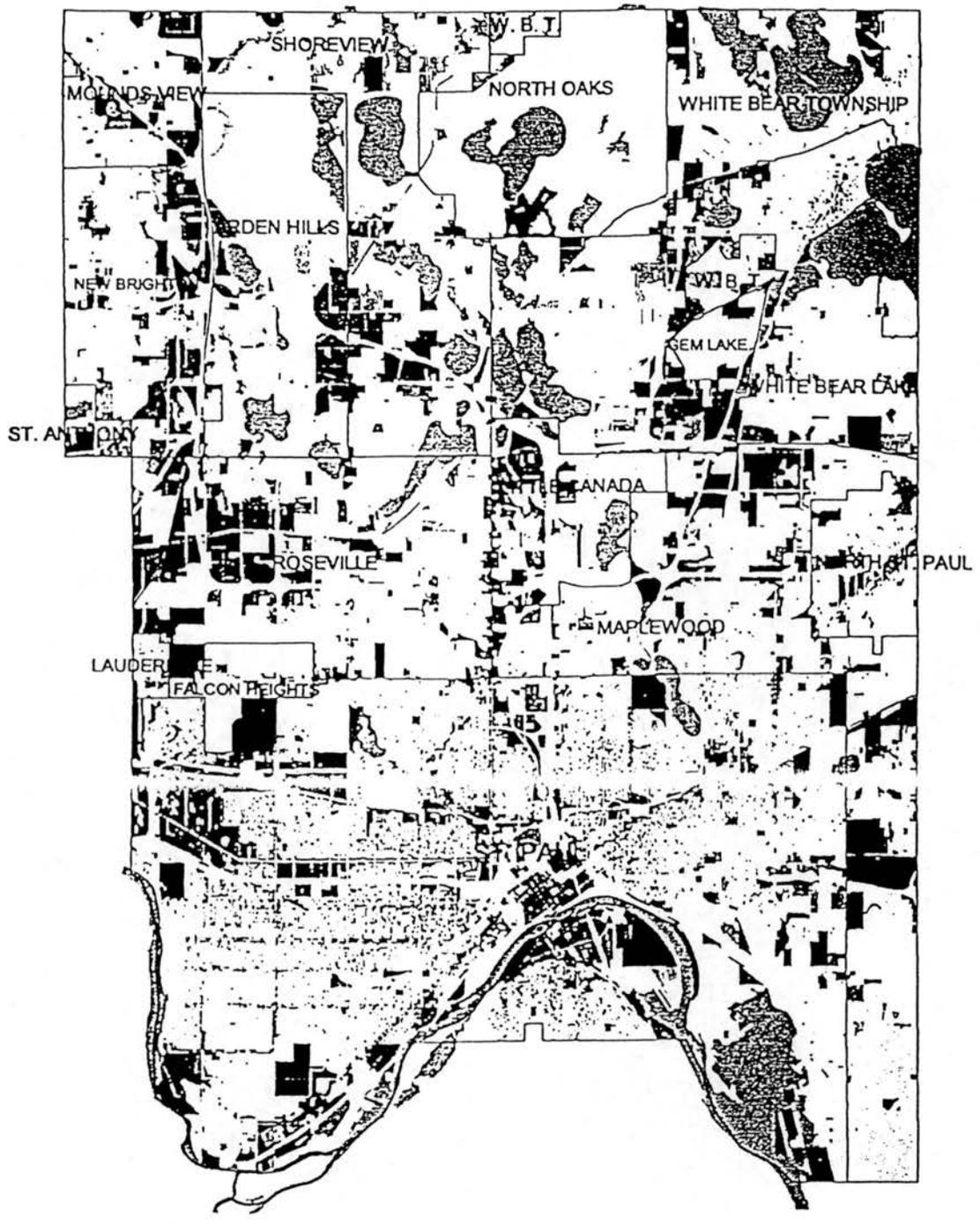
	1972	1973	1974	1975	1976	1977	1978	1979	1980	1981	1982	1983	1985	1986	1987	1988	1989	1990	1991	1992	1993	1994	1995	1996
Total	4923	1582	1959	1358	2038	3173	2876	2052	2086	1975	1713	2751	2392	3431	2589	1763	1674	1179	842	1260	1786	1210	1018	1046
Single	1220	977	817	846	1181	1581	1495	1268	983	654	619	982	1118	1257	1118	823	698	668	614	790	696	542	453	567
Town	703	179	91	136	135	145	325	130	170	374	433	325	303	479	207	168	247	208	192	221	430	320	186	291
Duplex	84	52	56	30	46	112	162	88	94	102	48	104	64	38	28	60	12	30	8	34	34	58	8	18
Multi	2916	374	995	346	676	1335	894	566	839	845	613	1340	907	1657	1236	712	717	273	28	215	626	290	371	170

Source: Metropolitan Council

APPENDIX – X

GROUP - C

Ramsey County Land Use



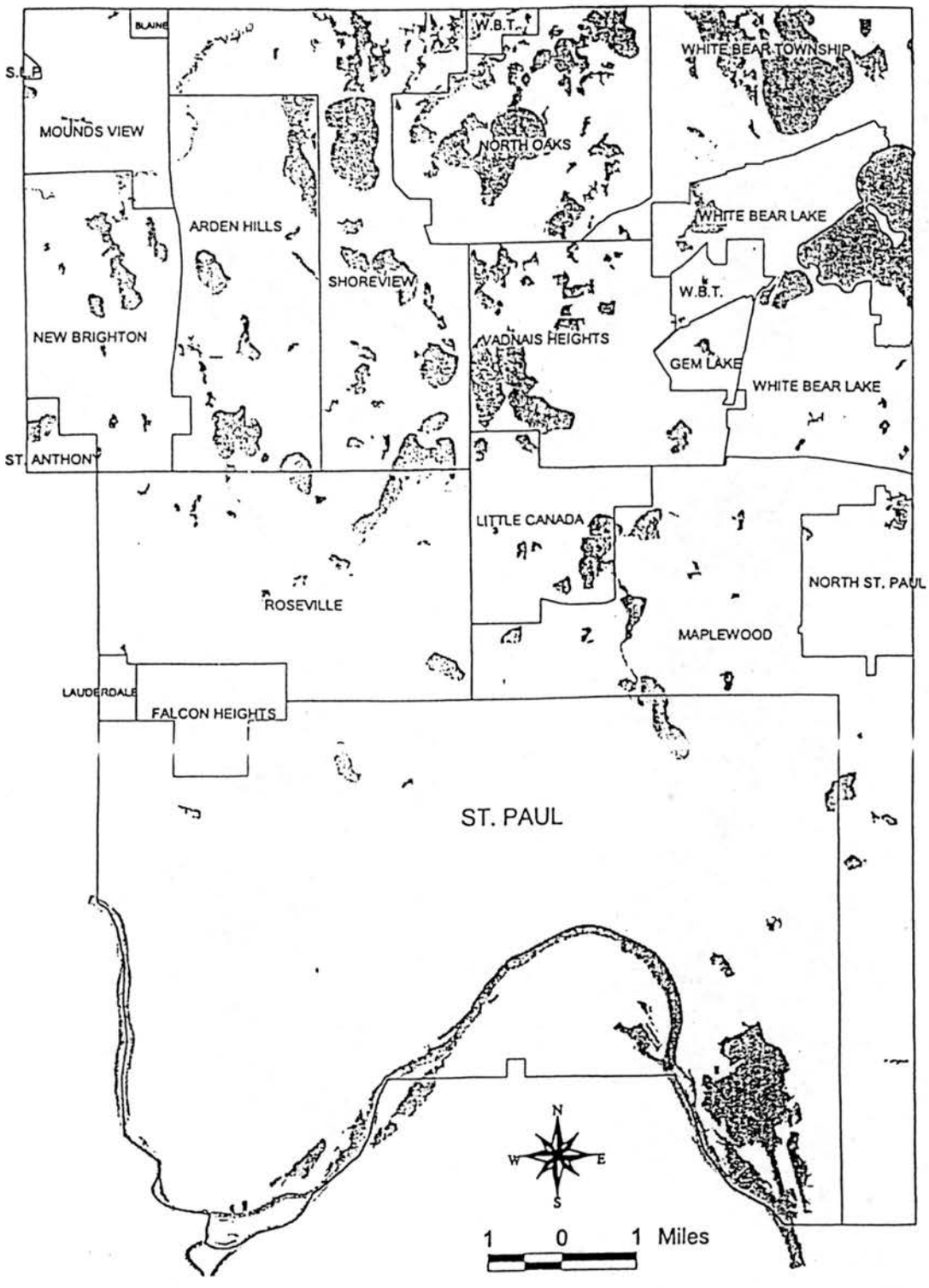
- Ramsey County Cities
- Agricultural
- Commercial
- Industrial
- Residential Attached
- Residential Detached
- Mobile Home
- Open Water

N
W E
S

1 0 1 2 3 4 Miles

Source: Ramsey County Records and Revenue Department.

Lands Affected By Ramsey County Decision Making



Open Water
Road System
County Property

Source: Ramsey County Records and Revenue Department.

Prepared By: Ramsey County GIS.

THE FOLLOWING WILL BE DEVELOPED BY RAMSEY COUNTY ONCE ALL MUNICIPALITIES RELEASE FUTURE LAND USE INFORMATION:

- LAND USE FORECAST

RAMSEY COUNTY'S

COMPREHENSIVE PLAN

for

TRANSPORTATION, TRANSIT AND SURFACE WATER MANGEMENT

1999 – 2020

ISSUE PAPER

ACCESS MANAGEMENT

Define issue and how it relates to the vision:

Access management is the careful control of the location, design, and operation of all driveways and public street connections to a roadway. It is the process of providing access to adjacent land development while maintaining the flow of traffic. (Graph xxx.) Access management techniques control the location and spacing of intersections, driveways, median openings, and related traffic signs or signals. According to the Federal Highway Administration (FHWA), access control is the "largest single cumulative design element" in increasing roadway safety and capacity, and comprehensive access management is a response to the problem of congestion and access related accidents.

Effective access management contributes to an area's economic vitality, reduces congestion, and reduces vehicular accidents. The value of lost productivity and other costs to society because of congestion is difficult to calculate. However, the General Accounting Office estimates U.S. congestion costs to be as high as 100 billion dollars per year. According to the Minnesota Department of Transportation's (MnDOT) Office of Access Management, businesses suffer when they are located adjacent to roadways experiencing high levels of congestion. Community prosperity further declines as people shop at businesses that exist along arterial roadways with less congestion and fewer accidents. For the majority of people, traveling extra miles is not as significant as the loss of minutes and hours due to congestion. FHWA studies indicate that congestion now claims over one billion vehicle hours per year. Using access management techniques can

increase the capacity of a four lane arterial to an extent equal to widening the roadway to six lanes. In addition, these techniques drastically reduce accident and injury rates. According to MnDOT's Office of Access Management, there is a direct correlation between the number of access points and vehicular crashes; *any* increase in access density results in increased vehicular crash rates. (Graph xxx.)

This issue corresponds with the County vision of providing for the efficient movement of goods, protecting the economic vitality of the community.
This issue relates to the County vision ensuring the safe and efficient movement of motor vehicles, bicyclists and pedestrians.

This issue supports the County vision of restricting roadways to a design maximum of four travel lanes, and of developing street designs that will increase street capacity by obtaining the maximum level of service from the existing highway system while minimizing the impact these facilities have on the social and physical environment.

Existing conditions of the issue:

Preliminary and final plat review processes do not include access restrictions. Access restriction symbols are not used on plats because every roadway is treated as having restricted access, which is then amended as needed during the permitting process.

The current permitting process is somewhat effective in applying access management techniques to County roadways. Property owners frequently install driveways prior to permit submittal. Pre-existing conditions of driveway access along the roadway system is not in accordance with accepted principles. These two issues limit the effectiveness of applying access management principles.

According to Met Council's Transportation Policy Plan, county and city plans should include "provisions for minimizing access to principal and minor arterials in the community. This could include plans or ordinances for consolidating and limiting access points or zoning and subdivision ordinances that regulate the type, number and location of access points."

Expectations based on current trends:

There has traditionally not been an active exchange of information between the County and some jurisdictions regarding access management issues. If this trend continues, the functional integrity of roadways can change as access density increases, thereby increasing congestion and vehicular accidents. If municipalities do not work with the County on land use and management issues affecting "county roads," it is difficult for the County to work with the municipalities on reducing through traffic on "city streets" when a County road becomes congested. As a result of this lack of communication, jurisdictions continue to work at cross purposes as each jurisdiction seeks to protect its own system rather than work together to provide an integrated system that works best for

all jurisdictions. Establishing access management guidelines would provide uniform standards and promote fair and equal application in every community.

What needs to be done to influence the future and change the expectations:

Revise the preliminary and final plat review processes to include application of access management practices and access spacing guidelines. The County Surveyor's Office would provide developers with copies of Ramsey County's access management guidelines so that developers will be aware of County requirements at the beginning of each development or redevelopment project. (Tables xxx and xxx.)

Early involvement with local officials is vital:

- Municipalities, through subdivision or platting processes, have the ability to enforce access management guidelines.
- To incorporate access management practices and access spacing guidelines into the design of the project.
- To work closely with property owners to generate access changes which improve safety and mobility on a roadway. (Such as incorporating service roads. Chart xxx.)
- To monitor major changes, such as when a roadway is reconstructed, or when development or redevelopment projects cause significant increases in traffic volumes or changes in roadway operations.
- To restrict the addition of new driveways onto the existing arterial system.

Access management guidelines should be established, applied to all roads, and be the basis for permit review:

- To provide information to developers and city staff.
- To maintain consistency throughout the County.
- To assist jurisdictions in reaching cooperative decisions regarding roadway improvements.

County role in the issue:

The County should continue to work with cities, townships and the state:

- To maintain the functional integrity of roadways.
- To be assured of early involvement with access location decisions.
- To educate transportation and planning officials, elected officials, and developers on County access management guidelines.
- To be aware of possible changes in land use. For example, once municipal Comprehensive Plans are complete, Ramsey County staff could review those plans and identify commercial corridors where there could be changes/interactions with County roads.
- To be aware of the plans and/or ordinances municipalities are required to provide to the Metropolitan Council in their Comprehensive Plans for minimizing access to principal and minor arterials.
- To give priority to projects with associated access management plans. Local access management requirements could be a precondition to road improvements.

Communities could be rewarded for their access management efforts by using savings on road design amenities. (A MnDOT, Office of Access Management suggestion.)

The County will be the lead agency responsible for initiating a policy at the Ramsey County Technical Advisory Committee (TAC) level whereby communities with an adopted access management plan would receive additional points when submitting projects to the County's Transportation Improvement Plan (TIP) process.

What policy should be in place regarding this issue to make the County play the role it should play:

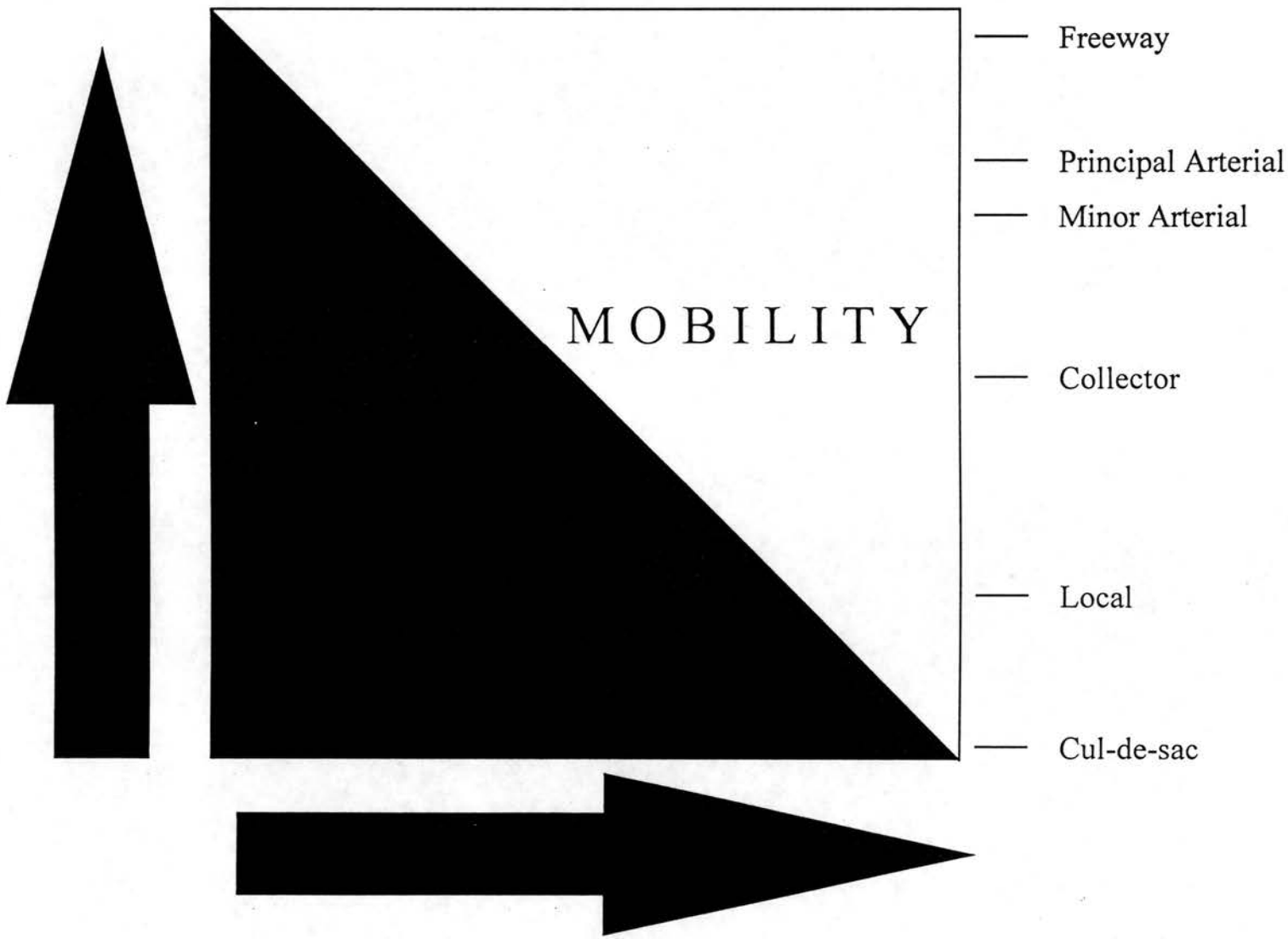
A policy that requires the access classification system and spacing guidelines, and the optimum signalized intersection spacings (tables xxx and xxx) to be utilized as guidelines whenever development or redevelopment occurs.

To delay deteriorating roadway conditions, a nondegradation policy whereby access points cannot be added onto existing roadways that are already experiencing higher vehicular crash rates and increased congestion.

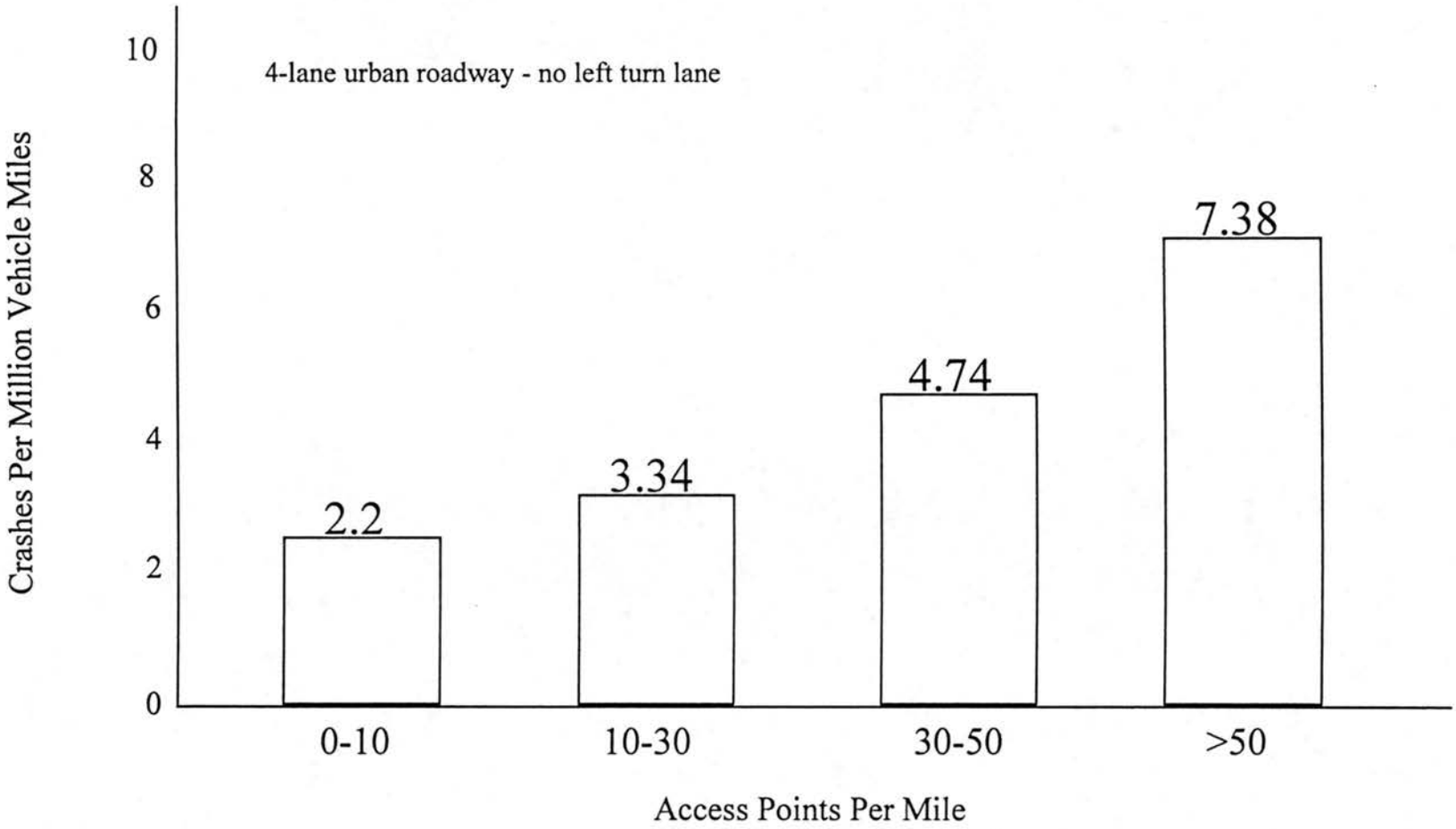
A policy whereby communities with an adopted access management plan would receive additional points when submitting projects to the County's Transportation Improvement Plan (TIP) process.

ACCESS VS. MOBILITY

FUNCTIONAL CLASSIFICATION



HIGH ACCESS CAN TRIPLE CRASHES



Source: Minnesota Department of Transportation, Office of Access Management. 1994-1996 figures.

ACCESS CLASSIFICATION SYSTEM AND SPACING GUIDELINES

Functional Class	Median Treatment	Typical Posted Speed	Suggested Roadway Spacing (Miles)		Full Median Opening Spacing (Miles)[1]	Spacing Between Connections[2]	Maximum Connection Points Per Mile[3]
			MA	CO			
Minor Arterial	Full	40 or higher	1 - 2	½ - 1	¼ - ½	490	20
		<40	½	¼	¼	275	32
	None	40 or higher	1 - 2	½ - 1	½	490	20
		<40	½	¼	¼	350	24
Collector	Full	40 or higher	NA	½ - 1	¼	490	16
		<40	NA	¼ -¾	1/8	275	32
	None	40 or higher	NA	½ - 1	¼	490	16
		<40	NA	¼ -¾	1/8	310	32

NA: not applicable

Source: Minnesota Department of Transportation, Office of Access Management

[1] If route has no median control, the spacing refers to the minimum distance between traffic signals.

[2] Distances are based upon spacing between connections (major roads, local public streets and private driveways).

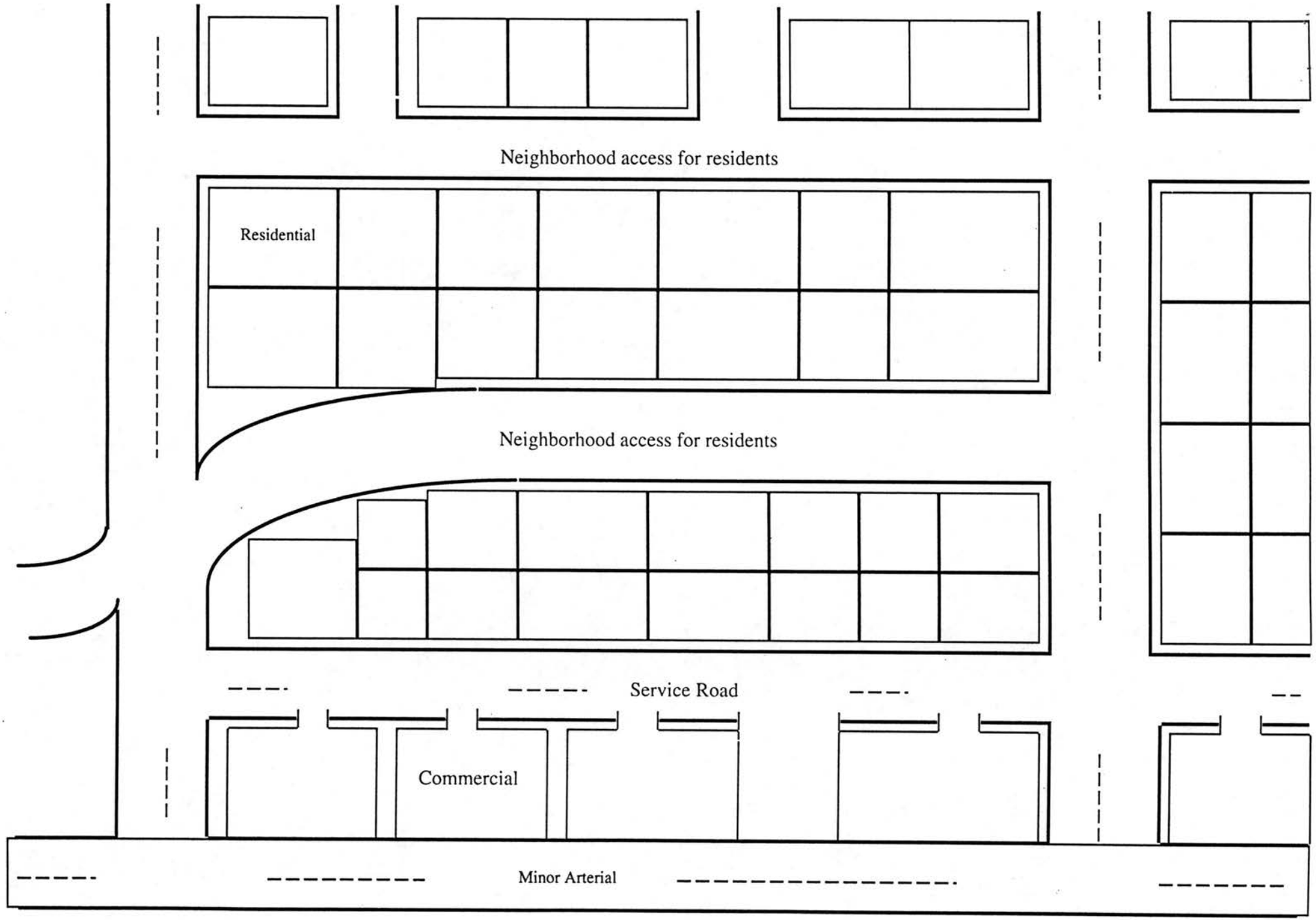
[3] Connections are counted by adding each public and private approach as they occur along the roadway. (For example, a full intersection is counted as two connections, while a right-in/right-out driveway is counted as one.)

OPTIMUM SIGNALIZED INTERSECTION SPACINGS

Cycle Length (seconds)	Speed (mph)					
	30	35	40	45	50	55
	Distance in Feet					
60	1,320	1,540	1,760	1,980	2,200	2,430
70	1,540	1,800	2,050	2,310	2,500	2,820
80	1,760	2,050	2,350	2,640	2,930	3,220
90	1,980	2,310	2,640	2,970	3,300	3,630
120	2,640	3,080	3,520	3,960	4,400	4,840
150	3,300	3,850	4,400	4,950	5,500	6,050

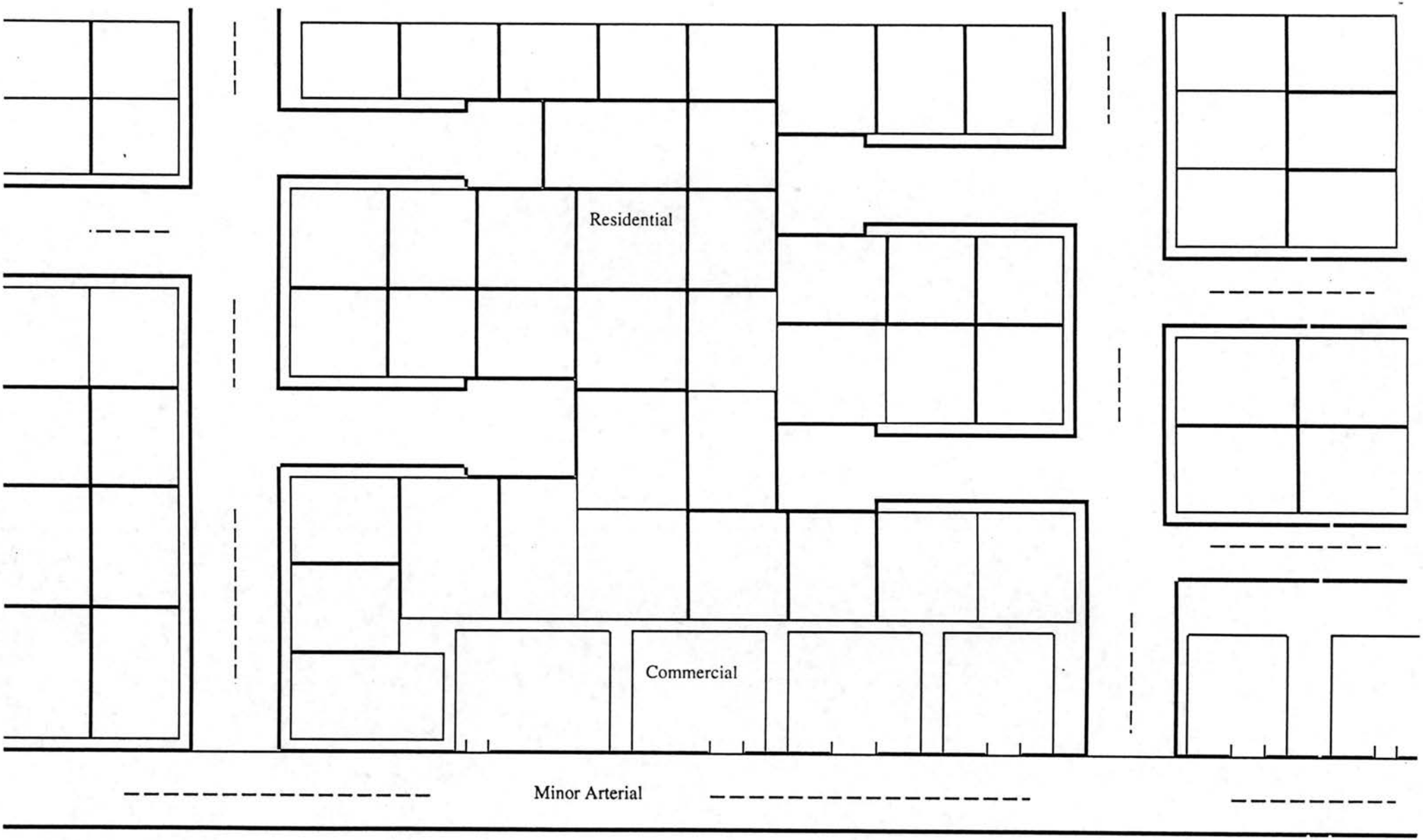
Source: Minnesota Department of Transportation, Office of Access Management: Transportation Research Circular #456 3/96 TRB/NRC1

DO



Source: Minnesota Department of Transportation, Office of Access Management

DON'T



Source: Minnesota Department of Transportation, Office of Access Management

RAMSEY COUNTY'S

COMPREHENSIVE PLAN

for

TRANSPORTATION, TRANSIT AND SURFACE WATER MANAGEMENT

1999 – 2020

ISSUE PAPER

RIGHT OF WAY

Define issue and how it relates to the vision:

Reserving highway right of way for public use guides County highway planning. Acquiring adequate rights of way along the County highway system should continue to be used as a long range planning tool, and should incorporate applicable state and federal regulations.

The right of way planning process has been condensed into the following basic steps:

- Determine the width of facility necessary to accommodate proposed vehicular traffic volumes and potential multimodal uses;
- Consider on-street parking needs;
- Consider additional roadside width needed for traffic signals, sidewalks, bikeways, snow storage, signing, utilities, etc.;
- Consider additional roadside width needed for amenities, such as landscaping;
- Consider all eventualities, including the review of municipal setback requirements whenever redevelopment occurs to ensure sufficient right of way widths are established on higher volume roadways.

This issue relates to the County vision of providing a coordinated system of thoroughfares, highways, streets and other public ways which meet state and/or federal

highway specifications that ensure the safe and efficient movement of motor vehicles, bicyclists and pedestrians.

Existing conditions of issue:

The existing right of way planning process should no longer be applicable because of functional consolidation and the resulting changes to the County roadway system. The 1925 Major Street Plan has been used for almost 75 years as the basis for planning County highways. This document is updated as necessary, and major revisions occurred in 1980 and 1998. In 1980, the Major Street Plan was updated to consider transportation developments such as the interstate freeway system, which has had a significant impact on the County highway system. The 1998 revision was based on a County roadway system which changed following the March, 1992 approval of the functional consolidation plan by the Ramsey County Board of Commissioners. Changes in functional classification also required an updated Major Street Plan.

Expectations based on current trends:

Update the existing Major Street Plan and apply it to the 2003 roadway system. (Map xxx is in progress.) The matrix in figure xxx outlines the right of way planning process, including minimum roadway widths for a variety of design elements. This matrix was implemented following the functional consolidation process and the changes to the County roadway system.

How do expectations fit the vision?

By reflecting current factors influencing right of way needs such as jurisdiction, functional classification and development adjacent to the roadway.

By providing a Major Street Plan of the County's highway needs for municipalities to use in decisions involving land use adjacent to the County road system.

By recognizing the long term planning process and the need to take into consideration all eventualities, including reviewing municipal setback requirements whenever redevelopment occurs to ensure sufficient right of way widths are established on higher volume roadways.

By recognizing past cooperative efforts between the County and the municipalities and to continue this intergovernmental approach to reserving public rights of way during the platting and development process.

What role does the County play in this issue?

It is the responsibility of the Ramsey County Department of Public Works to update and implement the existing Major Street Plan and to maintain the existing right of way planning process.

What policy should be in place regarding this issue to make the County play the role it should play?

A policy of supporting the updated version of the current Major Street Plan.

A policy of maintaining a right of way planning process.

RIGHT OF WAY PLANNING PROCESS

Design Elements								Right of Way Requirements (ft)			
Road	Blvd.	Parking		Walk (5')		Path (10')		ADT	ADT	ADT	ADT
		1- Side	Both	1- Side	Both	1- Side	Both	0-8000	8000-15000	15000-24000	24000+
X								* 32	* 52	* 66	* 66
X	X							66	86	99	120
X	X			X							
X	X				X						
X	X					X					
X	X	X									
X	X	X		X							
X	X			X		X					
X	X	X			X			86	99	120	180
X	X	X				X					
X	X						X				
X	X		X								
X	X	X		X		X					
X	X		X	X							
X	X	X					X				
X	X		X		X						
X	X		X			X					
X	X		X	X		X			120		
X	X		X				X	99			

ADT - Average Daily Traffic.

* - Minimum Roadway width including curb and gutter.

- Above matrix includes curb.
- Medians, turn lanes and on street bike lanes may require additional width.

cpmatrixROW

THE FOLLOWING MAP IS BEING DEVELOPED BY RAMSEY COUNTY STAFF:

- **MAJOR STREET PLAN**

RAMSEY COUNTY'S

COMPREHENSIVE PLAN

for

TRANSPORTATION, TRANSIT AND SURFACE WATER MANAGEMENT

1999 – 2020

ISSUE PAPER

TRAVEL AND SYSTEM MANAGEMENT (TSM)

Define the issue and how it relates to the vision:

According to the Metropolitan Council, travel and system management strategies (TSM) are technical programs and methods to improve the efficiency and effective capacity of the transportation system. These strategies may include signal timing, access management, transit improvements, and freeway management (e.g. ramp metering, video surveillance, and providing travel information). The focus of system management must be to move more people, not more vehicles. The goal is not to build additional roadways, but to help current roadways operate efficiently. Therefore, management of the highway system should provide incentives to those willing to share rides and reduce single occupant vehicles as well as providing for a smoother flow of vehicles.

The County vision supports a proactive role in clarifying the consequences of travel decisions and providing incentives for community members to facilitate change in travel behavior.

The County vision supports a system operation that will focus on increasing the occupancy of the vehicles which use the system while continuing to accommodate alternatives that cater to the individual.

Existing Conditions of issue:

There are three levels at which travel and system management strategies can be applied to help existing roadways operate more efficiently. A low level of TSM is a two lane rural road that does not require travel and system management because the roadway is operating at full potential. A high level of travel and system management, like that found on an interstate highway, uses video cameras, loop detectors, and devices to measure speed and accidents. A high level of TSM has a full traffic management center - a complete system. A medium level of travel and system management is found on the County's system.
One TSM strategy, signal timing, is utilized in Ramsey County. All County traffic signals are fully actuated signals that minimize stops, delay, and fuel consumption. In other words, County traffic signals are set to keep traffic moving. The amount of traffic determines how long a light remains red or green. The goal is to coordinate as many cars as possible traveling as a group without encountering a red light. This system works well when there are heavy volume arterials and low volume cross streets. It represents the highest technological level of TSM in the County.

Another TSM strategy, transit improvement, is also being implemented in Ramsey County. Ramsey County Public Works Department is currently working with a consultant to develop viable commuter options and incentives for County employees. These options include utilizing programs such as car/van pools, riding the bus, park and ride, biking, Regional Guaranteed Ride Home, and reduced rate parking ramps/lots and free street parking for registered car/van pools. In addition, although there are currently no designated bus only shoulders or HOV lanes on the County roadway system, bus shoulders could be considered in the future if transit demands increase or when a roadway is expanded.

Access management is another TSM strategy which is discussed in detail in a separate issue paper.

Expectations based on current trends:

Ramsey County will continue to implement signal interconnect projects to alleviate the need to expand roadways. Additional interconnected, traffic responsive, coordinated signal systems will be implemented within the County where possible.

Ramsey County will continue to explore the use of new technologies which will minimize travel times and provide driver information regarding trip choices and roadway conditions.

What needs to be done to influence the future and change the expectations?

According to the Federal Highway Administration (FHWA), 75% of all road trips made today are not work related. It is therefore important to consolidate the number of trips

made on the roadways. This can be achieved through public education and by working with employers on transit and telecommuting programs.

Technological developments and availability can provide a guideline for improvement and changes to the County roadway system. Available technology should be used to minimize delay at an intersection; less delay equals less frustration, resulting in fewer accidents.

What role does the County play in this issue?

Ramsey County Public Works will continue to utilize TSM preservation strategies to maintain its system of roadways in order to make good use of County funds.

Ramsey County will continue to educate its employees on the transportation choices available to them other than the single occupant vehicle.

Ramsey County will work with communities to educate the public on the impact trips have on the roadway system.

What policy should be in place to make the County play the role it should play?

A policy supporting signal timing and interconnect projects.

A policy supporting employee car pool/van pool programs.

A policy supporting telecommuting.

A policy of working with communities and educating the public on the impact each trip has on the roadway system.

A policy of coordinating TSM strategies with major employers within and adjacent to the County.

CITY OF LAUDERDALE
1891 WALNUT STREET
LAUDERDALE, MN 55113
Voice: 651-631-0300
Fax: 651-631-2066

Fax Cover Sheet

To:	Cyndy MacLeod	**From:**	Rick Getschow – City Administrator
Fax:	[redacted]-482-5232	**Pages:**	1
Phone:		**Date:**	April 22, 1999
Re:	RC Transportation Comp Plan		

☐ **Urgent** x **For Review** ☐ **Please Comment** **Please Reply** ☐ **Please Recycle**

• **Comments:**

The City of Lauderdale does not have specific comments on the Transportation Comprehensive Plan. The four issues paper drafts have been well researched and well done.

Reformat to: Land Use
Access Man.
Right of Way
Travel & System Management.

Please continue to involve the municipalities in the development, and most importantly, the future implementation of this Plan

[redacted]

COUNTY OF ANOKA

Public Services Division
HIGHWAY DEPARTMENT
1440 BUNKER LAKE BLVD. N.W., ANDOVER, MINNESOTA 55304
(612) 862-4200 FAX (612) 862-4201

From the desk of
STEPHANIE EILER
MULTIMODAL TRANSPORTATION MANAGER
(612) 862-4230

May 10, 1999

Ms. Cynthia MacLeod
Comprehensive Plan Intern
Ramsey County Department of Public Works
3377 N. Rice Street
Shoreview, MN 55126

Re: Draft Issue Papers
Ramsey County Comprehensive Transportation Plan

Dear Ms. MacLeod:

Thank you for the opportunity to comment on the draft Issue Papers relevant to the Ramsey County Comprehensive Transportation Plan. We offer the following comments.

Land Use
We agree with the attention to the relationship between land use and transportation. Like Ramsey County, Anoka County believes access management and multimodal options including transit and travel demand management techniques will be increasingly necessary to manage demand on the roadway system.

The policy restricting County roadways to a four through lane may result in additional pressure on roadways under the jurisdiction of others, including those shared with other jurisdictions, such as County Road J with Anoka County.

✓ Travel and System Management (TSM)
Ramsey County may wish to add coordination with major employers in addition to the County itself to its list of potential Travel Demand Management strategies.

Access Management
As noted above, we agree with the need to inform, coordinate and implement access management policies to maintain the functional integrity of roadways.

Right of Way
No comments.

Again, thank you for the opportunity to review and comment.

Sincerely,

Stephanie Eiler

Stephanie C. Eiler, AICP

Cc: Jon Olson, Anoka County Engineer
Lyndon Robjent, Assistant County Engineer

FAX-EX

TO: Cynthia MacLeod
Ramsey Cty Pub Work
FAX #: 651-482-5232

FROM: Stephanie Eiler
ACHD
FAX #: 862-4201 PHONE #: 862-4230

DATE: 5/10/99
PAGES INCLUDING THIS PAGE: 1

TOPS 14850

(4)

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K Delspiegelaere
Authorized Signature

9/7/99
Date

Board Action Requested

Ramsey County Comprehensive Plan for Transportation, Transit and Surface Water Management – approve circulation to cities of issue papers

ACTION IS REQUESTED

Request Justification

See attached issue papers:

Transit
Parking
Travel Demand Management
Public Involvement

Budgeting and Accounting _____

County Attorney _____

Risk Management _____

Documentation certified complete for:

_____ _____ _____
Board Date Signature Date

1

RAMSEY COUNTY'S COMPREHENSIVE PLAN

for

TRANSPORTATION, TRANSIT AND SURFACE WATER MANAGEMENT

1999 – 2020

ISSUE PAPER

TRANSIT

DRAFT

Define issue and how it relates to the vision:

Transit is an integral part of the transportation vision. Transit is defined as public ride sharing. It includes buses, light rail, heavy rail, commuter rail, personal rapid transit, bus rapid transit, services for elderly and disabled, shuttles, vanpools and carpools

Transit, as described in the *Metropolitan Transportation Policy Plan*, "plays a number of roles within the metropolitan area. Transit is an attractive alternative to driving alone for many people. Transit supports the region's growth and economic vitality by providing essential access to economic centers and labor markets. Transit is a necessity in many people's lives, providing basic transportation for those who use it as their primary means of travel. Finally, transit enhances community livability by reducing auto trips, conserving energy and reducing pollution."

Transit helps shape the region by providing an attractive, economic, and efficient alternative to the private automobile. Quality transit service providing access to employment, education, entertainment, and health care is essential for the economic success of the Ramsey County business community and the quality of life for all residents. The transit system should meet the diverse needs of all Ramsey County citizens, including low income, ethnically diverse, elderly, youth, disabled, and non-English speaking populations.

2

Definitions of types of transit service:

Buses – The backbone of the existing transit system in the region. Buses provide service and coverage that are essential to the region. As light rail and commuter rail choices become available in the region, the necessity for good bus service increases. Buses and rail are complementary, not competitive.

Light rail transit – Electric railway system that operates single cars or short trains in either mixed traffic or exclusive right of way. Maximum passenger capacities usually range from 6,000 to 8,000 passengers per hour in each direction; about the same as three to four freeway lanes. LRT is generally utilized in urban to suburban markets, with station spacing averaging about one mile, and with closer spacing in downtown areas. LRT considered for the Twin Cities is high frequency, premium transit service.

Commuter rail - High quality transit service providing essentially peak period commuting opportunities over longer distances. Service is generally provided in the early morning and late afternoon. The diesel powered trains used by commuter rail may be self-propelled or pulled by standard locomotives. Trains operate over either private right of way or shared railroad right of way. Stations are spaced at 5-7 mile intervals in suburban and rural areas, and may be closer together in urban areas. Commuter lines are 30-60 miles long. Intermodal connections from commuter rail stations to bus and LRT are essential.

Bus rapid transit (BRT) – Bus rapid transit refers to buses operating on their own right of way.

Transit services in Ramsey County are provided primarily by Metro Transit. Public and private services are provided by others, including regular route bus service, express bus service, senior transit services, circulator transit, transit for persons with disabilities, and welfare to work transit services.

Transit hubs are locations where transit services are integrated and coordinated. They range from downtown St. Paul, where many routes converge, to small, informal park/ride lots.

Existing conditions of issue:

As the region's population grows and the number of automobile trips increase, transit utilization has declined. Over the last twenty years, transit trips have fallen by about one third. At the same time, the number of miles of congested freeways has quadrupled, and is expected to double again to about 200 miles of congested freeways by 2010. In the last two years, small increases in transit funding by the state have resulted in increases in transit use in the region, although certainly not at the level of ridership of 20 years ago.

In 1998, the Metropolitan Council concluded that the regional transit system was not effectively meeting current regional needs and was not in a position to effectively

DRAFT

respond to future demands. The Council proposed that transit service be doubled in the region in the next 20 years. At the same time, the Council has made a commitment to providing choices for how to reach our destinations. A commitment has been made to light rail transit in the region. Light rail is to be constructed first in the Hiawatha Corridor in Hennepin County, connecting downtown Minneapolis to the Minneapolis/St. Paul International Airport and to the Mall of America. Commuter rail is being examined in several corridors in the region, following a Commuter Rail Study completed at the request of the Legislature by the Minnesota Department of Transportation.

In early 1999, the St. Paul Transit Vision Advisory Task Force adopted goals for transit that include support for a stable transit funding source, development of multimodal transportation infrastructure, and linking transit and land use. The transit vision supports "dedicated, sufficient and increasing funding" to support transit. It also recognizes the need to keep fares affordable and equitable.

Metro Transit acknowledges that a stable and increasing funding source is essential for continuing transit service enhancements. While transit fares currently cover about 37% of operating cost, that rate is very high relative to recovery rates of 19% to 29% in comparable cities such as Pittsburgh, Cleveland, Portland, Seattle, Houston, and Denver. A high recovery rate is not necessarily an asset, but is an indicator that transit service may be too sparse in a region. Transit has been underfunded in this region in contrast to comparable cities in the country.

There are opportunities for federal funding for transit capital projects that should be used. Although the federal allocation process is extremely competitive, with requests far outpacing available funding, this region is well placed to maximize federal dollars coming to this region, rather than having them spent elsewhere. Federal dollars can be spent wisely on good transit projects, for which this region has a desperate need.

The region recognizes the linkage of transit to land use. Transit improvements are being considered in various corridors. In Ramsey County, the Rail Authority adopted in 1999 support for a priority for the region of a triangle of transit improvements from downtown St. Paul to the Minneapolis/St. Paul International Airport and Mall of America and to downtown Minneapolis. In addition, the Rail Authority in the past has adopted positions in support of transit improvements in corridors radiating outward from downtown St. Paul and along crosstown routes (Figure 1). These routes would link to other regional routes and would be supported by zoning and land use policies to enhance development and transit use.

The Rail Authority has acquired right of way to preserve it for future rail transit and is in the process of acquiring additional right of way, consistent with its comprehensive LRT plan adopted in 1989.

Specific studies of transit in Ramsey County include:

Riverview – Located from Lower East Side of St. Paul through downtown St. Paul to Minneapolis/St. Paul International Airport and Mall of America. A federally funded Major Investment Study is being concluded for this corridor, which is included in the federal transportation bill.

Central – Located between downtown St. Paul and downtown Minneapolis. Studies of LRT and commuter rail in this corridor bounded by I-94 and the BN Southern Mainline will begin in late 1999.

Rush Line – Located between St. Paul and Rush City. Planning and land use studies which make plans for future transit in this corridor will be initiated in late 1999.

Red Rock – Located between Minneapolis/St. Paul and Hastings. Federal studies are to be initiated in this corridor in late 1999.

Burlington Northern right of way in Roseville – Plans for acquisition of abandoned rail property are underway in cooperation with Hennepin County Regional Railroad Authority.

Sector studies: Metro Transit is studying revisions to transit service throughout Ramsey County.

DRAFT

Expectations based on current trends:

Transit ridership will increase if funding and services are increased. Diversity of transit services, including rail transit, will require funding.

At this time, light rail transit appears to be progressing in the region. Commuter rail is being planned and considered. New technologies, such as personal rapid transit, should continue to be monitored for their suitability for the region.

Telecommuting is expected to increase.

Reinvestment in the core region with transit services is expected to continue to be a priority.

Linking transit to land use in order to enhance livability and economic development will continue to assume priority.

The population of Ramsey County is expected to include a larger percentage of elderly in the next 20 years. Their transportation needs will require an increased number of services and choices.

What needs to be done to influence the future and change the expectations?

A funding source dedicated to improving transit in Ramsey County and the Twin Cities metro area needs to be established.

Planning and engineering studies relating to rail transit need to be undertaken and completed if rail transit is to be implemented.

Priorities need to be established for transit improvements in Ramsey County. No single transit solution fits every corridor. Bus improvements may be appropriate in one corridor. Another corridor may warrant bus rapid transit. Yet another may be an ideal location for light rail transit or commuter rail.

The Rail Authority should work with communities, business and the public on the economical and environmental benefits of supporting and utilizing transit options.

What role does the County play in this issue?

The Regional Rail Authority has responsibilities for corridor planning and a role in rail transit development. It also has a role in preserving right of way for future rail transit use.

Ramsey County and its constituent communities provide input to the Metropolitan Council. Such input may be provided through direct contact with the full council or individual council members, membership on various advisory committees such as the Transportation Advisory Board for elected officials, or the Technical Advisory Committee for professional staff. The County may, therefore, exert influence on policy decisions and provide input through requests for various services. However, the County cannot directly implement changes.

The Railroad Authority and County elected officials and staff interact with Congress, the Legislature, Metro Transit, the Minnesota Department of Transportation, city elected officials, business, and the general public on transit issues. The Railroad Authority is a member of the St. Paul Transportation Management Organization, Metropolitan Light Rail Transit Joint Powers Board, Rush Line Task Force, Red Rock Joint Powers Board, and other organizations working on transit issues.

Ramsey County should continue to work with the Metropolitan Council and other agencies to ensure that County transportation needs are met.

What policy is/should be in place regarding this issue to make the County play the role it should play?

Ramsey County and the Ramsey County Regional Railroad Authority policies regarding participation in regional issues are in place and are consistent with the Ramsey County vision.

DRAFT

A policy supporting a stable, dedicated, sufficient, and increasing transit funding source for continuing transit enhancements in Ramsey County and the Twin Cities metro area is needed.

Policies supporting incentives to transit use are needed.

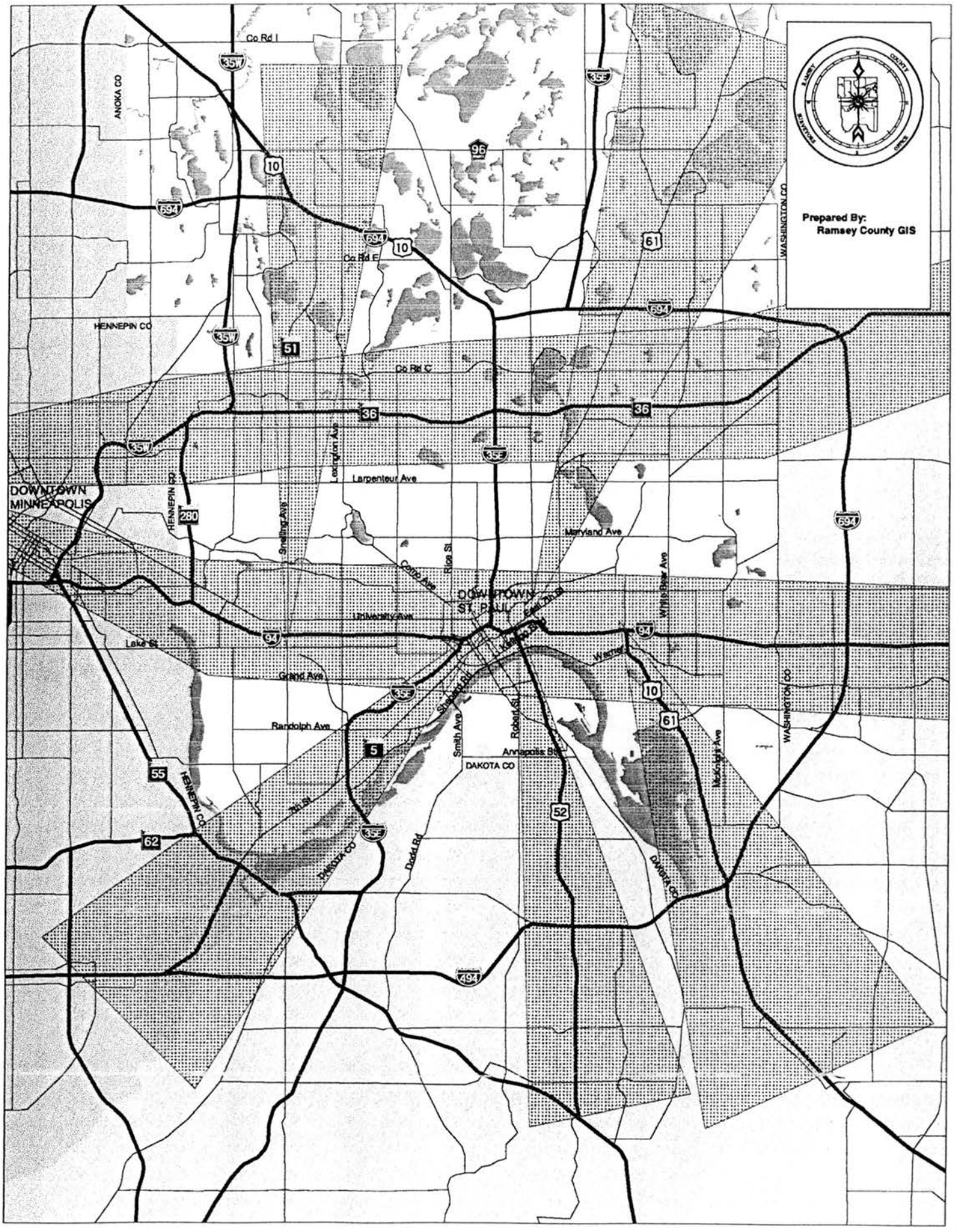
A policy supporting the land use relationship to transit is needed. Although this is not the County's policy, it can advocate for zoning laws, design standards, land use policies and development incentives to complement transit and neighborhoods.

A policy supporting continued bus service improvement is needed. Bus service improvements advocated could include:

- *improved express bus service to downtown St. Paul*
- *improved reverse commute service*
- *increased neighborhood to neighborhood bus connections as well as better opportunities to reach transit hubs and downtown connections from neighborhoods*
- *more park/ride lots for transit users*
- *improve basic safety elements of service, such as lighting and security cameras*
- *improve basic access elements of service, such as the number of shelters, cleaning and snow removal*
- *improve pedestrian facilities to access transit waiting areas*

DRAFT

Ramsey County
Proposed Transit Corridors



RAMSEY COUNTY'S COMPREHENSIVE PLAN

for

TRANSPORTATION, TRANSIT AND SURFACE WATER MANAGEMENT

1999 – 2020

ISSUE PAPER

PARKING

Define issue and how it relates to the vision:

Ramsey County charges for a limited amount of parking in downtown St. Paul, and parking in the suburbs in on an at will basis.

According to the Metropolitan Council, availability and cost of parking at the work destination is a critical factor in determining the mode of travel the commuter will choose. A task force worked with Metropolitan Council staff to develop and evaluate programs focusing on commuter parking,[1] and its recommendations were accepted by the Council in March, 1999. Ramsey County was represented by a member of the Regional Rail Authority. In addition to beginning a Commuter Choice program with state agencies, the Council directed staff to continue work on three on-going programs: (1) the study of Park-and Ride Sites; (2) the St. Paul Parking and Transit Combined Program; (3) and the demonstration "cash out" program.

This issue supports the County vision of advocating transit use through education and promotional programs, and of utilizing disincentives for automobile use in well served transit areas.

This issue supports the County vision in clarifying the consequences of travel decisions and providing incentives for community members to facilitate change in travel behavior.

[1] Information and details on these policy alternatives and recommendations are located in the Regional Parking Policy Study Recommendation report.

Existing conditions of the issue:

Rate setting for Ramsey County downtown parking becomes policy through the budgeting process.

The Regional Parking Policy Task Force utilized the following information when developing parking policy alternatives:

- Parking is an important component of the regional transportation system;
- Because it is an important factor affecting their mobility, members of the public have a legitimate interest in parking supply, location and cost;
- Employee, customer and residential parking are all unique aspects of the transportation system and cannot be treated the same;
- The more free parking, the more single-occupant vehicle (SOV) use;
- Free or reduced cost parking is a common, and valuable, employee benefit. Rarely are comparable benefits provided to those who use alternative modes of travel;
- Short-term, convenient, and free (when possible) parking is more important to customer-oriented businesses than employee parking;
- In all headquarters and large leased buildings, some on-site parking (generally underground) is required for use by upper management;
- To promote transit use, the public sector has limited parking availability in certain locations.

Expectations based on current trends:

The Regional Parking Policy Task Force developed a broad spectrum of parking policy alternatives as well as the means of evaluating these alternatives against agreed upon criteria.

What needs to be done to influence the future and change the expectations:

The Metropolitan Council approved the recommendations contained in the Parking Policy Report. These recommendations allow time for their impact to be evaluated. According to the Metropolitan Council, over the long-term a more comprehensive program should be put in place to address more aspects of parking demand and supply management.

What role does the County play in this issue?

Ramsey County should support Metropolitan Council parking recommendations where feasible and applicable.

As a major employer, Ramsey County should set an example for other employers regarding pro-transit use parking policies in order to actively promote and support transit-based work commute choices for its employees.

DRAFT

Ramsey County should continue to pursue travel demand management (TDM) measures as outlined in the TDM issue paper.

What policy should be in place regarding this issue to make the County play the role it should play?

A policy of continuing to pursue and implement parking alternatives and solutions which promote work destination transportation choices other than the single-occupant vehicle (SOV).

A policy of supporting all applicable Metropolitan Council parking recommendations.

DRAFT

RAMSEY COUNTY'S COMPREHENSIVE PLAN

for

TRANSPORTATION, TRANSIT AND SURFACE WATER MANAGEMENT

1999 – 2020

ISSUE PAPER

TRAVEL DEMAND MANAGEMENT (TDM)

DRAFT

Define issue and how it relates to the vision:

Travel demand management (TDM) includes programs and methods to reduce effective demand. In the broadest sense, any activity or facility that reduces vehicle trips would fall within this classification. Techniques that might be utilized are carpooling, vanpooling, transit, alternative work hours, transportation management organizations, and land development or ordinances that discourage vehicle trips and encourage walk, bike, rideshare and transit trips.

It is clear that automobile travel and the number of vehicle trips are constantly increasing at a rate faster than population growth. Vehicle trip growth is leading to increasingly congested freeways, longer delays, increased driver frustration, and increasing costs to individuals and businesses.

The Metropolitan Council's *1996 Transportation Policy Plan* concludes that "the region cannot build its way out of congestion. The environmental, social, financial and political impacts would be too severe." One of the regional strategies to address this problem is to reduce travel demand through behavioral and land use changes that will result in fewer vehicle trips, particularly during rush hours.

Travel Demand Management (TDM) initiatives that are consistent with the Ramsey County transit vision include:

- more transit and pedestrian friendly mixed use development that provide a balance of jobs and housing, and

- increased use of alternatives to the single occupant vehicle such as transit, ridesharing, bicycles, and walking.

In addition, TDM techniques that can reduce peak period employee trips include:

- rideshare matching,
- modified or flexible work hours,
- telecommuting,
- parking supply and price policies, and
- transit discount passes.

These TDM measures are all consistent with the Ramsey County vision for land use and transit.

Existing conditions of issue:

There is a growing awareness of the benefits inherent in transit oriented development. The Metropolitan Council goal requires that two-thirds of the projected 650,000 person increase in regional population be located in the fully developed part of the region. All regional transit corridor studies, including the Ramsey County Regional Railroad Authority (RCRRA) study of the Riverview Corridor, consider transit oriented housing and business development as primary criteria in determining the merits of transit improvement.

The City of St. Paul recently created a Transportation Management Organization (TMO) to provide transit information and assistance to commuters and employers. Many downtown employers, including Ramsey County, are working with their employees to increase transit use.

Expectations based on current trends:

Transit oriented development (TOD) and travel demand management (TDM) strategies are essential to the continued growth and prosperity of the region and the County. Awareness of the need is growing. Actions by developers and employers, while still minimal, is gaining momentum. The impacts will be nearly imperceptible at first, but over the long term - 20 years or more - the adoption and utilization of the principles and techniques of TOD and TDM will be apparent in the development types and patterns throughout the region and the County. County residents will have more and better travel alternatives to make fewer and shorter trips.

How do expectations fit the vision?

The *Transportation Policy Plan,* together with the current interest in transit, transit oriented development, and travel demand management, all fit well with the land use and transit sections of the Ramsey County vision.

DRAFT

What role does the county play in this issue?

The County is an advocate for sensible, sustainable land use through transit oriented development. Such advocacy stems from its role as a regional partner on the Metropolitan Council, as a landowner and developer of County facilities, and as a planner of major transit facilities such as the Riverview Corridor Major Investment Study.

The County, as a major downtown St. Paul employer, can also directly impact employee travel through adoption of TDM strategies such as telecommuting, modified and/or flexible work schedules, rideshare matching programs, employee discount transit passes, and employee parking policies.

What policy should be in place regarding this issue to make the County play the role it should play?

A policy supporting Transit Oriented Development (TOD) and committing the County to considering transit access for all new County facilities is needed.

A Ramsey County Travel Demand Management (TDM) Plan for County employees utilizing available TDM strategies is needed.

DRAFT

RAMSEY COUNTY'S

COMPREHENSIVE PLAN

for

TRANSPORTATION, TRANSIT AND SURFACE WATER MANAGEMENT

1999 - 2020

ISSUE PAPER

PUBLIC INVOLVEMENT

Define issue and how it relates to the vision:

Public involvement is a critical component of government service. Because government agencies represent citizens, they must engage the public as a participant in the development of its services, projects and policies. Public involvement is crucial to the successful development and implementation of County transportation projects; citizen involvement leads to increased public support.

When a transportation facility is improved it often involves corridor decisions affecting communities far removed from the project, in addition to those decisions involving adjacent properties. As a result, a transportation improvement project can be extensive, with far-reaching consequences and an even greater requirement for comprehensive public involvement.

Ramsey County Public Works utilizes public involvement tools to achieve the following goals:

- Increasing the public's knowledge of transportation;
- Increasing the public's knowledge of the County's role in transportation;
- Involving the public in transportation decisions;
- Gaining acceptance for proposed actions;
- Gathering opinions about transportation issues from a broad cross section of County residents, not just from special interest groups or the vocal minority;

- Communicating with citizens: obtaining and incorporating citizen feedback;
- Complying with state and federal requirements in soliciting comments regarding the County roadway system.

To accomplish the County's public involvement goals, and for public involvement to be most successful, the County must consider the following factors:

- When to apply a particular public involvement method;
- How many public involvement methods should be utilized for each project;
- The costs of the involvement effort;
- Applying the results of public involvement;
- The overall effectiveness of a public involvement method.

A more formal, organized system of public involvement should be developed for use by the County. The County should develop a tool box of public involvement methods for use in engaging the public in implementing transportation projects. The tool box approach will allow a project manager to choose the method of public involvement that will work best for a given set of conditions. A multitude of tools is needed because each project and situation is different.

Each public involvement tool should be geared to a particular transportation project, or project stage. For example, at the planning stage formal hearings are conducted. However, one-on-one discussions are conducted to address right of way issues. The public involvement tool used depends on a project, and the stage of that project. The selection of the public involvement tool needs to be based on the objectives and goals of the project, the message being delivered, and the audience it is being delivered to.

The County land use vision supports decision making at the lowest practical level to encourage and enhance community identity and citizen involvement.

The County transit vision encourages citizens to participate in the planning for existing, new, and future transit technology, and the County to inform the public of changes and improvements to transit service in a way which encourages transit use, and to promote transit use through education and promotional programs.

The thoroughfares and highways vision states that Ramsey County will be proactive in clarifying the consequences of travel decisions, and will encourage and provide opportunities for citizens to assess transportation problems and choices prior to initiating physical development.

The surface water management vision states that government agencies will cooperate to develop and use the most efficient and effective tools for managing water resources, placing emphasis on involving citizens in decision making.

DRAFT

Existing Conditions of issue:

Table XXX provides an inventory of public involvement methods Ramsey County currently utilizes for transportation projects.

According to a County-wide departmental survey on public involvement methods conducted by the Policy Analysis and Planning Department, several public involvement observations emerged within the County. In general, the more personal the contact, the more impact the public involvement method is and the more effective it is. The more approachable the County is perceived, the more real the County becomes to citizens. The least effective tools include public hearings, required newspaper ads and public forums as these methods are too formal and impersonal. Another finding is that citizens who are directly impacted by an issue or project are the most active and involved. Staff attitude is a key element in using public involvement effectively: staff must be willing to welcome, listen and, if feasible, incorporate citizen comments and feedback.

Expectations based on current trends:

Public involvement techniques will get more attention as neighborhoods diversify and technology becomes more available. Many government agencies use a website to both distribute information to, and collect feedback from, citizens.

Ramsey County will continue to utilize the variety of public involvement tools at their disposal, and will research new tools for possible inclusion in the tool box. (Table YYY.)

What needs to be done to influence the future and change the expectations?

Consolidate public involvement tools. Select a variety of tools that *provide* information to citizens, and a variety of tools that *receive* information from citizens, and refine these to include the most appropriate public involvement tool(s) for each project, or stage of project, as determined through trial and error and citizen feedback.

County staff should be provided training on how to select and implement the most effective public involvement tool(s) for a project, or stage of project.

Ramsey County will continue to evaluate public involvement tools with citizens to insure the most effective tools are being utilized.

What role does the County play in this issue?

Ramsey County will develop a tool box of public involvement methods for use by the County.

Ramsey County will train staff on public involvement methods.

DRAFT

Ramsey County will periodically evaluate public involvement tools to ensure that the most effective tools are utilized.

Ramsey County will periodically research new public involvement methods for possible inclusion in the tool box.

What policy is/should be in place to make the County play the role it should play?

A policy of conducting an open public involvement process when County funds are expended on a transportation improvement project. (Required by County Board Resolution 9-1272.)

A policy creating a tool box of public involvement methods. A tool would be created for various project conditions, and County staff would be trained to implement the appropriate public involvement tool.

DRAFT

INVENTORY OF RAMSEY COUNTY PUBLIC INVOLVEMENT TOOLS, TRANSPORTATION ONLY: PARKS & RECREATION, PUBLIC WORKS, REGIONAL RAIL

TYPE OF TOOL	DEPARTMENT	DESCRIPTION/COMMENTS ON EFFECTIVENESS OF TOOL
A. Materials Tools		**Designed to inform citizens about transportation activities.**
Advertising **(Public Information Materials)***	Parks & Rec	Paid advertising in magazine publications when publisher provides no cost articles about department services/Limited exposure, but positive promotion.
Brochures, pamphlets, booklets, fact sheets, briefing papers **(Public Information Materials)***	Parks & Rec Public Works Regional Rail	Parks & Rec: Has brochures to promote all major areas, facilities, and program services/Very effective response to customer requests for information.
Direct mail to residences (letters, notices, inserts, postcards)	Parks & Rec Public Works Regional Rail	Parks & Rec: Notices are sent to property owners within prescribed distances for all master plans and development projects/Mobilizes adjacent property owners.
Displays, Information booths **(Interactive Video Displays and Kiosks)***	Parks & Rec Public Works Regional Rail	Parks & Rec: Displays and booth at County fair and community service events/Positive exposure. Public Works: Takes too much time. Limited exposure.
Letters to the Editor	Regional Rail	
Newsletter	Public Works Regional Rail	
Newspaper ads **(Public Information Materials)***	Public Works Regional Rail	Public Works: Required by law to notify public of a public hearing for a federally-funded road reconstruction project.
Press Releases **(Public Information Materials)***	Parks & Rec Public Works Regional Rail	Parks & Rec: News releases are a principal promotion vehicle for programs and services/Very effective; often leads to future articles.
Teaching Tools	Parks & Rec Regional Rail	Parks & Rec: Environmental Education trunks provide classroom preparation for out-of-classroom experiences at Tamarack Nature Center. EE curriculum has been written in cooperation with area schools.
TV or Radio	Regional Rail	
Videos	Regional Rail	
Website **(On-line Services)***	Parks & Rec Public Works	Parks & Rec: General information and updates on programs and services/Too new to evaluate.

INVENTORY OF RAMSEY COUNTY PUBLIC INVOLVEMENT TOOLS, TRANSPORTATION ONLY: PARKS & RECREATION, PUBLIC WORKS, REGIONAL RAIL

TYPE OF TOOL	DEPARTMENT	DESCRIPTION/COMMENTS ON EFFECTIVENESS OF TOOL
B. Person to Person Tools		**Designed to inform citizens about transportation activities.**
Demonstrations, Clinics	Parks & Rec Public Works Regional Rail	Parks & Rec: Clinics are offered in outdoor recreation skills/Good response based on the number of participants.
Editorial Board Meetings	Regional Rail	
Media Appearances	Parks & Rec Regional Rail	Parks & Rec: Cable TV programs and special feature news articles/Limited exposure.
One-on-one interactions	Parks & Rec Public Works Regional Rail	Parks & Rec: Most proposed development projects involve discussion with area residents/Enables the department to identify interests and concerns.
Presentation to elected officials **(Citizen Jury®)***	Parks & Rec Public Works Regional Rail	Public Works: Council workshops very successful.
Speakers at public meetings **(Citizen Jury®)***	Parks & Rec Public Works Regional Rail	Parks & Rec: Presentations at public information meetings and guest speakers at community meetings/Very effective. Public Works: Very effective.
Tours or Field Trips **(Citizen Jury®)***	Parks & Rec Regional Rail	
Visits to schools, businesses, and other organizations	Parks & Rec Regional Rail	Parks & Rec: Environmental education outreach programs in schools and community centers/Effective vehicle for introducing students to program services at Tamarack Nature Center.

INVENTORY OF RAMSEY COUNTY PUBLIC INVOLVEMENT TOOLS, TRANSPORTATION ONLY: PARKS & RECREATION, PUBLIC WORKS, REGIONAL RAIL

TYPE OF TOOL	DEPARTMENT	DESCRIPTION/COMMENTS ON EFFECTIVENESS OF TOOL
C. Feedback		**Designed to create a dialogue with citizens to gain feedback in program planning and execution.**
Citizen Advisory Committees or Boards	Parks & Rec Public Works Regional Rail	Parks & Rec: A Board-appointed seven member Parks and Recreation Commission/Excellent forum for public participation in policy formation.
Focus groups **(Small group meetings, focus groups)***	Parks & Rec Public Works Regional Rail	Parks & Rec: Obtain input on specific areas from individuals familiar with the facility or activity/Most effective with a specific charge and short time period. Final recommendations are accepted better.
Open houses (department wide and project specific) **(Public Meetings/Hearings)***	Public Works Regional Rail	Public Works: Required when CSAH money is expended on a road reconstruction project/Project open houses keep citizens informed and allow input in an informal setting.
Public Hearings **(Public Meetings/Hearings)***	Parks & Rec Public Works Regional Rail	Parks & Rec: Municipal requirement for most development projects; County Board conducts public hearings on park land exchanges and fees/Tends to bring out the vocal minority on issues. Public Works: Required when federal funds are expended on a road project; often participate in city public hearings on County road projects/Least effective; need public support prior to a hearing.
Public meetings/forums **(Public Meetings/Hearings)***	Parks & Rec Public Works Regional Rail	Parks & Rec: To provide residents information on proposed park plans/Effective vehicle for presenting proposals and gathering input. Public Works: Very effective.
Small group meetings **(Small group meetings/Focus groups)***	Public Works Regional Rail	Public Works: Very effective.
Surveys **(Public Opinion Surveys, On-line Services)***	Parks & Rec Public Works Regional Rail	Parks & Rec: Used extensively to gauge customer satisfaction/Good for quantifying customer satisfaction.
Task forces **(Task Force)***	Parks & Rec Public Works Regional Rail	Parks & Rec: Used for major development projects and service areas/Effective. Need a specific charge and short time period. Involve informed and affected citizens, so final recommendations are accepted better. Public Works: Very successful because of one-on-one contact.
Volunteer Programs	Parks & Rec	Relies on volunteers for specific projects and programs. Tamarack Nature Center utilizes approx. 4,000 volunteer hours annually/Very effective way to involve citizens.

***Refer to the Ramsey County Toolbox of Public Involvement Techniques**

Source: Policy Analysis and Planning Division

12

RAMSEY COUNTY
TOOLBOX OF PUBLIC INVOLVEMENT TECHNIQUES

Type of Public Involvement Tool	Pros of Public Involvement Tool	Cons of Public Involvement Tool	Comments on when Tool Used Most Effectively
Public Meetings/Hearings • Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution • Meetings present information to the public and obtain informal input from residents. Used throughout planning. • Hearings are more formal events, held prior to a decision point. A hearing gathers community comments and positions for public record. Required by Federal law for many transportation projects	• Anyone may attend • Receive community comments • Facilitates participation • Help monitor community reactions to agency policy, proposals, and progress • One meeting can address several related projects or community planning issues • Public meetings are flexible and can be tailored to agency and community needs	• A small percentage of the public attends public meetings/hearings • Meetings do not always allay community doubts about agency credibility • Resource and staff needs can be substantial	• Effectively disseminates information • Input to decisions or plans is collected • Meetings are an effective vehicle for presenting proposals and gathering input • Hearings tend to bring out the vocal minority • Hearings are least effective; need public support prior to a hearing
Small group meetings/focus groups • Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution • Obtain input on specific areas from individuals familiar with the facility or activity	• Provides two-way communication, participation • Gives agencies a chance to directly respond to comments • A single meeting can address several related projects • Explores attitudes in depth • Focus groups need not be time-consuming • Larger meetings are more effective	• Requires commitment from both the agency and the public • Solely qualitative responses • No public consensus • Meetings must be frequent enough to demonstrate agency concern about public involvement. • A small percentage of the public attends meetings	• Most effective with a specific charge and short time period • Restart public involvement or move it forward • Used before issues reach an impasse or if participants are feeling excluded • Used in either planning or project development to prioritize issues or work on action items

22

RAMSEY COUNTY
TOOLBOX OF PUBLIC INVOLVEMENT TECHNIQUES

Type of Public Involvement Tool	Pros of Public Involvement Tool	Cons of Public Involvement Tool	Comments on when Tool Used Most Effectively
Public Opinion Surveys • Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution • Person to person tool, designed to inform citizens about County activities • Survey a sample group of people via a written questionnaire, or through interviews in person, by phone, or by electronic media	• Portray community, or segments of the community, perceptions and preferences • Identify community interests and concerns • Can test whether opinions are changing • Agency can respond to survey information • Informal surveys relatively inexpensive	• Surveys not interactive • Survey results may not reflect the entire community's view, especially in the case of informal surveys • Scientific surveys are expensive because of the complexity of drawing a sample population or structuring the questions asked	• Used to gauge customer satisfaction • Can be taken at almost any time during a process. If used carefully and repeated over time, surveys can keep an agency well-informed of changes in public knowledge of a transportation project, and community preferences within that knowledge
Public Information Materials • Material tool, designed to inform citizens about County activities • Materials that provide information about a County investment • Advertising, brochures, fact sheets, newsletters, notices, press releases, etc.	• Provide basic information in a fast, concise, and clear way • Information easily updated • People can easily find information • Target a broad public • Material can be targeted to a specific project or stage • Can help people decide to participate	• Requires distribution • Not usually interactive • Events can overtake public information material; needs can be determined by default, even with prior planning • Production time can be significant • May be perceived as public relations and not public involvement	• Brochures, pamphlets, fact sheets very effective in response to community requests for information • Press releases effective and often lead to future articles. • General materials serve as background information • Important events or decisions can be highlighted

RAMSEY COUNTY
TOOLBOX OF PUBLIC INVOLVEMENT TECHNIQUES

Type of Public Involvement Tool	Pros of Public Involvement Tool	Cons of Public Involvement Tool	Comments on When Tool Used Most Effectively
On-line services • Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution • Material tool, designed to inform citizens about transportation activities • Provide round-the-clock communication through a computer	• Give and get information when convenient • Connect people to a network of sources – e.g. federal, state, local sources • Used at any stage of planning • Develop a mailing list • Offer privacy to people who dislike speaking in front of a group • Surveys can be given on-line	• Use is limited due to access, expense, and skill requirements • Participants do not represent the entire community • Information overload is a potential problem	• General information and updates on programs and services • Best used to improve and expand opportunities for communication • Over time, on-line services strengthen public involvement programs as a means of communication and information exchange
Interactive Video Displays and Kiosks • Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution • Material tool, designed to inform citizens about County activities • Similar to automatic teller machines, offering menus for interaction between a person and a computer	• Reaches people who do not normally attend meetings • Elicit specific responses, acting as a survey instrument • User can enter a special request, join a mailing list, and/or submit input • Used in a variety of locations; either stationary or mobile • Visual communication is powerful; large amounts of information delivered in a relatively short time period • Conveys complex material in easily-digested segments • Can be multi-lingual	• Expensive to develop • Use is limited due to access and skill requirements • Software purchase may be a high up-front cost • Maintenance costs are incurred, e.g. keeping screen clean • Potential vandalism is a factor in site selection • Liability issues may be associated with location of displays. Stationary and movable should be insured	• Provides information from an agency to the public • Supplements other methods of dissemination, thus conserving staff resources • Collects information from the public for agency analysis • Displays offer agencies flexibility in controlling and directing where a message goes; specific audiences can be targeted.

24

RAMSEY COUNTY
TOOLBOX OF PUBLIC INVOLVEMENT TECHNIQUES

Type of Public Involvement Tool	Pros of Public Involvement Tool	Cons of Public Involvement Tool	Comments on When Tool Used Most Effectively
Citizen Jury® • Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution • Person to person tool, designed to inform citizens about County activities (presentation to elected officials, tours or field trips, speakers at public meetings) • Developed by The Jefferson Center for New Democratic Process • A jury of 18-24 citizens meets for one week to examine public policy issues and present their findings to decision makers and to the community at large • Process: advisory committee, telephone survey, jury selection, witness selection, charge, hearings, recommendations	• Random selection yields a demographically representative panel • Public policy decision makers hear from a broad cross section of citizens, rather than from just the vocal minority • Decision makers learn what an informed public wants, and why – beyond yes/no • Involves citizens in high quality dialogues about key issues • Increased public support for the resulting policy • Citizen input from a group that is both informed and representative of the public	• Time intensive • Expensive • Decision makers need to consider possibility that the Citizen Jury® may not give the answer(s) they want to hear – Jury has a lot of power • Must be conducted, or closely monitored, by The Jefferson Center	• More effectively used at the beginning of a process so that Citizen Jury® input can be utilized

25

RAMSEY COUNTY
TOOLBOX OF PUBLIC INVOLVEMENT TECHNIQUES

Type of Public Involvement Tool	Pros of Public Involvement Tool	Cons of Public Involvement Tool	Comments on When Tool Used Most Effectively
Task Force • Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution • A group is assigned a specific task, with a time limit for reaching a conclusion and resolving a difficult issue • Membership usually includes local people and/or representatives from local governments, transportation groups, civic or business groups, consumer organizations, and /or interest groups, appointed by elected officials or agency executives	• Helps resolve impasses through a participatory process • Decisions can be expected to have broad community support. Task force members represent a broad cross-section of interests, helping to legitimate the process and decisions • One-on-one contact	• Process is long and expensive; an extensive number of meetings and presentations is required • Participants must make an extensive commitment to the process • A high degree of facilitation skill is required • Significant resources are required; facilitator training, technical support, time, etc.	• Deals with high-profile issues that have generated significant public or media attention and community polarization • Breadth of representation is accompanied by depth of probing; brings together a wide range of opinions to assist in exploring issues • Can be used productively at any time in a complex project or planning study, but due to time and cost commitments, it is often used to resolve an impasse

Source: U.S. Department of Transportation: Federal Highway Administration, Federal Transit Administration; Ramsey County Policy Analysis and Planning Division

96

(5)

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K DeSpiegelaere
Authorized Signature

9/7/99
Date

Board Action Requested

Corridor Plan and Updates

DISCUSSION ONLY

Request Justification

See attached memo from K. DeSpiegelaere

Budgeting and Accounting _____

County Attorney _____

Risk Management _____

Documentation certified complete for:

Board Date _____ Signature _____ Date _____

1

Ramsey County Regional Railroad Authority

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

Memorandum

To: Ramsey County Regional Railroad Authority Commissioners
Paul Kirkwold, Acting County Manager

From: Kathryn DeSpiegelaere, Director

Subject: Plan and Corridor Updates

Date: September 7, 1999

A regional master plan for transit is being prepared by the Metropolitan Council and is due to the Legislature on February 1.

A commuter rail systems plan is being prepared by the Minnesota Deparment of Transportation and is due to the Legislature in January.

The St. Paul Planning Commission is examining light rail transit in the Central and Riverview Corridors this fall at the request of the City Council.

Meanwhile, work is occurring on several transit corridors in the region and in Ramsey County:

A. Hiawatha

Preliminary engineering is being finalized on light rail transit in the Hiawatha Corridor, downtown Minneapolis to the airport and Mall of America. The project budget has been stabilized. A full funding grant

agreement to lock in federal funding is being sought this fall from the Federal Transit Administration. Opening date is anticipated to be 2003.

B. Riverview

The federally funded Major Investment Study is due for completion in early 2000. Corridor public meetings are being held the week of September 13. Ramsey County RRA is the lead agency. Improvements to the bus system are being made in the corridor.

C. Central

A request for proposals is being issued September 7 for work on bus, commuter rail and light rail in this corridor located between downtown St.Paul and downtown Minneapolis. Ramsey County RRA is the lead agency. Improvements to the bus system are being made in the corridor.

D. Rush Line

The Rush Line Corridor has a commitment of state and federal funds. A request for proposals will be issued for land use and transit planning in this corridor located between St. Paul and Rush City, generally along Highway 61. Chisago, Washington and Ramsey County Rail Authorities are involved along with cities and towns and Mn/DOT and Metro Transit. Ramsey County RRA is the lead agency.

E. Northstar Corridor

A federally funded Major Investment Study and federally funded preliminary engineering are being done in this corridor from Minneapolis to St. Cloud. A funding package to seek $180 million in construction funds is proposed. Local contributions of $18 million are being sought, as well as $72 million in state bonding. Opening date is anticipated to be 2003.

F. Red Rock Corridor

A request for proposals for a feasibility study is to be issued in fall, 1999 for this corridor from St. Paul to Hastings. Ramsey County RRA is a member of the Joint Powers Board.

G. Cedar Avenue Corridor

Dakota County RRA is preparing a feasibility study of transit improvements in this corridor which links to the Hiawatha Corridor near the Mall of America.

H. Lakeville Corridor

A commuter rail corridor from downtown Minneapolis to Lakeville is being studied by the 35W Solutions Alliance.

I. Southwest Corridor

Hennepin County is doing transit study work on a busway in a corridor along right of way the Rail Authority owns from downtown Minneapolis to Hopkins. It is experiencing some opposition from residents because a trail has been located along the right of way owned by the Rail Authority, even though the trail and busway could coexist.

J. 29th Street Corridor

Hennepin County is doing transit study work along right of way its Rail Authority owns along the 29th Street Corridor, just north of Lake Street in Minneapolis.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

(6)

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K DeSpiegelaere
Authorized Signature

9/7/99
Date

Board Action Requested

Approve contract with Metro Transit for project management services for the Riverview and Central Corridors

ACTION IS REQUESTED

Request Justification

See Attached:

(1) Proposed resolution

(2) Memorandum from K. DeSpiegelaere

(3) Contract

Budgeting and Accounting _____

County Attorney _____

Risk Management _____

Documentation certified complete for:

_____ _____ _____

Board Date Signature Date

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: _____ No: _____

WHEREAS, Ramsey County Regional Railroad Authority adopted Resolution R99-23 on June 22, 1999 authorizing its Director to negotiate a contract with Metro Transit for the provision of project management services for three projects approved on February 23, 1999 by the Board of the Regional Railroad Authority:

Riverview, connecting the Lower East Side, downtown St. Paul to the airport and jointly with Hiawatha to the Mall of America;

Central, connecting downtown St. Paul and Minneapolis;

Hennepin/Ramsey Commuter Rail Connector, connecting to the Northstar and Red Rock Corridors, between downtown St. Paul and Minneapolis; and

WHEREAS, The contract will be funded with 80% federal, 10% state and 10% Ramsey County Regional Railroad Authority funds which were appropriated in prior years; and

WHEREAS, A contract has been developed with Metro Transit for provision of services for a two year period in an amount not to exceed $345,800; Now, Therefore, Be It

RESOLVED, That Ramsey County Regional Railroad Authority approves the contract with Metro Transit and authorizes its Chair to execute the contract; and Be It Further

RESOLVED, That placement of a project manager on assignment to Ramsey County Regional Railroad Authority or the expenditure or obligation of funds towards this project will only occur once federal and state funding for the project work is approved and appropriated by the RCRRA Board.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

	YEA	NAY	OTHER
Tony Bennett	____	____	____
Dino Guerin	____	____	____
Susan M. Haigh	____	____	____
Rafael E. Ortega	____	____	____
Victoria Reinhardt	____	____	____
Janice Rettman	____	____	____
Jan Wiessner	____	____	____

Tony Bennett, Chairman

By:_____
Rafael E. Ortega, Secretary

Ramsey County Regional Railroad Authority

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

Memorandum

To: Ramsey County Regional Railroad Authority Commissioners

From: Kathryn DeSpiegelaere KD

Subject: Contract with Metro Transit for Project Management Services

Date: August 27, 1999

A proposed resolution relating to approval of a contract with Metro Transit for project management services for Ramsey County major transit corridors is attached. Key provisions of the contract and resolution are:

1. Metro Transit will hire a project manager with rail experience.

2. The project manager will be a loaned employee, officed at Ramsey County, reporting to the Director of the Regional Railroad Authority.

3. The project manager will manage consultant work and projects relating to the Central and Riverview corridors.

4. The contract expenses will not exceed $182,400 for the first year and $163,400 for the second year for a total of $345,800.

5. The contract is for a two year period and is both cancellable and renewable.

6. The contract will be funded with federal (80%), state (10%) and Ramsey County RRA previously levied funding (10%).

Printed on Recycled Paper

The overhead factor being paid to Metro Transit (50%) compares to the overhead factor being paid by the Railroad Authority for employees of Ramsey County Public Works Department who are on loan to the Railroad Authority averaging 52%.

Recommendation:

This arrangement with Metro Transit appears to be favorable for both Ramsey County Regional Railroad Authority and Metro Transit. A resolution for your consideration approving the contract is attached.

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: June 22, 1999 No: R99-23

WHEREAS, Ramsey County Regional Railroad Authority adopted on February 23, 1999 a position that its preferred corridors for transit in the county were:

Riverview, connecting the Lower East Side, downtown St. Paul to the airport and jointly with Hiawatha to the Mall of America;

Central, connecting downtown St. Paul and Minneapolis;

Hennepin/Ramsey Commuter rail Connector, connecting to the Northstar and Red Rock Corridors, between downtown St. Paul and Minneapolis; and

WHEREAS, Although engineering and planning consulting services will be used for the majority of the work to be conducted in these corridors; and

WHEREAS, Additional staff services will be needed by Ramsey County Regional Railroad Authority to progress work in the three corridors in the areas of project manager, procurement, contracts, grant management, budget/accounting, legal, risk management, community education, legislative, public information and administrative support; Now, Therefore, Be It

RESOLVED, That Ramsey County Regional Railroad Authority's Director is authorized to negotiate a contract with Metro Transit for the provision of project management services for the three projects; and Be It Further

RESOLVED, That the contract will be returned to Ramsey County Regional Railroad Authority for its approval.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY	YEA	NAY	OTHER
Tony Bennett	X		
Dino Guerin	X		
Susan M. Haigh	X		
Rafael E. Ortega	X		
Victoria Reinhardt	X		
Janice Rettman	X		
Jan Wiessner	X		

Tony Bennett, Chairman

By: Rafael E. Ortega, Secretary

5

EXHIBIT A

JOB DESCRIPTION

MANAGER, RAIL PROJECTS

DIVISION: Metro Transit Operations

REPORTS TO: Assistant General Manager, Rail Operations

GRADE: 13

PRIMARY OBJECTIVE: Plans, directs, manages, and coordinates Bus and Rail projects studies and activities including Corridor Studies, Environmental Impact Studies (EIS), Demand and Ridership Forecasting for Bus, Light Rail, Heavy Rail, Commuter and Multimodal Transportation Studies for major capital improvement projects.

RESPONSIBILITIES:

1. Ensures that goals and objectives of the project are accomplished within prescribed timelines and within funding guidelines.

2. Plans and reviews project proposals to determine time frames, funding limitations; develops project procedures, establishes staffing requirements, allotment of available resources; assigns and monitors project personnel.

3. Establishes work plans and staffing for each phase of the project and arrangements for recruitment or assignment of project personnel.

4. Confers with project staff to outline work plan and assignment of duties, responsibilities and scope of authority.

5. Directs and coordinates activities of project personnel and consultants to ensure project progresses according to schedule and within budget.

6. Review status reports prepared by project personnel and modifies schedules and timelines as required.

7. Prepares project status reports for management, clients or others as requested.

8. Confers with project personnel to provide technical advice and to resolve problems.

9. Coordinates with parent agency staff for available resources or support.

10. May coordinate project activities with the activities of federal or state governments, local municipalities, other agencies, conslutants, the general public, business or varied individuals otherwise connected with the project.

11. Other duties as assigned.

QUALIFICATIONS:

1. Bachelor's Degree in Planning, Public Administration, Engineering or a related field plus eight years of progressively responsible experience rail infrastructure planning, design or management or ten years of progressively responsible rail infrastructure planning, design or management.

2. Extensive knowledge of project management methods/techniques.

3. Knowledge of tools and techniques for planning projects.

4. Knowledge of governmental agency unit budget preparation and of policies and procedures for development and implementation of large projects.

5. Ability of work with minimum supervision, and work and communicate effectively with all stakeholders.

6. Ability to structure assignments, manage complex problems independently and provide high level technical and project management skills.

7. Well developed verbal, written communication and interpersonal skills.

8. Project management and leadership skills, including developing effective units and project teams, problem solving, scheduling, and budgeting.

EXHIBIT B

BILLING RATES

Subject to the contingencies listed below, the following billing rates are established for the years stated.

1. December 1, 1999 to November 30, 2000

A. Direct Compensation/Salary	$82,000.00[1]
B. Overhead factor for fringe benefits and administrative expenses of Metro Transit	41,000.00[2]
C. Relocation Expense	25,000.00[3]
D. Mileage/Parking Reimbursement	2,400.00[4]
E. Travel	7,000.00[4]
F. Contingency	25,000.00[5]

2. December 1, 2000 to November 30, 2001

A. Direct Compensation/Salary	$86,000.00[1]
B. Overhead factor for fringe benefits and administrative expense of Metro Transit	43,000.00[2]
C. Mileage/Parking Reimbursement	2,400.00[4]
D. Travel	7,000.00[4]
E. Contingency	25,000.00[5]

---

[1] If the actual direct salary/compensation paid to the employee is less than the amount stated, the RCRRA will be liable only for the compensation actually paid.

[2] If the actual compensation paid to the employee is less than the amount stated, the actual overhead factor will be adjusted to equal Fifty Percent (50%) of the actual compensation paid.

[3] Any unused relocation expense funds shall be returned to the RCRRA.

[4] Mileage, parking, and travel will be reimbursed to the employee on the basis of actual expenses incurred. If actual expenses are less than the amounts stated, any surplus shall be refunded to the RCRRA.

[5] Payments from the contingency account must be approved by the Director, RCRRA prior to disbursing funds, such approval not to be unreasonably withheld. Any monies not disbursed from the contingency account will be refunded to the RCRRA.

(7)

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K DeSpiegelaere
Authorized Signature

9/8/99
Date

Board Action Requested

Approve trail plan for RCRRA right of way between Maryland and Frost Avenues

ACTION IS REQUESTED

Request Justification

See attached:

1. Proposed resolution
2. Memorandum from K. DeSpiegelaere

Budgeting and Accounting _____

County Attorney _____

Risk Management _____

Documentation certified complete for:

Board Date _____ Signature _____ Date _____

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: _____ No: _____

(page 1 of 2)

WHEREAS, On December 17, 1992, Ramsey County Regional Railroad Authority (RCRRA) purchased 6.4 miles of abandoned railroad right of way from Burlington Northern Railroad Company, extending from Kellogg Boulevard in St. Paul to Beam Avenue in Maplewood; and

WHEREAS, On April 13, 1993, RCRRA approved a joint powers agreement that defines the roles and responsibilities of Ramsey County, RCRRA, and the City of St. Paul in the planning, development, and operation of the right of way for regional trail and potential future light rail transit; and

WHEREAS, The joint powers agreement provides that RCRRA shall have the right of review and approve all temporary and permanent trail construction and alignment plans prepared by the City and County, and that no construction or reconstruction of the trail shall take place until such approval is given by the Authority to the City and County; and

WHEREAS, On June 22, 1993, RCRRA approved the "Master Plan for the Burlington Northern Regional Trail Corridor", prepared by the Parks and Recreation Departments of the City of St. Paul and Ramsey County as required by the joint powers agreement; and

WHEREAS, Pursuant to the joint powers agreement, the RCRRA granted easements to the city of St. Paul for construction of the trail within the city and to Ramsey County for construction of the trail outside the City of St. Paul; and

WHEREAS, Ramsey County has provided to RCRRA a copy of its construction plan for Project S.P. 62-090-01, which will utilize that portion of the right of way from Maryland Avenue to Frost Avenue, in the cities of St. Paul and Maplewood, and has requested its approval; and

WHEREAS, Project S.P. 62-090-01 includes areas within the city of St. Paul which will require the city of St. Paul to convey its easement interest to Ramsey County, and such conveyance requires the approval of the RCRRA; and

WHEREAS, RCRRA has reviewed the trail plan and has prepared recommendations for implementation on which the formal approval of the plan should be conditioned; Now, Therefore, Be It

RESOLVED, That RCRRA approve the plan, conditioned upon the following:

(a) That Ramsey County recognize that future development of light rail transit on this property may require the relocation of some of the improvements to be constructed in accordance with the trail plan;

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: _____ No: _____

(b) In the event RCRRA requires replacement of approximately 3,000 cubic meters of berm soil at Arlington Avenue the County will pay the cost of the soil and its placement; and Be It Further

RESOLVED, That federal, state and regional funds will be used for construction of the trail. The funding source must not preclude future development of light rail transit along RCRRA right of way; and Be It Further

RESOLVED, That the Chairman of RCRRA is authorized to sign the plans on its behalf; and Be It Further

RESOLVED, That the RCRRA approves conveyance of the city of St. Paul trail easement between Maryland and Larpenteur avenues to Ramsey County.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

	YEA	NAY	OTHER
Tony Bennett	____	____	____
Dino Guerin	____	____	____
Susan M. Haigh	____	____	____
Rafael E. Ortega	____	____	____
Victoria Reinhardt	____	____	____
Janice Rettman	____	____	____
Jan Wiessner	____	____	____

Tony Bennett, Chairman

By:_____
Rafael E. Ortega, Secretary

Ramsey County Regional Railroad Authority

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

MEMORANDUM

TO: Ramsey County Regional Railroad Authority Commissioners
Paul Kirkwold, Acting County Manager

FROM: Kathryn DeSpiegelaere

SUBJECT: Ramsey County Regional Railroad Authority approval of Ramsey County recreation trail

DATE: September 14, 1999

On April 13, 1993, Ramsey County Regional Railroad Authority (RCRRA) approved a joint powers agreement which defined the roles and responsibilities of RCRRA, Ramsey County, and the City of St. Paul in the planning and development of the Northeast Corridor right of way for regional trail and potential future light rail transit use. This agreement provided the RCRRA with the right to review and approve all temporary and permanent trail construction and alignment plans prepared by the City and County.

The County has provided to RCRRA its plan for construction of a recreational trail upon the Northeast Corridor (map included) from Frost Avenue to the Phalen Regional Park north of Maryland Avenue.

The County's plan has been reviewed by RCRRA staff, and the following recommendations have been made with respect to the content of the plan and RCRRA approval thereof:

1. That Ramsey County recognize that future development of light rail transit on this property may require the relocation of some of the improvements to be constructed in accordance with the trail plan.

2. That the RCRRA be left in a buildable condition at the intersection of Arlington Avenue. The County's trail plan shows an excavation on the west side of the berm at this location to accommodate the trail from the top of the berm to the grade of Arlington Avenue. This necessitates the removal of approximately 3,000 cubic meters of berm soil which will be used to bring the trail to grade on top of the berm. In the event the RCRRA requires replacement of this material in the future the Joint Powers Agreement requires the County to pay the cost of the material and its placement.

Printed on Recycled Paper

3. The County's construction plan utilizes a portion of RCRRA right of way within the City of St. Paul between Maryland Avenue and Larpenteur Avenue. To construct the trail in this area, the City of St. Paul will have to convey its easement interest to Ramsey County, and this conveyance requires the approval of the RCRRA.

4. Federal, State and Regional funds will be used for construction of the trail. The funding source must not preclude future development of light rail transit along RCRRA right of way.

5. The construction of the trail will require RCRRA to cancel one lease agreement. Construction shall not begin before August 31, 1999 in order to provide the lease holder time to remove his encroachments.

These recommendations have been discussed with the staff of the Ramsey County Parks Department.

RECOMMENDATION:

Approval of Ramsey County's trail plan, conditioned upon Ramsey County's satisfaction of the recommendations of this memo.

(8)

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K DeSpiegelaere
Authorized Signature

9/8/99
Date

Board Action Requested

Right of way negotiations by Hennepin and Ramsey County Regional Railroad Authorities in Minneapolis, St. Anthony, and Roseville

ACTION IS REQUESTED

Request Justification

See attached memorandum from K. DeSpiegelaere

Budgeting and Accounting _____

County Attorney _____

Risk Management _____

Documentation certified complete for:

_____ _____ _____

Board Date Signature Date

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: _____ No: _____

WHEREAS, Ramsey County Regional Railroad Authority has authorized its staff to negotiate with Burlington Northern for purchase of right of way that includes a section in Roseville because of its transit potential; and

WHEREAS, Hennepin and Ramsey County Regional Railroad Authorities have had discussions with Burlington Northern about the purchase; Now, Therefore, Be It

RESOLVED, That staff of Ramsey County Regional Railroad Authority is authorized to continue purchase negotiations; and Be It Further

RESOLVED, That Ramsey County Regional Railroad Authority authorizes its staff to seek State Rail Bank funds from the Minnesota Department of Transportation for half of the purchase price; and Be It Further

RESOLVED, That Ramsey County Regional Railroad Authority indicates its general support for funding its proportional share of the right of way subject to approval of a purchase agreement with Burlington Northern Railroad.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

	YEA	NAY	OTHER
Tony Bennett	___	___	___
Dino Guerin	___	___	___
Susan M. Haigh	___	___	___
Rafael E. Ortega	___	___	___
Victoria Reinhardt	___	___	___
Janice Rettman	___	___	___
Jan Wiessner	___	___	___

Tony Bennett, Chairman

By:_____
Rafael E. Ortega, Secretary

Ramsey County Regional Railroad Authority

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

Memorandum

To: Ramsey County Regional Railroad Authority Commissioners
Paul Kirkwold, Acting County Manager

From: Kathryn DeSpiegelaere, Director

Subject: Right of way acquisition

Date: September 7, 1999

You have previously expressed an interest in and authorized staff to negotiate with Burlington Northern for right of way purchase in Roseville, St. Anthony and Minneapolis (see map and resolutions attached). This right of way purchase is consistent with use for transportation purposes identified in the Ramsey County Comprehensive Light Rail Transit Plan.

The 2.43 mile segment of right of way is located in Ramsey and Hennepin Counties. It is generally 50 feet wide in Hennepin County and 100 feet wide in Ramsey County and is 16.2 acres in size. The Ramsey portion is .25 miles long.

There is a potential that 50% of the purchase price can be obtained from the Minnesota Department of Transportation State Rail Bank program.

Hennepin and Ramsey County Regional Railroad Authorities are being requested by the East Minneapolis Rail Corridor Coalition (Roseville, St. Anthony, Minneapolis, Minnesota Department of Transportation, Minnesota Department of Natural Resources, Metropolitan Council, Metro Transit, Minneapolis Parks and Recreation Board, I-35W Coalition) to fund the remaining costs. The exact cost is still the subject of negotiations with Burlington Northern. It is anticipated that Ramsey County Regional

Printed on Recycled Paper

Railroad Authority's share would be less than $100,000 if state rail bank funds are obtained. Railroad Authority funding has been set aside in previous years for acquisition of right of way from Burlington Northern from Beam Avenue in Maplewood to the north. Those negotiations have stalled, and a portion of that funding could be used for this acquisition.

Recommendation:

The attached resolution authorizes staff in cooperation with Hennepin County Regional Railroad Authority to negotiate with Burlington Northern, to seek state rail bank funds and to return to Ramsey County Regional Railroad Authority with a purchase agreement for approval once negotiations have concluded.


EAST MINNEAPOLIS, MINNESOTA TRACKAGE
DOCKET AB-6
SUB NO. 381X
EXHIBIT A
MILEPOST 2.43
MILEPOST 0.00
MINNEAPOLIS
ST ANTHONY
Lauderdale
HENNEPIN CO
RAMSEY CO
Waite Park
Deming Heights Park
Audubon Park
Northeast Jr High Sch
Lowry Sch
St Anthony Cem
St Marys Cem
Central School
Trailer Park
Radio Tower
Gross Golf Course
Sunset Memorial Park Cemetery
Hillside Cemetery
Prescott Sch
Windom Park
Fillsbury Sch
Putnam Sch
Northeast Athletic Field
Beltrami Park
Midland Hills Country Club
Radio Tower (WLB)
University of Minnesota Golf Course
Tuttle Sch
Van Cleve Park
Marcy Sch
Luther Seminary
Murray High Sch
College Park
Marshall

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: March 16, 1999 No: R99-10

(page 1 of 2)

WHEREAS, The Burlington Northern and Sante Fe (BNSF) Railroad Company owns a rail line and corridor through the cities of Roseville, St. Anthony and Minneapolis; and

WHEREAS, The BNSF is proposing to abandon this rail line and corridor; and

WHEREAS, This rail line and corridor is not being currently used, nor has it been used for railroad purposes during the past two years; and

WHEREAS, Representatives from the cities of Minneapolis, Roseville and St. Anthony have met with representatives from the Minnesota Department of Transportation, Minnesota Department of Natural Resources, Ramsey County Regional Railroad Authority, Hennepin County Regional Railroad Authority (HCRRA), Minneapolis Parks and Recreation Board, and Ramsey County Parks Department to explore mutual interest in acquiring the abandoned BNSF Railroad Corridor; and

WHEREAS, The above mentioned representatives have agreed to pursue acquisition of the abandoned rail line for an ultimate transportation use with the possibility of an interim recreation use; and

WHEREAS, The HCRRA has agreed to lead efforts to conduct an appraisal, a survey, an environmental assessment and a title search of the property as well as to negotiate with the BNSF Railroad for the acquisition of the abandoned rail line; Now, Therefore Be It

RESOLVED, That the Ramsey County Regional Railroad Authority hereby declares support for the acquisition of the currently unused BNSF rail line and corridor through Roseville, St. Anthony and Minneapolis for an ultimate transportation purpose with the possibility of an interim recreation use; and Be It Further

RESOLVED, That a copy of this resolution be forwarded to the HCRRA, Minnesota Department of Transportation, the Transportation Advisory Board and the state and federal legislative delegations representing the three cities.

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: March 16, 1999 No: R99-09

(page 2 of 2)

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY	YEA	NAY	OTHER
Tony Bennett	X		
Dino Guerin	X		
Susan M. Haigh	X		
Rafael E. Ortega	X		
Victoria Reinhardt	X		
Janice Rettman	X		
Jan Wiessner	X		

Tony Bennett, Chairman

By: _____
Rafael E. Ortega, Secretary

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: September 26, 1995 No: R95-18

WHEREAS, Ramsey County Regional Railroad Authority owns linear railroad right of way from Kellogg Boulevard to Beam Avenue in St. Paul and Maplewood; and

WHEREAS, The Ramsey County Regional Railroad Authority's Northeast Corridor Alignment Study recommends two alignments for light rail transit, both of which make use of Burlington Northern (BN) right of way north of County Road F in White Bear Lake; and

WHEREAS, White Bear Lake has received a federal grant to construct a trail on BN right of way; and

WHEREAS, BN has indicated it is interested in abandoning its right of way from Beam Avenue in Maplewood to the City of Hugo; and

WHEREAS, Abandonment is unlikely to occur within the time period necessary to meet White Bear Lake's grant requirements; and

WHEREAS, Continuity of right of way ownership is advantageous to Ramsey County Regional Railroad Authority; Now, Therefore, Be It

RESOLVED, That RCRRA authorizes its staff to (1) scope the options for purchase of the right of way and (2) negotiate with Burlington Northern for purchase of the right of way before abandonment occurs; and Be It Further

RESOLVED, That these actions are to be undertaken in a cooperative manner with White Bear Lake and Washington County staff.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

	YEA	NAY	OTHER
John T. Finley	x		
Susan M. Haigh	x		
Hal Norgard	x		
Rafael E. Ortega	x		
Warren W. Schaber			absent
Brenda Thomas			absent
Richard Wedell	x		

John T. Finley, Chairman

By: Warren W. Schaber
Warren W. Schaber, Secretary

8

(9)

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K DeSpiegelaere
Authorized Signature

9/7/99
Date

Board Action Requested

Ratify partial payments No. 4 in the amount of $32,545.58 and No. 5 in the amount of $108,496.63 to Parsons Brinckerhoff Quade and Douglas, Inc. for professional consulting services for the Riverview Corridor Major Investment Study.

ACTION IS REQUESTED

Request Justification

Ramsey County Regional Railroad Authority has contracted the professional Consulting of Parsons Brinckerhoff Quade & Douglas, Inc. of the purpose of conducting the Riverview Corridor Major Investment Study. Payments in the amount of $32,545.58 for the period ending February 26, 1999 and $108,496.63 for the period ending April 23, 1999 will be issued upon approval by the Director of Ramsey County Regional Railroad Authority in accordance with contract provisions and Rail Authority Resolution No. R98-26. Payment documentation is being submitted for ratification in compliance with the latter.

Attachments are:
1. Proposed resolution ratifying payments
2. Accounts Payable forms and Partial payments No. 4 and No. 5
3. Parsons Brinckerhoff Quade & Douglas, Inc. Invoice Nos. 4 and 5 and attachments.

Budgeting and Accounting _____

County Attorney _____

Risk Management _____

Documentation certified complete for:

Board Date _____ Signature _____ Date _____

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: _____ No: _____

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional consulting services of Parsons Brinckerhoff Quade & Douglas, Inc. for the purpose of conducting the Riverview Corridor Major Investment Study; and

WHEREAS, Parsons Brinckerhoff Quade & Douglas, Inc. has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through April 23, 1999; and

WHEREAS, submittal of invoices and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation is required; and

WHEREAS, Parsons Brinckerhoff Quade & Douglas, Inc. Invoice No. 4, Partial Payment No. 4, in the amount of $32,545.58 and Invoice No. 5, Partial Payment No. 5, in the amount of $108,496.63 attachments thereto, provide the correct documentation of payments due Parsons Brinckerhoff Quade & Douglas, Inc. through April 23, 1999; and

RESOLVED, Payment to Parsons Brinckerhoff Quade & Douglas, Inc. in the amount of $141,042.21 for services rendered through April 23, 1999, is hereby ratified.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

	YEA	NAY	OTHER
Tony Bennett	___	___	___
Dino Guerin	___	___	___
Susan M. Haigh	___	___	___
Rafael E. Ortega	___	___	___
Victoria Reinhardt	___	___	___
Janice Rettman	___	___	___
Jan Wiessner	___	___	___

Tony Bennett, Chairman

By: _____
Rafael E. Ortega, Secretary

RAMSEY COUNTY

Business Unit: RRA
Voucher ID: 00000245

VOUCHER
Purchase Order Voucher

Page N 1
Run Date 19.Jul.1999
Run Time 10:38:11 AM

Report ID: RMAP19

Voucher Header Information

Pay Method: System Check

Entered Dt	Invoice ID	Invoice Dt	Vendor ID	Vendor Name	Origin	Preparer	Entry Stat	Acctg Dt	Post Stat	Pymnt Trms
19.Jul.1999	4	27.Apr.1999	0000100427	PARSONS BRINCKERHOFF QUADE & DOUGLAS INC	ONL	LONGHEKR	P	19.Jul.1999	U	Due Now

Status	Gross Amt	Use Tax	Address1	Address2	Address3	City	State	Zip
A	$32,545.58	$0.00	ONE PENN PLAZA			NEW YORK	NY	10119

Handling	Group ID	Sales Tax	Pckp Ordr Nbr
RF	000042	$0.00	

Voucher Line Information

Line #	Description	Merch Amt	Inv Item I	Unit Price	Prorate	S	U	F	1099
1	ENCUMBRANCE LOAD	$32,545.58		$32,545.58		Y	N	Y	N

Distribution Line Information

Line #	Account	Fund	Org	Program	Approp	Client Name	BY	Project ID	Open Item ID	Status	Merch Amt	Stat Cd	Statistic Amt	Asset
1	421501	12501	150110 Riverview MIS	00000	0000000	Default Client ID	1998				$32,545.58			N

Payment Comments-Check Stub

INV. 4 $32,545.58

Voucher Comments

I declare that the above material and/or services have been received, are for Ramsey County, allowed by law, and approved for payment.

Authorization K Westpriegelaere Date 7/19/99

JJW

RAMSEY COUNTY

Business Unit: RRA
Voucher ID: 00000244

VOUCHER
Purchase Order Voucher

Page 1
Run Date 19.Jul.1999
Run Time 10:36:28 AM

Report ID: RMAP19

Voucher Header Information

Pay Method: System Check

Entered Dt	Invoice ID	Invoice Dt	Vendor ID	Vendor Name	Origin	Preparer	Entry Stat	Acctg Dt	Post Stat	Pymnt Trms
19.Jul.1999	5	21.May.1999	0000100427	PARSONS BRINCKERHOFF QUADE & DOUGLAS INC	ONL	LONGHEKR	P	19.Jul.1999	U	Due Now

Status	Gross Amt	Use Tax	Address1	Address2	Address3	City	State	Zip
A	$108,496.63	$0.00	ONE PENN PLAZA			NEW YORK	NY	10119

Handling	Group ID	Sales Tax	Pckp Ordr Nbr
RF	000042	$0.00	

Voucher Line Information

Line #	Description	Merch Amt	Inv Item I	Unit Price	Prorate	S	U	F	1099
1	ENCUMBRANCE LOAD	$108,496.63		$108,496.63		Y	N	Y	N

Distribution Line Information

Line #	Account	Fund	Org	Program	Approp	Client Name	BY	Project ID	Open Item ID	Status	Merch Amt	Stat Cd	Statistic Amt	Asset
1	421501	12501	150110 Riverview MIS	00000	0000000	Default Client ID	1998				$108,496.63			N

Payment Comments-Check Stub

INV. 5 $108,496.63

Voucher Comments

I declare that the above material and/or services have been received, are for Ramsey County, allowed by law, and approved for payment.

Authorization K. Lee Spiegelaere Date 7/19/99

4

To: Kathy DeSpiegelaere
Ramsey County Regional Railroad Authority

BUDGET PROGRESS REPORT

From: Parsons Brinckerhoff

Riverview MIS

Billing Period 1/30/99 - 2/26/99

INVOICE #4
PB PROJECT No. 19046M

Agreement Expiration Date: April, 2000

Task Description		Physical % Work Completed This Period By Task	Physical % Work Completed To Date By Task	Original Task Budget	Charges Accrued This Period	Total Charges Accrued To Date	% of Budget Used by Task	Budget Remaining by Task	Cost to Complete
1		2	3	4	5	6	7	8	9
1.0	Project Management & Admin	10.0%	25.0%	68,708.76	8,336.99	25,406.84	36.98%	43,301.92	43,301.92
2.0	Public Education & Involvement	13.0%	16.0%	217,566.14	10,302.54	45,772.47	21.04%	171,793.67	171,793.67
3.0	Land Use & Economic Development	0.8%	1.6%	216,456.85	396.91	3,969.11	1.83%	212,487.74	212,487.74
4.0	Transit Service Planning	0.0%	0.0%	31,822.52	2,133.40	2,133.40	6.70%	29,689.12	29,689.12
5.0	Conceptual Engineering/Cost Estimates	0.0%	0.0%	80,477.68	2,993.82	2,993.82	3.72%	77,483.86	77,483.86
6.0	Enviromental	1.0%	8.7%	69,862.13	893.05	6,849.83	9.80%	63,012.30	63,012.30
7.0	Financial	0.0%	0.0%	28,317.50	0.00	0.00	0.00%	28,317.50	28,317.50
8.0	Definition of Alternatives	8.0%	23.0%	30,985.05	3,771.22	11,265.88	36.36%	19,719.18	19,719.18
9.0	Travel Forecasting	0.0%	0.0%	30,745.09	1,681.36	14,617.43	47.54%	16,127.66	16,127.66
10.0	Evaluation of Alternatives	0.0%	0.0%	21,900.88	0.00	0.00	0.00%	21,900.88	21,900.88
11.0	MIS Report Preparation	0.0%	0.0%	23,664.24	1,862.29	1,862.29	7.87%	21,801.95	21,801.95
	Direct Expenses	N/A	N/A	99,428.85	1,886.92	9,528.84	9.58%	89,900.01	89,900.01
	Totals:	N/A	N/A	$919,935.69	$34,258.50	$124,399.91	13.52%	$795,535.78	$795,535.78

I hereby certify that the above statement is just and correct and payment has not been received:

John F Elwell (for)

Myrna Valdez, Project Manager
Parsons Brinckerhoff Quade & Douglas, Inc.

Approved and recommended for payment

K DeSpiegelaere 7/29/99

RCRRA Project Manager

j:\projects\active\19046\Invoice No. 4\V3prog

Parsons Brinckerhoff
510 First Avenue North
Suite 550
Minneapolis, MN 55403
612-371-0443
Fax: 612-371-4410

To: Ramsey County Regional Railroad Authority
Suite 665 RCGC - West
50 West Kellogg Boulevard
St. Paul, Minnesota 55102

Attn: Ms. Kathy DeSpiegelaere

Re Riverview Major Investment Study
PB Project No. 19046M
Expiration Date: April, 2000

Estimated Completion:	14.0%
Period Ending:	2/26/99
Invoice Date:	4/27/99
Invoice No.:	4
AR No.	91092

Project Description: Riverview MIS

	TOTAL AGREEMENT AMOUNT	TOTAL BILLING TO DATE	AMOUNT PREVIOUSLY BILLED	BILLED THIS INVOICE
1. DIRECT SALARIES COSTS: (See Attachment "A" for breakdown)	182,351.20	39,404.34	27,953.48	11,450.86
2. OVERHEAD COSTS: Rate=157% (Direct Salary * Overhead Rate)	286,291.38	61,864.81	43,886.96	17,977.85
3. FIXED FEE (Profit): Rate=10% Fixed Fee=Rate*(D.S. costs and Overhead)	46,864.26	10,126.92	7,184.05	2,942.87
4. OTHER DIRECT COSTS: (See Attachment B)	99,428.85	9,528.84	7,641.92	1,886.92
5. SUBCONTRACTORS (s): (See Attachment C)	305,000.00	3,475.00	3,475.00	0.00
SUBTOTAL:	919,935.69	124,399.91	90,141.41	34,258.50
6. CONTINGENCY:	230,000.00	0.00	0.00	0.00
SUBTOTAL:	1,149,935.69	124,399.91	90,141.41	34,258.50
LESS RETAINAGE (5%)	57,496.78	6,220.00	4,507.07	1,712.93
NET EARNINGS TOTALS:	1,092,438.91	118,179.91	85,634.34	32,545.58

TOTAL AMOUNT DUE THIS INVOICE: **$32,545.58**

I hereby certify that the above statement is just and correct and payment has not been received:

John Edwards (for)

Myrna Valdez, Project Manager
Parsons Brinckerhoff Quade & Douglas, Inc.
510 First Avenue North, Suite 550
Minneapolis, Minnesota 55403

Reviewed and Recommended for Payment by RCRRA:

K Despiegelaere

Date Approved for Payment

ATTACHMENT "A" - LABOR SUMMARY

PB PROJECT No. 19046M

PERIOD ENDING	EMPLOYEE NAME	CLASSIFICATION	HOURS	RATE	DOLLAR AMOUNT
12-Feb-99	Valdez	Project Manager	56.00	50.481	$2,826.94
	Jepsen	Supv. Planner	63.50	35.100	$2,228.85
	Cohn	Sr. Planner	25.00	26.350	$658.75
	Hoover	Sr. Technical Manager	4.00	74.519	$298.08
	Ruegg	Supv. Planner	2.50	37.500	$93.75
	Wilen	Administrative Assistant	5.50	13.500	$74.25
	Minten	Project Administrator	3.00	18.891	$56.67
26-Feb-99	Jespen	Supv. Planner	67.00	35.100	$2,351.70
	Valdez	Project Manager	39.00	50.481	$1,968.76
	Lear	Sr. Conceptual Engineer	16.00	44.491	$711.86
	Ruegg	Supv. Planner	4.00	37.500	$150.00
	Axt	Conceptual Engineer	1.00	31.250	$31.25
See attached Time Sheets		**TOTALS**	**286.50**		**$11,450.86**

Riverview MIS
INVOICE #4

PB PROJECT No. 19046M

ATTACHMENT "B" - DIRECT EXPENSE SUMMARY

29-Jan-99	Expenses - M. Valdez	$772.87
4-Feb-99	Cort Furniture	$70.35
12-Feb-99	Expenses - M. Jepsen	$100.33
26-Feb-99	Expenses - M. Valdez	$943.37

TOTAL DIRECT EXPENSES **$1,886.92**

See attached Receipts

Riverview MIS
INVOICE #4

PB PROJECT No. 19046M

ATTACHMENT "C" - SUBCONTRACTORS

$0.00

TOTAL SUBCONTRACTORS **$0.00**

See attached Invoices

SUBCONSULTANT AND DBE SUMMARY

Firm Name	DBE	Amount This Invoice	Previously Invoiced	Total Invoiced To Date
C.J. Olson	WBE			0.00
Dyett & Bhatia	DBE			0.00
Macromedia		0.00	3,475.00	3,475.00
Maxfield				0.00
Montoya	WBE			0.00
Quam Sumnicht				0.00
Rowekamp	WBE			0.00
Schaefer	WBE			0.00
Zimmer Gunsel				0.00
	TOTAL	$0.00	$3,475.00	$3,475.00

DBE PARTICIPATION GOAL AND ACHIEVEMENT

Participation	Percentage	Goal	Achievement	% of Goal Achieved to Date	% of Total to Date
DBE GOAL	11.7%	$135,000.00	$0.00	0.00%	0.00%

To: Kathy DeSpiegelaere
Ramsey County Regional Railroad Authority

BUDGET PROGRESS REPORT

From: Parsons Brinckerhoff

Riverview MIS

Billing Period 2/27/99 - 4/23/99

INVOICE #5
PB PROJECT No. 19046M

Agreement Expiration Date: April, 2000

Task Description		Physical % Work Completed This Period By Task	Physical % Work Completed To Date By Task	Original Task Budget	Charges Accrued This Period	Total Charges Accrued To Date	% of Budget Used by Task	Budget Remaining by Task	Cost to Complete
1		2	3	4	5	6	7	8	9
1.0	Project Management & Admin	10.0%	35.0%	68,708.76	14,883.28	40,290.12	58.64%	28,418.64	28,418.64
2.0	Public Education & Involvement	15.0%	35.0%	217,566.14	31,078.44	76,850.91	35.32%	140,715.23	140,715.23
3.0	Land Use & Economic Development	13.0%	15.0%	216,456.85	11,214.40	15,183.51	7.01%	201,273.34	201,273.34
4.0	Transit Service Planning	7.0%	7.0%	31,822.52	0.00	2,133.40	6.70%	29,689.12	29,689.12
5.0	Conceptual Engineering/Cost Estimates	15.0%	15.0%	80,477.68	10,810.33	13,804.15	17.15%	66,673.53	66,673.53
6.0	Enviromental	1.0%	10.0%	69,862.13	0.00	6,849.83	9.80%	63,012.30	63,012.30
7.0	Financial	0.0%	0.0%	28,317.50	0.00	0.00	0.00%	28,317.50	28,317.50
8.0	Definition of Alternatives	7.0%	30.0%	30,985.05	17,929.03	29,194.91	94.22%	1,790.14	1,790.14
9.0	Travel Forecasting	15.0%	35.0%	30,745.09	4,685.33	19,302.76	62.78%	11,442.33	11,442.33
10.0	Evaluation of Alternatives	15.0%	15.0%	21,900.88	570.83	570.83	2.61%	21,330.05	21,330.05
11.0	MIS Report Preparation	10.0%	15.0%	23,664.24	10,056.35	11,918.64	50.37%	11,745.60	11,745.60
	Direct Expenses	N/A	N/A	99,428.85	12,978.99	22,507.83	22.64%	76,921.02	76,921.02
	Totals:	N/A	N/A	$919,935.69	$114,206.98	$238,606.89	25.94%	$681,328.80	$681,328.80

I hereby certify that the above statement is just and correct and payment has not been received:

Myrna Valdez

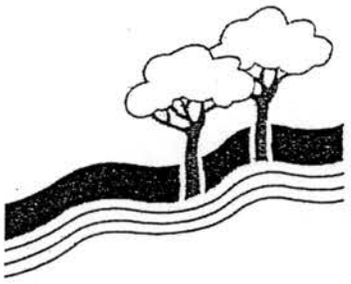
Myrna Valdez, Project Manager
Parsons Brinckerhoff Quade & Douglas, Inc.

Approved and recommended for payment

K DeSpiegelaere

RCRRA Project Manager

J:\projects\active\19046\Invoice No. 5\V5prog



Riverview Corridor
MAJOR INVESTMENT STUDY
Ramsey County Regional Railroad Authority

PROGRESS REPORT

March 1, 1999 through April 23, 1999 **

A. MAJOR ACTIVITIES AND DELIVERABLES BY WORK ELEMENT AND TIME SHEET TASK NUMBER

1.0 PROJECT MANAGEMENT & ADMINISTRATION

1.1 Project Management

- Attended March 8th and 22nd and April 5th and 19th management meetings with Riverview MIS Management Committee (Valdez, Jepsen).
- Prepared agenda and minutes for the Management Committee meetings (Valdez, Jepson).
- Prepared Progress Report (Valdez/Jepson).
- Updated project schedule (Valdez, Jepson, Maurath)
- Coordinated subconsultant work. (Valdez, Jepson)

1.2 Project Administration

- Prepared invoice (Minten)
- Project copying, filing and typing. (Brims)

2.0 PUBLIC EDUCATION & INVOLVEMENT

2.1 Public Involvement

- Prepared agenda, boards, aerial photography format, comment forms, newspaper ads, mailing list, meeting logistics, and provided clerical and staff support for the two scoping meetings. (Valdez, Jepson, Cohn, Schmidt, Asher, Burke, Freeman, Brims, Garcia)
- Prepared LRT/busway videos for scoping meeting. (Seaverns, Farrel)
- Prepared text, inserts, photo searches, graphic layout and printing coordination of first newsletter. (Valdez, Thurman, Burke, Freeman, Asher)

- Staffed scoping meeting and prepared scoping comments matrix. (Valdez, Asher, Axt, Ruegg)
- Began preparing agenda, newsletter text and boards, mapping and display aerials for Scoping meetings. (Cohn, Valdez, Jepson)
- Coordinated development of Riverview logo with local vendor. (Jepson, Valdez)
- Began coordination and provided input for website layout. (Valdez, Christian)

2.2 Schaffer Communications

- No work conducted this period

2.3 Montoya Communications

- No work conducted this period

2.4 Macromedia Technologies

- Prepared corridor map for FTA presentation.

2.5 C.J. Olson Market Research

- No work conducted this period.

3.0 LAND USE AND ECONOMIC DEVELOPMENT

3.1 Land Use Planning

- Continued receiving, analyzing and cataloging incoming studies and documentation related to the MIS. (Jepson)

3.2 Station Area Design

- Prepared for and attended workshops on alignment and station location "fatal flaw" analysis. Helped prepare technical memo and presentation to RCRRA and local agencies. (Seskin)

3.3 Maxfield Research

- Continued working on real estate/market/economic development report based in data previously gathered.
- Met with PB and Quam, Sumnicht to discuss and coordinate work to date, station locations, schedule and products.
- Prepared for and attended workshops on alignment and station location "fatal flaw" analysis. Helped prepare technical memo and presentation to RCRRA and local agencies. Invoice was not submitted in time for this invoice and progress report, so will appear in the next progress report.

3.4 Zimmer, Gunsul, Frasca Partnerships

- Prepared for and attended workshops on alignment and station location "fatal flaw" analysis. Helped prepare technical memo and presentation to RCRRA and local agencies. Invoice was not submitted in time for this invoice and progress report, so will appear in the next progress report.

PB 100 YEARS

89

3.5 Dyett & Bhatia

- Prepared for and attended workshops on alignment and station location "fatal flaw" analysis. Helped prepare technical memo and presentation to RCRRA and local agencies. Invoice was not submitted in time for this invoice and progress report, so will appear in the next progress report.

3.6 Quam Sumnicht & Associates

- Met with PB and Maxfield Research to discuss and coordinate work conducted by Maxfield to date, station locations, schedule and products. Awaiting results of Maxfield Research work to begin economic development activities.
- Prepared for and attended workshops on alignment and station location "fatal flaw" analysis. Helped prepare technical memo and presentation to RCRRA and local agencies. Invoice was not submitted in time for this invoice and progress report, so will appear in the next report.

4.0 TRANSIT SERVICE PLANNING

- No work conducted this period.

5.0 CONCEPTUAL ENGINEERING/COST ESTIMATING

5.1 Conceptual Engineering

- Began conducting feasibility analysis of Mississippi River crossings on TH 5 bridge. (Wyatt, Perez, Lear)
- Prepared conceptual analysis and plans of LRT alignment options through Fort Snelling and connection with the Hiawatha LRT at the federal building/park and ride location. (Wyatt, Lear)

5.2 O&M Cost Estimating

- No work conducted this period.

5.3 Traffic Impacts Analysis

- No conducted this period.

5.4 Capital Cost Estimating

- No work conducted this period.

6.0 ENVIRONMENTAL

6.1 Rowekamp Associates

- No work conducted this period.

6.2 Natural and Manmade Resources

- No work conducted this period.

6.3 Noise Analysis

- No work conducted this period.

6.4 Air Quality Analysis

- No work conducted this period.

6.6 Data Collection

- Followed up on previous data requests for updating data and source tracking spreadsheet information. (Jepson).
- Continued coordination of subconsultant data requests and identification of sources in conjunction with PB data collection activities. (Jepson)

7.0 FINANCIAL

- No work conducted this period.

8.0 DEFINITION OF ALTERNATIVES

8.1 Data Collection

- Provided input to TH 5 bridge crossing assessment and followed up on data received by MnDOT. (Jepson)

8.2 Alternatives Definition

- Prepare draft definition of TSM Alternative memo and revisions to comments received from RCRRA. (Shimizu).
- Prepared for and attended workshops on alignment and station location "fatal flaw" analysis. Helped prepare technical memo and presentation to RCRRA and local agencies. (Valdez, Cohn, Wyatt, Jepson)

9.0 TRAVEL FORECASTING

- Attended near-term bus service planning committee to gather information on No-build and TSM alternative features (3/19/99) (Ruegg, Jepson)
- Refined evaluation measures for final report. (Ruegg)
- Organized and planned updating procedures for network and model development (Ruegg, Jepson).

10.0 EVALUATION OF ALTERNATIVES

- Conducted preliminary assessment of river crossing alternatives, impacts on Fort Snelling and Hidden Falls Park, and merging options into the Hiawatha LRT line. (Lear)

11.0 MIS REPORT PREPARATION

- Continued working on Purpose and Need chapter. (Cohn)
- Began Definition of Alternatives chapter. (Cohn)

PERCENT WORK COMPLETED

- Percent work completed to date: 25%.

C. SCHEDULE

- Overall, project is on schedule. However, the travel demand forecasting tasks will be delayed in order to incorporate revised downtown economic growth forecasts, and bus operating plans for the build alternatives. This delay will not affect the overall project schedule.

D. PROBLEMS/SOLUTIONS

- Rasterized aerial mapping for the conceptual engineering work continues to be a problem. Met Council consultant is still mathematizing the aerial photography to coordinate between Ramsey and Hennepin counties and produce consistent controlled mapping. Alternative is to use controlled topographic mapping in lieu of aerials, or 1995 data.

E. PLANNED ACTIVITIES FOR NEXT MONTH

- Prepare text for and print Newsletter #2.
- Complete model refinements for the no-build alternative.
- Develop and refine electronic/digital mapping information obtained from Ramsey County Surveyor to establish project/corridor base mapping.
- Update goals and objectives based on alignment/station workshop "fatal flaw" analysis.
- Complete alternatives evaluation framework based on RCRRA Board approval of goals and objectives.
- Update CPM schedule.
- Revise TSM Alternative based on comments received.
- Establish baseline mapping for GIS.
- Update "fatal flaw" analysis tech memo based on comments received from RCRRA and agencies.
- Complete real estate/market analysis draft report.
- Update TH 5 river crossing tech memo based on comments received from RCRRA.
- Prepare for level 1 station area meetings.
- Begin economic evaluation of station locations based on "fatal flaw" analysis and completion of real estate/market analysis report.
- Begin environmental analysis on Phase II alternatives defined through "fatal flaw" analysis workshop.
- Finalize TSM Alternative for modeling.

- Begin conceptual engineering plan drawings for Phase II alternatives.

** Please note that this progress report is for a two-month period.

PB 100 YEARS

11

Parsons Brinckerhoff
510 First Avenue North
Suite 550
Minneapolis, MN 55403
612-371-0443
Fax: 612-371-4410

To: Ramsey County Regional Railroad Authority
Suite 665 RCGC - West
50 West Kellogg Boulevard
St. Paul, Minnesota 55102

Attn: Ms. Kathy DeSpiegelaere

Estimated Completion:	25.0%
Period Ending:	4/23/99
Invoice Date:	5/21/99
Invoice No.:	5
AR No.	92902

Re Riverview Major Investment Study
PB Project No. 19046M
Expiration Date: April, 2000

Project Description: Riverview MIS

	TOTAL AGREEMENT AMOUNT	TOTAL BILLING TO DATE	AMOUNT PREVIOUSLY BILLED	BILLED THIS INVOICE
1. DIRECT SALARIES COSTS: (See Attachment "A" for breakdown)	182,351.20	70,092.35	39,404.34	30,688.01
2. OVERHEAD COSTS: Rate=157% (Direct Salary * Overhead Rate)	286,291.38	109,823.33	61,864.81	47,958.52
3. FIXED FEE (Profit): Rate=10% Fixed Fee=Rate*(D.S. costs and Overhead)	46,864.26	17,991.57	10,126.92	7,864.65
4. OTHER DIRECT COSTS: (See Attachment B)	99,428.85	22,507.83	9,528.84	12,978.99
5. SUBCONTRACTORS (s): (See Attachment C)	305,000.00	18,191.81	3,475.00	14,716.81
SUBTOTAL:	919,935.69	238,606.89	124,399.91	114,206.98
6. CONTINGENCY:	230,000.00	0.00	0.00	0.00
SUBTOTAL:	1,149,935.69	238,606.89	124,399.91	114,206.98
LESS RETAINAGE (5%)	57,496.78	11,930.34	6,220.00	5,710.35
NET EARNINGS TOTALS:	1,092,438.91	226,676.55	118,179.91	108,496.63

TOTAL AMOUNT DUE THIS INVOICE: **$108,496.63**

I hereby certify that the above statement is just and correct and payment has not been received:

Myrna Valdez

Myrna Valdez, Project Manager
Parsons Brinckerhoff Quade & Douglas, Inc.
510 First Avenue North, Suite 550
Minneapolis, Minnesota 55403

Reviewed and Recommended for Payment by RCRRA:

_____

_____
Date Approved for Payment

ATTACHMENT "A" - LABOR SUMMARY

PB PROJECT No. 19046M

PERIOD ENDING	EMPLOYEE NAME	CLASSIFICATION	HOURS	RATE	DOLLAR AMOUNT
12-Mar-99	Valdez	Project Manager	38.00	50.481	$1,918.28
	Cohn	Sr. Planner	50.00	26.350	$1,317.50
	Jepsen	Supv. Planner	68.00	35.100	$2,386.80
	Wyatt	Lead Engineer	24.00	30.136	$723.26
	Axt	Conceptual Engineer	8.00	31.250	$250.00
	Lear	Sr. Supv Engineer	4.00	44.491	$177.96
	Schmidt	Assistant Engineer	8.00	16.350	$130.80
	Maurath	Supervising Engineer	2.00	39.250	$78.50
	Minten	Project Administrator	2.00	18.891	$37.78
	Asher	Assistant Engineer	1.00	16.350	$16.35
26-Mar-99	Valdez	Project Manager	48.00	50.481	$2,423.09
	Cohn	Sr. Planner	60.00	26.350	$1,581.00
	Jespen	Supv. Planner	34.50	35.100	$1,210.95
	Asher	Assistant Engineer	32.50	16.350	$531.38
	Thurman	Computer Graphics	16.00	24.887	$398.19
	Burke	Sr. Supv Drafter	15.00	25.625	$384.38
	Ruegg	Supv Planner	9.50	37.500	$356.25
	Farrell	Computer Graphics	14.00	19.887	$278.42
	Axt	Conceptual Engineer	7.00	31.250	$218.75
	Freeman	Sr. Marketing Coordinator	5.50	25.503	$140.27
	Christian	Admin Manager	3.00	23.798	$71.39
	Seaverns	Manager Marketing/Business	2.00	27.662	$55.32
	Minten	Project Administrator	1.50	18.891	$28.34
	Reyes	Sr. Supv Designer	1.00	25.750	$25.75
9-Apr-99	Cohn	Sr. Planner	60.00	26.350	$1,581.00
	Jepsen	Supv. Planner	34.00	35.100	$1,193.40
	Valdez	Project Manager	23.00	50.481	$1,161.06
	Shimizu	Sr. Supv Planner	24.00	43.414	$1,041.94
	Perez	Lead Engineer	9.00	32.186	$289.67
	Schmidt	Assistant Engineer	4.00	16.350	$65.40
	Wyatt	Lead Engineer	8.00	30.136	$241.09
	Burke	Sr. Supv Drafter	2.00	25.625	$51.25
	Minten	Project Administrator	2.50	18.891	$47.23
	Garcia	Secretary	1 00	17.875	$17.88
	Asher	Assistant Engineer	1.00	16.350	$16.35

ATTACHMENT "A" - LABOR SUMMARY

PB PROJECT No. 19046M

PERIOD ENDING		EMPLOYEE NAME	CLASSIFICATION	HOURS	RATE	DOLLAR AMOUNT
23-Apr-99		Valdez	Project Manager	54.00	50.481	$2,725.97
		Cohn	Sr. Planner	77.00	26.350	$2,028.95
		Jepsen	Supv. Planner	46.50	35.100	$1,632.15
		Wyatt	Lead Engineer	43.00	30.136	$1,295.85
		Seskin	Technical Manager	20.00	49.170	$983.40
		Perez	Lead Engineer	24.00	32.186	$772.46
	*	Shimizu	Sr. Supv Planner	6.00	46.018	$276.11
	*	Schmidt	Assistant Engineer	10.00	17.985	$179.85
		Burke	Sr. Supv Drafter	2.00	25.625	$51.25
	*	Asher	Assistant Engineer	3.00	17.004	$51.01
	*	Minten	Project Administrator	2.00	20.780	$41.56
		Ruegg	Supv Planner	1.00	37.500	$37.50
		Christian	Admin Manager	1.00	23.798	$23.80
See attached Time Sheets			**TOTALS**	**912.50**		**$30,546.83**
Premium Time		Asher	Assitant Engineer		8.175	$89.93 Ending 3/26
		Burke	Sr. Supv Drafter		12.813	$51.25 Ending 3/26 & 4/9 4/23
			TOTAL Premium Time			**$141.18**

* Reflects annual salary increase.

Riverview MIS
INVOICE #5

PB PROJECT No. 19046M

ATTACHMENT "B" - DIRECT EXPENSE SUMMARY

19-Jan-99	Nextel	$64.85
29-Jan-99	Telephone	$2.55
12-Feb-99	Telephone	$5.29
18-Feb-99	Northern States Power	$15.32
19-Feb-99	Nextel	$91.64
22-Feb-99	Federal Express	$20.20
1-Mar-99	Court Furniture	$103.66
3-Mar-99	Federal Express	$10.80
3-Mar-99	Federal Express	$8.45
5-Mar-99	Federal Express	$8.45
12-Mar-99	Expenses - R. Lear	$1,352.23
12-Mar-99	Park Terrace Apartments	$535.00
13-Mar-99	Saint Paul Legal Ledger	$93.63
15-Mar-99	Federal Express	$11.30
19-Mar-99	Federal Express	$21.30
19-Mar-99	Asian American Press	$162.50
19-Mar-99	Nextel	$89.84
24-Mar-99	Federal Express	$43.50
24-Mar-99	Ceavo Audio-Visual	$31.20
26-Mar-99	David Bispham	$25.00
31-Mar-99	Federal Express	$49.25
31-Mar-99	Federal Express	$13.15
31-Mar-99	Federal Express	$15.75
31-Mar-99	Federal Express	$8.45
31-Mar-99	Federal Express	$11.70
31-Mar-99	Federal Express	$10.05
31-Mar-99	Pioneer Press	$945.45
31-Mar-99	Border Aerials	$1,857.36
31-Mar-99	Albinson	$2,318.55
31-Mar-99	Jeane Thorne	$46.72
31-Mar-99	Jeane Thorne	$171.27
31-Mar-99	Jeane Thorne	$9.51
8-Apr-99	Park Terrace Apartments	$535.00
9-Apr-99	Expenses - M. Valdez	$2,126.85
9-Apr-99	Telephone	$17.93
14-Apr-99	Federal Express	$7.65
22-Apr-99	Artists Supply	$37.19
23-Apr-99	Expenses - M. Valdez	$1,425.83
23-Apr-99	Expenses - T. Axt	$7.48
23-Apr-99	La Prensa De Minnesota	$195.00
23-Apr-99	Photos, Inc.	$472.14
TOTAL DIRECT EXPENSES		**$12,978.99**

See attached Receipts

Riverview MIS
INVOICE #5

PB PROJECT No. 19046M

ATTACHMENT "C" - SUBCONTRACTORS

Macromedia Technologies (Invoice No. 2)	$2,978.55
Macromedia Technologies (Invoice No. 3)	$1,020.00
Maxfield Research, Inc. (Invoice No. 1)	$6,650.00
Dyett & Bhatia (Invoice No. 982281.1)	$4,068.26
TOTAL SUBCONTRACTORS	**$14,716.81**

See attached Invoices

SUBCONSULTANT AND DBE SUMMARY

Firm Name	DBE	Amount This Invoice	Previously Invoiced	Total Invoiced To Date
C.J. Olson	WBE			0.00
Dyett & Bhatia	DBE	4,068.26		4,068.26
Macromedia		3,998.55	3,475.00	7,473.55
Maxfield		6,650.00		6,650.00
Montoya	WBE			0.00
Quam Sumnicht				0.00
Rowekamp	WBE			0.00
Schaefer	WBE			0.00
Zimmer Gunsel				0.00
	TOTAL	$14,716.81	$3,475.00	$18,191.81

DBE PARTICIPATION GOAL AND ACHIEVEMENT

Participation	Percentage	Goal	Achievement	% of Goal Achieved to Date	% of Total to Date
DBE GOAL	11.7%	$135,000.00	$4,068.26	3.01%	0.35%

(10)

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

Authorized Signature

9/7/99

Date

Board Action Requested

Ratify Quarterly Report of payments for May 1 – June 30, 1999.

ACTION IS REQUESTED

Request Justification

See Attached:

1. Proposed Resolution
2. Memorandum from J. Van Houdt, dated July 20, 1999
3. Detail Disbursements for May through June, 1999
4. Appropriation Budget Status as of June 30, 1999

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

Board Date

Signature

Date

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: _____ No: _____

WHEREAS, Payments have been made from the Ramsey County Regional Railroad Authority budget for the period of May 1, 1999 through June 30, 1999, and a record of these disbursements is attached; Now, Therefore, Be It

RESOLVED, That the report of payment is accepted by Ramsey County Regional Railroad Authority.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

	YEA	NAY	OTHER
Tony Bennett	____	____	____
Dino Guerin	____	____	____
Susan M. Haigh	____	____	____
Rafael E. Ortega	____	____	____
Victoria Reinhardt	____	____	____
Janice Rettman	____	____	____
Jan Wiessner	____	____	____

Tony Bennett, Chairman

By:_____
Rafael E. Ortega, Secretary

Office of Budgeting and Accounting
James Van Houdt, Director

270 Court House
15 West Kellogg Boulevard
St. Paul, MN 55102

Tel: 651-266-8041
Fax: 651-266-8066

MEMORANDUM

TO: Paul Kirkwold, County Manager

FROM: JVH James Van Houdt, Director-Budgeting & Accounting

DATE: July 20, 1999

SUBJECT: Ramsey County Regional Railroad Authority
Report of Payments: May - June, 1999

Ramsey County Regional Railroad Authority Resolution of October 5, 1987, authorized the Budgeting & Accounting Director to approve payment of bills for the Regional Railroad Authority and report these disbursements to the Regional Railroad Authority and the condition of the Regional Railroad Authority's budget on a quarterly basis.

A summary of the payments for the period are:

150101	Regional Railroad Authority Administration	$92,895.45
150106	Northeast Corridor Maintenance Kellogg to Beam	527.80
150109	Phalen Berm Agreement	32,500.00
150110	Riverview Corridor MIS	13,736.77
		$139,660.02

We are attaching the following reports:

A. Detail Disbursements for the period May through June, 1999.

B. Appropriation Budget Status as of June 30, 1999.

JVH:TCO:tco
Attachments

cc: K. DeSpiegelaere, Director
Ramsey County Regional Railroad Authority Planning

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 5/ 1/99 through 6/30/99

Budget Year	Fund	Organization	
1998	**12501**	**150101**	Ramsey Co Reg Rail Auth-RCRRA

Account	Journal ID	Journal Date	Journal/Expense Amount	Bus. Unit	Voucher ID	P.O. Nbr	Check Nbr	Check Date	Vendor ID	Vendor Name
421501	AP00065771	6/ 1/99	1,620.00	RRA	00000201		0000051835	6/11/99	0000031693	Davis Communications
Total Account		**421501**	**1,620.00**	**Consulting Services**						
424302	AP00060187	5/13/99	4,400.00	RRA	00000168		0000046525	5/24/99	0000100399	St. Paul Transportation Mgmt. Org.
Total Account		**424302**	**4,400.00**	**Membership & Dues**						
424501		6/29/99	15.60	RRA	00000216				0000030748	Bodin,Dennis
424501		6/29/99	15.60	RRA	00000218				0000030748	Bodin,Dennis
424501		6/29/99	46.80	RRA	00000215				0000030748	Bodin,Dennis
Total Account		**424501**	**78.00**	**Mileage/Parking**						
Total Organization		**150101**	**6,098.00**	**Ramsey Co Reg Rail Auth-RCRRA**						

3

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 5/ 1/99 through 6/30/99

Budget Year	Fund	Organization	
1998	**12501**	**150109**	Phalen Berm Agreement

Account	Journal ID	Journal Date	Journal/Expense Amount	Bus. Unit	Voucher ID	P.O. Nbr	Check Nbr	Check Date	Vendor ID	Vendor Name
424601	AP00065772	6/ 3/99	16,137.00	RRA	00000204		0000051757	6/11/99	0000105958	Mn Department Of Transportation
424601	AP00065772	6/ 3/99	16,363.00	RRA	00000205		0000051734	6/11/99	0000100794	City Of St Paul
Total Account		**424601**	**32,500.00**	**Other Services**						
Total Organization		**150109**	**32,500.00**	**Phalen Berm Agreement**						

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 5/ 1/99 through 6/30/99

Budget Year	Fund	Organization	
1998	**12501**	**150110**	Riverview MIS

Account	Journal ID	Journal Date	Journal/Expense Amount	Bus. Unit	Voucher ID	P.O. Nbr	Check Nbr	Check Date	Vendor ID	Vendor Name
421501	AP00073430	6/24/99	3,759.20	RRA	00000214	0000000017	0000060114	7/ 9/99	0000031693	Davis Communications
421501	AP00060187	5/13/99	3,188.17	RRA	00000169		0000046531	5/24/99	0000001818	Strgar Roscoe Fausch Inc
421501	AP00058528	5/ 6/99	3,168.00	RRA	00000167	0000000011	0000043246	5/14/99	0000030757	Stevens,Ken
Total Account		**421501**	**10,115.37**	**Consulting Services**						
421511	AP00062554	5/18/99	3,521.40	RRA	00000180		00000606	5/28/99	0000100162	Public Works
Total Account		**421511**	**3,521.40**	**Co Project Management Srvs**						
424306	AP00065772	6/ 3/99	50.00	RRA	00000202		0000051862	6/11/99	0000021017	Galtier Plaza
424306	AP00062797	5/18/99	50.00	RRA	00000189		0000048325	6/ 1/99	0000031023	Mn Historical Society History
Total Account		**424306**	**100.00**	**Ced Meeting Expenses Account**						
Total Organization		**150110**	**13,736.77**	**Riverview MIS**						
Total Fund		**12501**	**52,334.77**							
Total Budget Year		**1998**	**52,334.77**							

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 5/ 1/99 through 6/30/99

Budget Year	Fund	Organization	
1999	**12501**	**150101**	Ramsey Co Reg Rail Auth-RCRRA

Account	Journal ID	Journal Date	Journal or Expense Amount	Bus. Unit	Voucher ID	P.O. Nbr	Check Nbr	Check Date	Vendor ID	Vendor Name
421208	AP00066350	6/ 1/99	174.84	RRA	00000196		00000694	6/16/99	0000100153	County Attorney
421208	AP00066350	6/ 1/99	199.82	RRA	00000197		00000694	6/16/99	0000100153	County Attorney
421208	AP00066350	6/ 1/99	749.33	RRA	00000198		00000694	6/16/99	0000100153	County Attorney
421208	AP00066350	6/ 1/99	1,748.43	RRA	00000199		00000694	6/16/99	0000100153	County Attorney
Total Account		**421208**	**2,872.42**	**County Attorney Services**						
421402	AP00073431	6/29/99	104.23	RRA	00000220		00000827	7/ 9/99	0000100168	Information Services
421402	AP00062554	5/18/99	148.37	RRA	00000177		00000623	5/28/99	0000100168	Information Services
421402	AP00058759	5/ 4/99	118.07	RRA	00000147		00000533	5/17/99	0000100168	Information Services
Total Account		**421402**	**370.67**	**Data Proc Srv-Mtce**						
421501	AP00065771	6/ 1/99	1,599.56	RRA	00000193	0000000010	0000051993	6/11/99	0000031686	Richardson Richter & Assoc
421501	AP00062797	5/18/99	4,813.50	RRA	00000174	0000000012	0000048455	6/ 1/99	0000030752	Goff And Howard Inc
421501	AP00060187	5/13/99	5,000.00	RRA	00000171	0000000014	0000046429	5/24/99	0000105948	Leonard W. Levine & Associates, Inc.
421501	AP00058527	5/ 4/99	306.82	RRA	00000154	0000000010	0000043211	5/14/99	0000031686	Richardson Richter & Assoc
421501	AP00058527	5/ 4/99	4,100.00	RRA	00000152	0000000008	0000042982	5/14/99	0000031693	Davis Communications
421501	AP00058527	5/ 4/99	5,185.50	RRA	00000144	0000000012	0000043028	5/14/99	0000030752	Goff And Howard Inc
421501	AP00058528	5/ 6/99	3,453.75	RRA	00000165	0000000008	0000042982	5/14/99	0000031693	Davis Communications
Total Account		**421501**	**24,459.13**	**Consulting Services**						
421506	AP00073429	6/ 8/99	7,371.66	RRA	00000210	0000000016	0000060150	7/ 9/99	0000030752	Goff And Howard Inc
421506	AP00073430	6/24/99	2,083.00	RRA	00000213	0000000015	0000060206	7/ 9/99	0000020305	Lockridge,Grindal Nauen
421506	AP00062797	5/18/99	2,083.00	RRA	00000178	0000000015	0000048521	6/ 1/99	0000020305	Lockridge,Grindal Nauen
421506	AP00062797	5/18/99	5,581.25	RRA	00000175	0000000013	0000048455	6/ 1/99	0000030752	Goff And Howard Inc
421506	AP00062797	5/18/99	3,897.82	RRA	00000176	0000000016	0000048455	6/ 1/99	0000030752	Goff And Howard Inc
421506	AP00058527	5/ 4/99	2,083.00	RRA	00000149	0000000015	0000043099	5/14/99	0000020305	Lockridge,Grindal Nauen
421506	AP00058527	5/ 4/99	4,417.50	RRA	00000145	0000000013	0000043028	5/14/99	0000030752	Goff And Howard Inc
Total Account		**421506**	**27,517.23**	**Legislative Representative**						

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 5/ 1/99 through 6/30/99

Budget Year	Fund	Organization	
1999	**12501**	**150101**	Ramsey Co Reg Rail Auth-RCRRA

Account	Journal ID	Journal Date	Journal or Expense Amount	Bus. Unit	Voucher ID	P.O. Nbr	Check Nbr	Check Date	Vendor ID	Vendor Name
421511	AP00073428	6/ 7/99	454.08	RRA	00000209		0000060180	7/ 9/99	0000030760	Jeane Thorne Inc
421511	AP00065771	6/ 1/99	908.16	RRA	00000194		0000051898	6/11/99	0000030760	Jeane Thorne Inc
421511	AP00062554	5/18/99	1,847.12	RRA	00000182		00000606	5/28/99	0000100162	Public Works
421511	AP00062554	5/18/99	6,191.80	RRA	00000181		00000606	5/28/99	0000100162	Public Works
421511	AP00060187	5/13/99	454.08	RRA	00000172		0000046418	5/24/99	0000030760	Jeane Thorne Inc
421511	AP00058527	5/ 4/99	1,362.24	RRA	00000159		0000043070	5/14/99	0000030760	Jeane Thorne Inc
421511	AP00058528	5/ 6/99	454.08	RRA	00000166		0000043070	5/14/99	0000030760	Jeane Thorne Inc
Total Account		**421511**	**11,671.56**	**Co Project Management Srvs**						
421603	AP00065771	6/ 1/99	75.00	RRA	00000192		0000051734	6/11/99	0000100794	City Of St Paul
421603	AP00062797	5/18/99	326.49	RRA	00000184		0000048674	6/ 1/99	0000074600	Thoele Printing
421603	AP00062797	5/18/99	524.65	RRA	00000185		0000048316	6/ 1/99	0000100794	City Of St Paul
421603	AP00058526	5/ 3/99	97.63	RRA	00000143		0000042896	5/14/99	0000100794	City Of St Paul
421603	AP00058527	5/ 4/99	94.32	RRA	00000153		0000042896	5/14/99	0000100794	City Of St Paul
Total Account		**421603**	**1,118.09**	**Printing & Stationery**						
421701	AP00066350	6/ 1/99	77.93	RRA	00000195		00000685	6/16/99	0000100163	Comm Human Serv-Presort Mail
421701	AP00058760	5/ 6/99	95.93	RRA	00000164		00000529	5/17/99	0000100163	Comm Human Serv-Presort Mail
Total Account		**421701**	**173.86**	**Postage**						
421706	AP00059530	5/ 6/99	13.04	RRA	00000162		00000589	5/21/99	0000100171	Telecommunications
421706	AP00058759	5/ 4/99	5.50	RRA	00000157		00000541	5/17/99	0000100171	Telecommunications
Total Account		**421706**	**18.54**	**Telephone Long Dist Charges**						
421707	AP00062554	5/18/99	135.65	RRA	00000179		00000630	5/28/99	0000100171	Telecommunications
421707	AP00058759	5/ 4/99	135.65	RRA	00000146		00000541	5/17/99	0000100171	Telecommunications
421707	AP00058759	5/ 4/99	135.65	RRA	00000148		00000541	5/17/99	0000100171	Telecommunications
Total Account		**421707**	**406.95**	**Telephone-Local Service**						

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 5/ 1/99 through 6/30/99

Budget Year	Fund	Organization	
1999	**12501**	**150101**	Ramsey Co Reg Rail Auth-RCRRA

Account	Journal ID	Journal Date	Journal or Expense Amount	Bus. Unit	Voucher ID	P.O. Nbr	Check Nbr	Check Date	Vendor ID	Vendor Name
421710	AP00065772	6/ 3/99	99.37	RRA	00000203		0000052052	6/11/99	0000009961	Airtouch Cellular
421710	AP00058528	5/ 6/99	69.33	RRA	00000163		0000042932	5/14/99	0000009961	Airtouch Cellular
Total Account		**421710**	**168.70**	**Telephone-Cellular Service**						
422402	AP00058759	5/ 4/99	325.00	RRA	00000151		00000554	5/17/99	0000100170	Property Management West
422402	AP00058759	5/ 4/99	2,840.50	RRA	00000150		00000554	5/17/99	0000100170	Property Management West
Total Account		**422402**	**3,165.50**	**Buildings & Office Space**						
422403	AP00065296	6/ 2/99	40.00	PRMG	00000153		0000050342	6/ 7/99	0000018400	Ramsey County Prop Records & Rev
422403	AP00057024	5/ 5/99	40.00	PRMG	00000130		0000042247	5/12/99	0000018400	Ramsey County Prop Records & Rev
Total Account		**422403**	**80.00**	**Parking Space**						
422601	AP00058527	5/ 4/99	357.24	RRA	00000158		0000043063	5/14/99	0000023226	Ikon Office Solutions
Total Account		**422601**	**357.24**	**Equipment & Machinery Repairs**						
424302	AP00060187	5/13/99	4,400.00	RRA	00000168		0000046525	5/24/99	0000100399	St. Paul Transportation Mgmt. Org.
424302		6/29/99	780.00	RRA	00000219				0000030749	American Public Transit Assoc
Total Account		**424302**	**5,180.00**	**Membership & Dues**						

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 5/ 1/99 through 6/30/99

Budget Year	Fund	Organization	
1999	**12501**	**150101**	Ramsey Co Reg Rail Auth-RCRRA

Account	Journal ID	Journal Date	Journal or Expense Amount	Bus. Unit	Voucher ID	P.O. Nbr	Check Nbr	Check Date	Vendor ID	Vendor Name
424303	AP00065773	6/ 7/99	484.00	RRA	00000208		0000051751	6/11/99	0000030727	Lindeke,Terry
424303	AP00065773	6/ 7/99	531.00	RRA	00000206		0000051736	6/11/99	0000030747	Despiegelaere,Kathryn
424303	AP00065773	6/ 7/99	1,136.00	RRA	00000207		0000051995	6/11/99	0000106804	Rosenbluth International
424303	AP00062797	5/18/99	640.00	RRA	00000173		0000047753	5/28/99	0000106804	Rosenbluth International
424303	AP00062798	5/20/99	370.76	RRA	00000190		0000047978	5/28/99	0000075700	Travel Assoc Of Carriage Hill
424303	AP00062797	5/18/99	741.00	RRA	00000188		0000047978	5/28/99	0000075700	Travel Assoc Of Carriage Hill
424303	AP00058493	5/ 4/99	400.00	COMGR	00000382		0000042902	5/14/99	0000030724	Haigh,Susan
424303	AP00058493	5/ 4/99	800.00	COMGR	00000383		0000042895	5/14/99	0000030722	Bennett,Tony
424303	AP00058493	5/ 4/99	1,050.00	COMGR	00000394		0000042914	5/14/99	0000027902	Ortega,Rafael
424303	AP00058526	5/ 3/99	25.00	RRA	00000142		0000043141	5/14/99	0000105958	Mn Department Of Transportation
424303	AP00058527	5/ 4/99	755.00	RRA	00000161		0000042897	5/14/99	0000030747	Despiegelaere,Kathryn
424303	AP00056658	5/ 4/99	245.48	COMGR	00000384		0000041174	5/ 7/99	0000075700	Travel Assoc Of Carriage Hill
424303	AP00056658	5/ 4/99	490.00	COMGR	00000381		0000041213	5/ 7/99	0000030749	American Public Transit Assoc
Total Account		**424303**	**7,668.24**	**Conference & Seminar**						
424306	AP00073430	6/24/99	84.86	RRA	00000211		0000060023	7/ 9/99	0000030747	Despiegelaere,Kathryn
424306	AP00073430	6/24/99	526.91	RRA	00000212		0000060269	7/ 9/99	0000000509	Prom Expo Center & Catering
424306	AP00058527	5/ 4/99	61.77	RRA	00000155		0000042897	5/14/99	0000030747	Despiegelaere,Kathryn
Total Account		**424306**	**673.54**	**Ced Meeting Expenses Account**						
424501		6/29/99	74.48	RRA	00000221				0000030747	Despiegelaere,Kathryn
424501		6/29/99	124.09	RRA	00000217				0000030747	Despiegelaere,Kathryn
Total Account		**424501**	**198.57**	**Mileage/Parking**						
424507	AP00062797	5/18/99	6.05	RRA	00000187		0000048614	6/ 1/99	0000007157	Roadrunner Transportation Inc
424507	AP00058527	5/ 4/99	69.90	RRA	00000156		0000043214	5/14/99	0000007157	Roadrunner Transportation Inc
Total Account		**424507**	**75.95**	**Messenger Service**						

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 5/ 1/99 through 6/30/99

Budget Year	Fund	Organization	
1999	**12501**	**150101**	Ramsey Co Reg Rail Auth-RCRRA

Account	Journal ID	Journal Date	Journal or Expense Amount	Bus. Unit	Voucher ID	P.O. Nbr	Check Nbr	Check Date	Vendor ID	Vendor Name
424620	AP00058527	5/ 4/99	31.63	RRA	00000160		0000042894	5/14/99	0000021717	Association Of Minnesota Counties
Total Account		**424620**	**31.63**	**Books Periodicals & Subscriptn**						
431101	AP00065771	6/ 1/99	2.90	RRA	00000192		0000051734	6/11/99	0000100794	City Of St Paul
431101	AP00065771	6/ 1/99	24.96	RRA	00000200		0000052035	6/11/99	0000011836	Us Office Products
431101	AP00070581	5/27/99	0.82	RRA	00000191	0000000018	0000049587	6/ 4/99	0000011836	Us Office Products
431101	AP00062797	5/18/99	23.22	RRA	00000186		0000048689	6/ 1/99	0000011836	Us Office Products
431101	AP00058527	5/ 4/99	53.20	RRA	00000153		0000042896	5/14/99	0000100794	City Of St Paul
431101	AP00058527	5/ 4/99	223.34	RRA	00000158		0000043063	5/14/99	0000023226	Ikon Office Solutions
Total Account		**431101**	**328.44**	**Office Supplies**						
431102	AP00070581	5/27/99	74.81	RRA	00000191	0000000018	0000049587	6/ 4/99	0000011836	Us Office Products
Total Account		**431102**	**74.81**	**Computer Operating Supplies**						
441204	AP00070581	5/27/99	186.38	RRA	00000191	0000000018	0000049587	6/ 4/99	0000011836	Us Office Products
Total Account		**441204**	**186.38**	**Office Furniture And Equipment**						
Total Organization		**150101**	**86,797.45**	**Ramsey Co Reg Rail Auth-RCRRA**						

01

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 5/ 1/99 through 6/30/99

Budget Year	Fund	Organization	
1999	**12501**	**150106**	RCRRA Northeast Corridor Maint

Account	Journal ID	Journal Date	Journal or Expense Amount	Bus. Unit	Voucher ID	P.O. Nbr	Check Nbr	Check Date	Vendor ID	Vendor Name
421511	AP00062554	5/18/99	527.80	RRA	00000183		00000606	5/28/99	0000100162	Public Works
Total Account		**421511**	**527.80**	**Co Project Management Srvs**						
Total Organization		**150106**	**527.80**	**RCRRA Northeast Corridor Maint**						
Total Fund		**12501**	**87,325.25**							
Total Budget Year		**1999**	**87,325.25**							
Grand Total, full report			**139,660.02**							

Business Unit: RC ***Fund:*** 12501 Ramsey Co Regional Rail Auth
Budget Year: 1998 ***% of Year Elapsed =*** 49.86

Organization	Program	Account	Adjusted Budget Amount	Pre-Encumbered Amount	Encumbered Amount	Expended Amount	% Expended	Remaining Spending Authority
150101	All Programs 00000	Other Services & Charges 420000	72,223.46	0.00	4,188.59	53,863.11	74.58	14,171.76
150101	All Programs 00000	Supplies 430000	64.80	0.00	0.00	64.80	100.00	0.00
150101	All Programs 00000	Capital Outlay 440000	800.00	0.00	0.00	0.00	0.00	800.00
150101	All Programs 00000	Intergovernmental Payments 490000	0.00	0.00	0.00	0.00	0.00	0.00
Total for Organization: 150101 Ramsey Co Reg Rail Auth-RCRRA			73,088.26	0.00	4,188.59	53,927.91	73.78	14,971.76
150103	All Programs 00000	Other Services & Charges 420000	496,225.40	0.00	0.00	0.00	0.00	496,225.40
Total for Organization: 150103 RCRRA Phase II PE Midway Corr			496,225.40	0.00	0.00	0.00	0.00	496,225.40
150106	All Programs 00000	Other Services & Charges 420000	2,495.40	0.00	0.00	2,495.40	100.00	0.00
150106	All Programs 00000	Supplies 430000	150.00	0.00	0.00	150.00	100.00	0.00
Total for Organization: 150106 RCRRA Northeast Corridor Maint			2,645.40	0.00	0.00	2,645.40	100.00	0.00
150107	All Programs 00000	Other Services & Charges 420000	47,218.23	0.00	0.00	81.90	0.17	47,136.33

Business Unit: RC ***Fund:*** 12501 Ramsey Co Regional Rail Auth
Budget Year: 1998 ***% of Year Elapsed =*** 49.86

Organization	Program	Account	Adjusted Budget Amount	Pre-Encumbered Amount	Encumbered Amount	Expended Amount	% Expended	Remaining Spending Authority
	All Programs	Supplies	13,253.75	0.00	0.00	0.00	0.00	13,253.75
150107	00000	430000						
	All Programs	Capital Outlay	2,000,000.00	0.00	0.00	0.00	0.00	2,000,000.00
150107	00000	440000						
	Total for Organization:	150107	2,060,471.98	0.00	0.00	81.90	0.00	2,060,390.08
	RCRRA NE Corr Beam To N Co Ln							
	All Programs	Other Services & Charges	32,500.00	0.00	0.00	32,500.00	100.00	0.00
150109	00000	420000						
	Total for Organization:	150109	32,500.00	0.00	0.00	32,500.00	100.00	0.00
	Phalen Berm Agreement							
	All Programs	Other Services & Charges	1,432,317.92	0.00	1,166,868.46	104,445.49	7.29	161,003.97
150110	00000	420000						
	Total for Organization:	150110	1,432,317.92	0.00	1,166,868.46	104,445.49	7.29	161,003.97
	Riverview MIS							
	Total for Fund:	12501	4,097,248.96	0.00	1,171,057.05	193,600.70	4.73	2,732,591.21

Business Unit: RC *Fund:* 12501 Ramsey Co Regional Rail Auth
Budget Year: 1999 *% of Year Elapsed =* 49 86

Organization	Program	Account	Adjusted Budget Amount	Pre-Encumbered Amount	Encumbered Amount	Expended Amount	% Expended	Remaining Spending Authority
	All Programs	Other Services & Charges	387,400.00	0.00	43,906.18	188,020.70	48.53	155,473.12
150101	00000	420000						
	All Programs	Supplies	3,800.00	0.00	0.00	868.27	22.85	2,931.73
150101	00000	430000						
	All Programs	Capital Outlay	800.00	0.00	0.00	186.38	23.30	613.62
150101	00000	440000						
	Total for Organization:	150101	392,000.00	0.00	43,906.18	189,075.35	48.23	159,018.47
	Ramsey Co Reg Rail Auth-RCRRA							
	All Programs	Other Services & Charges	43,000.00	0.00	0.00	3,166.40	7.36	39,833.60
150106	00000	420000						
	Total for Organization:	150106	43,000.00	0.00	0.00	3,166.40	7.36	39,833.60
	RCRRA Northeast Corridor Maint							
	Total for Fund:	12501	435,000.00	0.00	43,906.18	192,241.75	44.19	198,852.07

14

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K. DeSpiegelaere
Authorized Signature

September 7, 1999
Date

Board Action Requested

A) Approve the Construction Agreement between RCRRA and MediaOne Corporation to install co-axial cable over the RCRRA right of way between 1618 Idaho Avenue and 1624 Idaho Avenue in St. Paul;

B) Authorize the Chair of the Ramsey County Regional Railroad Authority to sign the Construction Agreement on behalf of RCRRA.

ACTION IS REQUESTED

Request Justification

See attached:
1. Proposed resolution
2. Memorandum from K. DeSpiegelaere
3. Construction agreement and permit

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

Board Date | Signature | Date

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: September 7, 1999 No: R99-26

WHEREAS, The Northeast Corridor right of way, extending from Kellogg Boulevard in St. Paul to Beam Avenue in Maplewood was acquired by Ramsey County Regional Railroad Authority in 1992; and

WHEREAS, The Northeast Corridor was acquired to preserve the property as a future option for a light rail transit line; and

WHEREAS, MediaOne Corporation has requested permission to use the right of way between 1618 Idaho Avenue and 1624 Idaho Avenue in St. Paul to install co-axial cable; and

WHEREAS, A construction agreement/permit has been negotiated to provide for the installation of the co-axial cable; and

WHEREAS, The granting of this construction agreement/permit will not affect the future development potential of the corridor for light rail or trail use; Now, Therefore Be It

RESOLVED, That the construction agreement/permit is hereby approved; and Be It Further

RESOLVED, That the Chair of the Ramsey County Regional Railroad Authority is authorized to sign the construction agreement/permit on behalf of Ramsey County Regional Railroad Authority.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

	YEA	NAY	OTHER
Tony Bennett	____	____	____
Dino Guerin	____	____	____
Susan M. Haigh	____	____	____
Rafael E. Ortega	____	____	____
Victoria Reinhardt	____	____	____
Janice Rettman	____	____	____
Jan Wiessner	____	____	____

Tony Bennett, Chairman

By:_____
Rafael E. Ortega, Secretary

Ramsey County Regional Railroad Authority

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

MEMORANDUM

TO: Ramsey County Regional Railroad Authority Commissioners

FROM: Kathryn DeSpiegelaere

SUBJECT: Construction Agreement and Permit across right of way between 1618 Idaho Avenue and 1624 Idaho Avenue, MediaOne Corporation

DATE: September 7, 1999

The Northeast Corridor right of way, extending from Kellogg Boulevard in St. Paul to Beam Avenue in Maplewood, was acquired by RCRRA from Burlington Northern (BN) on December 27, 1992. It was acquired to preserve the property as an option for a future light rail transit line. RCRRA has entered into a Joint Powers Agreement and separate easement agreements with the City of St. Paul and Ramsey County to provide for the planning and development of the Northeast Corridor for joint light rail transit and recreational trail use.

RCRRA has also developed a Northeast Corridor Management Plan, which provides management guidelines for the property. The policy provides for legitimate use of the property with several requirements.

In May of 1999, RCRRA received a request from MediaOne Corporation, to install and operate a co-axial cable over its right of way from between 1618 Idaho Avenue and 1624 Idaho Avenue in St. Paul.

The co-axial cable will be installed on existing NSP Power poles a minimum of twenty-two feet over the right of way grade.

The Construction Agreement was reviewed by RCRRA staff. Construction will not adversely affect the trail.

MediaOne Corporation has provided certificates of insurance satisfactory to the Risk Manager.

Installing and operating this co-axial cable will not adversely affect the RCRRA from using the right of way for transit or trail purposes.

Recommendation:

Approve the Construction Agreement and Permit with MediaOne Corporation for the installation of a co-axial cable over the RCRRA right of way between 1618 Idaho Avenue and 1624 Idaho Avenue in St. Paul.

Authorize the Chair of the Regional Railroad Authority to execute the Construction Agreement and Permit on behalf of the Authority.

Attachments

RCRRA No. PNE076

CONSTRUCTION AGREEMENT AND PERMIT

This agreement, made this 14th day of September, 1999, is by and between RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY, a political subdivision and local government unit of Minnesota (hereinafter referred to as 'RCRRA"), and Media One Corporation, (hereinafter referred to as "Media One").

It is agreed as follows:

1. License to Use. RCRRA does hereby grant and convey unto Media One a permit for the construction, reconstruction, installation, reinstallation, surveillance, operation, maintenance, repair, and removal of an aerial communications cable and related appurtenances, along with reasonable access thereto, and for no other purpose, within the right of way property shown and described on Exhibit "A". which is also the proposed plan prepared by Media One (hereinafter referred to as "Premises"), hereto attached and made part of this permit agreement.

2. Construction will commence on the date of execution of this permit by RCRRA, and shall expire sixty (60) days after said date of execution.

3. Media One and/or their contractor may use the premises to perform the installation of an aerial communications cable and related appurtenances (hereinafter referred to as the "Cable") over the premises, and for the preparation of the as-built drawings of the installed cable, and for no other purpose. The aerial cable shall be installed providing for a minimum height of twenty-two feet over the RCRRA right of way grade.

4. Once the Cable has been installed, Media One shall furnish to RCRRA a set of as-built drawings showing, in detail, location, height and size of the facilities installed. The drawing will be forwarded to RCRRA for approval and inclusion on the permit shown as Exhibit B. Should the as-built cable location deviate substantially from the planned cable location the RCRRA may require relocation of the cable to its proposed location.

5. Media One and its contractor shall protect, indemnify and hold harmless RCRRA, the County of Ramsey, their commissioners, employees, and agents, from and against any and all cost, expense, liability, loss, or claim resulting from death, personal injury, or property loss or damage to the extent it arises out of, or is connected with, or caused by activities conducted on the premises by Media One or its contractor under this agreement. Neither party will be liable to the other for consequential damage.

6. Media One and its contractor shall purchase and maintain in force at all times during the term of this construction agreement and permit, the following minimum insurance coverage applicable to the premises, affiliated activities, and or this construction agreement, and to comply with all provisions noted:

A. Liability Insurance

Commercial General Liability Insurance (CGL)

Minimum limits:
$750,000 each event limit
$1,000,000 general aggregate
$1,000,000 products/completed operations total limit
$750,000 personal injury and advertising liability

The policy is to be written on an occurrence basis or as Acceptable to the Ramsey County Risk Manager. Certificates of Insurance must indicate if the policy is issued on a claims-made or occurrence basis.

Under the Commercial General Liability Insurance, the following coverage must be specifically insured and certified with no internal sublimits:

a. Premises and Operations
b. Independent Contractor's Contingent Liability
c. Products/Completed Operations
d. Contractual Liability – either specifically naming this agreement or on a blanket basis
e. "X, C, U" Hazard Liability
f. Personal Injury Liability – including claims related to employment and coverage a through e
g. Broad Form Property Damage Liability

RCRRA officials and employees shall be added as additional insured with a cross liability/cross suits clause for the protection of RCRRA.

B. Automobile Liability Insurance
Minimum limit: $750,000 Combined Single Limit
Coverage shall include: hired, non-owned and owned auto

C. Workers' Compensation and Employer's Liability Insurance shall be as required by law and shall include an all states or universal endorsement.

Employer's liability minimum limits:

$500,000 per accident
$500,000 per employee
$500,000 per disease policy limit

D. All certificates of insurance shall specifically indicate if the policy is written with an admitted or non-admitted carrier. The agent shall certify whether or not he/she has errors and omissions coverage.

E. The insurance company shall give thirty (30) days written notice to both the Friends, or its Contractor and RCRRA of cancellation, non-renewal, or any material changes in the policy and certificates of insurance.

F. Nothing in this construction agreement shall constitute a waiver by RCRRA of any statutory or common law immunities or liability limitations.

7. Consideration. In consideration of the foregoing, and along with the promises and covenants herein contained, Media One will pay to the RCRRA the annual sum of $100.00 for aerial facilities and shall be due and payable to RCRRA annually from the Execution Date of this Agreement.

The annual fee for this permit will be renegotiated after five (5) years to reflect changes in the value of the underlying real estate.

8. Ownership. The cable and related appurtenances shall be and remain at all times the personal property of Media One and shall not be considered a part of the real property owned by RCRRA upon which the premises are located, regardless of the manner of attachment to or the method of installation below the premises.

9. Maintenance. All costs of maintaining and repairing the cable shall be the sole responsibility of Media One. Any installation, reinstallation, reconstruction, maintenance, repair, or removal of the communications system shall be done by Media One in accordance with written specifications to be approved in advance by RCRRA. Such approval will not be unreasonable withheld or denied. In the event of an emergency demanding immediate examination of or repairs to the communication system, Media One shall not be deemed in breach of this agreement if it take reasonable steps to provide RCRRA or any other affected parties telephonic or verbal notice prior to entry upon the premises.

10. Restoration. Media One shall be responsible, without cost to RRA, to repair and restore to the reasonable satisfaction of RCRRA any damage or destruction of property to whomsoever belonging which may be made necessary by reason of the use of said premises for said cable.

Media One further agrees that if RCRRA or its successors or assigns utilize the premises for the purpose of Light Rail or any other form of rail transit, any repairs, maintenance, or removal of the cable shall be performed in a manner which will not interrupt the rail service for any duration. RCRRA shall advise Media One of its requirements in the scheduling of activities, repairs, maintenance, or removal of Media One's cable required under this paragraph and Media One shall comply with said requirements.

11. Relocation. In no case shall any part of the cable be located in a manner that will interfere with any facilities or operation of RCRRA, its licensees, lessees, or easement holders. At the request of RCRRA, Media One, at its sole cost and expense, shall relocate any of the communications system to other areas of the right of way as determined by RCRRA, for any reason deemed necessary by RCRRA.

Provided, however, that in the event the RCRRA request of Media One to more the communication system is for the benefit of a third party, other than an agency or department of the United States government, the State of Minnesota, the County of Ramsey or any other local governmental unit, that the RCRRA shall require that such third party shall pay the reasonable cost to relocate the communication system.

12. Termination. The permit may be terminated by either party by giving thirty (30) days notice in writing to that effect to the other party. Upon termination of this permit as to all or any portion of Media One's cable, Media One shall have ninety (90) days to remove its cable for the right of way and restore the premises to the satisfaction of RCRRA. If Media One shall so fail to do, RCRRA may remove or otherwise dispose of the cable as it sees fit at the expense of Media One, without any liability for damages.

13. Abandonment and default. If Media One abandons its use of the premises for the installation, operation, maintenance or repair of said communication system, or should Media One fail to perform any of the conditions herein expressed after written notice and a reasonable opportunity to cure, the permit herein granted shall immediately cease, terminate and revert to RCRRA, and RCRRA shall have all rights accorded to it for the recapture of its premises as provided by law.

14. Taxes. Media One shall pay any and all taxes, special assessments, or other charges which may be levied against the premises as a result of this permit.

15. Assignment. Media One shall not transfer, assign, sell, sublet, sublicense, or otherwise convey its interest in this permit without the prior written consent of the RCRRA.

16. Non-exclusivity. This permit is non-exclusive and is granted subject to the outstanding rights of others to occupy the premises. RCRRA hereby reserves the

right to construct, maintain, use, operate, relocate, reconstruct, and renew such facilities as it may desire at any time, and from time to time, within the premises, including the right and privilege to use thereof for the location of the communication system. RCRRA does not warrant it's title to the premises nor undertake to defend Media One in the peaceable possession, use or enjoyment thereof.

17. Notices: Written notices required under this agreement shall be addressed to RCRRA at:

Ramsey County Regional Railroad Authority
Ramsey County Government Center West, Suite 665
St. Paul, MN 55102
Re: PNE074

And to MediaOne at:

1238 Grey Fox Road
Arden Hills, MN 55112
Attn: Permit Coordinator

IN WITNESS WHEREOF, the parties hereto have executed this construction agreement and permit on the day and year first above written.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

Tony Bennett — Date
Chair

K DeSpiegelaere 9/7/99
Kathryn DeSpiegelaere — Date
Director

Approved as to form and execution

David F. MacMillan 8/27/99
David F. MacMillan — Date
Assistant Ramsey County Attorney

Insurance Approved:

Denise G. Kapler 9-7-99
Denise Kapler — Date
Risk Management

MediaOne of Minnesota, Incorporated

Tim Lear 8-10-99
Date

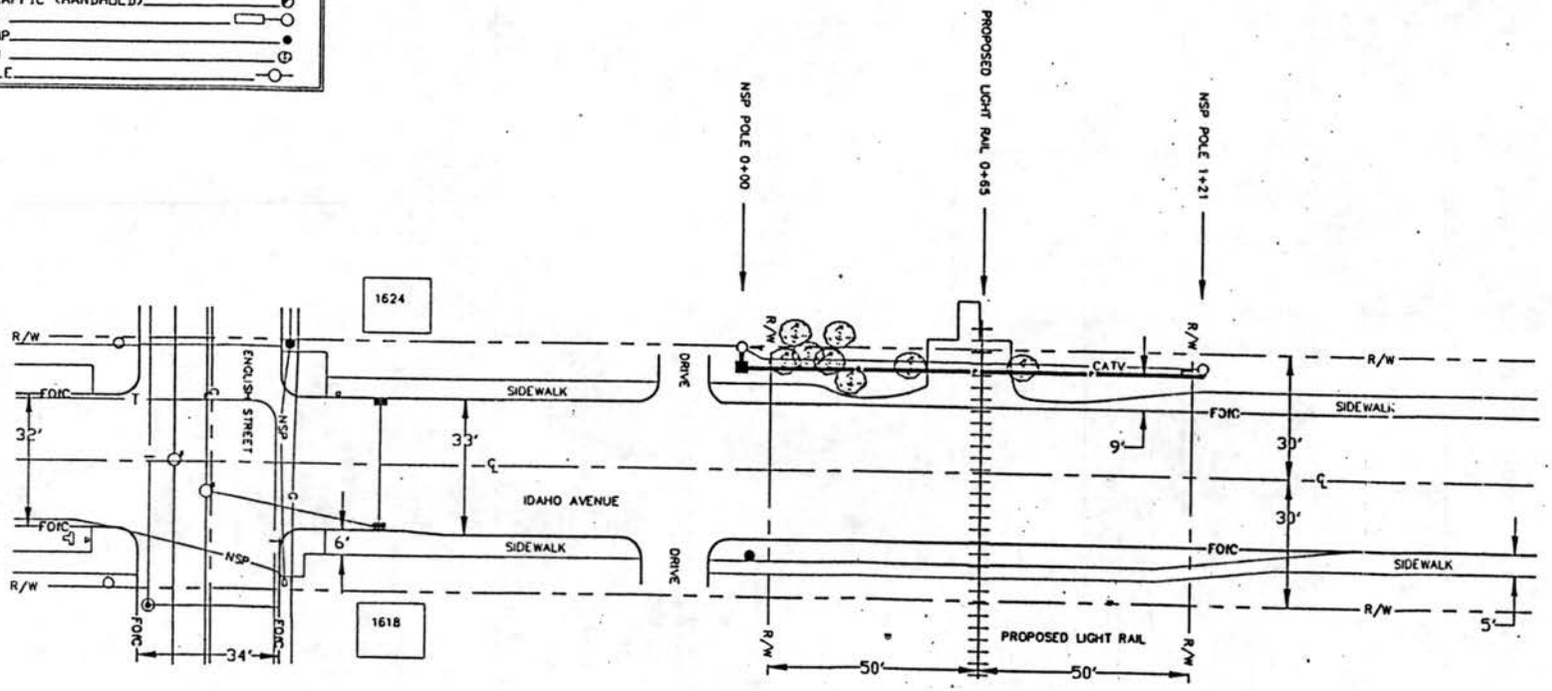
LEGEND	
CABLE TV LINE	CATV
CENTERLINE STREET	℄
COMMUNICATION LINE	COMM
EXISTING MEDIA ONE LINE	
FENCE	
GAS MAIN	G
NORTHERN STATES POWER LINE	NSP
PROPOSED CONDUIT ROUTE	P
PROPERTY LINE	PROPERTY LINE
RIGHT OF WAY	R/W
SEWER PIPE (SANITARY)	(
SEWER PIPE (STORM)	))
TELEPHONE CONDUIT	T
TRAFFIC & LIGHTING CONDUIT	TRAFF
WATER PIPE	I
BORE PIT	
CATCH BASIN	
FIRE HYDRANT	
HAND HOLE	
MANHOLE (SEWER)	
MANHOLE (WATER)	
MANHOLE (TELEPHONE)	
MANHOLE (N.S.P.)	
MANHOLE TRAFFIC (HANDHOLD)	
STOP LIGHT	
STREET LAMP	
TREE/SHRUB	
UTILITY POLE	

SCALE

0' 10' 20' 30' 60'

1' = 30'

N



NOTIFY ALL UTILITIES 48 HOURS PRIOR TO CONSTRUCTION ACTIVITY. ONE CALL SYSTEM @ 1-651-454-0002

001

MediaOne

This is Broadband. This is the way

PROJECT NO. –	
PROJECT CITY – ST. PAUL, MN	
FILENAME: IDAHO	FULL FILENAME: IDAHO.DWG
DATE: 06/30/99	DESCRIPTION
SHEET: 001	DRAWN BY: GMO
SCALE: 1"=30'	PAGE: 001

REVISIONS

REV.	DESCRIPTION	INITIALS	DATE

MATERIAL LIST

ITEM	DESCRIPTION	QUANTITY

SIGNATURE CYCLE

OSP ENG: SIGNATURE:

OSP MNGR: SIGNATURE:

CAD SUP: SIGNATURE:

BICSTEL QC: SIGNATURE:

MEI Engineering, Inc.

001

DISCLAIMER

EXCEPT AS MAY BE OTHERWISE PROVIDED BY CONTRACT, THESE DRAWINGS AND SPECIFICATIONS SHALL REMAIN THE PROPERTY OF MEDIA ONE GLOBAL SOLUTIONS IN STRICT CONFIDENCE AND SHALL NOT BE REPRODUCED, COPIED, OR USED FOR ANY PURPOSE WITHOUT SPECIFIC WRITTEN PERMISSION.

ACORD CERTIFICATE OF INSURANCE

DATE (MM/DD/YY) 05/18/99

PRODUCER
J&H MARSH & MCLENNAN, INC.
P.O. BOX 193880
SAN FRANCISCO CA 94119-3880

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
MediaOne of Minnesota, Inc.
1238 Grey Fox Road
Arden Hills MN 55112

COMPANIES AFFORDING COVERAGE

COMPANY A: RELIANCE INSURANCE COMPANY

COMPANY B: RELIANCE NATIONAL INDEMNITY CO.

COMPANY C: N/A

COMPANY D:

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY [X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS MADE [X] OCCUR [X] OWNER'S & CONTRACTOR'S PROT	NGB0146604-01 NGB0146604-02 XCU HAZARDS INCLUDED	04/01/99 04/01/00	04/01/00 04/01/01	GENERAL AGGREGATE PRODUCTS - COMP/OP AGG PERSONAL & ADV INJURY EACH OCCURRENCE FIRE DAMAGE (Any one fire) MED EXP (Any one person)	$ 1,000,000 $ 1,000,000 $ 1,000,000 $ 1,000,000 $ 1,000,000 $ 5,000
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] ALL OWNED AUTOS [ ] SCHEDULED AUTOS [ ] HIRED AUTOS [ ] NON-OWNED AUTOS	NGB0146603-01 NGB0146603-02	04/01/99 04/01/00	04/01/00 04/01/01 5-28-99	COMBINED SINGLE LIMIT BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE	$ 500,000 $ $ $
	GARAGE LIABILITY [ ] ANY AUTO				AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY: EACH ACCIDENT AGGREGATE	$ $ $
	EXCESS LIABILITY [ ] UMBRELLA FORM [ ] OTHER THAN UMBRELLA FORM				EACH OCCURRENCE AGGREGATE $	$ $ $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY THE PROPRIETOR/ PARTNERS/EXECUTIVE OFFICERS ARE: [ ] INCL [ ] EXCL	NWA0146601-01 NWA0146602-01 NWA0146601-02 NWA0146602-02	04/01/99 04/01/99 04/01/00 04/01/00	04/01/00 04/01/00 04/01/01 04/01/01	[X] STATUTORY LIMITS EACH ACCIDENT DISEASE - POLICY LIMIT DISEASE - EACH EMPLOYEE	 $ 1,000,000 $ 1,000,000 $ 1,000,000
	OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS (LIMITS MAY BE SUBJECT TO RETENTIONS)

RE: U.G. RAILWAY XING AT SITE ADJACENT TO 1001 JOHNSON PARKWAY, ST. PAUL MN
RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY, ITS OFFICIALS AND EMPLOYEES ARE ADDED AS ADDITIONAL INSUREDS ON THE GENERAL LIABILITY POLICY IF REQUIRED BY WRITTEN CONTRACT, UP TO THE LIMIT REQUIRED BY THE CONTRACT, NOT EXCEEDING THE POLICY LIMIT.
CC: TIM ELGAARD @MEDIAONE

CERTIFICATE HOLDER

RAMSEY COUNTY REGIONAL RAILROAD
AUTHORITY
ATTN: DENNIS BODIN
665 RAMSEY COUNTY GOVERNMENT CENTER-
WEST
50 WEST KELLOGG BOULEVARD
ST. PAUL MN 55102

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 030 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
JOAN SPIEGEL

©ACORD CORPORATION 1993

Ramsey County Regional Railroad Authority

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

Agenda

Regional Railroad Authority Meeting

September 14, 1999

Immediately following Executive Session

Third Floor Council Chambers Courthouse

1. * Minutes of September 7, 1999

2. Phalen Boulevard EIS -- request for information

3. * Ramsey County Comprehensive Plan for Transportation, Transit and Surface Water Management -- adopt issue papers which have previously been reviewed by the Board and circulated to cities for review -- Land Use, Access Management, Right of Way, and Travel and System Management

4. * Ramsey County Comprehensive Plan for Transportation, Transit and Surface Water Management -- approve circulation to cities of issue papers -- Transit, Parking, Travel Demand Management and Public Involvement

5. Plan and Corridor updates

6. * Approve contract with Metro Transit for project management services for the Riverview and Central Corridors

7. * Approve plans for trail on RCRRA right of way from Maryland to Frost Avenue in St. Paul

8. * Right of way negotiations by Hennepin and Ramsey County Regional Railroad Authorities in Minneapolis, St. Anthony and Roseville.

9. * Ratify partial payments number 4 in the amount of $32,545.58 and number 5 in the amount of $108,496.63 to Parsons Brinckerhoff Quade and Douglas, Inc. for professional consulting services for Riverview Corridor Major Investment Study

10. * Ratify quarterly report of payments for May 1 to June 30, 1999

11. * A) Approve the Construction Agreement between RCRRA and MediaOne Corporation to install co-axial cable over the RCRRA right of way between 1618 Idaho Avenue and 1624 Idaho Avenue in St. Paul;

    B) Authorize the Chair of the Ramsey County Regional Railroad Authority to sign the Construction Agreement on behalf of RCRAA.

* Action is requested

Printed on Recycled Paper