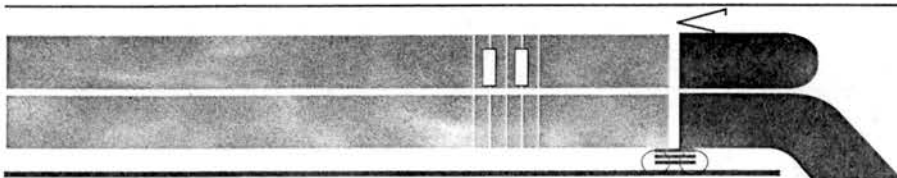




Ramsey County Regional Railroad Authority.
Records.

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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

January 4, 2000

Immediately following Ramsey County Annual Organizational
Meeting

Third Floor Council Chambers Courthouse

1. * Appoint officers for 2000 Ramsey County Regional Railroad Authority, Metropolitan Light Rail Transit Joint Powers Board, Rush Line Task Force, Red Rock Corridor and the Northstar Corridor.

* Action is requested



RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere
Authorized Signature

December 28, 1999
Date

Board Action Requested

Appoint officers for 2000 for the Ramsey County Regional Railroad Authority, Metropolitan Light Rail Transit Joint Powers Board, Rush Line Task Force, Red Rock Corridor and the Northstar Corridor.

ACTION IS REQUESTED

Request Justification

See attached proposed resolution.

Budgeting and Accounting _____

County Attorney _____

Risk Management _____

Documentation certified complete for:

January 4, 2000
Board Date

Kristine A. Longhenry
Signature

December 28, 1999
Date

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: _____ No: _____

WHEREAS, The Board of Ramsey County Commissioners organized a regional railroad authority pursuant to Minnesota Statutes Chapter 398A by Resolution 87-230 in April, 1987; Now, Therefore, Be It

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint the following officers to the Ramsey County Regional Railroad Authority for 2000:

_____, Chair
_____, Vice Chair
_____, Secretary
_____, Treasurer

and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Metropolitan Light Rail Transit Joint Powers Board for 2000:

_____ (member)
_____ (alternate)

and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint _____ as the Rush Line Task Force representative for 2000; and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Red Rock Corridor for 2000:

_____ (representative)
_____ (alternate)

and Be It Further

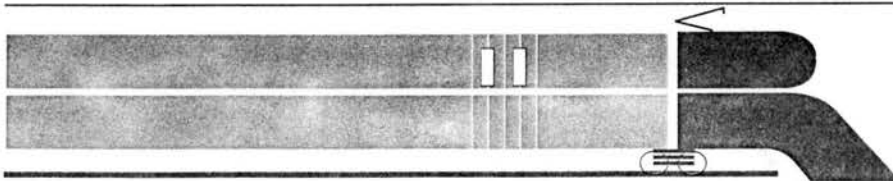
RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint _____ as the Northstar Corridor liason for 2000.

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

Agenda

Regional Railroad Authority Meeting

January 25, 2000

1:30 p.m.

Third Floor Council Chambers Courthouse

1. * Approve minutes of the December 21, 1999 and January 4, 2000 RCRRRA meeting.
 2. Personal Rapid Transit.
 3. Mn/DOT Commuter Rail System Plan
 4. Metro LRT Joint Powers Board Annual Report.
 5. * Ratify Partial Payments No. 8 in the amount of \$130.24, No. 9 in the amount of \$370.60, No. 10 in the amount of \$68,336.44 and No. 11 in the amount of \$93,377.97 to Parsons Brinckerhoff Quade and Douglas, Inc. for professional consulting services for the Riverview Corridor Major Investment Study.
 6. Corridor updates.
 7. * Ratify quarterly report of payments for October 1, 1999 to December 31, 1999.
- * Action is requested

Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY MEETING

December 21, 1999

The Ramsey County Regional Railroad Authority met on Tuesday, December 21, 1999, in Council Chambers, Third Floor Courthouse.

MEMBERS PRESENT: Chair Tony Bennett
Commissioner Dino Guerin
Commissioner Susan Haigh
Commissioner Victoria Reinhardt
Commissioner Jan Wiessner

MEMBERS ABSENT: Commissioner Rafael Ortega
Commissioner Janice Rettman

OTHERS PRESENT: Kathy DeSpiegelaere, Paul Kirkwold, David MacMillan, Tom Oertel, Bonnie Jackelen, Jim Van Houdt, Kris Longhenry

Chair Bennett called the meeting to order at 2:20 p.m.

1. Approve minutes of the December 14, 1999 meeting.

A motion was made by Commissioner Reinhardt, seconded by Commissioner Wiessner to accept the minutes of the December 14, 1999 meeting.

Ayes - 5, Nays - 0
Motion accepted.

2. Approve the proposed budget for the Ramsey County Regional Railroad Authority for 2000 in the amount of \$528,471 and no tax levy.

Commissioner Haigh asked what was in the fund balance. Jim Van Houdt answered that there was \$7,475,000 at the end of 1998. Approximately six million was designated for the Northeast Corridor right of way acquisition and Riverview Corridor Major Investment Study federal funds match.

A motion was made by Commissioner Reinhardt, seconded by Commissioner Wiessner to approve the proposed budget for the Ramsey County Regional Railroad Authority for 2000 in the amount of \$528,471 and no tax levy.

Ayes - 5, Nays - 0
Motion accepted.

WHEREAS, The Ramsey County Regional Railroad Authority was organized by Resolution 87-230, April 20, 1987, Board of Ramsey County Commissioners, pursuant to Minnesota Statutes, 1986, Chapter 398A, as a political subdivision and local government unit of Minnesota, to exercise thereunder part of the sovereign power of the state; and

WHEREAS, The Ramsey County Regional Railroad Authority, wishes to continue to improve the quality of life and access to services in the region, to remain a partner in transit activities in the region with other agencies, including the Metropolitan Council and other county regional railroad authorities; Now Therefore Be It

RESOLVED, That the Ramsey County Regional Railroad Authority hereby approves the 2000 budget and tax levy as follows:

2000 Approved Budget	\$ 528,471
Less estimated revenue	\$ 528,471
Tax levy	\$ -0-

and Be It Further

RESOLVED, That the unexpended balances to fund: (1) acquisition of additional right of way in the Northeast Corridor from Beam Avenue to the North County Line; and (2) Riverview Corridor Major Investment Study be continued into 2000.

3. Approve contract with Dennis McGrann of Lockridge Grindal Nauen and Holstein in the amount of \$25,000 for federal intergovernmental relations through December 31, 2000 and authorize the Chair to execute the contract.

A motion was made by Commissioner Haigh, seconded by Commissioner Wiessner to approve the contract with Dennis McGrann of Lockridge Grindal Nauen and Holstein in the amount of \$25,000 for federal intergovernmental relations through December 31, 2000 and authorize the Chair to execute the contract.

Ayes - 5, Nays - 0
Motion accepted.

WHEREAS, Ramsey County Regional Railroad Authority has several important transportation-related initiatives pending at the federal level in 2000; and

WHEREAS, Riverview Corridor transit improvements and access to jobs transportation proposals are two items that will be the subject of Congressional actions in 2000; Now Therefore, Be It

RESOLVED, That the Ramsey County Regional Railroad Authority hereby approves the contract with Dennis McGrann and Lockridge, Grindal, Nauen & Holstein in an amount not to exceed \$25,000 for the calendar year 2000 subject to approvals by the County Attorney, Budgeting and Accounting and Risk Management Departments; and Be It Further

RESOLVED, That the Authority authorizes its Chair to execute the contract subject to approvals by the previously listed departments.

4. Accept State and Federal funding for Riverview and Central Corridor environmental, planning and engineering work; approve grant contract; and authorize the Chair to execute the contract.

A motion was made by Commissioner Haigh, seconded by Commissioner Wiessner to accept State and Federal funding for Riverview and Central Corridor environmental, planning and engineering work; approve grant contract; and authorize the Chair to execute the contract.

Ayes - 5, Nays - 0
Motion accepted.

WHEREAS, Ramsey County Regional Railroad Authority has been promised \$9 million over a two year period in funding for planning and engineering work for the Riverview and Central Corridors; and

WHEREAS, The Funding requires a nonfederal match of \$2.25 million; and

WHEREAS, The first installment of \$4.5 million requires a nonfederal match of \$1.125 million; and

WHEREAS, The funds will be used for the Riverview Corridor Draft Environmental Impact Statement, preliminary engineering and Final Environmental Impact Statement and the Central Corridor Transit Study; Now, Therefore Be It

RESOLVED, That Ramsey County Regional Railroad Authority appropriates \$312,500 from fund balance for Central Corridor work; and Be It Further

RESOLVED, That Ramsey County Regional Railroad Authority authorizes previously received state LRT grant funds in the amount of \$312,500 for Central Corridor work; and Be It Further

RESOLVED, That Ramsey County Regional Railroad Authority accepts new State (\$500,000) and Federal (\$4.5 million) funding for Riverview and Central Corridor work; and Be It Further

RESOLVED, That the grant contract with the Minnesota Department of Transportation for Riverview and Central Corridor funding is approved; and Be It Further

RESOLVED, That the Chair of Ramsey County Regional Railroad Authority is authorized to execute the contract.

The meeting adjourned at 2:25 p.m.

Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY ANNUAL ORGANIZATIONAL MEETING

January 4, 2000

The Ramsey County Regional Railroad Authority met on Tuesday, January 4, 2000, in Council Chambers, 3rd 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

OTHERS PRESENT: Kathy DeSpiegelaere, Paul Kirkwold, David MacMillan, Bonnie Jackelen, Bobbie Crancer, Gene Haselmann, Karen Tero, Kris Longhenry

Chairman Ortega called the meeting to order at 10:18 a.m.

1. Appoint Officers for 2000 Ramsey County Regional Railroad Authority, Metropolitan Light Rail Transit Joint Powers Board, Rush Line Task Force, Red Rock Corridor and the Northstar Corridor.

Motion by Commissioner Guerin, seconded by Commissioner Ortega, to approve the resolution appointing officers for 2000 Ramsey County Regional Railroad Authority, Metropolitan Light Rail Transit Joint Powers Board, Rush Line Task Force, Red Rock Corridor and the Northstar Corridor.

Ayes - 7, Nays - 0
Motion accepted.

WHEREAS, The Board of Ramsey County Commissioners organized a regional railroad authority pursuant to Minnesota Statutes Chapter 398A by Resolution 87-230 in April, 1987; Now, Therefore, Be It

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint the following officers to the Ramsey County Regional Railroad Authority for 2000:

Tony Bennett, Chair
Janice Rettman, Vice Chair
Rafael Ortega, Secretary
Susan Haigh, Treasurer

and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Metropolitan Light Rail Transit Joint Powers Board for 2000:

Rafael Ortega (member)
Tony Bennett (alternate)

and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint Victoria Reinhardt as the Rush Line Task Force representative for 2000; and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Red Rock Corridor for 2000:

Tony Bennett (representative)
Janice Rettman (alternate)

and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint Janice Rettman as the Northstar Corridor liaison for 2000.

The meeting adjourned at 10:20 a.m.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

2

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

January 18, 2000

Date

Board Action Requested

Personal Rapid Transit.

DISCUSSION ONLY

Request Justification

A presentation will be made by J. Edward Anderson.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

January 25, 2000

Board Date

Kristine A. Longhenny
Signature

January 18, 2000
Date

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

3

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere
Authorized Signature

January 18, 2000
Date

Board Action Requested

Mn/DOT Commuter Rail System Plan.

DISCUSSION ONLY

Request Justification

A presentation will be made by Al Vogel of Mn/DOT.

See attached information.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

January 25, 2000

Board Date

Kristine A. Longhenry
Signature

January 18, 2000
Date

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: November 16, 1999 No: R99-34

(page 1 of 2)

WHEREAS, The Minnesota Department of Transportation Twin Cities Commuter Rail Study was completed in 1999; and

WHEREAS, The Phase I study recommended seven corridors receive additional consideration for commuter rail including Minneapolis-St. Paul; Bethel-Minneapolis-St. Paul; Elk River-Minneapolis-St. Paul; Young America-Minneapolis-St. Paul; Northfield-Minneapolis-St. Paul; Hastings-St. Paul-Minneapolis; Forest Lake-St. Paul-Minneapolis; and

WHEREAS, The Phase II study recommended that if commuter rail is implemented, that the staging would be either Elk River to St. Paul (40.1 miles) or if the St. Paul portion is not implemented in Stage 1, it would be implemented in Stage 2, which is Hastings to St. Paul (18.4 miles); and

WHEREAS, Ramsey County Regional Railroad Authority is working on the commuter rail connection between St. Paul and Minneapolis; and

WHEREAS, The Red Rock Corridor is beginning work on the commuter rail corridor from St. Paul to Hastings; and

WHEREAS, The University of Minnesota, Midway area and downtown St. Paul are major traffic generators in the Twin Cities region; and

WHEREAS, The Northstar Corridor has been extended for several miles beyond its previous initial north terminus in the Minnesota Department of Transportation Commuter Rail Study; and

WHEREAS, The Twin Cities metropolitan region has a long-standing commitment to strengthening and investing in the core urban areas through its policies and programs, and a commuter rail link from St. Paul to Minneapolis would serve the heart of the urban core area of the region; Now, Therefore Be It

RESOLVED, That Ramsey County Regional Railroad Authority continues to support implementation in Stage 1 of commuter rail between St. Paul and Minneapolis downtowns ; and Be It Further

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: November 16, 1999 No: R99-34

(page 2 of 2)

RESOLVED, That Ramsey County Regional Railroad Authority will communicate its position to the Minnesota Department of Transportation for inclusion in the commuter rail system plan currently being prepared.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY	YEA	NAY	OTHER
Tony Bennett	<u>X</u>	<u> </u>	<u> </u>
Dino Guerin	<u>X</u>	<u> </u>	<u> </u>
Susan M. Haigh	<u>X</u>	<u> </u>	<u> </u>
Rafael E. Ortega	<u>X</u>	<u> </u>	<u> </u>
Victoria Reinhardt	<u>X</u>	<u> </u>	<u> </u>
Janice Rettman	<u>X</u>	<u> </u>	<u> </u>
Jan Wiessner	<u>X</u>	<u> </u>	<u> </u>

Tony Bennett, Chairman

By: 
Rafael E. Ortega, Secretary

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

4

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

January 18, 2000

Date

Board Action Requested

Metro LRT Joint Powers Board Annual Report.

DISCUSSION ONLY

Request Justification

See attached report.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

January 25, 2000

Board Date

Kristine A. Longhewy
Signature

January 18, 2000
Date

Metropolitan LRT Joint Powers Board

1999 Annual Report

As approved: January 5, 2000

Introduction

In 1999, the Metropolitan LRT Joint Powers Board once again succeeded in securing state and federal funding for light rail transit, commuter rail and welfare to work initiatives. Yet, at the same time, the Minnesota Legislature adopted significant changes to the governance structure for rail initiatives, shifting the statutory responsibilities of the Board and the member regional railroad authorities to the Metropolitan Council and the Minnesota Department of Transportation. Overall, the regional transit system continued to advance toward a multi-modal system that will serve the varying needs of its residents and businesses. This annual report will summarize the Board's 1999 activities and contribution to the progress of rail and related transit in the region.

The Board was established in 1992 by a joint powers agreement among the seven metropolitan county regional railroad authorities. In 1999, Hennepin County Commissioner Peter McLaughlin chaired the Board. Ramsey County Commissioner Rafael Ortega served as vice chair and Anoka County Commissioner Paul McCarron served as secretary. Additional Board members included: Carver County Commissioner John Siegfried, Dakota County Commissioner Paul Krause, Scott County Commissioner Art Bannerman, and Washington County Commissioner Myra Peterson.

Funding for the Twin Cities Transitway Projects

The Board's first priority in 1999 was to secure additional funding needed to construct the Hiawatha LRT Corridor, while continuing to advance the development of the other Twin Cities Transitway projects (Riverview, Northstar and Red Rock Corridors). In 1999, Congress appropriated \$42.8 million for the final design and construction of the Hiawatha Corridor; \$3 million in New Starts Planning Funds for the Riverview, Northstar and Red

Rock Corridors; and \$10 million for intermodal facility and bus improvements in the Northstar Corridor.

Success was also realized at the State Legislature. The Legislature authorized the bonding of an additional \$60,000,000 for the construction of LRT in the Hiawatha Corridor. The Minnesota Department of Transportation committed additional funds to match federal funds and to support the continued development of the Riverview, Central and Northstar Corridors.

Governance

In 1999, the State Legislature adopted sweeping changes to the governance structure for the planning, construction and operations of rail projects in order to ensure development of a fully integrated, seamless transit system. Key elements of the new governance arrangement include the following:

- The Commissioner of Transportation must adopt a commuter rail plan by January 15, 2000;
- The Minnesota Department of Transportation is now responsible for planning, developing, constructing and operating commuter rail and may enter into agreements with public and private entities, including county regional rail authorities;
- The Metropolitan Council must submit to the Legislature by February 1, 2000 a master plan for transit for the metropolitan area;
- County regional railroad authorities may not apply for or spend state and/or federal funds to plan or develop LRT or commuter rail. All activities must be consistent with the plan adopted by the Metropolitan Council or Minnesota Department of Transportation and agreed to in a memorandum of understanding or Agreement with the Minnesota Department of Transportation;
- The Minnesota Department of Transportation is granted the authority to use a design-build method for LRT project development and construction;
- With the exception of the Hiawatha LRT project, state or any political subdivision is prohibited from applying for any state or federal assistance for LRT until construction of LRT has begun on either the Riverview or Central Corridors in St. Paul; and
- The statute creating the Metropolitan LRT Joint Powers Board was repealed. (The Board still exists under Minn. Statutes Section 471.59 which grants general authority for joint powers boards).

Transit Policy Initiatives

In 1999, the Board continued to act as a leading advocate for regional and State transit policies that reflect a comprehensive and balanced approach to transit and transit funding.

The Board's 1999 Legislative Program included:

- Support of the Metropolitan Council's 1999 Legislative Funding Request Package
- Creation of a dedicated funding source for transit
- State funding for light rail, commuter rail and other transitway projects
- Funding and needed improvements to welfare-to-work transportation
- Endorsement of the Minnesota Department of Transportation's commuter rail policies, including the development of an implementation plan
- Elimination of regional rail authority bonding impediments

In addition, the Board participated in major planning initiatives undertaken by the Metropolitan Council and by the Minnesota Department of Transportation, as required by the 1999 Governance Legislation. The Board worked as an active participant in the development of the Metropolitan Regional Transit Master Plan. The Plan is due to the Legislature in February of 2000 and will address a balanced approach to bus and rail development. Additionally, members of the Board participated in the development of the Commuter Rail System Plan which will be adopted by the Minnesota Department of Transportation in January of 2000. The purpose of the System Plan is to ensure that commuter rail is developed in an efficient, cost effective manner and is coordinated with buses and other transportation modes.

Welfare Reform: Access to Jobs

One of the most exciting initiatives undertaken by the Board focused on welfare reform initiatives and the provision of transportation for people entering the job market. In 1998, the Board received a grant from the McKnight Foundation, in the amount of \$40,000, to study access to jobs and transportation needs in the seven county metropolitan area. The Study assessed current transportation programs and made recommendations to provide reliable transportation services through the various states of welfare to work - from the job search to placement in long-term, full-time

employment. The study was prepared in cooperation with the Metropolitan Council and Metro Transit. On February 1, 1999, study results and best practices were shared at a forum that attracted national speakers on the subject of welfare to work transportation needs and solutions. Over 250 people involved with welfare to work programs attended the conference.

The Federal Transit Administration awarded \$2.9 million to the Twin Cities Metropolitan Area to provide funding for new and expanded transportation options for welfare recipients and low income workers. This federal grant requires an equal match of state and local dollars. The grant was awarded in response to an application jointly submitted by the Board and the Metropolitan Council.

Hiawatha Corridor Implementation

In 1999, the Board fulfilled its final statutory responsibilities for the implementation of LRT in the Hiawatha Corridor. The Board has representatives serving on the Hiawatha Corridor Management Committee, the group that guides the policy decisions for the implementation of LRT in that corridor. The Board approved the Hiawatha Corridor Strategic Plan for Community and Community Involvement and Action Plan for 1999-2000. The Plan outlines specific strategies and tasks for the planning, design, construction and implementation of the first LRT line in the region. The Board also approved LRT design standards relating to vehicles, stations, accessibility, various systems, and facilities. The Board's approval is predicated upon an integrated and coordinated approach to the development of LRT in the metropolitan area.

1999 Financial Report

Attached is a summary of the financial activity of the Board in 1999, including revenues, expenditures and year end financial situation. (Preliminary Financial Report is attached.)

Metropolitan Light Rail Transit Joint Powers Board
Accounting Detail
For the Period January 1, 1999 through December 31, 1999 (Preliminary)

Payee/Description	Date	Member Contributions	Other Revenue	Printing/Postage/ Miscellaneous	Administration/ Policy Analysis	Regional Transit Advocacy	Transportation Plans	Welfare to Work	Fund Balance
Carryover from 1998	01/01/99	\$ 55,775.89							\$ 55,775.89
Marriott Mgmt Svcs Inc	01/13/99			60.35					55,715.54
Economic Development Svcs: 1/99	01/27/99						9,742.50		45,973.04
Hennepin County RRA	02/01/99	32,344.00							78,317.04
Marriott Mgmt Svcs Inc	02/09/99			215.63					78,101.41
Scott County RRA	02/12/99	3,304.00							81,405.41
Washington County RRA	02/17/99	8,333.00							89,738.41
Economic Development Svcs: 2/99	02/24/99						4,000.00		85,738.41
Lockridge Grindal et al: 1/99	02/24/99					3,750.00			81,988.41
Richardson, Richter: 12/1/98-1/31/99	02/24/99			612.08	7,581.75				73,794.58
Carver County RRA	02/25/99	2,737.00							76,531.58
Dakota County RRA	03/02/99	14,375.00							90,906.58
Anoka County RRA	03/05/99	21,563.00							112,469.58
Ramsey County RRA	03/15/99	32,344.00							144,813.58
Lockridge Grindal et al: 2/99	03/16/99					3,750.00			141,063.58
Peter McLaughlin - meeting expenses	03/25/99			248.77					140,814.81
Marriott Mgmt Svcs Inc	03/25/99			46.24					140,768.57
Messerli & Kramer: 1/99	04/06/99					8,000.00			132,768.57
Messerli & Kramer: 2/99	04/06/99					8,000.00			124,768.57
Marriott Mgmt Svcs Inc	04/13/99			60.32					124,708.25
Richardson, Richter: 2/1/99-3/31/99	04/26/99			55.22	3,387.50				121,265.53
Lockridge Grindal et al: adj 1/99 & 2/99	04/26/99					500.00			120,765.53
Lockridge Grindal et al: 3/99	04/26/99					4,000.00			116,765.53
Marriott Mgmt Svcs Inc	05/12/99			59.98					116,705.55
Messerli & Kramer: 3/99	06/14/99					8,000.00			108,705.55
Messerli & Kramer: 4/99	06/14/99					8,000.00			100,705.55
Lockridge Grindal et al: 4/99	06/14/99					4,000.00			96,705.55
Lockridge Grindal et al: 5/99	06/16/99					4,000.00			92,705.55
Richardson, Richter: 4/1/99-6/25/99	06/29/99			26.35	3,277.50				89,401.70
Lockridge Grindal et al: 6/99	07/20/99					4,000.00			85,401.70
Express Messenger Systems	07/28/99			9.38					85,392.32
Hennepin County - Postage	07/31/99			35.78					85,356.54
Messerli & Kramer: 5/99	08/05/99			62.54		18,000.00			67,294.00
Marriott Mgmt Svcs Inc	08/11/99			65.66					67,228.34
Hennepin County - Postage	08/31/99			64.74					67,163.60
Marriott Mgmt Svcs Inc	09/08/99			61.24					67,102.36
Hennepin County - Postage	09/30/99			29.86					67,072.50
Richardson, Richter: 6/26/99-9/30/99	10/15/99			20.78	2,070.00				64,981.72
Marriott Mgmt Svcs Inc	10/25/99			65.94					64,915.78
Hennepin County - Postage	10/31/99			29.34					64,886.44
Marriott Mgmt Svcs Inc	11/30/99			47.27					64,839.17
Hennepin County - Postage	11/30/99			41.96					64,797.21
Marriott Mgmt Svcs Inc	12/06/99			47.18					64,750.03
Richardson, Richter: 10/1/99-11/30/99	12/09/99				1,092.60				63,657.43
YTD Interest Revenue (preliminary)	12/31/99		5,400.00						69,057.43
									69,057.43
Actual		\$ 170,775.89	\$ 5,400.00	\$ 1,966.61	\$ 17,409.35	\$ 74,000.00	\$ 13,742.50	\$ -	\$ 69,057.43
Budget		\$ 170,775.89	\$ -	\$ -	\$ 50,000.00	\$ 75,000.00	\$ 10,000.00	\$ 5,000.00	
Budget Remaining		\$ -	\$ 5,400.00	\$ 1,966.61	\$ (32,590.65)	\$ (1,000.00)	\$ 3,742.50	\$ (5,000.00)	

Metropolitan Light Rail Transit Joint Powers Board
Accounting Summary
For the Period January 1, 1999 through December 31, 1999 (Preliminary)

	<u>Actual</u>	<u>Budget</u>	<u>Balance Remaining</u>
Revenues:			
Member Contributions (1)	\$ 170,775.89	\$ 170,775.89	\$ -
Other Revenue	<u>5,400.00</u>	<u>-</u>	<u>5,400.00</u>
Total Revenues	<u>\$ 176,175.89</u>	<u>\$ 170,775.89</u>	<u>\$ 5,400.00</u>
Expenses:			
Printing/Postage/Miscellaneous	\$ 1,966.61	\$ -	\$ 1,966.61
Administration/Policy Analysis	17,409.35	50,000.00	(32,590.65)
Regional Transit Advocacy	74,000.00	75,000.00	(1,000.00)
Transportation Plans	13,742.50	10,000.00	3,742.50
Contingencies	<u>-</u>	<u>5,000.00</u>	<u>(5,000.00)</u>
Total Expenses	<u>\$ 107,118.46</u>	<u>\$ 140,000.00</u>	<u>\$ (32,881.54)</u>
Revenues less Expenses:	<u>\$ 69,057.43</u>	<u>\$ 30,775.89</u>	<u>\$ 38,281.54</u>

Metropolitan Light Rail Transit Joint Powers Board
Reconciliation of Fund Balance
For the Period January 1, 1999 through December 31, 1999 (Preliminary)

Fund Balance: Beginning of Year	\$ 55,775.89
Add: Revenues (Not Including 1998 Carryover)	120,400.00
Less: Expenses	<u>(107,118.46)</u>
Fund Balance: End of Year	<u>\$ 69,057.43</u>

Note:

(1): Budgeted member contributions includes \$55,775.89 of carryover from 1998.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

5

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere
Authorized Signature

January 18, 2000
Date

Board Action Requested

Ratify Partial Payments No. 8 in the amount of \$130.24, No. 9 in the amount of \$370.60, No. 10 in the amount of \$68,336.44 and No. 11 in the amount of \$93,377.97 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. for the purpose of conducting the Riverview Corridor Major Investment Study. Payments in the amount of \$162,215.25 for the period ending October 8, 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.

See attached :

1. Proposed resolution ratifying payments
2. Accounts Payable forms and partial payments Nos. 10 and 11
3. Parsons Brinckerhoff Quade & Douglas, Inc. Invoice Nos. 10 and 11 and attachments.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

January 25, 2000
Board Date

Kristine A. Longhenry
Signature

January 18, 2000
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 October 8, 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. 8, Partial Payment No. 8, in the amount of \$130.24, Invoice No. 9, Partial Payment No. 9, in the amount of \$370.60, Invoice No. 10, Partial Payment No. 10 in the amount of \$68,336.44 and Invoice No. 11, Partial Payment No. 11 in the amount of \$93,377.97 attachments thereto, provide the correct documentation of payments due Parsons Brinckerhoff Quade & Douglas, Inc. through October 8, 1999; Now, Therefore Be It

RESOLVED, Payment to Parsons Brinckerhoff Quade & Douglas, Inc. in the amount of \$162,215.25 for services rendered through October 8, 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



Business Unit: RRA
Voucher ID: 00000414

VOUCHER
Purchase Order Voucher

Page No. 1
Run Date 07.Dec.1999
Run Time 10:31:32 AM

Port ID: RMAP19

Voucher Header Information

Pay Method: System Check

Invoice Dt	Invoice ID	Invoice Dt	Vendor ID	Vendor Name	Origin	Preparer	Entry Stat	Acctg Dt	Post Stat	Pymnt Trms
01.1999	8,9,10,11	01.Nov.1999	0000100427	PARSONS BRINCKERHOFF QUADRE & DOLIGI AS INC	ONI	LONGHEK R	P	07 Dec 1999	11	Due Now
Gross Amt	Use Tax	Address1	Address2	Address3	City	State	Zip			
\$162,215.25	\$0.00	CHURCH STREET STATION	PO BOX 6241		NEW YORK	NY	10249-6241			
Group ID	Sales Tax	Pckp Ord# Nbr								
0000000	\$0.00									

Voucher Line Information

Description	Merch Amt	Inv Item I	Unit Price	Prorate	S	U	F	1099
ENCUMBRANCE LOAD	\$162,215.25		\$162,215.25		Y	N	Y	N

Distribution Line Information

Account	Fund	Org	Program	Approp	Client Name	BY	Project ID	Open Item ID	Status	Merch Amt	Stat Cd	Statistic Amt	Asse
421501	12501	150110	00000	0000000	Default Client ID	1998				\$162,215.25			N
Riverview MIS													

ent Comments-Check Stub

ce Nos. 8 - \$130.24, No. 9 - \$370.60, No. 10 - \$68,336.44, No. 11 - \$93,377.97

her Comments

Iare that the above material and/or services have been received, are for Ramsey County, allowed by law, and approved for payment.

Authorization

[Signature]

Date

12/11/99

2



**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

Estimated Completion: 70.0%
Period Ending: 9/10/99
Invoice Date: 10/15/99
Invoice No.: 10
AR No: 102404

Attn: Ms. Kathy DeSpiegelaere

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)	203,887.81	156,587.41	136,113.31	20,474.10
2. OVERHEAD COSTS: Rate=157% (Direct Salary * Overhead Rate)	320,103.86	245,701.05	213,556.71	32,144.34
3. FIXED FEE (Profit): Rate=10% Fixed Fee=Rate*(D.S. costs and Overhead)	52,399.17	40,228.83	34,966.99	5,261.84
4. OTHER DIRECT COSTS: (See Attachment B)	79,428.85	55,095.92	40,971.43	14,124.49
5. SUBCONTRACTORS (s): (See Attachment C)	264,116.00	84,834.55	84,834.55	0.00
SUBTOTAL:	919,935.69	582,447.76	510,442.99	72,004.77
6. CONTINGENCY:	230,000.00	0.00	0.00	0.00
SUBTOTAL:	1,149,935.69	582,447.76	510,442.99	72,004.77
LESS RETAINAGE (5%)	57,496.78	29,122.39	25,522.15	3,600.24
NET EARNINGS TOTALS:	1,092,438.91	553,325.37	484,920.84	68,404.53
TOTAL AMOUNT DUE THIS INVOICE: \$68,404.53				

I hereby certify that the above statement is just and
correct and payment has not been received:

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



Riverview MIS
INVOICE #10

ATTACHMENT "A" - LABOR SUMMARY

PB PROJECT No. 19046M

PERIOD ENDING	EMPLOYEE NAME	PB CLASSIFICATION	CONTRACT CLASSIFICATION	HOURS	RATE	DOLLAR AMOUNT
13-Aug-99	Thurman	Computer Graphics	CADD/Graphics	12.00	24.887	\$298.64
27-Aug-99	Jepsen	Supv Planner	Senior Planner	56.50	35.100	\$1,983.15
	Valdez	Project Manager	Project Manager	33.00	51.950	\$1,714.35
	Conrad	Lead Planner	Planner	43.00	30.681	\$1,319.28
	Wyatt	Lead Engineer	Engineer	37.00	31.493	\$1,165.24
	Brown	Assistant Engineer	Engineer	70.50	16.000	\$1,128.00
	Thurman	Computer Graphics	CADD/Graphics	11.00	24.887	\$273.76
	Shimizu	Sr Supv Planner	Senior Planner	5.00	46.018	\$230.09
	Seskin	Technical Manager	Senior Planner	4.00	54.087	\$216.35
	Ruegg	Supv Planner	Senior Planner	4.00	37.500	\$150.00
	Minten	Project Administrator	Admin/Clerical	6.50	20.780	\$135.07
	Dowell	Lead Engineer	Engineer	4.00	30.210	\$120.84
	Lear	Sr Supv Engineer	Senior Engineer	2.00	46.493	\$92.99
	Mattis	Information Coordinator	Admin/Clerical	2.00	22.599	\$45.20
	Feulner	Graphic Designer	CADD/Graphics	2.00	18.510	\$37.02
	Rowan	Admin Assistant	Admin/Clerical	0.50	13.150	\$6.58
10-Sep-99	Jepsen	Supv Planner	Senior Planner	63.00	35.100	\$2,211.30
	Wyatt	Lead Engineer	Engineer	69.00	31.493	\$2,173.02
	Cohn	Sr. Planner	Planner	72.00	26.350	\$1,897.20
	Conrad	Lead Planner	Planner	48.00	30.681	\$1,472.69
	Valdez	Project Manager	Project Manager	20.00	51.950	\$1,039.00
	Brown	Assistant Engineer	Engineer	57.00	16.000	\$912.00
	Seskin	Technical Manager	Senior Planner	16.00	54.087	\$865.39
	Ruegg	Supv Planner	Senior Planner	11.00	37.500	\$412.50
	Moore	Sr Engineering Manager	Senior Engineer	6.00	60.480	\$362.88
	Schmidt	Assistant Engineer	Engineer	4.00	17.985	\$71.94
	Dowell	Lead Engineer	Engineer	2.00	30.210	\$60.42
	Minten	Project Administrator	Admin/Clerical	2.50	20.780	\$51.95
	Mortensen	Sr. Planner	Planner	1.00	27.250	\$27.25
See attached Time Sheets	TOTALS			664.50		\$20,474.10



Riverview MIS
INVOICE #10

PB PROJECT No. 19046M

ATTACHMENT "B" - DIRECT EXPENSE SUMMARY

30-Apr-99	Expense Report - M. Valdez	\$1,418.24
21-May-99	Expense Report - M. Valdez	\$844.38
25-Jun-99	Expense Report - M. Valdez	\$1,396.79
30-Jun-99	Louis Frey Co. - Reproduction	\$1,284.59
7-Jul-99	Eurocolor	\$26.95
30-Jul-99	Expense Report - M. Valdez	\$1,040.40
30-Jul-99	Telephone Charges	\$86.89
4-Aug-99	Federal Express	\$8.55
10-Aug-99	Federal Express	\$7.65
18-Aug-99	Paragon Cable	\$37.17
18-Aug-99	Jeane Thorne Inc.	\$685.08
25-Aug-99	MCI Telecommunications	\$4.74
26-Aug-99	Nextel Communications	\$129.10
26-Aug-99	Jeane Thorne Inc.	\$661.29
27-Aug-99	Expense Report - J. Brooks	\$2,338.97
27-Aug-99	Expense Report - H. Cohn	\$14.20
2-Sep-99	Federal Express	\$10.40
2-Sep-99	Federal Express	\$8.55
2-Sep-99	Jeane Thorne Inc.	\$418.66
3-Sep-99	Federal Express	\$51.75
3-Sep-99	Federal Express	\$23.40
3-Sep-99	Expense Report - J. Wyatt, Jr.	\$1,367.56
3-Sep-99	Visa Procurement - Supplies	\$30.29
3-Sep-99	Visa Procurement - Supplies	\$26.70
9-Sep-99	AAA Delivery Service	\$5.45
9-Sep-99	LaSalle Apartments	\$170.00
9-Sep-99	Lafayette Litho	\$1,250.00
9-Sep-99	MCI Telecommunications	\$34.57
9-Sep-99	Jeane Thorne Inc.	\$742.17

TOTAL DIRECT EXPENSES

\$14,124.49

See attached Receipts



Riverview MIS
INVOICE #10

PB PROJECT No. 19046M

ATTACHMENT "C" - SUBCONTRACTORS

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		23,116.00	23,116.00
Dyett & Bhatia	DBE		4,068.26	4,068.26
Macromedia			7,473.55	7,473.55
Maxfield			12,350.00	12,350.00
McCormick			2,716.09	2,716.09
Montoya	WBE			0.00
Quam Sumnicht			12,681.17	12,681.17
Rowekamp	WBE		4,559.02	4,559.02
Schaefer	WBE			0.00
Zimmer Gunsel			17,870.46	17,870.46
TOTAL		\$0.00	\$84,834.55	\$84,834.55

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	\$31,743.28	23.51%	2.76%

To: Kathy DeSpiegelaere
Ramsey County Regional Railroad Authority

BUDGET PROGRESS REPORT

From: Parsons Brinckerhoff

Riverview MIS

Billing Period 8/14/99 - 9/10/99

Agreement Expiration Date: April, 2000

INVOICE #10
PB PROJECT No. 19046M

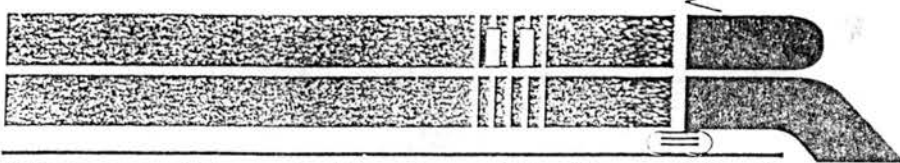
Task Description	Physical % Work Completed This Period By Task	Physical % Work Completed To Date By Task	Original Task Budget	Revised Task Budget	Charges Accrued This Period	Total Charges Accrued To Date	% of Budget Used by Task	Budget Remaining by Task	Cost to Complete
1	2	3	4	5	6	7	8	9	10
1.0 Project Management & Admin	5.0%	80.0%	68,708.76	91,612.00	3,319.10	72,916.30	79.59%	18,695.70	18,695.70
2.0 Public Education & Involvement	10.0%	85.0%	217,566.14	194,663.00	10,718.74	152,689.18	78.44%	41,973.82	41,973.82
3.0 Land Use & Economic Development	15.0%	55.0%	216,456.85	196,456.85	12,160.45	83,298.05	42.40%	113,158.80	113,158.80
4.0 Transit Service Planning	10.0%	18.0%	31,822.52	31,822.52	4,644.56	7,224.48	22.70%	24,598.04	24,598.04
5.0 Conceptual Engineering/Cost Estimates	25.0%	65.0%	80,477.68	80,477.68	22,158.73	43,928.12	54.58%	36,549.56	36,549.56
6.0 Enviromental	20.0%	35.0%	69,862.13	64,429.08	0.00	21,632.61	33.58%	42,796.47	42,796.47
7.0 Financial	0.0%	0.0%	28,317.50	28,317.50	0.00	0.00	0.00%	28,317.50	28,317.50
8.0 Definition of Alternatives	0.0%	94.0%	30,985.05	66,418.00	-5,746.33	62,061.17	93.44%	4,356.83	4,356.83
9.0 Travel Forecasting	10.0%	70.0%	30,745.09	30,745.09	4,941.17	46,296.91	150.58%	-15,551.82	-15,551.82
10.0 Evaluation of Alternatives	25.0%	100.0%	21,900.88	31,900.88	1,601.01	31,893.93	99.98%	6.95	6.95
11.0 MIS Report Preparation	10.0%	25.0%	23,664.24	23,664.24	4,082.84	5,411.08	22.87%	18,253.16	18,253.16
Direct Expenses	N/A	N/A	99,428.85	79,428.85	14,124.49	55,095.92	69.37%	24,332.93	24,332.93
Totals:	N/A	N/A	\$919,935.69	\$919,935.69	\$72,004.77	\$582,447.76	63.31%	\$337,487.93	\$337,487.93

I hereby certify that the above
statement is just and correct
and payment has not been received:

Approved and recommended
for payment


Myrna Valdez, Project Manager
Parsons Brinckerhoff Quade & Douglas, Inc.

RCRRA Project Manager



Tony Bennett, Chair

Ramsey County Regional Railroad Authority

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

October 29, 1999

Ms Linda Minten
Parsons Brinckerhoff
510 First Avenue North, Suite 550
Minneapolis, MN 55403

Re: PB Invoice No. 10

Dear Ms Minten:

I have checked your invoice number 10 and I have come up with some expenses for which I have no receipts.

They include:

Valdez Expense Report of May 21, 1999, lunch on 5/5/99	\$6.60
Valdez Expense Report of June 25, 1999, lunches on 6/9 & 6/10	\$5.05
Valdez Expense Report of July 30, 1999,	
Tolls, parking on 7/20	\$16.00
Lunch and dinner on 7/22	\$40.44

The total for the expenses with missing receipts is \$68.09.

Please see if Myrna can come up with these receipts. The rest of the invoice appears to be correct.

If you have any questions call me at 651-266-2764.

Sincerely,

Dennis Bodin
Right of Way Specialist



**Parsons
Brinckerhoff**

510 First Avenue North
Suite 550
Minneapolis, MN 55401
612-371-0443
Fax: 612-371-4410

November 2, 1999

Mr. Dennis Bodin
Ramsey County Regional Railroad Authority
Suite 665 RCGC - West
50 West Kellogg Boulevard
St. Paul, MN 55102

RE: Riverview Major Investment Study
Our Project No. 19046M
Request for Payment No. 11

Dear Mr. Bodin:

Enclosed is the cover page of our Invoice No. 11, RA No. 103568 in the amount of \$93,377.97 for professional services rendered during the period of September 11, 1999 through October 8, 1999.

We are requesting that the payment for this Invoice, along with this copy of the cover page be sent to our lock box at the following location:

Church Street Station
PO Box 6241
New York, New York 10249-6241

Sincerely,
PARSONS BRINCKERHOFF QUADE & DOUGLAS, INC.

Linda M. Minten
Project Administrator



Range 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

**Parsons
Brinckerhoff**

510 First Avenue North
Suite 550
Minneapolis, MN 55403
612-371-0443
Fax: 612-371-4410

Estimated Completion: 75.0%
Period Ending: 10/06/1999
Invoice Date: 11/01/1999
Invoice No.: 11
AR No.: 103568

Project Description:

Riverview MIS

	TOTAL AGREEMENT AMOUNT	TOTAL BILLING TO DATE	AMOUNT PREVIOUSLY BILLED	BILLED THIS INVOICE
1. DIRECT SALARIES COSTS: PBQD (See Attachment 'A' for breakdown)	223,887.61	180,191.94	156,587.41	23,604.53
2. OVERHEAD COSTS: Rate=157% PBQD (Direct Salary * Overhead Rate)	320,103.86	282,760.16	245,701.05	37,059.11
1. DIRECT SALARIES COSTS: PBCS (See Attachment 'A' for breakdown)	0.00	692.32	0.00	692.32
2. OVERHEAD COSTS: Rate=112.5% PBCS (Direct Salary * Overhead Rate)	0.00	778.86	0.00	778.86
3. FIXED FEE (Profit): Rate=10% Fixed Fee=Rate*(D.S. costs and Overhead)	52,399.17	46,442.31	40,228.63	6,213.48
4. OTHER DIRECT COSTS: (See Attachment B)	79,428.85	64,424.74	55,095.92	9,328.82
5. SUBCONTRACTORS (s): (See Attachment C)	264,116.00	105,450.04	84,834.55	20,615.49
SUBTOTAL:	919,935.69	680,740.37	582,447.76	98,292.61
6. CONTINGENCY:	230,000.00	0.00	0.00	0.00
SUBTOTAL:	1,149,935.69	680,740.37	582,447.76	98,292.61
LESS RETAINAGE (5%)	57,496.78	34,037.02	29,122.39	4,914.63
NET EARNINGS TOTALS:	1,092,438.91	646,703.35	553,325.37	93,377.97
TOTAL AMOUNT DUE THIS INVOICE: \$93,377.97				

I hereby certify that the above statement is just and correct, and payment has not been received:

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

MEMO

To: Kathy DeSpiegelaere

From: Dennis Bodin

SB

Date: November 9, 1999

Re: Update on PB Invoices

Linda Minten called and left a message concerning PB's invoices. She had asked me to tell her the schedule of payment. I told her you had sent invoices 8 & 9 to B & A for payment, that I had number 10 I was holding for some missing receipts and that I had yet to review # 11.

I am still waiting to hear from Linda about the missing receipts on invoice 10, she'll be back in the office Mon. Nov 15. I have checked 11 and I have one question about their billing of labor expenses. The math all checks. I called Linda back and left her a message that a couple receipts were illegible and in the future I wanted either the originals or for them to print over the receipts to make them legible. I also asked for a progress report. We haven't received one since January.

We owe \$130.24 on invoice # 8. I've received receipts for these expenses.

We owe \$370.60 for copier and CADD expenses on invoice # 9. Dave MacMillan advised us that the contract is silent on what is a reimbursable expense.

I'm waiting for receipts for \$68.09 for expenses claimed on invoice # 10.

Invoice # 11 can be paid.



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

**Parsons
Brinckerhoff**

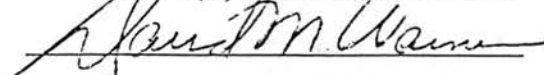
510 First Avenue North
Suite 550
Minneapolis, MN 55403
612-371-0443
Fax: 612-371-4410

Estimated Completion: 75.0%
Period Ending: 10/08/1999
Invoice Date: 11/01/1999
Invoice No.: 11
AR No.: 103563

Project Description: Riverview M/S

	TOTAL AGREEMENT AMOUNT	TOTAL BILLING TO DATE	AMOUNT PREVIOUSLY BILLED	BILLED THIS INVOICE
1. DIRECT SALARIES COSTS: PBOD (See Attachment "A" for breakdown)	213,887.81	180,191.94	156,587.41	23,604.53
2. OVERHEAD COSTS: Rate=157% PBOD (Direct Salary * Overhead Rate)	320,103.86	282,760.16	245,701.05	37,059.11
1. DIRECT SALARIES COSTS: PBCS (See Attachment "A" for breakdown)	0.00	692.32	0.00	692.32
2. OVERHEAD COSTS: Rate=112.5% PBCS (Direct Salary * Overhead Rate)	0.00	778.86	0.00	778.86
3. FIXED FEE (Profit): Rate=10% Fixed Fee=Rate*(D.S. costs and Overhead)	52,399.17	46,442.31	40,228.83	6,213.48
4. OTHER DIRECT COSTS: (See Attachment B)	79,428.85	64,424.74	55,095.92	9,328.82
5. SUBCONTRACTORS (s): (See Attachment C)	264,116.00	105,450.04	84,834.55	20,615.49
SUBTOTAL:	919,935.69	680,740.37	582,447.76	98,292.61
6. CONTINGENCY:	230,000.00	0.00	0.00	0.00
SUBTOTAL:	1,149,935.69	680,740.37	582,447.76	98,292.61
LESS RETAINAGE (5%)	57,496.78	34,037.02	29,122.39	4,914.63
NET EARNINGS TOTALS:	1,092,438.91	646,703.35	553,325.37	93,377.97
TOTAL AMOUNT DUE THIS INVOICE: \$93,377.97				

I hereby certify that the above statement is just and correct and payment has not been received:


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



Riverview MIS
INVOICE #11

ATTACHMENT "A" - LABOR SUMMARY

PB PROJECT No. 19046M

PERIOD ENDING	EMPLOYEE NAME	PB CLASSIFICATION	CONTRACT CLASSIFICATION	HOURS	RATE	DOLLAR AMOUNT
24-Sep-99	Wyatt	Lead Engineer	Engineer	62.00	31.493	\$1,952.57
	Cohn	Sr. Planner	Planner	72.00	26.350	\$1,897.20
	Seskin	Technical Manager	Senior Planner	32.00	54.087	\$1,730.78
	Valdez	Project Manager	Project Manager	30.00	51.950	\$1,558.50
	Spurgeon	Sr Engineer	Engineer	40.00	27.513	\$1,100.52
	Brown	Assistant Engineer	Engineer	62.00	16.000	\$992.00
	Rivera	Sr CADD Operator	CADD/Graphics	39.00	18.250	\$711.75
	Conrad	Lead Planner	Planner	19.00	30.681	\$582.94
	Ruegg	Supv Planner	Senior Planner	11.00	37.500	\$412.50
	Dowell	Lead Engineer	Engineer	8.00	30.210	\$241.68
	Minten	Project Administrator	Admin/Clerical	8.00	20.780	\$166.24
	Moore	Sr Engineering Manager	Senior Engineer	2.00	60.480	\$120.96
	Lear	Sr Supv Engineer	Senior Engineer	2.00	46.493	\$92.99
	Vaughn	Receptionist	Admin/Clerical	7.00	12.000	\$84.00
	Hinnant	Sr CADD Designer	CADD/Graphics	3.00	20.045	\$60.14
	Fernandez	Sr Engineer	Engineer	2.00	28.700	\$57.40
	Thurman	Computer Graphics	CADD/Graphics	1.00	25.883	\$25.88
	Heffner	Planner I	Planner	1.00	19.000	\$19.00
08-Oct-99	Valdez	Project Manager	Project Manager	40.00	51.950	\$2,078.00
	Cohn	Sr. Planner	Planner	76.00	26.350	\$2,002.60
	Wyatt	Lead Engineer	Engineer	45.00	31.493	\$1,417.19
	Heyd	Assistant Planner	Planner	56.00	14.000	\$784.00
	Heffner	Planner I	Planner	47.50	19.000	\$902.50
	Brown	Assistant Engineer	Engineer	56.00	16.000	\$896.00
	Wilson	Assistant Engineer	Engineer	40.00	17.308	\$692.32
	Dowell	Lead Engineer	Engineer	18.00	30.210	\$543.78
	Conrad	Lead Planner	Planner	16.00	30.681	\$490.90
	Ruegg	Supv Planner	Senior Planner	13.00	37.500	\$487.50
	Shushkewich	Sr Supv Engineer	Senior Engineer	8.00	53.500	\$428.00
	Lawson	Computer Graphics	CADD/Graphics	19.00	17.311	\$328.91
	Moore	Sr Engineering Manager	Senior Engineer	4.00	60.480	\$241.92
	Fernandez	Sr Engineer	Engineer	8.00	28.700	\$229.60
	Seskin	Technical Manager	Senior Planner	4.00	54.087	\$216.35
	Rivera	Sr CADD Operator	CADD/Graphics	8.00	18.250	\$146.00
	Schmidt	Assistant Engineer	Engineer	8.00	17.985	\$143.88
	Davis	Sr Supv Planner	Senior Planner	3.00	45.675	\$137.03
	Minten	Project Administrator	Admin/Clerical	5.00	20.780	\$103.90
	Hinnant	Sr CADD Designer	CADD/Graphics	4.00	20.045	\$80.18
	Naranjo	Sr Systems Analysis	Technician	2.00	26.386	\$52.77
	Mattis	Information Coordinator	Admin/Clerical	2.00	22.599	\$45.20
	Spurgeon	Sr Engineer	Engineer	1.50	27.513	\$41.27
See attached Time Sheets				TOTALS	885.00	\$24,296.85



Riverview MIS
INVOICE #11

PB PROJECT No. 19046M

ATTACHMENT "B" - DIRECT EXPENSE SUMMARY

30-Jul-99	Postage Log	\$1.87
30-Jul-99	Reproduction	\$0.40
30-Jul-99	Louis Frey Co., Inc.	\$2.60
03-Sep-99	Telephone Log	\$21.33
10-Sep-99	Reproduction	\$5.20
16-Sep-99	Federal Express	\$11.30
22-Sep-99	Federal Express	\$4.90
22-Sep-99	Federal Express	\$8.55
22-Sep-99	Cort Furniture	\$103.66
22-Sep-99	Saint Paul Legal Ledger	\$176.25
22-Sep-99	Northern States Power	\$22.51
22-Sep-99	Paragon Cable	\$37.17
22-Sep-99	LaSalle Apartments	\$170.00
22-Sep-99	Park Terrace Apartments	\$535.00
22-Sep-99	Management Resources	\$67.30
22-Sep-99	Churchward + Benson	\$2,795.80
22-Sep-99	LaSalle Apartments	\$450.00
22-Sep-99	Jeane Thorne Inc.	\$551.87
22-Sep-99	Jeane Thorne Inc.	\$437.69
24-Sep-99	Expense Report - H. Cohn	\$1,053.52
29-Sep-99	Skyway Publications	\$400.50
29-Sep-99	Community Reporter	\$187.50
29-Sep-99	Federal Express	\$10.05
29-Sep-99	Federal Express	\$14.90
29-Sep-99	Jeane Thorne Inc.	\$532.84
01-Oct-99	Copier Charges	\$168.70
01-Oct-99	Telephone Log	\$21.87
01-Oct-99	Expense Report - H. Cohn	\$325.00
04-Oct-99	Visa Procurement - Photo Processing	\$52.82
04-Oct-99	Visa Procurement - Reproduction	\$10.27
04-Oct-99	Visa Procurement - Photo Processing	\$70.23
04-Oct-99	Visa Procurement - Courier	\$24.95
04-Oct-99	Federal Express	\$42.25
06-Oct-99	Jeane Thorne Inc.	\$447.20
07-Oct-99	Federal Express	\$12.65
08-Oct-99	Federal Express	\$11.10
08-Oct-99	Reproduction	\$0.30
08-Oct-99	Expense Report - L. Spurgeon	\$538.77
TOTAL DIRECT EXPENSES		\$9,328.82

See attached Receipts



Riverview MIS
INVOICE #11

PB PROJECT No. 19046M

ATTACHMENT "C" - SUBCONTRACTORS

McCormick Rankin International, Inc. (Inv. 27427)	\$321.80
Rowekamp Associates, Inc. (Inv. 990323)	\$977.50
Zimmer Gunsul Frasca Partnership (Inv. P90474.01/24337)	\$7,944.39
Zimmer Gunsul Frasca Partnership (Inv. P90474.01/24638)	\$11,371.80
TOTAL SUBCONTRACTORS	\$20,615.49

See attached Invoices

SUBCONSULTANT AND DBE SUMMARY

Firm Name	DBE	Amount This Invoice	Previously Invoiced	Total Invoiced To Date
C.J. Olson	WBE		23,116.00	23,116.00
Dyett & Bhatia	DBE		4,068.26	4,068.26
Macromedia			7,473.55	7,473.55
Maxfield			12,350.00	12,350.00
McCormick		321.80	2,716.09	3,037.89
Montoya	WBE			0.00
Quam Sumnicht			12,681.17	12,681.17
Rowekamp	WBE	977.50	4,559.02	5,536.52
Schaefer	WBE			0.00
Zimmer Gunsul		19,316.19	17,870.46	37,186.65
TOTAL		\$20,615.49	\$84,834.55	\$105,450.04

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	\$32,720.78	24.24%	2.85%

To: Kathy DeSpiegelaere
Ramsey County Regional Railroad Authority

BUDGET PROGRESS REPORT

From: Parsons Brinckerhoff

Riverview MIS

Billing Period 9/11/99 -10/08/99

INVOICE #11

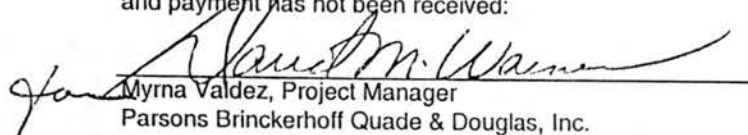
Agreement Expiration Date: April, 2000

PB PROJECT No. 19046M

Task Description	Physical % Work Completed This Period By Task	Physical % Work Completed To Date By Task	Original Task Budget	Revised 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	10
1.0 Project Management & Admin	5.0%	85.0%	68,708.76	91,612.00	11,395.75	84,312.05	92.03%	7,299.95	7,299.95
2.0 Public Education & Involvement	5.0%	90.0%	217,566.14	194,663.00	2,654.86	155,344.04	79.80%	39,318.96	39,318.96
3.0 Land Use & Economic Development	10.0%	65.0%	216,456.85	196,456.85	27,856.69	111,154.75	56.58%	85,302.10	85,302.10
4.0 Transit Service Planning	2.0%	20.0%	31,822.52	31,822.52	3,424.51	10,648.99	33.46%	21,173.53	21,173.53
5.0 Conceptual Engineering/Cost Estimates	15.0%	80.0%	80,477.68	80,477.68	24,279.02	68,207.14	84.75%	12,270.54	12,270.54
6.0 Environmental	15.0%	50.0%	69,862.13	64,429.08	8,973.05	30,605.66	47.50%	33,823.42	33,823.42
7.0 Financial	0.0%	0.0%	28,317.50	28,317.50	0.00	0.00	0.00%	28,317.50	28,317.50
8.0 Definition of Alternatives	0.0%	94.0%	30,985.05	66,418.00	0.00	62,061.17	93.44%	4,356.83	4,356.83
9.0 Travel Forecasting	10.0%	80.0%	30,745.09	30,745.09	5,598.45	51,895.36	168.79%	-21,150.27	-21,150.27
10.0 Evaluation of Alternatives	0.0%	100.0%	21,900.88	31,900.88	0.00	31,893.93	99.98%	6.95	6.95
11.0 MIS Report Preparation	10.0%	35.0%	23,664.24	23,664.24	4,781.45	10,192.53	43.07%	13,471.71	13,471.71
Direct Expenses	N/A	N/A	99,428.85	79,428.85	9,328.82	64,424.74	81.11%	15,004.11	15,004.11
Totals:	N/A	N/A	\$919,935.69	\$919,935.69	\$98,292.61	\$680,740.37	74.00%	\$239,195.32	\$239,195.32

I hereby certify that the above
statement is just and correct
and payment has not been received:

Approved and recommended
for payment


Myrna Valdez, Project Manager
Parsons Brinckerhoff Quade & Douglas, Inc.

RCRRA Project Manager

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RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

6

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

January 18, 2000

Date

Board Action Requested

Corridor updates.

DISCUSSION ONLY

Request Justification

Discussion will occur at the meeting.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

January 25, 2000

Board Date

Kristine A. Longhenry
Signature

January 18, 2000
Date

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

7

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

K. DeSpiegleare

Authorized Signature

January 18, 2000

Date

Board Action Requested

Ratify quarterly report of payments for October 1, 1999 to December 31, 1999.

ACTION IS REQUESTED

Request Justification

- See attached:
1. Proposed Resolution
 2. Memorandum from J. Van Houdt, dated January 5, 2000
 3. Detail Disbursements for October through December, 1999
 4. Appropriation Budget Status as of December 31, 1999

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

January 25, 2000

Board Date

Kristine A. Longhenry
Signature

January 18, 2000
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 October 1, 1999 through December 31, 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

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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: January 5, 2000

SUBJECT: Ramsey County Regional Railroad Authority
Report of Payments: October - December, 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	\$52,158.31
150106 Northeast Corridor Maintenance	2,679.63
150110 Riverview Corridor MIS	<u>313,944.66</u>
	<u>\$368,782.60</u>

We are attaching the following reports:

- A. Detail Disbursements for the period October through December, 1999.
- B. Appropriation Budget Status as of December 31, 1999.

JVH:TCO:tco
Attachments

cc: K. DeSpiegelaere, Director
Ramsey County Regional Railroad Authority Planning

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 10/ 1/99 through 12/31/99

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	AP00116112	12/ 2/99	858.54	RRA	00000408	0000000007	0000135964	12/17/99	0000101563	Ltk Engineering Services, Inc.
421501		12/28/99	215.34	RRA	00000436	0000000004			0000001818	Strgar Roscoe Fausch Inc
Total Account		421501	1,073.88	Consulting Services						
421706		12/21/99	6.07	RRA	00000432				0000018400	Ramsey Co. Prop Rec & Rev
Total Account		421706	6.07	Telephone Long Dist Charges						
Total Organization		150101	1,079.95	Ramsey Co Reg Rail Auth-RCRRA						

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 10/ 1/99 through 12/31/99

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
421402	AP00105206	10/28/99	50.00	RRA	00000367		00001325	11/15/99	0000100168	Information Services
Total Account	421402		50.00	Data Proc Srv-Mtce						
421501	AP00116112	12/ 2/99	1,717.08	RRA	00000408		0000135964	12/17/99	0000101563	Ltk Engineering Services, Inc.
421501	AP00116114	12/ 7/99	162,215.25	RRA	00000414	0000000006	0000136027	12/17/99	0000100427	Parsons Brinckerhoff
421501	AP00109095	11/16/99	4,140.00	RRA	00000390	0000000017	0000127691	11/29/99	0000031693	Davis Communications
421501	AP00104184	10/28/99	6,660.23	RRA	00000368	0000000017	0000121780	11/10/99	0000031693	Davis Communications
421501	AP00101362	10/20/99	51,942.88	RRA	00000358	0000000006	0000118558	10/29/99	0000100427	Parsons Brinckerhoff
421501	AP00101362	10/20/99	73,574.37	RRA	00000357	0000000006	0000118558	10/29/99	0000100427	Parsons Brinckerhoff
421501		12/14/99	2,100.00	RRA	00000417	0000000017			0000031693	Davis Communications
Total Account	421501		302,349.81	Consulting Services						
421511	AP00108336	11/ 9/99	175.76	RRA	00000382		00001390	11/24/99	0000100162	Public Works
421511	AP00108336	11/ 9/99	527.80	RRA	00000387		00001390	11/24/99	0000100162	Public Works
421511	AP00108336	11/ 9/99	3,852.06	RRA	00000385		00001390	11/24/99	0000100162	Public Works
421511	AP00104184	10/28/99	300.00	RRA	00000366		0000121811	11/10/99	0000030760	Jeane Thorne Inc
421511	AP00101362	10/20/99	300.00	RRA	00000356		0000118498	10/29/99	0000030760	Jeane Thorne Inc
421511	AP00099397	10/20/99	473.20	RRA	00000344		00001231	10/22/99	0000100162	Public Works
421511	AP00099397	10/20/99	3,051.88	RRA	00000348		00001231	10/22/99	0000100162	Public Works
421511		12/20/99	188.50	RRA	00000421				0000018400	Ramsey Co. Prop Rec & Rev
421511		12/21/99	351.52	RRA	00000424				0000018400	Ramsey Co. Prop Rec & Rev
421511		12/21/99	1,739.64	RRA	00000426				0000018400	Ramsey Co. Prop Rec & Rev
Total Account	421511		10,960.36	Co Project Management Svcs						
421603	AP00109095	11/16/99	75.00	RRA	00000389		0000127453	11/29/99	0000100794	City Of St Paul
421603	AP00101362	10/20/99	100.00	RRA	00000353		0000118603	10/29/99	0000001770	St Paul,City Of
421603	AP00101362	10/20/99	107.24	RRA	00000354		0000118495	10/29/99	0000023226	Ikon Office Solutions
421603		12/21/99	93.00	RRA	00000423				0000100794	City Of St Paul
Total Account	421603		375.24	Printing & Stationery						

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DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 10/ 1/99 through 12/31/99

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
421701	AP00113578	11/30/99	26.12	RRA	00000401		00001514	12/20/99	0000100163	CHS-Presort Mail
421701	AP00108333	11/ 2/99	92.36	RRA	00000371		00001394	11/24/99	0000100163	CHS-Presort Mail
421701		12/14/99	13.37	RRA	00000419				0000018400	Ramsey Co. Prop Rec & Rev
Total Account		421701	131.85	Postage						
424305	AP00101362	10/20/99	30.00	RRA	00000351		0000118569	10/29/99	0000029661	Public Art St Paul
Total Account		424305	30.00	Volunteer/Comm Meeting Exp						
424507	AP00116113	12/ 6/99	47.40	RRA	00000411		0000136056	12/17/99	0000007157	Roadrunner Trans. Inc
Total Account		424507	47.40	Messenger Service						
Total Organization		150110	313,944.66	Riverview MIS						
Total Fund		12501	315,024.61	Ramsey Co Regional Rail Auth						
Total Budget Year		1998	315,024.61							

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 10/ 1/99 through 12/31/99

Budget Year	Fund	Organization
1999	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
421103	AP00113580	12/ 7/99	7,000.56	RRA	00000413		00001493	12/20/99	0000100150	Budgeting And Accounting
Total Account		421103	7,000.56	Budget And Accounting Svcs						
421208	AP00113578	11/30/99	649.42	RRA	00000405		00001495	12/20/99	0000100153	County Attorney
421208	AP00108333	11/ 2/99	574.48	RRA	00000374		00001384	11/24/99	0000100153	County Attorney
421208	AP00108333	11/ 2/99	574.48	RRA	00000375		00001384	11/24/99	0000100153	County Attorney
421208	AP00108333	11/ 2/99	3,496.85	RRA	00000372		00001384	11/24/99	0000100153	County Attorney
421208	AP00108333	11/ 2/99	2,747.53	RRA	00000373		00001384	11/24/99	0000100153	County Attorney
421208		12/21/99	324.71	RRA	00000430				0000018400	Ramsey Co. Prop Rec & Rev
Total Account		421208	8,367.47	County Attorney Services						
421402	AP00109869	11/18/99	87.79	RRA	00000393		00001444	12/ 3/99	0000100168	Information Services
421402	AP00105206	10/28/99	77.96	RRA	00000367		00001325	11/15/99	0000100168	Information Services
421402		12/21/99	220.15	RRA	00000431				0000018400	Ramsey Co. Prop Rec & Rev
Total Account		421402	385.90	Data Proc Srv-Mtce						
421501	AP00109094	11/15/99	933.75	RRA	00000388	0000000010	0000127883	11/29/99	0000031686	Richardson Richter & Assoc
421501	AP00109095	11/16/99	1,640.14	RRA	00000392	0000000010	0000127883	11/29/99	0000031686	Richardson Richter & Assoc
421501	AP00101362	10/20/99	855.00	RRA	00000350		0000118579	10/29/99	0000031686	Richardson Richter & Assoc
421501		12/14/99	682.43	RRA	00000418	0000000010			0000031686	Richardson Richter & Assoc
Total Account		421501	4,111.32	Consulting Services						
421506	AP00112324	11/23/99	2,083.00	RRA	00000396	0000000015	0000132789	12/10/99	0000020305	Lockridge,Grindal Nauen
421506		12/28/99	2,083.00	RRA	00000435	0000000015			0000020305	Lockridge,Grindal Nauen
Total Account		421506	4,166.00	Legislative Representative						

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DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 10/ 1/99 through 12/31/99

Budget Year	Fund	Organization
1999	12501	150101 Ramsey Co Reg Rail Auth-RCRRA

[illegible]

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 10/ 1/99 through 12/31/99

Budget Year	Fund	Organization
1999	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
421707	AP00109870	11/23/99	135.65	RRA	00000399		00001453	12/ 3/99	0000100171	Telecommunications
421707	AP00108334	11/ 4/99	135.65	RRA	00000379		00001412	11/24/99	0000100171	Telecommunications
421707	AP00108335	11/ 8/99	135.65	RRA	00000380		00001412	11/24/99	0000100171	Telecommunications
421707	AP00105206	10/28/99	135.65	RRA	00000363		00001355	11/15/99	0000100171	Telecommunications
421707	AP00099397	10/20/99	135.65	RRA	00000342		00001247	10/22/99	0000100171	Telecommunications
421707		12/21/99	135.65	RRA	00000433				0000018400	Ramsey Co. Prop Rec & Rev
Total Account		421707	813.90	Telephone-Local Service						
421710	AP00116112	12/ 2/99	71.36	RRA	00000410		0000135817	12/17/99	0000009961	Airtouch Cellular
421710	AP00109095	11/16/99	119.15	RRA	00000391		0000127626	11/29/99	0000009961	Airtouch Cellular
421710	AP00101362	10/20/99	67.37	RRA	00000355		0000118659	10/29/99	0000009961	Airtouch Cellular
Total Account		421710	257.88	Telephone-Cellular Service						
422402	AP00105206	10/28/99	200.00	RRA	00000365		00001327	11/15/99	0000100170	Property Management West
422402	AP00105206	10/28/99	2,965.50	RRA	00000364		00001327	11/15/99	0000100170	Property Management West
Total Account		422402	3,165.50	Buildings & Office Space						
422403	AP00112324	11/23/99	42.37	RRA	00000397		0000132755	12/10/99	0000020084	Imperial Parking Inc
422403	AP00108731	11/ 8/99	40.00	PRMG	00000256		0000125380	11/22/99	0000018400	Ramsey Co. Prop Rec & Rev
422403	AP00104184	10/28/99	40.69	RRA	00000369		0000121805	11/10/99	0000020084	Imperial Parking Inc
422403	AP00099709	10/15/99	40.00	PRMG	00000237		0000117234	10/25/99	0000018400	Ramsey Co. Prop Rec & Rev
422403	AP00098277	10/ 5/99	35.77	RRA	00000339		0000114147	10/18/99	0000020084	Imperial Parking Inc
422403		12/21/99	39.13	RRA	00000429				0000020084	Imperial Parking Inc
Total Account		422403	237.96	Parking Space						
422601	AP00101362	10/20/99	250.00	RRA	00000354		0000118495	10/29/99	0000023226	Ikon Office Solutions
Total Account		422601	250.00	Equipment & Machinery Repairs						

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 10/ 1/99 through 12/31/99

Budget Year	Fund	Organization
1999	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
423111	AP00101362	10/20/99	225.00	RRA	00000356		0000118498	10/29/99	0000030760	Jeane Thorne Inc
Total Account		423111	225.00	Employee Development						
424303	AP00116111	11/30/99	189.00	RRA	00000400		0000136107	12/17/99	0000075700	Travel Assoc Of Carriage Hill
424303	AP00105810	11/ 4/99	130.00	RRA	00000377		0000123330	11/17/99	0000113181	Trans. Research Board
424303	AP00101935	10/28/99	70.50	COMGR	00000862		0000119158	11/ 3/99	0000027902	Ortega,Rafael
424303	AP00101936	11/ 2/99	192.50	COMGR	00000868		0000119147	11/ 3/99	0000030722	Bennett,Tony
424303	AP00101935	10/28/99	292.61	COMGR	00000863		0000119153	11/ 3/99	0000030724	Haigh,Susan
424303	AP00101300	10/22/99	165.00	COMGR	00000838		0000118668	10/29/99	0000112931	Assoc. Dev. Services Inc
424303	AP00099725	10/20/99	18.75	RRA	00000361		0000116998	10/25/99	0000030726	Wiessner,Jan
424303	AP00099725	10/20/99	124.96	RRA	00000362		0000116995	10/25/99	0000023367	Rettman,Janice
424303	AP00098277	10/ 5/99	690.46	RRA	00000341		0000113043	10/15/99	0000030747	Despiegelaere,Kathryn
Total Account		424303	1,873.78	Conference & Seminar						
424306	AP00116111	11/30/99	27.94	RRA	00000404		0000135734	12/17/99	0000030747	Despiegelaere,Kathryn
424306	AP00106109	10/28/99	127.03	RRA	00000370		0000124326	11/19/99	0000030747	Despiegelaere,Kathryn
424306		12/14/99	4.00	RRA	00000416				0000102043	Ramsey Co. Parks & Rec.
424306		12/14/99	88.09	RRA	00000415				0000030747	Despiegelaere,Kathryn
Total Account		424306	247.06	Ced Meeting Expenses Account						
424501	AP00116111	11/30/99	135.60	RRA	00000403		0000135734	12/17/99	0000030747	Despiegelaere,Kathryn
424501	AP00116112	12/ 2/99	21.39	RRA	00000409		0000135729	12/17/99	0000030748	Bodin,Dennis
424501	AP00109096	11/18/99	41.23	RRA	00000395		0000127451	11/29/99	0000030748	Bodin,Dennis
424501	AP00101362	10/20/99	29.76	RRA	00000359		0000118361	10/29/99	0000030748	Bodin,Dennis
424501	AP00101362	10/20/99	144.18	RRA	00000360		0000118365	10/29/99	0000030747	Despiegelaere,Kathryn
Total Account		424501	372.16	Mileage/Parking						
424507	AP00116113	12/ 6/99	6.95	RRA	00000411		0000136056	12/17/99	0000007157	Roadrunner Trans. Inc
424507	AP00108762	11/ 2/99	10.95	RRA	00000376		0000125391	11/22/99	0000007157	Roadrunner Trans. Inc
424507	AP00101362	10/20/99	66.90	RRA	00000352		0000118583	10/29/99	0000007157	Roadrunner Trans. Inc
424507		12/21/99	18.15	RRA	00000428				0000007157	Roadrunner Trans. Inc
424507		12/28/99	20.30	RRA	00000434				0000007157	Roadrunner Trans. Inc
Total Account		424507	123.25	Messenger Service						

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 10/ 1/99 through 12/31/99

Budget Year	Fund	Organization
1999	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
431101	AP00116111	11/30/99	45.86	RRA	00000406		0000136122	12/17/99	0000011836	Us Office Products
431101	AP00116113	12/ 6/99	17.08	RRA	00000412		0000136122	12/17/99	0000011836	Us Office Products
431101	AP00112324	11/23/99	148.79	RRA	00000398		0000132754	12/10/99	0000100609	Ikon Office Solutions
431101		12/30/99	53.20	RRA	00000437				0000100794	City Of St Paul
Total Account		431101	264.93	Office Supplies						
431102	AP00116113	12/ 6/99	115.11	RRA	00000412		0000136122	12/17/99	0000011836	Us Office Products
Total Account		431102	115.11	Computer Operating Supplies						
Total Organization		150101	51,078.36	Ramsey Co Reg Rail Auth-RCRRA						

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT
For Accounting Date 10/ 1/99 through 12/31/99

Budget Year	Fund	Organization
1999	12501	150106 RCRRA Northeast Corridor Maint

[illegible]



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Ramsay County AS
APPROPRIATION STATUSPage No. 1
Run Date 03.Jan.2000
Run Time 9:48:17 AM

Business Unit: RC Fund: 12501 Ramsey Co Regional Rail Auth

Budget Year: 1998

% of Year Elapsed = 0.82

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	3,114.71	55,038.70	76.21	14,070.05
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	3,114.71	55,103.50	75.39	14,870.05
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

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Report ID: RMGL5_2A

Ramsey County ASPEN
APPROPRIATION STATUSPage No. 2
Run Date 03.Jan.2000
Run Time 9:48:17 AM

Business Unit: RC Fund: 12501 Ramsey Co Regional Rail Auth

Budget Year: 1998

% of Year Elapsed = 0.82

Organization	Program	Account	Adjusted Budget Amount	Pre-Encumbered Amount	Encumbered Amount	Expended Amount	% Expended	Remaining Spending Authority
150107	All Programs 00000	Supplies 430000	13,253.75	0.00	0.00	0.00	0.00	13,253.75
150107	All Programs 00000	Capital Outlay 440000	2,000,000.00	0.00	0.00	0.00	0.00	2,000,000.00
Total for Organization: 150107 RCRRA NE Corr Beam To N Co Ln			2,060,471.98	0.00	0.00	81.90	0.00	2,060,390.08
150109	All Programs 00000	Other Services & Charges 420000	32,500.00	0.00	0.00	32,500.00	100.00	0.00
Total for Organization: 150109 Phalen Berm Agreement			32,500.00	0.00	0.00	32,500.00	100.00	0.00
150110	All Programs 00000	Other Services & Charges 420000	1,432,317.92	0.00	585,740.07	716,746.25	50.04	129,831.60
Total for Organization: 150110 Riverview MIS			1,432,317.92	0.00	585,740.07	716,746.25	50.04	129,831.60
Total for Fund: 12501			4,097,248.96	0.00	588,854.78	807,077.05	19.70	2,701,317.13



Report: RMGL5_2A

Ramsay County AS
APPROPRIATION STATUSPage No 1
Run Date 03.Jan.2000
Run Time 9:49:34 AM

Business Unit: RC Fund: 12501 Ramsey Co Regional Rail Auth

Budget Year: 1999

% of Year Elapsed = 0.82

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	371,750.00	0.00	18,849.75	303,668.87	81.69	49,231.38
150101	All Programs 00000	Supplies 430000	3,800.00	0.00	0.00	1,598.79	42.07	2,201.21
150101	All Programs 00000	Capital Outlay 440000	16,450.00	1,667.00	7,843.52	186.38	1.13	6,753.10
Total for Organization: 150101 Ramsey Co Reg Rail Auth-RCRRA			392,000.00	1,667.00	26,693.27	305,454.04	77.92	58,185.69
150106	All Programs 00000	Other Services & Charges 420000	43,000.00	0.00	0.00	10,884.33	25.31	32,115.67
Total for Organization: 150106 RCRRA Northeast Corridor Maint			43,000.00	0.00	0.00	10,884.33	25.31	32,115.67
Total for Fund: 12501			435,000.00	1,667.00	26,693.27	316,338.37	72.72	90,301.36

14

Taxi 2000 Corporation

*developer of Personal Rapid Transit,
founded at the University of Minnesota,
technology owned by the U of MN.*

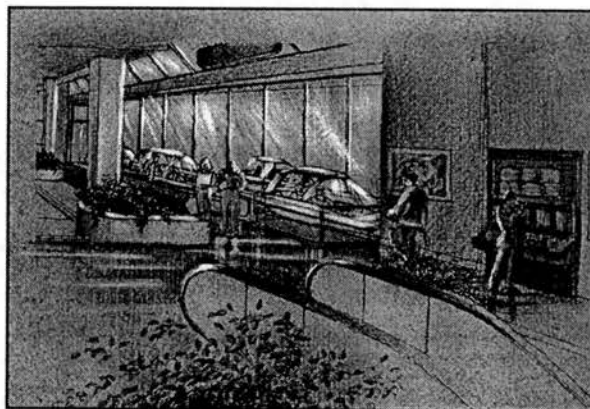
www.taxi2000.com

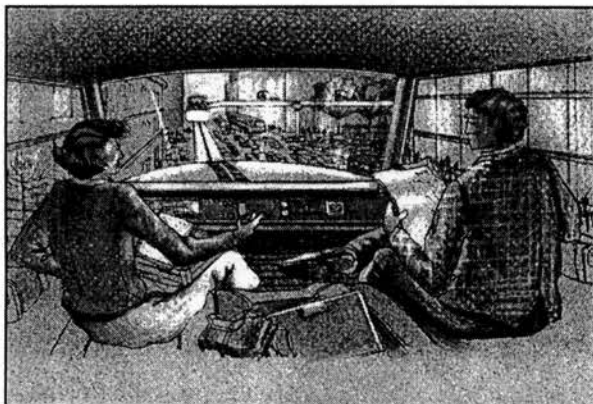
- System, Costs, Plan

The Taxi 2000 PRT System has won International Competitions:

- 1992: SeaTac
- 1993: Chicago RTA
- 1998: Forward Quest - Cincinnati
- Other PRTs have won *no* competitions.

A PRT Movie!



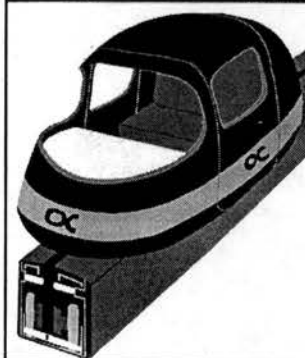


Watch a PRT Station Operate!

System Reliability & Safety

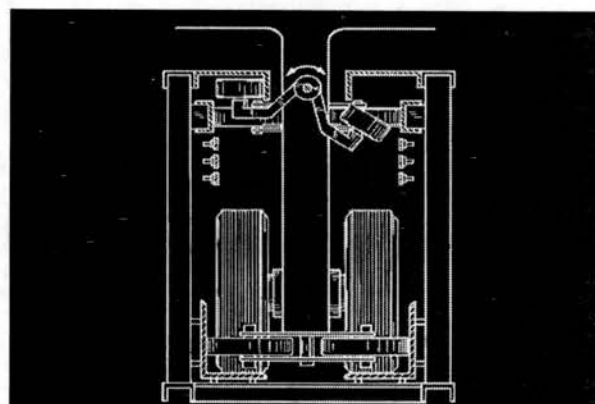
- Fault-tolerant hardware and software.
- Vehicle with few moving parts.
- Switch with no moving track parts.
- Dual redundant computers.

Optimum Configuration



- 3' x 3'
- No Moving Switch Parts
- All Weather
- Safe
- Smooth Ride
- Good Appearance
- Durable
- Modular
- Light Weight
- Accessible for Maintenance

ets



Readily Available Items:

- Linear induction motors
- Variable-frequency drives
- Power-pickup shoes
- Sensing and control components
- Wheel, axle, bearing assemblies
- Shock absorbing bumpers
- Rotary solenoids for switch actuation
- Linear actuator for parking brake
- Air conditioner
- Heater
- Battery

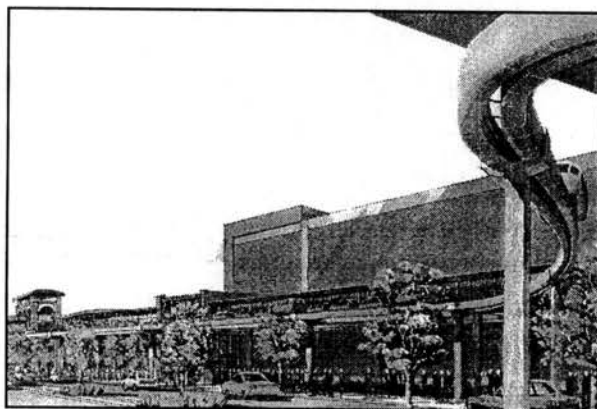
New Items:

- Aluminum chassis
- Passenger cabin
 - Composite construction
- Switch arm
- Push-mode coupler



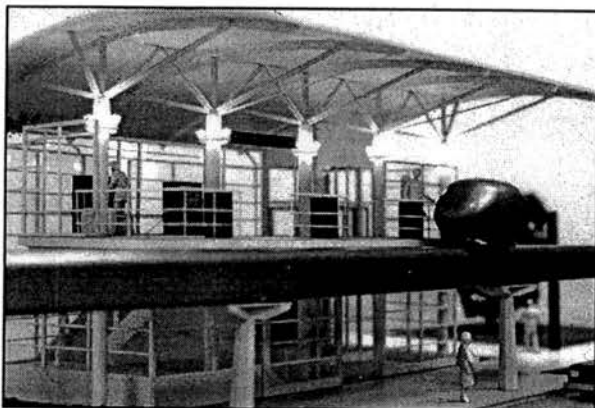
Readily Available Items:

- Power rails
- Power-feed cables
- Communications cable
- Structural steel angles and channels



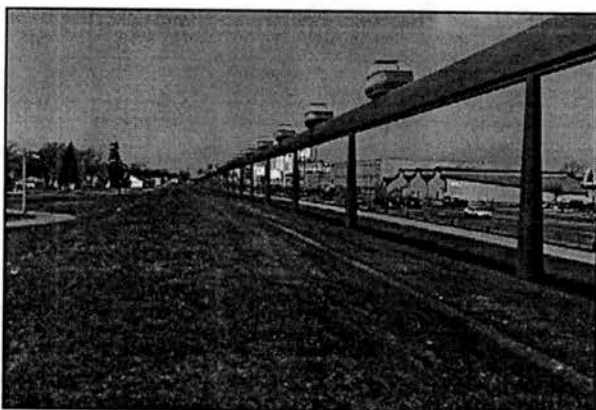
Guideway covers

- Keep out ice and snow.
- Provide electromagnetic shielding.
- Provide noise shielding.
- Reduce differential thermal expansion.
- Reduce air drag.
- Improve appearance.

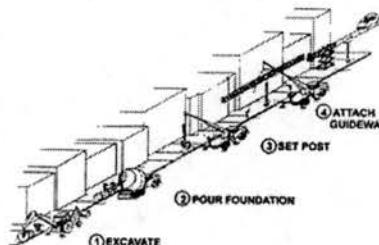


Readily available items:

- Ticket machines
- Ticket readers
- Television surveillance
- Lights
- Infrared sensors
- Elevators
- Wayside computers



Simple Installation Days not Months



- Minimal Disruption to Traffic and Business
- Minimal Land Use

Observe a PRT Network serving Cincinnati & Northern Kentucky

- Average peak-period wait time < 1 min.
- No wait off-peak.

A City Served by PRT has

- Fast, all-weather, 24-hour transport.
- Safe, private, secure, and reliable transport.
- Easy movement for disabled, elderly, young.
- Low air and noise pollution.
- Low energy use, land use, and cost.
- Little disruption and lower street-repair costs.

and it has

- Efficient use of parking facilities.
- More accessible stores, clinics, schools.
- Less fatigued and hassled employees.
- More livable higher-density communities.
- Less need for urban expansion.
- Better integration of the community.
- **Altogether a BREAKTHROUGH in urban transportation.**

Status of Development of Taxi 2000:

- Design started in 1982
- Design reviewed and updated with help of five large engineering companies.
- Design completed and costs determined by 1992.
- Costs updated to present day with transit price index.

Taxi 2000 System Costs:

- With two stations and 35 vehicles per mile:
 - \$8,700,000 per one-way mile
- O & M cost per year per mile:
 - \$327,000 (3.8% of capital cost)
- Cost per passenger-mile:
 - O & M: 15¢
 - TOTAL: 40¢

Recent Swedish study results:

- City of Umeå. Benefit/cost ratio for
 - Monorail (improvement over LRT): 0.2
 - Best bus system: 0.6
 - PRT: 1.4
- Gothenberg with PRT
 - Transit up 48% in metro area.
 - 23% of auto trips shift to transit.

Our Plan:

- Find financing for final engineering.
- Recruit systems-engineering team.
- Update specifications, find suppliers.
 - A 14-month project.
- Build and test critical components.
 - 300-ft guideway through switch and curve.
 - Two vehicles, one engineering, one complete.
 - Another 4 to 6 months.
 - Cost to here: \$5 million.
- Design and construct the first project.

For more details see
www.taxi2000.com

www.cpirt.org

www.skyloop.org

All questions welcome!



THE TAXI 2000 CORPORATION
WOLFGRAMM + GLEESON ARCHITECTS, P.A.

Commuter Rail

System

*p*lan



Moving Minnesota

Part of the Moving Minnesota Strategy



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Introduction

SECTION

1

Vision Statement

Commuter rail will be planned, designed, and implemented to provide a unified, integrated, and efficient multimodal transportation system.

1.1 Background

The Metropolitan Council predicts that by the year 2020, the Twin Cities metropolitan area will grow by 650,000 people and 330,000 households, 410,000 jobs, adding 2.4 million daily automobile trips to the region's highways.

"For too long, limited solutions have existed to solving transportation problems", Governor Ventura's Strategic Directions for Minnesota goes on to challenge us to develop diverse options to address those transportation problems. The Commuter Rail System Plan provides a strategy to incorporate commuter rail as part of an integrated transportation system that will provide alternative choices to the automobile for commuters in Minnesota.

In January 1999 the Minnesota Department of Transportation (Mn/DOT) presented the results of the Twin Cities Metropolitan Commuter Rail Feasibility Study to the Minnesota Legislature. After hearing those results the legislature passed M.S. 174.80 to 174.90 which gave the Commissioner of Mn/DOT the authority to plan, design, construct, and operate commuter rail in the State of Minnesota. Further, the Commissioner was charged with the responsibility of developing a commuter rail system plan that would ensure that, if built, commuter rail would be part of an integrated transportation system that would interface with all other forms of transportation including light rail transit (LRT), buses, park and ride, bicycles, and pedestrians. In developing the Commuter Rail System Plan Mn/DOT has built



Commuter Rail Service in Los Angeles, California

on the results from the Twin Cities Metropolitan Commuter Rail Feasibility Study and in particular the implementation strategy presented in the final report.

The commuter rail system plan addresses the following:

- How Mn/DOT will manage the authority provided for in legislation,
- Describes in detail the process that commuter rail corridors must follow to obtain Mn/DOT approval to move forward with implementation of commuter rail,

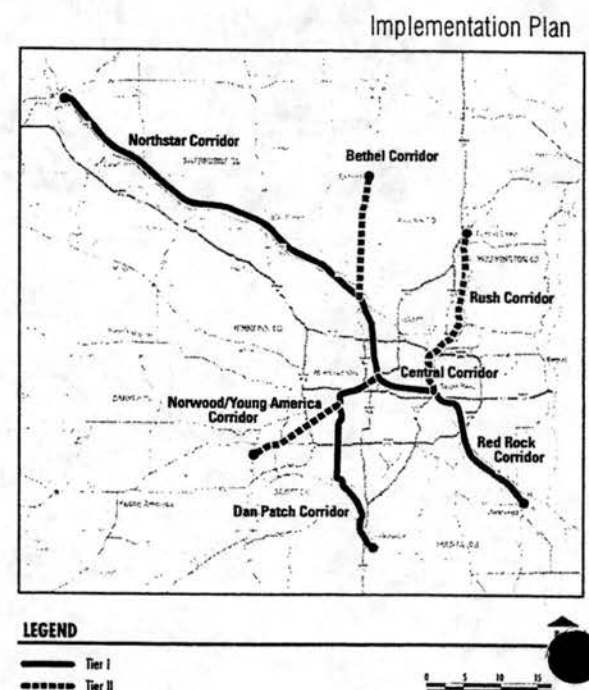
"The Commuter Rail System Plan builds on the results of the Twin Cities Metropolitan Commuter Rail Feasibility Study"

- Provides a single point of authority to advance commuter rail implementation,
- Establishes ground rules for the funding and financing of all aspects of commuter rail activity,
- Develops engineering standards for system components,
- Declares a framework for conducting negotiations with the host railroad(s), and
- Declares the necessity of coordination of commuter rail with all other transportation plans and transit services.

The commuter rail system plan has been developed as a prescriptive tool that ensures commuter rail will be accomplished in a cooperative and consistent manner that provides to the maximum extent possible, coordination among stakeholders. The system plan reinforces the legislative direction that has placed Mn/DOT in charge of the planning, design, construction, and operation of commuter rail and the system plan that commuter rail will only be advanced where it is consistent with the transportation plans of affected metropolitan planning organizations and with the implementation strategy contained in the system plan itself.

1.2 Implementation Strategy

The Commuter Rail System Plan, as stated earlier, builds on the results of the Twin Cities Metropolitan Commuter Rail Feasibility Study and in particular focuses on the implementation strategy presented in the Final Summary Report. This implementation strategy provided for a two tiered and staged implementation of six (6) commuter rail corridors and the central corridor connecting the cities of Minneapolis and St. Paul, as shown in the map.



"Within the Commuter Rail System Plan the implementation strategy has been modified only slightly."

"Revised legislation provides Mn/DOT the authority to plan for commuter rail beyond the seven county metropolitan area"

Tier I staging was presented as follows:

- Stage 1 – Northstar corridor from Elk River to Minneapolis,
- Stage 2 – Red Rock corridor from Hastings to St. Paul,
- The Minneapolis to St. Paul connection may be implemented in Stage 1 or Stage 2 and must be implemented no later than Stage 2, and
- Stage 3 – Dan Patch corridor from Lakeville to Minneapolis.

Tier II included the following corridors with no staging or priority for implementation suggested:

- Bethel to Minneapolis,
- Forest Lake to St. Paul,
- Norwood-Young America to Minneapolis, and
- Extension of existing corridors.

Within the Commuter Rail System Plan the implementation strategy has been modified only slightly. It has been modified by extending the Northstar Corridor termini from Elk River to the St. Cloud area reflecting the authority given to Mn/DOT to plan commuter rail beyond the seven county metropolitan area. In addition, it has been modified to reflect that the Minneapolis to St. Paul connector will be implemented with the Red Rock Corridor.

Justification for these modifications include the following:

- Revised legislation provides Mn/DOT the authority to plan for commuter rail beyond the seven county metropolitan area,
- The Northstar Corridor Development Authority has actively pursued implementation of commuter rail service to the St. Cloud area consistent with its federal funding authority, and
- The Twin Cities Metropolitan Commuter Rail Feasibility Study identified significant value in implementing the central corridor with the Red Rock (Hastings) corridor rather than implementing it with the Northstar Corridor. Specifically, ridership on

the Red Rock Corridor is extremely dependent on through trips to downtown Minneapolis. The same is not true for the Northstar Corridor ridership dependence on trips through to downtown St. Paul.



Plan Administration Guidelines

SECTION

2

*Detailed background information on Governance
can be found in Section B of the Appendix*

The purpose of this section is twofold: (1) to outline the various alternatives related to public sector sponsorship of commuter rail services provided throughout the State of Minnesota (2) to recommend a viable organizational approach for the safe, reliable and cost-effective provision of such services.

*"It is recommended that Mn/DOT
serve as the initial sponsor of
commuter rail service."*

2.1 Governance

In light of the passage of recent Minnesota State legislation¹ that establishes Mn/DOT as the state's commuter rail planning and implementation agent, it is recommended that:

1. Mn/DOT serve as the initial sponsor of commuter rail service, and
2. Mn/DOT clearly define the nature and extent of its authority, duties and responsibilities as the state's commuter rail sponsor insofar as they affect the relevant Regional Railroad Authorities and Metro Transit as well as other affected counties, cities, communities, Metropolitan Planning Organizations, and/or transit service providers throughout the region.

Mn/DOT may delegate commuter rail sponsorship to a federated Joint Exercise of Powers Agency (JPA) comprised initially of representatives of affected parties.

An alternative to Mn/DOT would be the creation of "MnTransit," a state-level agency with statewide responsibility for transit planning and operations similar to the New Jersey/NJTransit model. However, this approach seems to conflict with the legislature's intent to specifically empower Mn/DOT with these same duties and responsibilities as they relate to commuter rail. Furthermore, adding to the already lengthy list of Minnesota public agencies with some measure of transit and/or specifically rail-related responsibilities may not be viewed by the current administration as being in the best interest of the public.

Candidates for membership in a JPA include relevant Regional Railroad Authorities and Metro Transit as well as other affected counties, cities, communities, Metropolitan Planning Organizations, and/or transit service providers throughout the region. To the extent that commuter rail Advanced Corridor Plans are initiated outside the seven-county region, the membership of the federated Joint Powers organization could be modified accordingly. This approach is similar to that adopted in the Central Puget Sound Region.

Another potential alternative would be the delegation of sponsorship status by Mn/DOT to Metro Transit. This alternative would be consistent with Metro Transit's current duties and

¹ Minnesota Session Laws 1999, Chapter 230 – S.F. No. 1762, Section 20

"If and when the Commissioner proposes modifications to the System Plan, the modifications will be presented to affected MPO's for approval."

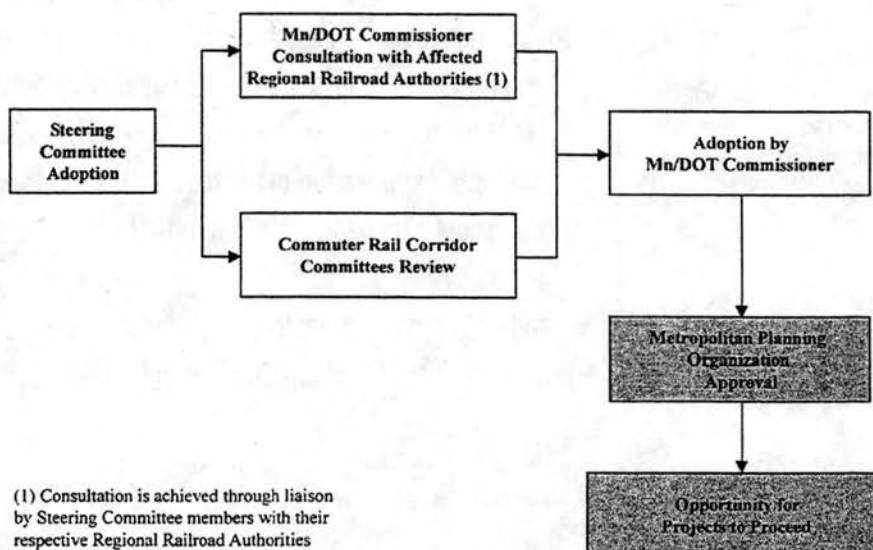
responsibilities as primary transit service provider throughout the seven-county Twin Cities Metropolitan Area. However, current state law limiting the provision of Metro Transit's services to the seven-county area would have to be amended to allow for the potential provision of commuter rail service outside the region or elsewhere throughout the State of Minnesota. The approach which has been taken in the Central Puget Sound with regard to the role of bus service providers has been to formulate intergovernmental agreements with such agencies (Community, Everett and Pierce Transit) for the provision of feeder bus service to and from LRT and commuter rail stations. Given their long history of providing high-quality bus service throughout the Twin Cities Metropolitan Area, this may also be Metro Transit's "best and highest use" in the context of the provision of commuter rail service as opposed to serving as sponsor of such service.

2.2 System Plan Approval Process

Approval by affected Metropolitan Planning Organizations (MPO's) is required prior to the preparation of final design plans. Approval of the System Plan by the Metropolitan Council for the Twin Cities Metropolitan area and the St. Cloud Area Planning Organization for the St. Cloud area is required.

If and when the Commissioner proposes modifications to the System Plan, the modifications will be presented to affected MPO's for approval.

Approval Process



"Mn/DOT is the logical organization to maintain the System Plan"

"It is imperative that communities, along with affected Metropolitan Planning Organizations and Mn/DOT, partner and address issues that ensure the success of the community and of commuter rail service."

2.3 System Plan Maintenance

The Twin Cities Commuter Rail System Plan is a living document that will need to be modified, especially as real-life experience with commuter rail is gained. As the organization responsible for all aspects of planning, developing, constructing, operating and maintaining commuter rail, Mn/DOT is the logical organization to maintain the System Plan. Mn/DOT will be responsible for ensuring the commuter rail plan is in compliance with local, state and federal planning and programming requirements. However, the Steering Committee structure that was used during the Twin Cities Metropolitan Commuter Rail Feasibility Study and again to develop the System Plan, presents an opportunity to maintain communication and coordination among the Regional Rail Authorities and Commuter Rail Corridor Coordinating Committees. It is recommended that the Steering Committee structure be maintained and utilized as a review board for maintaining the System Plan.

2.4 Planning and Programming

Commuter rail service is dependent upon the compatibility between efficient land use policy and transit investments. Commuter rail is most successful when land use policy around stations, neighborhoods, communities, the region and ultimately the state allows for innovative, flexible, and inclusive solutions.

Community Plans

Local communities play a large role in the success or failure of commuter rail service, especially in the initial stages of implementation. It is imperative that communities, along with affected Metropolitan Planning Organizations and Mn/DOT, partner and address issues that ensure the success of the community and of commuter rail service. In order to maximize commuter rail service and community opportunities, local land use planning must recognize the potential impacts of commuter rail investments.

Communities that demonstrate a commitment to Smart Growth principles in their land-use planning and transportation planning will be given priority consideration for transportation improvements. Commitment to commuter rail investments should be reflected in comprehensive plans, transportation plans, development strategies and zoning ordinances.

Mn/DOT will work with local units of government to ensure their voice is heard while commuter rail is being explored as an investment option for the people of Minnesota. To meet this commitment, Mn/DOT will:

- Coordinate with local planning process(es),
- Work with Commuter Rail Coordinating Committees in commuter rail corridors, and
- Provide consistent and timely information and feedback.

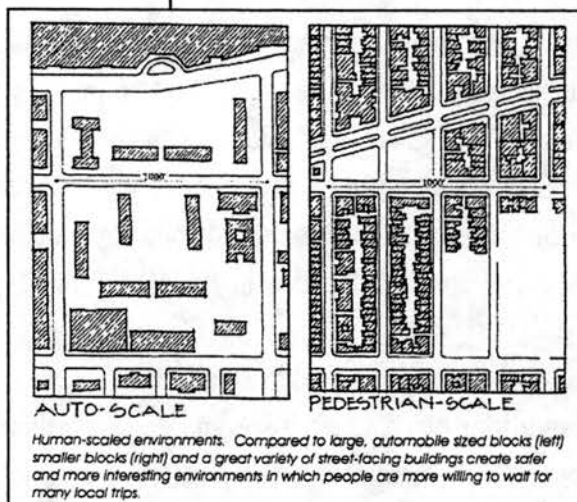
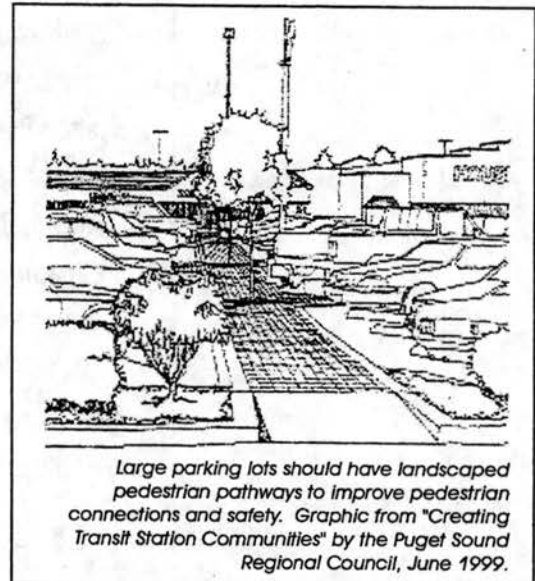
Mn/DOT will work with communities to use commuter rail as a tool to create more vital, economically sound and livable communities for all to enjoy.

Metropolitan Council

The Commuter Rail System Plan reflects the planning and policy decisions outlined in the Metropolitan Council's *Regional Blueprint*, *Transportation Plan* and *Metropolitan*

Master Transit Plan and initiatives such as *Smart Growth*. These plans and initiatives underscore the importance for commuter rail service in the region to be integrated with other transit options, correspond to regional growth strategies, promote accessibility, and maximize public investments in livable communities. Mn/DOT will work with the Council to achieve the region's Smart Growth goals which are to maximize economic opportunity, manage natural resources and agricultural land and be fiscally prudent. Transit investments, such as commuter rail, support Smart

Growth initiatives by more efficient use of land, lower public facility costs, improved air quality and protection of open space.



"The Minnesota Department of Transportation (Mn/DOT) will coordinate with the Metropolitan Council (Council) to address critical policy directions"

"The Mn/DOT Strategic Plan envisions a coordinated transportation network"

"Mn/DOT has four strategic objectives – information, multimodal, inter-regional corridors, and program delivery."

The Minnesota Department of Transportation (Mn/DOT) will coordinate with the Metropolitan Council (Council) to address critical policy directions in terms of commuter rail investments for the region that encourage economic growth, foster reinvestment in distressed areas and preserve the natural environment.

Mn/DOT will work cooperatively with the Council to ensure that commuter rail service will support travel-time advantages for transit, improve transit service reliability and increase transit accessibility to jobs.

In addition to the above planning principles, Mn/DOT will work with the Council to achieve the region's smart growth strategies.

Minnesota Department of Transportation

The Minnesota Department of Transportation is committed to making investments that support transportation choices that are important to Minnesota's future. Mn/DOT is committed to improving Minnesota's transportation system to enable greater mobility throughout the state. This commitment is based on maximizing the use of existing infrastructure, creating multi-modal centers and implementing smart growth principles.

- Mn/DOT Strategic Plan – The Mn/DOT Strategic Plan envisions a coordinated transportation network that provides safe, user-friendly access and movement, and responds to the values of Minnesota's citizens. In its mission to develop Minnesota's coordinated transportation network, Mn/DOT is committed to promote and support connections among transportation systems, such as light rail, commuter rail and bus transit. In its efforts to promote and support such connections, the department has developed a Commuter Rail System Plan that articulates how this piece of the transportation network will be developed,
- Mn/DOT has four strategic objectives – information, multimodal, inter-regional corridors, and program delivery. The multimodal objective aims to increase travel options for people and for moving goods that enhance the economic

"Mn/DOT will update the Statewide Transportation Plan to place more emphasis on the development and integration of all modes, including commuter rail"

"Mn/DOT will ensure that commuter rail activities are incorporated into strategic plans, business plans as well as Transportation Improvement Plans of affected districts and offices."

vitality of the state' provide safe, timely and efficient movement of people and goods; and improve the quality of life,

- Statewide Transportation Plan – One of several action items related to achieving the multimodal objective specifically states that Mn/DOT will update the Statewide Transportation Plan to place more emphasis on the development and integration of all modes, including commuter rail. Another action item states that Mn/DOT will partner with the Metropolitan Council to develop a regional master plan for transit that integrates LRT, commuter rail, busways and other transit services, and
- District and Office Plans – Business and Strategic – In addition to a Statewide Transportation Plan, each district and office within Mn/DOT has developed a working unit level strategic plan and business plan. These plans focus more locally on how to carry out specific action items, and deliver products and services that best achieve the department's strategic objectives. Mn/DOT will ensure that commuter rail activities are incorporated into strategic plans, business plans as well as Transportation Improvement Plans of affected districts and offices.

Programming of Commuter Rail Projects

- Feasibility Studies – Feasibility studies are generally conducted when further information or detail about a given topic is necessary. In 1997, the Minnesota Legislature required that such a study be conducted to determine the plausibility of a commuter rail system in the Twin Cities Metropolitan Area. Several factors were evaluated as part of Twin Cities Metropolitan Commuter Rail Feasibility Study, including ridership, capital and operations and maintenance costs, measures of cost-effectiveness, perceived opportunities, and implementation barriers. Upon conclusion of the Twin Cities Metropolitan Commuter Rail Feasibility Study, six corridors were identified as feasible commuter rail routes in the Twin Cities Metropolitan Area, and

"To become eligible for federal capital investment funds, the proposed project must emerge from the metropolitan and/or Statewide planning process. In addition, a corridor-level analysis of mode and alignment options must be performed."

- Advanced Corridor Plans – In 1998, the Minnesota Legislature asked Mn/DOT to develop a Commuter Rail System Plan that would articulate necessary engineering standards, as well as provide guidance for advanced corridor planning. Advanced corridor planning is defined by legislation to address the following:
 - Contain a physical design component that identifies the physical design of facilities;
 - Specify track and signal improvements;
 - Address handicapped access;
 - Specify intermodal coordination and connections with bus and light rail transit operation and routes;
 - Project ridership, capital costs, operating costs and revenues;
 - Identify sources of funds for operating subsidies and funding for final design, construction and operation;
 - Describe an implementation method;
 - Describe a plan for public involvement and public information;
 - Define anticipated agreements with the railroads; and,
 - Address land use impacts.
- From advanced corridor plans, preliminary engineering plans are developed and from there, final design documents are prepared.

Federal Planning Requirements

Mn/DOT will align the commuter rail planning and programming process to follow the Federal Transit Administration's (FTA's) New Starts Criteria (Title 49, United States Code, Section 5309) for construction of new fixed guideway systems and extensions. The New Starts Program, a capital investment program, will guide planning and programming of commuter rail service in the areas of mobility improvements, environmental benefits, operating efficiencies, and cost effectiveness. To become eligible for federal capital investment funds, the proposed project must emerge from the metropolitan and/or Statewide planning process. In addition, a corridor-level analysis of mode and alignment options must be performed. This alternatives analysis (advanced corridor planning) will

"The final design stage cannot be initiated until environmental requirements have been satisfied and documented."

provide information on the benefits, costs and impacts of alternative strategies, leading to the selection of a locally-preferred solution to the community's mobility needs. When this work is completed, Mn/DOT will submit the application to the FTA for preliminary engineering that contains documentation of the following items:

- Project justification,
- Mobility improvements,
- Environmental benefits,
- Operating efficiencies,
- Cost-effectiveness,
- Local financial commitment, and
- Land use policies and smart growth initiatives.

FTA will then evaluate the proposed project and determine whether or not to advance the project into preliminary engineering. FTA approval to initiate preliminary engineering is not a commitment to fund final design or construction activities.

Upon approval, project costs, benefits and impacts are further refined. In addition, environmental impact statements are prepared, project management concepts are finalized and required funding sources are put into place. FTA will then evaluate the proposed project and determine whether or not to advance the project into final design.

Final design is the last phase of project development, and includes right-of-way acquisition, utility relocation, and the preparation of final construction plans and detailed cost estimates, and bid documents. The final design stage cannot be initiated until environmental requirements have been satisfied and documented. Once FTA has approved the final design element of a project, FTA may propose to grant a Full Funding Grant Agreement (FFGA) with the project sponsor.

A FFGA with the federal government is the mechanism for the state to receive funding assistance under the New Starts Program. The FFGA defines the project cost, time lines and outlines the maximum level of federal investment of the project. This agreement with FTA will be managed by Mn/DOT, as the project sponsor.

Funding and Financing Guidelines

SECTION

3

This section discusses potential opportunities for sharing commuter rail system costs among federal, state and local levels of government. This section also summarizes the most promising funding sources and financing techniques to pay for the capital and operating costs of commuter rail service.

3.1 Cost Sharing

The successful funding of commuter rail projects in Minnesota will require effective partnering of the agencies and entities which will benefit from its implementation. Commuter rail capital costs are primarily shared among federal, state, local units of government and may include the railroads. The major share of debt service would likely be assigned to the State of Minnesota with any railroad cost sharing or federal funding reducing the portion of the capital costs funded by the State. Operating costs are typically satisfied through user fees (farebox recovery) and state and local government operating subsidies.

"Moving Minnesota," a ten-year state transportation investment program announced by the Governor focuses on 3 basic investment strategies which would provide transportation funding for projects such as commuter rail. Investment strategies would provide a new state funding source that have the potential to satisfy the capital and operating needs of a commuter rail system in Minnesota.

3.2 Sources of Funding

Applicable sources of funding were identified for both operating costs and capital costs.

Capital Funding

Potential sources of commuter rail capital funding include the following:

- The Motor Vehicle Excise Tax (MVET) - The transfer of a portion of the Motor Vehicle Excise Tax to a multimodal transportation fund,
- Sales tax - A prospective regional sales tax could be considered that could generate \$332 million in annual revenues for each 1% sales tax imposed. As is the case with property tax levies, sales tax revenues could be utilized to offset capital and/or operating costs,
- Property tax levies - Existing property taxing authority granted by the State to the counties could be utilized to offset capital costs,

- Section 5309 New Starts Program - Part of FTA's Capital Program that funds new fixed guideway systems (heavy rail, light rail, commuter rail, busways, etc.) and extensions in metropolitan areas. In FY 1999, \$896 million was appropriated nationwide,
- Surface Transportation Program (STP) - A formula program through which funds are allocated to states and metropolitan areas for highways, transit capital, and bus terminals and facilities. Minnesota received \$114.8 million in FY 1999,
- National Highway System (NHS) - An FHWA formula program that provides funding for improvements to rural and urban roads that are part of the National Highway System (NHS). Under certain circumstances, funds can be used for transit. Minnesota's apportionment in FY 1999 was \$89.2 million, and
- Interstate Maintenance - An FHWA formula program for resurfacing, restoring, rehabilitating, and reconstructing most routes on the Interstate System. Up to 50% of a State's apportionment may be transferred to NHS, STP, CMAQ, and/or Bridge. Minnesota's 1999 apportionment was \$74.7 million.

Operating Funding

Potential sources of commuter rail operating funding include the following:

- Fare and advertising revenues - Fare and advertising revenues will serve to partially offset operating costs,
- The Motor Vehicle Excise Tax (MVET) - The transfer of a portion of the Motor Vehicle Excise Tax to a multimodal transportation fund,
- Regional sales tax - State enactment of a prospective regional sales tax could be considered,
- State sales tax - Existing tax that yielded \$3.1 billion in 1998 and that has produced revenue growth of 6.5% over the past three years. Each 0.1% of State sales tax yields \$48 million annually, and
- Property tax levies - Existing property taxing authority granted by the State to the counties could be utilized to offset operating costs.

"The issuance of general obligation bonds is envisioned to be the most effective commuter rail capital financing technique available"

3.3 Financing Techniques

Capital obligations borne by the State of Minnesota are best met through the issuance of general obligation bonds that would pledge the State's "full faith and credit." The issuance of general obligation bonds is envisioned to be the most effective commuter rail capital financing technique available, net of any available local, regional and/or federal contribution(s).

Other financing techniques that could be considered include the following:

- Transportation Revolving Loan Fund (TRLF) – During the 1997 Legislation session, Mn/DOT proposed legislation that would create a State Infrastructure Bank (SIB) for Minnesota. The legislation, known as the TRLF Act, was enacted in May 1997. A TRLF is a state fund that can be used by eligible borrowers to finance Title 23 (highway) or Title 49 (transit capital) eligible projects.
- Grant Anticipated Revenue Vehicle (GARVEE) bond – Any financing instrument for which principle and/or interest is repayable with future federal-aid highway and transit funds. The debt is issued in anticipation of the receipt of federal-aid grant reimbursement in subsequent years. State legislation is required to obtain GARVEE bond financing.



Project Development Guidelines

SECTION

4

Detailed background information on Planning, Design, Procurement and Operations can be found in Section B of the Appendix

The purpose of this section is to provide guidelines to ensure consistency during the planning, design, procurement, construction and operation of commuter rail improvements.

4.1 Planning Guidelines

System Expansion and Modal Integration

In the development of linear transportation corridors, there often exists an opportunity to construct the corridor in segments based on criteria such as funding availability, right-of-way availability, completion of environmental mitigation measures and facility need. Staging should be considered both in terms of how much guideway should be constructed or used for a particular commuter rail service, and in terms of what stations should be included in the original service and whether any stations should be deferred to a later time. A review of the corridors contained in the System Plan may identify opportunities to stage construction of these corridors.

While this issue was examined in the Twin Cities Metropolitan Commuter Rail Feasibility Study, further developments and concepts for the System Plan corridors have lengthened the corridors and possibly presented new opportunities for staging.

The decision regarding when and where to make system expansions will be based on four criteria:

1. Service to major travel generators - System expansions, either line extensions or station additions, will be staged to provide service to significant trip generators,
2. Cost effectiveness - It is expected that the end of each commuter rail line will be served by a system of feeder busses that expand the travelshed of that line. Typically, a line extension should be undertaken when the cost per passenger-mile of providing feeder bus service exceeds the equivalent cost of the envisioned line extension,
3. Community support - The potential of a particular commuter rail project may be enhanced by the level of financial support offered by interested and affected parties to the project. When this criteria is applied, the total cost of a project must be considered, including capital cost and lifetime operating and maintenance cost, and
4. Policy considerations - The extension of an existing commuter rail line may also be justified by policy considerations. For example, it may be determined that the

"The guidelines for station design are drawn from numerous other commuter rail systems."

economic well being of the region or state would be enhanced by providing commuter rail service to a major metropolitan area, and

5. Minimum ridership – A station must be expected to serve at least 100 riders per day in the forecast year to be considered for implementation.

To increase the level of service provided to transit users and to enhance the efficiency, with which transit services are operated, commuter rail service planning will include:

- Selective elimination of parallel bus routes serving similar origins and destinations at the same time as the commuter rail service,
- The routes and schedules of other transit providers serving the central business districts should be coordinated to the extent possible with commuter rail service,
- The facilitation of convenient access between commuter rail service and the Hiawatha light rail transit line in downtown Minneapolis,
- Provision of feeder bus routes where service can be provided to areas outside of reasonable walking distance of commuter rail stations and reasonable travel time to principle destinations can be provided, and
- In communities that have established circulator transit services, include the local commuter rail stations in the service and arrange schedules to allow two-way transfers between the trains and the circulator busses.

Station Development and Site Planning



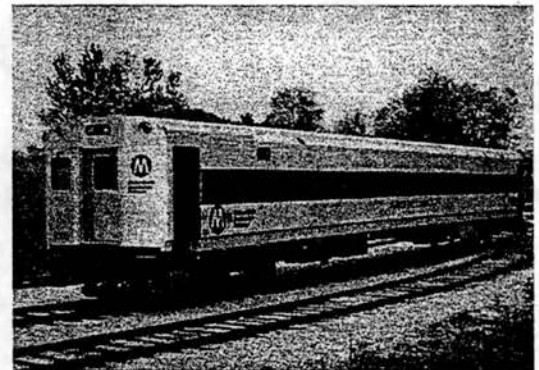
Elmhurst, Illinois Station including Waiting Room, Ticket Sales and Concession.

Commuter rail provides opportunities to channel growth and redevelopment around stations and enhance communities. With respect to the planning and design, guidelines are presented below which describe how smart growth can be implemented in a commuter rail station area.

A transit-oriented development at a commuter rail station would include a core area in the immediate vicinity of the station and an area surrounding the core. The total area of the Transit-Oriented Development (TOD) can vary depending on the development potential of the site. Successful transit-oriented developments have been in the range of 60 acres (a circle with a 900-foot radius) to 125 acres (a circle with a radius of one-quarter mile).

The core area of the TOD is a relatively dense mixed-use development and constitutes from one-tenth to one-half the total TOD area. The main characteristics include:

- Overall net floor area ratio of at least 0.5 (net floor area ratio is the ratio of the sum of the floor areas of all buildings on a site to the area of the site),
- Blocks are small, no more than about 4 acres,
- Buildings along at least 75 percent of block frontages face the street,
- Building faces are close to the street, within 10 feet of the sidewalk,
- Frontages in the core area are ground floor retail businesses, commercial businesses or personal services businesses (about 40% or more),
- Building faces along the street include a large percentage of glass, and
- Residential density is 30 dwelling units per acre or more.



Bombardier, single-deck cab car for Metro-North Commuter Rail in Upstate New York.

In the TOD area outside the core, the mix of land uses should include:

- Residential (20 to 30 percent of the TOD area),
- Employment uses (20 to 30 percent of the TOD area), and
- Civic uses (about 10 percent of the TOD area).

"smart growth does not require high-rise apartment or office buildings to achieve the desired density"

To illustrate how TOD and Smart Growth could be implemented in settings representative of potential station locations in Minnesota, three sets of renderings are on Pages 4-5 through 4-10. The renderings are drawn from a study titled *Visions: Choosing a Future for Growing Communities* prepared by Dodson Associates for the Environmental Law and Policy Center, Chicago, IL.



Parking at stations must be convenient and have adequate space.

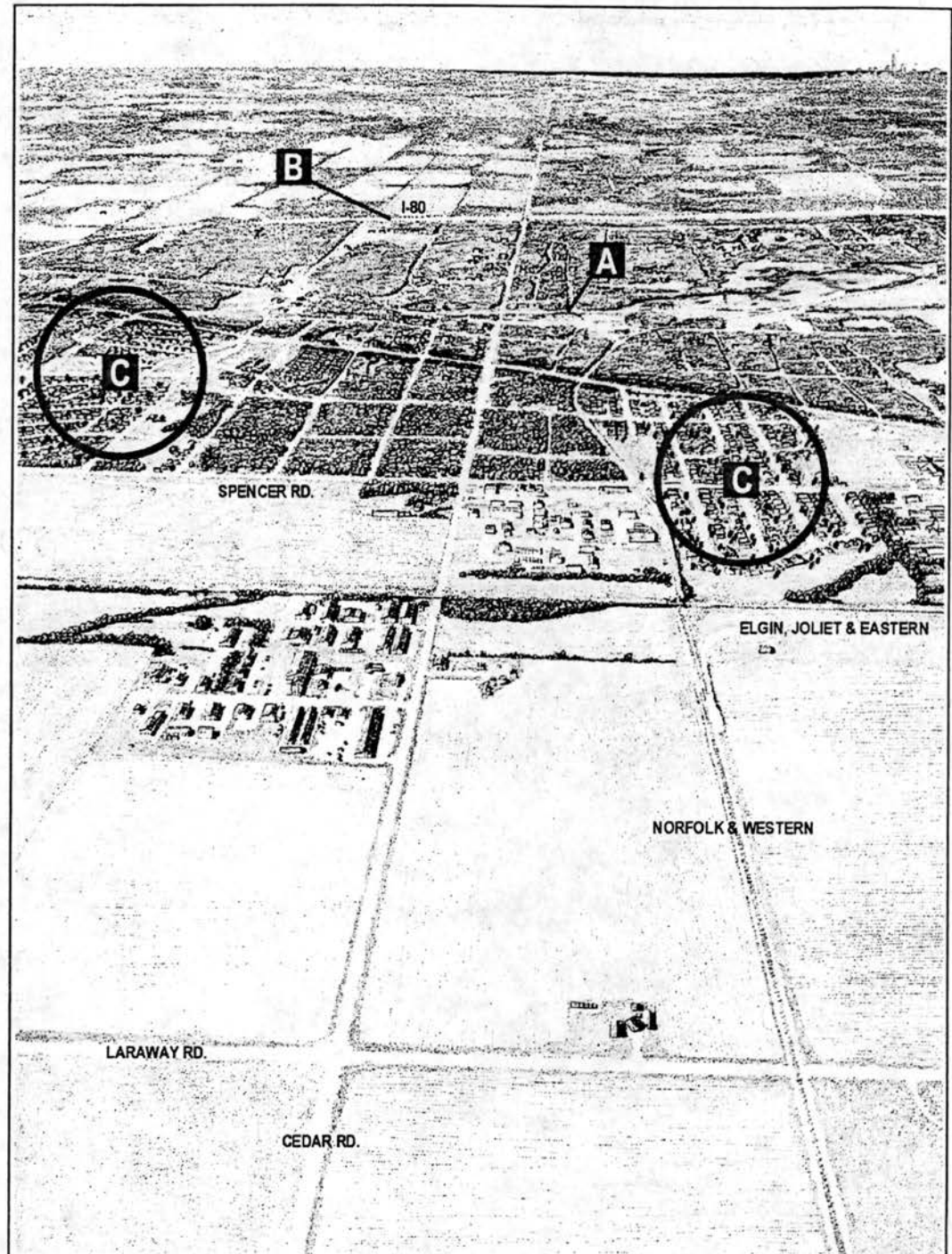
Each set of renderings illustrates the same location. The three drawings present a vision of a development around a new commuter rail station under different circumstances:

1. Present condition
2. Conventional development scenario
3. Smart growth development scenario

Each of the growth scenarios assumes the same amount of development in terms of building area, population and employment. In comparing the two growth scenarios to the present condition and to each other, it is apparent that smart growth retains a much larger amount of open space than conventional growth. It is also clear that, while development is more compact under the smart growth scenario, it does not require high-rise apartment or office buildings to achieve the desired density.

Situated in central Will County, less than five miles east of Joliet, the Village of New Lenox has evolved from a rural farming community of 4,000 residents to a fast-growing Chicago suburb of over 25,000 people in the past two decades. New residents are drawn to its friendly small-town atmosphere, good schools, relatively inexpensive home prices, plentiful parks, open spaces and commuter rail (A) and highway access (B) to Chicago. Viewing north, the recent residential growth is especially apparent both to the east and west of the older tree-covered residential lots in the center of the drawing (C).

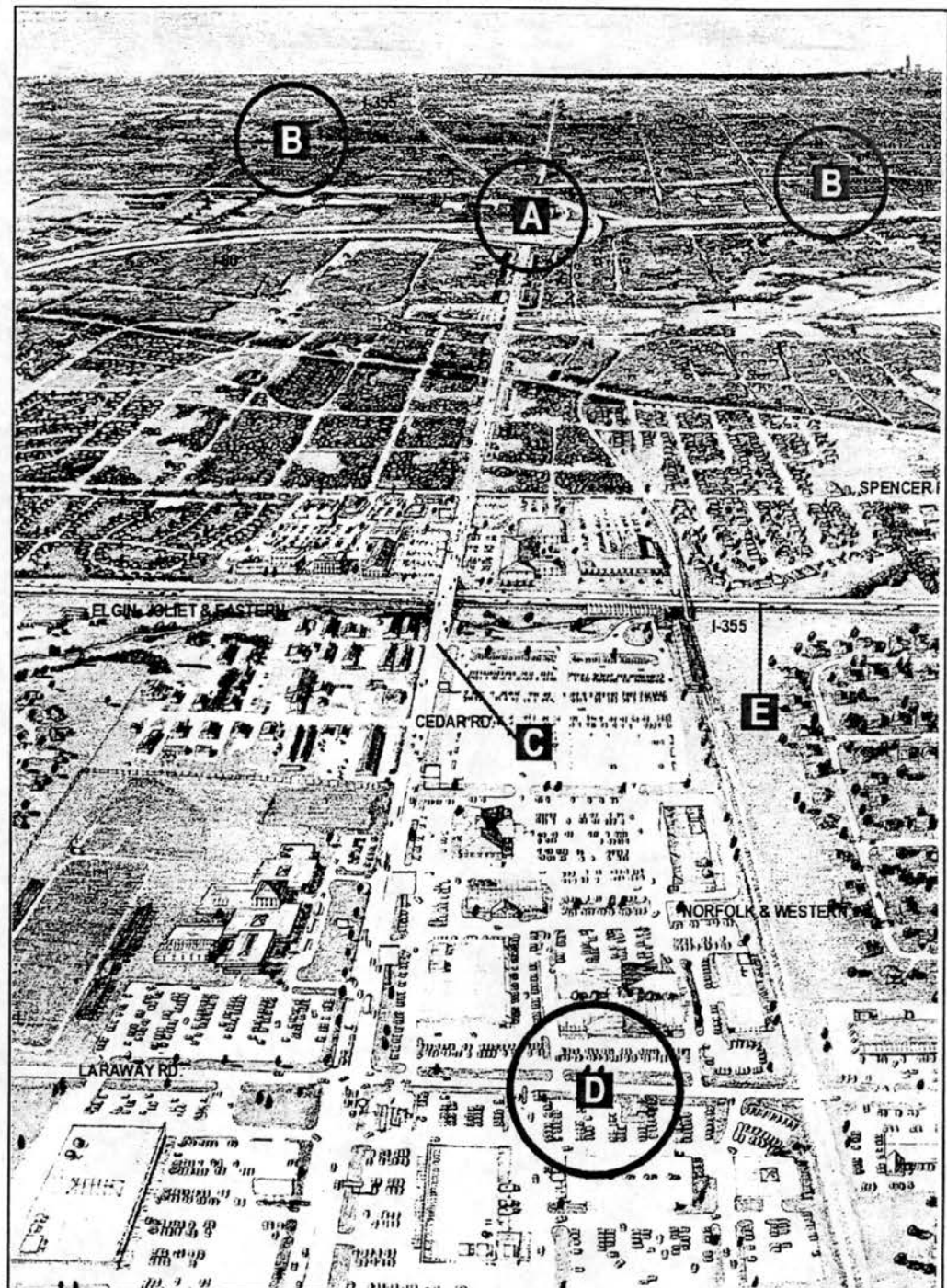
present day



Will County/New Lenox
Existing Conditions

conventional

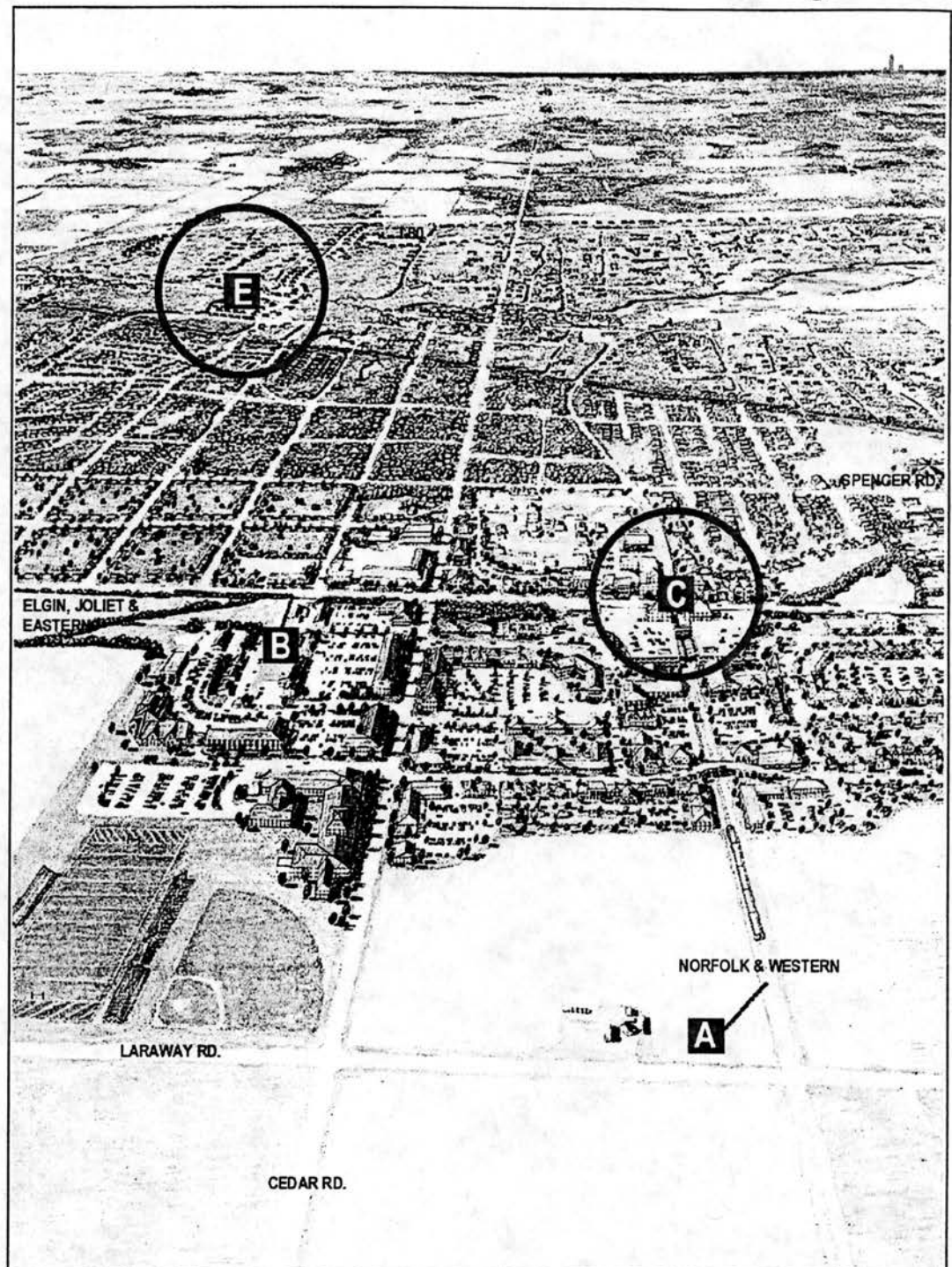
At what point might New Lenox attract too much uncontrolled growth? Regional planners project New Lenox will grow to over 40,000 residents by 2020, assuming the construction of the first leg of the proposed I-355 tollway extension. New retail, office and light-industrial development is planned near the I-355-Route 6 interchange (A). Neighboring New Lenox and Homer Townships could expect new residential development catering to commuters destined for job centers in the western suburbs (B). Typical highway-oriented planning would also call for the widening of Cedar road to facilitate tollway-induced traffic (C). The influx of residents and traffic will likely encourage additional auto-oriented commercial development in the area (D). The second leg of the proposed I-355 extension could further infringe on New Lenox's small-town appeal (E).



Will County/New Lenox
Conventional Development - 2020

smart growth

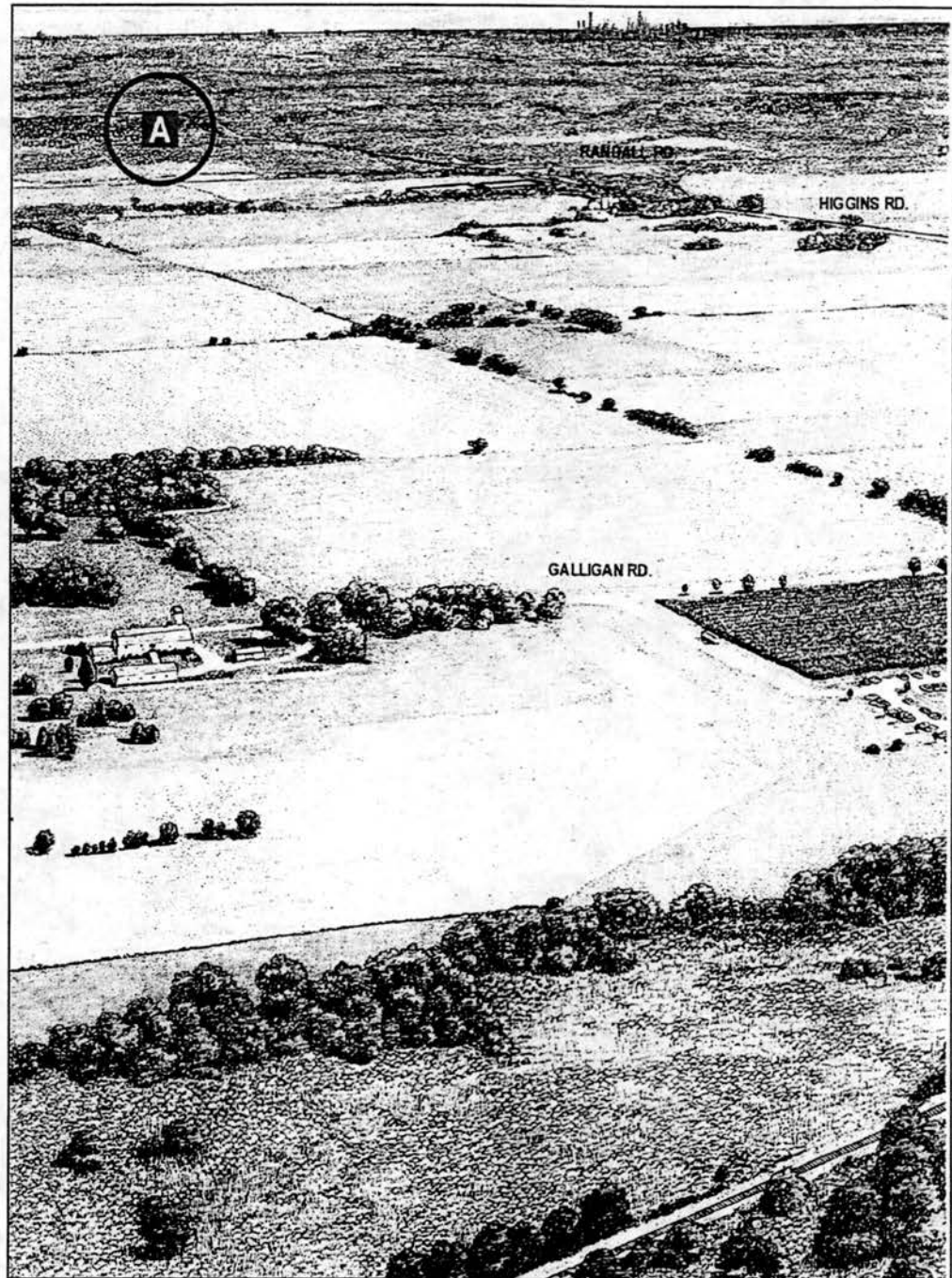
New Lenox is blessed with abundant rail infrastructure that can help foster new development. The Norfolk & Western rail line will allow for additional commuter rail service to Chicago in the near future (A). Regional planners have also proposed the Elgin, Joliet & Eastern rail line, which connects Chicago's southern, western, and northern suburbs, for future interurban commuter rail service (B). The intersection of these railways offers an ideal opportunity for mixed-use retail office and residential development serving the needs of both local residents and commuters from neighboring areas (C). Clustering additional commercial development around the existing commuter train station (D) and directing new residential development to the south of I-80 (E) will preserve farmland and open space to the north and maintain the area's appealing small-town character.



Will County/New Lenox
Smart Growth - 2020

The western edge of the Chicago suburbs now borders the Fox River, which once could be viewed as a natural growth boundary for the region. As growth hurdles beyond this threshold, towns like Gilberts in northeastern Kane County – about four miles west of the Fox River – appear destined to join this suburban mass. Encroaching urbanization threatens productive farmland and the county's rural character. Looking southeast from the northern portion of Gilberts, one can see expanding residential development in West Dundee and Sleepy Hollow in the distance (A). Not seen from the air are the poorly drained soils, which could make any future development a threat to flood prevention and water quality.

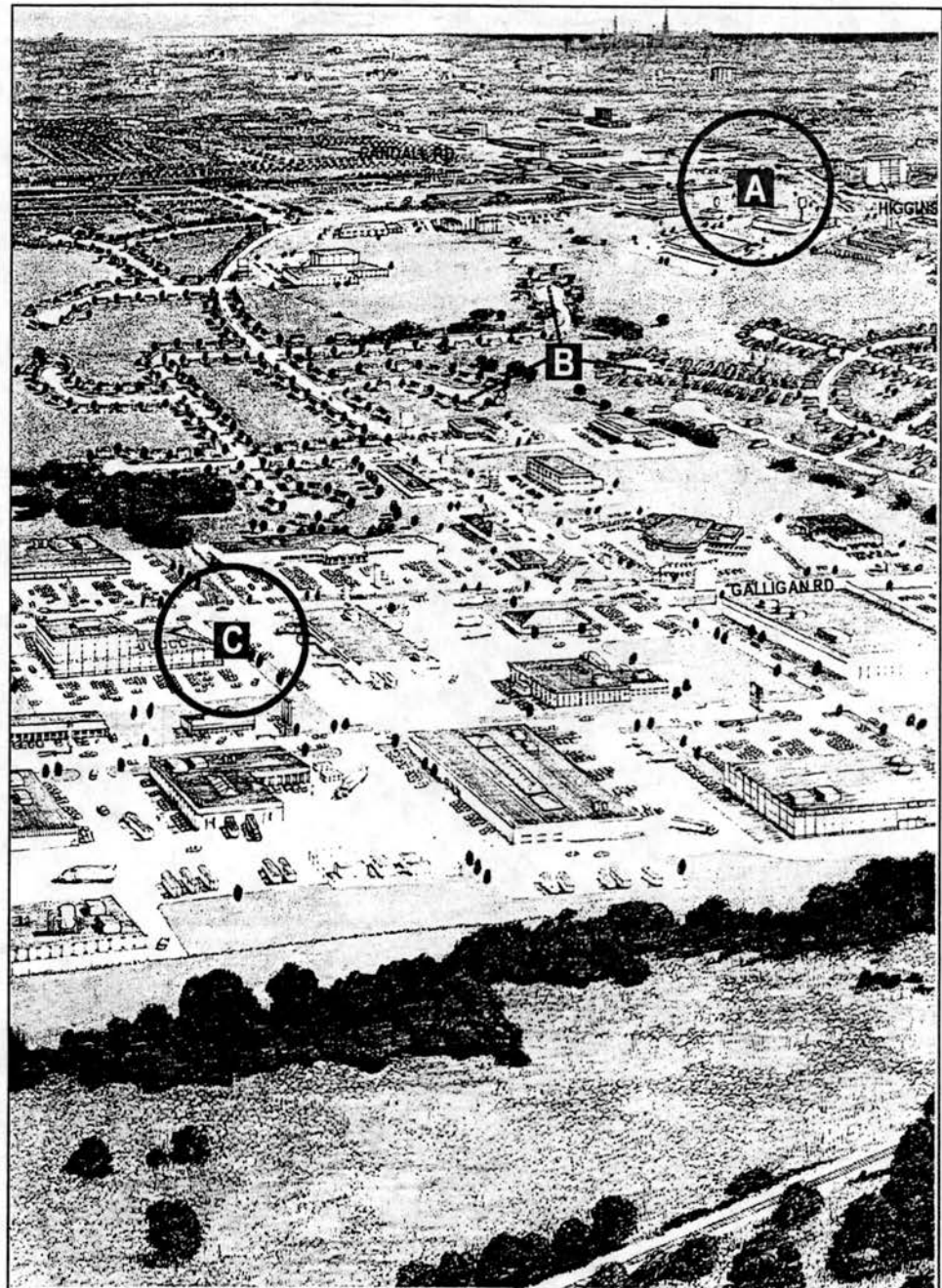
present day



Kane County/Gilberts
Existing Conditions

Randall Road, which connects to the Northwest Tollway just to the south of this vista, is expected to be a conduit for future growth in office and research development (A). Residential and commercial development will tend to follow new job centers. Typical planning, which emphasizes separate land uses, residential cul-de-sacs (B) and commercial and office buildings set back from roadways with large, individual parking lots (C) can quickly eat up the landscape. The quantity of development that occurs in this environmentally-sensitive area is likely to determine the quality of the surroundings for both humans and their natural habitat.

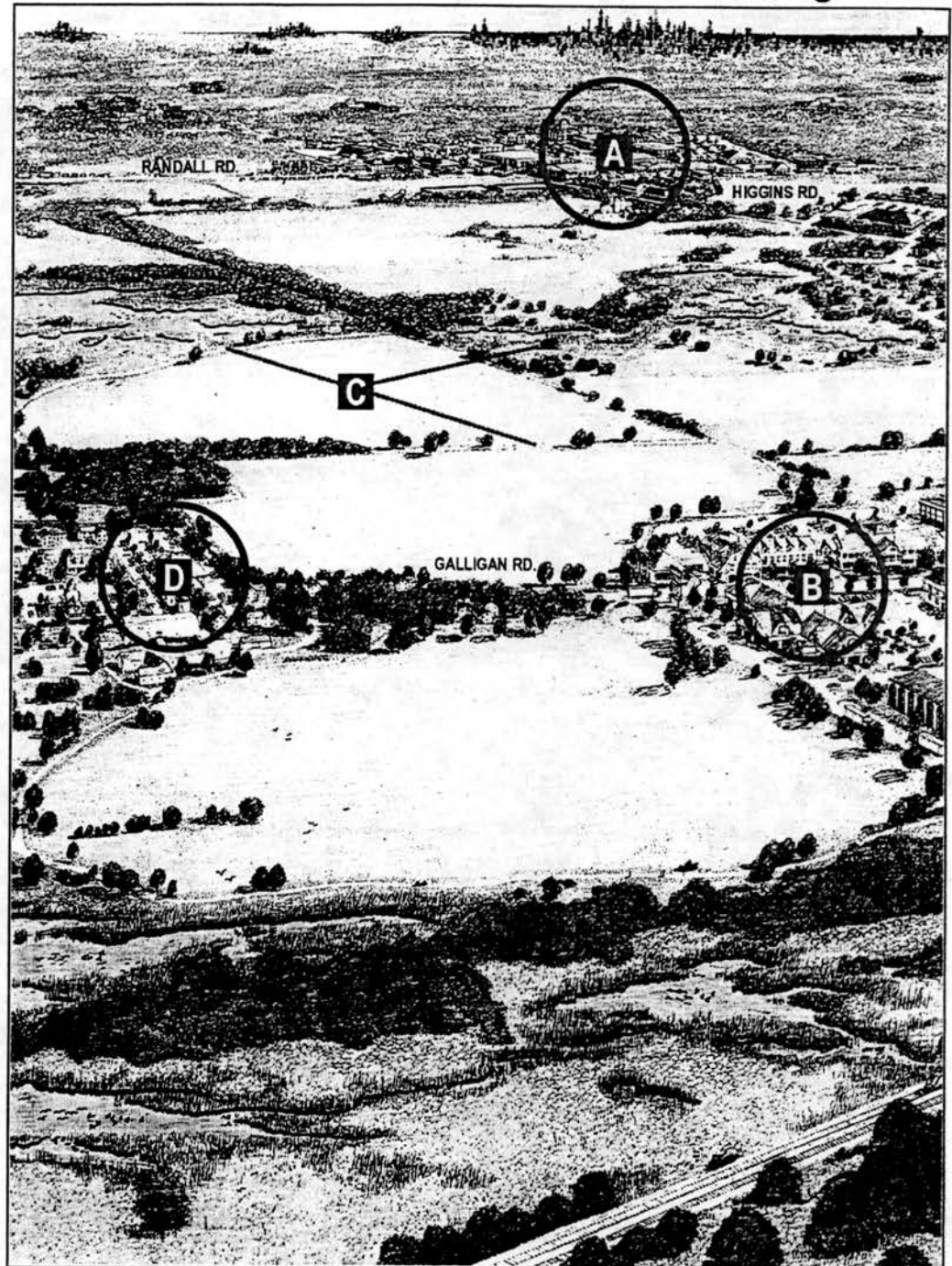
conventional



Kane County/Gilberts
Conventional Development - 2020

smart growth

Development shaped around the area's attributes offers a sensible transition from the urban edge of the Fox River Valley to line vast agricultural lands of central and western Kane County. A new mixed-use development emphasizing office and research facilities at the Randall Road-Higgins Road intersection (A) and an office and light-industrial development along Galligan road (B) will provide jobs and tax revenues. Maintaining higher density with two- and three-story buildings and parking structures allows for reasonable growth while preserving open space. The existing organic farm in the foreground and a bike-path network through naturally restored mudflats and wetlands (C) could be the basis for a small eco-tourism center (D). Coordinated planning among multiple jurisdictions and an aggressive program of conservation easements public purchases of land or development rights are likely needed to make this vision a reality.



Kane County/Gilberts
Smart Growth - 2020

Railroad Negotiations

The provision of commuter rail service within multiple corridors owned and operated by multiple freight carriers virtually demands that the authority to negotiate terms and conditions with the respective railroads be vested in a single, multi-jurisdictional public entity. The most logical choice at the present time is Mn/DOT.

Eight general guidelines are provided for negotiations between the project sponsor and the affected railroads:

1. Centralize negotiations,
2. Select and empower a multi-disciplinary negotiating team,
3. Define the nature of the service to be provided,
4. Determine procurement strategy,
5. Determine the railroad's risk, liability and insurance requirements,
6. Utilize capacity modeling to verify capital program requirements,
7. Determine public and private benefits and costs, and
8. Negotiate a reasonable cost-sharing formula.

4.2 Design and Procurement Guidelines

Right-of-Way

Recommendations related to public and private right-of-way and land ownership issues as they pertain primarily to joint commuter and freight railroad operation are:

1. It is desirable for the affected municipalities (as opposed to the commuter rail sponsor) to acquire the land or property on which stations and parking lots are constructed,

"Ideally, land or property acquired by the sponsoring agency and leased to affected communities should be maintained by those same communities."

2. To the extent that such land or property is acquired by the commuter rail sponsor, stations and parking lots will be leased to the affected municipalities to the maximum extent possible,
3. The commuter rail sponsor will acquire land or property required for the siting of central maintenance, remote light maintenance/storage, service control and administrative facilities,
4. When reasonable, the commuter rail sponsor should acquire railroad rights-of-way, and
5. Such ownership should be pursued in cooperation with the Regional Railroad Authorities, and will extend to dormant rail lines that prove to be viable candidates for eventual commuter rail service to ensure that future availability is not lost.

Ideally, land or property acquired by the sponsoring agency and leased to affected communities should be maintained by those same communities. Local communities should also be actively involved in siting and designing commuter rail facilities within their immediate jurisdiction.

Communication, Signaling and Train Control

Recommendations related to the provision of signaling, control and communication equipment and systems required for the safe, reliable and cost-effective provision of joint commuter and freight rail service(s) are:

1. Communication, signaling and/or train control systems and/or equipment required for commuter rail service will be compatible with that used by the host railroad(s),
2. Locomotives and cab cars purchased for the Twin Cities commuter rail service will be equipped in a similar manner,

"Communication, signaling and/or train control systems and/or equipment required for commuter rail service will be compatible with that used by the host railroad(s)"



Grade crossing warning equipment and safety are of paramount importance.

3. If the commuter rail sponsor elects to have its own facilities security force, consideration should be given to providing a dedicated radio channel for such communication,
4. If a dedicated security force is provided, coordination with Metro Transit security communications should be provided,
5. All radio equipment purchased for the Twin Cities commuter rail service will comply with Federal Communications Commission regulations, and may be affected by the availability of radio frequencies in the Metro area,
6. Central Control Facilities (CCFs) provided for commuter and freight rail service should be equipped to actively and simultaneously monitor dedicated and common frequencies at all times. This facility may initially handle only message generation and announcement broadcast duties, but should be designed for eventual expansion into a facility engaged in train dispatching, and
7. Commuter rail passenger stations should be designed to accommodate the provision of interactive/real-time information displays tied-in to the Orion program.

A significant development since the conclusion of the Twin Cities Commuter Rail Feasibility Study has been the development and adoption of multi-carrier regional control centers by BNSF, UP and other major carriers. These centers have been implemented in Texas and California, and more are planned. They enhance inter-carrier coordination, as well as facilitating a more immediate reaction to local conditions and are an outgrowth of the problems some rail carriers have experienced in the process of consolidating operations in key areas. Although not currently proposed for the Twin Cities, such a facility may be implemented in the future. If this happens, commuter rail dispatch should be part of this facility.

Locomotives and Rolling Stock

Recommendations related to the acquisition of locomotives required for the safe, reliable and cost-effective provision of joint commuter and freight rail service(s) are:

"A final determination as to the most suitable product should await the outcome of a competitive procurement process."

1. Purchase and utilize new locomotives as opposed to used and/or remanufactured motive power,
2. Specify commuter rail service proven locomotives as part of the development of a detailed technical



Metra — Diesel Hauled, Gallery-Type Cars, Chicago, Illinois.

- specification for newly manufactured motive power,
3. Cars purchased for use on the Twin Cities commuter rail system will conform to all FRA requirements and to the PRESS standards,
4. Initial use of three car trains. Additional capacity per line should initially be achieved by running extra trains as opposed to lengthening the consists in order to avoid up-front capital investment in excess commuter service capacity, and
5. As ridership increases beyond initial levels, longer trains should be utilized to accommodate peak period loads as a means of reducing the impact of increased commuter service on freight capacity. This will have an impact on train performance, on station platform lengths and on maintenance and storage facility requirements. Initial station platform lengths should be capable of accommodating five to six cars.

Several choices of new commuter rail proven motive power are available on the domestic market. A final determination as to the most suitable product should await the outcome of a competitive procurement process.

Used and/or remanufactured locomotives should be acquired in the event that future production schedules do not allow for the timely availability of new equipment. Due to the reduced longevity inherent in used and/or remanufactured equipment, specifications for the acquisition of these locomotives must be definitive as to rebuild/upgrade

"A fundamental change since the time of the Twin Cities Metropolitan Commuter Rail Feasibility Study has been the imposition of FRA rules and the adoption of the Passenger Rail Equipment Safety Standards (PRESS) by the passenger rail agencies."

"There is a threshold in the number of additional commuter rail train trips per corridor that will necessitate revisions to the capital program. This varies from corridor-to-corridor."

requirements and performance expectations. Baseline performance specifications are available from a variety of industry sources if and when the need arises.

A fundamental change since the time of the Twin Cities Metropolitan Commuter Rail Feasibility Study has been the imposition of FRA rules and the adoption of the Passenger Rail Equipment Safety Standards (PRESS) by the passenger rail agencies. These standards require further strengthening of the car-body to withstand collision impacts. They were adopted as a result of a series of accidents in the early 1990s, and focused on the particular concerns of what happens when two vehicles of dissimilar construction collide. It has been estimated that the adoption of these standards adds about 10% to the price of commuter railcars, compared to those used for the Twin Cities Metropolitan Commuter Rail Feasibility Study.

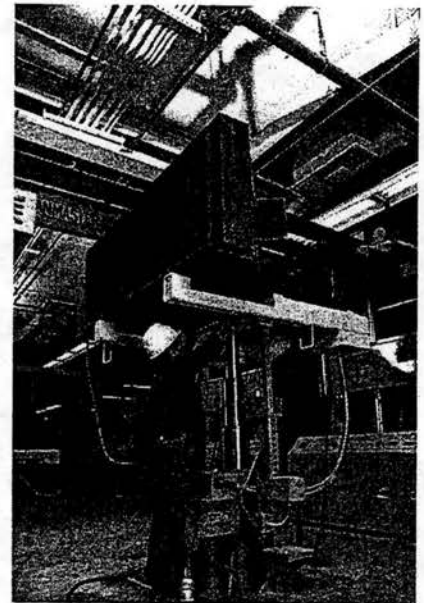
The adjustment of train lengths, number of trains per line, etc., should be done following the conduct of further market analysis and in response to specific concerns expressed by the host railroads during the course of negotiations. Factors which will influence these decisions include (1) refined ridership projections to reflect changing demographics, (2) order backlog at the relevant car builder (determining the schedule by which car deliveries can be made) and (3) the possibility of "piggybacking" on an order being placed by one of the other commuter rail properties to realize cost efficiencies of scale. An example of this latter strategy may be found in the Seattle "Sounder" project, where the cars for Seattle were ordered as an option on an existing car order for the Los Angeles Metrolink system.

Note that the addition of trains or changes in the performance capabilities of trains (due to lengthening consists) will require additional negotiations with the host railroads. Recall also that the Twin Cities Metropolitan Commuter Rail Feasibility Study capital program included improvements required to support the initial level of service on the outlying corridors. There is a threshold in the number of additional commuter rail train trips per corridor that will necessitate revisions to the capital program. This varies from corridor-to-corridor.

Maintenance and Storage Facilities

Summary recommendations related to the provision of commuter rail maintenance and storage facilities are:

1. Retain the capital program allocations from the Twin Cities Metropolitan Commuter Rail Feasibility Study for both the remote storage facilities and the central maintenance site,
2. The commuter rail sponsor should acquire the Canadian Pacific Shoreham Shops site,
3. Each commuter rail corridor will include a remote storage facility at its outer terminal for train storage and light maintenance,
4. Maintenance of commuter rail locomotive and rolling stock maintenance may be handled by a third-party contract until such time as growth in service warrants that another approach be taken,
5. Once the demand for commuter rail service has grown sufficiently, the commuter rail sponsor will provide its own central maintenance facility and assume maintenance responsibilities for locomotive and rolling stock maintenance, and
6. Examine areas in which bus, LRT and commuter rail projects can share maintenance functions and/or procure common equipment to benefit from economies of scale.



Maintenance facilities require considerable investment, specialized equipment and diagnostic tools.

"The timetable for implementation of the routes and the quantity of locomotives, coaches and cab cars required for those routes may affect the decision regarding a maintenance facility."

The timetable for implementation of the routes and the quantity of locomotives, coaches and cab cars required for those routes (if different from what was recommended in the Twin Cities Metropolitan Commuter Rail Feasibility Study) may affect the decision regarding a maintenance facility.

Safety and Security

The commuter rail sponsor and its contractors must commit to providing a safe operation as well as a safe and secure environment for the passengers. This sense of safety and security must be provided in the park-and-ride lots, in and around the stations, as well as on the trains.

The following recommendations are aimed at ensuring the provision of service in the safest manner possible as well as providing a secure environment for passengers and employees while on or around the commuter rail system:

1. Commit to providing service in a safe and secure manner,
2. Participate in the APTA Rail Safety Audit Program,
3. Designate a state agency to implement the State Safety Oversight of Rail Fixed Guideway Systems in Minnesota. This agency must not be the same one that serves as the commuter rail sponsor,
4. Develop and implement a System Safety Program Plan for the commuter rail network,
5. Develop and implement a Security System Plan for the commuter rail network,
6. Comply with FRA requirements for inspection and maintenance of rolling stock, track, structures, signals, and train control,
7. Develop training requirements for all job classifications, as well administering exams to determine a person's adequacy for the position,
8. Require periodic re-training and re-certification of employees,
9. Establish a security liaison position to work with security forces of the host railroads, on-line communities and counties and the state police,
10. Work with area transit providers and law enforcement agencies to determine where CCTV monitoring of stations and parking lots is warranted, and
11. Establish a program to educate children and adults about the commuter rail service and the hazards present around active railroad tracks.

4.3 Construction Guidelines

As the sponsoring agency, Mn/DOT will manage all letting and administration activities associated with commuter rail construction or implementation.

Construction or implementation of a commuter rail line follows the Advanced Corridor Planning stage, at which time, a Major Investment Study (MIS), all necessary environmental clearances (Environmental Impact Statements or Environmental Assessments), preliminary engineering, and final design would also be accomplished.



State-of-the-art track construction.

"As the sponsoring agency, Mn/DOT will control all letting and administration activities associated with commuter rail construction or implementation."

There are several options a commuter rail implementation process could follow, namely, a design-build approach, a turnkey approach, or a traditional design-bid-build approach. The latter approach would necessitate the development of preliminary engineering and final design plans. The following definitions, per state statute, apply to the design plans:

A preliminary engineering plan is a commuter rail transit plan that includes the items in the preliminary design plan for the facilities proposed for construction, but with greater detail and specificity to satisfy final environmental impact statement requirements. The Preliminary Design Plan is a plan that identifies:

1. Preliminary design plans for the physical design of facilities, including location, length, and termini of routes; general dimension, elevation, alignment, and character of routes and crossings; approximate station locations; related park and ride and other transportation facilities; and a plan for handicapped access, and
2. Preliminary plans for intermodal coordination with bus operations and routes; ridership; capital costs; operating costs and revenues, and sources of funds for operating subsidies; funding for final design, construction, and operation; and an implementation method.

The preliminary design plan includes the preliminary or draft environmental impact statement for the commuter rail facilities proposed.

A final design plan is a commuter rail transit plan that includes the items in the preliminary design plan and the preliminary engineering plan for the facilities proposed but with greater detail and specificity needed for construction. The final design plan must include, at a minimum:

1. Final plans for the physical design of facilities, including the right-of-way definition; environmental impacts and mitigation measures; intermodal coordination with bus operations and routes; and civil engineering plans for vehicles, track, stations, parking, and access, including handicapped access, and
2. Final plans for civil engineering for communication, and other similar facilities; operational rules, procedures, and strategies; capital costs; ridership; operating costs and revenues, and sources of funds for operating subsidies; financing for construction and operation; an implementation method; and other similar matters.

"The final design plan must be stated with sufficient particularity and detail to allow the department to begin the acquisition and construction of operable facilities."

The final design plan must be stated with sufficient particularity and detail to allow the department to begin the acquisition and construction of operable facilities.

The Commissioner of Transportation may use a design-build method of project development and construction for commuter rail facilities. Notwithstanding any law to the contrary, the Commissioner may award a design-build contract on the basis of requests for proposals or requests for qualifications without bids. "Design-build method of project development and construction" means a project delivery system in which a single contractor is responsible for both the design and construction of the project and bids the design and construction together. If a design-build implementation method is proposed, instead of civil engineering plans the final design plan must state detailed design criteria and performance standards for the facilities.

Regardless of what administrative approach is selected for construction/implementation of a commuter rail system, agencies conducting commuter rail studies under the direction of the Commissioner, should not lose sight of the fact that the host railroads

"all design and construction services will be provided in a manner consistent with applicable design, procurement and construction guidelines, standards and criteria endorsed by the American Railway Engineering and Maintenance of Way Association (AREMA) and/or those of the host railroad(s)"

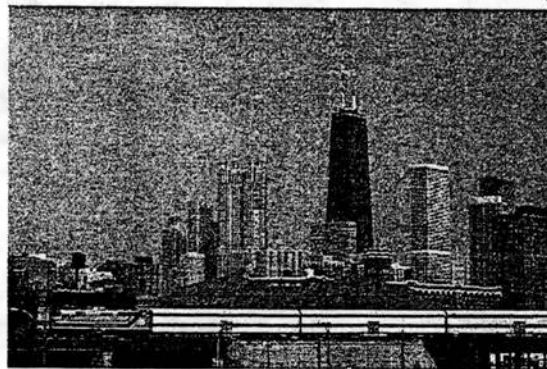
will play a significant role in any design or construction activities taking place within their right-of-way. Regardless of the method of service delivery ultimately selected, all design and construction services will be provided in a manner consistent with applicable design, procurement and construction guidelines, standards and criteria endorsed by the American Railway Engineering and Maintenance of Way Association (AREMA) and/or those of the host railroad(s). Talks with the host railroad should be conducted as early as possible and the construction agreement may be pursued as part of the railroad negotiations.

4.4 Operating Guidelines

Performance Standards

Recommendations aimed at ensuring the provision of on-time performance in a safe, reliable, cost-effective and responsive manner are:

1. It is a desirable goal to provide a seat for every commuter rail rider under normal operating conditions. Special events service and other atypical circumstances may occasionally require deviation from this policy,
2. Passenger loadings by train should be counted by on-board employees on each trip. While these counts may not be 100% accurate, they are a good indicator of the need to add cars to a train or to increase the number of trips on a corridor,
3. Agency administrative personnel should take the individual train counts and assemble these on a corridor-by-corridor basis to track the ridership from month to month,



Direct, one-seat rides to the Central Business Districts are crucial.

4. To the extent necessary, on-train employee counts should be supplemented with contracted personnel estimating the riders boarding each train at a station in order to obtain reliable boarding counts by station,
5. Adopt and enforce stringent on-time performance criterion and ensure that these criterion are clearly stated in subsidiary operating agreements,
6. In general, on-time performance should be considered to be within five (5) minutes of scheduled arrival or departure, and
7. If a train is thirty (30) minutes or more behind schedule, riders should be granted a free-ride certificate.
8. A "guaranteed ride home" or similar policy should also be adopted.

Service Levels

Following are desirable opening-day service levels for the First Tier routes. These may be revised at such time as capacity modeling and further demand estimation work suggest otherwise:

CORRIDOR:	SERVICE LEVELS:
Dan Patch	Six (6) trains inbound AM peak; reverse PM peak. All service provided weekdays only.
Northstar	Five (5) trains inbound AM peak; reverse PM peak. All service provided weekdays only.
Red Rock	Four (4) trains inbound AM peak; four (4) trains outbound PM peak. All service provided weekdays only.

Adjustments to opening day service levels will be performed in a coordinated fashion so as to minimize any potentially adverse impacts on freight service as well as the development of service on other candidate lines. Mn/DOT will serve as sole approving authority for such adjustments until such time as the Department delegates such authority and responsibility to another party.

"The final determination of appropriate commuter rail service levels will be subject to the Terms and Conditions inherent in any related agreements for the provision of such service with the host railroad(s)."

The final determination of appropriate commuter rail service levels will be subject to the Terms and Conditions inherent in any related agreements for the provision of such service with the host railroad(s).

Station Spacing and Operating Speeds

Revision of maximum speeds, and from these the average speeds, may be made as a result of capacity modeling, subsequent revision of the capital program and on the basis of negotiations with the rail carriers. Station dwell times included in the average speed calculations should not be revised until specific rolling stock selections have been made.

Recommendations related to reasonable station spacings and operating speeds for commuter rail operations are:

1. The desirable spacing for commuter rail stations in outlying areas is 5 miles, though station spacings within the urban area of Minneapolis and St. Paul may be somewhat closer depending on need,
2. In outlying areas, stations need not be located every 5 miles, they can be further apart depending on development locations, major employment centers and significant highway intersections,
3. A maximum operating speed of 79 mph will be adopted and the system designed in a manner which encourages the attainment of this speed wherever and whenever it is reasonable and safe to do so,
4. Rolling stock will be specified to be capable of operating at this maximum speed,
5. As a means of maximizing operating efficiency, the system will be designed to permit the following average operating speeds on the First Tier routes, and

CORRIDOR:	AVERAGE SPEED:	
	To 1 st CBD:	To 2 nd CBD:
Central	26 mph	
Dan Patch	39 mph	36 mph
Northstar	36 mph	33 mph
Red Rock	38 mph	33 mph

"All engineering improvements to the railroad physical plant will be done in conformance with Federal regulations, AREMA standards and practices and those of the host railroad."

6. All engineering improvements to the railroad physical plant will be done in conformance with Federal regulations, AREMA standards and practices and those of the host railroad.

The Central Corridor mileage and running time is figured into the average speed calculations for each of the other First Tier corridors when extending the service to the "2nd CBD" in the table above. This corridor's average speed is also listed separately to illustrate the effect of the frequent station stops on this corridor. Average station spacing along the Central Corridor is 2 miles which, when coupled with civil and traffic restrictions, reduces the Central Corridor's average operating speed.

Fare Structure

The fare structure presented in the following table should be used as a baseline for on-going refinement during the course of Advanced Corridor Planning:

FARE ZONE	EFFECTIVE	
	RADIUS	CHARGE
1	0-15 miles	\$2.00
2	15-20 miles	\$2.75
3	20-25 miles	\$3.50
4	25-30 miles	\$4.25
5	30-35 miles	\$5.00
6	35-40 miles	\$5.75
7 - 12	45 - 70 miles	\$6.50 - \$10.25

The use of concentric circle fare zones (measured on a straight-line basis out from the central business district), as well as the five-mile radius between succeeding fare zones, is common within the commuter rail industry. Note that distance is measured as a straight-line distance, as opposed to the actual rail mileage from the CBD to that station.

Suburb-to-suburb travel would be possible by purchasing a ticket good from the originating zone to the first CBD. If both the origin and destination were in the same fare

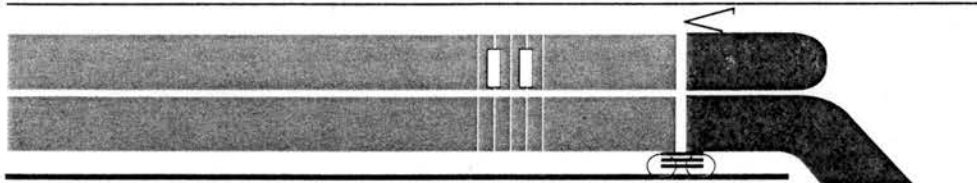
"The commuter rail sponsor will offer multiple-ride fare media"

zone, no additional charge would be collected. If the destination were in a fare zone further out than the origin, a zone charge would be collected on the train to the destination. This practice is consistent with that in use at other carriers having multiple lines radiating out of a CBD.

The commuter rail sponsor will offer multiple-ride fare media, including at least a monthly commutation ticket, and will work with the other transit providers in the Metro area to develop a single, multiple-ride fare media that would be valid on all forms of transit to ease passage from one mode to the next. It would be good for transportation on all modes in the Metro area (bus, commuter rail, LRT, etc.). The prototype for this type of "one size fits all" ticket is found in the San Francisco Bay Area "TransLink" smart card.



A typical Automated Vending Machine (AVM).



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

February 15, 2000

1:30 p.m.

Third Floor Council Chambers Courthouse

1. * Approve minutes of the January 25, 2000, RCRRA meeting
2. * Mn/DOT Commuter Rail System Plan
3. * Authorize staff to negotiate a contract with Himle Horner for Central Corridor community education at a cost not to exceed \$250,000
4. * Approve contract with BRW for the Central Corridor Transit Study in the amount not to exceed \$3,001,400.
5. Metro LRT Joint Powers Board Annual Report
6. * Legislative Update
7. * Ratify Partial Payment No. 12 in the amount of \$149,144.14 to Parsons Brinckerhoff Quade and Douglas, Inc. for professional consulting services for the Riverview Corridor Major Investment Study.

* Action is requested

Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY ANNUAL ORGANIZATIONAL MEETING

January 25, 2000

The Ramsey County Regional Railroad Authority met on Tuesday, January 25, 2000, in Council Chambers, 3rd Floor Courthouse.

MEMBERS PRESENT: Chair Tony Bennett
Commissioner Dino Guerin
Commissioner Susan Haigh
Commissioner Rafael Ortega
Commissioner Victoria Reinhardt (arrived 2:04)
Commissioner Janice Rettman (arrived 2:06)
Commissioner Jan Wiessner (arrived 2:05)

OTHERS PRESENT: Kathy DeSpiegelaere, Paul Kirkwold, David MacMillan, Bonnie Jackelen, Tom Oertel, Alicia Vap, Robert C. McLane, M. Lynne Mayo, Richard Wolfgramm, Gabe Guevara, Bill Buth, Jack Rossbach, Eddie Maddox, A. Scheffer Lang, John Labosky, Hugh Faville, Allen Lovejoy, Mat Hollinshead, Kris Longhenry

Chair Bennett called the meeting to order at 1:53 p.m.

1. Approve minutes of the December 21, 1999 and January 4, 2000 RCRRA meeting.

Motion by Commissioner Ortega, seconded by Commissioner Guerin, to accept the minutes of the December 21, 1999 and January 4, 2000 RCRRA meeting.

Ayes - 4, Nays - 0
Motion accepted.

2. Ratify Partial Payments No. 8 in the amount of \$130.24, No. 9 in the amount of \$370.60, No. 10 in the amount of \$68,336.44 and No. 11 in the amount of \$93,377.97 to Parsons Brinckerhoff Quade and Douglas, Inc. for professional consulting services for the Riverview Corridor Major Investment Study.

Motion by Commissioner Ortega, seconded by Commissioner Guerin to ratify Partial Payments No. 8 in the amount of \$130.24, No. 9 in the amount of \$370.60, No. 10 in the amount of \$68,336.44 and No. 11 in the amount of \$93,377.97 to Parsons Brinckerhoff Quade & Douglas, Inc. for professional consulting services for the Riverview Corridor Major Investment Study.

Ayes - 4, Nays - 0
Motion accepted.

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 October 8, 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. 8, Partial Payment No. 8, in the amount of \$130.24, Invoice No. 9, Partial Payment No. 9, in the amount of \$370.60, Invoice No. 10, Partial Payment No. 10 in the amount of \$68,336.44 and Invoice No. 11, Partial Payment No. 11 in the amount of \$93,377.97 attachments thereto, provide the correct documentation of payments due Parsons Brinckerhoff Quade & Douglas, Inc. through October 8, 1999; Now, Therefore Be It

RESOLVED, Payment to Parsons Brinckerhoff Quade & Douglas, Inc. in the amount of \$162,215.25 for services rendered through October 8, 1999, is hereby ratified.

7. Ratify quarterly report of payments for October 1, 1999 to December 31, 1999.

Motion by Commissioner Guerin, seconded by Commissioner Ortega to ratify quarterly report of payments for October 1, 1999 to December 31, 1999.

Ayes - 4, Nays - 0
Motion accepted.

WHEREAS, Payments have been made from the Ramsey County Regional Railroad Authority budget for the period of October 1, 1999 through December 31, 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.

6. Corridor updates.

Kathy DeSpiegelaere updated the RCRRA on the corridors that staff is working on:

- * A draft of the Major Investment Study for the Riverview Corridor is due this Spring;
- * A consultant study is being done on the Central Corridor; and
- * The Rush Line Corridor from St. Paul to Rush City is being studied.

Kathy noted that Mn/DOT is doing a busway study and is proposing busway alternatives. They've selected three corridors to be studied for dedicated busways and the one that is in Ramsey County is in the northeast corridor running to the Maplewood Mall. Kathy stated that she expected the Commissioner of Transportation to request funding for the three corridors this legislative session.

Commissioner Bennett commented that work on the Central and Riverview Corridors is being held up by the state because they are not releasing federal funds due to federal guidelines not cleared through the federal government.

2. Personal Rapid Transit.

[Commissioners Reinhardt, Rettman and Wiessner arrived at this time]

J. Edward Anderson, President and CEO of Taxi 2000 Corporation, distributed and presented information on personal rapid transit.

Commissioner Rettman asked for a cost comparison of light rail and commuter rail with PRT.

Commissioner Wiessner asked how many vehicles it would take to make an impact on our transportation system. Ed Anderson answered that a site specific study would need to be done, but he estimated 1/6-1/10 of the vehicles that are currently being used. Ed gave an example of a study that was done in Cincinnati. He commented that for 9 1/2 miles of guideway, there were 560 vehicles.

Commissioner Haigh asked how far apart the stations are located from one another. Ed Anderson used the Cincinnati example and stated that the stations were about 1/4 mile away from each other. Commissioner Haigh also asked what the similarities are between enhancing the urban environment with LRT to PRT. Ed responded that PRT and urban enhancements are very similar. He commented that a station can be a gathering point and enhance a community.

Commissioner Guerin questioned the safety of using PRT. Ed Anderson noted that there are many safety features with PRT, such as working with police, television monitoring and an interior alarm system.

Eddie Maddox, citizen, asked how the movement of freight could be used with PRT. Ed Anderson answered that the system could be used easily for moving freight, but a person would be needed at both the drop off and pick up destinations.

Commissioner Wiessner asked how many passengers can fit into a vehicle. Ed Anderson remarked that one to six people can fit in the vehicle depending on size. He noted that the vehicles are wide enough to accommodate a wheelchair.

Mat Hollinshead, citizen, asked how breakdown of the vehicles is handled and how the elevated guideways affect the urban forest. Ed Anderson replied that breakdown is corrected through computers, every vehicle is equipped with a push mode coupler to help push the car in front of it in case it breaks down and in extreme cases, the use of a cherry-picker or something of that sort would be needed. Ed commented that breakdown would be extremely rare and if it happened often, the system wouldn't work well. Ed also remarked that because the guideway system is elevated, the system can be placed wherever and it wouldn't interfere with streets.

Commissioner Bennett asked how the system would be connected in downtown St. Paul. Ed Anderson answered that the stations could be placed in all buildings if desired and would be above or around the skyways.

Lisa Lee, citizen, asked what the average operating speed of PRT and how would that compare to LRT on Hiawatha. She noted that Hiawatha's LRT line is 11.33 miles and the average operating speed would be 21.9 miles per hour. Ed Anderson answered that speed is designed for a system and the cars can go up to 80 miles per hour. The economic factor is to pick a speed that would minimize the cost to the passenger. He stated that he would recommend 20 miles an hour for the downtown Minneapolis area and 40 miles per hour on the straight aways for PRT.

Jack Rossbach, citizen, asked what the age range is for using this system. Ed Anderson responded that anyone that can buy a ticket can use PRT. It works real well for the elderly.

Commissioner Wiessner asked why this system hasn't been used. Ed Anderson replied that in 1974, the Minnesota Legislature passed an act directing the MTC to plan a PRT system. There was too much controversy and the larger transit arenas were threatened by PRT so there was no federal funding. The system has been continually studied and has been refined and developed further throughout time.

Commissioner Rettman requested a cost-benefit analysis and asked where the system would have maximum potential. She also wanted to know how this system would be integrated with other types of transit. Ed Anderson stated that in a Chicago study, PRT was used in conjunction with the Chicago El. PRT can make conventional rail more effective.

Commissioner Guerin asked what the mission of RCRRA is and asked if transportation should be studied more on a regional basis. Commissioner Haigh stated that one role is to protect the property tax levy and commuter rail and LRT look to property taxes as a funding source. As long as property tax levy is being used for transit, there is an interest in how we spend that money.

3. Mn/DOT Commuter Rail System Plan.

Kathy DeSpiegelaere noted that the Mn/DOT Commuter Rail System Plan was not ready for distribution until today and commented that this is the first time that the Commissioners and herself has looked at this document in finished form.

Gabe Guevara, Mn/DOT Project Manager, presented information on the Mn/DOT Commuter Rail System Plan. Some points highlighted in the presentation included:

- In 1997, the Commissioner of Transportation was directed to do a Twin Cities feasibility study on the implementation of commuter rail.
- In 1998, federal grant money for the rail authorities noted in the study were awarded to advance corridor planning.
- In 1999, the Legislature mandated Mn/DOT to create the Commuter Rail System Plan.
- The Commuter Rail System Plan implementation strategy was modified to reflect that the Minneapolis to St. Paul connector be implemented with the Red Rock Corridor instead of being implemented in either the Northstar Corridor or the Red Rock Corridor.
- The Twin Cities Commuter Rail System Plan is a living document and is looking for required approval by the Metropolitan Council and the St. Cloud Area Planning organization.
- Capital costs are primarily shared among federal, state, local units of government and may include the railroads. This may include property tax levies.
- Operating costs are typically satisfied through user fees and state and local government operating subsidies.

Commissioner Rettman insisted that the use of property tax levies is not an option for Ramsey County. Commissioner Bennett added that a first draft of this study was presented to the Joint Powers Board last month and Ramsey County representatives made it very clear that this funding option wasn't supported by Ramsey County.

Commissioner Haigh commented that this is an extremely important issue and if other counties are using the property tax levy, than Ramsey County residents will assume that Ramsey County is going to use them also. She noted that governance and who pays for commuter rail is very important and it has a lot to do with the success or failure of the system. She also mentioned that this is supposed to be a regional/state-wide system and freeway interchanges are not expected to be funded with local dollars, so can stations be expected to be owned and maintained by local communities.

Kathy DeSpiegelaere stated that property taxes do not have to be used for funding this system. Hennepin and Anoka Counties, however, are planning on using property tax dollars for capital costs. No county was supportive of levying property taxes for operating costs. She also remarked that the Governor's transportation funding proposal includes using a motor vehicle excise tax to pay for operating and capital costs of commuter rail. This money would come from a portion of sales tax from purchasing new vehicles.

Commissioner Haigh commented that this should be a major talking point in Friday's legislative delegation meeting.

Commissioner Wiessner stated that the County has very serious budgetary issues and this would be an added restriction from the state that the County cannot handle. She wanted it addressed that the federal and state governments have surpluses, but the County doesn't.

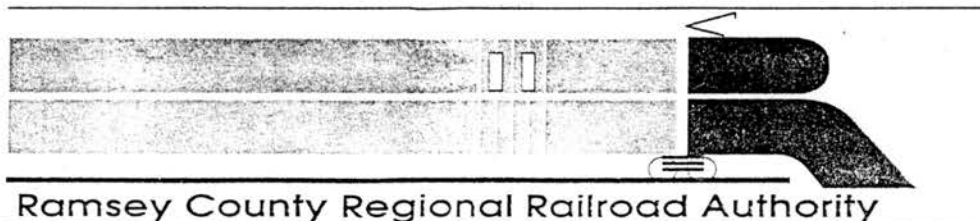
Commissioner Reinhardt noted that although Ramsey County is the smallest county geographically, it is densely populated. She added that there are other options to put commuter rail between Minneapolis and St. Paul with the Northstar Corridor where everyone can benefit, but Ramsey County needs to be heard.

Commissioner Wiessner commented that a dedicated source of funding for transit is needed for an adequate transit system.

4. Metro LRT Joint Powers Board Annual Report.

This item was deferred until the next meeting.

The meeting adjourned at 3:45 p.m.



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

February 15, 2000

Commissioner Elwyn Tinklenberg
Minnesota Department of Transportation
395 John Ireland Boulevard
Mailstop 100
Saint Paul, MN 55155

Dear Commissioner Tinklenberg:

The Ramsey County Regional Railroad Authority (RCRRA) has received a copy of the Minnesota Department of Transportation's Commuter Rail System Plan and would like to offer the following comments regarding the document:

- RCRRA encourages Mn/DOT to definitively designate the Central Corridor (Minneapolis to St. Paul) as a Stage 1 corridor. The Northstar Corridor, a Stage 1 corridor, terminates in downtown Minneapolis and offers no connection to downtown St. Paul. The RCRRA is deeply concerned with future connectivity to other potential rail lines, as well as the connection to downtown St. Paul (page 1-3).
- The RCRRA objects to listing "Property tax levies" by counties as a potential source for commuter rail capital funding and for commuter rail operating funding. Ramsey County is a fully developed county and does not have room for new development. An increase in the property tax base would have a significant impact on the county's residential property taxes, something Ramsey County does not favor (pages 3-1 and 3-2).
- The RCRRA is concerned with the proposal that affected municipalities acquire land or property for stations and parking lots or that if the commuter rail sponsor purchases such land, it should be leased to the affected municipalities. This provision should not apply to the central cities of St. Paul and Minneapolis (page 4-11).

Page 2
Commissioner Tinklenberg
February 15, 2000

- The RCRRA is interested in coordinating with Mn/DOT to pursue dormant rail lines for future uses (page 4-12).
- A table on page 4-21 lists opening-day service levels for First Tier Routes while a table on page 4-22 lists average speed for First Tier Routes. The Central Corridor is listed in the table on page 4-22, but not in the table on page 4-21. It is the RCRRA's understanding that this corridor has been designated as a First Tier Corridor.

Thank you for allowing the Ramsey County Regional Railroad Authority the opportunity to comment on your plan.

Sincerely,

Tony Bennett, Chair
Ramsey County Regional Railroad Authority

c: Ramsey County Commissioners
Paul Kirkwold, Ramsey County Manager
Kathy DeSpiegelaere, Ramsey County Regional Railroad Authority
Al Vogel, Mn/DOT Office of Freight, Railways, and Waterworks

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

2

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

K. Walpurgelauer
Authorized Signature

2/7/00
Date

Board Action Requested

Mn/DOT Commuter Rail System Plan.

DISCUSSION ONLY

Request Justification

A presentation will be made by Gabe Guevara of Mn/DOT.

See attached information.

Budgeting and Accounting

Vern W. Ray

County Attorney

Don MacMath

Risk Management

Documentation certified complete for:

February 15, 2000

Board Date

Kristine A. Longhenry
Signature

February 7, 2000
Date

Commuter Rail

System

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● Moving Minnesota

Part of the Moving Minnesota Strategy



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Introduction

SECTION

1

1 INTRODUCTION

Vision Statement

Commuter rail will be planned, designed, and implemented to provide a unified, integrated, and efficient multimodal transportation system.

1.1 Background

The Metropolitan Council predicts that by the year 2020, the Twin Cities metropolitan area will grow by 650,000 people and 330,000 households, 410,000 jobs, adding 2.4 million daily automobile trips to the region's highways.

"For too long, limited solutions have existed to solving transportation problems", Governor Ventura's Strategic Directions for Minnesota goes on to challenge us to develop diverse options to address those transportation problems. The Commuter Rail System Plan provides a strategy to incorporate commuter rail as part of an integrated transportation system that will provide alternative choices to the automobile for commuters in Minnesota.

In January 1999 the Minnesota Department of Transportation (Mn/DOT) presented the results of the Twin Cities Metropolitan Commuter Rail Feasibility Study to the Minnesota



Commuter Rail Service in Los Angeles, California

Legislature. After hearing those results the legislature passed M.S. 174.80 to 174.90 which gave the Commissioner of Mn/DOT the authority to plan, design, construct, and operate commuter rail in the State of Minnesota. Further, the Commissioner was charged with the responsibility of developing a commuter rail system plan that would ensure that, if built, commuter rail would be part of an integrated transportation system that would interface with all other forms of transportation including light rail transit (LRT), buses, park and ride, bicycles, and pedestrians. In developing the Commuter Rail System Plan Mn/DOT has built

on the results from the Twin Cities Metropolitan Commuter Rail Feasibility Study and in particular the implementation strategy presented in the final report.

The commuter rail system plan addresses the following:

- How Mn/DOT will manage the authority provided for in legislation,
- Describes in detail the process that commuter rail corridors must follow to obtain Mn/DOT approval to move forward with implementation of commuter rail,

"The Commuter Rail System Plan builds on the results of the Twin Cities Metropolitan Commuter Rail Feasibility Study"

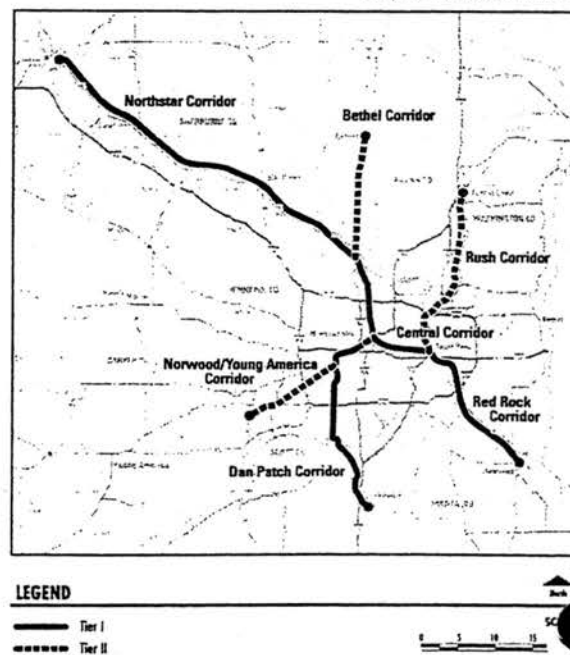
- Provides a single point of authority to advance commuter rail implementation,
- Establishes ground rules for the funding and financing of all aspects of commuter rail activity,
- Develops engineering standards for system components,
- Declares a framework for conducting negotiations with the host railroad(s), and
- Declares the necessity of coordination of commuter rail with all other transportation plans and transit services.

The commuter rail system plan has been developed as a prescriptive tool that ensures commuter rail will be accomplished in a cooperative and consistent manner that provides to the maximum extent possible, coordination among stakeholders. The system plan reinforces the legislative direction that has placed Mn/DOT in charge of the planning, design, construction, and operation of commuter rail and the system plan that commuter rail will only be advanced where it is consistent with the transportation plans of affected metropolitan planning organizations and with the implementation strategy contained in the system plan itself.

1.2 Implementation Strategy

The Commuter Rail System Plan, as stated earlier, builds on the results of the Twin Cities Metropolitan Commuter Rail Feasibility Study and in particular focuses on the implementation strategy presented in the Final Summary Report. This implementation strategy provided for a two tiered and staged implementation of six (6) commuter rail corridors and the central corridor connecting the cities of Minneapolis and St. Paul, as shown in the map.

Implementation Plan



"Within the Commuter Rail System Plan the implementation strategy has been modified only slightly."

"Revised legislation provides Mn/DOT the authority to plan for commuter rail beyond the seven county metropolitan area"

Tier I staging was presented as follows:

- Stage 1 – Northstar corridor from Elk River to Minneapolis,
- Stage 2 – Red Rock corridor from Hastings to St. Paul,
- The Minneapolis to St. Paul connection may be implemented in Stage 1 or Stage 2 and must be implemented no later than Stage 2, and
- Stage 3 – Dan Patch corridor from Lakeville to Minneapolis.

Tier II included the following corridors with no staging or priority for implementation suggested:

- Bethel to Minneapolis,
- Forest Lake to St. Paul,
- Norwood-Young America to Minneapolis, and
- Extension of existing corridors.

Within the Commuter Rail System Plan the implementation strategy has been modified only slightly. It has been modified by extending the Northstar Corridor termini from Elk River to the St. Cloud area reflecting the authority given to Mn/DOT to plan commuter rail beyond the seven county metropolitan area. In addition, it has been modified to reflect that the Minneapolis to St. Paul connector will be implemented with the Red Rock Corridor.

Justification for these modifications include the following:

- Revised legislation provides Mn/DOT the authority to plan for commuter rail beyond the seven county metropolitan area,
- The Northstar Corridor Development Authority has actively pursued implementation of commuter rail service to the St. Cloud area consistent with its federal funding authority, and
- The Twin Cities Metropolitan Commuter Rail Feasibility Study identified significant value in implementing the central corridor with the Red Rock (Hastings) corridor rather than implementing it with the Northstar Corridor. Specifically, ridership on

the Red Rock Corridor is extremely dependent on through trips to downtown Minneapolis. The same is not true for the Northstar Corridor ridership dependence on trips through to downtown St. Paul.

Plan Administration Guidelines

SECTION

2

*Detailed background information on Governance
can be found in Section B of the Appendix*

The purpose of this section is twofold: (1) to outline the various alternatives related to public sector sponsorship of commuter rail services provided throughout the State of Minnesota (2) to recommend a viable organizational approach for the safe, reliable and cost-effective provision of such services.

*"It is recommended that Mn/DOT
serve as the initial sponsor of
commuter rail service."*

2.1 Governance

In light of the passage of recent Minnesota State legislation¹ that establishes Mn/DOT as the state's commuter rail planning and implementation agent, it is recommended that:

1. Mn/DOT serve as the initial sponsor of commuter rail service, and
2. Mn/DOT clearly define the nature and extent of its authority, duties and responsibilities as the state's commuter rail sponsor insofar as they affect the relevant Regional Railroad Authorities and Metro Transit as well as other affected counties, cities, communities, Metropolitan Planning Organizations, and/or transit service providers throughout the region.

Mn/DOT may delegate commuter rail sponsorship to a federated Joint Exercise of Powers Agency (JPA) comprised initially of representatives of affected parties.

An alternative to Mn/DOT would be the creation of "MnTransit," a state-level agency with statewide responsibility for transit planning and operations similar to the New Jersey/NJTransit model. However, this approach seems to conflict with the legislature's intent to specifically empower Mn/DOT with these same duties and responsibilities as they relate to commuter rail. Furthermore, adding to the already lengthy list of Minnesota public agencies with some measure of transit and/or specifically rail-related responsibilities may not be viewed by the current administration as being in the best interest of the public.

Candidates for membership in a JPA include relevant Regional Railroad Authorities and Metro Transit as well as other affected counties, cities, communities, Metropolitan Planning Organizations, and/or transit service providers throughout the region. To the extent that commuter rail Advanced Corridor Plans are initiated outside the seven-county region, the membership of the federated Joint Powers organization could be modified accordingly. This approach is similar to that adopted in the Central Puget Sound Region.

Another potential alternative would be the delegation of sponsorship status by Mn/DOT to Metro Transit. This alternative would be consistent with Metro Transit's current duties and

¹ Minnesota Session Laws 1999, Chapter 230 – S.F. No. 1762, Section 20

"If and when the Commissioner proposes modifications to the System Plan, the modifications will be presented to affected MPO's for approval."

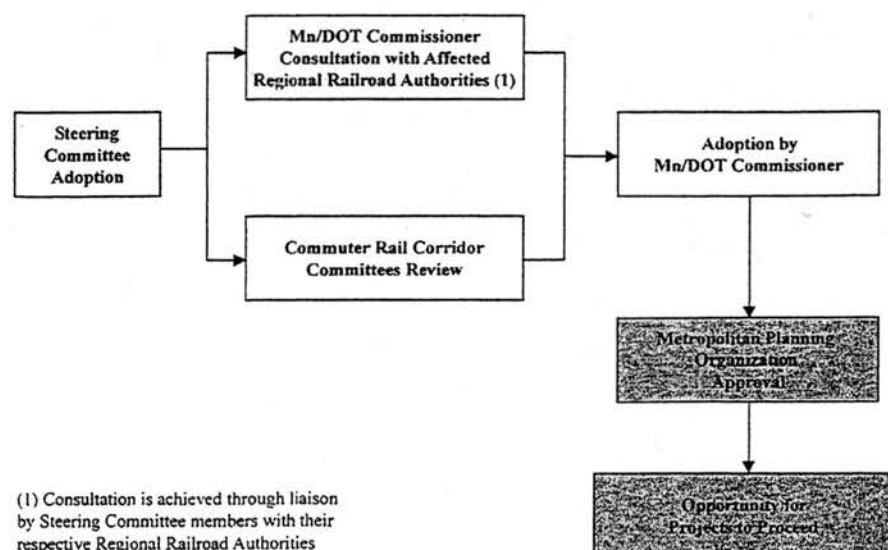
responsibilities as primary transit service provider throughout the seven-county Twin Cities Metropolitan Area. However, current state law limiting the provision of Metro Transit's services to the seven-county area would have to be amended to allow for the potential provision of commuter rail service outside the region or elsewhere throughout the State of Minnesota. The approach which has been taken in the Central Puget Sound with regard to the role of bus service providers has been to formulate intergovernmental agreements with such agencies (Community, Everett and Pierce Transit) for the provision of feeder bus service to and from LRT and commuter rail stations. Given their long history of providing high-quality bus service throughout the Twin Cities Metropolitan Area, this may also be Metro Transit's "best and highest use" in the context of the provision of commuter rail service as opposed to serving as sponsor of such service.

2.2 System Plan Approval Process

Approval by affected Metropolitan Planning Organizations (MPO's) is required prior to the preparation of final design plans. Approval of the System Plan by the Metropolitan Council for the Twin Cities Metropolitan area and the St. Cloud Area Planning Organization for the St. Cloud area is required.

If and when the Commissioner proposes modifications to the System Plan, the modifications will be presented to affected MPO's for approval.

Approval Process



"Mn/DOT is the logical organization to maintain the System Plan"

"It is imperative that communities, along with affected Metropolitan Planning Organizations and Mn/DOT, partner and address issues that ensure the success of the community and of commuter rail service."

2.3 System Plan Maintenance

The Twin Cities Commuter Rail System Plan is a living document that will need to be modified, especially as real-life experience with commuter rail is gained. As the organization responsible for all aspects of planning, developing, constructing, operating and maintaining commuter rail, Mn/DOT is the logical organization to maintain the System Plan. Mn/DOT will be responsible for ensuring the commuter rail plan is in compliance with local, state and federal planning and programming requirements. However, the Steering Committee structure that was used during the Twin Cities Metropolitan Commuter Rail Feasibility Study and again to develop the System Plan, presents an opportunity to maintain communication and coordination among the Regional Rail Authorities and Commuter Rail Corridor Coordinating Committees. It is recommended that the Steering Committee structure be maintained and utilized as a review board for maintaining the System Plan.

2.4 Planning and Programming

Commuter rail service is dependent upon the compatibility between efficient land use policy and transit investments. Commuter rail is most successful when land use policy around stations, neighborhoods, communities, the region and ultimately the state allows for innovative, flexible, and inclusive solutions.

Community Plans

Local communities play a large role in the success or failure of commuter rail service, especially in the initial stages of implementation. It is imperative that communities, along with affected Metropolitan Planning Organizations and Mn/DOT, partner and address issues that ensure the success of the community and of commuter rail service. In order to maximize commuter rail service and community opportunities, local land use planning must recognize the potential impacts of commuter rail investments.

Communities that demonstrate a commitment to Smart Growth principles in their land-use planning and transportation planning will be given priority consideration for transportation improvements. Commitment to commuter rail investments should be reflected in comprehensive plans, transportation plans, development strategies and zoning ordinances.

Mn/DOT will work with local units of government to ensure their voice is heard while commuter rail is being explored as an investment option for the people of Minnesota. To meet this commitment, Mn/DOT will:

- Coordinate with local planning process(es),
- Work with Commuter Rail Coordinating Committees in commuter rail corridors, and
- Provide consistent and timely information and feedback.

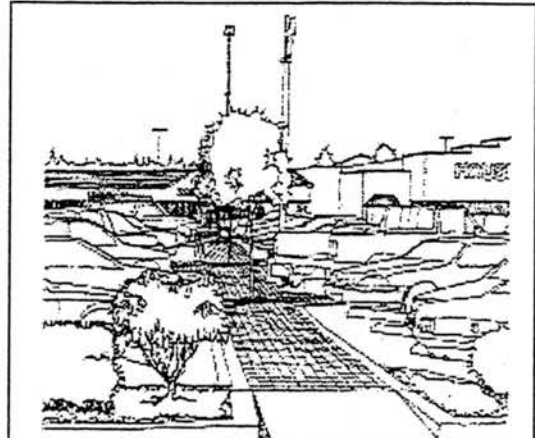
Mn/DOT will work with communities to use commuter rail as a tool to create more vital, economically sound and livable communities for all to enjoy.

Metropolitan Council

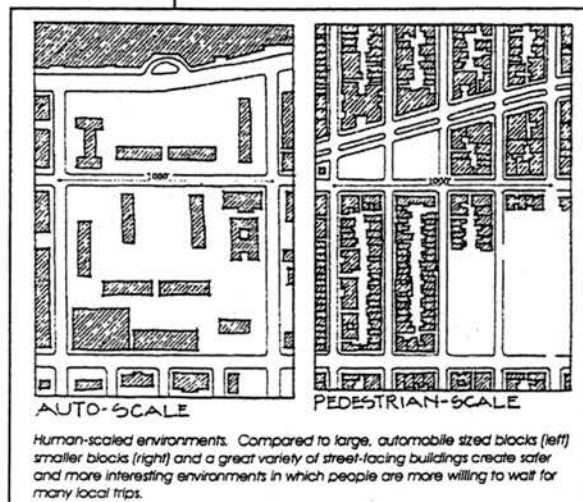
The Commuter Rail System Plan reflects the planning and policy decisions outlined in the Metropolitan Council's *Regional Blueprint*, *Transportation Plan* and *Metropolitan*

Master Transit Plan and initiatives such as *Smart Growth*. These plans and initiatives underscore the importance for commuter rail service in the region to be integrated with other transit options, correspond to regional growth strategies, promote accessibility, and maximize public investments in livable communities. Mn/DOT will work with the Council to achieve the region's Smart Growth goals which are to maximize economic opportunity, manage natural resources and agricultural land and be fiscally prudent. Transit investments, such as commuter rail, support Smart

Growth initiatives by more efficient use of land, lower public facility costs, improved air quality and protection of open space.



Large parking lots should have landscaped pedestrian pathways to improve pedestrian connections and safety. Graphic from "Creating Transit Station Communities" by the Puget Sound Regional Council, June 1999.



Human-scaled environments. Compared to large, automobile sized blocks (left) smaller blocks (right) and a great variety of street-facing buildings create safer and more interesting environments in which people are more willing to wait for many local trips.

"The Minnesota Department of Transportation (Mn/DOT) will coordinate with the Metropolitan Council (Council) to address critical policy directions"

The Minnesota Department of Transportation (Mn/DOT) will coordinate with the Metropolitan Council (Council) to address critical policy directions in terms of commuter rail investments for the region that encourage economic growth, foster reinvestment in distressed areas and preserve the natural environment.

Mn/DOT will work cooperatively with the Council to ensure that commuter rail service will support travel-time advantages for transit, improve transit service reliability and increase transit accessibility to jobs.

In addition to the above planning principles, Mn/DOT will work with the Council to achieve the region's smart growth strategies.

Minnesota Department of Transportation

"The Mn/DOT Strategic Plan envisions a coordinated transportation network"

The Minnesota Department of Transportation is committed to making investments that support transportation choices that are important to Minnesota's future. Mn/DOT is committed to improving Minnesota's transportation system to enable greater mobility throughout the state. This commitment is based on maximizing the use of existing infrastructure, creating multi-modal centers and implementing smart growth principles.

- Mn/DOT Strategic Plan – The Mn/DOT Strategic Plan envisions a coordinated transportation network that provides safe, user-friendly access and movement, and responds to the values of Minnesota's citizens. In its mission to develop Minnesota's coordinated transportation network, Mn/DOT is committed to promote and support connections among transportation systems, such as light rail, commuter rail and bus transit. In its efforts to promote and support such connections, the department has developed a Commuter Rail System Plan that articulates how this piece of the transportation network will be developed,
- Mn/DOT has four strategic objectives – information, multimodal, inter-regional corridors, and program delivery. The multimodal objective aims to increase travel options for people and for moving goods that enhance the economic

"Mn/DOT has four strategic objectives – information, multimodal, inter-regional corridors, and program delivery."

"Mn/DOT will update the Statewide Transportation Plan to place more emphasis on the development and integration of all modes, including commuter rail"

"Mn/DOT will ensure that commuter rail activities are incorporated into strategic plans, business plans as well as Transportation Improvement Plans of affected districts and offices."

vitality of the state' provide safe, timely and efficient movement of people and goods; and improve the quality of life,

- Statewide Transportation Plan – One of several action items related to achieving the multimodal objective specifically states that Mn/DOT will update the Statewide Transportation Plan to place more emphasis on the development and integration of all modes, including commuter rail. Another action item states that Mn/DOT will partner with the Metropolitan Council to develop a regional master plan for transit that integrates LRT, commuter rail, busways and other transit services, and
- District and Office Plans – Business and Strategic – In addition to a Statewide Transportation Plan, each district and office within Mn/DOT has developed a working unit level strategic plan and business plan. These plans focus more locally on how to carry out specific action items, and deliver products and services that best achieve the department's strategic objectives. Mn/DOT will ensure that commuter rail activities are incorporated into strategic plans, business plans as well as Transportation Improvement Plans of affected districts and offices.

Programming of Commuter Rail Projects

- Feasibility Studies – Feasibility studies are generally conducted when further information or detail about a given topic is necessary. In 1997, the Minnesota Legislature required that such a study be conducted to determine the plausibility of a commuter rail system in the Twin Cities Metropolitan Area. Several factors were evaluated as part of Twin Cities Metropolitan Commuter Rail Feasibility Study, including ridership, capital and operations and maintenance costs, measures of cost-effectiveness, perceived opportunities, and implementation barriers. Upon conclusion of the Twin Cities Metropolitan Commuter Rail Feasibility Study, six corridors were identified as feasible commuter rail routes in the Twin Cities Metropolitan Area, and

"To become eligible for federal capital investment funds, the proposed project must emerge from the metropolitan and/or Statewide planning process. In addition, a corridor-level analysis of mode and alignment options must be performed."

- Advanced Corridor Plans – In 1998, the Minnesota Legislature asked Mn/DOT to develop a Commuter Rail System Plan that would articulate necessary engineering standards, as well as provide guidance for advanced corridor planning. Advanced corridor planning is defined by legislation to address the following:
 - Contain a physical design component that identifies the physical design of facilities;
 - Specify track and signal improvements;
 - Address handicapped access;
 - Specify intermodal coordination and connections with bus and light rail transit operation and routes;
 - Project ridership, capital costs, operating costs and revenues;
 - Identify sources of funds for operating subsidies and funding for final design, construction and operation;
 - Describe an implementation method;
 - Describe a plan for public involvement and public information;
 - Define anticipated agreements with the railroads; and,
 - Address land use impacts.
- From advanced corridor plans, preliminary engineering plans are developed and from there, final design documents are prepared.

Federal Planning Requirements

Mn/DOT will align the commuter rail planning and programming process to follow the Federal Transit Administration's (FTA's) New Starts Criteria (Title 49, United States Code, Section 5309) for construction of new fixed guideway systems and extensions. The New Starts Program, a capital investment program, will guide planning and programming of commuter rail service in the areas of mobility improvements, environmental benefits, operating efficiencies, and cost effectiveness. To become eligible for federal capital investment funds, the proposed project must emerge from the metropolitan and/or Statewide planning process. In addition, a corridor-level analysis of mode and alignment options must be performed. This alternatives analysis (advanced corridor planning) will

"The final design stage cannot be initiated until environmental requirements have been satisfied and documented."

provide information on the benefits, costs and impacts of alternative strategies, leading to the selection of a locally-preferred solution to the community's mobility needs. When this work is completed, Mn/DOT will submit the application to the FTA for preliminary engineering that contains documentation of the following items:

- Project justification,
- Mobility improvements,
- Environmental benefits,
- Operating efficiencies,
- Cost-effectiveness,
- Local financial commitment, and
- Land use policies and smart growth initiatives.

FTA will then evaluate the proposed project and determine whether or not to advance the project into preliminary engineering. FTA approval to initiate preliminary engineering is not a commitment to fund final design or construction activities.

Upon approval, project costs, benefits and impacts are further refined. In addition, environmental impact statements are prepared, project management concepts are finalized and required funding sources are put into place. FTA will then evaluate the proposed project and determine whether or not to advance the project into final design.

Final design is the last phase of project development, and includes right-of-way acquisition, utility relocation, and the preparation of final construction plans and detailed cost estimates, and bid documents. The final design stage cannot be initiated until environmental requirements have been satisfied and documented. Once FTA has approved the final design element of a project, FTA may propose to grant a Full Funding Grant Agreement (FFGA) with the project sponsor.

A FFGA with the federal government is the mechanism for the state to receive funding assistance under the New Starts Program. The FFGA defines the project cost, time lines and outlines the maximum level of federal investment of the project. This agreement with FTA will be managed by Mn/DOT, as the project sponsor.

Funding and Financing Guidelines

SECTION

3

Detailed background information can be found in Section B of the Appendix

This section discusses potential opportunities for sharing commuter rail system costs among federal, state and local levels of government. This section also summarizes the most promising funding sources and financing techniques to pay for the capital and operating costs of commuter rail service.

3.1 Cost Sharing

The successful funding of commuter rail projects in Minnesota will require effective partnering of the agencies and entities which will benefit from its implementation. Commuter rail capital costs are primarily shared among federal, state, local units of government and may include the railroads. The major share of debt service would likely be assigned to the State of Minnesota with any railroad cost sharing or federal funding reducing the portion of the capital costs funded by the State. Operating costs are typically satisfied through user fees (farebox recovery) and state and local government operating subsidies.

"Moving Minnesota," a ten-year state transportation investment program announced by the Governor focuses on 3 basic investment strategies which would provide transportation funding for projects such as commuter rail. Investment strategies would provide a new state funding source that have the potential to satisfy the capital and operating needs of a commuter rail system in Minnesota.

3.2 Sources of Funding

Applicable sources of funding were identified for both operating costs and capital costs.

Capital Funding

Potential sources of commuter rail capital funding include the following:

- The Motor Vehicle Excise Tax (MVET) - The transfer of a portion of the Motor Vehicle Excise Tax to a multimodal transportation fund,
- Sales tax - A prospective regional sales tax could be considered that could generate \$332 million in annual revenues for each 1% sales tax imposed. As is the case with property tax levies, sales tax revenues could be utilized to offset capital and/or operating costs,
- Property tax levies - Existing property taxing authority granted by the State to the counties could be utilized to offset capital costs,

- Section 5309 New Starts Program - Part of FTA's Capital Program that funds new fixed guideway systems (heavy rail, light rail, commuter rail, busways, etc.) and extensions in metropolitan areas. In FY 1999, \$896 million was appropriated nationwide,
- Surface Transportation Program (STP) - A formula program through which funds are allocated to states and metropolitan areas for highways, transit capital, and bus terminals and facilities. Minnesota received \$114.8 million in FY 1999,
- National Highway System (NHS) - An FHWA formula program that provides funding for improvements to rural and urban roads that are part of the National Highway System (NHS). Under certain circumstances, funds can be used for transit. Minnesota's apportionment in FY 1999 was \$89.2 million, and
- Interstate Maintenance - An FHWA formula program for resurfacing, restoring, rehabilitating, and reconstructing most routes on the Interstate System. Up to 50% of a State's apportionment may be transferred to NHS, STP, CMAQ, and/or Bridge. Minnesota's 1999 apportionment was \$74.7 million.

Operating Funding

Potential sources of commuter rail operating funding include the following:

- Fare and advertising revenues - Fare and advertising revenues will serve to partially offset operating costs,
- The Motor Vehicle Excise Tax (MVET) - The transfer of a portion of the Motor Vehicle Excise Tax to a multimodal transportation fund,
- Regional sales tax - State enactment of a prospective regional sales tax could be considered,
- State sales tax - Existing tax that yielded \$3.1 billion in 1998 and that has produced revenue growth of 6.5% over the past three years. Each 0.1% of State sales tax yields \$48 million annually, and
- Property tax levies - Existing property taxing authority granted by the State to the counties could be utilized to offset operating costs.

"The issuance of general obligation bonds is envisioned to be the most effective commuter rail capital financing technique available"

3.3 Financing Techniques

Capital obligations borne by the State of Minnesota are best met through the issuance of general obligation bonds that would pledge the State's "full faith and credit." The issuance of general obligation bonds is envisioned to be the most effective commuter rail capital financing technique available, net of any available local, regional and/or federal contribution(s).

Other financing techniques that could be considered include the following:

- Transportation Revolving Loan Fund (TRLF) – During the 1997 Legislation session, Mn/DOT proposed legislation that would create a State Infrastructure Bank (SIB) for Minnesota. The legislation, known as the TRLF Act, was enacted in May 1997. A TRLF is a state fund that can be used by eligible borrowers to finance Title 23 (highway) or Title 49 (transit capital) eligible projects.
- Grant Anticipated Revenue Vehicle (GARVEE) bond – Any financing instrument for which principle and/or interest is repayable with future federal-aid highway and transit funds. The debt is issued in anticipation of the receipt of federal-aid grant reimbursement in subsequent years. State legislation is required to obtain GARVEE bond financing.

Project Development Guidelines

SECTION

4

Detailed background information on Planning, Design, Procurement and Operations can be found in Section B of the Appendix

The purpose of this section is to provide guidelines to ensure consistency during the planning, design, procurement, construction and operation of commuter rail improvements.

4.1 Planning Guidelines

System Expansion and Modal Integration

In the development of linear transportation corridors, there often exists an opportunity to construct the corridor in segments based on criteria such as funding availability, right-of-way availability, completion of environmental mitigation measures and facility need. Staging should be considered both in terms of how much guideway should be constructed or used for a particular commuter rail service, and in terms of what stations should be included in the original service and whether any stations should be deferred to a later time. A review of the corridors contained in the System Plan may identify opportunities to stage construction of these corridors.

While this issue was examined in the Twin Cities Metropolitan Commuter Rail Feasibility Study, further developments and concepts for the System Plan corridors have lengthened the corridors and possibly presented new opportunities for staging.

The decision regarding when and where to make system expansions will be based on four criteria:

1. Service to major travel generators - System expansions, either line extensions or station additions, will be staged to provide service to significant trip generators,
2. Cost effectiveness - It is expected that the end of each commuter rail line will be served by a system of feeder busses that expand the travelshed of that line. Typically, a line extension should be undertaken when the cost per passenger-mile of providing feeder bus service exceeds the equivalent cost of the envisioned line extension,
3. Community support - The potential of a particular commuter rail project may be enhanced by the level of financial support offered by interested and affected parties to the project. When this criteria is applied, the total cost of a project must be considered, including capital cost and lifetime operating and maintenance cost, and
4. Policy considerations - The extension of an existing commuter rail line may also be justified by policy considerations. For example, it may be determined that the

"The guidelines for station design are drawn from numerous other commuter rail systems."

economic well being of the region or state would be enhanced by providing commuter rail service to a major metropolitan area, and

5. Minimum ridership – A station must be expected to serve at least 100 riders per day in the forecast year to be considered for implementation.

To increase the level of service provided to transit users and to enhance the efficiency, with which transit services are operated, commuter rail service planning will include:

- Selective elimination of parallel bus routes serving similar origins and destinations at the same time as the commuter rail service,
- The routes and schedules of other transit providers serving the central business districts should be coordinated to the extent possible with commuter rail service,
- The facilitation of convenient access between commuter rail service and the Hiawatha light rail transit line in downtown Minneapolis,
- Provision of feeder bus routes where service can be provided to areas outside of reasonable walking distance of commuter rail stations and reasonable travel time to principle destinations can be provided, and
- In communities that have established circulator transit services, include the local commuter rail stations in the service and arrange schedules to allow two-way transfers between the trains and the circulator busses.

Station Development and Site Planning



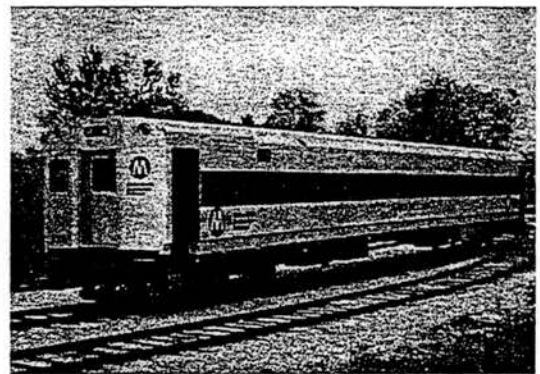
Elmhurst, Illinois Station including Waiting Room, Ticket Sales and Concession.

Commuter rail provides opportunities to channel growth and redevelopment around stations and enhance communities. With respect to the planning and design, guidelines are presented below which describe how smart growth can be implemented in a commuter rail station area.

A transit-oriented development at a commuter rail station would include a core area in the immediate vicinity of the station and an area surrounding the core. The total area of the Transit-Oriented Development (TOD) can vary depending on the development potential of the site. Successful transit-oriented developments have been in the range of 60 acres (a circle with a 900-foot radius) to 125 acres (a circle with a radius of one-quarter mile).

The core area of the TOD is a relatively dense mixed-use development and constitutes from one-tenth to one-half the total TOD area. The main characteristics include:

- Overall net floor area ratio of at least 0.5 (net floor area ratio is the ratio of the sum of the floor areas of all buildings on a site to the area of the site),
- Blocks are small, no more than about 4 acres,
- Buildings along at least 75 percent of block frontages face the street,
- Building faces are close to the street, within 10 feet of the sidewalk,
- Frontages in the core area are ground floor retail businesses, commercial businesses or personal services businesses (about 40% or more),
- Building faces along the street include a large percentage of glass, and
- Residential density is 30 dwelling units per acre or more.



Bombardier, single-deck cab car for Metro-North Commuter Rail in Upstate New York.

In the TOD area outside the core, the mix of land uses should include:

- Residential (20 to 30 percent of the TOD area),
- Employment uses (20 to 30 percent of the TOD area), and
- Civic uses (about 10 percent of the TOD area).

"smart growth does not require high-rise apartment or office buildings to achieve the desired density"

To illustrate how TOD and Smart Growth could be implemented in settings representative of potential station locations in Minnesota, three sets of renderings are on Pages 4-5 through 4-10. The renderings are drawn from a study titled *Visions: Choosing a Future for Growing Communities* prepared by Dodson Associates for the Environmental Law and Policy Center, Chicago, IL.



Parking at stations must be convenient and have adequate space.

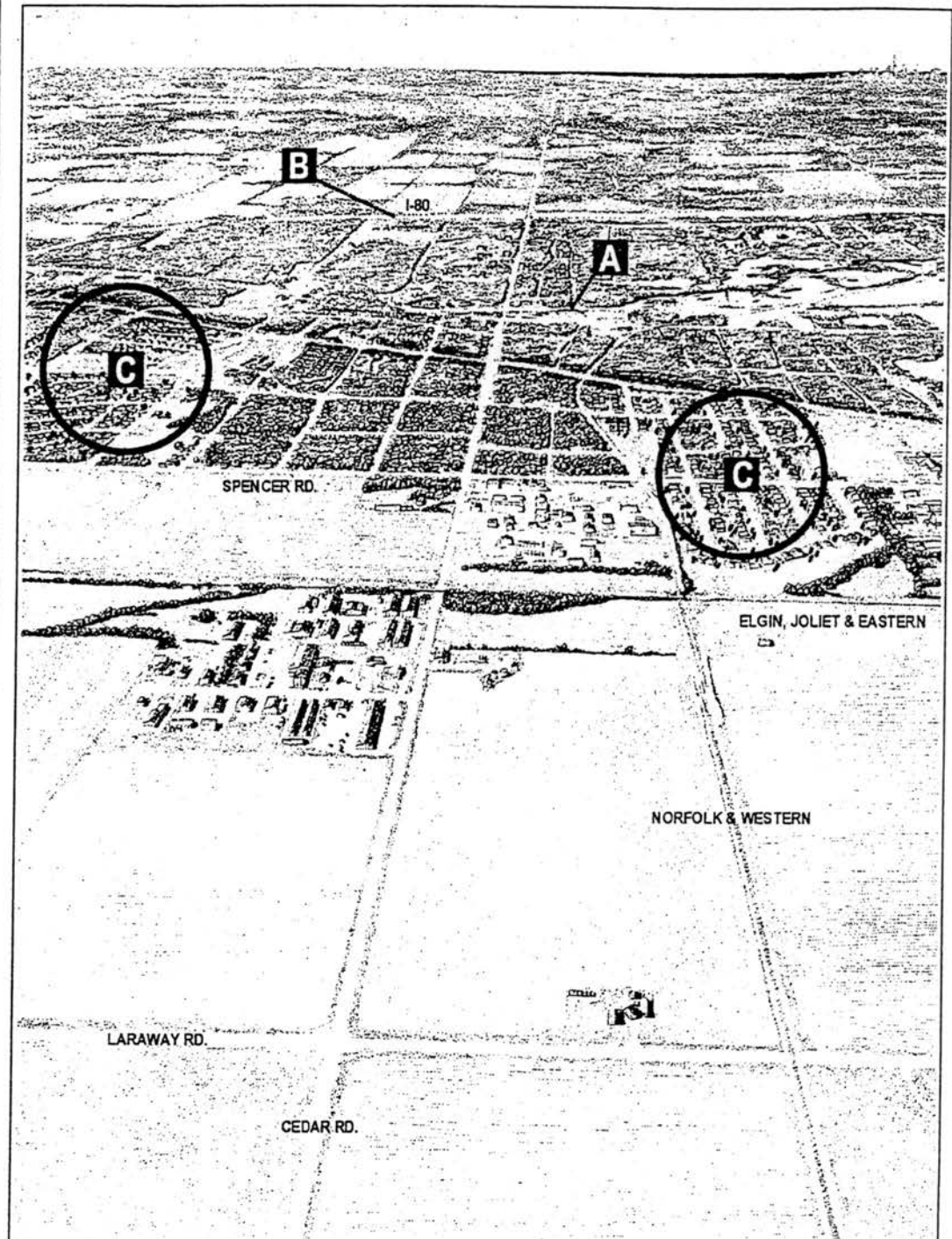
Each set of renderings illustrates the same location. The three drawings present a vision of a development around a new commuter rail station under different circumstances:

1. Present condition
2. Conventional development scenario
3. Smart growth development scenario

Each of the growth scenarios assumes the same amount of development in terms of building area, population and employment. In comparing the two growth scenarios to the present condition and to each other, it is apparent that smart growth retains a much larger amount of open space than conventional growth. It is also clear that, while development is more compact under the smart growth scenario, it does not require high-rise apartment or office buildings to achieve the desired density.

Situated in central Will County, less than five miles east of Joliet, the Village of New Lenox has evolved from a rural farming community of 4,000 residents to a fast-growing Chicago suburb of over 25,000 people in the past two decades. New residents are drawn to its friendly small-town atmosphere, good schools, relatively inexpensive home prices, plentiful parks, open spaces and commuter rail (A) and highway access (B) to Chicago. Viewing north, the recent residential growth is especially apparent both to the east and west of the older tree-covered residential lots in the center of the drawing (C).

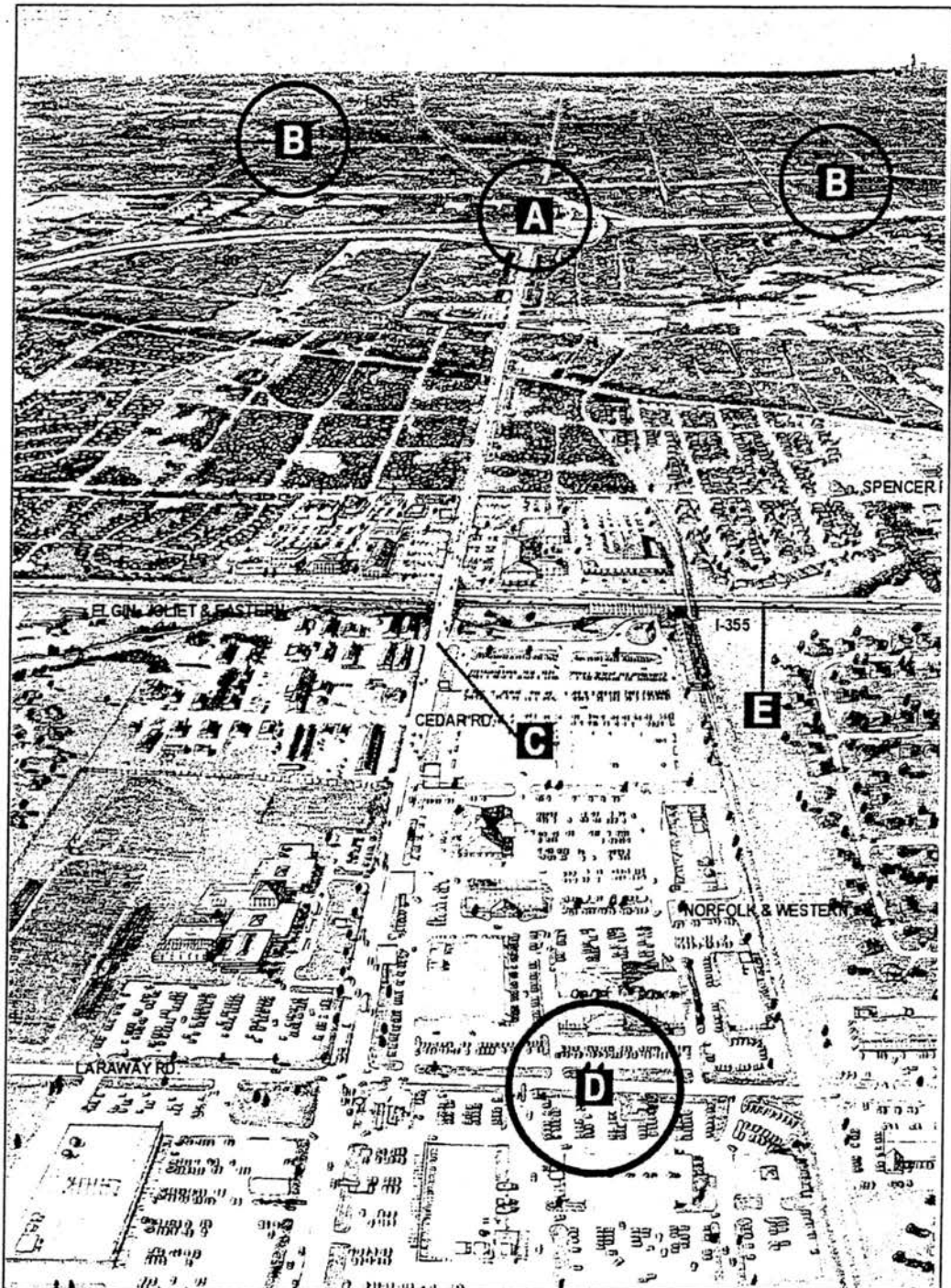
present day



Will County/New Lenox
Existing Conditions

conventional

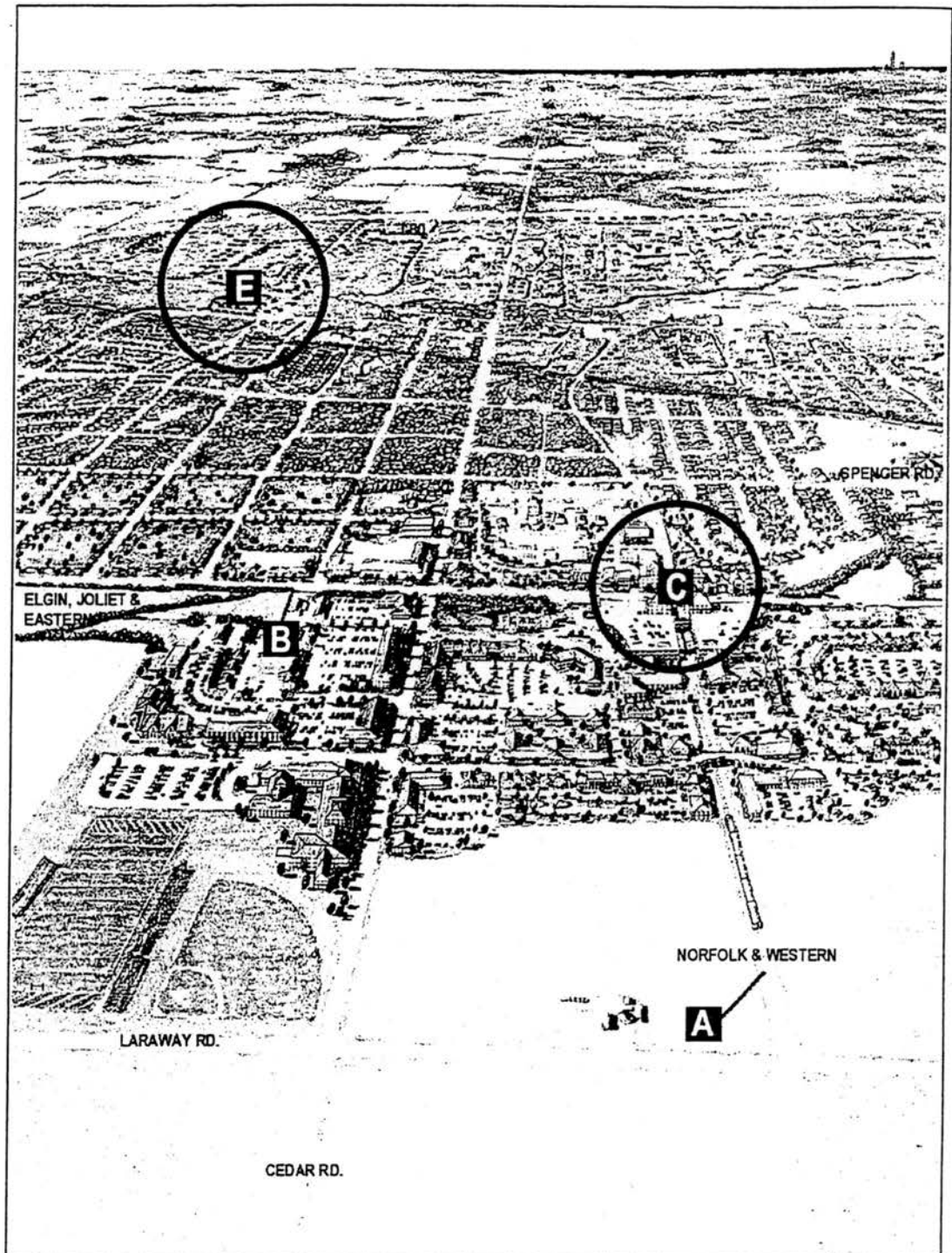
At what point might New Lenox attract too much uncontrolled growth? Regional planners project New Lenox will grow to over 40,000 residents by 2020, assuming the construction of the first leg of the proposed I-355 tollway extension. New retail, office and light-industrial development is planned near the I-355-Route 6 interchange (A). Neighboring New Lenox and Homer Townships could expect new residential development catering to commuters destined for job centers in the western suburbs (B). Typical highway-oriented planning would also call for the widening of Cedar road to facilitate tollway-induced traffic (C). The influx of residents and traffic will likely encourage additional auto-oriented commercial development in the area (D). The second leg of the proposed I-355 extension could further infringe on New Lenox's small-town appeal (E).



Will County/New Lenox
Conventional Development - 2020

smart growth

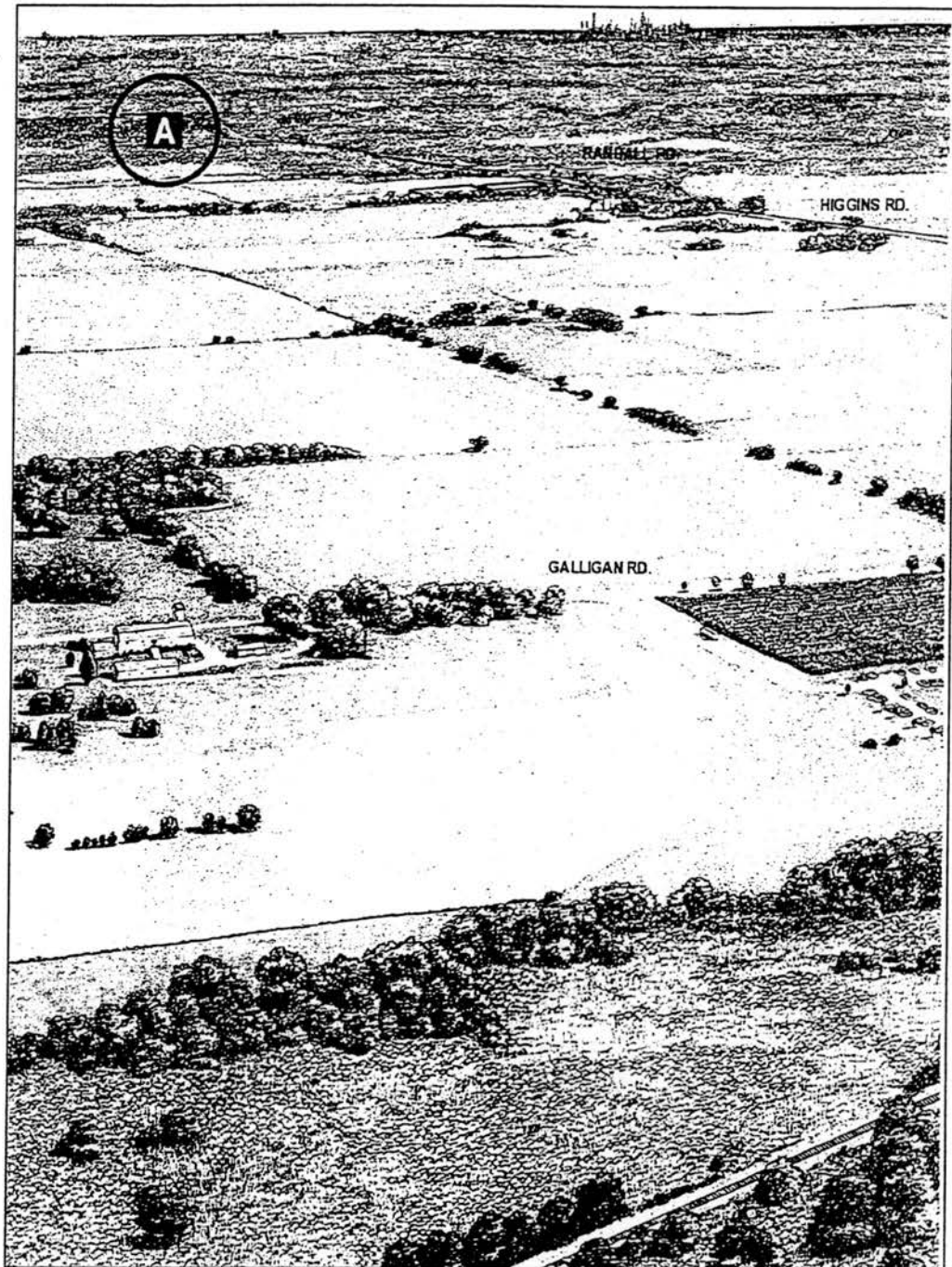
New Lenox is blessed with abundant rail infrastructure that can help foster new development. The Norfolk & Western rail line will allow for additional commuter rail service to Chicago in the near future (A). Regional planners have also proposed the Elgin, Joliet & Eastern rail line, which connects Chicago's southern, western, and northern suburbs, for future intersuburban commuter rail service (B). The intersection of these railways offers an ideal opportunity for mixed-use retail office and residential development serving the needs of both local residents and commuters from neighboring areas (C). Clustering additional commercial development around the existing commuter train station (D) and directing new residential development to the south of I-80 (E) will preserve farmland and open space to the north and maintain the area's appealing small-town character.



Will County/New Lenox
Smart Growth - 2020

The western edge of the Chicago suburbs now borders the Fox River, which once could be viewed as a natural growth boundary for the region. As growth hurdles beyond this threshold, towns like Gilberts in northeastern Kane County – about four miles west of the Fox River – appear destined to join this suburban mass. Encroaching urbanization threatens productive farmland and the county's rural character. Looking southeast from the northern portion of Gilberts, one can see expanding residential development in West Dundee and Sleepy Hollow in the distance (A). Not seen from the air are the poorly drained soils, which could make any future development a threat to flood prevention and water quality.

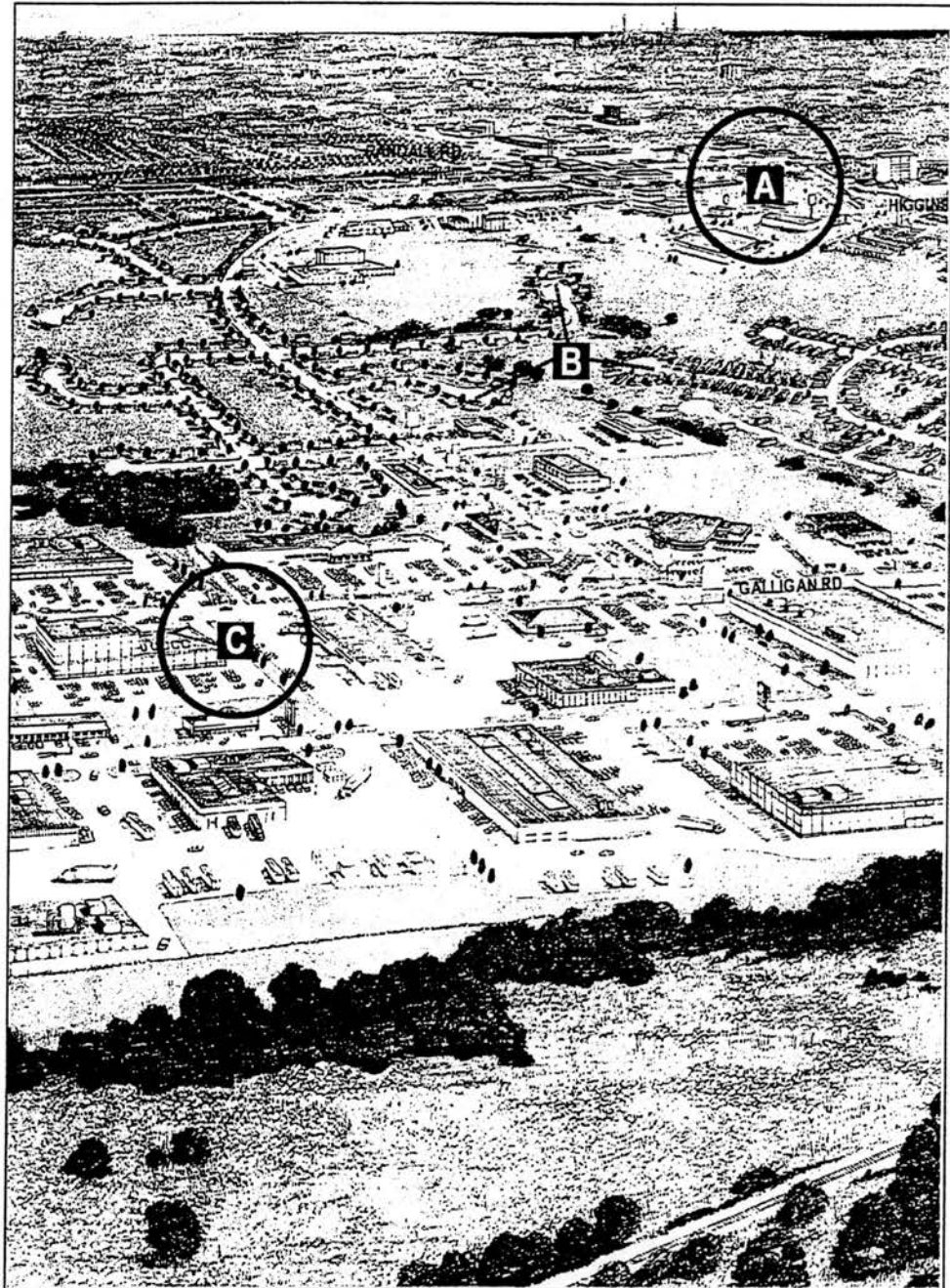
present day



Kane County/Gilberts
Existing Conditions

conventional

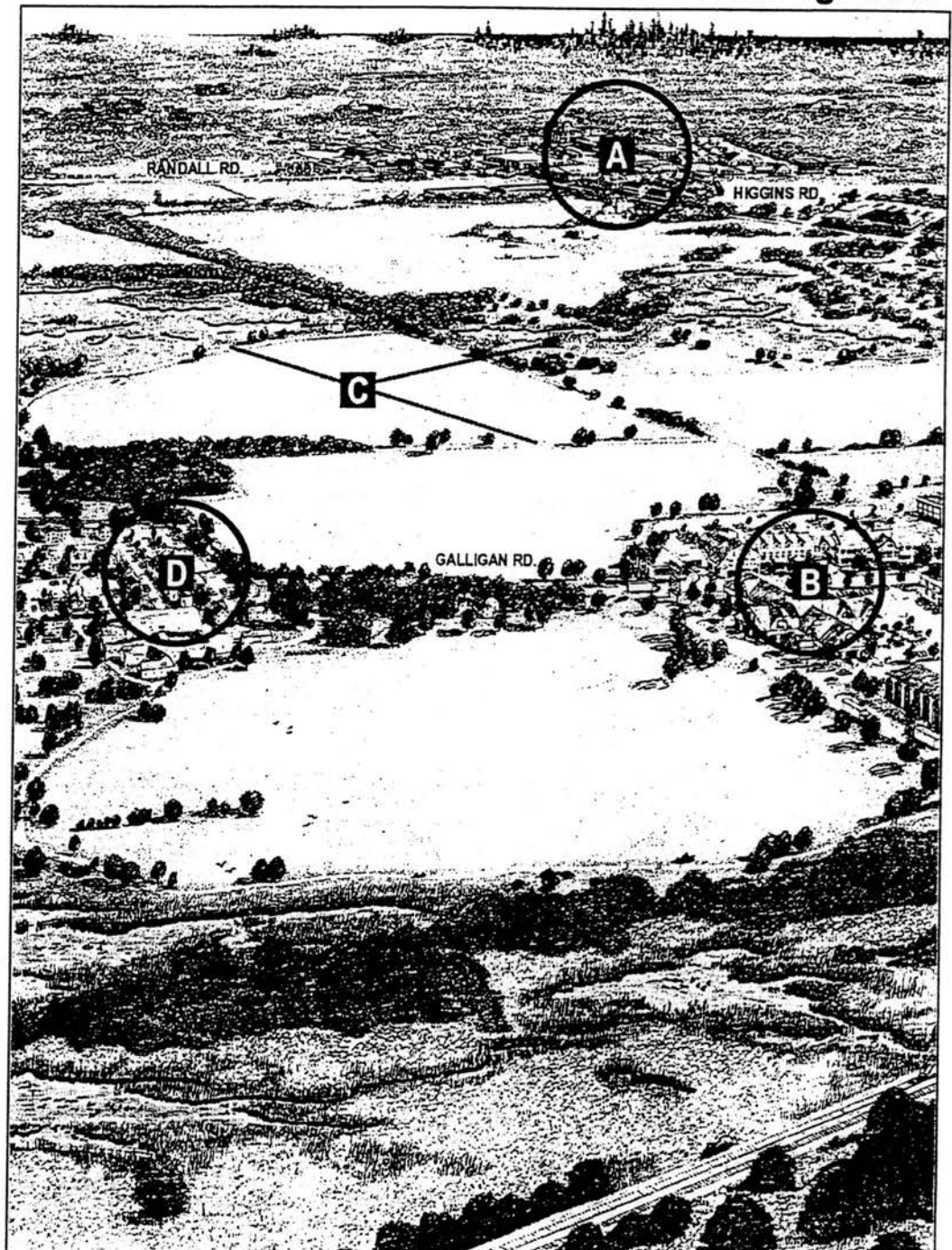
Randall Road, which connects to the Northwest Tollway just to the south of this vista, is expected to be a conduit for future growth in office and research development (A). Residential and commercial development will tend to follow new job centers. Typical planning, which emphasizes separate land uses, residential cul-de-sacs (B) and commercial and office buildings set back from roadways with large, individual parking lots (C) can quickly eat up the landscape. The quantity of development that occurs in this environmentally-sensitive area is likely to determine the quality of the surroundings for both humans and their natural habitat.



Kane County/Gilberts
Conventional Development - 2020

smart growth

Development shaped around the area's attributes offers a sensible transition from the urban edge of the Fox River Valley to line vast agricultural lands of central and western Kane County. A new mixed-use development emphasizing office and research facilities at the Randall Road-Higgins Road intersection (A) and an office and light-industrial development along Galligan road (B) will provide jobs and tax revenues. Maintaining higher density with two- and three-story buildings and parking structures allows for reasonable growth while preserving open space. The existing organic farm in the foreground and a bike-path network through naturally restored mudflats and wetlands (C) could be the basis for a small eco-tourism center (D). Coordinated planning among multiple jurisdictions and an aggressive program of conservation easements public purchases of land or development rights are likely needed to make this vision a reality.



Kane County/Gilberts
Smart Growth - 2020

Railroad Negotiations

The provision of commuter rail service within multiple corridors owned and operated by multiple freight carriers virtually demands that the authority to negotiate terms and conditions with the respective railroads be vested in a single, multi-jurisdictional public entity. The most logical choice at the present time is Mn/DOT.

Eight general guidelines are provided for negotiations between the project sponsor and the affected railroads:

1. Centralize negotiations,
2. Select and empower a multi-disciplinary negotiating team,
3. Define the nature of the service to be provided,
4. Determine procurement strategy,
5. Determine the railroad's risk, liability and insurance requirements,
6. Utilize capacity modeling to verify capital program requirements,
7. Determine public and private benefits and costs, and
8. Negotiate a reasonable cost-sharing formula.

4.2 Design and Procurement Guidelines

Right-of-Way

Recommendations related to public and private right-of-way and land ownership issues as they pertain primarily to joint commuter and freight railroad operation are:

1. It is desirable for the affected municipalities (as opposed to the commuter rail sponsor) to acquire the land or property on which stations and parking lots are constructed,

"Ideally, land or property acquired by the sponsoring agency and leased to affected communities should be maintained by those same communities."

2. To the extent that such land or property is acquired by the commuter rail sponsor, stations and parking lots will be leased to the affected municipalities to the maximum extent possible,
3. The commuter rail sponsor will acquire land or property required for the siting of central maintenance, remote light maintenance/storage, service control and administrative facilities,
4. When reasonable, the commuter rail sponsor should acquire railroad rights-of-way, and
5. Such ownership should be pursued in cooperation with the Regional Railroad Authorities, and will extend to dormant rail lines that prove to be viable candidates for eventual commuter rail service to ensure that future availability is not lost.

Ideally, land or property acquired by the sponsoring agency and leased to affected communities should be maintained by those same communities. Local communities should also be actively involved in siting and designing commuter rail facilities within their immediate jurisdiction.

Communication, Signaling and Train Control

Recommendations related to the provision of signaling, control and communication equipment and systems required for the safe, reliable and cost-effective provision of joint commuter and freight rail service(s) are:

1. Communication, signaling and/or train control systems and/or equipment required for commuter rail service will be compatible with that used by the host railroad(s),
2. Locomotives and cab cars purchased for the Twin Cities commuter rail service will be equipped in a similar manner,

"Communication, signaling and/or train control systems and/or equipment required for commuter rail service will be compatible with that used by the host railroad(s)"



Grade crossing warning equipment and safety are of paramount importance.

3. If the commuter rail sponsor elects to have its own facilities security force, consideration should be given to providing a dedicated radio channel for such communication,
4. If a dedicated security force is provided, coordination with Metro Transit security communications should be provided,
5. All radio equipment purchased for the Twin Cities commuter rail service will comply with Federal Communications Commission regulations, and may be affected by the availability of radio frequencies in the Metro area,
6. Central Control Facilities (CCFs) provided for commuter and freight rail service should be equipped to actively and simultaneously monitor dedicated and common frequencies at all times. This facility may initially handle only message generation and announcement broadcast duties, but should be designed for eventual expansion into a facility engaged in train dispatching, and
7. Commuter rail passenger stations should be designed to accommodate the provision of interactive/real-time information displays tied-in to the Orion program.

A significant development since the conclusion of the Twin Cities Commuter Rail Feasibility Study has been the development and adoption of multi-carrier regional control centers by BNSF, UP and other major carriers. These centers have been implemented in Texas and California, and more are planned. They enhance inter-carrier coordination, as well as facilitating a more immediate reaction to local conditions and are an outgrowth of the problems some rail carriers have experienced in the process of consolidating operations in key areas. Although not currently proposed for the Twin Cities, such a facility may be implemented in the future. If this happens, commuter rail dispatch should be part of this facility.

Locomotives and Rolling Stock

Recommendations related to the acquisition of locomotives required for the safe, reliable and cost-effective provision of joint commuter and freight rail service(s) are:

"A final determination as to the most suitable product should await the outcome of a competitive procurement process."

1. Purchase and utilize new locomotives as opposed to used and/or remanufactured motive power,
2. Specify commuter rail service proven locomotives as part of the development of a detailed technical



Metra — Diesel Hauled, Gallery-Type Cars, Chicago, Illinois.

- specification for newly manufactured motive power,
3. Cars purchased for use on the Twin Cities commuter rail system will conform to all FRA requirements and to the PRESS standards,
4. Initial use of three car trains. Additional capacity per line should initially be achieved by running extra trains as opposed to lengthening the consists in order to avoid up-front capital investment in excess commuter service capacity, and
5. As ridership increases beyond initial levels, longer trains should be utilized to accommodate peak period loads as a means of reducing the impact of increased commuter service on freight capacity. This will have an impact on train performance, on station platform lengths and on maintenance and storage facility requirements. Initial station platform lengths should be capable of accommodating five to six cars.

Several choices of new commuter rail proven motive power are available on the domestic market. A final determination as to the most suitable product should await the outcome of a competitive procurement process.

Used and/or remanufactured locomotives should be acquired in the event that future production schedules do not allow for the timely availability of new equipment. Due to the reduced longevity inherent in used and/or remanufactured equipment, specifications for the acquisition of these locomotives must be definitive as to rebuild/upgrade

"A fundamental change since the time of the Twin Cities Metropolitan Commuter Rail Feasibility Study has been the imposition of FRA rules and the adoption of the Passenger Rail Equipment Safety Standards (PRESS) by the passenger rail agencies."

"There is a threshold in the number of additional commuter rail train trips per corridor that will necessitate revisions to the capital program. This varies from corridor-to-corridor."

requirements and performance expectations. Baseline performance specifications are available from a variety of industry sources if and when the need arises.

A fundamental change since the time of the Twin Cities Metropolitan Commuter Rail Feasibility Study has been the imposition of FRA rules and the adoption of the Passenger Rail Equipment Safety Standards (PRESS) by the passenger rail agencies. These standards require further strengthening of the car-body to withstand collision impacts. They were adopted as a result of a series of accidents in the early 1990s, and focused on the particular concerns of what happens when two vehicles of dissimilar construction collide. It has been estimated that the adoption of these standards adds about 10% to the price of commuter railcars, compared to those used for the Twin Cities Metropolitan Commuter Rail Feasibility Study.

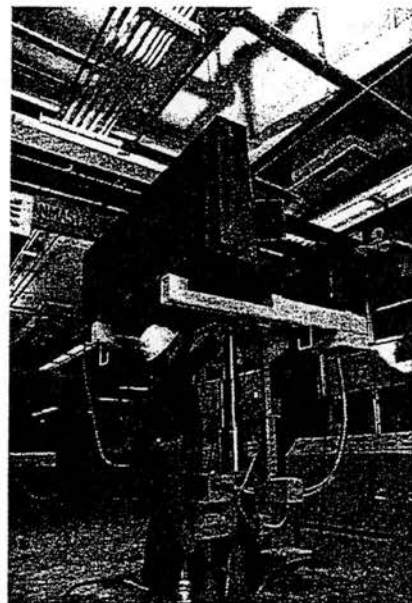
The adjustment of train lengths, number of trains per line, etc., should be done following the conduct of further market analysis and in response to specific concerns expressed by the host railroads during the course of negotiations. Factors which will influence these decisions include (1) refined ridership projections to reflect changing demographics, (2) order backlog at the relevant car builder (determining the schedule by which car deliveries can be made) and (3) the possibility of "piggybacking" on an order being placed by one of the other commuter rail properties to realize cost efficiencies of scale. An example of this latter strategy may be found in the Seattle "Sounder" project, where the cars for Seattle were ordered as an option on an existing car order for the Los Angeles Metrolink system.

Note that the addition of trains or changes in the performance capabilities of trains (due to lengthening consists) will require additional negotiations with the host railroads. Recall also that the Twin Cities Metropolitan Commuter Rail Feasibility Study capital program included improvements required to support the initial level of service on the outlying corridors. There is a threshold in the number of additional commuter rail train trips per corridor that will necessitate revisions to the capital program. This varies from corridor-to-corridor.

Maintenance and Storage Facilities

Summary recommendations related to the provision of commuter rail maintenance and storage facilities are:

1. Retain the capital program allocations from the Twin Cities Metropolitan Commuter Rail Feasibility Study for both the remote storage facilities and the central maintenance site,
2. The commuter rail sponsor should acquire the Canadian Pacific Shoreham Shops site,
3. Each commuter rail corridor will include a remote storage facility at its outer terminal for train storage and light maintenance,
4. Maintenance of commuter rail locomotive and rolling stock maintenance may be handled by a third-party contract until such time as growth in service warrants that another approach be taken,
5. Once the demand for commuter rail service has grown sufficiently, the commuter rail sponsor will provide its own central maintenance facility and assume maintenance responsibilities for locomotive and rolling stock maintenance, and
6. Examine areas in which bus, LRT and commuter rail projects can share maintenance functions and/or procure common equipment to benefit from economies of scale.



Maintenance facilities require considerable investment, specialized equipment and diagnostic tools.

"The timetable for implementation of the routes and the quantity of locomotives, coaches and cab cars required for those routes may affect the decision regarding a maintenance facility."

The timetable for implementation of the routes and the quantity of locomotives, coaches and cab cars required for those routes (if different from what was recommended in the Twin Cities Metropolitan Commuter Rail Feasibility Study) may affect the decision regarding a maintenance facility.

Safety and Security

The commuter rail sponsor and its contractors must commit to providing a safe operation as well as a safe and secure environment for the passengers. This sense of safety and security must be provided in the park-and-ride lots, in and around the stations, as well as on the trains.

The following recommendations are aimed at ensuring the provision of service in the safest manner possible as well as providing a secure environment for passengers and employees while on or around the commuter rail system:

1. Commit to providing service in a safe and secure manner,
2. Participate in the APTA Rail Safety Audit Program,
3. Designate a state agency to implement the State Safety Oversight of Rail Fixed Guideway Systems in Minnesota. This agency must not be the same one that serves as the commuter rail sponsor,
4. Develop and implement a System Safety Program Plan for the commuter rail network,
5. Develop and implement a Security System Plan for the commuter rail network,
6. Comply with FRA requirements for inspection and maintenance of rolling stock, track, structures, signals, and train control,
7. Develop training requirements for all job classifications, as well administering exams to determine a person's adequacy for the position,
8. Require periodic re-training and re-certification of employees,
9. Establish a security liaison position to work with security forces of the host railroads, on-line communities and counties and the state police,
10. Work with area transit providers and law enforcement agencies to determine where CCTV monitoring of stations and parking lots is warranted, and
11. Establish a program to educate children and adults about the commuter rail service and the hazards present around active railroad tracks.

4.3 Construction Guidelines

As the sponsoring agency, Mn/DOT will manage all letting and administration activities associated with commuter rail construction or implementation.

Construction or implementation of a commuter rail line follows the Advanced Corridor Planning stage, at which time, a Major Investment Study (MIS), all necessary environmental clearances (Environmental Impact Statements or Environmental Assessments), preliminary engineering, and final design would also be accomplished.



State-of-the-art track construction.

"As the sponsoring agency, Mn/DOT will control all letting and administration activities associated with commuter rail construction or implementation."

There are several options a commuter rail implementation process could follow, namely, a design-build approach, a turnkey approach, or a traditional design-bid-build approach. The latter approach would necessitate the development of preliminary engineering and final design plans. The following definitions, per state statute, apply to the design plans:

A preliminary engineering plan is a commuter rail transit plan that includes the items in the preliminary design plan for the facilities proposed for construction, but with greater detail and specificity to satisfy final environmental impact statement requirements. The Preliminary Design Plan is a plan that identifies:

1. Preliminary design plans for the physical design of facilities, including location, length, and termini of routes; general dimension, elevation, alignment, and character of routes and crossings; approximate station locations; related park and ride and other transportation facilities; and a plan for handicapped access, and
2. Preliminary plans for intermodal coordination with bus operations and routes; ridership; capital costs; operating costs and revenues, and sources of funds for operating subsidies; funding for final design, construction, and operation; and an implementation method.

The preliminary design plan includes the preliminary or draft environmental impact statement for the commuter rail facilities proposed.

A final design plan is a commuter rail transit plan that includes the items in the preliminary design plan and the preliminary engineering plan for the facilities proposed but with greater detail and specificity needed for construction. The final design plan must include, at a minimum:

1. Final plans for the physical design of facilities, including the right-of-way definition; environmental impacts and mitigation measures; intermodal coordination with bus operations and routes; and civil engineering plans for vehicles, track, stations, parking, and access, including handicapped access, and
2. Final plans for civil engineering for communication, and other similar facilities; operational rules, procedures, and strategies; capital costs; ridership; operating costs and revenues, and sources of funds for operating subsidies; financing for construction and operation; an implementation method; and other similar matters.

"The final design plan must be stated with sufficient particularity and detail to allow the department to begin the acquisition and construction of operable facilities."

The final design plan must be stated with sufficient particularity and detail to allow the department to begin the acquisition and construction of operable facilities.

The Commissioner of Transportation may use a design-build method of project development and construction for commuter rail facilities. Notwithstanding any law to the contrary, the Commissioner may award a design-build contract on the basis of requests for proposals or requests for qualifications without bids. "Design-build method of project development and construction" means a project delivery system in which a single contractor is responsible for both the design and construction of the project and bids the design and construction together. If a design-build implementation method is proposed, instead of civil engineering plans the final design plan must state detailed design criteria and performance standards for the facilities.

Regardless of what administrative approach is selected for construction/implementation of a commuter rail system, agencies conducting commuter rail studies under the direction of the Commissioner, should not lose sight of the fact that the host railroads

"all design and construction services will be provided in a manner consistent with applicable design, procurement and construction guidelines, standards and criteria endorsed by the American Railway Engineering and Maintenance of Way Association (AREMA) and/or those of the host railroad(s)"

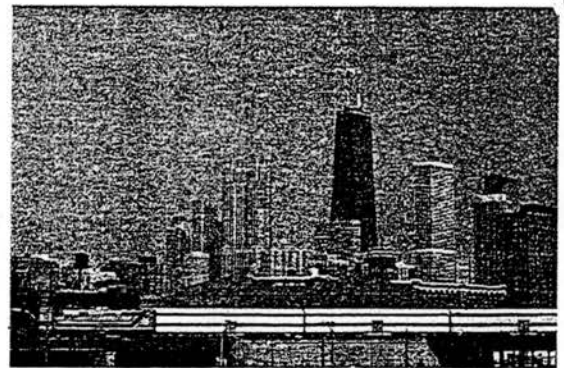
will play a significant role in any design or construction activities taking place within their right-of-way. Regardless of the method of service delivery ultimately selected, all design and construction services will be provided in a manner consistent with applicable design, procurement and construction guidelines, standards and criteria endorsed by the American Railway Engineering and Maintenance of Way Association (AREMA) and/or those of the host railroad(s). Talks with the host railroad should be conducted as early as possible and the construction agreement may be pursued as part of the railroad negotiations.

4.4 Operating Guidelines

Performance Standards

Recommendations aimed at ensuring the provision of on-time performance in a safe, reliable, cost-effective and responsive manner are:

1. It is a desirable goal to provide a seat for every commuter rail rider under normal operating conditions. Special events service and other atypical circumstances may occasionally require deviation from this policy,
2. Passenger loadings by train should be counted by on-board employees on each trip. While these counts may not be 100% accurate, they are a good indicator of the need to add cars to a train or to increase the number of trips on a corridor,
3. Agency administrative personnel should take the individual train counts and assemble these on a corridor-by-corridor basis to track the ridership from month to month,



Direct, one-seat rides to the Central Business Districts are crucial.

4. To the extent necessary, on-train employee counts should be supplemented with contracted personnel estimating the riders boarding each train at a station in order to obtain reliable boarding counts by station,
5. Adopt and enforce stringent on-time performance criterion and ensure that these criterion are clearly stated in subsidiary operating agreements,
6. In general, on-time performance should be considered to be within five (5) minutes of scheduled arrival or departure, and
7. If a train is thirty (30) minutes or more behind schedule, riders should be granted a free-ride certificate.
8. A "guaranteed ride home" or similar policy should also be adopted.

Service Levels

Following are desirable opening-day service levels for the First Tier routes. These may be revised at such time as capacity modeling and further demand estimation work suggest otherwise:

CORRIDOR:	SERVICE LEVELS:
Dan Patch	Six (6) trains inbound AM peak; reverse PM peak. All service provided weekdays only.
Northstar	Five (5) trains inbound AM peak; reverse PM peak. All service provided weekdays only.
Red Rock	Four (4) trains inbound AM peak; four (4) trains outbound PM peak. All service provided weekdays only.

Adjustments to opening day service levels will be performed in a coordinated fashion so as to minimize any potentially adverse impacts on freight service as well as the development of service on other candidate lines. Mn/DOT will serve as sole approving authority for such adjustments until such time as the Department delegates such authority and responsibility to another party.

"The final determination of appropriate commuter rail service levels will be subject to the Terms and Conditions inherent in any related agreements for the provision of such service with the host railroad(s)."

The final determination of appropriate commuter rail service levels will be subject to the Terms and Conditions inherent in any related agreements for the provision of such service with the host railroad(s).

Station Spacing and Operating Speeds

Revision of maximum speeds, and from these the average speeds, may be made as a result of capacity modeling, subsequent revision of the capital program and on the basis of negotiations with the rail carriers. Station dwell times included in the average speed calculations should not be revised until specific rolling stock selections have been made.

Recommendations related to reasonable station spacings and operating speeds for commuter rail operations are:

1. The desirable spacing for commuter rail stations in outlying areas is 5 miles, though station spacings within the urban area of Minneapolis and St. Paul may be somewhat closer depending on need,
2. In outlying areas, stations need not be located every 5 miles, they can be further apart depending on development locations, major employment centers and significant highway intersections,
3. A maximum operating speed of 79 mph will be adopted and the system designed in a manner which encourages the attainment of this speed wherever and whenever it is reasonable and safe to do so,
4. Rolling stock will be specified to be capable of operating at this maximum speed,
5. As a means of maximizing operating efficiency, the system will be designed to permit the following average operating speeds on the First Tier routes, and

CORRIDOR:	AVERAGE SPEED:	
	To 1 st CBD:	To 2 nd CBD:
Central	26 mph	
Dan Patch	39 mph	36 mph
Northstar	36 mph	33 mph
Red Rock	38 mph	33 mph

"All engineering improvements to the railroad physical plant will be done in conformance with Federal regulations, AREMA standards and practices and those of the host railroad."

6. All engineering improvements to the railroad physical plant will be done in conformance with Federal regulations, AREMA standards and practices and those of the host railroad.

The Central Corridor mileage and running time is figured into the average speed calculations for each of the other First Tier corridors when extending the service to the "2nd CBD" in the table above. This corridor's average speed is also listed separately to illustrate the effect of the frequent station stops on this corridor. Average station spacing along the Central Corridor is 2 miles which, when coupled with civil and traffic restrictions, reduces the Central Corridor's average operating speed.

Fare Structure

The fare structure presented in the following table should be used as a baseline for on-going refinement during the course of Advanced Corridor Planning:

FARE ZONE	EFFECTIVE	
	RADIUS	CHARGE
1	0-15 miles	\$2.00
2	15-20 miles	\$2.75
3	20-25 miles	\$3.50
4	25-30 miles	\$4.25
5	30-35 miles	\$5.00
6	35-40 miles	\$5.75
7 - 12	45 - 70 miles	\$6.50 - \$10.25

The use of concentric circle fare zones (measured on a straight-line basis out from the central business district), as well as the five-mile radius between succeeding fare zones, is common within the commuter rail industry. Note that distance is measured as a straight-line distance, as opposed to the actual rail mileage from the CBD to that station.

Suburb-to-suburb travel would be possible by purchasing a ticket good from the originating zone to the first CBD. If both the origin and destination were in the same fare

"The commuter rail sponsor will offer multiple-ride fare media"

zone, no additional charge would be collected. If the destination were in a fare zone further out than the origin, a zone charge would be collected on the train to the destination. This practice is consistent with that in use at other carriers having multiple lines radiating out of a CBD.

The commuter rail sponsor will offer multiple-ride fare media, including at least a monthly commutation ticket, and will work with the other transit providers in the Metro area to develop a single, multiple-ride fare media that would be valid on all forms of transit to ease passage from one mode to the next. It would be good for transportation on all modes in the Metro area (bus, commuter rail, LRT, etc.). The prototype for this type of "one size fits all" ticket is found in the San Francisco Bay Area "TransLink" smart card.



A typical Automated Vending Machine (AVM).

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

3

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

K. Kasperbauer
Authorized Signature

2/7/00
Date

Board Action Requested

Authorize staff to negotiate a contract with Himle Horner for Central Corridor community education at a cost not to exceed \$250,000.

ACTION IS REQUESTED

Request Justification

See information attached.

Budgeting and Accounting

Vern Wohlgast

County Attorney

Bill MacMillan

Risk Management

Documentation certified complete for:

February 15, 2000

Board Date

Kristine A. Longhenny
Signature

February 7, 2000
Date

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: _____ No: _____

WHEREAS, Ramsey County Regional Railroad Authority authorized staff to issue a request for proposals for Central Transit Corridor Public Education work; and

WHEREAS, Four proposals were received and reviewed by representatives of City of St. Paul, Frogtown Action Alliance, Midway Chamber of Commerce, Metro Transit, University United, University of Minnesota, St. Paul Transportation Management Organization, BRW and Ramsey County; and

WHEREAS, The review group recommends that a contract be negotiated with Himle Horner, Inc.; Now, Therefore Be It

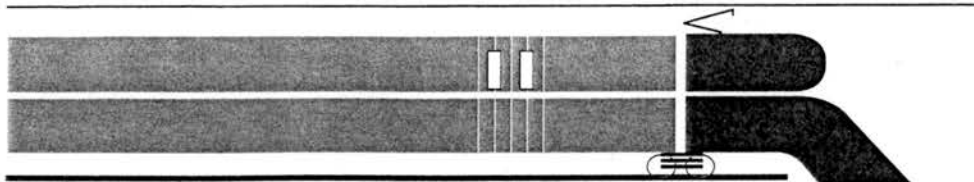
RESOLVED, That Ramsey County Regional Railroad Authority authorizes its staff to negotiate a contract with Himle Horner in an amount not to exceed \$250,000.

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, County Manager

From: Kathryn DeSpiegelaere, Director

Subject: Request for authorization to negotiate contract for Central
Transit Corridor Public Education work with Himle Horner

Date: February 4, 2000

Ramsey County Regional Railroad Authority authorized staff to issue a request for proposals for Central Transit Corridor Public Education work, as a complement to the engineering and planning work.

Proposals were received from:

Himle Horner, Inc., Minneapolis
Richardson, Richter & Associates, Inc., St. Paul
Shandwick International, Minneapolis
Tunheim Santrizos, Minneapolis

Proposals were reviewed and interviews were conducted by representatives of: City of St. Paul, Frogtown Action Alliance, Midway Chamber of Commerce, Metro Transit, University United, University of Minnesota, St. Paul Transportation Management Organization, BRW and Ramsey County.

The project will include development of a plan and some of the strategies will be web site development, newsletters, fact sheets, ads and meeting materials.

The review group recommends that a contract be negotiated with Himle Horner. The firm was felt to have a good understanding of the issues, advocated a neighborhood based approach in St. Paul, and has demonstrated an ability to succeed in helping its clients implement complex, controversial projects.

Recommendation:

Authorize staff to negotiate a contract with Himle Horner in an amount not to exceed \$250,000 for Central Corridor public education work. The contract will be returned to the Rail Authority for approval before it is executed.

4

Authorized Signature

Date _____

Approve contract with BRW, Inc. for the Central Corridor Transit Study in the amount not to exceed \$3,001,400.

ACTION IS REQUESTED

See attached information.

Funding is Contingent on Receiving Federal or State Funds.
 Jan 2004

Walt MacMillan

Dennis G. Kaplan

February 15, 2000

Board Date

Kristine A. Longhewy
Signature

Signature

February 7, 2000
Date

Date _____

RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: _____ No: _____

WHEREAS, Ramsey County Regional Railroad Authority Commissioners authorized staff to negotiate a contract with BRW for Central Corridor engineering and planning work; Now, Therefore, Be It

RESOLVED, That the contract with BRW in the amount of \$3,001,400 is approved and Be It Further

RESOLVED, That the Chair of Ramsey County Regional Railroad Authority is authorized to execute the contract when the Minnesota Department of Transportation executes the grant agreement with Ramsey County Regional Railroad Authority which funds this contract.

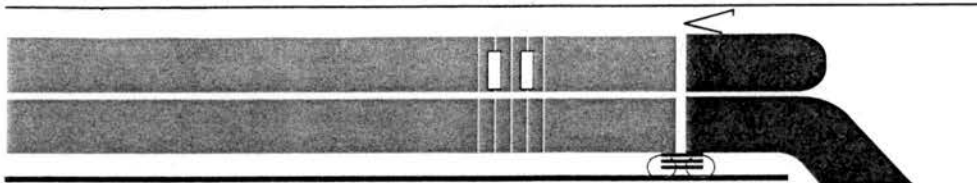
RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

	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

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, County Manager

From: Kathryn DeSpiegelaere, Director *YD*

Subject: Approve contract with BRW for Central Corridor Transit Study
in an amount not to exceed \$3,001,400

Date: February 4, 2000

Staff was authorized to negotiate a contract with the firm of BRW, Minneapolis, Minnesota for engineering and planning work for the Central Corridor. This contract will result in a completed Final Environmental Impact Statement for the corridor.

The contract is anticipated to last two years and will be in an amount not to exceed \$3,001,400.

The contract is attached for your approval.

Recommendation:

Approve contract with BRW and authorize chair of the Rail Authority to execute the contract.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY CONSULTANT SERVICES AGREEMENT

The following is an agreement dated February 15, 2000 between **BRW INC., 700 THIRD STREET SOUTH, MINNEAPOLIS, MINNESOTA 55415** (hereinafter the "**CONTRACTOR**") and **RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY**, a political subdivision of the State of Minnesota, (hereinafter "**RCRRA**").

SECTION I: BASIC SERVICES OF THE CONTRACTOR

1. The Contractor agrees to perform professional services in connection with this agreement as stated in Section II and Exhibit A hereof.
2. The Contractor shall serve as the RCRRA's representative in the consulting phase and shall provide professional advice to the RCRRA during the performance of these services.
3. The Contractor shall perform the project tasks identified in Section II hereof, in accordance with the schedule stated therein and in conjunction with the general conditions outlined in Section III hereof.

SECTION II: PROJECT TASKS

1. Contractor shall perform all tasks identified in the attached Exhibit A, which is incorporated herein and made a part hereof by reference.

SECTION III: GENERAL CONDITIONS

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.

This Section III shall not apply to the following entities or individuals:

- Toltz, King, Duvall, Anderson & Associates, Inc.
- SRF Consulting Group, Inc.
- Zimmer Gunsul Frasca Partnership
- LTK Engineering Services
- MainLine Management, Inc.
- Martinez Corporation
- KM Chng Environmental, Inc.
- Sharon Greene and Associates
- Linda Meadows Associates
- Any subsidiary of URS Corporation

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 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
\$5,000 medical payments per person

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. If coverage is written on a claims-made basis, then coverage shall be carried and evidenced to the County by Contractor for three years beyond the expiration of this agreement. Coverage shall include personal injury and broad form. Coverage shall include employment practices liability. Coverage shall include no internal sub-limits. Ramsey County Regional Railroad Authority, its officials, employees and agents shall be listed as additional insureds with a separation of insureds endorsement.

2) Automobile Liability Insurance

- a) Minimum limit: \$2,000,000 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

Coverage, if written on a claims-made basis, shall be carried and evidenced to the County for three years beyond the expiration of this agreement.

Minimum limits:

\$2,000,000 per claim

\$2,000,000 aggregate

5) 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 an A+.
- 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 arising under the terms of this agreement shall not constitute a waiver of RCRRA's right to conforming services or any rights and/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, and 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 February 15, 2000 through February 15, 2002 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.

SECTION IV: PAYMENT

1. As and for payment to Contractor for completion of the project tasks stated in Section II hereof, the RCRRA shall pay to the Contractor no more than \$3,001,400.00. In the event this agreement is terminated by either party prior to completion of all tasks in Section II, the Contractor shall be paid for actual work performed on the basis defined below.
2. The Contractor shall be paid no more frequently than every four weeks upon receipt of invoices and supporting documentation by the RCRRA in accordance with the following terms:
 - a. Labor costs incurred by the Consultant related to the salaries of employees for time directly chargeable to the project. These labor charges shall be documented with a payroll cost breakdown including the name of the employee, his or her classification, hours worked, and total cost for each period. Premium pay for work or services performed is not authorized.
 - b. An overhead rate of 157.41% of the direct salary costs shall be used to cover fringe benefits and indirect costs; this rate will be fixed during this contract.
 - c. A fee of 11.5% shall be applied only to the consultants labor costs and overhead costs.
 - d. The actual costs paid by the Consultant for the services of subconsultants that are approved by the RCRRA and necessary to accomplish the work required by the agreement. The method of compensation shall be costs plus a percentage fee of 11.5%, applied only to labor and overhead. Costs shall include labor, overhead, and other direct costs. Reimbursement for work performed by subconsultants shall be the responsibility of the Consultant.
 - e. Other direct costs incurred to the extent that they are properly allowable to the project. Direct costs shall include expenses such as travel, lodging, phone, postage, deliveries, photographic work, printing/copies, reproduction, graphics, and such other items as necessary to fulfill the terms of this agreement.

Travel or direct costs incurred in support of employee relocations shall be consistent with a written policy provided by the Contractor and approved by the RCRRA prior to incurring such expenses. Claimed expenses shall be supported with necessary documentation to show that such costs are allocable to the project.
3. All payments to the Contractor shall be subject to a retainage of 5% pending final acceptance of the technical reports, supporting documentation, and products identified in Section II hereof. Upon final approval of Contractor's work by the RCRRA, all sums retained under the provisions of this section shall be remitted to Contractor.
4. The following special conditions apply to payments under this agreement:

The funding of this contract is primarily through a federal grant to be awarded in two phases, commencing in federal fiscal year 2000 and 2001. The RCRRA has been

awarded the first phase of grant funding. The full funding of this contact is contingent on the second phase of the grant being awarded.

**RAMSEY COUNTY
REGIONAL RAILROAD AUTHORITY**

BRW, INC.

By: _____
Tony Bennett, Chair
Ramsey County Regional Railroad Authority

By: *David G. Wolgel*
Its: PRESIDENT

APPROVED AS TO FORM:

By: *W. M. M. M.*
Assistant County Attorney

RECOMMEND FOR APPROVAL

By: *K. H. H. H.*
Director

RISK MANAGEMENT

By: *Doni S. Kaper*

BUDGETING AND ACCOUNTING

By: *Jim Van Houtt 2/11/00*
Funds Available: Contingent on receiving
Account No. Federal or State Funds
(NO LOCAL FUNDS)

Work Plan

WORK PROGRAM

The work program is organized into the following major tasks. These work tasks include all of the work items identified in the RFP and are the basis for the BRW Team cost estimate.

- 1.0 Define Goals & Objectives
- 2.0 Establish Project Charter
- 3.0 Alternatives Definition
- 4.0 Refine Alternatives
- 5.0 Implementation and Funding Plans
- 6.0 Environmental Impact Statement Preparation
- 7.0 Public and Agency Coordination
- 8.0 Project Management

A more detailed description of each task follows. Each task is described in terms of the following:

- Objective
- Key Decisions
- Assumptions and Interdependencies
- Approach and Activities
- Products, Deliverables and Meetings

A summary of the screening of the alternatives includes:

- Task 1.0 will screen the alternatives from the universe to seven
 - Task 3.0 will screen the alternatives from seven to five alternatives: No Build, TSM, and Three Build Alternatives
 - Task 4.0 will screen the Three Build Alternatives to Two Build Alternatives
 - Task 6.0 will assess the four alternatives (No Build, TSM and Two Build Alternatives) in the EIS
 - The Locally Preferred Alternative will be selected during the preparation of the FEIS in Task 6.0
-

Work Plan

Continued

Task 1.0: Define Goals and Objectives

1.1 Objective:

The purpose of this task is to provide a point of departure, common understanding and a shared vision for the Central Corridor needed to quickly and narrowly focus the study effort through the definition of clearly stated goals and objectives for the study area.

1.2 Key Decisions:

Key decisions to be made under this task include the following:

- Adoption of a vision statement for the Central Corridor
- Adoption of goals and objectives for the Central Corridor
- Agreement on the range of appropriate modal alternatives to be considered during the study
- Identification of additional data needs
- Agreement on overall project development approach/strategy

1.3 Assumptions/Interdependencies:

- The review of previous data will rely on existing secondary data sources and will not entail updating or refinement.
- Alternatives from previous studies will undergo minor updates to alignment, capital cost and ridership (sketch planning level).
- The RCRRA Media Relations consultant will be responsible for all survey activities and summary reports under separate contract, and will be responsible for providing the analysis of survey results to BRW in a format that is easily understandable by the general public.
- The preferred candidate list will be limited to seven alternative concepts that will include combinations of modes and alignments.
- The RCRRA will take action on the preferred candidate list, the vision statement, and the goals and objectives statement prior to initiation of the discussion series under Task 3.0 and the refinement of alternatives in Task 4.0.
- Additional meetings beyond those specifically identified to perform the activities described under this task are outside this scope and would require additional funding and modification of the scope.
- Each deliverable will only undergo a maximum of three rounds of revision/review (i.e. – review draft, circulation draft, and final).

Work Plan

Continued

Additional rounds of review and comment are outside this scope and would require additional funding and modification of the scope.

1.4 Approach and Activities:

Under this task, the BRW team will complete the following activities:

- Meet with RCRRA to define the approach, project participants, roles and responsibilities for decision-making for development of the products in this task.
- Review and summarize results from previous and ongoing studies in the corridor. Previous studies will include:
 - 1988 Midway Corridor Planning Analysis
 - 1990 Draft Environmental Impact Statement
 - 1993 AA/Draft Environmental Impact Statement
 - 1995 Economic Development Study for Central Corridor

Specific information to be summarized will include problem definition, goals and objectives, alternatives considered, summary of benefits and impacts, recommended actions and reasons for recommendations. The review of these studies and a compilation of the alternatives previously considered, the decisions previously made, and the reasons for those decisions will help define what information needs to be updated and which decisions are still valid.

Ongoing studies to be reviewed will include:

- Twin Cities Metropolitan Commuter Rail Feasibility Study –Phase I and II
- Hiawatha Corridor Preliminary Engineering Documents
- Riverview Major Investment Study Documents
- Northstar Corridor Major Investment Study Documents
- Twin Cities Commuter Rail System Plan
- Applicable Sector Studies

Specific information to be summarized includes assumptions and recommendations that would impact alternatives for the Central Corridor. Special attention will be given to other projects planned or being studied in the Corridor, and their relationship to the Central Corridor Study.

Work Plan

Continued

- Identify and collect data that will be needed including:
 - Existing Traffic Counts Average Daily Travel Maps
 - Forecast Population and Employment
 - Forecast Travel Demand
 - Existing Development and Land Use
 - Existing Socio-Economic Characteristics
 - Land Use Plans and Policies
 - Existing Transit System Routes
 - Existing Transit Ridership
 - Current Development Plans
- Working with RCRRA, BRW will develop a preferred candidate list of the modes that are appropriate for consideration in the Central Corridor, based upon previous findings, review of existing conditions, and consideration of technological advances that have occurred since the previous analysis. The goal of this work will be to focus future activities on a small number of reasonable alternative concepts (up to seven), based upon a technology review and coordination with RCRRA and other stakeholders. A critical element of this task will be coordinating with participating agencies and the public to gain acceptance of the preferred candidate list. To do this, observations and perceptions regarding the viability of various modal options will need to be summarized in terms of public interest/acceptance, service characteristics, ease of implementation, environmental consequences, and costs.
- BRW will assist in reviewing the development and results of a kick-off survey conducted by the Central Transit Corridor Media Relations Firm (which will be under separate contract directly to RCRRA). One purpose of the survey will be to understand the level of public interest in different modal choices.
- Drawing on the results of the activities described above, the BRW Team will assist RCRRA in drafting a vision statement and goals and objectives for the corridor future. In cooperation with the Central Transit Corridor Media Relations Firm, the BRW Team will assist the RCRRA in coordinating these statements with participating local jurisdictions, agencies, businesses, and the public.

Work Plan

Continued

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- BRW will work with RCRRA to brief the Federal Transit Administration (FTA) on the findings and conclusions of the above described activities as a basis for limiting the scope of alternatives to be considered and in focussing study resources on the most viable solutions. In addition, BRW will work with RCRRA and FTA to identify ways to streamline environmental procedures.

1.5 Products, Deliverables and Meetings:

- Technical Memorandum summarizing other studies and reviewing modal choices, including a preferred candidate list of seven (up to 20 copies each Draft and Final)
- Vision and Goals/Objectives Statement (up to 20 copies of Draft and 50 copies of Final)
- Presentation for FTA (up to 10 copies of Draft and 15 copies of Final)
- Preparation for, participation in, and summary of up to twelve (12) internal team or external/client meetings related to the preparation of the above listed deliverables

Task 2.0: Establish Project Charter

2.1 Objective:

The purpose of this task is to develop the appropriate management tools to ensure that the project effort is on budget and on-schedule, focussed on advancing decision-making, promoting consensus, and moving towards implementation.

2.2 Key Decisions:

The key decisions to be made under this task are:

- Agreement on limitations on the Scope of Work as described in the Project Management Plan
- Adoption of the Project Management Plan
- Adoption of the Statement of Purpose and Need
- Adoption of the Evaluation Framework
- Endorsement of the Public Coordination Program (to be prepared by others under separate contract)

Work Plan

Continued

2.3 Assumptions/Interdependencies:

- The Project Management Plan will assume a schedule of seventeen (17) months.
- The statement of Purpose and Need will be based upon interpretation of previous studies and review of existing data, combined with the perspectives offered during outreach activities. No new analyses will be conducted at this project stage.
- The RCRRA will take action on the Project Management Plan, the Public Coordination Program (prepared by others), the Purpose and Need and the Evaluation Framework to initiation of the discussion series under Task 3.0 and the refinement of alternatives in Task 4.0.
- Additional meetings beyond those specifically identified to perform the activities described under this task are outside this scope and would require additional funding and modification of the scope.
- Each deliverable will only undergo a maximum of three rounds of revision/review (i.e. – review draft, circulation draft, and final). Additional rounds of review and comment are outside this scope and would require additional funding and modification of the scope.

2.4 Approach and Activities:

- BRW will draft a Project Management Plan that will guide the completion of this work program. The Project Management Plan will identify major decision-points, define the level of the analysis to be undertaken over the course of decision-making, and identify responsibilities at major decision points. BRW will assist RCRRA in coordinating the Project Management Plan with project participants to foster understanding of and acceptance of the proposed project scope.
- BRW will review and comment on the Public Participation Program developed by the RCRRA's Media Relations Firm under separate contract.
- BRW will draft a statement of purpose and need which responds to identified problems in the Central Corridor that could be addressed by transit improvements. Activities to be undertaken would include analysis of existing and forecast travel conditions in the Corridor and a summary of challenges and opportunities, including economic development, transit accessibility, and neighborhood livability.

Work Plan

Continued

-
- BRW will draft an evaluation framework that identifies how specific criteria will be used to develop alternatives that are responsive to Central Corridor goals and objectives. The evaluation framework will identify measures of performance and evaluation criteria as they relate to goals and objectives, as well as a structure to decide among the alternatives.

The criteria will be organized into three categories:

- Service (e.g. ridership, travel time, connections to major generators, etc.
- Capital Cost
- Impacts (e.g. economic, parkland, historic properties, traffic, right-of-way, etc.)

2.5 Products, Deliverables and Meetings:

- Project Management Plan (up to 30 copies each Draft and Final)
- Schedule of Meetings and Product Delivery Dates (up to 10 copies Draft and 50 copies Final)
- Statement of Purpose and Need (up to 30 copies each Draft and Final)
- Evaluation Framework (up to 30 copies each Draft and Final)
- Attendance of up to nine (9) meetings related to the above listed products.

Task 3.0: Alternatives Definition

3.1 Objective:

The objective of this task is to quickly and efficiently identify and develop five alternatives that are responsive to the vision and the goals and objectives for the Central Corridor, based upon the modes and alternative concepts identified in the preferred candidate list of seven.

3.2 Key Decisions:

The following key decisions are associated with this task:

- Adoption of which alternatives will be dropped from further consideration

Work Plan

Continued

- Adoption of the definition of the No Build Alternative, the TSM Alternative, and the three Build Alternatives that will be refined in subsequent phases of the project development process. The Build Alternatives will likely consist of three from the following list:
 - Commuter Rail
 - LRT on alignment A
 - LRT on alignment B
 - LRT service concept A
 - LRT service concept B

3.3 Assumptions/Interdependencies:

- The Project Management Plan, the Public Coordination Program (by others), the vision statement, the statement of goals and objectives, the statement of purpose and need, and the evaluation framework have been adopted and endorsed by the RCRRA Board prior to commencement of the activities identified above under this task.
- Newsletters, advertisements, and meeting notices, including distribution and advertising fees are not included as part of BRW's scope, and will be provided by the RCRRA Public Relations consultant under separate contract.
- Assessment of potential ridership during this phase will be based on the existing model and will involve new travel demand forecast sketch planning model runs.
- Additional meetings beyond those specifically identified to perform the activities described under this task are outside this scope and would require additional funding and modification of the scope.
- Each deliverable will only undergo a maximum of three (3) rounds of revision/review (i.e. – review draft, circulation draft and final). Additional rounds of review and comment are outside this scope and would require additional funding and modification of the scope.

3.4 Approach and Activities:

The BRW Team will undertake the following activities:

- Working with the RCRRA Project Management Team, BRW will develop a process for the efficient scoping of alternatives, and the identification of five alternatives for environmental evaluation. These alternatives will include the following: No Build, Transportation System Management, and three build alternatives. The process will use the

Work Plan

Continued

preferred modal candidate list developed under Task 1.0 as a point of departure to select the three Build Alternatives.

- As a first step in meeting the potential requirements of NEPA, BRW will draft and coordinate the publication of a Notice of Intent in the Federal Register.
- The BRW Team will conduct an alternatives definition process focussed on identifying key issues of environmental and community concern, reducing the number of alternatives to be considered, and defining the options which should be the focus of future design development will fall under the NEPA process.
- Identify initial concepts and prepare schematic alignment drawings and cross-sections that illustrate the transit alternatives considered in previous studies.
- Identify potential alignment options for the 3 Central Corridor Light Rail Transit Alignments and 2 Commuter Rail Alignments. The 3 Central Corridor LRT alignments will address two service characteristics: a traditional LRT service, and a LRT service with more frequent stops. Options to be considered on I-94 include the Median and Frontage Road. Options on University Avenue could include the median and curb lanes. The BN alignment and Short Line alignment will be considered. Cross-sections would be developed illustrating the various options.
- Identify alignment alternatives for Downtown Minneapolis, University of Minnesota, Capital Area and Downtown St. Paul. If a broadened scope is desired, the RCRRA will invite the City of St. Paul and the private sector through the Capital City Partnership to contribute both money and leadership to that effort. Capital City Partnership will take a leadership role in recommending a preferred alignment for LRT service in Downtown St. Paul. The objective of the allocation of responsibility to the private sector is to assure acceptance of the alignment and to gain a commitment such that additional investments will be made along the selected alignment. The RCRRA will negotiate the terms and conditions of the arrangement. If the negotiations are successful, it is expected that the Capital City Partnership could contract directly with BRW for the broadened services. If the negotiations are not successful, then the work program as written will be completed and a Task Force will be formed to recommend a downtown St. Paul alignment.
- BRW will identify key issues related to alignment alternatives in

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Work Plan

Continued

Downtown St. Paul and at the University of Minnesota based on previous planning and engineering studies and key stakeholder interviews/meetings. The approach to resolving alignment alternatives in Downtown Minneapolis, University of Minnesota, Capital Area and Downtown St. Paul will be to use the decisions reached during previous studies (Riverview Corridor, Hennepin County LRT System Plan, Central Corridor AA/DEIS) as a point of departure for assessing transit alternatives and identifying key issues in each of the areas, and to supplement that knowledge with a proactive and inclusive outreach program to address the following questions:

1. What is the desired course of action?
 2. What can be done to implement that choice?
 3. What is the action plan to make it happen?
- As part of the alternatives definition process and to address alignment issues, BRW will structure a series of decision-making activities on the following project development issues as a means to focus on possible transit solutions and select the three Build Alternatives, the TSM Alternative, and the No Build Alternative for further evaluation:
 - Modal Choice and Service Characteristics
 - Community Context
 - Design Features
 - Operational Considerations
 - Environmental Factors
 - Financial Issues and Development Opportunities
 - BRW will prepare all materials and will arrange all logistics necessary to conduct the alternatives definition process, including presentation exhibits.
 - Based on the conclusions of the alternatives definition process, BRW will draft a summary technical memorandum identifying the five alternatives that should be further developed and refined through environmental evaluation and conceptual engineering (No Build, TSM, and three Build Alternatives)
 - BRW will present the conclusions of the summary technical memorandum to the RCCRA Board, The City of St. Paul, the City of Minneapolis, and the University of Minnesota. In addition, BRW will present the conclusions to three other boards/groups selected by the RCCRA project manager.

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3.5 Products, Deliverables, and Meetings:

- Notice of Intent (up to five (5) copies of Draft and three (3) copies of Final)
- Alignment Drawings and Cross-Sections for up to seven (7) Alignments Previously studied and New Alignments
- Up to three (3) Large Format Meetings, Materials, and Summaries
- Up to two (2) Medium Scale Workshops, Materials and Summaries
- Up to eight (8) Small Group (1 to 3 people) Briefings, including Materials and Summaries
- Up to five (5) Presentations with Materials and Summaries
- Up to fifteen (15) Presentation Boards
- Up to thirty (30) Overheads
- Up to two hundred (200) Handouts of up to a total of five (5) pages, three (3) black and white pages and two (2) color pages
- Technical Memorandum Summarizing Five Selected Alternatives for Evaluation – No Build, TSM and Three Build Alternatives (up to 30 copies Draft and 50 copies Final)

Task 4.0: Refine Alternatives 4.1 Objective:

The purpose of this task is to refine the five alternatives – No Build, TSM and Three Build Alternatives – that will be selected to serve the needs of the Central Corridor and which will be evaluated in the environmental documents. This task will focus on developing the information for the five alternatives under evaluation that will be needed to narrow the build alternatives (3 to 2).

4.2 Key Decisions:

The key decisions to be made under this task are:

- Endorsement of the evaluation findings and results
- Identification and selection of the two Build Alternatives for the Central Corridor

4.3 Assumptions/Interdependencies:

- Only three (3) Build Alternatives will undergo evaluation and analysis under this task. Consideration of additional Build

Work Plan

Continued

Alternatives, in part or in entirety, is beyond this scope and would require additional funding and authorization.

- Assessment of railroad impacts will be based on review of existing data combined with coordination with the Railroads, and computer simulations will not be conducted until Task 5.0, when the corridor for a Locally Preferred Alternative has been identified.
- Travel demand forecasting will be conducted on a maximum of five alternatives, including the No Build, the TSM, and three Build Alternatives, and will be based on the existing Regional Travel Forecasting Model without enhancements for the year 2020. This scope assumes a maximum of six model runs.
- Analysis of traffic impacts at up to 35 intersections along two Build Alternatives is included in this scope for both a.m. and p.m. peak hours for the year 2020. These alternatives will be compared to the TSM and the No Build Alternatives.
- Additional meetings beyond those specifically identified to perform the activities described under this task are outside this scope and would require additional funding and modification of the scope.
- Each deliverable will only undergo a maximum of three (3) rounds of revision/review (i.e. – review draft, circulation draft and final). Additional rounds of review and comment are outside this scope and would require additional funding and modification of the scope.

4.4 Approach and Activities:

- For the five Alternatives to be refined, BRW will refine the elements, technologies, alignment, station locations, feeder bus system (if any), and operating plan will be addressed as appropriate (No Build, TSM and three Build Alternatives).
- In the area directly affected by each of the Alternatives, the BRW Team will update the project database and complete basemapping as necessary at a level of detail consistent with the degree of evaluation required.
- The BRW Team will prepare Preliminary Plan and Profiles for the three Build Alternatives, and develop the Build Alternatives sufficiently to be able to assess right-of-way needs, capital costs and environmental impacts.
- For the Build Alternatives, develop Station Area Plans, consisting of the following activities:

Work Plan

Continued

1. Assess local conditions and needs and identify operating philosophy for each alternative
2. Develop prototypical stations for each alternative
3. Select preliminary station sites based on defined criteria
4. Develop Conceptual Site Plans and Station Area Plans for Major Stations
5. Develop a strategy for implementation of development in Station Areas, in coordination with the small area planning process

It is likely that there will be overlap in station locations for the LRT Alternatives.

- For the three Alternatives under evaluation, assist the Metro Transit staff in developing feeder bus operating plans, consisting of the following activities:
 1. Document transit corridor stations/stops
 2. Identify locations where park and ride will be provided, if any
 3. Identify required modifications to existing transit system
 4. Identify the frequency and service for different periods of the day
 5. Identify the secondary locations for park and ride lots, if any
 6. Review the plans prepared by Metro transit staff
- The BRW Team will develop an operating plan for each of the Alternatives under evaluation, including definition of the system requirements and a service concept addressing service hours, vehicle capacities and headways, running times, fleet requirements, and operating characteristics.
- The BRW Team will evaluate the five Alternatives under consideration to narrow the alternatives to four, including two build alternatives and to identify and resolve issues related to successful implementation of a selected alternative.
 1. Prepare Ridership Forecasts for each Alternative
 2. Identify Social, Economic, and Land Use Impacts
 3. Traffic and Access Impacts
 4. Neighborhood Traffic Impacts
 5. Parking Impacts
 6. Right-of-Way
 7. Natural Resource Impacts
 8. Cultural Resource Impacts

Work Plan

Continued

9. Air/Noise and Vibration
10. Utility Impacts
11. Structural Impacts
12. Railroad Impacts
13. Other Infrastructure Improvements Required
14. Capital Cost Estimates
15. Operating and Maintenance Cost Estimates
16. Center City Issues
17. System Planning

4.5 Products, Deliverables and Meetings:

- Basemapping and updated database for three Build Alternatives
- Preliminary Conceptual Plans and Profiles for three Build Alternatives
- Comparative Matrix of three Build Alternatives, No Build, and TSM Alternatives based on Ridership Potential, Cost Ranges, and Major Environmental Features
- Technical Memorandum on Station Site Selection for three Alternatives (up to 30 copies each Draft and Final)
- Prototypical Station Programs and Plans for three Alternatives (up to 5 for each alternative)
- Conceptual Programs and Site Plans for Major Stations (up to 10 total)
- Station Area Plans for Major Stations (up to 10 total)
- Renderings of Key Visual Contexts (up to 12)
- Computer Simulations at Key Locations (up to 6)
- Review of Feeder Bus Plans prepared by Metro Transit Staff (up to 3)
- Technical Memorandum on Operating Plans for up to three (3) Alternatives (up to 5 copies Draft and 15 copies Final)
- Technical Memorandum on Costs for Five (5) Alternatives (up to 5 copies Draft and 30 copies Final)
- Technical Memorandum on Ridership Forecasts for five (5) Alternatives, including the No Build, the TSM, and three (3) build alternatives (up to 5 copies Draft and 15 copies Final)
- Preparation for, attendance at, and summary of up to twelve (12) meetings related to Alternatives refinement, evaluation and narrowing
- Preparation for, attendance at, and summary of up to fifteen (15) meetings related to Station Area planning

Work Plan

Continued

Task 5.0: Implementation and Funding Plans

5.1 Objective:

The objective of this task is to assist the RCRRA in developing a sound implementation and financial plan to facilitate delivery of selected improvements in the Central Transit Corridor.

5.2 Key Decisions:

The key decisions to be made under this task are:

- Selection of an implementation approach
- Definition of a potential operating agreement with the affected Railroads
- Definition and selection of funding sources
- Identification of roles and responsibilities

5.3 Assumptions/Interdependencies:

- The work identified under this task will be performed only on the Locally Preferred Alternative as adopted by the RCRRA.
- The work to be completed in this task will rely heavily on the information previously generated in Task 4.0.
- BRW will provide limited rail operations analysis, capacity analysis, and railroad coordination support based on one rail simulation model run for the selected Preferred Alternative which will be used as the basis of drafting a proposed operating agreement.
- Additional meetings beyond those specifically identified to perform the activities described under this task are outside this scope and would require additional funding and modification of the scope.
- Each deliverable will only undergo a maximum of three (3) rounds of revision/review (i.e. – review draft, circulation draft and final). Additional rounds of review and comment are outside this scope and would require additional funding and modification of the scope.

5.4 Approach and Activities:

Work Plan

Continued

A. Railroad Coordination

BRW will conduct the following activities to support RCRRA's planning efforts for the Central Corridor Preferred Alternative:

- BRW will provide limited rail operations analysis, capacity analysis and railroad coordination support for the RCRRA Central Corridor Commuter Rail project. The analyses will involve using computer simulation tools to represent current and future operations on the Locally Preferred Alternative, including variable traffic scenarios that represent projected freight and commuter rail train growth over the network. The analysis will also include the testing of proposed improvements to the infrastructure to facilitate the introduction of Commuter Rail operations. Measurement techniques that allow case-to-case comparisons will be used in reporting findings to RCRRA and the railroads.
- Coordination support to RCRRA will include assistance with strategy development and negotiations with the freight railroads, if required, for the extent and location of capacity improvements in addition to working with the RCRRA to help them understand what drives the decision making processes of freight railroads.
- The objective of rail capacity analysis is to be performed by BRW will be to provide a method of measurement that tests the effects of the introduction of Commuter operations on an existing freight rail. Simulation of the existing freight operation will establish a baseline against which freight service performance, after the introduction of commuter operations, is measured.
- BRW will collect information to perform the railroad simulation for the Locally Preferred Alternative, which will require the freight railroad owners to provide train schedules, general operating practices and other necessary information for the base case simulation and analysis. Activities to support development of the base case will include on site inspections, meetings with railroads to provide and receive required data, and agreement on a standard of measure for train operations acceptable to the railroads.

Work Plan

Continued

- BRW will conduct the following activities to complete the simulation model:
 - Assess base case of current freight operations and performance established
 - Conduct freight train growth expectation simulations, analysis and mitigation required due to freight growth
 - Conduct commuter startup operations simulation, analysis and mitigation required due to passenger operations
 - Freight and passenger train growth at a 20-year horizon will be simulated, analyzed and mitigation concepts identified as potential improvements for future joint operations
 - Summarize the results in a technical memorandum that identifies issues to be addressed in a future operating agreement.

B. Financial Analysis

The BRW tasks in conducting the financial analysis of proposed improvements considered in the Central Transit Corridor Study will include the following:

- Standard measures normally required by FTA policies;
- a "financial capacity" or cash flow analysis for options;
- feasibility of innovative financing strategies; and
- an analysis of the yield that may be available from new local dedicated funding sources.

The analysis will consider existing Federal, State, Regional, and Local Government-Based Sources: including at the federal level the National Highway System Program, Surface Transportation Program, Congestion Mitigation and Air Quality Program, Federal Transit Administration grant programs, federal earmarkings and demonstration programs, and innovative financing approaches available at the federal level through the Transportation Infrastructure Finance and Innovation Act (TIFIA).

At the State level, the analysis will consider sources programmed

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through the State Transportation Improvement Program and targeted in the Long Range Plan. Other approaches including use of GARVEE grant anticipation bonds, State Infrastructure Bank financing, participation in the State's Tax Exempt bonding pool, and other forms of leveraging will also be considered. At the regional level, the analysis will consider existing programs available, including funding sources available through the RCRRA, Metro Council, and existing gas tax funds returned to the jurisdictions. Local sources will also be considered, including value capture, joint public-private development, and private contributions and land dedications.

Of key interest will be opportunities for coordinating funding programs and pooling resources among the different levels of government and jurisdictions. Opportunities for Innovative contracting for Design-Build services will also be considered, as will opportunities for private sector participation in operation and maintenance through approaches ranging from service contracting and franchising to full privatization of services.

- At the federal level, the passage of the Transportation Equity Act for the 21st Century (TEA 21) creates new opportunities for transportation funding. In addition to any FTA Section 5309 New Start funds already appropriated, we will work with RCRRA in pursuing future federal earmarkings and appropriations for implementation and construction of the Central Corridor project.
- Under other funding programs within TEA 21, the State and regional transportation planning agencies will receive formula grant funds under flexible programs such as Surface Transportation Program and Congestion Mitigation and Air Quality Program. Opportunities could potentially be considered to use such flexible Surface Transportation Program funding for transit as part of a multimodal congestion relief effort.
- New sources of funding will include consideration of federal grants, loans, and credit enhancement opportunities provided in TEA 21 through TIFIA (Transportation Infrastructure Finance and Innovation Act). TIFIA provides three types of financial assistance and could address the project's varying needs during

Work Plan

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development, construction, and operation. These programs include direct federal loans to project sponsors, loan guarantees which provide full faith and credit guarantees by the federal government to institutional investors, and standby lines of credit representing contingent federal loans that may be drawn upon to supplement project revenues during the first ten years of project operation. The initial five TIFIA projects selected by U.S. Department of Transportation includes four transit projects: Tren Urbano in Puerto Rico, Farley-Penn Station Redevelopment Project in New York City, Metrop Capital Program in Washington, D.C., and Miami Intermodal Center in Miami.

- User-Based Sources will be considered, including tolls and congestion pricing. Mn/Dot has been an innovator in the exploration of congestion pricing on State highways. Opportunities to apply such techniques within the Corridor will be explored in conjunction with the State.
- Value-Capture Based Approaches, including impact fees, benefit assessments, and tax increment financing will be considered.
- Private Sector Participation including various contracting arrangements for Design, Build, and Operation; and private financial participation.

BRW will complete the following activities:

- Select and evaluate staging and implementation plans for the proposed improvements.
- Develop capital cost estimates and a draw down schedule for the staging plans including major cost categories of construction, right-of-way and relocation, maintenance of traffic during construction, rolling stock and equipment, and "soft" costs such as engineering and construction management.
- Develop operations and maintenance cost estimates
- Develop inflation indices for each cost element to review and

Work Plan

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extend cost estimates for both capital and operations.

- Identify and project operating revenues for the staging plans including parking revenues, farebox revenues, right-of-way easements for telecommunications facilities and others.
- Using data developed in the previous steps, develop a cost to benefits analysis.
- Conduct a "financial capacity" or cash flow analysis, performed by using the data from the staging analysis that develops both receipts (revenues) and expenditures (capital and operating) by year of receipt and expenditure. This is then combined with other data on receipts and expenditures (e.g., existing system wide revenues and expenditures projected over the analysis period). This yields annual cash balances or short falls which need to be covered by new funding sources for each option under consideration.
- Identification of innovative financial implementation strategies many of which include analysis of opportunities for private sector participation and/or partnering with related urban redevelopment projects that would benefit from the options under consideration. The BRW Team will explore the opportunities for joint development in connection with alternative improvements.

Other innovative implementation strategies being used in the U.S. and abroad may also be analyzed:

- **Franchise or pseudo-franchise** strategies where essentially the entire project is privatized although certain risks may be shared between the public and private sectors; two examples include the Dulles Greenway and the San Joaquin Hill Corridor (SJHC) which both rely on user fees with the SJHC also receiving impact fees.
- **Super turnkey or design/build/operate/maintain (DBOM)** where a single entity is engaged to design, build and operate the facility for a specified period of time for a negotiated price.
- **Hybrid** approach where the civil/structural features of a project are built using a conventional approach and the systems features are built using a turnkey or super turnkey approach.

Work Plan

Continued

Other potential strategies for private sector involvement to be considered may include:

- **Benefit assessment districts** - designated areas wherein a special tax or "special benefit assessment" is levied on all properties to pay for the cost of specified improvements within the district.
- **Impact fees** - a charge assessed against new developments that attempts to recover the cost of providing the capital facilities needed to serve the development.
- **Tax increment financing** - a variant of the benefit assessment district in which the fee paid is based on the degree on which the improvement increases property values.
- **Public/private negotiations** - ad hoc negotiations with individual developers to secure private participation in transportation financing.

These various strategies will be identified, described and analyzed by BRW for applicability in the Central Corridor.

Through all of the above analyses, cash shortfalls for the various options will be calculated using existing and innovative in funding sources. After exhausting these potential sources, new public sources of dedicated funding will be cataloged and quantified for review and selection of the most appropriate ones by the client team. Dedicated funding (tax) sources for transportation uses across the U.S. have ranged over a huge number of levy's from sales taxes to cigarette taxes. While there are criteria sometimes used to select appropriate sources such as equity, cost of administration, etc., the final selection is frequently based on an intuitive decision on "what will fly." The consultant team will provide a catalog of practices in other urban areas along with calculations of the yields of different sources as they relate to the Central Transit Corridor.

5.5 Products, Deliverables and Meetings:

Work Plan

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- Technical Memorandum documenting FTA standard New Starts measures for No Build, TSM and the selected Preferred Alternative (up to 10 copies Draft and 20 copies Final), which could include both Commuter Rail and LRT service in separate corridors.
 - Technical Memorandum documenting cash flow analysis for the selected Preferred Alternative (receipts and expenditures) (up to 20 copies Draft and 50 copies Final)
 - Technical Memorandum addressing innovative financing implementation strategies for the Preferred Alternative (up to 10 copies Draft and 20 copies Final)
 - Technical Memorandum outlining findings of rail simulations and the requirements for a potential operating agreement for submittal to the Railroad (up to 10 copies Draft and 20 copies Final)
 - Action Plan outlining the next steps required for implementation of the selected Preferred Alternative (up to 10 copies Draft and 20 copies Final), including a work program for the next phase.
 - Preparation for, attendance at, and summary of up to twelve (12) meetings related to development of the above listed products and deliverables

Task 6.0: Environmental Impact Statement (EIS) Preparation

6.1 Objective:

To prepare an EIS that is produced in accordance with FTA guidance on the preparation of the environmental documents under the NEPA.

6.2 Key Decisions:

The key decisions to be made under this task include:

- How environmental consequences will be measured, including those related to assessment of economic development potential associated with the alternatives under consideration
- The extent to which predicted environmental consequences are acceptable
- The extent of modifications to the design of the Locally Preferred

Alternative necessary to avoid, minimize, and mitigate community and environmental concerns

6.3 Assumptions/Interdependencies

- This task assumes the level of effort described under previous tasks, without which completion of a DEIS and FEIS would not be possible.
- The DEIS and FEIS will be based on the comparison of four Alternatives (No Build, TSM, and two Build Alternatives) as identified in Task 4.0. Consideration of additional alternatives in the DEIS or FEIS is beyond the scope of this work program and would require additional authorization.
- The financial analysis presented in the DEIS and FEIS will be based on the work completed under Task 5.0.
- The preparation of the DEIS and the FEIS will be based upon the railroad coordination activities undertaken in Tasks 4.0 and 5.0.
- Additional meetings beyond those specifically identified to perform the activities described under this task are outside this scope and would require additional funding and modification of the scope.
- Each deliverable will only undergo a maximum of three (3) rounds of revision/review (i.e. – review draft, circulation draft and final). Additional rounds of review and comment are outside this scope and would require additional funding and modification of the scope.

6.4 Approach and Activities:

BRW will undertake the following tasks related to preparation of the DEIS and the FEIS on four alternatives as defined in Tasks 4.0 (No Build, TSM, two Build Alternatives), one of which will be identified as the Locally Preferred Alternative:

- A DEIS outline will be prepared at the start of the project and will be used during the project's Scoping Activities. This outline will serve as a basis of community discussion regarding the scope of the EIS and the level of analysis which the public and the affected agencies feel is warranted. The outline will be an integral part of the Scoping process and will identify the project schedule and page limits for each chapter of the DEIS.

Work Plan

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Activities to undertake include:

- Preparation of DEIS outline
- Input and Coordination with Project Schedule, Scoping/Public Involvement
- Scoping Meeting to obtain input on the project outline and schedule in accordance with CEQ Scoping Memorandum
- Revisions to outline and schedule, as directed by RCRRA based on input received during Scoping process
- BRW will prepare a preliminary draft of the DEIS text. BRW will rely upon data in previous planning and engineering documents as the basis to document the history of the project development process and the previously studied alternatives. The DEIS will document the findings of the social, economic, and environmental impact assessments providing a basis for the comparison of alternatives carried forward in the DEIS. The document will be prepared in accordance with all federal, state, and local regulations and will document compliance.

Under this task, BRW will:

- Prepare easy to understand narratives of the completed technical analysis and associated graphics.
- Document the findings of social, economic, and physical environment impact assessments.
- Describe the economic development implications associated with each of the four alternatives under consideration (No Build, TSM and Two Build Alternatives) using a methodology developed as part of the preparation of the Project Management Plan in Task 2.0.
- Illustrate compliance with all federal, state, and local regulations and coordinate with appropriate agencies.

Work Plan

Continued

- Document public involvement activities performed during the Corridor planning and scoping phases of the project.
- Document previous study alternatives and alternatives carried forward for evaluation.
- BRW will complete revisions to the Preliminary Draft EIS, assist RCRRA in obtaining FTA approval to circulate the DEIS and enter the official public and agency comment period, and to distribute the document to the appropriate affected and interested parties. This task will include:
 - 1) the incorporation of comments from the RCRRA, Technical Staff, and participating agencies prior to the submittal of the Preliminary DEIS to FTA for approval to circulate,
 - 2) the revision of the FTA Review DEIS based on FTA comments,
 - 3) the printing and distribution of the Circulation DEIS after FTA approval to circulate has been provided,
 - 4) the preparation of an executive summary of the DEIS
 - 5) prepare a Notice of Availability for publication in the Federal Register, and
 - 6) Print and distribute the DEIS
- BRW will assist RCRRA in obtaining additional comments on the alternatives assessed in the DEIS during public meetings and the formal public hearing. During the official 45-day circulation period of the DEIS, BRW will assist the RCRRA in obtaining public input at informal public meetings and the official public hearing on the DEIS. The consultant team recommends that the public hearing be held at the 30-day mark of the official circulation period so as to allow comments to be received after the public hearing for the remaining 15-day time period. This action will help to limit or eliminate the need for commentors to request additional time for comment than the required 45-day period. BRW will document the public hearing by providing a public hearing transcript.
- BRW will:
 - Attend informal public meetings and provide technical assistance
 - Attend the formal public hearing and provide technical

Work Plan

Continued

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- assistance
 - Provide transcription services for the public hearing
 - BRW will prepare the FEIS to incorporate comments received on the DEIS and specifically identify methods to be used for mitigating impacts. The FEIS will be consistent with environmental requirements of the FTA and the NEPA. The tasks for the FEIS are:
 - Respond to public and agency comments received on the DEIS
 - Identify mitigation commitments and monitoring requirements
 - Circulate a preliminary draft of the FEIS for internal review
 - Revise the preliminary draft of the FEIS and transmit a FTA review draft of the FEIS to FTA
 - Assist RCRRA in coordinating the review of the project with FTA
 - Prepare and distribute a circulation draft of the FEIS based on the incorporation of FTA comments
 - Assist RCRRA in coordinating a Record of Decision on the FEIS with FTA
 - BRW will assist the RCRRA in the process of selecting the Locally Preferred Alternative

6.5 Products, Deliverables, and Meetings

- Formal Scoping Meeting Materials (up to 200 Copies)
- Formal Scoping Meetings (up to 3 public and 2 interagency)
- DEIS outline (with page limits) and Schedule (up to 10 copies Draft and 20 Copies Final)
- Preliminary Draft DEIS (up to 15 copies)
- DEIS for FTA Review (up to 20 copies)
- Circulation DEIS, including FTA revisions and approved for public and agency circulation (up to 300 copies)
- Circulation DEIS Distribution List (up to 20 copies)
- DEIS Public hearing transcript (3 copies)
- Preliminary Draft FEIS (up to 15 copies)
- FEIS for FTA Review (up to 20 copies)
- FEIS Circulation Document (up to 100 copies)

Work Plan

Continued

Task 7.0: Public and Agency Coordination 7.1 Objective:

The purpose of this task is to ensure that the decision-making process for the Central Corridor is conducted in an open, collaborative, consensus based forum that encourages participation by a wide range of citizens, agencies, and public officials. This will ensure that diverse values are addressed and issues resolved, reducing the potential for delays in project implementation.

7.2 Key Decisions:

The key decisions to be made under this task are:

- Who should be invited to participate in the project, in what capacity, and the timing of that participation
- Meeting notification procedures and protocols
- The various types of meetings, meeting purposes, set-up procedures, and rules for meeting conduct

7.3 Assumptions/Interdependencies:

- The majority of meeting material handouts will be produced by the RCRRA Media Relations Firm under a separate contract and provided to BRW. BRW's responsibilities will be limited to providing direction, review, and comment.
- Notices and advertisements for all public meetings will be the responsibility of the RCRRA Media relations Firm under a separate contract. BRW's responsibilities will be limited to providing direction, review, and comment.
- BRW is not responsible for production of notices, newsletters or websites.
- The number of meetings assumed in this task is predicated on the assumptions regarding the number of meetings allocated under previous tasks.
- Additional meetings beyond those specifically identified to perform the activities described under this task are outside this scope and would require additional funding and modification of the scope.
- Each deliverable will only undergo a maximum of two (2) rounds of revision/review (i.e. – review draft, and final).

Work Plan

Continued

Additional rounds of review and comment are outside this scope and would require additional funding and modification of the scope.

7.4 Approach and Activities:

- BRW will work with RCRRA to identify the range of participants, their roles, and their responsibilities in the completion of the Central Transit Corridor Study. Participants on the Technical Staff Committee will include but are not limited to federal, state (including Mn/DOT), and local agencies, cities of St. Paul and Minneapolis, Metropolitan Council, Ramsey and Hennepin Counties, NCDA representatives, University of Minnesota, Red Rock Corridor representatives, Burlington Northern, and the Capitol Area Architectural Planning Board.
- BRW will provide staff support for the activities of the internal and external technical review committees which will be established for the Central Transit Corridor project, and make regularly scheduled presentations on project progress and findings to participating agencies including but not limited to MnDOT, NCDA, cities of St. Paul and Minneapolis, University of Minnesota, Riverfront Development Corporation, BOMA, St. Paul Area Chamber of Commerce, Lowertown Redevelopment Corporation, St. Paul Transportation Management Organization, Capital River Council and the Capital City Partnership. As part of this effort, on a regular basis updated information on the project will be provided at key decision points to ensure that appropriate technical findings are easily available to support sound public decision-making.
- BRW will provide support to the RCRRA Media Relations consultant to assist in the development of graphic and narrative materials which clearly communicate the findings of environmental impact assessment technical analysis, the performance of various alternatives, and the choices and trade-off required. BRW will provide background materials to the RCRRA Media Relations consultant and will focus the review of materials on how the materials can be easily understood by the average citizen to maintain public awareness and foster understanding of key issues in project development.

Work Plan

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- Conduct outreach activities, including public meetings, hearings, community coordination and liaison activities to maintain continuous communication among project participants and foster an atmosphere of collaboration and trust, and to facilitate appropriate communication and flow of information throughout decision-making. The BRW Team will be responsible for logistics related to outreach activities. These logistics would include meeting notices, locating facilities, room reservations, room set-up and break down, and provision of refreshments.
- BRW will assist RCRRA in addressing federal, state and local requirements and guidance regarding opportunities for public comment, documentation of comments received and response to comments.
- BRW will maintain a master database of all public participation events and agency coordination activities conducted over the course of the project, including all meetings. This master record will form the basis for documentation of the public participation program for local, state and federal agencies.

7.5 Products, Deliverables and Meetings:

- Preparation for, attendance at, and summary of the following meeting types: corridor policy committee to meet state requirements (up to 12), technical staff coordination meetings (up to 17), public meetings (up to 5), agency briefings (up to 10), business briefings (up to 5), Downtown St. Paul coordination sessions (up to 5), University coordination meetings (up to 5), or board briefings (up to 10)
- Monthly Summary Meeting Log/Tracking Chart (up to 17)
- Bi-weekly Meeting Calendars (up to 34)
- Public Hearing Transcripts (up to 4)
- Quarterly Public Comments and Response log, including Comments Summary (up to 6)
- Display Boards (up to 50)
- Project Information Packets and Briefing materials (up to 180 copies)

Work Plan

Continued

TASK 8.0: Project Management

8.1 Objective:

The objective of this task is to manage the overall project to ensure high quality products, on time delivery, compliance with project budget and conformance with federal and state guidelines and expectations.

8.2 Key Decisions:

Key decisions to be made under this task are:

- Project management structure
- Communications protocols
- Invoicing requirements and procedures

8.3 Assumptions/Interdependencies

- This task assumes the level of effort and staffing described in previous tasks.
- Additional meetings beyond those specifically identified to perform the activities described under this task are outside this scope and would require additional funding and modification of the scope.

8.4 Approach and Activities:

BRW will undertake the following tasks related to project management:

- Coordinate with the RCRRA Project Manager to discuss work products and project schedule.
- Conduct Project Team meetings on a monthly basis.
- Develop detailed work orders specifying the work to be completed, time schedule, staff hour budget and deliverables. Distribute to the various task managers.
- Refine the scope of work, if necessary, based on changing project conditions, and advise RCRRA of the scope and budget implications of such changes.

Work Plan

Continued

- Give technical direction to and coordinate the various disciplines and specialists working on the project.
- Coordinate the input and output between the various disciplines through periodic reviews of project activities with project staff.
- Review the products developed in each work tasks and recommend appropriate additions/corrections.
- Monitor actual schedule and budget compared to projected schedule and budget.
- Prepare monthly progress reports outlining the work completed and financial status.

8.5 Products, Deliverables, and Meetings

- Project Management Team and Project Team Meeting Materials and Minutes (up to 34 Meetings combined)
- Project Schedule (original plus up to 8 updates)
- Monthly Progress Reports and Invoices (up to 18)

Central Transit Corridor Study
Ramsey County Regional Railroad Authority
Cost Estimate Summary

Estimated Cost By Firm By Task

		BRW	TKDA	SRF	ZGF	LTK	MM	MC	KM CHN G	SGA	LM	Total	Task % of Total
Task	Description												
1	Define Goals and Objectives	\$43,598.61	\$3,980.00	\$2,985.00	\$12,437.50	\$11,641.50	\$2,238.75	\$0.00	\$0.00	\$0.00	\$0.00	\$76,881.36	3%
2	Establish Project Charter	\$58,295.35	\$3,980.00	\$2,985.00	\$9,950.00	\$7,164.00	\$2,238.75	\$0.00	\$0.00	\$0.00	\$0.00	\$84,613.10	3%
3	Alternatives Scoping	\$109,363.91	\$9,950.00	\$11,940.00	\$27,860.00	\$17,910.00	\$2,238.75	\$29,850.00	\$7,960.00	\$7,960.00	\$2,985.00	\$228,017.66	9%
4	Refine Alternatives	\$291,500.86	\$179,100.00	\$54,725.00	\$27,860.00	\$19,900.00	\$23,880.00	\$44,775.00	\$0.00	\$0.00	\$2,985.00	\$644,725.86	26%
5	Implementation and Funding Plan	\$113,050.10	\$17,412.50	\$19,900.00	\$0.00	\$4,975.00	\$41,043.75	\$0.00	\$0.00	\$99,500.00	\$2,985.00	\$298,866.35	12%
6	EIS Preparation	\$226,377.00	\$11,940.00	\$91,540.00	\$0.00	\$0.00	\$2,238.75	\$0.00	\$71,640.00	\$0.00	\$0.00	\$403,735.75	16%
7	Public & Agency Coordination	\$173,038.31	\$0.00	\$0.00	\$24,875.00	\$8,955.00	\$2,238.75	\$17,910.00	\$0.00	\$0.00	\$2,985.00	\$230,002.06	9%
8	Project Management	\$266,220.43	\$9,950.00	\$8,756.00	\$9,950.00	\$8,955.00	\$0.00	\$1,492.50	\$0.00	\$5,000.00	\$1,990.00	\$312,313.93	13%
	Direct Costs	\$100,890.00	\$9,000.00	\$8,450.00	\$17,500.00	\$15,300.00	\$5,000.00	\$20,000.00	\$12,000.00	\$10,200.00	\$3,000.00	\$201,340.00	8%
	Subtotal Without Contingency	\$1,382,334.57	\$245,312.50	\$201,281.00	\$130,432.50	\$94,800.50	\$81,117.50	\$114,027.50	\$91,600.00	\$122,660.00	\$16,930.00	\$2,480,496.07	100%
	Contingency (21%)											\$520,904.17	
	TOTAL WITH CONTINGENCY											\$3,001,400.24	
	Firm Percent of Total	56%	10%	8%	5%	4%	3%	5%	4%	5%	1%	100%	

MARSH USA INC.

CERTIFICATE OF INSURANCE

CERTIFICATE NUMBER

PRODUCER

MARSH RISK & INSURANCE SERVICES
THREE EMBARCADERO CENTER, 3RD. FL.
SAN FRANCISCO, CA 94119

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER OTHER THAN THOSE PROVIDED IN THE POLICY. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES DESCRIBED HEREIN.

COMPANIES AFFORDING COVERAGE

10078 -DAMES-50002-

INSURED

BRW, INC.
700 THIRD STREET SOUTH
MINNEAPOLIS, MN 55415

COMPANY

A NATIONAL UNION FIRE INS. CO. OF PITTSBURGH, PA

COMPANY

B ST. PAUL FIRE & MARINE INS. CO.

COMPANY

C AIU INS.CO. (UMBRELLA) AISLIC (PROFESSIONAL E&O)

COMPANY

D N/A

COVERAGES

This certificate supersedes and replaces any previously issued certificate.

0

THIS IS TO CERTIFY THAT POLICIES OF INSURANCE DESCRIBED HEREIN HAVE BEEN ISSUED TO THE INSURED NAMED HEREIN FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THE CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, CONDITIONS AND EXCLUSIONS 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	GL457-0554	04/01/99	04/01/00	GENERAL AGGREGATE \$ 2,000,000
	☒ COMMERCIAL GENERAL LIABILITY				PRODUCTS - COMP/OP AGG \$ 2,000,000
	☐ CLAIMS MADE ☒ OCCUR				PERSONAL & ADV INJURY \$ 1,000,000
	OWNER'S & CONTRACTOR'S PROT				EACH OCCURRENCE \$ 1,000,000
					FIRE DAMAGE (Any one fire) \$ 1,000,000
					MED EXP (Any one person) \$ 5,000
B	AUTOMOBILE LIABILITY	CA00200302(AOS)	04/01/99	04/01/00	COMBINED SINGLE LIMIT \$ 1,000,000
	☒ ANY AUTO	CA00200303(TEXAS)			BODILY INJURY (Per person) \$
	☐ ALL OWNED AUTOS	CA00200304(VIRGINIA)			BODILY INJURY (Per accident) \$
	☐ SCHEDULED AUTOS	CA060MA4053(MASS.)			PROPERTY DAMAGE \$
	☒ HIRED AUTOS				
	☒ NON-OWNED AUTOS				
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
	☐ ANY AUTO				OTHER THAN AUTO ONLY:
					EACH ACCIDENT \$
					AGGREGATE \$
C	EXCESS LIABILITY	BE7012371	04/01/99	04/01/00	EACH OCCURRENCE \$ 2,000,000
	☒ UMBRELLA FORM				AGGREGATE \$ 2,000,000
	OTHER THAN UMBRELLA FORM				\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	WVA0203901	01/01/00	01/01/01	☒ WC STATU- TORY LIMITS ☐ OTH- ER
	ALL STATES				EL EACH ACCIDENT \$ 1,000,000
	THE PROPRIETOR/ PARTNERS/EXECUTIVE OFFICERS ARE: ☐ INCL ☐ EXCL				EL DISEASE-POLICY LIMIT \$ 1,000,000
					EL DISEASE-EACH EMPLOYEE \$ 1,000,000
C	OTHER	819-2779	04/01/99	04/01/00	EACH CLAIM 2,000,000
	PROFESSIONAL LIAB. (ERRORS & OMISSIONS)				AGGREGATE 2,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS (LIMITS MAY BE SUBJECT TO DEDUCTIBLES OR RETENTIONS)

Re: Light Rail Project

Severability of Interest applies.

SEE ATTACHED FOR ADDITIONAL INSURED ENDORSEMENT.

CERTIFICATE HOLDER

CANCELLATION

Ramsey County Regional Rail Authority
Attn: Kathy DeSpiegelaere
220 Ramsey County Courthouse
St. Paul, MN 55102

SHOULD ANY OF THE POLICIES DESCRIBED HEREIN BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE INSURER AFFORDING COVERAGE WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED HEREIN, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER AFFORDING COVERAGE, ITS AGENTS OR REPRESENTATIVES.

MARSH USA INC.

By: Leslie Cotton

Leslie Cotton

MM1(9/99)

VALID AS OF: 02/04/00

42

POLICY NUMBER: GL 457-0554

COMMERCIAL GENERAL LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - OWNERS, LESSEES OR
CONTRACTORS - (FORM B)**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

NAME OF PERSON OR ORGANIZATION:

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY, ITS OFFICIALS, EMPLOYEES AND AGENTS

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement).

WHO IS AN INSURED (Section II) is amended to include as an additional insured the person or organization shown in the Schedule, but only with respects to liability arising out of "your work" for that insured by or for you.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

5

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

January 18, 2000

Date

Board Action Requested

Metro LRT Joint Powers Board Annual Report.

DISCUSSION ONLY

Request Justification

See attached report.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

February 15, 2000

Board Date

Kristine A. Longhenry

Signature

January 18, 2000

Date

Metropolitan LRT Joint Powers Board

1999 Annual Report

As approved: January 5, 2000

Introduction

In 1999, the Metropolitan LRT Joint Powers Board once again succeeded in securing state and federal funding for light rail transit, commuter rail and welfare to work initiatives. Yet, at the same time, the Minnesota Legislature adopted significant changes to the governance structure for rail initiatives, shifting the statutory responsibilities of the Board and the member regional railroad authorities to the Metropolitan Council and the Minnesota Department of Transportation. Overall, the regional transit system continued to advance toward a multi-modal system that will serve the varying needs of its residents and businesses. This annual report will summarize the Board's 1999 activities and contribution to the progress of rail and related transit in the region.

The Board was established in 1992 by a joint powers agreement among the seven metropolitan county regional railroad authorities. In 1999, Hennepin County Commissioner Peter McLaughlin chaired the Board. Ramsey County Commissioner Rafael Ortega served as vice chair and Anoka County Commissioner Paul McCarron served as secretary. Additional Board members included: Carver County Commissioner John Siegfried, Dakota County Commissioner Paul Krause, Scott County Commissioner Art Bannerman, and Washington County Commissioner Myra Peterson.

Funding for the Twin Cities Transitway Projects

The Board's first priority in 1999 was to secure additional funding needed to construct the Hiawatha LRT Corridor, while continuing to advance the development of the other Twin Cities Transitway projects (Riverview, Northstar and Red Rock Corridors). In 1999, Congress appropriated \$42.8 million for the final design and construction of the Hiawatha Corridor; \$3 million in New Starts Planning Funds for the Riverview, Northstar and Red

Rock Corridors; and \$10 million for intermodal facility and bus improvements in the Northstar Corridor.

Success was also realized at the State Legislature. The Legislature authorized the bonding of an additional \$60,000,000 for the construction of LRT in the Hiawatha Corridor. The Minnesota Department of Transportation committed additional funds to match federal funds and to support the continued development of the Riverview, Central and Northstar Corridors.

Governance

In 1999, the State Legislature adopted sweeping changes to the governance structure for the planning, construction and operations of rail projects in order to ensure development of a fully integrated, seamless transit system. Key elements of the new governance arrangement include the following:

- The Commissioner of Transportation must adopt a commuter rail plan by January 15, 2000;
- The Minnesota Department of Transportation is now responsible for planning, developing, constructing and operating commuter rail and may enter into agreements with public and private entities, including county regional rail authorities;
- The Metropolitan Council must submit to the Legislature by February 1, 2000 a master plan for transit for the metropolitan area;
- County regional railroad authorities may not apply for or spend state and/or federal funds to plan or develop LRT or commuter rail. All activities must be consistent with the plan adopted by the Metropolitan Council or Minnesota Department of Transportation and agreed to in a memorandum of understanding or Agreement with the Minnesota Department of Transportation;
- The Minnesota Department of Transportation is granted the authority to use a design-build method for LRT project development and construction;
- With the exception of the Hiawatha LRT project, state or any political subdivision is prohibited from applying for any state or federal assistance for LRT until construction of LRT has begun on either the Riverview or Central Corridors in St. Paul; and
- The statute creating the Metropolitan LRT Joint Powers Board was repealed. (The Board still exists under Minn. Statutes Section 471.59 which grants general authority for joint powers boards).

Transit Policy Initiatives

In 1999, the Board continued to act as a leading advocate for regional and State transit policies that reflect a comprehensive and balanced approach to transit and transit funding.

The Board's 1999 Legislative Program included:

- Support of the Metropolitan Council's 1999 Legislative Funding Request Package
- Creation of a dedicated funding source for transit
- State funding for light rail, commuter rail and other transitway projects
- Funding and needed improvements to welfare-to-work transportation
- Endorsement of the Minnesota Department of Transportation's commuter rail policies, including the development of an implementation plan
- Elimination of regional rail authority bonding impediments

In addition, the Board participated in major planning initiatives undertaken by the Metropolitan Council and by the Minnesota Department of Transportation, as required by the 1999 Governance Legislation. The Board worked as an active participant in the development of the Metropolitan Regional Transit Master Plan. The Plan is due to the Legislature in February of 2000 and will address a balanced approach to bus and rail development. Additionally, members of the Board participated in the development of the Commuter Rail System Plan which will be adopted by the Minnesota Department of Transportation in January of 2000. The purpose of the System Plan is to ensure that commuter rail is developed in an efficient, cost effective manner and is coordinated with buses and other transportation modes.

Welfare Reform: Access to Jobs

One of the most exciting initiatives undertaken by the Board focused on welfare reform initiatives and the provision of transportation for people entering the job market. In 1998, the Board received a grant from the McKnight Foundation, in the amount of \$40,000, to study access to jobs and transportation needs in the seven county metropolitan area. The Study assessed current transportation programs and made recommendations to provide reliable transportation services through the various states of welfare to work - from the job search to placement in long-term, full-time

employment. The study was prepared in cooperation with the Metropolitan Council and Metro Transit. On February 1, 1999, study results and best practices were shared at a forum that attracted national speakers on the subject of welfare to work transportation needs and solutions. Over 250 people involved with welfare to work programs attended the conference.

The Federal Transit Administration awarded \$2.9 million to the Twin Cities Metropolitan Area to provide funding for new and expanded transportation options for welfare recipients and low income workers. This federal grant requires an equal match of state and local dollars. The grant was awarded in response to an application jointly submitted by the Board and the Metropolitan Council.

Hiawatha Corridor Implementation

In 1999, the Board fulfilled its final statutory responsibilities for the implementation of LRT in the Hiawatha Corridor. The Board has representatives serving on the Hiawatha Corridor Management Committee, the group that guides the policy decisions for the implementation of LRT in that corridor. The Board approved the Hiawatha Corridor Strategic Plan for Community and Community Involvement and Action Plan for 1999-2000. The Plan outlines specific strategies and tasks for the planning, design, construction and implementation of the first LRT line in the region. The Board also approved LRT design standards relating to vehicles, stations, accessibility, various systems, and facilities. The Board's approval is predicated upon an integrated and coordinated approach to the development of LRT in the metropolitan area.

1999 Financial Report

Attached is a summary of the financial activity of the Board in 1999, including revenues, expenditures and year end financial situation. (Preliminary Financial Report is attached.)

Metropolitan Light Rail Joint Powers Board
Accounting Detail
For the Period January 1, 1999 through December 31, 1999 (Preliminary)

Payee/Description	Date	Member Contributions	Other Revenue	Printing/Postage/ Miscellaneous	Administration/ Policy Analysis	Regional Transit Advocacy	Transportation Plans	Welfare to Work	Fund Balance
Carryover from 1998	01/01/99	\$ 55,775.89							\$ 55,775.89
Marriott Mgmt Svcs Inc	01/13/99			60.35					55,715.54
Economic Development Svcs: 1/99	01/27/99						9,742.50		45,973.04
Hennepin County RRA	02/01/99	32,344.00							78,317.04
Marriott Mgmt Svcs Inc	02/09/99			215.63					78,101.41
Scott County RRA	02/12/99	3,304.00							81,405.41
Washington County RRA	02/17/99	8,333.00							89,738.41
Economic Development Svcs: 2/99	02/24/99						4,000.00		85,738.41
Lockridge Grindal et al: 1/99	02/24/99					3,750.00			81,988.41
Richardson, Richter: 12/1/98-1/31/99	02/24/99			612.08	7,581.75				73,794.58
Carver County RRA	02/25/99	2,737.00							76,531.58
Dakota County RRA	03/02/99	14,375.00							90,906.58
Anoka County RRA	03/05/99	21,563.00							112,469.58
Ramsey County RRA	03/15/99	32,344.00							144,813.58
Lockridge Grindal et al: 2/99	03/16/99					3,750.00			141,063.58
Peter McLaughlin - meeting expenses	03/25/99			248.77					140,814.81
Marriott Mgmt Svcs Inc	03/25/99			46.24					140,768.57
Messerli & Kramer: 1/99	04/06/99					8,000.00			132,768.57
Messerli & Kramer: 2/99	04/06/99					8,000.00			124,768.57
Marriott Mgmt Svcs Inc	04/13/99			60.32					124,708.25
Richardson, Richter: 2/1/99-3/31/99	04/26/99			55.22	3,387.50				121,265.53
Lockridge Grindal et al: adj 1/99 & 2/99	04/26/99					500.00			120,765.53
Lockridge Grindal et al: 3/99	04/26/99					4,000.00			116,765.53
Marriott Mgmt Svcs Inc	05/12/99			59.98					116,705.55
Messerli & Kramer: 3/99	06/14/99					8,000.00			108,705.55
Messerli & Kramer: 4/99	06/14/99					8,000.00			100,705.55
Lockridge Grindal et al: 4/99	06/14/99					4,000.00			96,705.55
Lockridge Grindal et al: 5/99	06/16/99					4,000.00			92,705.55
Richardson, Richter: 4/1/99-6/25/99	06/29/99			26.35	3,277.50				89,401.70
Lockridge Grindal et al: 6/99	07/20/99					4,000.00			85,401.70
Express Messenger Systems	07/28/99			9.38					85,392.32
Hennepin County - Postage	07/31/99			35.78					85,356.54
Messerli & Kramer: 5/99	08/05/99			62.54		18,000.00			67,294.00
Marriott Mgmt Svcs Inc	08/11/99			65.66					67,228.34
Hennepin County - Postage	08/31/99			64.74					67,163.60
Marriott Mgmt Svcs Inc	09/08/99			61.24					67,102.36
Hennepin County - Postage	09/30/99			29.86					67,072.50
Richardson, Richter: 6/26/99-9/30/99	10/15/99			20.78	2,070.00				64,981.72
Marriott Mgmt Svcs Inc	10/25/99			65.94					64,915.78
Hennepin County - Postage	10/31/99			29.34					64,886.44
Marriott Mgmt Svcs Inc	11/30/99			47.27					64,839.17
Hennepin County - Postage	11/30/99			41.96					64,797.21
Marriott Mgmt Svcs Inc	12/06/99			47.18					64,750.03
Richardson, Richter: 10/1/99-11/30/99	12/09/99				1,092.60				63,657.43
YTD Interest Revenue (preliminary)	12/31/99		5,400.00						69,057.43
									69,057.43
Actual		\$ 170,775.89	\$ 5,400.00	\$ 1,966.61	\$ 17,409.35	\$ 74,000.00	\$ 13,742.50	\$ -	\$ 69,057.43
Budget		\$ 170,775.89	\$ -	\$ -	\$ 50,000.00	\$ 75,000.00	\$ 10,000.00	\$ 5,000.00	
Budget Remaining		\$ -	\$ 5,400.00	\$ 1,966.61	\$ (32,590.65)	\$ (1,000.00)	\$ 3,742.50	\$ (5,000.00)	

Metropolitan Light Rail Transit Joint Powers Board
Accounting Summary
For the Period January 1, 1999 through December 31, 1999 (Preliminary)

	<u>Actual</u>	<u>Budget</u>	<u>Balance Remaining</u>
Revenues:			
Member Contributions (1)	\$ 170,775.89	\$ 170,775.89	\$ -
Other Revenue	<u>5,400.00</u>	<u>-</u>	<u>5,400.00</u>
Total Revenues	<u>\$ 176,175.89</u>	<u>\$ 170,775.89</u>	<u>\$ 5,400.00</u>
Expenses:			
Printing/Postage/Miscellaneous	\$ 1,966.61	\$ -	\$ 1,966.61
Administration/Policy Analysis	17,409.35	50,000.00	(32,590.65)
Regional Transit Advocacy	74,000.00	75,000.00	(1,000.00)
Transportation Plans	13,742.50	10,000.00	3,742.50
Contingencies	<u>-</u>	<u>5,000.00</u>	<u>(5,000.00)</u>
Total Expenses	<u>\$ 107,118.46</u>	<u>\$ 140,000.00</u>	<u>\$ (32,881.54)</u>
Revenues less Expenses:	<u>\$ 69,057.43</u>	<u>\$ 30,775.89</u>	<u>\$ 38,281.54</u>

Metropolitan Light Rail Transit Joint Powers Board
Reconciliation of Fund Balance
For the Period January 1, 1999 through December 31, 1999 (Preliminary)

Fund Balance: Beginning of Year	\$ 55,775.89
Add: Revenues (Not Including 1998 Carryover)	120,400.00
Less: Expenses	<u>(107,118.46)</u>
Fund Balance: End of Year	<u>\$ 69,057.43</u>

Note:

(1): Budgeted member contributions includes \$55,775.89 of carryover from 1998.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

6

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

February 7, 2000

Date

Board Action Requested

Legislative update.

ACTION MAY BE TAKEN

Request Justification

An update will be given at the meeting.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

February 15, 2000

Board Date

Gern W. Schlegel
Paul Mac Miller

Kristine A. Longhewy
Signature

February 7, 2000
Date

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

7

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

K. Delapierre
Authorized Signature

2/7/00
Date

Board Action Requested

Ratify Partial Payment No. 12 in the amount of \$149,144.14 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. for the purpose of conducting the Riverview Corridor Major Investment Study. Payment in the amount of \$149,144.14 for the period ending November 19, 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.

See attached :

1. Proposed resolution ratifying payments
2. Accounts Payable form and partial payment No. 12
3. Parsons Brinckerhoff Quade & Douglas, Inc. Invoice No. 12 and attachments.

Budgeting and Accounting

Vern W. W. W.

County Attorney

D. M. M.

Risk Management

Documentation certified complete for:

February 15, 2000

Board Date

Kristine A. Longhenry
Signature

February 7, 2000
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 November 19, 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. 12, Partial Payment No. 12, in the amount of \$149,144.14, attachments thereto, provide the correct documentation of payments due Parsons Brinckerhoff Quade & Douglas, Inc. through November 19, 1999; Now, Therefore Be It

RESOLVED, Payment to Parsons Brinckerhoff Quade & Douglas, Inc. in the amount of \$149,144.14 for services rendered through November 19, 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



Business Unit: RRA
Voucher ID: 00000468

VOUCHER
Purchase Order Voucher

Page No. 1
Run Date 25 Jan 2000
Run Time 10:16:56 AM

Port ID: RMAP19

Voucher Header Information

Pay Method: System Check

Invoice Dt	Invoice ID	Invoice Dt	Vendor ID	Vendor Name	Origin	Preparer	Entry Stat	Acctg Dt	Post Stat	Pymnt Trms
Jan. 2000	12	20 Dec. 1999	0000100427	PARSONS BRINCKERHOFF QUAD & DOLIGAS INC	ONI	LONGHEK R		25 Jan 2000	11	Due Now

Gross Amt	Use Tax	Address1	Address2	Address3	City	State	Zip
\$149,144.14	\$0.00	CHURCH STREET STATION	PO BOX 6241		NEW YORK	NY	10249-6241

Group ID	Sales Tax	Pckp Ord Nbr
0000099	\$0.00	

Voucher Line Information

#	Description	Merch Amt	Inv Item I	Unit Price	Prorate	S	U	F	1099
	ENCUMBRANCE LOAD	\$149,144.14		\$149,144.14		Y	N	Y	N

Distribution Line Information

#	Account	Fund	Org	Program	Approp	Client Name	BY	Project ID	Open Item ID	Status	Merch Amt	Stat Cd	Statistic Amt	Asse
	421501	12501	150110	00000	0000000	Default Client ID	1998				\$149,144.14			N

ment Comments-Check Stub

oice No. 12, dated 12/20/99
vices for 10/9/99-11/19/99

cher Comments

clare that the above material and/or services have been received, are for Ramsey County, allowed by law, and approved for payment.

Authorization

K. H. Spiegel

Date

1/28/00

2



**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

Estimated Completion: 85.0%
Period Ending: 11/19/1999
Invoice Date: 12/20/1999
Invoice No.: 12
AR No. 106587

Attn: Ms. Kathy DeSpiegelaere

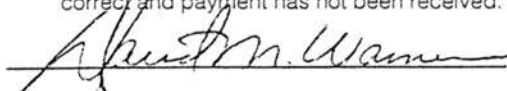
Re Riverview Major Investment Study
PB Project No. 19046M
Expiration Date: April, 2000

Project Description:

Riverview MIS

	TOTAL AGREEMENT AMOUNT	TOTAL BILLING TO DATE	AMOUNT PREVIOUSLY BILLED	BILLED THIS INVOICE
1. DIRECT SALARIES COSTS: PBQD (See Attachment "A" for breakdown)	203,887.81	225,718.94	180,191.94	45,527.00
2. OVERHEAD COSTS: Rate=157% PBQD (Direct Salary * Overhead Rate)	320,103.86	354,237.55	282,760.16	71,477.39
1. DIRECT SALARIES COSTS: PBCS (See Attachment "A" for breakdown)	0.00	2,655.03	692.32	1,962.71
2. OVERHEAD COSTS: Rate=112.5% PBCS (Direct Salary * Overhead Rate)	0.00	2,986.91	778.86	2,208.05
3. FIXED FEE (Profit): Rate=10% Fixed Fee=Rate*(D.S. costs and Overhead)	52,399.17	52,399.17	46,442.31	5,956.86
4. OTHER DIRECT COSTS: (See Attachment B)	79,428.85	94,249.69	64,359.65	29,890.04
5. SUBCONTRACTORS (s): (See Attachment C)	264,116.00	105,450.04	105,450.04	0.00
SUBTOTAL:	919,935.69	837,697.33	680,675.28	157,022.05
6. CONTINGENCY:	230,000.00	0.00	0.00	0.00
SUBTOTAL:	1,149,935.69	837,697.33	680,675.28	157,022.05
LESS RETAINAGE (5%)	57,496.78	41,884.87	34,033.76	7,851.10
NET EARNINGS TOTALS:	1,092,438.91	795,812.46	646,641.52	149,170.93
TOTAL AMOUNT DUE THIS INVOICE: \$149,170.93				

I hereby certify that the above statement is just and correct and payment has not been received:


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



Riverview MIS
INVOICE #12

ATTACHMENT "A" - LABOR SUMMARY

PB PROJECT No. 19046M

PERIOD ENDING	EMPLOYEE NAME	PB CLASSIFICATION	CONTRACT CLASSIFICATION	HOURS	RATE	DOLLAR AMOUNT
30-Jul-99	Brooks	Supv Planner	Senior Planner	46.00	42.242	\$1,943.13
	Christian	Admin Mgr	Admin/Clerical	9.00	24.036	\$216.32
10-Sep-99	Hinnant	Sr CADD Designer	CADD/Graphics	27.00	20.045	\$541.22
22-Oct-99	Valdez	Project Manager	Project Manager	62.00	51.950	\$3,220.90
	Cohn	Sr. Planner	Planner	74.00	26.350	\$1,949.90
	Wyatt	Lead Engineer	Engineer	51.00	31.493	\$1,606.14
	Guo	Lead Engineer	Engineer	36.00	31.250	\$1,125.00
	Heyd	Assistant Planner	Planner	70.00	14.000	\$980.00
	Brown	Assistant Engineer	Engineer	56.50	16.000	\$904.00
	Moore	Sr Engineering Manager	Senior Engineer	14.00	60.480	\$846.72
	Conrad	Lead Planner	Planner	27.00	30.681	\$828.39
	Heffner	Planner I	Planner	43.50	19.000	\$826.50
	Ruegg	Supv Planner	Senior Planner	20.00	37.500	\$750.00
	Rivera	Sr CADD Operator	CADD/Graphics	36.00	18.250	\$657.00
	Elwell	Supv Engineer	Senior Engineer	8.00	38.043	\$304.34
	Seskin	Technical Manager	Senior Planner	5.00	54.087	\$270.44
	Dowell	Lead Engineer	Engineer	8.00	30.210	\$241.68
	Schmidt	Assistant Engineer	Engineer	13.00	17.985	\$233.81
	Davis	Sr Supv Planner	Senior Planner	4.00	45.675	\$182.70
	Minten	Project Administrator	Admin/Clerical	8.50	20.780	\$176.63
	Vaughn	Receptionist	Admin/Clerical	12.00	12.000	\$144.00
	Pagtaconan	Sr CADD Operator	CADD/Graphics	5.00	23.800	\$119.00
	Shimizu	Sr Supv Planner	Senior Planner	2.00	46.018	\$92.04
	Lawson	Computer Graphics	CADD/Graphics	5.00	17.311	\$86.56
	Hinnant	Sr CADD Designer	CADD/Graphics	3.00	20.045	\$60.14
	Trani	Computer Graphics	CADD/Graphics	2.00	19.224	\$38.45
	Garcia	Secretary	Admin/Clerical	0.50	18.850	\$9.43
05-Nov-99	Valdez	Project Manager	Project Manager	30.00	51.950	\$1,558.50
	Wyatt	Lead Engineer	Engineer	48.00	31.493	\$1,511.66
	Brown	Assistant Engineer	Engineer	80.00	16.000	\$1,280.00
	Cohn	Sr. Planner	Planner	41.00	26.350	\$1,080.35
	Hinnant	Sr CADD Designer	CADD/Graphics	53.00	20.045	\$1,062.39
	Conrad	Lead Planner	Planner	31.00	30.681	\$951.11
	Ruegg	Supv Planner	Senior Planner	25.00	37.500	\$937.50
	Seskin	Technical Manager	Senior Planner	12.00	54.087	\$649.04
	Rivera	Sr CADD Operator	CADD/Graphics	32.00	18.250	\$584.00
	Foti	Sr Engineer	Engineer	20.00	28.644	\$572.88
	Dowell	Lead Engineer	Engineer	8.00	30.210	\$241.68
	Heffner	Planner I	Planner	11.50	19.000	\$218.50
	Davis	Sr Supv Planner	Senior Planner	3.00	45.675	\$137.03
	Schmidt	Assistant Engineer	Engineer	7.00	17.985	\$125.90
	Minten	Project Administrator	Admin/Clerical	5.00	20.780	\$103.90
	Elwell	Supv Engineer	Senior Engineer	2.00	38.043	\$76.09
	Kho	Assistant Engineer	Engineer	2.50	17.000	\$42.50
	Heyd	Assistant Planner	Planner	2.00	14.000	\$28.00
	Garcia	Secretary	Admin/Clerical	0.50	18.850	\$9.43
	Rowan	Admin Assistant	CADD/Graphics	0.50	13.150	\$6.58



Riverview MIS
INVOICE #12

ATTACHMENT "A" - LABOR SUMMARY

PB PROJECT No. 19046M

PERIOD ENDING	EMPLOYEE NAME	PB CLASSIFICATION	CONTRACT CLASSIFICATION	HOURS	RATE	DOLLAR AMOUNT
19-Nov-99	Valdez	Project Manager	Project Manager	48.00	51.950	\$2,493.60
	Wyatt	Lead Engineer	Engineer	58.00	31.493	\$1,826.59
	Cohn	Sr. Planner	Planner	68.00	26.350	\$1,791.80
	Shushkewich	Sr Supv Engineer	Senior Engineer	32.00	53.500	\$1,712.00
	Hinnant	Sr CADD Designer	CADD/Graphics	80.00	20.045	\$1,603.60
	Foutz	Sr Supv Engineer	Senior Engineer	32.00	44.956	\$1,438.59
	Hirschman	Staff Manager	Senior Engineer	16.00	60.096	\$961.54
	Brown	Assistant Engineer	Engineer	38.00	16.000	\$608.00
	Conrad	Lead Planner	Planner	16.00	30.681	\$490.90
	Bowen	Sr Planner	Senior Planner	18.00	26.500	\$477.00
	Seskin	Technical Manager	Senior Planner	8.00	54.087	\$432.70
	Aroonlap	Sr CADD Designer	CADD/Graphics	14.00	28.100	\$393.40
	Dowell	Lead Engineer	Engineer	12.00	30.210	\$362.52
	Ruegg	Supv Planner	Senior Planner	9.50	37.500	\$356.25
	Moore	Sr Engineering Manager	Senior Engineer	5.00	60.480	\$302.40
	Heffner	Planner I	Planner	12.00	19.000	\$228.00
	Kessler	Computer Graphics	CADD/Graphics	12.00	15.470	\$185.64
	Edmonds-Hess	Sr Planner	Planner	5.00	26.450	\$132.25
	Vaughn	Receptionist	Admin/Clerical	8.00	12.000	\$96.00
	Schmidt	Assistant Engineer	Engineer	3.00	17.985	\$53.96
	Heyd	Assistant Planner	Planner	2.00	14.000	\$28.00
	Minten	Project Administrator	Admin/Clerical	1.00	20.780	\$20.78
See attached Time Sheets		TOTALS - PBQD		1559.50		\$45,527.00
22-Oct-99	Wilson	Assistant Engineer	Engineer	22.00	17.308	\$380.78
	Sunderland	Sr Supv Construction	Senior Engineer	8.00	41.225	\$329.80
05-Nov-99	Wilson	Assistant Engineer	Engineer	36.00	17.308	\$623.09
	Sunderland	Sr Supv Construction	Senior Engineer	5.00	41.225	\$206.13
19-Nov-99	Wilson	Assistant Engineer	Engineer	20.00	17.308	\$346.16
	Hedden	Supv Estimator	Senior Engineer	2.00	38.375	\$76.75
See attached Time Sheets		TOTALS - PBCS		93.00		\$1,962.71
		TOTALS - ALL		1652.50		\$47,489.71



Riverview MIS
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PB PROJECT No. 19046M

ATTACHMENT "B" - DIRECT EXPENSE SUMMARY

27-Aug-99	USCAD Charges	\$408.00
27-Aug-99	USCAD Charges	\$480.00
27-Aug-99	USCAD Charges	\$1,200.00
27-Aug-99	USCAD Charges	\$324.00
27-Aug-99	USCAD Charges	\$228.00
27-Aug-99	USCAD Charges	\$234.00
27-Aug-99	USCAD Charges	\$120.00
30-Aug-99	Louis Frey Co., Inc.	\$1.50
03-Sep-99	Copier Charges	\$289.90
19-Sep-99	Expense Report - S. Seskin	\$1,679.46
07-Oct-99	Kathryn Kluver	\$140.00
11-Oct-99	Federal Express	\$12.65
11-Oct-99	MCI Worldcom	\$5.62
11-Oct-99	MCI Worldcom	\$4.99
12-Oct-99	Federal Express	\$11.10
13-Oct-99	Cort Furniture	\$103.66
13-Oct-99	Churchward + Benson	\$77.50
13-Oct-99	Caribiner International	\$160.50
14-Oct-99	Ritz Camera	\$15.03
19-Oct-99	Federal Express	\$21.50
20-Oct-99	Met Council	\$6.00
20-Oct-99	Skyway Publications	\$400.50
20-Oct-99	Villager Communication	\$500.00
20-Oct-99	Federal Express	\$10.05
20-Oct-99	Federal Express	\$10.85
20-Oct-99	Federal Express	\$10.40
20-Oct-99	Federal Express	\$14.90
20-Oct-99	AAA Delivery Service	\$21.30
20-Oct-99	AAA Delivery Service	\$14.30
20-Oct-99	AAA Delivery Service	\$14.30
20-Oct-99	AAA Delivery Service	\$14.30
20-Oct-99	AAA Delivery Service	\$14.30
20-Oct-99	On Time Delivery Service	\$11.05
20-Oct-99	Northern States Power	\$38.15
20-Oct-99	Paragon Cable	\$37.17
20-Oct-99	Ken Fitzer's Camp	\$247.62
20-Oct-99	LaSalle Apartments	\$480.00
20-Oct-99	Park Terrace Apartments	\$535.00
20-Oct-99	Lillie Suburban News	\$291.00
20-Oct-99	Albinson	\$230.71
20-Oct-99	MCI Telecommunications	\$65.05
20-Oct-99	Jeane Thorne Inc.	\$104.67
22-Oct-99	Expense Report - M. Valdez	\$875.29
22-Oct-99	Expense Report - J. Wyatt	\$999.38
22-Oct-99	Expense Report - M. Dowell	\$1,502.59
22-Oct-99	Expense Report - WR Moore	\$455.99
22-Oct-99	Ritz Camera	\$16.82
22-Oct-99	Telephone Charges	\$7.80
22-Oct-99	USCAD Charges	\$1,006.48
25-Oct-99	Federal Express	\$7.40
26-Oct-99	Federal Express	\$12.65



Riverview MIS
INVOICE #12

PB PROJECT No. 19046M

ATTACHMENT "B" - DIRECT EXPENSE SUMMARY

27-Oct-99	Federal Express	\$14.90
27-Oct-99	Federal Express	\$8.55
27-Oct-99	Federal Express	\$20.50
27-Oct-99	Federal Express	\$17.35
27-Oct-99	Federal Express	\$17.35
27-Oct-99	Northern States Power	\$10.52
27-Oct-99	United States Postal Service	\$71.28
27-Oct-99	United States Postal Service	\$148.50
27-Oct-99	Nextel	\$200.68
27-Oct-99	Jeane Thorne Inc.	\$304.48
27-Oct-99	Jeane Thorne Inc.	\$570.90
29-Oct-99	Expense Report - J. Wyatt	\$602.62
02-Nov-99	Federal Express	\$11.30
03-Nov-99	Federal Express	\$11.75
03-Nov-99	Federal Express	\$10.40
03-Nov-99	Jeane Thorne Inc.	\$627.99
04-Nov-99	Nextel	\$161.32
04-Nov-99	MCI Worldcom	\$33.62
05-Nov-99	Copier Charges	\$166.20
05-Nov-99	Federal Express	\$21.15
05-Nov-99	Federal Express	\$12.00
05-Nov-99	Reproduction	\$6.80
05-Nov-99	Telephone Charges	\$106.71
05-Nov-99	Telephone Charges	\$26.50
05-Nov-99	USCAD Charges	\$0.67
12-Nov-99	Federal Express	\$11.75
12-Nov-99	Federal Express	\$115.50
12-Nov-99	Cort Furniture	\$103.66
12-Nov-99	Jeane Thorne Inc.	\$418.66
17-Nov-99	James Haas, Photographer	\$11,962.13
17-Nov-99	Minnesota Pollution	\$143.75
17-Nov-99	Lillie Suburban News	\$4.37
17-Nov-99	Jeane Thorne Inc.	\$475.75

TOTAL DIRECT EXPENSES **\$29,893.04**

Credit - Overpayment from Invoice No. 12 (\$3.00)

Total Due **\$29,890.04**

See attached Receipts



Riverview MIS
INVOICE #12

PB PROJECT No. 19046M

ATTACHMENT "C" - SUBCONTRACTORS

TOTAL SUBCONTRACTORS	\$0.00
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See attached Invoices

SUBCONSULTANT AND DBE SUMMARY

Firm Name	DBE	Amount This Invoice	Previously Invoiced	Total Invoiced To Date
C.J. Olson	WBE		23,116.00	23,116.00
Dyett & Bhatia	DBE		4,068.26	4,068.26
Macromedia			7,473.55	7,473.55
Maxfield			12,350.00	12,350.00
McCormick			3,037.89	3,037.89
Montoya	WBE			0.00
Quam Sumnicht			12,681.17	12,681.17
Rowekamp	WBE		5,536.52	5,536.52
Schaefer	WBE			0.00
Zimmer Gunsel			37,186.65	37,186.65
TOTAL		\$0.00	\$105,450.04	\$105,450.04

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	\$32,720.78	24.24%	2.85%

To: Kathy DeSpiegelaere
Ramsey County Regional Railroad Authority

BUDGET PROGRESS REPORT

From: Parsons Brinckerhoff

Riverview MIS

Billing Period 10/09/99 -11/19/99

Agreement Expiration Date: April, 2000

INVOICE #12
PB PROJECT No. 19046M

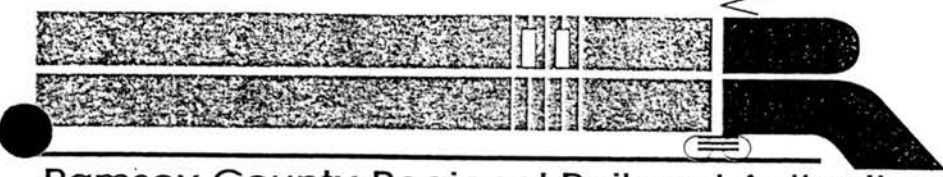
Task Description	Physical % Work Completed This Period By Task	Physical % Work Completed To Date By Task	Original Task Budget	Revised Task Budget	Charges Accrued This Period	Total Charges Accrued To Date	% of Budget Used by Task	Budget Remaining by Task	Cost to Complete
1	2	3	4	5	6	7	8	9	10
1.0 Project Management & Admin	5.0%	90.0%	68,708.76	91,612.00	20,311.92	104,623.97	114.20%	-13,011.97	-13,011.97
2.0 Public Education & Involvement	0.0%	90.0%	217,566.14	194,663.00	1,236.30	156,580.34	80.44%	38,082.66	38,082.66
3.0 Land Use & Economic Development	10.0%	75.0%	216,456.85	196,456.85	10,784.47	121,939.22	62.07%	74,517.63	74,517.63
4.0 Transit Service Planning	50.0%	52.0%	31,822.52	31,822.52	12,567.88	23,216.87	72.96%	8,605.65	8,605.65
5.0 Conceptual Engineering/Cost Estimates	10.0%	90.0%	80,477.68	80,477.68	56,789.10	124,996.24	155.32%	-44,518.56	-44,518.56
6.0 Enviromental	40.0%	90.0%	69,862.13	64,429.08	11,750.03	42,355.69	65.74%	22,073.39	22,073.39
7.0 Financial	0.0%	0.0%	28,317.50	28,317.50	0.00	0.00	0.00%	28,317.50	28,317.50
8.0 Definition of Alternatives	0.0%	94.0%	30,985.05	66,418.00	0.00	62,061.17	93.44%	4,356.83	4,356.83
9.0 Travel Forecasting	5.0%	85.0%	30,745.09	30,745.09	9,113.17	61,008.53	198.43%	-30,263.44	-30,263.44
10.0 Evaluation of Alternatives	0.0%	100.0%	21,900.88	31,900.88	0.00	31,893.93	99.98%	6.95	6.95
11.0 MIS Report Preparation	10.0%	45.0%	23,664.24	23,664.24	4,579.15	14,771.68	62.42%	8,892.56	8,892.56
Direct Expenses	N/A	N/A	99,428.85	79,428.85	29,890.04	94,249.69	118.66%	-14,820.84	-14,820.84
Totals:	N/A	N/A	\$919,935.69	\$919,935.69	\$157,022.05	\$837,697.33	91.06%	\$82,238.36	\$82,238.36

I hereby certify that the above
statement is just and correct
and payment has not been received:

Approved and recommended
for payment

Myrna Valdez, Project Manager
Parsons Brinckerhoff Quade & Douglas, Inc.

RCRRA Project Manager



Tony Bennett, Chair

Ramsey County Regional Railroad Authority

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

Via fax

February 10, 2000

Commissioner El Tinklenberg
Minnesota Department of Transportation
Transportation Building
St. Paul, Minnesota 55155

Dear Commissioner Tinklenberg:

We are contacting you in writing for the third time to bring to your attention a troubling matter jeopardizing the federal funding of Ramsey County transit projects. It is our strong desire that the County be able to resolve the conflict with the Minnesota Department of Transportation and move forward with the next phase of the transit project.

We understand that Ramsey County remains unable, after many months, to access federal transit funding because of the continuing issues relating to your department's lack of a Disadvantaged Business Enterprise (DBE) program approved by the federal government. Your staff has been aware of this issue since October of 1999. It is a mystery to us why no DBE plan has been put into place by the Minnesota Department of Transportation to address this issue in over three months! As far as we know, your reaction has been to seek an exemption that has yet to be granted.

Commissioner, the Disadvantaged Business Enterprise program is the law, and as elected officials, we have an obligation to comply. The DBE program was established to correct the discriminatory habits of the state and local governments in their transportation contracting practices. We find it to be incomprehensible that the State of Minnesota does not have a DBE program in place for the construction of the light rail project in Ramsey County. Not only is the State of Minnesota holding back the progress of the Twin Cities Transitways project, the State is holding back the progress of Women and Disadvantaged consulting and construction companies in Minnesota.

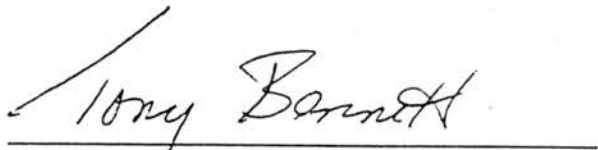
If we have not resolved this matter by February 15, we have no choice but to seek a positive resolution to the Disadvantaged Business Enterprise program issue at MN/DOT and its deleterious impacts. We are certain that you share our desire for a speedy and positive outcome in this matter. It is our impression that our Federal and State legislators

Page Two
February 10, 2000

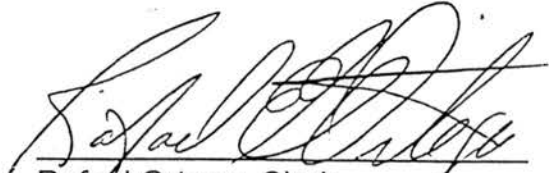
would be equally supportive of resolving the situation and quickly establishing a DBE plan for the Ramsey County light rail project. After all the tireless work that has been done to bring light rail transit to the twin cities metropolitan area, a DBE plan is a significant detail that cannot and should not be overlooked.

It is our sincere hope that the Department is able to resolve this matter expeditiously and works to comply with the law, not to circumvent it. Please contact us no later than February 15, 2000, as to the outcome of federal transit funding for Ramsey County.

Sincerely,



Tony Bennett, Chair
Ramsey County Regional Railroad Authority



Rafael Ortega, Chair
Ramsey County Board of
Commissioners

cc: Ramsey County Commissioners
Ted Mondale
Paul Kirkwold

TB:fjm



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.

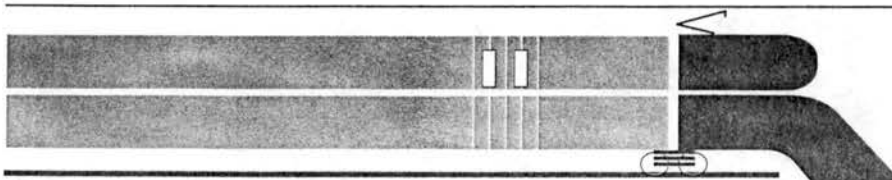
We believe this reflects the understanding reached this morning between Mn/DOT, Metropolitan Council, Ramsey County Senators and yourself. We look forward to working with a united St. Paul delegation, the mayor and local officials towards improving the transportation system for the entire state.

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



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

February 22, 2000

Immediately following Administrative Board Meeting

Third Floor Council Chambers Courthouse

1. * Approve minutes of the February 15, 2000 RCRRA meeting and February 15, 2000 RCRRA worksession.
2. * Federal appropriations requests for FY 2001.

* Action is requested



Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY ANNUAL ORGANIZATIONAL MEETING

February 15, 2000

The Ramsey County Regional Railroad Authority met on Tuesday, February 15, 2000, in Council Chambers, 3rd Floor Courthouse.

MEMBERS PRESENT: Chair Tony Bennett
Commissioner Dino Guerin
Commissioner Rafael Ortega
Commissioner Victoria Reinhardt (left at 2:00)
Commissioner Janice Rettman
Commissioner Jan Wiessner

MEMBERS ABSENT: Commissioner Susan Haigh

OTHERS PRESENT: Kathy DeSpiegelaere, Paul Kirkwold, David MacMillan, Tom Oertel, Alicia Vap, Gabe Guevara, Dick Wolsfeld, Jane McClure, Eddie Maddox, Kris Longhenry

Chair Bennett called the meeting to order at 1:45 p.m.

1. Approve minutes of the January 25, 2000 RCRRRA meeting.

Motion by Commissioner Ortega, seconded by Commissioner Reinhardt, to accept the minutes of the January 25, 2000 RCRRRA meeting.

Ayes - 6, Nays - 0
Motion accepted.

2. Mn/DOT Commuter Rail System Plan.

[Commissioner Reinhardt left at this time]

Kathy DeSpiegelaere noted the letter to Commissioner Tinklenberg enclosed with the documentation for this item. She commented that RCRRRA had some issues with the Plan which included:

- The Central Corridor connection to the Northstar Corridor not occurring in Stage 1
- The objection to listing Property tax levies as potential funding source
- Concern over the municipalities acquiring land for stations
- Interest in coordinating with Mn/DOT on pursuing dormant rail lines for future use

Commissioner Rettman requested that an additional paragraph be added to the letter to Commissioner Tinklenberg concerning a better vehicle of communication with affected parties before changes can be implemented.

Commissioner Wiessner asked for clarification on the reasoning behind exempting central cities from having to acquire land for stations. Kathy DeSpiegelaere responded that the central city stations should be the responsibility of the system and not the city. Gabe Guevara added that Mn/DOT is considering the investment of the stations to the cities and is also noting that benefits of new development and re-development must be realized. Gabe also commented that substantial aid will come to the central cities.

Commissioner Wiessner stated that it doesn't seem like there should be a distinction between the central cities and the suburbs. Commissioner Ortega explained that the Plan is looking at financial participation by localities, but he believes there should be consistency throughout the line. He commented that there should be different financial mechanisms for localities rather than the localities being responsible for their own stations.

Kathy DeSpiegelaere commented that she could revise the exemption to include maintaining the integrity of the core seven county metro area.

Gabe Guevara stated that the RCRRA raised valid concerns and wanted them to know that the Plan wasn't designed to deal with specific details, but to be used more as a guideline. He noted that specifics will be identified later with advanced corridor planning.

3. Authorize staff to negotiate a contract with Himle Horner for Central Corridor community education at a cost not to exceed \$250,000.

Commissioner Wiessner was concerned about the \$250,000 figure and asked for more specifics on what this money would be spent on. She also asked how this proposal differed from others received. Kathy DeSpiegelaere responded that the contract is for community education and the Himle Horner proposal identified strategies of working with the people in the neighborhoods, a website, newsletters, a speaker's bureau and other strategies. Kathy noted that there were four proposals received, a group of 10-15 individuals reviewed the proposals and Himle Horner was recommended. Kathy added that Himle Horner presented a unique grassroots approach to working with neighborhoods and used materials containing other languages and graphics that were different.

Commissioner Rettman commented that Tom Horner, principal of Himle Horner, brings local knowledge to this study. She stated that Himle Horner looked at BN potential as well as University Avenue and also bus service increases to their proposal. She noted that Himle Horner seemed to be the most versatile in getting neighborhoods involved and the proposal review team recommended them as the consultant who could do the best job.

Commissioner Guerin asked if the purpose of the contract is to promote public awareness, then why not use neighborhood groups? Commissioner Bennett answered that a broader source needs to be used because some neighborhood groups have slanted views on alignments and alternatives. Kathy DeSpiegelaere added that this consultant will not only be working with neighborhoods in St. Paul, but with Hennepin County and Ramsey County residents also.

Commissioner Wiessner asked if we are educating the community or is the community educating us? Kathy DeSpiegelaere answered that it is both and we are sharing information. Kathy stated that the message is going out to the community in a non-technical way and we will be getting their feedback. Kathy added that preconceptions will be noted and our job is to rid the preconceptions and be straight with the public.

Commissioner Guerin commented that this is a lot of money without specifics. Commissioner Rettman responded that item #4 is the transit study and this contract is the communication arm of the transit study. She noted that we are doing the same thing with the Riverview study. She stated that the only way to have a good study is to find out what is perceived and what is real.

Commissioner Guerin asked how the \$250,000 figure was arrived at. Kathy DeSpiegelaere answered that there wasn't a budget included in the RFP and three out of four of the proposals were in this range.

Commissioner Wiessner asked if this contract is cost comparable to the community education contract for the Riverview Corridor. Kathy DeSpiegelaere answered that the contract for the Riverview Corridor is less, but this contract looks at two different modes.

Lisa Lee, resident, commented that \$250,000 seems high and felt that the contract was a big propaganda effort to miseducate the public. Commissioner Bennett asked if Lisa was on the proposal review committee and Lisa responded no. Commissioner Bennett asked if Lisa was an advocate on any particular type of transit. Lisa responded bus. Commissioner Bennett stated that this contract is a broad education effort for all types of transit.

Motion by Commissioner Ortega, seconded by Commissioner Guerin to authorize staff to negotiate a contract with Himle Horner for Central Corridor community education at a cost not to exceed \$250,000.

Ayes - 5, Nays - 0
Motion accepted.

WHEREAS, Ramsey County Regional Railroad Authority authorized staff to issue a request for proposals for Central Transit Corridor Public Education work; and

WHEREAS, Four proposals were received and reviewed by representatives of City of St. Paul, Frogtown Action Alliance, Midway Chamber of Commerce, Metro Transit, University United, University of Minnesota, St. Paul Transportation Management Organization, BRW and Ramsey County; and

WHEREAS, The review group recommends that a contract be negotiated with Himle Horner, Inc.; Now, Therefore Be It

RESOLVED, That Ramsey County Regional Railroad Authority authorizes its staff to negotiate a contract with Himle Horner in an amount not to exceed \$250,000.

4. Approve contract with BRW for the Central Corridor Transit Study in the amount not to exceed \$3,001,400.

Commissioner Bennett stated that a letter signed by him and Commissioner Ortega was sent to Commissioner Tinklenberg regarding the release of federal transit funding. Commissioner Bennett noted that Ramsey County is unable to access federal dollars held up by the State. He added that this contract is contingent on the release of the federal funds.

Commissioner Wiessner asked if the study on the Central Corridor from years ago could be used in the scope of the project. Kathy DeSpiegelaere answered that the RFP and the proposal make use of past Central Corridor work and it will be updated to reflect changes.

Commissioner Rettman asked what alignments will be studied. Kathy DeSpiegelaere responded that in the initial scope, the BN line, University Avenue and I-94 will be studied. The BN line and the University Avenue corridor will be more detailed.

Commissioner Wiessner asked for a timeline of the Central Corridor study in comparison with the Riverview Corridor study results. Kathy DeSpiegelaere stated that she is awaiting ridership forecasts for the Riverview Corridor and anticipates that the RCRRA will receive a draft report in May of the Riverview Corridor study. Kathy noted that there will be a couple of months for public comments and then a final report should be done in August. Kathy then remarked that at that time, the RCRRA can make a decision on a locally preferred alternative. Kathy stated that the Central Corridor study is an eighteen month study with participation of the RCRRA during this time. Criteria to evaluate the project will be created and elimination of alternatives will be made.

Commissioner Guerin commented that he feels if the decision comes back for buses, we've wasted a lot of money. He believes that we've spent too much money on studies. Commissioner Rettman stated that if we're requesting federal dollars, we need our transit act together. Commissioner Ortega added that the reality is that there is a process and if we want to participate, this is how we do it. He noted that the studies are not only about putting buses or lrt on a corridor, but we're planning a regional transit system. Kathy DeSpiegelaere added that the Metropolitan Council does long-range planning, but when it comes to studies, it is up to the counties and the federal government requires buses to be examined along with whatever mode is being studied.

Commissioner Ortega asked why the Central Corridor study is more expensive than the Riverview Corridor study. Kathy DeSpiegelaere answered that the Central Corridor is longer than the Riverview Corridor, and commuter rail is also included in the Central Corridor study.

Motion by Commissioner Ortega, seconded by Commissioner Rettman to approve contract with BRW for the Central Corridor Transit Study in the amount not to exceed \$3,001,400.

Ayes - 5, Nays - 0
Motion accepted.

WHEREAS, Ramsey County Regional Railroad Authority Commissioners authorized staff to negotiate a contract with BRW for Central Corridor engineering and planning work; Now, Therefore Be It

RESOLVED, That the contract with BRW in the amount of \$3,001,400 is approved and Be It Further

RESOLVED, That the Chair of Ramsey County Regional Railroad Authority is authorized to execute the contract when the Minnesota Department of Transportation executes the grant agreement with Ramsey County Regional Railroad Authority which funds this contract.

5. Metro LRT Joint Powers Board Annual Report.

Kathy DeSpiegelaere highlighted some points from the 1999 Metro LRT Joint Powers Board Report:

- A priority to secure additional funding for LRT on the Hiawatha Corridor was achieved
- Federal funding for transitway projects was achieved
- Advocacy occurred for long-range dedicated source of funding for transit was not received at the last session of the Legislature
- Mn/DOT's Commissioner adopted a commuter rail plan by January

- 15th and the Department is responsible for planning, developing, constructing and operating commuter rail and entering into agreements with county RRA's
- Metro Council must submit to the Legislature a master plan for transit for the metro area
 - A transit policy initiative was to support Metro Council's legislative funding
 - The JPB sponsored an Access to Jobs Forum for welfare reform
 - A study was completed on Access to Jobs in Training through a McKnight Grant

6. Legislative Update.

Kathy DeSpiegelaere noted that the Governor's transportation plan is being considered at the Legislature this session. Part of his plan includes using a motor vehicle excise tax as a source of funding for transit.

Commissioner Ortega asked if a resolution should be passed by the RCRRA in support of this plan. Kathy DeSpiegelaere answered that staff is working on this right now and it will be on next week's Board agenda.

7. Ratify Partial Payment No. 12 in the amount of \$149,144.14 to Parsons Brinckerhoff Quade and Douglas, Inc. for professional consulting services for the Riverview Corridor Major Investment Study.

Motion by Commissioner Guerin, seconded by Commissioner Ortega to ratify Partial Payment No. 12 in the amount of \$149,144.14 to Parsons Brinckerhoff Quade and Douglas, Inc. for professional consulting services for the Riverview Corridor Major Investment Study.

Ayes - 5, Nays - 0
Motion accepted.

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 November 19, 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. 12, Partial Payment No. 12, in the amount of \$149,144.14, attachments thereto, provide the correct documentation of payments due Parsons Brinckerhoff Quade & Douglas, Inc. through November 19, 1999; Now, Therefore Be It

RESOLVED, Payment to Parsons Brinckerhoff Quade & Douglas, Inc. in the amount of \$149,144.14 for services rendered through November 19, 1999, is hereby ratified.

The meeting adjourned at 2:42 p.m.

Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY WORKSESSION

February 15, 2000

The Ramsey County Regional Railroad Authority met on Tuesday, February 15, 2000, in Room 220 Courthouse, Large Conference Room.

MEMBERS PRESENT: Chair Tony Bennett
Commissioner Dino Guerin (left 3:05)
Commissioner Rafael Ortega
Commissioner Victoria Reinhardt (arrived 3:10)
Commissioner Janice Rettman
Commissioner Jan Wiessner

MEMBERS ABSENT: Commissioner Susan Haigh

OTHERS PRESENT: Kathy DeSpiegelaere, Paul Kirkwold, David MacMillan, Gene Haselmann, Tom Oertel, Eddie Maddox, Kris Longhenry

Chair Bennett called the meeting to order at 2:55 p.m.

1. Federal Funding.

Kathy DeSpiegelaere presented information on Federal New Starts funding and asked if Ramsey County Regional Railroad Authority should seek this funding for the Riverview Corridor in FY 2001.

Commissioner Ortega asked what the federal funds would be needed for and then how much. Kathy DeSpiegelaere answered that the Riverview Corridor is funded through preliminary engineering. She stated that final design and construction are not funded.

Commissioner Ortega asked if there is money available to spend on bus improvements. Kathy DeSpiegelaere responded that \$3 million is already promised for transit improvements. Kathy noted that New Starts Funding is for planning, engineering and implementation for LRT, commuter rail or busways, not bus improvements.

[Commissioner Guerin left at this time]

Commissioner Bennett asked if a transit hub at Metro State can be funded by the \$3 million. Kathy DeSpiegelaere responded yes. Kathy stated that because of hardship rules, RCRRA is prohibited from buying right of way at Metro State until environmental studies are done.

Commissioner Wiessner asked if Highway 5 needs to be widened. Kathy DeSpiegelaere answered that it should be wide enough for a busway, but if LRT was selected, the bridge would either have to be widened or a bridge would have to be constructed next to it.

[Commissioner Reinhardt arrived at this time]

Commissioner Bennett asked for more information about the process of obtaining right of way from Metro State. Dave MacMillan responded that there has to be another proposal to purchase property in order for hardship to even be considered.

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Kathy DeSpiegelaere stated that New Starts Funds could be used for final design. Commissioner Rettman commented that if we apply for \$10 million for final design, can we do the preliminary work for design upon completion of our selection of alternative.

Commissioner Reinhardt noted that we're in a unique position because there are likely to be more federal funds available this year than in other years. She commented that on the Central Corridor timeline, Selecting a Locally Preferred Alternative should be moved to the end of 2001.

Commissioner Wiessner asked for a cost of a transitway. Kathy DeSpiegelaere responded that it could be between \$100-\$150 million.

Commissioner Rettman asked where we come up with a local match for these Federal New Starts Funds. Kathy DeSpiegelaere answered that we've previously gone to the Legislature. Commissioner Rettman suggested noting this in the resolution.

Commissioner Reinhardt stated that through Congressman Oberstar, \$375,000 has been earmarked for Chisago County for I-35. She commented that with federal appropriations coming up, there should be more money being sought. She noted that these funds are through the Federal Highway Administration and not the Federal Transit Administration.

Commissioner Rettman asked if we should ask for more funding for the Rush Line Corridor. Commissioner Reinhardt responded that Commissioner Delaney of Chisago County is suggesting that. Kathy DeSpiegelaere stated that this follows a different process, but we might want to look at transit implementation for Rush City to St. Paul. She noted that this study is for the whole corridor. Commissioner Ortega added that this corridor interfaces with the Metro Council plan and I-35 improvements.

Commissioner Rettman asked if this resolution has to come back to the Board next week. Dave MacMillan answered yes. Commissioner Rettman then asked how much do we want for the Rush Line request. Kathy DeSpiegelaere responded that she would like to talk with Chisago County.

Motion by Commissioner Reinhardt, seconded by Commissioner Ortega to create a resolution to seek federal FY 2001 appropriations for the Riverview Corridor for engineering and implementation in the amount of \$10 million; seek funding from the State Legislature to match the federal Riverview funds in the 2001 session of the Legislature; and seek federal FY 2001 appropriations for the Rush Line Corridor from St. Paul to Rush City through a special appropriation in the amount to be decided for implementation of transit improvements in the Rush Line Corridor.

Ayes - 5, Nays - 0
Motion accepted.

The meeting adjourned at 3:40 p.m.