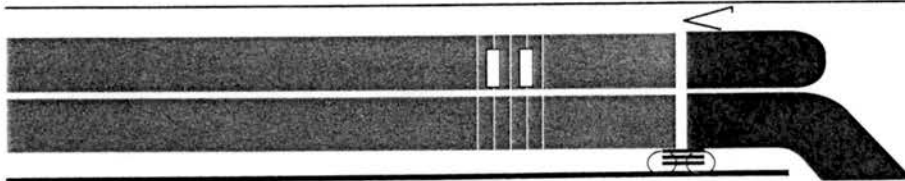




Ramsey County Regional Railroad Authority.  
Records.

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**Ramsey County Regional Railroad Authority**

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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 Annual Organizational Meeting**

**January 7, 2003**

**Immediately following Housing and Redevelopment Authority Meeting**

**Third Floor Council Chambers Courthouse**

1.   \*    Appoint officers for 2003 for Ramsey County Regional Railroad Authority, Metro Transitways Development Board, Rush Line Task Force, Red Rock Corridor, Central Corridor, Northeast Corridor, LOCATE, High Speed Ground Transportation Association and the Northstar Corridor.

\*    Action is requested



# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

January 2, 2003

Date

### Board Action Requested

Appoint officers for 2003 for Ramsey County Regional Railroad Authority, Metro Transitways Development Board, Rush Line Task Force, Red Rock Corridor, Central Corridor, Northeast Diagonal Corridor, LOCATE, High Speed Ground Transportation Association 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 7, 2003

Board Date

*Kristine A. Longhenry*  
Signature

January 2, 2003  
Date

# RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No.: \_\_\_\_\_

---

(Page 1 of 2)

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 2003:

Rafael Ortega, Chair  
Susan Haigh, Vice-Chair  
Jim McDonough, Secretary  
Tony Bennett, Treasurer

and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Metro Transitways Development Board for 2003:

Susan Haigh, Member  
Jim McDonough, Alternate

and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Rush Line Task Force for 2003:

Victoria Reinhardt, Representative  
Jan Wiessner, Alternate

And Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Red Rock Corridor for 2003:

Jim McDonough, Representative  
Janice Rettman, Alternate

and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Central Corridor Coordinating Committee for 2003:

Susan Haigh, Member  
Janice Rettman, Member

And Be It Further

# RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No.: \_\_\_\_\_

(Page 2 of 2)

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Northeast Diagonal Policy Advisory Committee for 2003:

Jan Wiessner, Member  
Victoria Reinhardt, Alternate

And Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint Tony Bennett as the LOCATE representative for 2003; and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint Jim McDonough as the High Speed Ground Transportation Association representative and the Midwest High Speed Rail Association representative for 2003:

And Be It Finally

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint Janice Rettman as the Northstar Corridor liason for 2003.

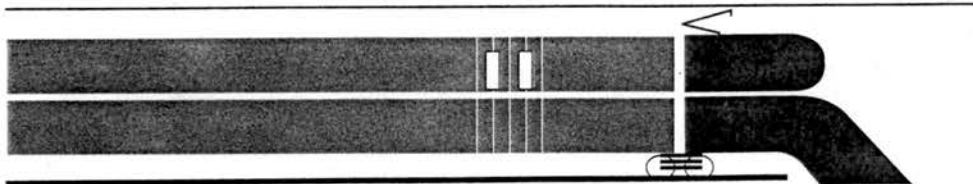
## RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Jim McDonough      | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Rafael Ortega, Chair

By: \_\_\_\_\_  
Jim McDonough, Secretary

2



## **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 21, 2003**

**11:00 a.m.**

#### **Third Floor Council Chambers Courthouse**

1. \* Approve minutes of December 17, 2002 RCRRA meeting and January 7, 2003 RCRRA Organizational meeting.
  2. \* LOCATE Task Force recommendation
  3. \* Authorize staff to issue a request for proposals for federal intergovernmental relations consulting assistance
  4. \* Legislative update
  5. \* Approve temporary easement for the City of St. Paul on RCRRA property between Forest Street and the extension of Duluth Street in St. Paul for \$6,800 and authorize the Chair of the RCRRA to execute the permit
  6. \* Ratify release of partial retainage in the amount of \$120,813.24 to BRW, Inc. for professional consulting services for the Central Corridor Transit Study
  7. \* Ratify Partial Payment No. 4 in the amount of \$31,995.14 to Metropolitan Council for Riverview Corridor Transit Improvements of bus shelters, lighting and benches for the period ending November 30, 2002
- \* Action is requested



Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY MEETING

The Ramsey County Regional Railroad Authority met on Tuesday, December 17, 2002, in Council Chambers Third Floor Courthouse.

MEMBERS PRESENT: Chair Rafael Ortega  
Commissioner Tony Bennett  
Commissioner Jan Wiessner  
Commissioner Jim McDonough  
Commissioner Janice Rettman  
Commissioner Victoria Reinhardt

MEMBERS ABSENT: Commissioner Susan Haigh

OTHERS PRESENT: Kathy DeSpiegelaere, David MacMillan, Paul Kirkwold,  
Jenny Johnson, Julie Kleinschmidt, Alicia Vap, Marlen  
Johnson, Steve Morris, Sandra Westerman, Vern  
Wehlage, Kris Longhenry

Chair Ortega called the meeting to order at 1:35 p.m.

1. Approve minutes from November 19, 2002 RCRRA meeting and November 19, 2002 RCRRA worksession

Motion by Commissioner Wiessner, seconded by Commissioner McDonough to approve minutes of November 19, 2002 RCRRA Meeting and November 19, 2002 RCRRA worksession.

Ayes – 6, Nays – 0  
Motion accepted.

2. Adopt 2003 budget and levy for Ramsey County Regional Railroad Authority

Chair Ortega moved and Commissioner Wiessner seconded a motion to approve the 2003 budget and levy for Ramsey County Regional Railroad Authority in the amount of \$4,282,300. This is an alternative to the original proposal at the time in September that the maximum certified levy was set. This would allow for a levy sufficient to cover operating of the Rail Authority and the transit activities for the next year, and would not necessarily result in bonding. It would not allow for bonding in the amount of \$140 million, as originally proposed. The components are unspecified to allow flexibility depending upon which transit projects move forward in the next year.

Commissioner Bennett stated that the \$50 million levy proposed six months ago is no longer on the table and instead, now \$4,282,300 million is being proposed, which equates to just under 3%. He asked what was left in reserve. Vern Wehlage responded that \$3 million was left undedicated for cash flow. Commissioner Bennett noted that, with the proposed levy, RCRRA would then have \$7.2 million and asked where is the \$50 million bonding? He commented that the bonds were not purchased because that was part of the \$140 million levy and asked what dollars would be needed in that fund balance? Vern noted for the \$50 million bond issue, a levy would be needed of \$3, 921,000 annually.

Commissioner Rettman asked if there was another \$2 million earmarked for the Northeast Corridor. Vern Wehlage replied that yes, it was designated for capital improvements. Commissioner Rettman asked how much designated fund balance there was. Vern replied the

total fund balance is about \$8 million; \$3 million is undesignated, so the other \$5 million is designated to match existing grants, including Central Corridor and for the Northeast Corridor right of way purchase.

Commissioner Reinhardt clarified that amounts would be filled in the blanks of the handout. She has had questions raised about all the different multimodal uses for the funds and suggested that something succinct would be helpful for the Commissioners to send out to constituents who ask about funding.

Commissioner Wiessner supports the \$4.2 million, had not been ready to support the full \$140 million, the timing is just not right. She is interested in keeping all the projects alive, but not committing to the major bonding, so as to not get too far out ahead of the legislature and have money that can't be used. She noted that the \$4 million will cover the projects that will really need funding for this year.

Commissioner McDonough noted that he also can support the amendment.

Commissioner Bennett asked for clarification on \$9.4 million; the amendment is really now at 40% of the certified levy. Chair Ortega agreed. Commissioner Reinhardt asked if the second Whereas clause in the proposed resolution could be eliminated. Kathy DeSpiegelaere agreed that it could be removed.

Commissioner Rettman stated that she is not in support of the amendment. She commented that with \$6 million undesignated in fund balance, that would take care of any needs that come up. Vern Wehlage responded that \$2 million is for the Northeast Corridor, \$3 million is undesignated, the other part is for grants in existence right now. Julie Kleinschmidt noted that a portion has to be spent on the grants it is intended for and the only undesignated funds that would be available for appropriation would be the \$3 million; out of that, the cash flow needs would need to be considered. Commissioner Rettman stated she still cannot support the amendment.

Ayes – 4, Nays – 2  
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 access to transit services 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 2003 budget in the amount of \$4,423,934 and that there be levied upon all taxable property in Ramsey County for the taxes payable year 2003 a tax rate percentum necessary to raise a tax levy of \$4,282,300 as summarized below:

|                                     | RCRRA<br>Operations<br>Fund | RCRRA<br>CIP Levy<br>Fund | Total           |
|-------------------------------------|-----------------------------|---------------------------|-----------------|
| Gross Budget                        | \$ 930,762                  | \$3,493,172               | \$4,423,934     |
| Less – Revenues                     | <u>-225,600</u>             | <u>0</u>                  | <u>-225,600</u> |
| Subtotal                            | \$ 705,162                  | \$3,493,172               | \$4,198,334     |
| Plus – Estimated Tax<br>Delinquency | <u>14,103</u>               | <u>69,863</u>             | <u>83,966</u>   |
| Total Tax Levy                      | \$ 719,265                  | \$3,563,035               | \$4,282,300     |

3. Approve extension of \$26,522.50 contract with Lockridge Grindal Nauen P.L.L.P. for federal intergovernmental relations through June 30, 2003 at an additional cost of \$13,659.09 and authorize Chair to execute the contract amendment

Motion by Commissioner Reinhardt, seconded by Commissioner McDonough to approve extension of \$26,522.50 contract with Lockridge Grindal Nauen P.L.L.P. for federal intergovernmental relations through June 30, 2003 at an additional cost of \$13,659.09 and authorize Chair to execute the contract amendment

Commissioner Rettman asked for clarification about the extension. Chair Ortega noted that there will be a request for proposal (RFP); this extension will maintain the current contract in effect through the RFP process.

Ayes – 6, Nays – 0  
Motion accepted.

WHEREAS, The Ramsey County Regional Railroad Authority has contracted with Lockridge Grindal Nauen P.L.L.P., for the purpose of federal intergovernmental relations for the Regional Railroad Authority; and

WHEREAS, Ramsey County Regional Railroad Authority has several important transportation-related initiatives pending at the federal level in 2003; and

WHEREAS, The contract with Lockridge Grindal Nauen P.L.L.P. will expire December 31, 2002, and needs to be extended until June 30, 2003; Now Therefore Be It

RESOLVED, That the Ramsey County Regional Railroad Authority extends the contract with Lockridge Grindal Nauen P.L.L.P. through June 30, 2003 at an additional cost of \$13,659.09; and Be It Further

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

4. Approve extension of \$3,715,280.60 grant contract (MnDOT Agreement #79608) with the Minnesota Department of Transportation for the Central Corridor Transit Study through December 31, 2003 at no additional cost and authorize the Chair to execute the contract amendment

Motion by Commissioner McDonough, seconded by Commissioner Wiessner to approve extension of \$3,715,280.60 grant contract (MnDOT Agreement #79608) with the Minnesota Department of Transportation for the Central Corridor Transit Study through December 31, 2003 at no additional cost and authorize the Chair to execute the contract amendment.



Ayes – 6, Nays – 0  
Motion accepted.

WHEREAS, The Ramsey County Regional Railroad Authority has contracted with the Minnesota Department of Transportation (Mn/DOT) to access federal funds for the Central Corridor Transit Study; and

WHEREAS, The contract with Mn/DOT expires December 31, 2002; and

WHEREAS, The Transit Study will not be completed until June 30, 2003; Now, Therefore Be It

RESOLVED, That the Ramsey County Regional Railroad Authority extends the \$3,715,280.60 contract with Mn/DOT through June 30, 2003; and Be It Further

RESOLVED, That the Chair of Ramsey County Regional Railroad Authority is authorized to execute this contract extension by entering into an amendment to Contract No. 79608.

5. Approve extension of contract with URS Corporation for the Central Corridor Transit Study through June 30, 2003 at no additional cost and authorize the Chair to execute the contract amendment

Motion by Commissioner Wiessner, seconded by Commissioner McDonough to approve extension of contract with URS Corporation for the Central Corridor Transit Study through June 30, 2003 at no additional cost and authorize the Chair to execute the contract amendment.

Ayes – 6, Nays – 0  
Motion accepted.

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional engineering and planning work of URS, formerly known as BRW, Inc., for the purpose of the Central Corridor Transit Study; and

WHEREAS, The contract with URS had been previously extended to expire December 31, 2002; and

WHEREAS, The review of the Alternatives Analysis/Draft Environmental Impact Statement for Bus Rapid Transit, Light Rail Transit, and Baseline Alternatives for University Avenue by the Federal Transit Administration has not yet been completed; and

WHEREAS, The professional engineering and planning work for this contract needs to be extended until June 30, 2003; and

WHEREAS, URS has completed much of the technical work and the contract retainage is being changed from five percent to \$30,000; Now Therefore Be It

RESOLVED, That the Ramsey County Regional Railroad Authority extends the contract with URS through June 30, 2003 at no additional cost and allows URS to receive all but \$30,000 of the contract retainage; and Be It Further

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



6. Approve extension of contract with Himle Horner, Inc. for the Central Corridor Transit Study through June 30, 2003 at no additional Cost and authorize the Chair to execute the contract amendment

Motion by Commissioner Reinhardt, seconded by Commissioner Wiessner to approve extension of contract with Himle Horner, Inc. for the Central Corridor Transit Study through June 30, 2003 at no additional Cost and authorize the Chair to execute the contract amendment

Ayes – 6, Nays – 0  
Motion accepted.

WHEREAS, The Ramsey County Regional Railroad Authority has contracted with Himle Horner, Inc. for public education consulting services on the Central Corridor Transit Study; and

WHEREAS, The contract with Himle Horner had been previously extended to expire December 31, 2002; and

WHEREAS, The review of the Alternatives Analysis/Draft Environmental Impact Statement for Bus Rapid Transit, Light Rail Transit, and Baseline Alternatives for University Avenue by the Federal Transit Administration has not yet been completed; and

WHEREAS, The public education for this contract needs to be extended until June 30, 2003; Now Therefore Be It

RESOLVED, That the Ramsey County Regional Railroad Authority extends the contract with Himle Horner through June 30, 2003 at no additional cost; and Be It Further

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

7. Ratify payment to Metro Transit for Riverview Corridor Transit Improvements in the amount of \$54,853.31 for the period of 8/30/02 to 10/28/02

Motion by Commissioner Reinhardt, seconded by Commissioner Wiessner to ratify payment to Metro Transit for Riverview Corridor Transit Improvements in the amount of \$54,853.31 for the period of 8/30/02 to 10/28/02.

Ayes – 6, Nays – 0  
Motion accepted.

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of Metropolitan Council for the purpose of constructing Riverview Corridor transit improvements of bus shelters, lighting and benches; and

WHEREAS, Metropolitan Council has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through October 28, 2002; 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, Metropolitan Council Invoice No. NCV-1830, Partial Payment No. 3 in the amount of \$54,853.31, attachments thereto, provide the correct documentation of payments due Metropolitan Council through October 28, 2002; Now Therefore Be It

RESOLVED, Payment to Metropolitan Council in the amount of \$54,853.31 for services rendered through October 28, 2002, is hereby ratified.

Chair Ortega adjourned the meeting at 11:00 a.m.

Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY MEETING

The Ramsey County Regional Railroad Authority met on Tuesday, January 7, 2003, in Council Chambers Third Floor Courthouse.

MEMBERS PRESENT: Chair Rafael Ortega  
Commissioner Tony Bennett  
Commissioner Susan Haigh  
Commissioner Jim McDonough  
Commissioner Victoria Reinhardt  
Commissioner Janice Rettman  
Commissioner Jan Wiessner

OTHERS PRESENT: Kathy DeSpiegelaere, Kris Longhenry

Chair Ortega called the meeting to order at 11:39 a.m.

1. Appoint officers for 2003 for Ramsey County Regional Railroad Authority, Metro Transitways Development Board, Rush Line Task Force, Red Rock Corridor, Central Corridor, Northeast Corridor, LOCATE, High Speed Ground Transportation Association and the Northstar Corridor.

Motion by Commissioner McDonough, seconded by Commissioner Reinhardt, to appoint officers for 2003 for Ramsey County Regional Railroad Authority, Metro Transitways Development Board, Rush Line Task Force, Red Rock Corridor, Central Corridor, Northeast Corridor, LOCATE, High Speed Ground Transportation Association and the Northstar Corridor.

Commissioner Bennett asked if the High Speed Rail Association appointment should be made again in this meeting. It was agreed that it should be made by the RCRRA rather than the Board, and it was noted that the appointment was included in the Resolution and motion.

Commissioner Reinhardt asked if it was possible to appoint an alternate to the Transportation Advisory Board.

Roll call vote was taken; unanimous vote was:

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 2003:

Rafael Ortega, Chair  
Susan Haigh, Vice-Chair  
Jim McDonough, Secretary  
Tony Bennett, Treasurer

and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Metro Transitways Development Board for 2003:

Susan Haigh, Member  
Jim McDonough, Alternate

and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Rush Line Task Force for 2003:

Victoria Reinhardt, Representative  
Jan Wiessner, Alternate

And Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Red Rock Corridor for 2003:

Jim McDonough, Representative  
Janice Rettman, Alternate

and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Central Corridor Coordinating Committee for 2003:

Susan Haigh, Member  
Janice Rettman, Member

And Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint to the Northeast Diagonal Policy Advisory Committee for 2003:

Jan Wiessner, Member  
Victoria Reinhardt, Alternate

And Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint Tony Bennett as the LOCATE representative for 2003; and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint Jim McDonough as the High Speed Ground Transportation Association representative and the Midwest High Speed Rail Association representative for 2003:

And Be It Finally

RESOLVED, That the Ramsey County Regional Railroad Authority Commissioners hereby appoint Janice Rettman as the Northstar Corridor liaison for 2003.

Chair Ortega adjourned the meeting at 11:41 a.m.

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

2

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

January 13, 2003

Date

### Board Action Requested

LOCATE Task Force Recommendation

**ACTION MAY BE TAKEN**

### Request Justification

David Block, Chair of LOCATE, will be presenting information at the meeting.

- See attached:
1. Memorandum from K. DeSpiegelaere dated January 16, 2003
  2. LOCATE Task Force membership list
  3. St. Paul Multimodal Terminal Evaluation Study – Final Report dated October 10, 2002
  4. St. Paul Multimodal Terminal Evaluation Study – Addendum to Final Report dated November 11, 2002
  5. Options for Transit Site Locations map

Budgeting and Accounting

County Attorney

Risk Management

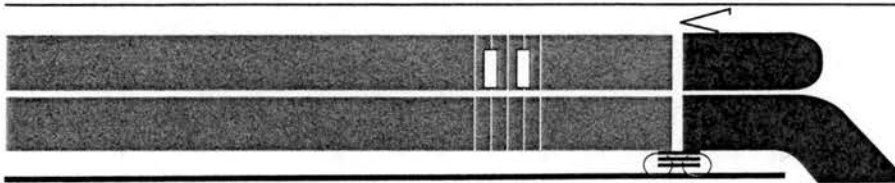
Documentation certified complete for:

January 21, 2003

Board Date

*Kristine A. Longhenry*  
Signature

*January 13, 2003*  
Date



## **Ramsey County Regional Railroad Authority**

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

### **Memorandum**

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

**From:** Kathryn DeSpiegelaere, Director

**Subject:** LOCATE Task Force Recommendation

**Date:** January 16, 2003

The Ramsey County Regional Railroad Authority had formed a group of business representatives from downtown St. Paul, local elected officials, transportation partners and agencies, the LOCATE Task Force. See membership list, attached. The charge given to the Task Force was to recommend to the RCRRA where a multi-modal transit station should be located in downtown St. Paul where high speed rail, light rail transit, commuter rail, Amtrak, and bus will come together, and if Union Depot should be that facility.

The Task Force began meeting in March 2002 and invited speakers to present from a variety of stakeholder groups including the City of St. Paul, Amtrak, and many others. A subcommittee, FIND, was assembled to analyze potential sites and to recommend to LOCATE a list of sites for further analysis. The consulting firm, LTK, was retained by the RCRRA to analyze four sites: both Ramsey County government buildings, the Union Depot/Post Office area, and the area near Lafayette and Kellogg in Lowertown. Criteria were identified and applied to each site in the analysis by LTK. During its final meeting in November and after receiving the full analysis on sites by LTK, the LOCATE Task Force recommended that Union Depot be ranked number one as the location for the downtown St. Paul multimodal terminal.

#### **Recommendation:**

Consider the LOCATE Task Force's recommendation and future action, if any.

# LOCATE Task Force

## Member Information

Chuck DeVore  
Rush Line Corridor Task Force

Rick Johnson  
Amtrak

Bill Morin  
St. Paul Port Authority

Weiming Lu  
Lowertown Redevelopment Corp

Tom Getzke  
St. Paul Convention Bureau

John Labosky  
Capital City Partnership

Myra Peterson  
Red Rock Corridor Commission

Representative Betty McCollum  
Office of Representative McCollum

Patrick Seeb  
St. Paul Riverfront Corporation

David Block, Chair  
St. Paul TMO

Martha Fuller  
St. Paul PED

Bill Buth  
BOMA

Dick Anfang  
St. Paul Building Trades

Tony Bennett  
Ramsey Co Regional Railroad Authority

Dan Galles  
Metropolitan Council

Mukhtar Thakur  
Minnesota Department of Transportation

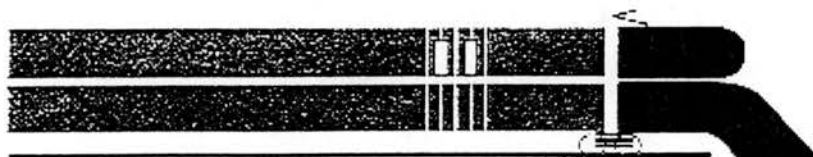
Dick Zehring  
Chamber of Commerce

Sue Haigh  
Central Corridor Representative

Janice Rettman  
Central Corridor Alternate

TO BE APPOINTED  
-City of St. Paul Representative





Ramsey County Regional Railroad Authority

# Ramsey County Regional Railroad Authority

## Saint Paul Multimodal Terminal Evaluation Study

### Final Report

Submitted by:  
LTK Engineering Services

October 10, 2002

**LTK**  
LTK Engineering Services

## EXECUTIVE SUMMARY

This study has been undertaken at the request of the Ramsey County Regional Railroad Authority, in support of the work of the LOCATE Task Force. Its purpose is to evaluate three potential sites for a Downtown Saint Paul Multimodal Terminal: Adult Detention Center/Ramsey County Government Center West (southwest corner of Kellogg Boulevard and Wabasha Street), Ramsey County Government Center East (southeast corner of Kellogg Boulevard and Robert Street), and Saint Paul Union Depot. The evaluation has been performed from a functional point of view, relative to four main criteria:

- Relationship to railroad lines - proximity to lines proposed or considered for passenger service, and related freight trackage.
- Accessibility to all public transportation modes – routes to be followed to the Terminal by designated modes: Midwest High Speed Rail, commuter rail (Red Rock Corridor and Rush Line Corridor service), conventional Amtrak intercity service, Greyhound and Jefferson Lines intercity bus services, Central Corridor LRT, and Metro Transit bus service.
- Parking availability - Relationship of the terminal and its parking requirements to available public parking supply.
- Traffic and pedestrian access – general automobile access, pickup and drop-off space; sidewalk connectivity; connections to Skyway System.

For reasons of high space and infrastructure cost, and the long life of railroad alignments, particular attention has been given to the relationship between the terminal's assumed future passenger train activity, and the large and growing volume of freight traffic on the mainline railroad tracks passing through and near Downtown Saint Paul. To determine the track and platform requirements for the proposed high speed, commuter and conventional railroad passenger services, example timetables were taken from other studies, or based on available current planning. This analysis demonstrates that four to six tracks, plus related platforms and support facilities, would be required over a 10-25 year period for the terminal to handle the volume of passenger trains implied by current planning studies. Additional space would be required for connecting Metro Transit services and intercity buses.

All three sites are adjacent to mainline railroad tracks. However, of the three sites evaluated, only the Union Depot site appears to have sufficient space to accommodate the required station tracks and support functions; it is also the site that could most readily accommodate public transit access with ease of transferring, as well as intercity bus terminal space. It also has existing Skyway connections, and a large supply of on-site parking. Although Skyway connections could at some effort and expense be provided to the other sites, public transit access at the two Government Center locations would be awkward and inferior; and neither site would be large enough to handle intercity bus

platforms and circulation once provision was made for even an inadequate number of station tracks and platforms for passenger trains. The two Government Center sites are located at busy bridgehead intersections where terminal-related automobile circulation would be difficult, while the Union Depot site offers an off-street loop for pickup and drop-off of passengers, supplemented by curb space.

**Saint Paul Multimodal Terminal Evaluation Study  
Final Report**

**Prepared for:**

**RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY**

**Saint Paul, Minnesota**

**Prepared by:**

**LTK Engineering Services**

**October 10, 2002**

**Saint Paul Multimodal Terminal Evaluation Study  
Final Report**

**TABLE OF CONTENTS**

|         |                                                                      |    |
|---------|----------------------------------------------------------------------|----|
| 1.0     | INTRODUCTION .....                                                   | 1  |
| 1.1     | Purpose and Scope .....                                              | 1  |
| 2.0     | FUNCTIONAL REQUIREMENTS AND CRITERIA .....                           | 2  |
| 2.1     | Evaluation Criteria .....                                            | 2  |
| 2.2     | Railroad Passenger Service Assumptions .....                         | 2  |
| 2.2.1   | Commuter Trains .....                                                | 3  |
| 2.2.1.1 | Red Rock Corridor .....                                              | 3  |
| 2.2.1.2 | Rush Line Corridor .....                                             | 4  |
| 2.2.2   | Midwest High-Speed Trains .....                                      | 4  |
| 2.2.3   | Amtrak Conventional Inter-City Trains .....                          | 5  |
| 2.2.4   | Summary of Rail Passenger Requirements: Tracks and Platforms .....   | 7  |
| 2.3     | Intercity Bus Requirements .....                                     | 9  |
| 2.4     | Metro Transit Requirements .....                                     | 9  |
| 2.4.1   | Metro Transit Bus Requirements .....                                 | 10 |
| 2.4.2   | Metro Transit Light Rail Requirements .....                          | 11 |
| 2.5     | Parking .....                                                        | 11 |
| 2.6     | Pedestrian Access .....                                              | 12 |
| 3.0     | RAILROAD SYSTEM ISSUES: INFRASTRUCTURE AND OPERATIONS .....          | 13 |
| 3.1     | Railroad Company Point of View .....                                 | 13 |
| 3.2     | Description of Existing Saint Paul Railroad System .....             | 13 |
| 3.3     | Current and Projected Railroad Operations and Traffic Patterns ..... | 14 |
| 3.4     | Examples of Alternative Track Connections .....                      | 15 |
| 4.0     | EVALUATION OF ALTERNATIVE SITES .....                                | 18 |
| 4.1     | Government Center West Site, and Government Center East Site .....   | 18 |
| 4.1.1   | Location relative to Railroad Lines .....                            | 18 |
| 4.1.2   | Location Relative to Public Transit .....                            | 19 |
| 4.1.3   | Parking Supply .....                                                 | 19 |
| 4.1.4   | Traffic and Pedestrian Issues .....                                  | 19 |
| 4.2     | Union Depot .....                                                    | 20 |
| 4.2.1   | Location relative to Railroad Lines .....                            | 20 |
| 4.2.2   | Location relative to Public Transit .....                            | 20 |
| 4.2.3   | Parking Supply .....                                                 | 20 |
| 4.2.4   | Traffic and Pedestrian Issues .....                                  | 21 |
| 5.0     | CONCLUSION .....                                                     | 22 |

**Saint Paul Multimodal Terminal Evaluation Study  
Final Report**

**LIST OF FIGURES**

| <b>Figure</b> | <b>Title</b>                                                                                 |
|---------------|----------------------------------------------------------------------------------------------|
| 1             | Map of Twin Cities Area Railroad System                                                      |
| 2             | Map of MnDOT Commuter Rail System Plan                                                       |
| 3             | Location Map Showing Three Downtown Sites                                                    |
| 4             | Government Center West Site                                                                  |
| 5             | Government Center East Site                                                                  |
| 6             | Red Rock Corridor Example Timetable                                                          |
| 7             | Example Daily Rush Line Corridor Arrivals and Departures at Saint Paul                       |
| 8             | Minimum Track Requirements Throughout the Day for Saint Paul 2015                            |
| 9             | Passenger Rail Growth in Saint Paul                                                          |
| 10            | Current Average Daily Rail Traffic Flows – Based on Observation                              |
| 11            | Year 2025 Average Daily Rail Traffic Flows Based on 3% Annual Growth                         |
| 12            | Saint Paul Multimodal Terminal Potential Track Connections: “Empire Builder” Relocation Only |
| 13            | Saint Paul Multimodal Terminal Potential Track Connections: 2015 Projected Service           |
| 14            | Saint Paul Multimodal Terminal Potential Track Connections: 2025 Projected Service           |
| 15            | Saint Paul Multimodal Terminal Schematic Diagram                                             |
| 16            | Schematic Diagram Showing Required Width for Track and Platforms                             |
| 17            | Convenient Passenger Transfers in Dallas, Texas                                              |

## 1.0 INTRODUCTION

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### 1.1 Purpose and Scope

In recent years, Downtown Saint Paul has been the focus of several regional and intercity rail passenger studies. These studies have been undertaken in light of, and in addition to, major successful efforts to increase regional public transportation ridership through improvements in bus service, and plans for introduction of light rail transit service in the Central Corridor. Commuter rail is actively being evaluated in corridors converging on Downtown Saint Paul from three different directions, and the multi-state "Midwest High Speed Rail Initiative" is focusing on Downtown Saint Paul as its northern terminus. Traditional intercity bus service to and from Saint Paul is also beginning to experience a modest renaissance.

The increased accessibility afforded by these transportation improvements promises to reinforce Downtown Saint Paul's role as an economic, institutional and cultural "central place." But the combination of these studies and events also raises the issue of how and where Downtown Saint Paul can accommodate many new ground transportation modes, and whether it is feasible to promote the integration of these modes by finding an appropriate place for them to co-locate. Complementing interest in new modes which would improve circulation within the Twin Cities Metropolitan Area, and also improve connections between the Twin Cities and other regions, is a new interest in the potential for a Downtown Saint Paul Multimodal Terminal.

To address these questions, and begin to provide practical solutions to them, a multi-party working group, known as "LOCATE," has been formed. The group is supported by the Ramsey County Regional Railroad Authority, which is providing it with staff and resources. Starting with a list of seven potential sites, LOCATE has narrowed the list down to three sites. At this time the need for additional evaluation of these three sites has been identified. At the request of the LOCATE Committee, the Authority has engaged LTK Engineering Services to conduct a brief feasibility study and evaluation of these three potential Multimodal Terminal sites in Downtown Saint Paul. That work has been performed and the findings are incorporated into this Final Report.

The three sites evaluated in this report (Figures 3, 4 and 5) are:

- "Adult Detention Center/Ramsey County Government Center West": Southwest Corner of Kellogg Blvd. and Wabasha Street
- "Government Center East": Southeast Corner of Kellogg Blvd. and Robert Street
- Saint Paul Union Depot



## **2.0 FUNCTIONAL REQUIREMENTS AND CRITERIA**

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### **2.1 Evaluation Criteria**

Per discussion with the Find Task Force and Ramsey County staff, these sites are evaluated with reference to the following four criteria:

- Relationship to railroad lines - Proximity to lines proposed or considered for passenger service and related freight trackage.
- Accessibility to all public transportation modes – Routes to be followed to the Terminal by designated modes: Midwest High Speed Rail, commuter rail (Red Rock Corridor and Rush Line Corridor service), conventional Amtrak intercity service, Greyhound and Jefferson intercity bus services, Central Corridor LRT, and Metro Transit bus service.
- Parking availability - Relationship of the Terminal and its parking requirements to available public parking supply.
- Traffic and pedestrian access – General automobile access, pickup and drop-off space, sidewalk connectivity, and connections to the Skyway System.

### **2.2 Railroad Passenger Service Assumptions**

In evaluating alternative terminal concepts against a background of the railroad network and existing and future railroad operations, the most significant single variables are:

- The level of freight operations present and future; and
- The scope and nature of future railroad passenger service, and the terminal and support trackage required to accommodate that service.

Railroad freight operations are discussed in Section 3 of this report, below.

Today's railroad passenger service consists solely of the Amtrak Chicago-Seattle/Portland "Empire Builder," Trains 7 and 8, which pass without stopping through Downtown Saint Paul on the Canadian Pacific trackage behind Union Depot and the other two sites under consideration. The only Amtrak train currently running in Minnesota, this train makes its Twin Cities stop (eastbound in the morning, westbound at night) at the Midway Station, located on Transfer Road off University Avenue.

This single pair of trains gives a minimal level of service in comparison to the aggregate number of trains that would result from implementation of the various proposals now under discussion, the very proposals that have led to this discussion and evaluation of

alternative multimodal terminal concepts for Downtown Saint Paul. The proposed services fall into three categories: Commuter Rail, High Speed Rail, and Conventional Amtrak Intercity services.

### **2.2.1 Commuter Trains**

Pursuant to state law, the Minnesota Department of Transportation has developed and adopted a Commuter Rail System Plan for the Twin Cities Metropolitan Region. The Plan consists of seven interconnected corridors, which focus on Downtown Saint Paul and on Downtown Minneapolis (Figure 2). The corridors, which are prioritized in two "tiers", have been pursued to differing levels of feasibility analysis and engineering.

In trying to determine what the terminal trackage requirements might be for these services, both singly and as a group, a timetable, especially for the peak period, is essential. The reason for this is simple. A station designed to serve, for example, 24 trains per day might only require one station track if the trains ran one hour apart all day. On the other hand, if the service concept called for half the trains to run in each of the two peak periods, on a half-hour headway on two different routes and requiring a scheduled connection between all lines in both directions, such as in an airline hub, four tracks would be required.

While the Northstar Corridor commuter rail project proposed for operation between Saint Cloud/Rice and Minneapolis, which is farthest along in terms of project development, has a specific proposed initial service timetable, the remaining corridors, which have not yet undergone preliminary engineering, have only general policy levels of service associated with them. Consequently, some assumptions need to be made about the number and routing of peak hour commuter trains from the various corridors which would converge on Downtown Saint Paul.

For purposes of this study, the following assumptions for the Red Rock and Rush Line Corridors will be used made regarding commuter trains schedules, routings and services. They represent a "picture" or "vision" of the passenger trains service into and out of Saint Paul as they might be introduced over the next 20-25 years.

#### **2.2.1.1 Red Rock Corridor**

A commuter rail line linking Downtown Saint Paul and Downtown Minneapolis, with connections to the Northstar Corridor, was evaluated in the context of the Central Transit Corridor Study (1999-2002). A Technical Feasibility Study of this concept, completed in December 2001, is part of the background of this evaluation of multimodal terminal alternatives for Saint Paul.

It is assumed that the basic Red Rock Corridor service would consist of trains through-routed from Hastings via Saint Paul and the Canadian Pacific (former Milwaukee Road "Short Line") alignment to Minneapolis. This is the route presently used by Amtrak's "Empire Builder" as far west as Minneapolis Junction (near Central and Broadway, NE).

The example timetable (Figure 6).prepared for the Central Corridor Commuter Rail Feasibility Study is assumed, with modifications as required to provide for the through service to Hastings. The complete alignment, Hastings-Saint Paul-Minneapolis, is referred to as the "Red Rock Corridor."

#### **2.2.1.2 Rush Line Corridor**

The Rush Line Corridor Task Force, representing communities as far north as Hinckley, studied this corridor. A Final Report was issued in September 2001, and although no specific timetable was proposed, a conceptual service was described. Consistent with that concept, it is assumed in this study that Rush Line Corridor service will consist of five single-direction, peak-period trains, operating on 30-minute headways, and terminating at the Saint Paul Multimodal Terminal. One reverse-commute trip will also be operated. An example of daily Rush Line Corridor arrivals and departures at Saint Paul is presented in Figure 7.

Although a more elaborate treatment of service in this corridor is beyond the operating assumptions made here, at least two alternatives present themselves. One possibility is that as part of a more complete development of a regional commuter rail network, consideration could be given to through-routing this line over the Red Rock Corridor via Minneapolis to another corridor which it might balance on the west side of the region. This would provide many more potential no-transfer or single-transfer destinations to customers on both corridors, and would also shorten the Red Rock Corridor headway to 15 minutes between Saint Paul and Minneapolis, which is a highly desirable threshold of service from the point of view of customer attraction. A second possibility is that trains to Hinckley might play a role in re-establishing a conventional Amtrak service between the Twin Cities and Duluth. Again, no such assumption is made here, but it should be recognized that an overall strategic vision of the development of rail passenger service for Minnesota is essential.

#### **2.2.2 Midwest High-Speed Trains**

The Minnesota Department of Transportation (MnDOT) is part of a coalition which is developing an exciting new concept for a large high-speed rail network in the Midwest. To quote MnDOT's own web page, the network under study includes a:

"... corridor from the Twin Cities to Chicago. The Minnesota portion of the study includes 130 miles in southeastern Minnesota from La Crescent to Saint Paul.

Since 1996, the Midwest Regional Rail Initiative (MWRRI)'advanced from a series of service concepts to a well-defined vision of creating a 21<sup>st</sup> century regional passenger rail system. The Midwest Regional Rail System (MWRRS) Plan elements include:

- Use of 3,000 miles of existing rail routes to connect rural and urban areas;
- Operation of a hub and spoke passenger rail system;
- Introduction of modern trains operating at speeds up to 110 mph; and

- Provision of multi-modal connections to improve system access.

The sponsors of the Midwest Regional Rail System are nine Midwest states (Indiana, Illinois, Iowa, Michigan, Minnesota, Missouri, Nebraska, Ohio, and Wisconsin). In addition to these nine states, Amtrak and the Federal Railroad Administration are also planning partners.

The route of the Minnesota line from Chicago approaches the Twin Cities from the southeast, along with the Red Rock Corridor (Figure 2), and the current concept is for the service to terminate in Saint Paul. Based on discussions with Amtrak, this report assumes that an initial service would offer six round trips per day between the Twin Cities and Chicago. Consistent with experience in development of modern rail corridors elsewhere in the country, it is assumed that service levels would grow thereafter. Presumably, these trains would be scheduled at convenient times throughout the day in order to maximize the attractiveness of the service to various target markets. For example, the first trip of the day would have to depart Saint Paul early enough to permit a reasonably full business day in Chicago, but would not leave before the arrival of the first Red Rock Corridor connecting train from Minneapolis.

For purposes of this study, although it is recognized that a great deal of planning will have to go into the actual development of a timetable, assumptions have been made about what such a service schedule might mean.

### **2.2.3 Amtrak Conventional Inter-City Trains**

As noted above, the only regularly scheduled passenger service now operating in the Twin Cities is Amtrak's "Empire Builder," (the name memorializing James J. Hill), trains 7 and 8, operating between Chicago and both Seattle and Portland (which operates as separate sections west of Spokane). Timetable specifics vary from season to season, and year to year, but the general pattern of this service has been unchanged for two decades. The westbound train leaves Chicago Union Station at about 2:00 PM, allowing for arrival of connections from the East Coast, and passes through Saint Paul behind Union Depot at about 10:00 PM. The eastbound train, after traveling 1800 miles from Seattle and Portland, passes through the Twin Cities at about 8:00 AM.

Passenger service to Saint Paul Union Depot ended with the beginning of Amtrak in 1971. For a time, Amtrak trains used Union Depot's Minneapolis contemporary, the former Great Northern-Northern Pacific-Burlington depot at Hennepin Avenue, as its Twin Cities station. Between Saint Paul and Minneapolis, Amtrak trains used the original Great Northern Railway route – the line that is now the Burlington Northern Santa Fe (BNSF) "Midway Subdivision", running through Saint Paul north of the Capitol and along the Pierce Butler Route – and crossed the Mississippi to the Minneapolis Station on the Stone Arch Bridge.



In 1978, Amtrak moved to the present Midway Station on Transfer Road, located on the Minnesota Transfer (now Minnesota Commercial) Railway, and trains were re-routed onto the ex-Milwaukee Road (now Canadian Pacific) tracks through southwest Saint Paul, the alignment presently in use. After the Midway Station came into use, the Minneapolis Station was torn down and its approach trackage was removed. The Stone Arch Bridge, a key link in providing service to Downtown Minneapolis, was taken out of railroad service and converted to recreational use. The "Empire Builder" now stays on the north/east side of the river, and turns north to Saint Cloud in Northeast Minneapolis, completely bypassing the downtown area.

Those who have seen this train recently are aware that it includes a significant number of non-passenger cars, sometimes as many as a dozen or so, carrying baggage, bulk mail, package express, and also some types of high-value, time-sensitive freight. These cars are an important source of revenue for Amtrak as it works to develop resources to support passenger train operations. Indeed, even in the pre-Amtrak era, mail and "head-end" cars, as they are sometimes called, were always an important source of revenue in support of the passenger service.

Many of these cars are switched into and out of the train at Midway Station, in both directions. Some cars coming from the West are cut out of the train at Midway and other cars are added for the run to Chicago. This switching activity is performed for Amtrak by the Minnesota Commercial Railway, where the station is conveniently located, making it possible for Amtrak to avoid the expense of maintaining and operating its own switch engines for only two trains per day. The work is performed while the train is being serviced during its lengthy scheduled stop (50-55 minutes). "Servicing" includes filling the passenger car water tanks from trackside water cabinets, fueling the locomotives, and stocking the diner and lounge with food and beverages. Of course, the other routine functions of a passenger stop are also taken care of - passenger boarding and alighting, directing people to the correct cars, and loading and unloading baggage.

All of these functions involve people and operating expenses for Amtrak, even as it works to keep operating costs at a minimum. It is important to understand that when considering a passenger stop for Amtrak in Downtown Saint Paul, that unless the stop incorporates Downtown, all of the functions now performed at Midway Station will have to be retained and two stations will have to be operated where one presently suffices. Considered from a business point of view, the passenger and baggage handling functions at an additional Downtown station will represent additional train operating costs, which are very unlikely to be offset by a fully compensatory additional revenue stream. Thus, the Downtown station would worsen the "Empire Builder's" financial picture unless cost savings are achieved by consolidating functions at a single station.

The implication of this financial fact is that a Downtown Multimodal Terminal serving Amtrak should have the capacity and space to permit a complete relocation to the Terminal of all Amtrak functions from Midway. This includes the switching and servicing described above and the relocation of the Amtrak regional offices located in the Midway Station building as well as the ticketing, baggage handling, and so forth. All of

these functions could be shared between the various types of passenger trains, thus achieving economies of scale to the benefit of all services rather than the creation of duplicative cost centers.

Elimination of a superfluous stop should also permit retention of the present running time of Trains 7 and 8 while addition of a second station would mean lengthened running time just to serve Saint Paul. This would not even take into account issues associated with eventual attempts to serve Minneapolis.

In addition to these concerns, this study assumes that there will be growth in conventional intercity passenger service, in addition to the development of commuter trains and high-speed service. While many intercity corridors might be developed, it is assumed here for illustrative purposes that three daily round-trips will be operated between Saint Paul and Duluth, offering fast service for business and other purposes, and providing Duluth and intermediate city connections for the high speed trains. The support activities and costs associated with these services can be shared, bringing the allocated cost per train movement down to acceptable levels, if the functions are all housed in one location that serves them all.

#### **2.2.4 Summary of Rail Passenger Requirements: Tracks and Platforms**

The basic programmatic requirements for the multimodal terminal stem from an interest in accommodating three types of railroad passenger service in Downtown Saint Paul: commuter rail, high speed trains as part of the Midwest High Speed initiative, and conventional Amtrak passenger trains.

The requirement for station tracks and platforms to permit the multimodal terminal to handle the services described has been estimated by considering hypothetical but realistic timetables for the various trains this terminal is intended to serve. The commuter rail service is discussed above and is illustrated in Figures 2, 6 and 7. Assumptions for this study regarding the Midwest High Speed concept are based on discussions with Amtrak staff. Conventional rail service has the least growth above current levels; but the study assumes the relocation of passenger and support functions for Amtrak's "Empire Builder" from Midway Station to the multimodal terminal. Plus, based on growth of conventional corridor operations elsewhere, it assumes the addition of three daily trains, which in this case, are nominally to and from Duluth.

The aggregate effect of these service assumptions has been analyzed allowing for reasonable terminal dwell time for different classes of trains, and also providing for the time that segments of track are occupied by trains on approach to their platform and upon departure. Passenger-only station trackage is assumed due to the dense nature of the freight traffic on the Union Pacific and Canadian Pacific tracks running through the sites, as discussed below in Section 3 of this report. It is clear from discussions with the freight railroads that utilization of the existing freight trackage for station purposes is unacceptable to them.

The results are illustrated graphically in Figure 8. The analysis indicates that if all trains are on time, and there is complete flexibility in assigning trains to different tracks without regard to a consistent assignment of certain types of trains to certain tracks for the benefit of passenger handling, at times as many as four tracks would be occupied simultaneously in the terminal. Allowing for growth in service and for a consistent use of particular tracks for certain trains (for example, having all commuter trains use one pair of tracks in order to favor easy transferring to Metro buses and light rail) the conclusion would be that at least five railroad passenger station tracks should be provided for the 2015 case. To ensure maximum flexibility in train handling and maximum terminal capacity, all of these tracks should be arranged as "through" rather than stub tracks. In other words, trains should be able to access them from either direction and the tracks should be connected to the main railroad lines at both ends.

These considerations have a bearing on the situation as it might exist in 2015. However, the actual experience of publicly sponsored passenger trains in other states shows clearly that public acceptance is high, and that growth in ridership follows upon a well-executed plan. Figure 9 presents some assumptions of reasonable levels of growth, based on passenger growth consistent with historical growth trends in the gross domestic product, in the daily number of passenger trains serving Saint Paul which could result from implementation a passenger train development program. This aggregate growth curve suggests that in planning for the terminal, sufficient provision should be made for trackage and related terminal space for additional trains.

Five tracks would require a minimum of three passenger platforms arranged as "island platforms," designed to access trains on both sides. This minimizes the overall right-of-way width required to serve any given number of station tracks and reduces the number of access points (and, therefore, elevators and escalators or stairways) required for any given number of station tracks. A nominal platform width of 16-20 feet may be assumed initially, although final decisions regarding width in the design phase must take into account peak passenger loads and a detailed consideration of various functions taking place on the platform.

With regard to platform length, requirements could vary considerably for different types of service. Consistent with the Northstar Corridor design concept, commuter platforms should be sized for four-car push-pull trains and be expandable to five-car trains; thus indicating a requirement of 500 feet. It is common in older rail commuter systems for rush hour train lengths to reach as high as ten cars, so it is desirable to have room for platform extensions. The high-speed service would be characterized by longer trains, perhaps ten 85-foot cars, or possibly 1000 feet overall. The "Empire Builder" and similar trains, with twelve or more 85-foot cars and the need to access some baggage and express cars, might require platforms of the greatest length, up to 1200 feet.

As noted, the track requirement diagram (Figure 8) assumes that any train can operate on any track. This has implications for platform lengths as long intercity trains and high-speed trains may not be able to load or unload passengers to platforms designed to a minimum commuter rail standard. Unless all platforms are designed to handle the length

of the longest train, more platforms may be necessary to ensure that trains of a certain type only go to tracks that have platforms intended for that particular use. There may be other advantages to doing this - for example, it may be advantageous to concentrate commuter train use on certain tracks where regular commuters can find them and where they can be kept as close as possible to local transit service for ease of transferring. Also, ticket vending machines and transit-oriented information displays may advantageously be concentrated there. Similarly, commuter platforms may not need baggage handling or train servicing equipment. As noted above, the platform lengths initially required for commuter operations will also be considerably shorter than those required for intercity trains.

### **2.3 Intercity Bus Requirements**

Two carriers, Greyhound Lines and Jefferson Lines, currently provide intercity bus service to Saint Paul. These two bus systems currently operate out of a converted facility on University Avenue just west of Rice Street. It is a modest but efficient facility, an adaptive re-use of an older structure featuring two off-street bus bays. Ticketing, a small seven-seat waiting room, baggage service, and package express are accommodated here. After many years of decline, the intercity bus business has recently begun to improve and a modest increase in business has been reported.

Discussions with the two carriers indicate their view of a long-term requirement for four bus bays. For this study's determination of long-range space requirements, a fifth bay will also be assumed in order to provide for at least some additional growth, as well as the option of accommodating a third carrier and/or provision of a charter bus space. Straight curb platforms will be assumed for intercity buses, with an average length per bay of 70 feet required to provide for independent arrivals and departures. This indicates a platform length requirement of 350 feet, independent of any other structures or functions occupying the platform space. Platforms may be assumed to be 10 feet wide with width modifications as necessary when the platforms are obstructed in any way such as by elevators or stairways. Approximately 25 feet should be allowed between the platform curb and the edge of the next platform to allow for bus width plus passing space.

### **2.4 Metro Transit Requirements**

Metro Transit is one of the nation's larger transit systems. A vital and growing service provided to the Twin Cities region by the Metropolitan Council, Metro Transit has as one of its main functions the well-understood transit role of providing access to major employment centers. Not as appreciated is the role transit must play in the success of a regional commuter rail system, and other rail passenger services. One of the purposes of commuter rail is to intercept automobile use at suburban locations, diverting traffic off major arterials and freeways, and sparing many thousands of people the aggravation and expense of driving into crowded downtowns and regional shopping and employment centers. The corollary of this is that rail systems can and do deliver thousands of people into the heart of the city. Their mobility needs do not end when they step off the train. To the contrary, transit service must be reoriented to the rail system so that convenient



intermodal transfers are possible (short walks, integrated fares), making the transit service a collector and distributor of trips to and from the railroad passenger network. This affects both considerations of bus and light rail service.

#### **2.4.1 Metro Transit Bus Requirements**

For obvious reasons, Downtown Saint Paul is and will remain one of the main centers of concentrated bus service in the Metro Transit System. Considering today's service, a Metro Transit presentation to the LOCATE Task Force indicated that terminal space for as many as seven buses, lines 16, 21, 50, 63, and 94B, C and D, simultaneously would be required.

As noted in the presentation, the advent of light rail service could result in the reduction of required terminal spaces by two (from seven to five). However, that reduction refers only to a comparison of post-LRT bus needs with the present level of service. Metro Transit has established an ambitious goal of doubling overall transit system ridership in twenty years. This implies an upward trend in bus operation requirements, and therefore an increase in terminal space needs at the multimodal terminal. As detailed planning for a post-Central LRT bus expansion plan has not been completed, bus transit terminal space needs will be assumed to be seven for the purposes of this study, taking into account the reduction of buses resulting from replacement of some needs by LRT, and the increase in need resulting from the policy of doubling ridership as mutually-canceling trends.

Metro Transit operates a mixed fleet of single-length 40-foot and articulated 60-foot buses. To provide for operational flexibility in future Metro Transit vehicle assignments, it will be assumed that of the seven bus bays at the terminal, four would be configured for possible articulated bus use, and three for standard buses only.

Modern bus transit platform design stresses the reduction in overall platform length that results from the use of "saw tooth" bays. This arrangement also facilitates "independent operation," that is, the ability of a bus serving any particular bay to pull into and out of its stop without having to wait for another bus to move first. This reduces terminal delays, and permits more flexibility in route scheduling. Typical platform templates for such a design indicate an overall length per bay of 65 feet for standard buses and 85 feet for articulated bus bays. Under the assumptions above, the Metro Transit bus platform with sawtooth bays would be approximately  $195 + 260 = 455$  feet long.

Clear width of a platform serving buses operating in one direction would be 10 feet at its minimum, measured at the indentation of the bus bay. Allowing a clear operating lane around the corner of a bus parked in its bay, the overall width from one curb to the comparable curb of the next platform would be about 41 feet.

## 2.4.2 Metro Transit Light Rail Requirements

Central Corridor light rail planning to date has located LRT on Fourth Street between Cedar and Wacouta Streets. Plans call tentatively for light rail to terminate in front of Union Depot in a three-track, two-platform station, using the space presently occupied by the loop drive in front of the building. While light rail headways as presently conceived (7 ½ minutes during the peak period) can generally be handled with a two-track terminal, the third track would permit light rail operations to store an extra train for special events and would provide higher capacity through more frequent trains in the future. A need for additional overnight storage space for trains exceeding the capacity of the Hiawatha Yard and Shop has also been identified.

In terms of normal operation, light rail will require at least two tracks, either with an island platform between them or with access from platforms located on either side. In order to provide sufficient space to store one or two trains at the terminal, a length equal to a maximum train length will be assumed as a "tail track" on each of the two terminal tracks, plus a double crossover to permit trains to move from the storage section directly into service on either track.

A double track line would typically require approximately 24 to 30 feet of right-of-way width, depending upon the method used to suspend the overhead contact system. A platform serving a single track would require 10 to 12 feet of right-of-way width, while a platform serving two tracks, or serving LRT on one side and commuter rail or buses on the other, should be 15 to 20 feet in width. Platforms need to accommodate shelters, ticket vending equipment, lighting, public telephones, and information displays. In addition to space taken up by these structures, sufficient additional width must be provided to meet pedestrian and ADA requirements. Assuming a maximum eventual train length of three 90 foot cars, 270 feet of platform face should be provided for each train. Allowing for two trains per platform, plus a scissors crossover, the two platforms should be approximately 600 feet in length.

## 2.5 Parking

As a Downtown facility, the multimodal terminal and its services would not be developed with a park-and-ride orientation. Park-and-ride functions are properly located at suburban locations where automobiles not needed by their drivers in the central city may be intercepted by a quality transit service such as commuter rail. Intercity and high-speed trains may also make a suburban stop in order to attract a park-and-ride oriented clientele. Some long-term parking should be provided, however. There will always be a market for it, even if high-priced. And, particularly, if during the development of the high speed system it is concluded that the time penalty for an additional suburban park-and-ride stop has more of a negative effect on ridership than high parking charges, it may be necessary to provide for some significant level of parking at or near the terminal (possibly several hundred spaces).

Short-term parking, on the other hand, is desirable for at least two markets. First, for pick-up and drop-off of passengers who are being "seen off", and not just left at the curb or greeted by someone who wants to meet arrivals in the terminal. The second market for short-term parking is the package express service. Both the intercity bus services and Amtrak, and presumably the future high-speed trains as well, need short-term parking near the intake or pickup point for package express. The express office, in turn, needs to be near the baggage handling facility since the express packages are handled in the same way as passenger baggage. In addition, it is occasionally necessary to use an automobile to deliver or pick up oversize baggage. Access to the package express and baggage areas should be straightforward and should not conflict with direct drop-off access to the front of the Terminal.

## **2.6 Pedestrian Access**

Downtown Saint Paul is pedestrian friendly, and street and sidewalk conditions seem reasonably good at all three sites. However, winter conditions do make use of the Skyway system desirable and suggest a high premium for access to the system from the Terminal. The Union Depot site is already connected to the system. The Government Center West site could also be tied into the Skyway System using the tunnel under Kellogg Boulevard connecting it to the City-County Building, and through that building to the Skyway system. At present, that tunnel is part of the secure area behind the security checks at the public entrance to the City-County Building. Some modification of these arrangements might be desirable in the case of the Government Center West site.

Government Center East has neither a connection to the Skyway System at present, nor a Kellogg Boulevard tunnel. Although establishment of such a connection to the Federal Courts Building across the street, which has a Skyway connection, might be fairly straightforward in technical terms, the width of Kellogg Boulevard at this location might actually be difficult to accomplish. This suggests that a tunnel might be more appropriate here.

### **3.0 RAILROAD SYSTEM ISSUES: INFRASTRUCTURE AND OPERATIONS**

#### **3.1 Railroad Company Point of View**

The Twin Cities are an important hub in the North American railroad network. Several trunk lines, operated by three of the nation's largest freight railroad systems: Burlington Northern Santa Fe (BNSF), Union Pacific (UP), and the Canadian Pacific (CPR), penetrate to the center of the region, and several short lines and switching railroads interconnect over a maze of trackage. There have been significant reductions in the railroad network in the last thirty years. Unfortunately, many of them have compromised to some extent the region's ability to develop commuter and intercity passenger service without significant new investment (Figure 1). Nonetheless, most of the major corridors required to place an initial commuter and intercity service into operation are intact. With reference to Saint Paul, not only are the trunk lines required for passenger service still in operation, but their access to Downtown retains alignments that are direct, useful, and available for upgrading for high quality service.

#### **3.2 Description of Existing Saint Paul Railroad System**

Two of the main trunk railroad lines from Chicago, the BNSF (former Burlington) and CPR (former Milwaukee Road) lines, approach Saint Paul from the southeast along the Mississippi River. Major railroad yards and support facilities are located on these lines as they near the city.

The Union Pacific (former Chicago and Northwestern) line from Chicago and Eau Claire approaches Saint Paul from the east and runs in a shallow valley north of East Seventh Street through the Eastside.

The Wisconsin Central, now part of the Canadian National system, does not actually enter Saint Paul, but approaches it from the northeast and uses trackage rights over the CPR from Withrow west across Ramsey County.

In Downtown Saint Paul, a well-known lift bridge located below the Robert Street Bridge carries a second Union Pacific through freight line across the Mississippi from the "Westside". This line, primarily a remnant of the former Rock Island Railroad, is known as the "Spine Line", and connects the Twin Cities to Des Moines, Iowa and to other lines to the south.

Running west along the River through Downtown is the former Milwaukee Road "Short Line," now part of the CPR. It connects via Merriam Park to the 29<sup>th</sup> Street Bridge, and was the route once used by passenger trains to access the Hiawatha route into the Milwaukee Road station in Minneapolis; this was the shortest and fastest of the passenger routes between the two downtown areas. Since the track into Downtown Minneapolis has been abandoned, Amtrak now uses this line only as far as Merriam Park, where trains



take the Minnesota Commercial north past the Midway Station, then onto the BNSF to continue their trips westward.

The BNSF has two main routes from Saint Paul to the west. The "Midway Subdivision" runs through Saint Paul just north of the Capitol. The other one farther north is the "Saint Paul Subdivision". These two parallel subdivisions function as a common corridor from the east side of Saint Paul to Northtown Yard in Northeast Minneapolis. In addition to BNSF trains, through trains of the CPR and UP also use this corridor.

Running north-south on the east side of Downtown in the valley of Trout Brook, is a complex of railroad lines that interconnects all of the routes which enter or approach Saint Paul. This tangle of converging and diverging railroad lines in the valley east of Downtown is one of the salient points affecting the routing of trains through Saint Paul. Because of the geography, this is the routing most through freight trains take between the Mississippi Valley to the southeast of Saint Paul, and the various mainlines radiating north and west from Minneapolis. It is also the location of the trackage used by the Union Pacific to access its lines to Wisconsin and Chicago, and is also the route trains take from the south and southwest to connect to CPR and Wisconsin Central trackage. Thus, coal trains from the west heading to power plants east of the city traverse trackage in the valley before heading out on one of the mainlines. Since major railroad yards are located in the Dayton's Bluff and Pig's Eye Lake area southeast of Downtown, it also means that train traffic related to these yards adds to the large volume apparent in this area.

### **3.3 Current and Projected Railroad Operations and Traffic Patterns**

Figures 10 and 11 show schematically the intensive nature of present and projected railroad operations in and around Downtown Saint Paul. It is emphasized that current numbers are based on observation and publicly available information, and represent an average day, not a peak day. They have been subject to some discussion with the three railroad companies, but the numbers were not provided by them.

Figure 10 depicts the present situation (2002), including freight traffic and the single pair of Amtrak trains, the "Empire Builder". The most intensive volumes of trains (58 per day) move from the southeastern approaches to the city, on the BNSF and CPR mainlines from Chicago, and turn north on the complex of trackage in the valley east of Downtown. They are joined at 7<sup>th</sup> Street by a combined flow of trains from the west and south, coming over the Union Pacific Omaha/Sioux City line, but also including trains from the UP Spine Line using the Robert Street lift bridge. The bridge trains, though not great in number at the present time, have an important impact on the capacity of the railroad plant, which is larger than their numbers would suggest. Slow operation over the bridge, and the complete blockage the CPR line means these trains consume much of the capacity of the railroad plant along Saint Paul's riverfront. Overall, freight volumes in this area are quite significant, and make the junction area east of Downtown Saint Paul one of the busiest rail gateways in the country. We have estimated that as much as 4% of the nation's rail traffic may be passing through that junction area.

The UP's Robert Street railroad bridge is used for coal trains coming from the south and west destined for power plants on the east side of the metropolitan area and for other long freight trains. The authors observed and timed one such typical movement, that of an 80-car train of mixed freight coming from the east and turning south to the Spine Line. Moving at 10 mph or so, this train essentially occupied not only its own UP track but also the CPR tracks it crossed for 15 minutes from the time the locomotive entered the switch at Robert Street until the time the last car cleared the interlocking. To this time must be added at least another 5 minutes for the time tracks were being "occupied" by this train in advance of or after its actual passage. Although this is by no means a worst case scenario, obviously this movement could not be accommodated during peak hours concurrently with frequent commuter trains and high speed trains which have high on-time priority requirements, without significant improvement to track system capacity.

Figure 11 represents an increase in the number of trains from today's observed level to the year 2025 based on a compound annual growth rate of 3%. This is a reasonable long-term growth rate for rail freight, which has been observed to trail slightly the long-term growth rate of the national economy. As can be seen, the resulting numbers are extraordinarily large. The point of this figure is that these are the freight flows that the railroads will want to operate, given growth in the next 20 years. Clearly, actual accommodation of these flows presupposes the provision of an adequate railroad infrastructure to handle this number of trains. The railroads will perceive this as a growth in demand for their basic line of business, which is freight service.

### **3.4 Examples of Alternative Track Connections**

In order to provide an idea of the kind of additional railroad infrastructure that would be needed for a multimodal terminal to accommodate a significant passenger service, Figures 12, 13 and 14 have been prepared. These figures illustrate a range of possible passenger tracks and connections that might be implemented in order to accommodate various levels of passenger service in Downtown Saint Paul. Bear in mind that these are purely schematic to make a point about infrastructure and operations.

These schematics all assume that the passenger service west from Saint Paul would continue to use the CPR Shortline presently used by Amtrak in order to avoid having to develop the multimodal terminal as a stub-end station. As suggested here, "through-track" stations are more efficient and make it possible for trains such as the Red Rock commuter trains to pass through Saint Paul without having to change ends or have the subsequent delays associated with this activity. Also, stub-end terminals, since they make less efficient use of trackage, generally require more tracks on average to handle a given volume of trains, thus increasing space requirements in addition to slowing trains down.

Shown for purposes of comparison, the simplest and least intensive connections and infrastructure would be those required to move handling of the present single daily Amtrak round trip, the "Empire Builder," from Midway Station to Downtown Saint Paul. (Union Depot is used for purposes of illustration, but the same principles would hold for



the other sites as well). As noted, it would be essential for an off-line passenger-only track to be provided, as is the case at Midway. Figure 12 shows such a track. On its west end, it ties into the UP-CPR connector west of the Robert Street Interlocking, thus avoiding conflicts at that point with Robert Street bridge trains. The passenger track constitutes a new, fourth track behind Government Center East, and runs behind Union Depot, where a new passenger access would be provided. In order to return to the CPR line en route to Chicago, the line would have to cross the UP's ex-CNW line, which is an unavoidable weak feature of the relocation, though not really different than the present conflict with the same traffic at the Robert Street Interlocking. The train would then use a new crossover connection to the CPR where it presently runs.

Figure 13 is an illustration of the kinds of connections and passenger trackage that would be the minimum necessary to support the introduction of the 2015-level passenger services assumed in Section 2 above and in Figures 6 and 7 (Red Rock Corridor commuter rail service, Rush Line commuter rail service, Amtrak's "Empire Builder" plus three daily Duluth round trips and six daily Midwest High Speed round trips to Chicago). Like the minimal trackage required for the "Empire Builder" alone, the passenger connection links into the UP-CPR connection west of Robert Street Interlocking although with double track and a switch installation of higher capacity. The two tracks extend east to the terminal expanding to the five station tracks discussed above.

Three important features are illustrated east of the terminal. First, the passenger connection to the CPR/BNSF joint line to Saint Croix and Hastings is not made by an at-grade crossing across the extremely busy freight junction that has been discussed. Rather, there is a new grade-separated double-track flyover that carries passenger trains over both the UP line and the BNSF line, which carries not only its own heavy freight traffic, but also that of other railroads exercising trackage rights. The passenger line would have to feature acceptable grades (probably not more than 2-3%), pass under the Lafayette Bridge, then go over the freight lines in the junction area, before descending along the foot of Dayton's Bluff to connect into the mainlines. A second feature would be the switching track branching off east of the station tracks for purposes of accommodating the switching of mail cars and other "head end" traffic, as described above. Third, to the north, and parallel to the freight lines in the valley east of Downtown, a passenger line would run to a coach yard and maintenance facility. Here, general support functions for the enlarged passenger service would be located such as for car storage, locomotive servicing and light repair, commissary function, and material storage. Whether or not it is required for commuter service, Amtrak has indicated that there will be a need for such a facility to perform maintenance on the Midwest HSR train sets.

Assuming success and growth of the passenger service as depicted in Figure 9, Figure 14 outlines two important infrastructure investments that could be added to handle growth in the number of trains. First, the number of station tracks has been increased to a minimum of six. Second, assuming that Rush Line trains are now through-routed over the Red Rock Corridor to another commuter rail corridor on the other side of the region and the number of trains between Saint Paul and Minneapolis is doubled, the Shortline's second track is restored. This second track continues as a third mainline from Chestnut Street

and the UP/CPR junction at that point through to the Robert Street Interlocking. This would greatly reduce the commuter train/freight train interference in the Downtown Saint Paul area.

## 4.0 EVALUATION OF ALTERNATIVE SITES

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### 4.1 Government Center West Site, and Government Center East Site

As noted above, the "Adult Detention Center/Ramsey County Government Center West" site, located below the Southwest Corner of Kellogg Blvd. and Wabasha Street, is pictured in Figure 4 in a view looking west from the Wabasha Street Bridge. The "Ramsey County Government Center East" site, located below the Southeast Corner of Kellogg Blvd. and Robert Street, is pictured in Figure 5 in a view looking east from the Robert Street Bridge.

#### 4.1.1 Location relative to Railroad Lines

Both Government Center sites West and East are located directly adjacent to the Canadian Pacific Railway tracks. Government Center East is also near the UP Robert Street bridge track. While this implies good access, passenger terminal operations on freight trackage will not be acceptable to the railroads. A basic principle of the BNSF position on passenger service, in which the CPR and UP have indicated they concur, is that the possible addition of passenger service cannot come at the expense of the quality and reliability of the railroads' freight service. This position refers not only to present service, but to future freight traffic as well, which as has been seen can be expected to grow to significant levels if typical growth rates experienced in the past are also extended into the future. Essentially, the station tracks in the terminal will have to be in addition to the mainline freight tracks that are already visible in these locations. A further consideration is that provision for freight traffic growth must be preserved. Accordingly, our requirements assume space for a main freight track to be added in the future.

Figure 16 illustrates three "envelopes" of space requirements for additional trackage that might be considered in the area of these two sites. These are not track alignments per se, but continuous definitions of the space that would be required at any point along the passenger route should a terminal be located at any point. The first line, closest to the river, shows the additional space that would be needed for one additional station track and associated platform. Though a tight fit, it appears that a single track and platform might be accommodated at either of the two sites, though with some construction or reconstruction of existing structures. The second line from the river shows the right-of-way requirements for the five tracks and associated platforms required for the assumed passenger program (commuter rail, high speed, conventional intercity rail), and the third for six tracks and associated platforms assuming growth of the program. These two lines demonstrate that accommodation of the rail passenger trackage required for service, not considering intercity bus, Metro Transit bus or LRT connections, would represent a major construction challenge at the Government Center sites.

Should the through routing of Red Rock trains to Minneapolis over the CP prove to be infeasible, both Government Center sites will require passenger rail traffic to "double back" towards the through BNSF rail lines located at the east end of the Downtown. For

the Government Center West site, this is a considerable distance, and will require train schedules be lengthened.

#### **4.1.2 Location Relative to Public Transit**

Both Government Center sites are located on streets that either have or are near good bus service at the upper "city" level. With effective vertical circulation, both sites would benefit from the presence of that service and potentially additional service. However, there appears to be little opportunity to create transit bus terminal space on street at these busy locations, an observation confirmed by discussion with Metro Transit staff. There is also no apparently reasonable way to bring either transit or intercity bus service to track level.

Light rail is planned for Fourth Street between Cedar and Wacouta, but there does not seem to be any significant reason why an alignment using Kellogg Boulevard could not be adopted instead if it were deemed appropriate to place that degree of emphasis on access to the multimodal terminal.

#### **4.1.3 Parking Supply**

There does not appear to be a significant supply of readily available parking within a short walking distance of the Government Center sites, but what exists might prove adequate. The West site has the City-County Building across Kellogg Boulevard with no parking. Across Wabasha, the Radisson has an adjacent ramp, the closest readily available structured space, but it is typically well used by Downtown visitors, hotel guests, and others. Some space is available, but not in significant quantities and not adjacent to the terminal without the need to negotiate crosswalks. The County Government Center East site does have spaces which presumably would be made available for terminal use if the building were converted. Meeting the auxiliary parking requirements, such as short-term parking availability to support package, express and baggage, could be awkward at these sites.

#### **4.1.4 Traffic and Pedestrian Issues**

Traffic conditions are generally fair around these sites, except possibly during major River Center events. Wabasha Street appears from casual observation to suffer from frequent prolonged traffic problems between Kellogg and 7<sup>th</sup>, but these may only be construction related. Most Downtown streets are one-way, but Robert Street running through across the Bridge is a two-way street, which would seem to provide better access opportunities to Government Center East than one-way Wabasha offers to Government Center West.

The pedestrian environment seems uniform throughout Downtown, and with one notable exception, not generally a factor which could be said to favor one site over another. The exception is, as noted elsewhere, the Skyway system, which does not directly serve either of the Government Center sites. Both will require the design

and construction of new connections to the Skyway system.

## **4.2 Union Depot**

### **4.2.1 Location relative to Railroad Lines**

Like the Government Center sites, Union Depot is located directly adjacent to the CPR and UP lines. However, unlike the Government Center sites, in the case of Union Depot that proximity is a characteristic that can be readily taken advantage of. The off-line station trackage, which would be required by the program of trains assumed in this study, can be constructed at Union Depot, provided the Post Office is relocated. If Post Office operations were not relocated from this site, it seems unlikely that more than one station track, as shown conceptually in Figure 12, and one platform, could be accommodated here. There would be little or no additional space at track level, as it appears that that space is used by the Postal Service for circulation and parking of trucks and trailers used in mail haulage.

Extensive off-line terminal trackage once existed at this location. The potential arrangement of tracks and connections to through routes in all of the necessary directions can be made, though in the case of the Chicago mainlines to the southeast, quite possibly not without the expense of a grade separated approach.

### **4.2.2 Location relative to Public Transit**

Union Depot is not quite as well situated relative to the present pattern of bus service in Downtown Saint Paul, as are the Government Center sites. However, Union Depot has the virtue of being potentially accessible to Metro Transit for terminal space, so that positive connections with buses terminating at the Depot could readily be provided. Bus access to the track level could be provided via a partly reconfigured Broadway ramp, and possibly also via a reconstruction of the T-intersection of Kellogg and Sibley. This would afford commuter train passengers the possibility of simple, short-walk transfers without change of level. Similarly, it appears that intercity buses and also light rail might reasonably be accommodated at the Depot without sacrificing even long-term station track space requirements (see Figure 15 for an example).

### **4.2.3 Parking Supply**

Union Depot has a significant on-site supply of parking. The 1998 parking study indicates that the headhouse block itself has 300 spaces. Underneath the track level, the Post Office apparently has another 1,750 spaces. Casual observation by the authors suggests that many of those spaces are unused at present. Even with the restoration of baggage and package express service at the Kellogg Boulevard level below the tracks, it would seem, that a more than ample supply of parking to meet every need is available at Union Depot, without negatively affecting the availability of parking for the support of other uses of Downtown.

#### 4.2.4 Traffic and Pedestrian Issues

Traffic does not appear to be a significant problem at any of the sites, including Union Depot. This section of Kellogg, and the lower ends of Sibley and Wacouta seem to have less traffic than the busy bridgehead streets – Wabasha and Robert. However, curb space for pick-up and drop-off of passengers appears limited at those locations, while Union Depot offers an off-street loop for these functions, as well as curb space on three streets for both these functions and taxicab zones.

Pedestrian access to the main Depot entrance on Fourth is good, even aesthetically satisfying in a sense, but a major advantage of the Depot from the pedestrian point of view is that it is already connected into the Skyway System.



## 5.0 CONCLUSION

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This study evaluates three potential sites for a Downtown Saint Paul Multimodal Terminal: the Government Center West, Government Center East, and Saint Paul Union Depot sites. The purpose of such a terminal is to bring together multiple modes of transportation in one location so that prospective customers may find it convenient to change from one mode to another, to walk comfortably to a final Downtown destination, and to find easy access to desired trip destinations in Saint Paul that may be beyond a reasonable walking distance.

The candidate sites were evaluated with reference to the following four criteria:

- Relationship to railroad lines;
- Accessibility to all public transportation modes;
- Relationship of Terminal and its parking requirements to available public parking supply; and
- Traffic and pedestrian access.

Three categories of railroad passenger service (commuter, high speed, and conventional intercity) have been assumed, based on current operations, national trends, and planning work now in progress. Consideration has also been given to local and regional public transit service (Metro Transit bus and light rail), to intercity bus carriers (Greyhound Lines and Jefferson Lines), and to local circulation and parking. For reasons of infrastructure cost, and the long life of railroad alignments, particular attention has been given to the relationship of the terminal's assumed future passenger train activity, and the station requirements of passenger trains, relative to the present and growing volume of freight traffic on the mainline railroad tracks passing through and near Downtown Saint Paul.

Example timetables for the assumed railroad passenger services indicate that five to six tracks will be required for a terminal to handle the volume of trains implied by current planning studies. Additional space would be required for connecting local transit and intercity bus modes.

All three sites are adjacent to mainline railroad tracks. However, of the three sites evaluated, only the Union Depot site appears to have sufficient space to accommodate the required station tracks and support functions without major reconstruction of adjacent properties. It is also the site that could most readily accommodate public transit access with ease of transferring and intercity bus platform space. It provides expansion room for all modes.

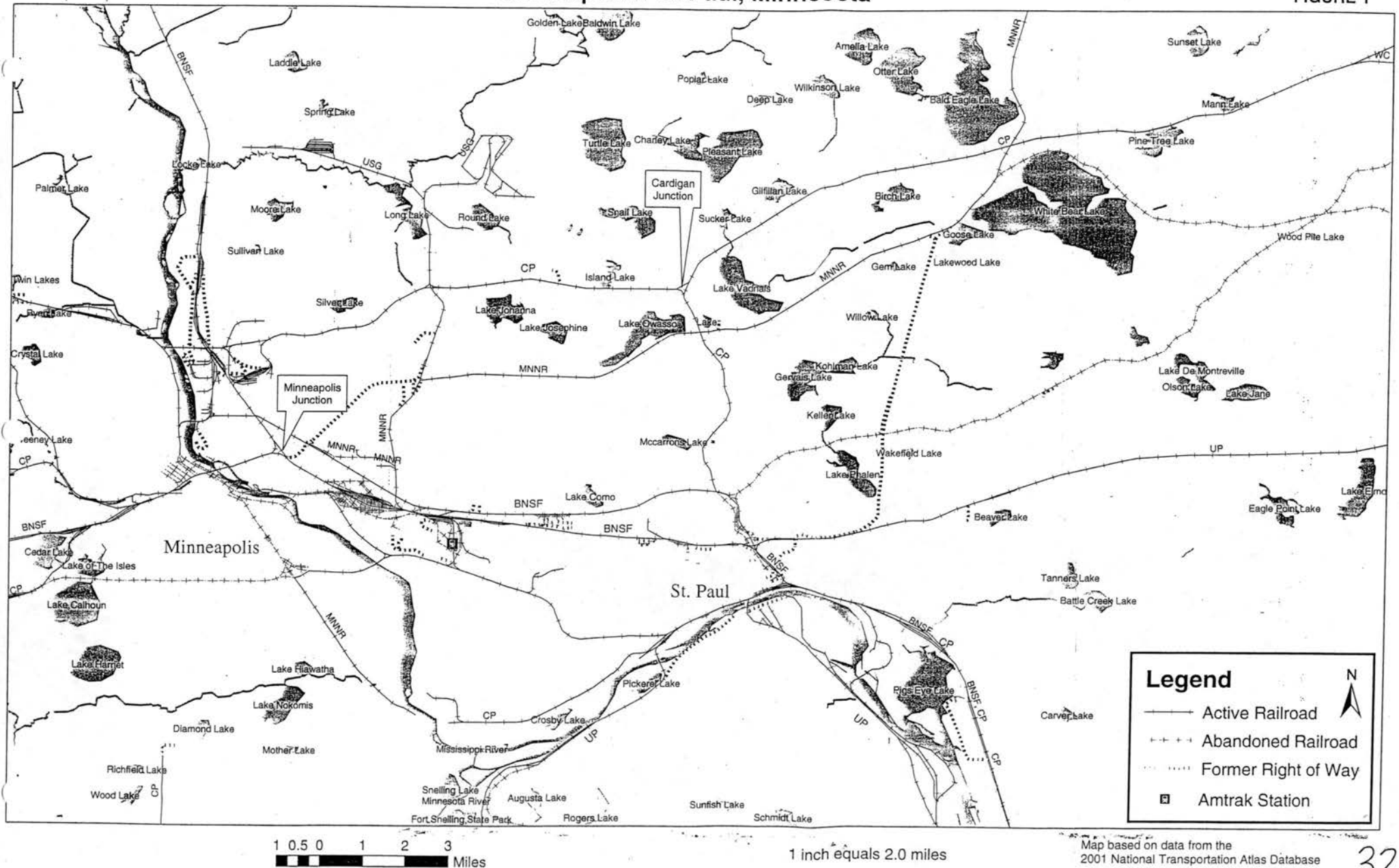
Union Depot also has existing Skyway connections and a large supply of on-site parking.

Although Skyway connections could, at some effort and expense, be provided, public transit access at the two Government Center locations would be awkward and inferior. Neither site would be large enough to handle intercity bus platforms and circulation once provision was made for station tracks and platforms. Initial construction and expansion, if required, would be both expensive and disruptive to Downtown St. Paul.

Finally, the two Government Center sites are located at congested bridgehead intersections where terminal-related automobile circulation would be difficult. In contrast, the Union Depot site offers an off-street loop for pickup and drop-off of passengers, supplemented by readily available curb space for these purposes, as well as for taxi zones.

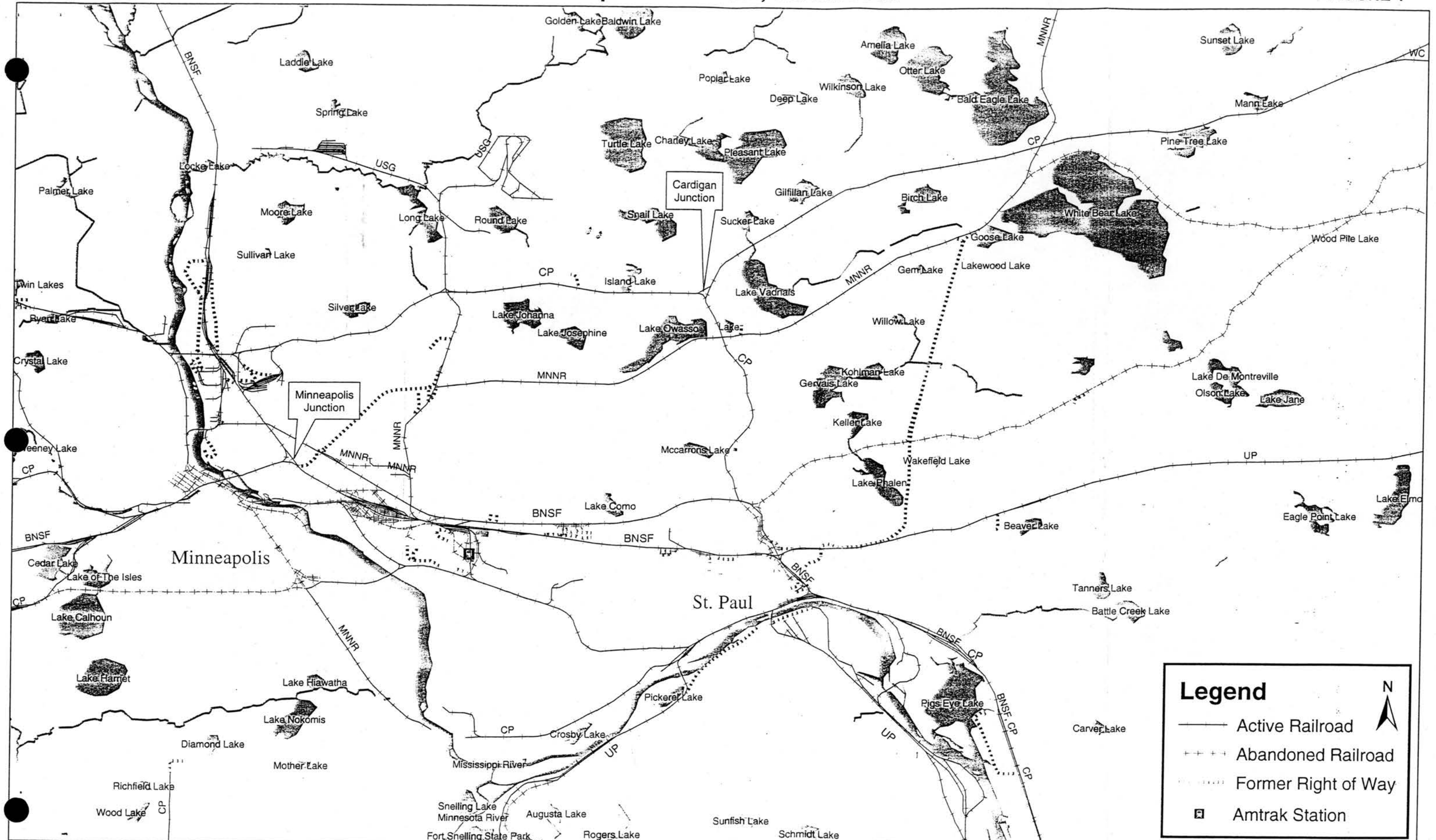
# Minneapolis / St Paul, Minnesota

FIGURE 1



# Minneapolis / St Paul, Minnesota

FIGURE 1



**Legend**

— Active Railroad

+++ Abandoned Railroad

--- Former Right of Way

■ Amtrak Station

N

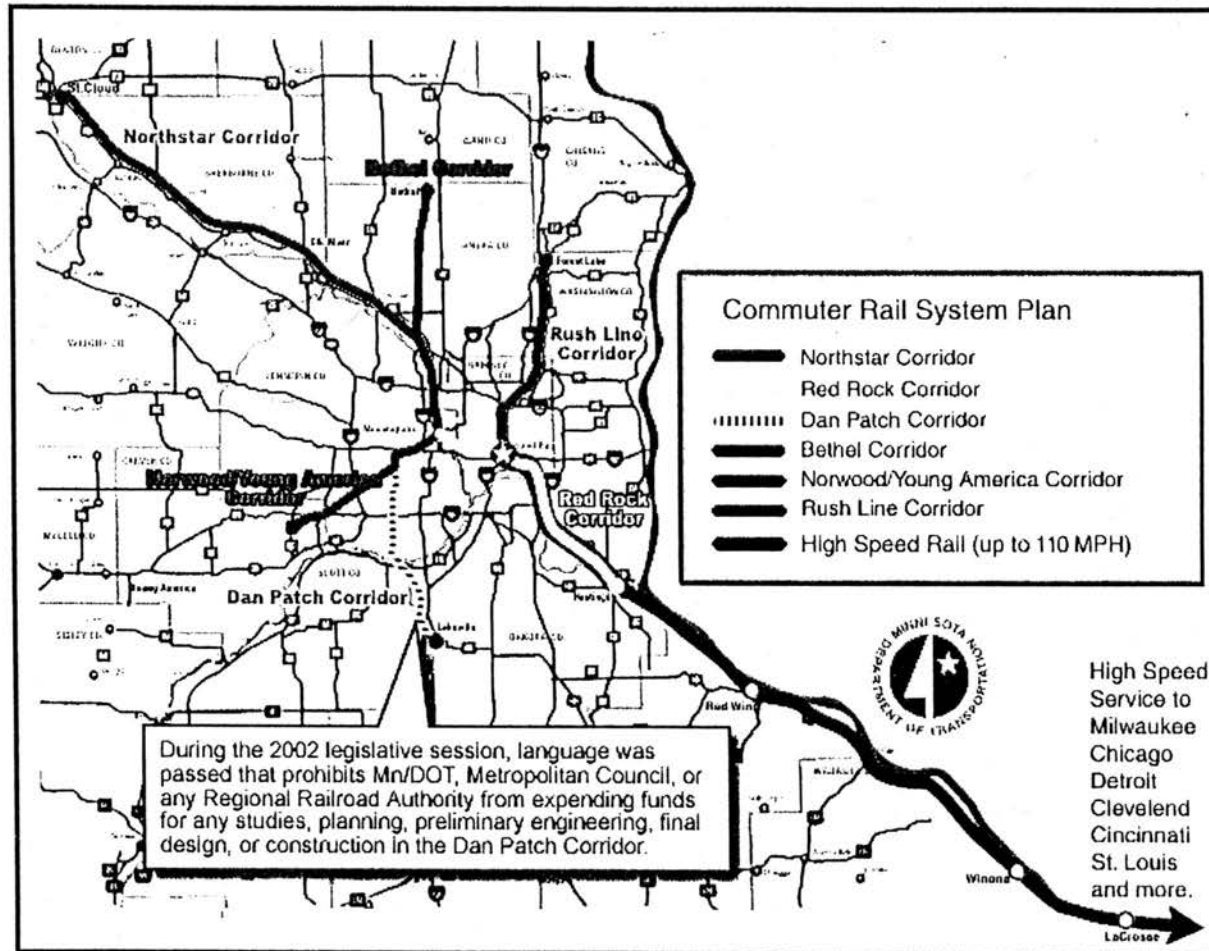
1 0.5 0 1 2 3 Miles

1 inch equals 2.0 miles

Map based on data from the 2001 National Transportation Atlas Database

FIGURE 2

# Map of MnDOT Commuter Rail System Plan



**LTK**  
LTK Engineering Services



FIGURE 3 Location Map Showing 3 Downtown Sites

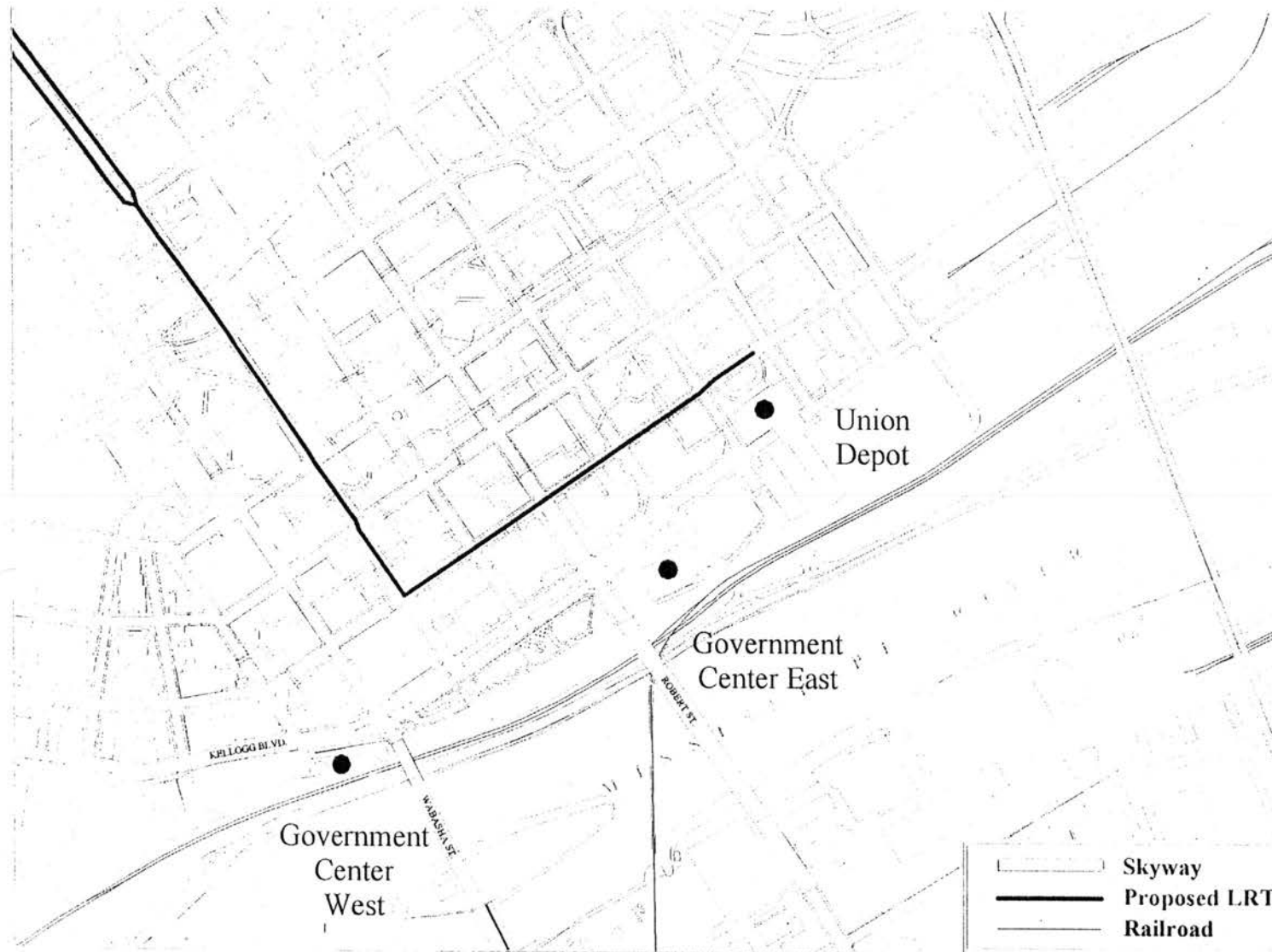




FIGURE 4

## Government Center West Site

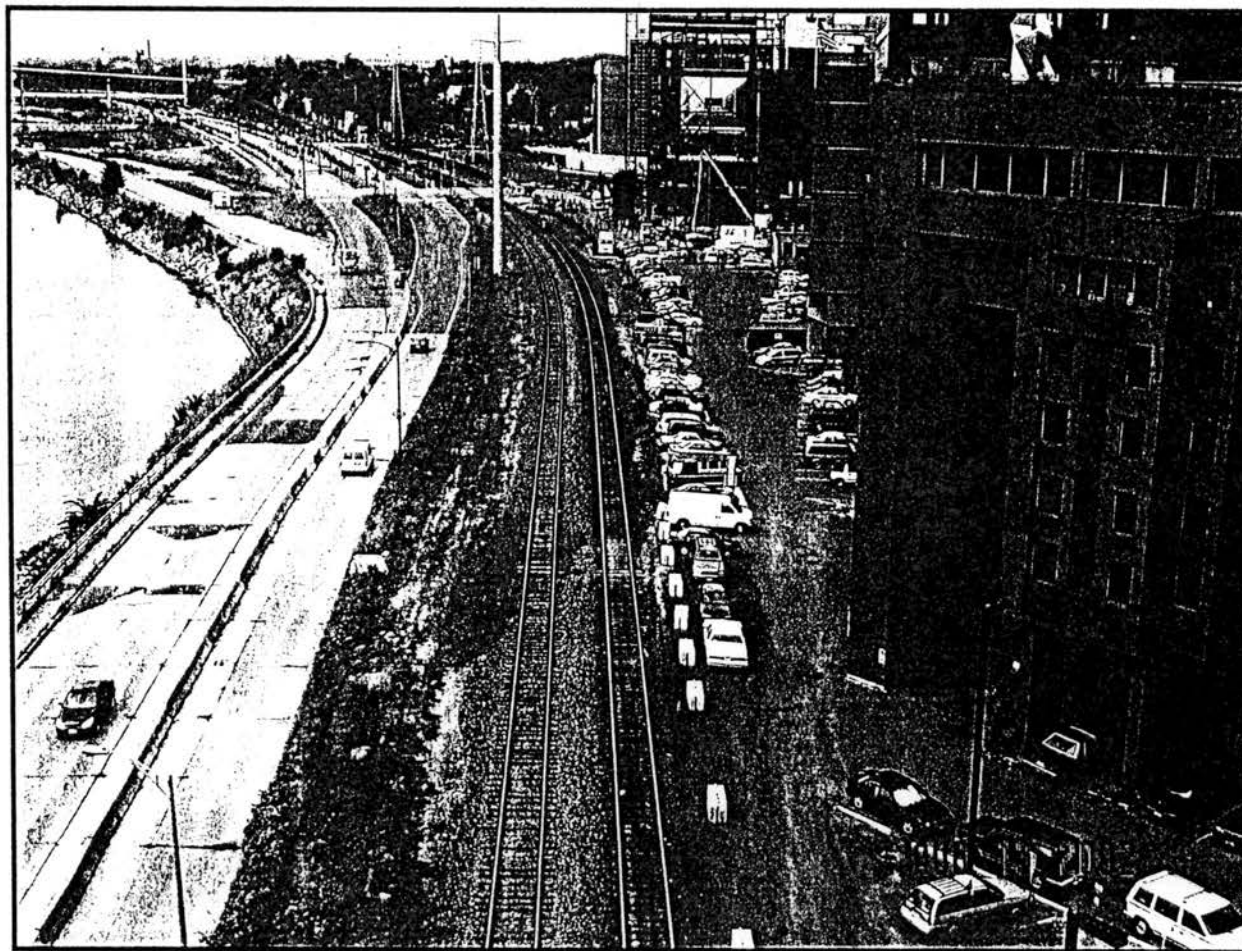


FIGURE 5

## Government Center East Site

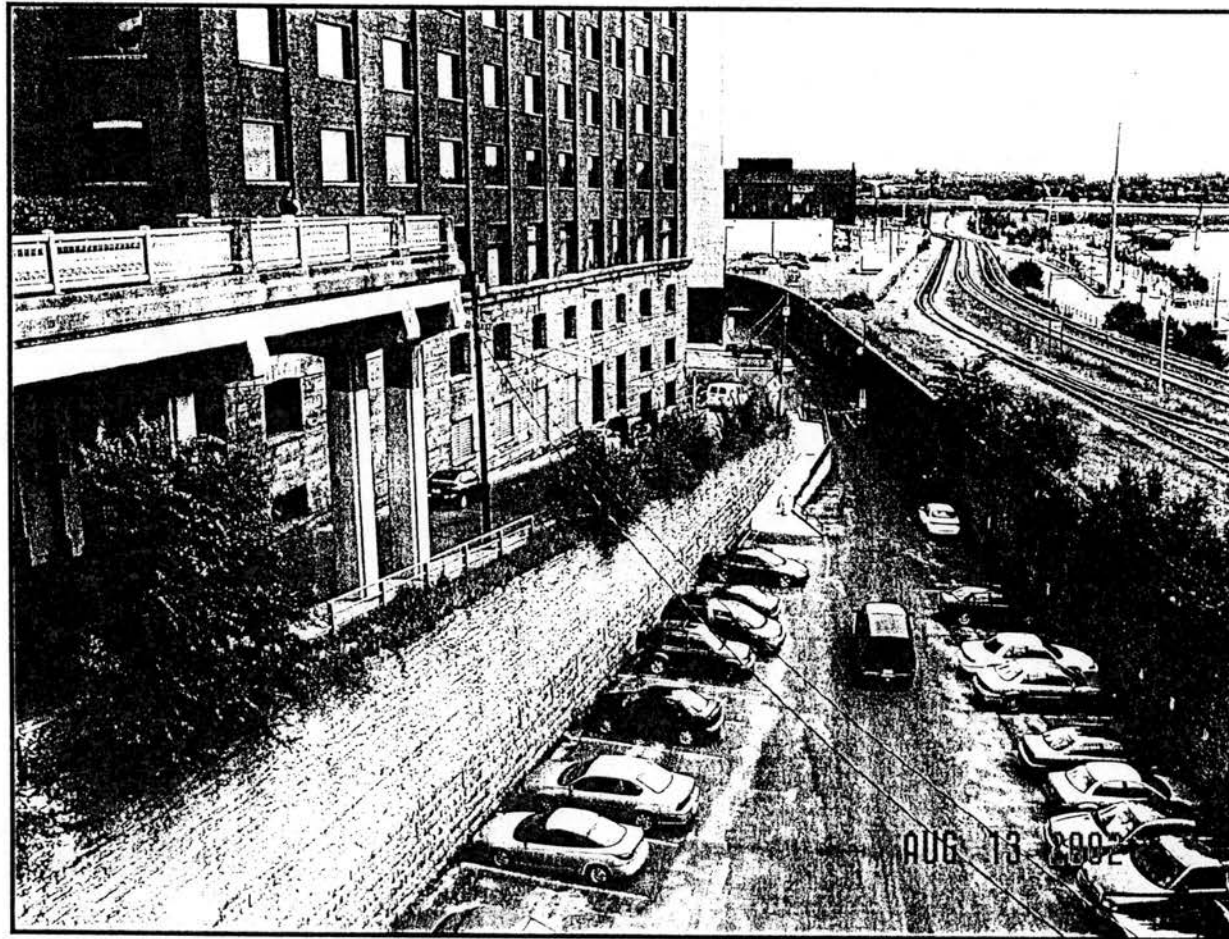


FIGURE 6

# Red Rock Corridor Example Timetable

| Central Corridor-Red Rock Corridor Example Timetable                                                                                                      |    |         |         |         |         |         |         |          |          |         |         |         |         |         |         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----|---------|---------|---------|---------|---------|---------|----------|----------|---------|---------|---------|---------|---------|---------|
| Westbound Trains                                                                                                                                          |    |         |         |         |         |         |         |          |          |         |         |         |         |         |         |
| Stations                                                                                                                                                  |    | A1      | B1*     | C1*     | D1*     | E1      | A3      | A5       | E3*      | A7      | B3*     | E4*     | D3*     | C3*     | A9*     |
| Hastings                                                                                                                                                  | lv | --      | 5:47 AM | 6:17 AM | 6:47 AM | 7:17 AM | 7:47 AM | --       | --       | --      | --      | --      | --      | --      | 5:47 PM |
| Cottage Grove                                                                                                                                             | lv | --      | 5:57 AM | 6:27 AM | 6:57 AM | 7:27 AM | 7:57 AM | --       | --       | --      | --      | --      | --      | --      | 5:57 PM |
| Newport                                                                                                                                                   | lv | --      | 6:03 AM | 6:33 AM | 7:03 AM | 7:33 AM | 8:03 AM | --       | --       | --      | --      | --      | --      | --      | 6:03 PM |
| Lower Afton Road                                                                                                                                          | lv | --      | 6:07 AM | 6:37 AM | 7:07 AM | 7:37 AM | 8:07 AM | --       | --       | --      | --      | --      | --      | --      | 6:07 PM |
| Union Depot                                                                                                                                               | ar | --      | 6:14 AM | 6:44 AM | 7:14 AM | 7:44 AM | 8:14 AM | --       | --       | --      | --      | --      | --      | --      | 6:14 PM |
| Union Depot                                                                                                                                               | lv | 5:45 AM | 6:15 AM | 6:45 AM | 7:15 AM | 7:45 AM | 8:15 AM | 12:15 PM | 12:45 PM | 3:45 PM | 4:15 PM | 4:45 PM | 5:45 PM | 5:45 PM | 6:15 PM |
| Science Museum                                                                                                                                            | lv | 5:48 AM | 6:18 AM | 6:48 AM | 7:18 AM | 7:48 AM | 8:18 AM | 12:18 PM | 12:48 PM | 3:48 PM | 4:18 PM | 4:48 PM | 5:48 PM | 5:48 PM | 6:18 PM |
| Snelling/Marshall                                                                                                                                         | lv | 5:56 AM | 6:26 AM | 6:56 AM | 7:26 AM | 7:56 AM | 8:26 AM | 12:26 PM | 12:56 PM | 3:56 PM | 4:26 PM | 4:56 PM | 5:56 PM | 5:56 PM | 6:26 PM |
| U of M/Ontario St.                                                                                                                                        | lv | 6:07 AM | 6:37 AM | 7:07 AM | 7:37 AM | 8:07 AM | 8:37 AM | 12:37 PM | 1:07 PM  | 4:07 PM | 4:37 PM | 5:07 PM | 6:07 PM | 6:07 PM | 6:37 PM |
| NE Minneapolis                                                                                                                                            | vl | 6:11 AM | 6:41 AM | 7:11 AM | 7:41 AM | 8:11 AM | 8:41 AM | 12:41 PM | 1:11 PM  | 4:11 PM | 4:41 PM | 5:11 PM | 6:11 PM | 6:11 PM | 6:41 PM |
| Minneapolis-Fifth St.                                                                                                                                     | ar | 6:15 AM | 6:45 AM | 7:15 AM | 7:45 AM | 8:15 AM | 8:45 AM | 12:45 PM | 1:15 PM  | 4:15 PM | 4:45 PM | 5:15 PM | 6:15 PM | 6:15 PM | 6:45 PM |
| * Denotes eight-minute connection to west and northbound Northstar trains at NE Minneapolis station. Trains not so designated do not have a connection.   |    |         |         |         |         |         |         |          |          |         |         |         |         |         |         |
| Eastbound Trains                                                                                                                                          |    |         |         |         |         |         |         |          |          |         |         |         |         |         |         |
| Stations                                                                                                                                                  |    | A2*     | B2*     | C2*     | D2*     | E2*     | A4      | A6*      | E3       | A8      | B4      | E6*     | D4*     | C4*     | A10     |
| Minneapolis-Fifth St.                                                                                                                                     | lv | 6:30 AM | 7:00 AM | 7:30 AM | 8:00 AM | 8:30 AM | 9:00 AM | 1:00 PM  | 1:30 PM  | 4:30 PM | 5:00 PM | 5:30 PM | 6:00 PM | 6:30 PM | 7:00 PM |
| NE Minneapolis                                                                                                                                            | lv | 6:34 AM | 7:04 AM | 7:34 AM | 8:04 AM | 8:34 AM | 9:04 AM | 1:04 PM  | 1:34 PM  | 4:34 PM | 5:04 PM | 5:34 PM | 6:04 PM | 6:34 PM | 7:04 PM |
| U of M/Ontario St.                                                                                                                                        | lv | 6:38 AM | 7:08 AM | 7:38 AM | 8:08 AM | 8:38 AM | 9:08 AM | 1:08 PM  | 1:38 PM  | 4:38 PM | 5:08 PM | 5:38 PM | 6:08 PM | 6:38 PM | 7:08 PM |
| Snelling/Marshall                                                                                                                                         | lv | 6:49 AM | 7:19 AM | 7:49 AM | 8:19 AM | 8:49 AM | 9:19 AM | 1:19 PM  | 1:49 PM  | 4:49 PM | 5:19 PM | 5:49 PM | 6:19 PM | 6:49 PM | 7:19 PM |
| Science Museum                                                                                                                                            | lv | 6:57 AM | 7:27 AM | 7:57 AM | 8:27 AM | 8:57 AM | 9:27 AM | 1:27 PM  | 1:57 PM  | 4:57 PM | 5:27 PM | 5:57 PM | 6:27 PM | 6:57 PM | 7:27 PM |
| Union Depot                                                                                                                                               | ar | 7:00 AM | 7:30 AM | 8:00 AM | 8:30 AM | 9:00 AM | 9:30 AM | 1:30 PM  | 2:00 PM  | 5:00 PM | 5:30 PM | 6:00 PM | 6:30 PM | 7:00 PM | 7:30 PM |
| Union Depot                                                                                                                                               | lv | 7:01 AM | --      | --      | --      | --      | --      | --       | --       | 5:01 PM | 5:31 PM | 6:01 PM | 6:31 PM | 7:01 PM | --      |
| Lower Afton Road                                                                                                                                          | lv | 7:08 AM | --      | --      | --      | --      | --      | --       | --       | 5:08 PM | 5:38 PM | 6:08 PM | 6:38 PM | 7:08 PM | --      |
| Newport                                                                                                                                                   | lv | 7:12 AM | --      | --      | --      | --      | --      | --       | --       | 5:12 PM | 5:42 PM | 6:12 PM | 6:42 PM | 7:12 PM | --      |
| Cottage Grove                                                                                                                                             | vl | 7:18 AM | --      | --      | --      | --      | --      | --       | --       | 5:18 PM | 5:48 PM | 6:18 PM | 6:48 PM | 7:18 PM | --      |
| Hastings                                                                                                                                                  | ar | 7:28 AM | --      | --      | --      | --      | --      | --       | --       | 5:28 PM | 5:58 PM | 6:28 PM | 6:58 PM | 7:28 PM | --      |
|                                                                                                                                                           |    | For A3  | Yard    | Yard    | Yard    | Hold    | Hold    | Hold     | Hold     | Done    | Done    | Done    | Done    | Done    | Done    |
| ^ Denotes eight-minute connection from east and southbound Northstar trains at NE Minneapolis station. Trains not so designated do not have a connection. |    |         |         |         |         |         |         |          |          |         |         |         |         |         |         |
| Solution 2: Add 3:45 PM round trip A7 from Union Depot, and truncate last evening eastbound trip (A10) at Union Depot.                                    |    |         |         |         |         |         |         |          |          |         |         |         |         |         |         |
| Equipment Rotation: A to A, B to B, C to C, D to D, E to E.                                                                                               |    |         |         |         |         |         |         |          |          |         |         |         |         |         |         |



FIGURE 7

## Example Daily Rush Line Corridor Arrivals and Departures at Saint Paul

Showing Connections to/from Minneapolis

| Station                                                                                              | Arrivals from Rush Line Corridor Stations |        |        |        |        |        |
|------------------------------------------------------------------------------------------------------|-------------------------------------------|--------|--------|--------|--------|--------|
| Arr. Union Depot<br>(from Rush Line)                                                                 | 610 am                                    | 640 am | 710 am | 740 am | 810 am | 510 pm |
| Dep. Union Depot                                                                                     | 615 am                                    | 645 am | 715 am | 745 am | 815 am | 515 pm |
| Arr. Minneapolis                                                                                     | 645 am                                    | 715 am | 745 am | 815 am | 845 am | 545pm  |
| <i>Italics indicate connecting trains, with cross-platform connection at Saint Paul Union Depot.</i> |                                           |        |        |        |        |        |

| Station                                                                                              | Departures for Rush Line Corridor Stations |        |        |        |        |        |
|------------------------------------------------------------------------------------------------------|--------------------------------------------|--------|--------|--------|--------|--------|
| Dep. Minneapolis                                                                                     | 630 am                                     | 430 pm | 500pm  | 530 pm | 600 pm | 630 pm |
| Arr. Union Depot                                                                                     | 700 am                                     | 500 pm | 530 pm | 600 pm | 630pm  | 700 pm |
| Dep. Union Depot (to<br>Rush Line)                                                                   | 705 am                                     | 505 pm | 535 pm | 605 pm | 635 pm | 705 pm |
| <i>Italics indicate connecting trains, with cross-platform connection at Saint Paul Union Depot.</i> |                                            |        |        |        |        |        |



FIGURE 8

## Minimum Track Requirements throughout the Day for Saint Paul 2015

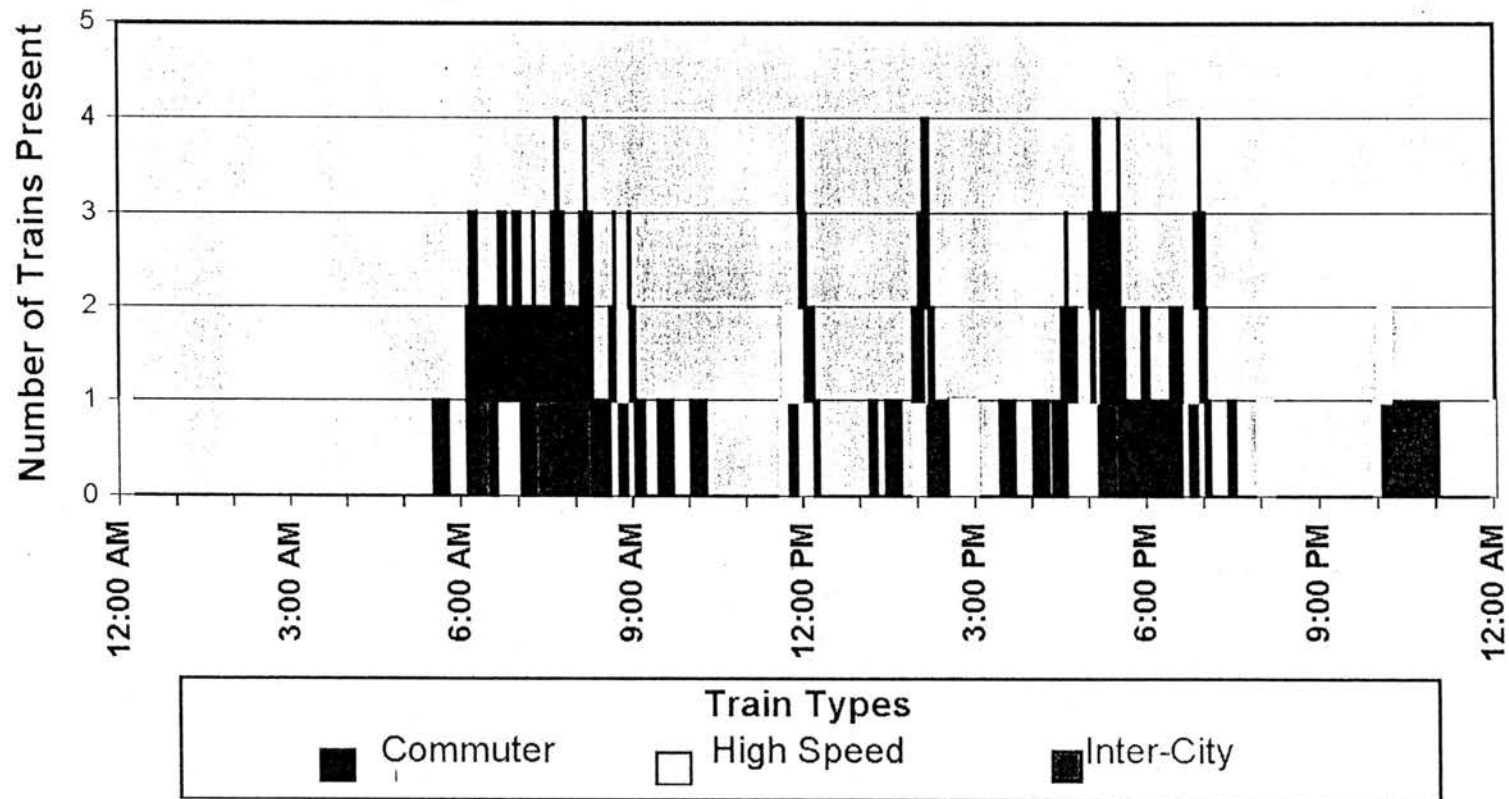
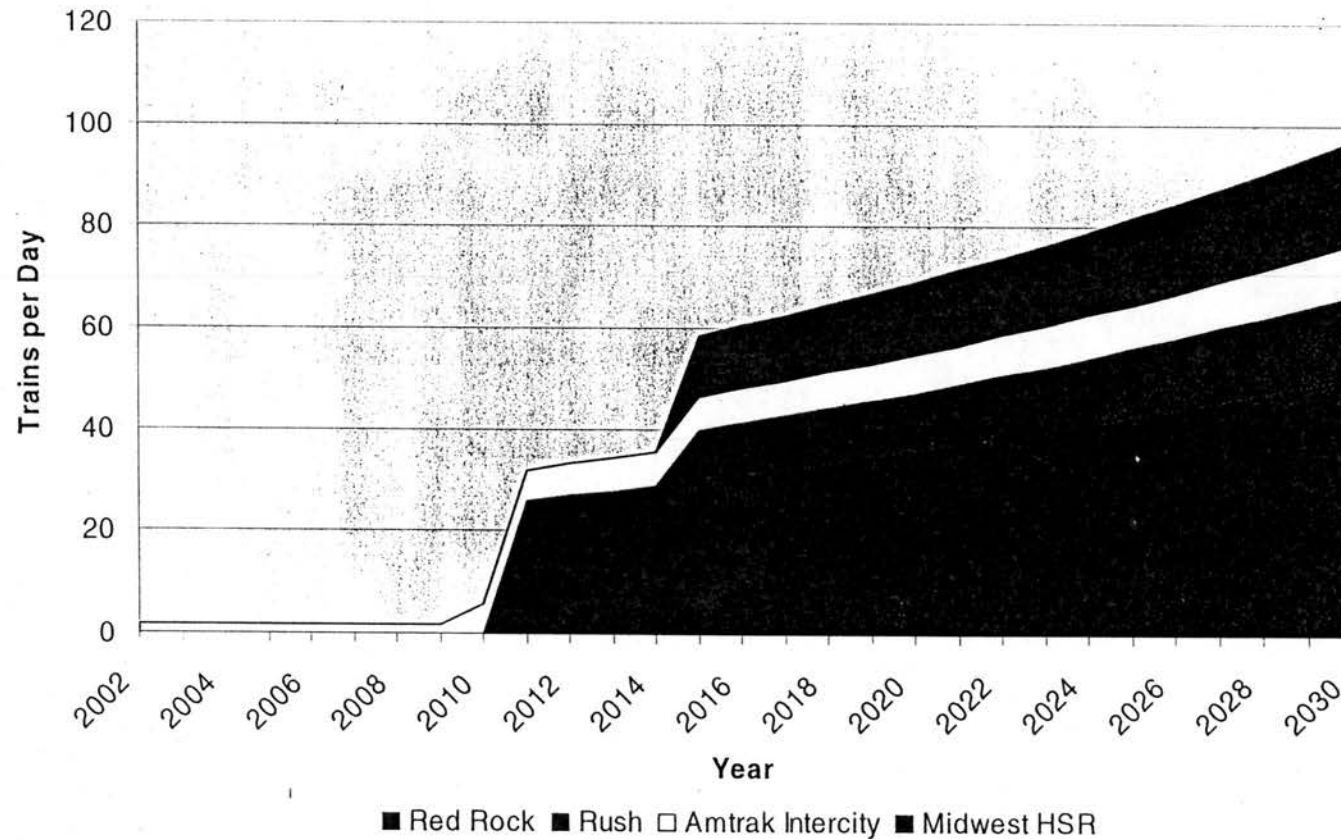




FIGURE 9

## Passenger Rail Growth in Saint Paul



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FIGURE 10

# Current Average Daily Rail Traffic Flows Based on Observation

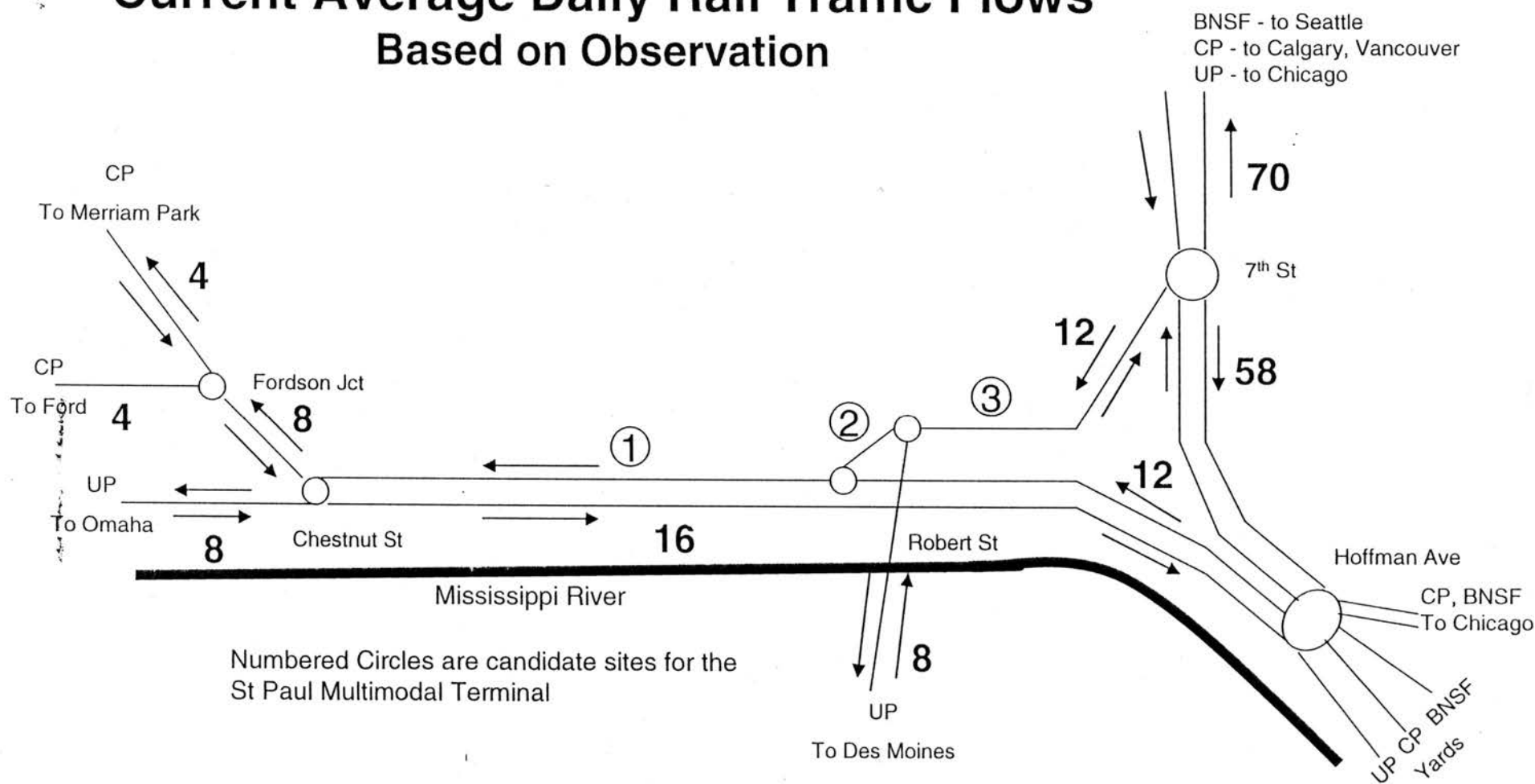


FIGURE 11

# Year 2025 Average Daily Rail Traffic Flows Based on 3% Annual Growth

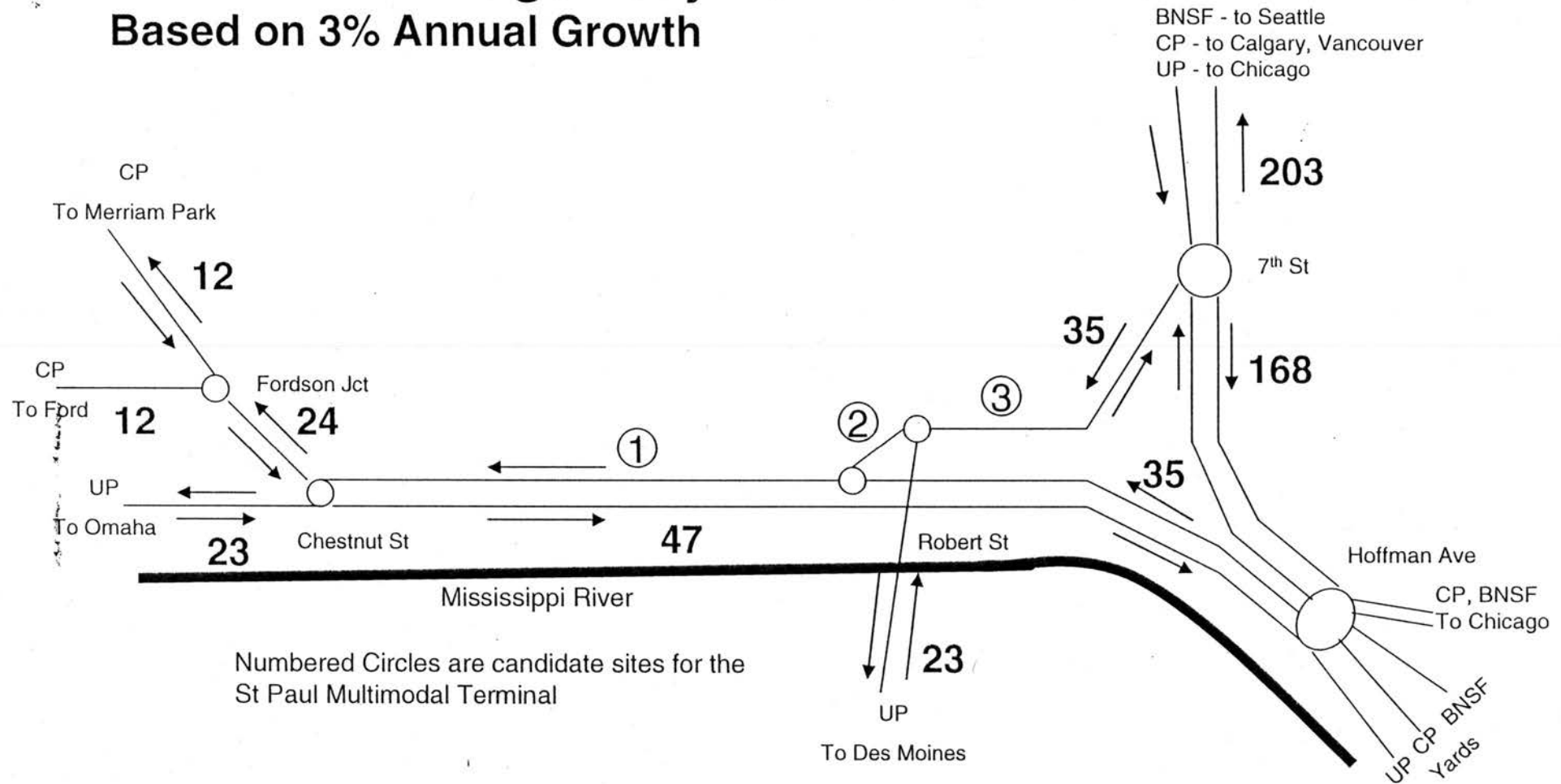
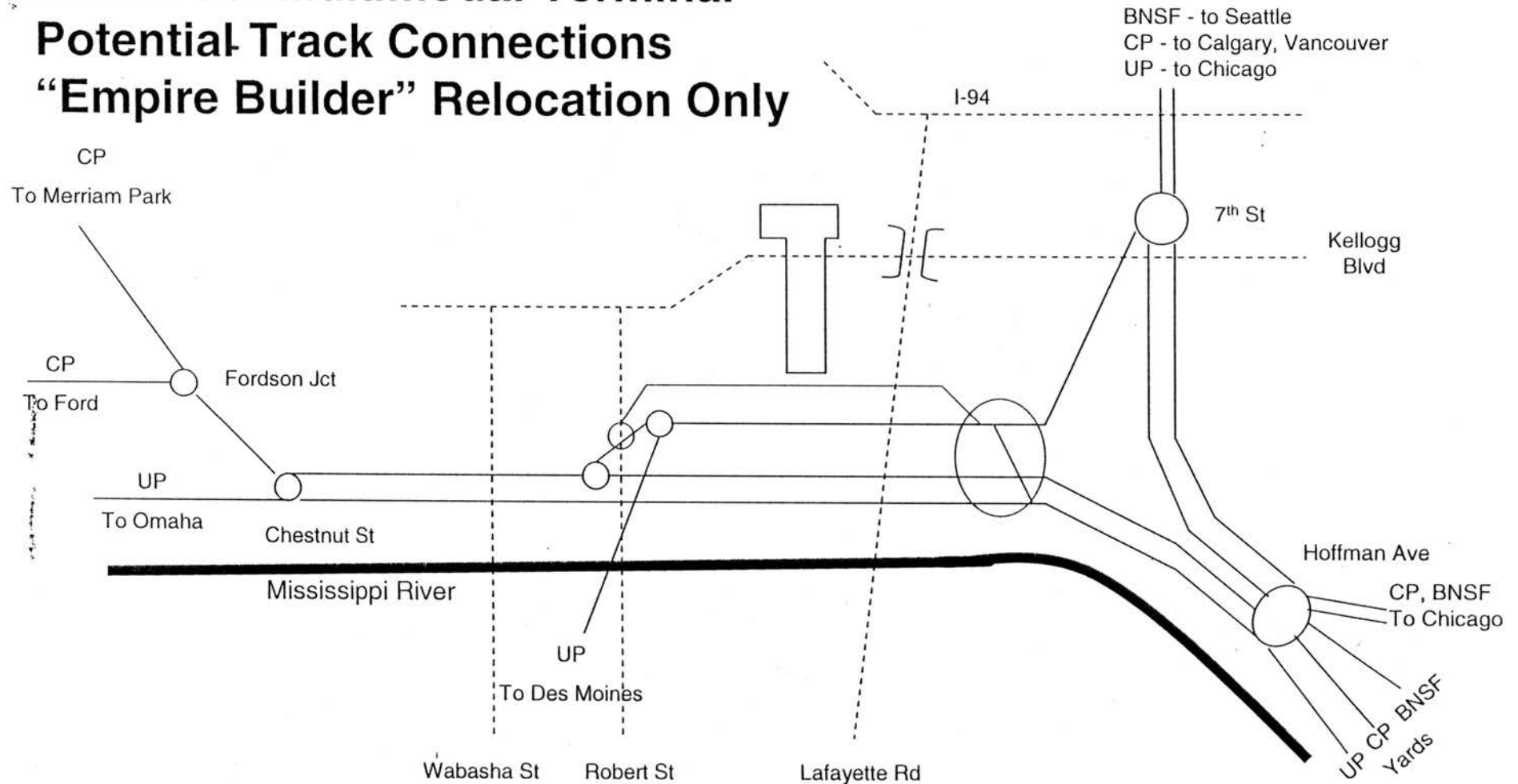


FIGURE 12

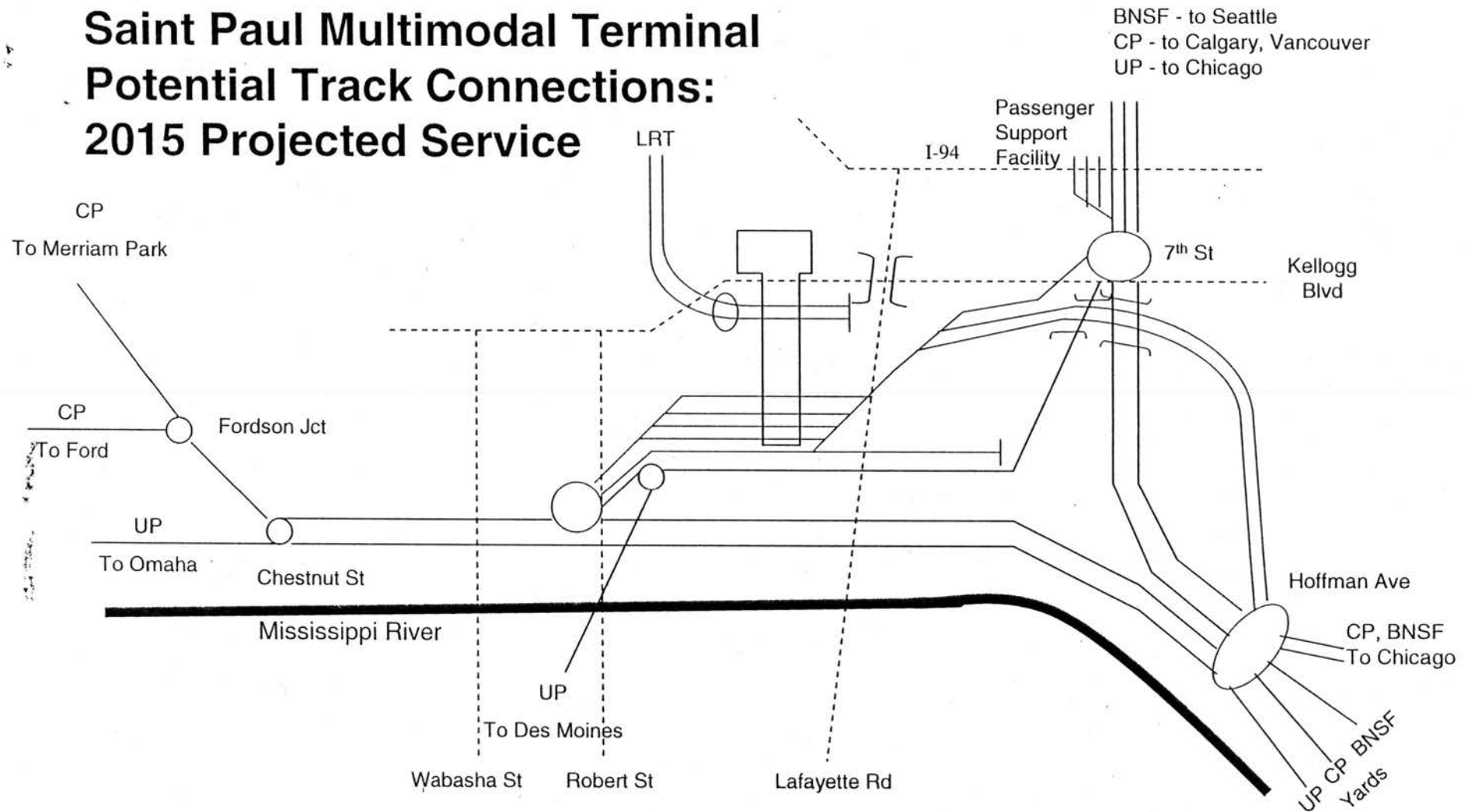
# Saint Paul Multimodal Terminal Potential Track Connections “Empire Builder” Relocation Only



43

FIGURE 13

# Saint Paul Multimodal Terminal Potential Track Connections: 2015 Projected Service



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FIGURE 14

# Saint Paul Multimodal Terminal Potential Track Connections: 2025 Projected Service

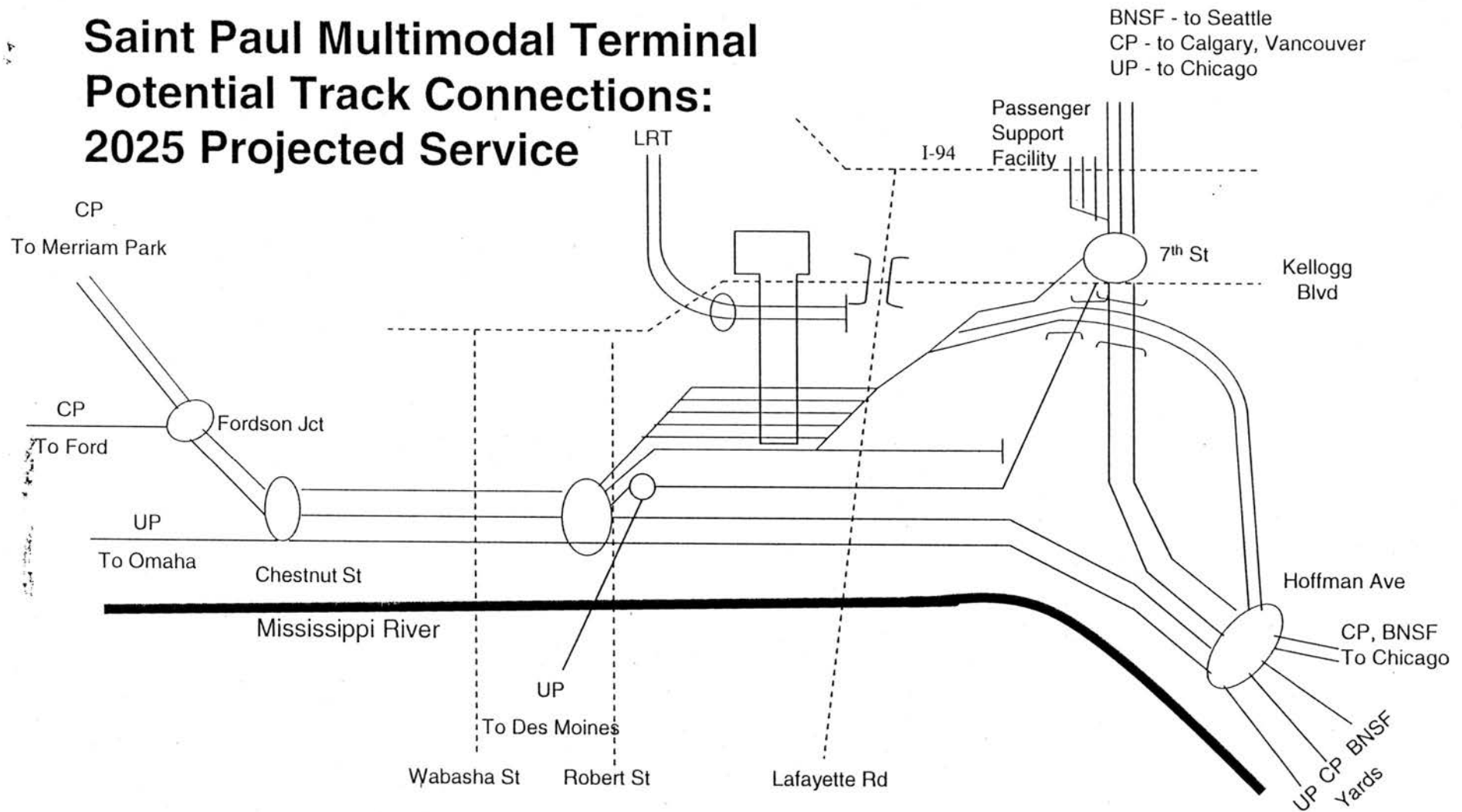
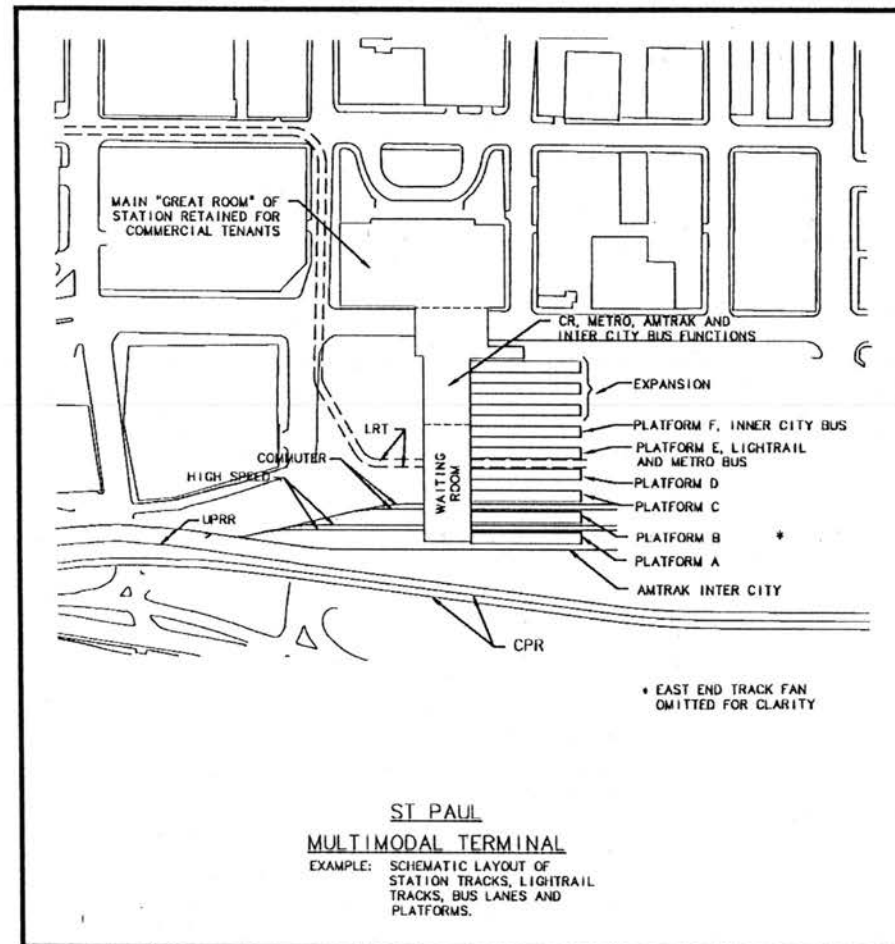


FIGURE 15

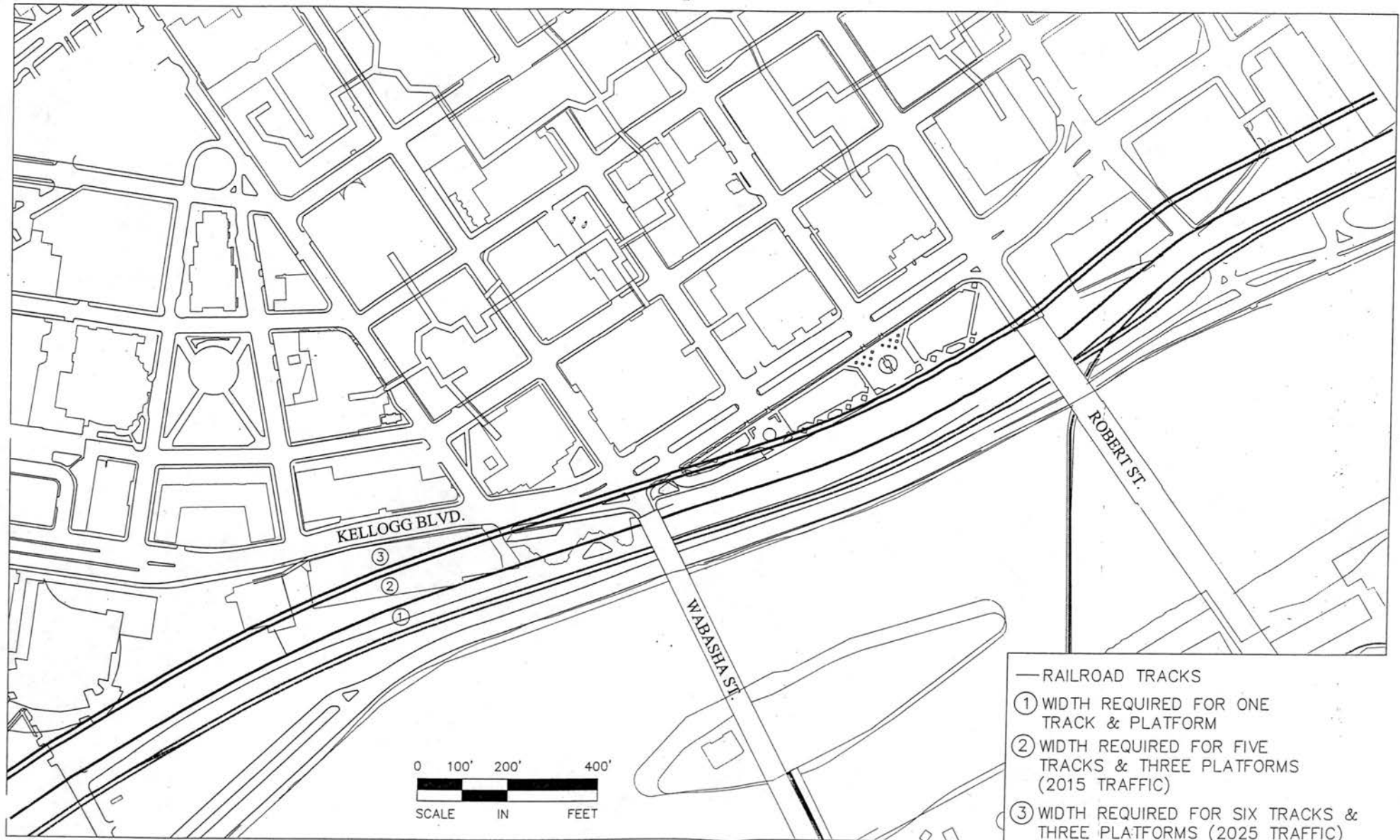
## Saint Paul Multimodal Terminal Schematic Diagram





Schematic Diagram Showing Required Width for Track & Platforms

FIGURE 16



Schematic Diagram Showing Required Width for Track & Platforms

FIGURE 16

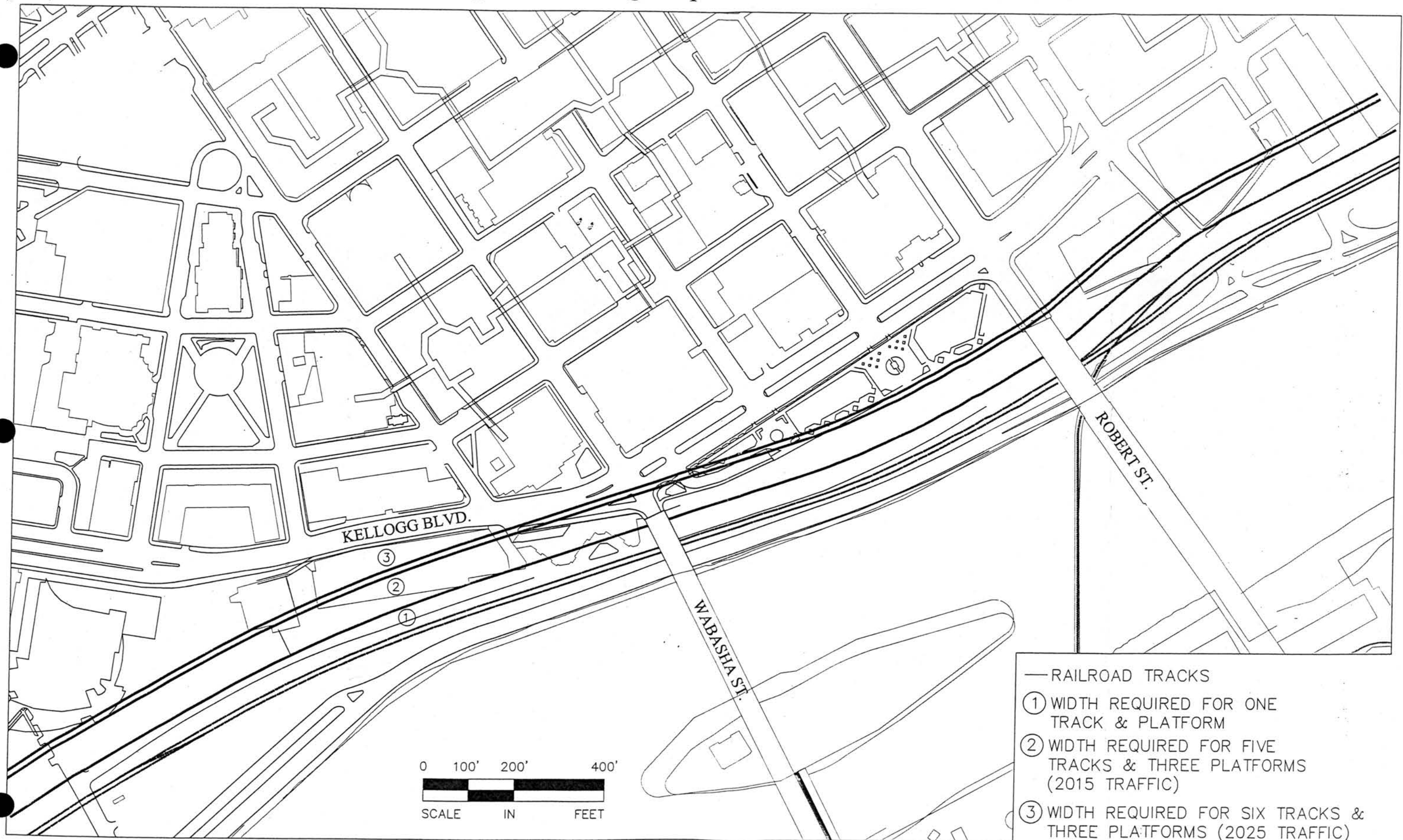
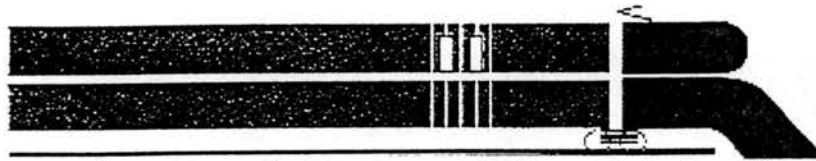


FIGURE 17

## Convenient Passenger Transfers in Dallas, Texas





Ramsey County Regional Railroad Authority

# Ramsey County Regional Railroad Authority

## Saint Paul Multimodal Terminal Evaluation Study

### Addendum to Final Report

Submitted by:  
LTK Engineering Services

November 11, 2002

**LTK**  
LTK Engineering Services



## Table of Contents

1. Introduction
2. Description and Assumptions
3. Railroad System Issues
4. Evaluation
5. Conclusions

## List of Figures

18. Site Map
19. Station Map
20. Regional Rail Network Schematic
21. Track Profile for Downtown East Terminal Site
22. Existing Track Schematic
23. Track Schematic with Terminal

## 1 Introduction

On October 10, 2002, LTK Engineering Services submitted the Final Report of the Saint Paul Multimodal Terminal Evaluation Study to the Ramsey County Regional Railroad Authority. That study evaluated three potential sites for a Downtown Saint Paul Multimodal Terminal:

- Adult Detention Center West-Ramsey County Government Center West
- Ramsey County Government Center East
- Saint Paul Union Depot

Subsequently, the Authority asked LTK Engineering Services to evaluate a fourth potential site. This Addendum is in response to that request. It refers to, and should be read in conjunction with, the Final Report, of which it is intended to be a part.

### 1.1 Site Description

Unlike the three original sites, which essentially pinpointed location options, the Authority provided LTK with a large area to consider for the fourth site. That area, in relationship to the location of the other three sites, is shown in Figure 18.

The site area is generally bounded by Robert Street on the west, Warner Road on the south, the Union Pacific Railroad on the southeast and east, and an irregular northern boundary formed by I-94, East Fifth Street, Wall Street, and the blocks between Fourth and Fifth Streets between Wall and Robert. The area is almost a mile long, east to west, and averages approximately a half-mile in width, south to north, encompassing several hundred acres of Downtown Saint Paul.

Two of the three original sites are already located inside this boundary. In order to illustrate the issues associated with a distinctively different alternative made possible by consideration of this area, and consistent with our understanding of the general intention of a fourth potential site, it was assumed that a multimodal terminal option would be located on the eastern side of Downtown Saint Paul, rather than along its southern edge, as with the first three sites.

As will be seen later in this evaluation, constraints in track layout and grades would in all likelihood result in a rail passenger terminal location no farther south than the northeast corner of this study area, under the eastbound structure of I-94. An optimal Downtown East site could well be located even further to the north.

In this Addendum, therefore, a "Downtown East" site has been assumed in the northeaster part of the study area. From the point of view of railroad access, railroad operations and freight railroad impacts, a significant distinction of this site, in contrast to those considered previously, is that it would be most useful if it were to serve passenger trains routed over Burlington Northern Santa Fe (BNSF) tracks between Saint Paul and



Minneapolis, rather than the Canadian Pacific (former Milwaukee Road) alignment assumed to be optimal for the other sites.

Alternatively, this location could serve a stub-end terminal, in which through Red Rock Corridor trains using the CPR alignment would change ends in the terminal. This would add running time to through trips, as is generally not the most desirable method of operation, but would be possible.

## 1.2 Evaluation Criteria

The principal focus of this Addendum is a concern with the railroad-related issues of a Downtown East site. However, overall, the four evaluation criteria considered are the same as those in the original report:

- Relationship to railroad lines - proximity to lines proposed or considered for passenger service, and related freight trackage
- Accessibility to all public transportation modes – routes to be followed to the Terminal by designated modes: Midwest High Speed Rail; commuter rail (Red Rock Corridor and Rush Line Corridor service); conventional Amtrak intercity service; Greyhound and Jefferson intercity bus services; Central Corridor LRT; Metro Transit bus service.
- Relationship of Terminal and its parking requirements to available public parking supply.
- Traffic and pedestrian access – general automobile access, pickup and drop-off space; sidewalk connectivity; connections to Skyway System.

## 2 Description and Assumptions

### 2.1 Service Assumptions and Requirements

Except for the routing of trains between Saint Paul and Minneapolis, the passenger rail service assumptions, as well as the requirements for local and intercity bus service, and for light rail, are the same for this alternative as for the original three. Passenger rail services would consist of three categories of trains:

**Commuter Trains:** The **Red Rock Corridor** between Hastings, Saint Paul and Minneapolis, operating the same level of service as previously assumed; and the **Rush Line Corridor**, offering the same level of service as previously assumed between Hinckley, Rush City and Saint Paul, with scheduled connections at Saint Paul to and from Red Rock trains;

**Midwest High-Speed Trains:** Between Saint Paul, Madison, Milwaukee and Chicago; and

**Amtrak Conventional Inter-City Trains:** The long-distance "Empire Builder" daily in both directions, plus three assumed intra-state trains between Saint Paul and Duluth.

With identical assumptions regarding service and growth levels, track and platform requirements are expected to be the same at this site as at the others. Specifically, the passenger train component of the terminal would require a desirable minimum of five tracks and three platforms by 2015, and a sixth track by 2025.

In addition, the same program of intercity and Metro bus platforms would be accommodated here, as would a terminal for the Central Corridor light rail service.

### **3 Railroad System Issues**

#### **3.1 Current and Future Conditions**

To understand the railroad operating implications associated with placing a passenger terminal along the railroad lines east of Downtown; it will be useful to refer to Figures 10 and 11 in the Final Report, as well as to the additional figures in this Addendum. As was noted in the Final Report, the numbers representing freight train movements in Figures 10 and 11 are based on observation, and represent an average day, not a peak day. Again, while they have been subject to some discussion with the three railroad companies, and there was no significant objection to them, these numbers were not provided by them.

To review the situation briefly, it is re-emphasized that Downtown Saint Paul is located at one of the most important points of railroad convergence in the Midwest. Three major trunk line railroad networks, the Burlington Northern Santa Fe (BNSF), Canadian Pacific (CPR) and Union Pacific (UP) funnel freight traffic through the complex junction area adjacent to of Downtown. Figure 10 illustrates our understanding of the present average freight traffic flow in this area. Figure 11 illustrates an increase in the number of trains from today's observed level to the year 2025, based on a compound annual growth rate of 3%.

As noted in the Final Report, accommodation of future traffic flows would obviously require the provision of a railroad infrastructure with a capacity sufficient to handle this number of trains, which the railroads would naturally perceive to be a growth in demand for their basic line of business. From the railroads' point of view, the lowest-cost tier of potential capacity increase opportunities represent their own asset - their own ability to increase capacity to accommodate their core business. Any right-of-way, or other physical feature, which could be used to enable the railroads to handle more business and make more profit, will, from the railroads' point of view, go to that purpose first. Therefore, additional trackage needed to handle passenger trains to and from a new terminal cannot come at the expense of future freight growth, and any arrangements for a

terminal will have to assume that additional freight-related infrastructure must be allowed for.

This leads to an important conclusion about the differences between the railroad issues associated with the original three sites and the implications of this fourth site. The three original sites are all located along the southern edge of Downtown Saint Paul, and the operating issues accordingly have to do with traffic on the CPR line which runs along Mississippi at that point, and on the Union Pacific line which crosses the River at Robert Street, then curves northward into the valley east of Downtown. As can be readily discerned from Figures 10 and 11, while the traffic figures on those lines are certainly significant, that freight traffic represents less than a third of the total freight train volume in the Downtown Saint Paul area.

Much more significant, and representing by far the greater freight volume, are the trains which approach Saint Paul from the southeast on the BNSF/CPR joint line, then turn north on the east side of Downtown (and, in the opposite direction of travel, those that operate southward down the valley, and turn southeast toward Dayton's Bluff). In the aggregate, this is an impressive flow of freight traffic, a fact that can easily be experienced firsthand by standing on any of the traffic bridges heading east from Downtown, which cross this valley. As Figure 11 indicates, given typical growth rates, the railroads' perception of this market by 2025 could be as high as 200 trains per day.

Therefore, in contrast with the original three sites, which tended to avoid the most congested parts of the railroad network, the fourth site is instead located adjacent to the part of the network, which has the highest density of freight train movements.

Another important consideration, not as relevant in considering the original three sites but of central importance here, is illustrated in Figure 20, a schematic representation of the regional railroad network. The railroad lines in the valley east of Downtown Saint Paul form, in a sense, an elongated "mixing bowl," in which trains moving to and from five different routes north of Seventh Street and two south of it, combine and diverge over a complex set of routings. At Seventh Street, the BNSF/CPR and UP lines converge from the south. To the north at Westminster Street, Soo Line Jct. and Cardigan Junction, the trains of these three railroads converge from or fan out onto a web of routes. Because of the intensive level of traffic, and the topography, these are not all "flat junctions", in which the various lines cross another at grade, but rather are themselves grade-separated or "flying junctions", where train movements in various directions may be accommodated without interfering with one another.

What we see when we look at the trains in this valley are a grouping of complex train movements. (Figure 22). The BNSF, which itself divides into two mainlines north of Downtown Saint Paul (the former Great Northern "Midway" Subdivision, and the former Northern Pacific "Saint Paul" Subdivision), is joined by UP and CPR trackage. CPR and UP trains also use BNSF tracks as connectors between their own lines south of and north of Downtown Saint Paul. It is noteworthy that the UP lines come into Saint Paul from

the south and southwest, cross the lines in the valley from west to east, then diverge north of Downtown through Saint Paul's Eastside.

Any plan to locate a terminal in this area must retain the ability to route freight trains over multiple routing combinations north and south of Downtown Saint Paul. Because of the central location of Saint Paul as a hub of Midwestern railroad networks, freight traffic from many origins going to many destinations flows through this trackage and sorts itself out here, in much the same way that highway traffic uses a complex freeway interchange.

Finally, these railroad lines are on a grade, climbing from near river-level at Dayton's Bluff to higher ground as they move north. In fact, the principal lines are on different grades, as the UP and the Midway Subdivision of the BNSF rise more rapidly to the north so that they may diverge east and west at Westminster Street, while the BNSF's Saint Paul Subdivision, also used by the CPR, starts at the same elevation but rises at a lower gradient, passing below them in a series of four tunnels. The railroad grades in the valley east of Downtown are an important consideration in siting a terminal, as is discussed below.

### **3.2 Passenger Terminal Impacts**

The first general issue which must be confronted in locating a railroad passenger terminal on the east side of Downtown Saint Paul rather than on the south side, is that placing the station on the east side moves potential passenger train traffic from a situation of lesser to one of greater conflict with the dominant and very heavy flow of freight traffic. Furthermore, as noted above, this freight traffic is not moving on a single pair of tracks between a single set of origins and destinations, but rather is moving through a large railroad traffic-sorting device.

### **3.3 Mainline Tracks on Grades vs. a Level Terminal**

All of the arrangement, or re-arrangement of trackage in this area required by a Downtown East site is made more awkward by a fundamental contradiction in track engineering requirements of the freight railroads on one hand, and the terminal on the other. The tracks are, as noted, all on a grade - climbing from the level of the Mississippi to the north. However, the terminal must be level. While a small passenger station, such as a commuter stop on a mainline where trains simply pause and continue, may be on a slight grade, a terminal, where trains and cars are switched, and where they may be left standing, with or without locomotives, for extended periods, must be on level track.

The Saint Paul Multimodal Terminal trackage area will be long, more than 2000 feet including approaches, and level throughout. It must connect to tracks at its south end that are low enough to permit trains to safely clear the Kellogg Boulevard Bridge, and yet high enough that trains going north to the Midway Subdivision (en route to Minneapolis) do not face an excessively adverse gradient. Figure 21 presents a general picture of gradient issues in this area. The yellow line running from left to right represents the proposed passenger line approach from Dayton's Bluff/Hoffman Avenue, with a structure



passing over the BNSF mainlines, then descending to clear the Kellogg Boulevard Bridge, before leveling out at the terminal.

At the north end of the terminal trackage, near the Lafayette Road Bridge, the existing freight railroad mainlines, having been climbing continuously from the River, would already be significantly higher than the terminal tracks. The green line shows the profile of the Saint Paul Subdivision, and the orange line that of the Midway Subdivision, 30-50 feet higher in elevation than the north terminal throat. Trains heading north would have to climb to make up this difference.

Leaving the terminal headed north (to the right), two lines indicate a range of potential grades. The better of the two cases, a 2% grade (yellow line) leading to the Midway Subdivision, is only possible if the connection can economically be built to a connection north of Jackson Street. That line, the 2% grade line, would not "catch up" to the elevation of the Saint Paul Subdivision until some point north of I-35E, implying the need to provide structures for it where it crosses under the Midway Subdivision. This would occur at an elevation even lower than the existing tunnels, which are known to have a history of significant and expensive drainage problems.

The connections from the terminal to the north could be shortened by using a 3% grade, undesirable but perhaps necessary. (Figure 21) Even this steeper grade (3% can generally be considered to be near the upper limit for standard passenger train operation) would be lengthy, and expensive to construct. It would be somewhat more expensive to operate, with poorer train performance.

There are also likely to be general constructability issues for the terminal proper. All grading will have to be done in an area which obviously has significant runoff and groundwater issues, and which will have to incorporate significant permanent drainage facilities.

### **3.4 Terminal Approach Conflict with Union Pacific Line**

While the terminal would be on the west or "Downtown side" of the north-south freight tracks, passenger trains approaching Saint Paul from the southeast (Red Rock commuter trains, Midwest High-Speed trains, and conventional trains) would still have to use a grade-separated approach, carrying them over the freight mainlines. All of the connections and routing combinations possible with the present track system would have to be retained. In addition, the connections into the passenger terminal, which are lengthy, would have to avoid conflicting with freight trackage. The connections would also presumably have to permit passenger trains to move onto several different potential routings to the north.

It appears likely that the grade-separated passenger approach from the southeast, and the terminal "throat" on the south, would conflict with the UP's connecting curve from the south side of Downtown into the eastside trackage. This is the track that is now located immediately behind Union Depot. Freight trains using this track are generally those

either using the "Spine Line" and the Robert Street railroad bridge, or the upstream bridge (the "Omaha Line" bridge) near Western Avenue, and continuing through the Eastside of Saint Paul to Wisconsin or Chicago.

As noted before, and in the Final Report, commuter, conventional and high-speed trains approaching from the southeast/Dayton's Bluff area would need a structure to carry them over the main BNSF tracks, and also the UP connecting track. In the case of a Downtown East site, however, this flyover would have to turn north to access the terminal. In doing so, it would have to provide clearance below the Kellogg Boulevard Bridge, as it descends to the level of the terminal. This descent would probably require removal of this UP connecting track.

Removal of the UP line would require the development of an alternative route to connect the UP Spine Line and Omaha Line, to the former Chicago & Northwestern mainline to Wisconsin and Chicago, through East Saint Paul. Possibilities to upgrade other lines to achieve this objective, assuming the UP were willing to consider it, do exist, but all of the would involve considerable expense. The worst case might involve building the UP a new bridge over the Mississippi at a downstream location, in addition to connecting trackage, and, potentially, other facilities.

### **3.5 Complex Track Construction**

This terminal location only makes operating sense in connection with a choice of the BNSF Midway Subdivision as a route between Saint Paul and Minneapolis. The regional rail network schematic, Figure 20, shows that of the two BNSF lines going west, only the Midway Subdivision provides direct access to Minneapolis Junction – the last surviving gateway to Downtown Minneapolis, and the route of the proposed Northstar Corridor commuter service.

However, the Rush Line commuter rail service will use the Saint Paul Subdivision as far north as Soo Line Junction, en route to Cardigan Junction before swinging east to White Bear Lake. Therefore the north throat of the terminal must connect not only to the Midway Subdivision – on a reasonable gradient – but also to the Saint Paul Subdivision. These connections, plus capacity to accommodate growth as well as UP traffic displaced from the connecting line, as described above, will make a situation that already involves complex trackage (Figure 22) even more complex. Figure 23 illustrates an example of what might be required in the way of track construction to accommodate the terminal, removal of the UP connection, the changes in routing patterns and capacity growth.

While the Multimodal Terminal would not be the direct and sole cause of all of this added trackage, the Downtown East site is likely to be held responsible for a significant share of it for two reasons – first, because the terminal leads and connections will result in more complex track construction than would otherwise be the case, and, second, because a more intensive passenger use of the Midway Subdivision would be seen as the cause of added freight congestion – the basis of cost sharing incapacity improvements from the railroad's point of view.



### 3.6 Highway Structures

In considering a rail passenger terminal, and associated trackage and support facilities, in the valley east of Downtown Saint Paul, it is essential to keep in mind that the valley is already full of structures. Figure 19 illustrates the locations of piers, which support existing highway structures in this area (Kellogg Boulevard, East Fourth Street, two separate structures at I-94, Seventh Street, Lafayette Road and others). These structures must be taken into account, both as to plan and profile, as they significantly complicate and make more challenging, and expensive, the layout of complex terminal trackage.

## 4 Evaluation

### 4.1 Location Relative to Railroad Lines

A Downtown East site would be close, in straight-line distance, to the regional railroad lines. However, as discussed above, issues related to gradient, freight traffic volumes, and conflicts with existing track, indicate that the close physical proximity of the terminal site to the railroad lines may not represent, in actuality, an asset. In one respect, the site may be too close, since the southern terminal approaches appear to conflict with the Union Pacific's track in this area, and may require its removal and rerouting of the freight traffic using it. Connections can, however, be made between the terminal trackage and the mainlines to the south (the BNSF/CPR joint mainline), and to the north (the Midway Subdivision for Minneapolis trains, and the Saint Paul Subdivision for Rush Line trains), though depending upon the gradient, they may involve considerable capital expense.

### 4.2 Location Relative to Public Transit

A distinct advantage of the Downtown East site is the availability of land. While drainage would have to be dealt with at lower levels of the terminal, there is obviously sufficient room here to develop platforms and support facilities for both Metro Transit buses, and Greyhound and Jefferson Lines intercity buses, which would probably approach the terminal from the west and use an area on higher ground. Metro Transit already has a layover location just north of and adjacent to this site, which could presumably be consolidated into a combined facility at the Multimodal Terminal.

It may be assumed that the Central Corridor light rail line would also be extended approximately 0.7 miles from the currently proposed terminal in front of Union Depot to the Multimodal Terminal. This, and an additional light rail trainset that might be required to maintain the peak headway (7 ½ minutes), could represent additional capital cost incurred by the Downtown East site.

An issue to be addressed is whether light rail lines might well be extended into East Saint Paul eventually anyway, in which case this extension might more appropriately be considered an early investment in an expanded system. It is not clear, however, that the Multimodal Terminal, which would presumably be located at approximately East Fifth

Street, would be so sited as to make it possible for light rail trains proceeding east to serve it without excessive deviation from a desirable routing to the Eastside (using Seventh Street, for example). Depending upon the details of design, the Downtown East site for a Multimodal Terminal might effectively be a cul-de-sac for a light rail extension, and not usable as a through route to the Eastside. Similarly, bus lines routed into the Terminal may realistically have to end there, without serving other trip origins or destinations east of Downtown.

#### **4.3 Parking Supply**

As noted above, this site has significant land resources available. In that regard, it is reasonable to expect that all parking necessary to support the functions of a multimodal terminal (as discussed in the Final report) could be accommodated here.

#### **4.4 Traffic and Pedestrian Issues**

At present, there are no significant traffic generators in this part of Downtown Saint Paul, and therefore traffic issues do not appear to be significant. The development of a Multimodal Terminal, which provides a very high level of accessibility, could be expected to lead to commercial development that would also generate traffic. However, on the whole, there does not appear to be a reason to expect traffic issues to develop significantly at this site.

The area is at present not very friendly for pedestrians. This is a transitional area, in which a more pedestrian-friendly environment may be expected to develop eventually in any event. The skyway system, however, is more remote from this site than from any other under consideration. The closest skyway access at present is at Mears Park, in excess of half a mile. Should redevelopment occur in this area, as well as a multimodal terminal, it could be required to incorporate an extension of the skyway system to the east.

### **5 Conclusions**

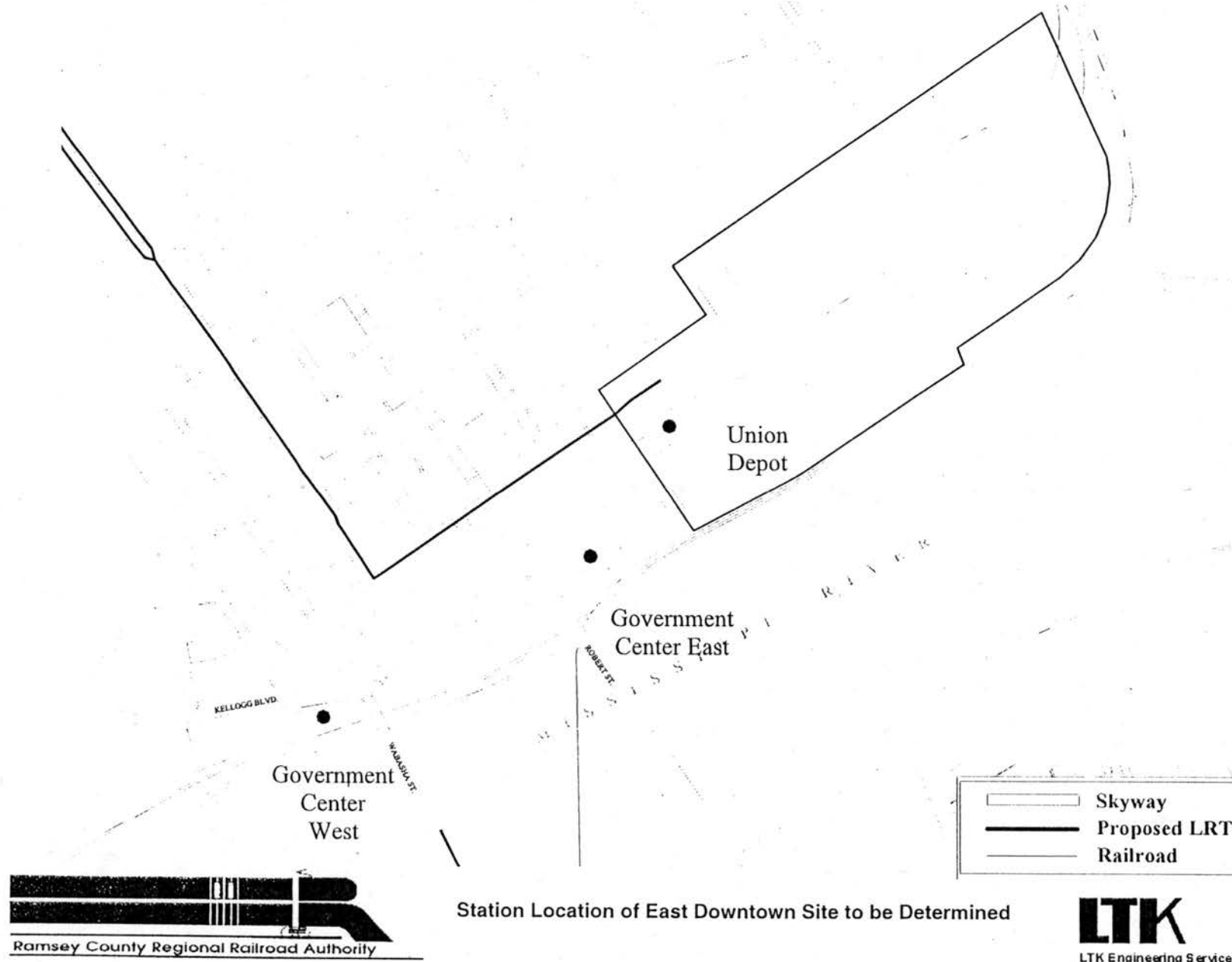
The eastern part of Downtown Saint Paul south of I-94 is a large area in transition, with available land for many uses – not only commercial development, but also the functions of a Saint Paul Multimodal Terminal. A terminal located in Downtown East could be catalyst for redevelopment of the area, development that could potentially overcome the area's present pedestrian-unfriendly character. As the area is not really on the way to anywhere else, due to the interruption of traffic arteries by the intensively used railroad lines to the east, it might not become prone to traffic problems stemming from a mix of through and terminal-related local traffic.

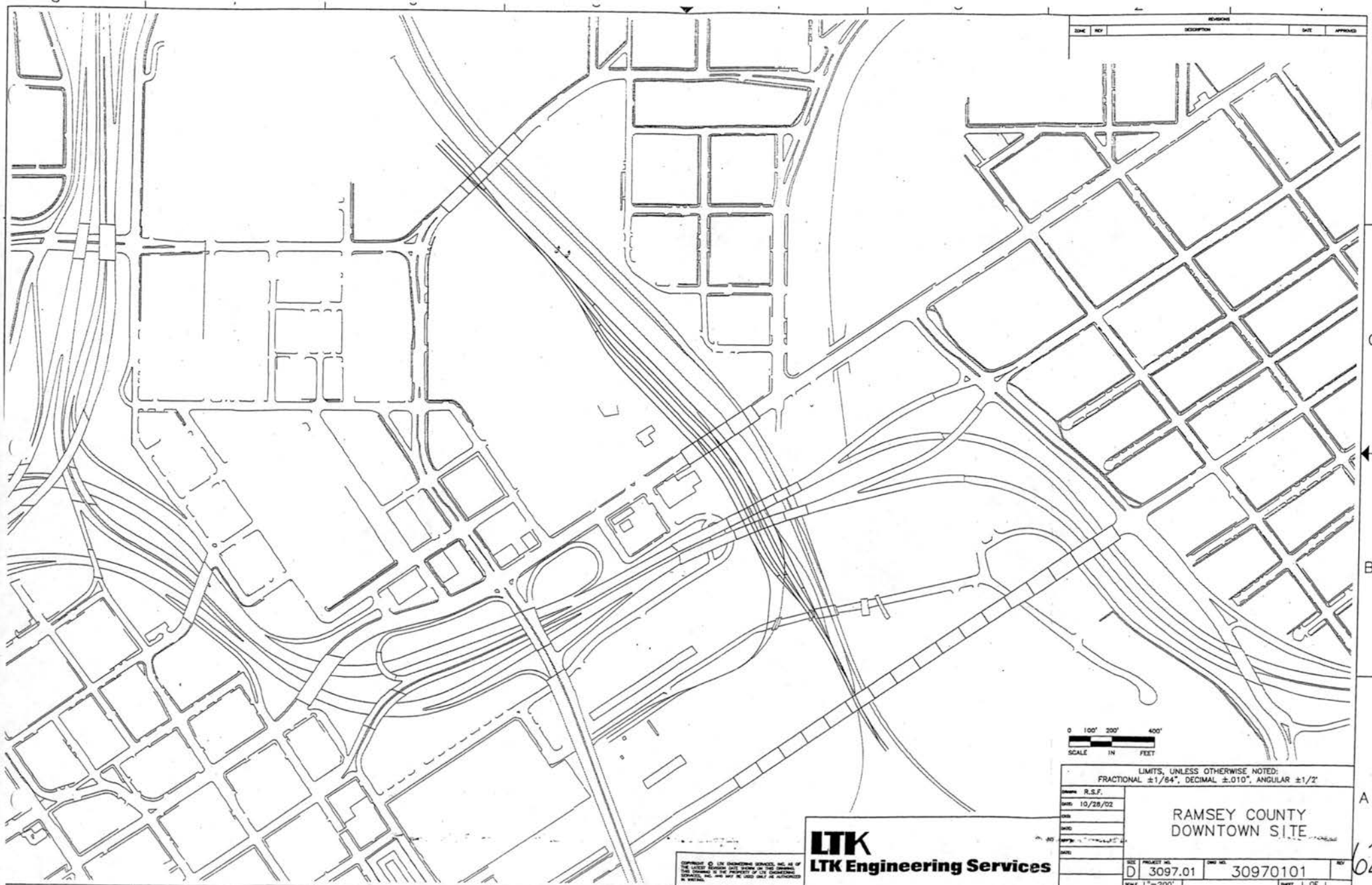
However, the same "dead end" nature of the area that might help it avoid traffic problems would also make it difficult to serve with a through light rail transit line, linking the Central Corridor with Saint Paul's Eastside. Some Metro Transit buses, however, could reasonably be expected to find the area useful as a line terminal.

Railroad operations are definitely the most significant obstacle to use of Downtown East as a site for a Multimodal Terminal. As discussed above, it appears that a terminal located here would conflict with the Union Pacific track connecting the "Spine" and "Omaha" lines with the mainline to Wisconsin and Chicago – potentially requiring that line's removal, and rerouting of its freight traffic at considerable expense. Equally troublesome would be the engineering and construction problems caused by locating the terminal next to one of the nation's busiest railroad freight funnels, where multiple tracks and interconnections and lines on different gradients would probably make terminal track construction awkward, and expensive both to build initially and to operate in the long term.

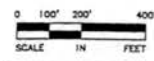
Figure 18

# Location Map Showing Four Downtown Sites for Multimodal Stations





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LIMITS, UNLESS OTHERWISE NOTED:  
 FRACTIONAL  $\pm 1/64"$ , DECIMAL  $\pm 0.010"$ , ANGULAR  $\pm 1/2"$

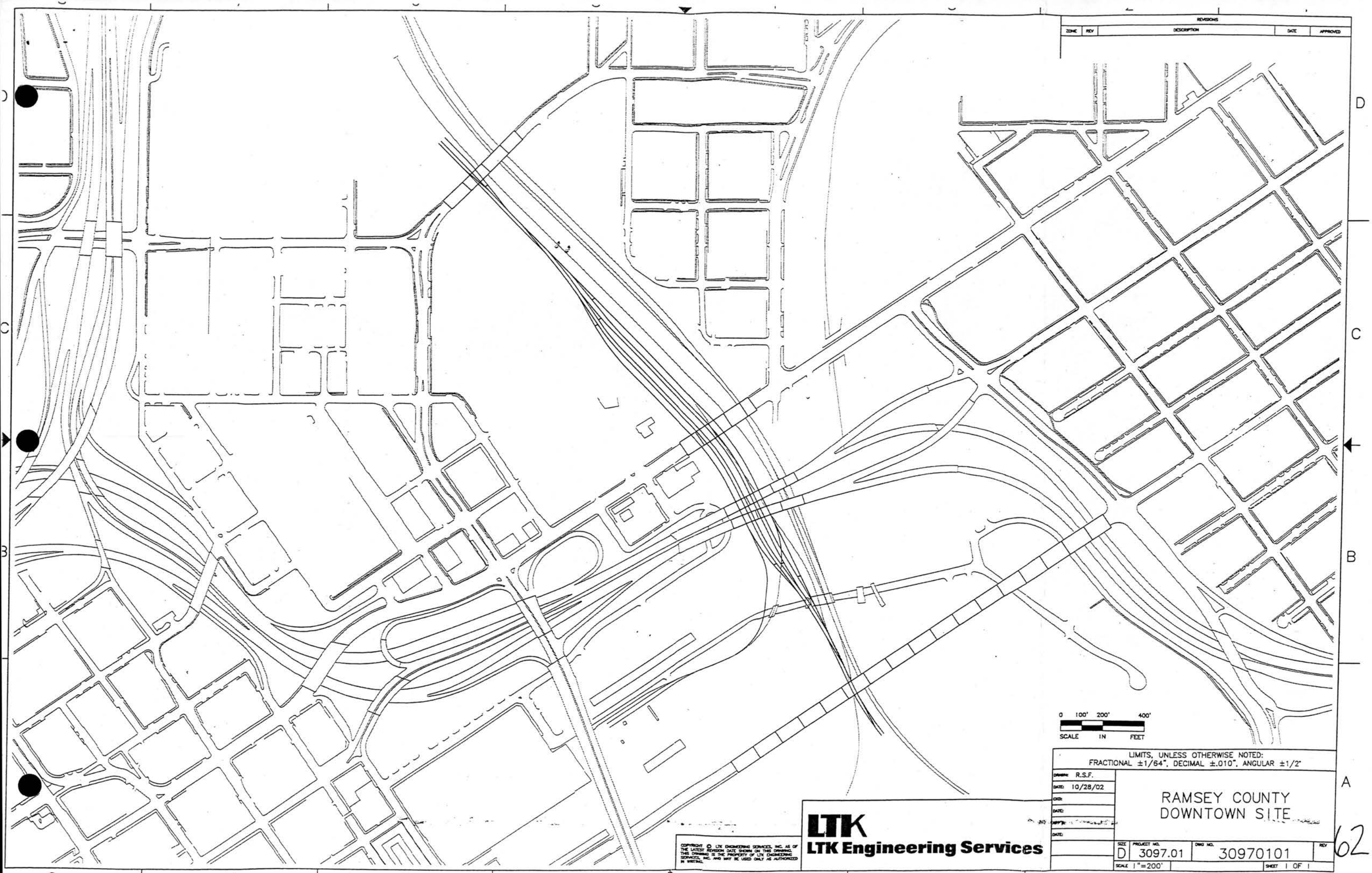
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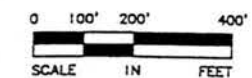
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|-------------------------------------------------------------------------------------------------------|----------|--------------------------------|-------------|--------------|
| LIMITS, UNLESS OTHERWISE NOTED:<br>FRACTIONAL $\pm 1/64"$ , DECIMAL $\pm 0.010"$ , ANGULAR $\pm 1/2"$ |          |                                |             |              |
| DRAWN                                                                                                 | R.S.F.   | RAMSEY COUNTY<br>DOWNTOWN SITE |             |              |
| DATE                                                                                                  | 10/28/02 |                                |             |              |
| CHKD                                                                                                  |          |                                |             |              |
| DATE                                                                                                  |          |                                |             |              |
| DATE                                                                                                  |          |                                |             |              |
| DATE                                                                                                  |          | SIZE                           | PROJECT NO. | DWG NO.      |
|                                                                                                       |          | D                              | 3097.01     | 30970101     |
|                                                                                                       |          | SCALE                          | 1"=200'     | SHEET 1 OF 1 |

COPYRIGHT © LTK ENGINEERING SERVICES, INC. AS OF  
THE LATEST REVISION DATE SHOWN ON THIS DRAWING.  
THIS DRAWING IS THE PROPERTY OF LTK ENGINEERING  
SERVICES, INC. AND MAY BE USED ONLY AS AUTHORIZED  
IN WRITING.

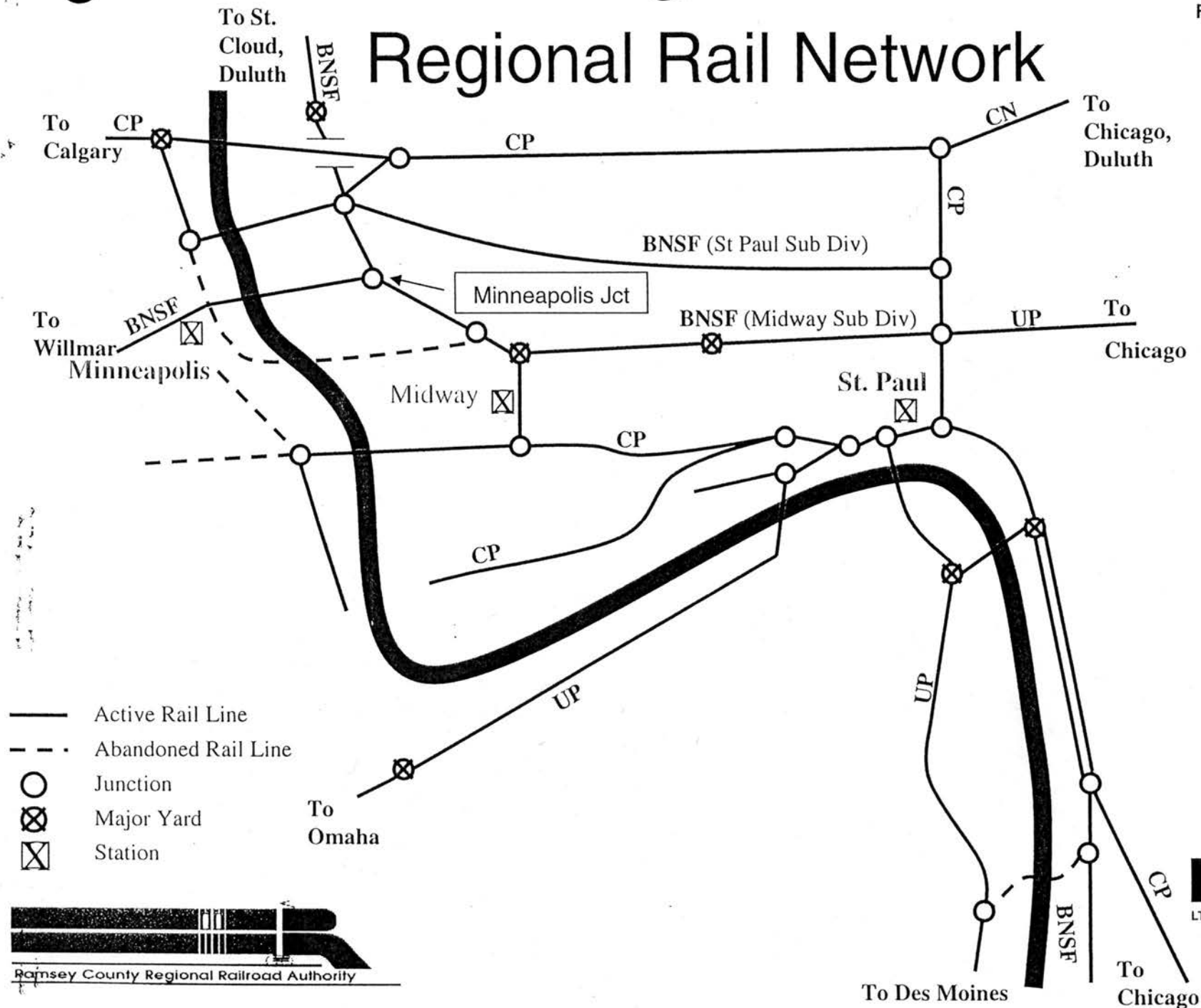
**LTK**  
**LTK Engineering Services**

62



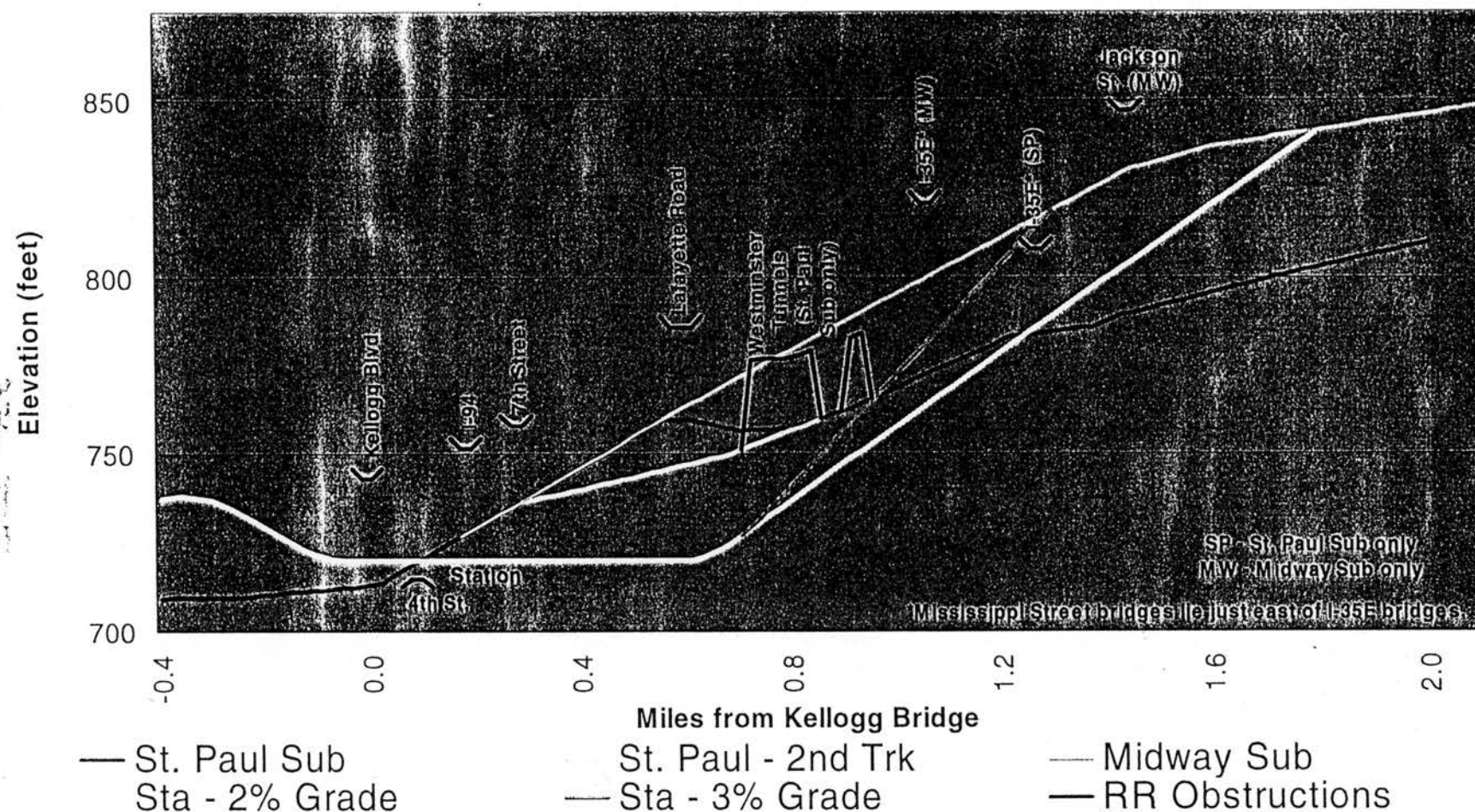
Figure 20

# Regional Rail Network



63

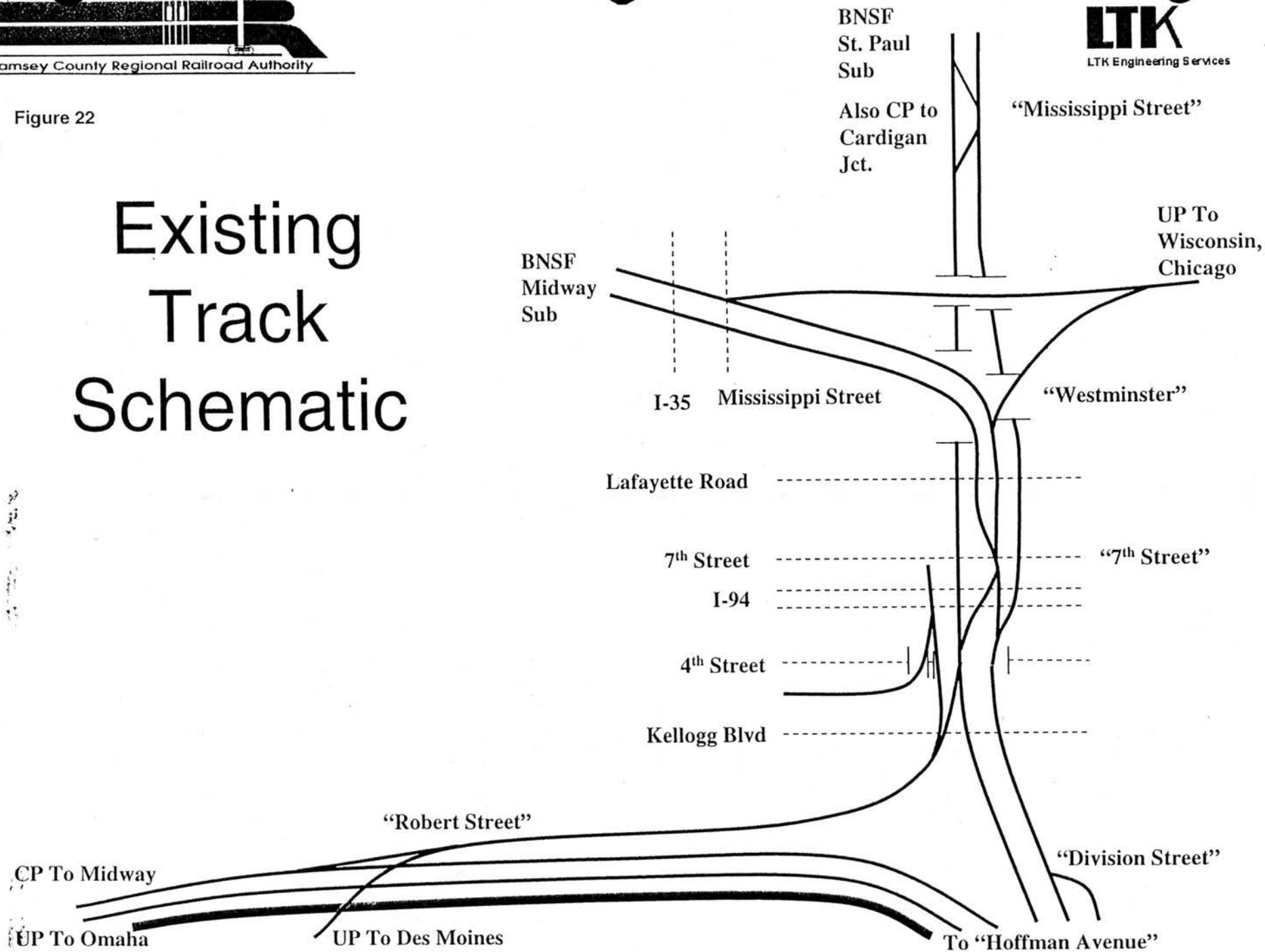
# Track Profile for St. Paul Multimodal Station on Westminster Hill



**LTK**  
LTK Engineering Services

Figure 22

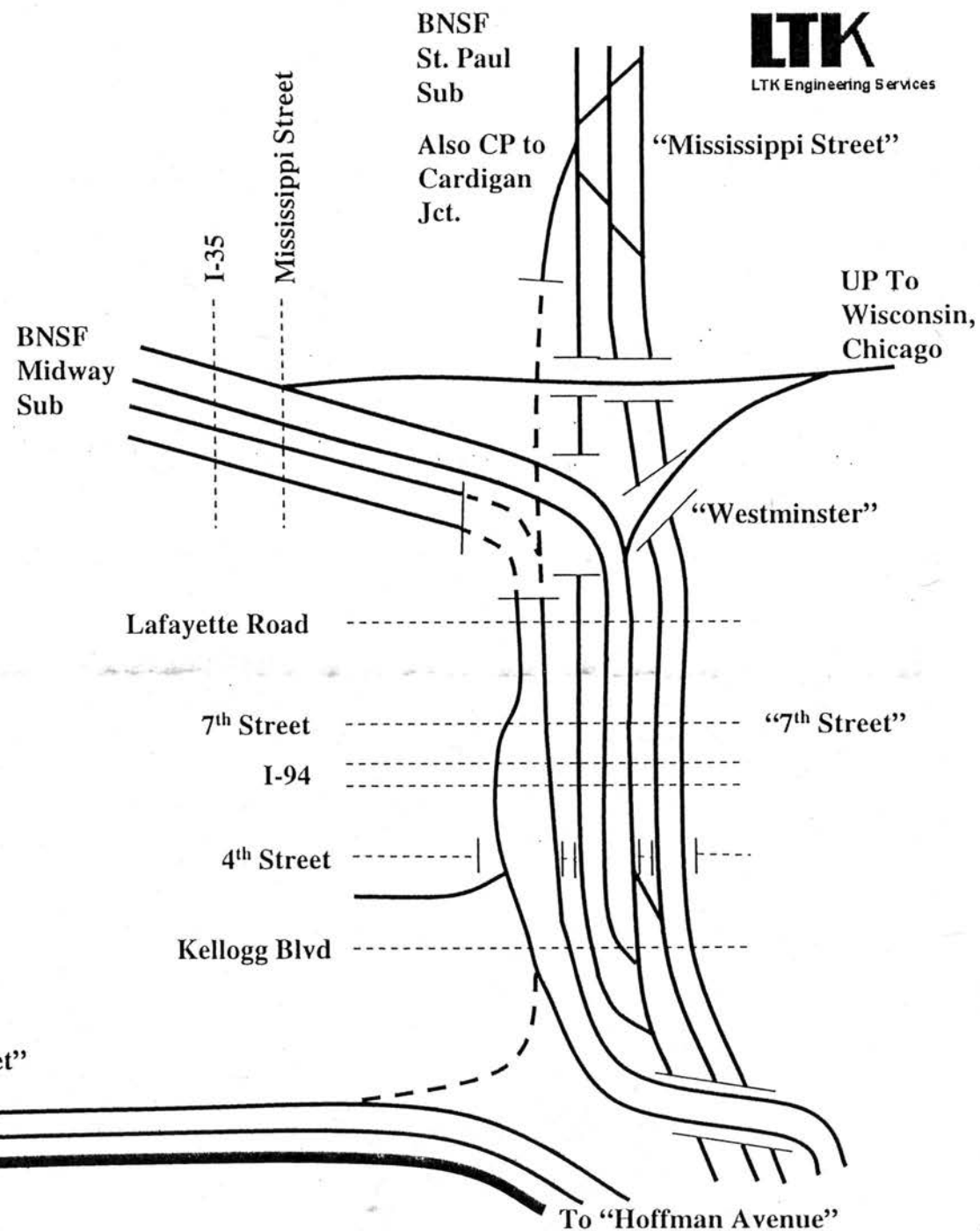
# Existing Track Schematic



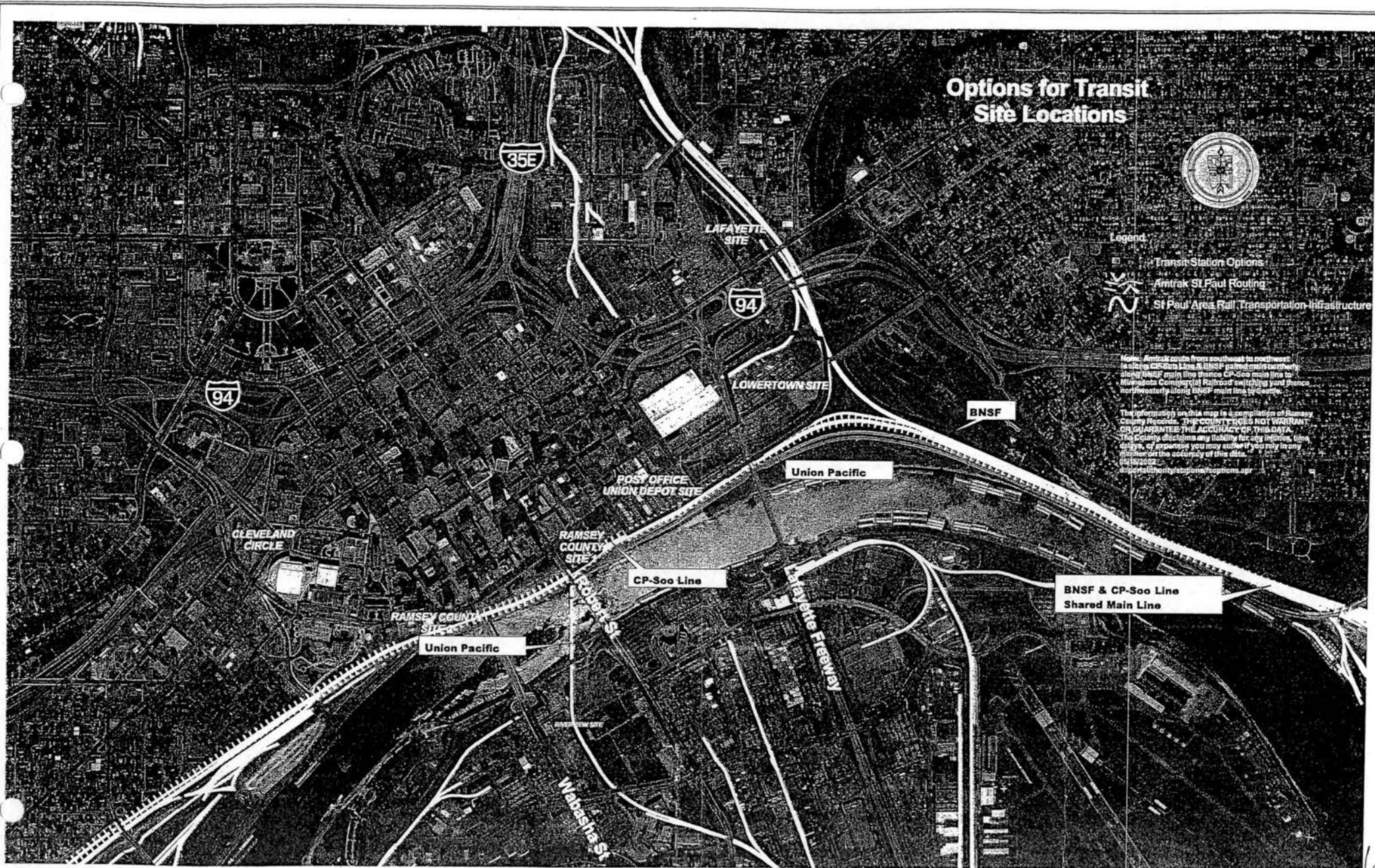
65



# Track Schematic with Passenger Station

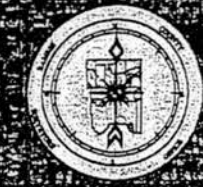








# Options for Transit Site Locations

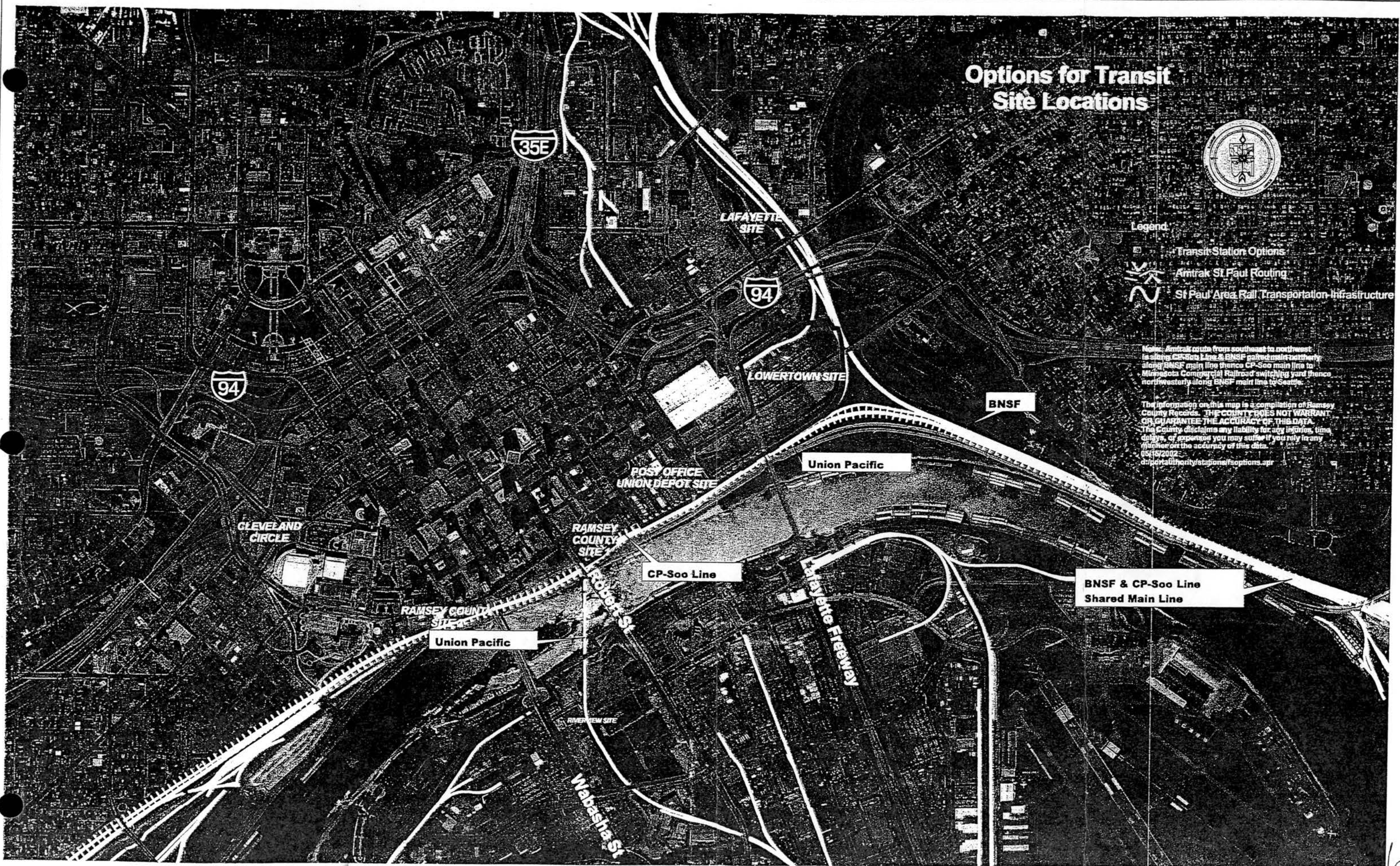


## Legend

- Transit Station Options
- Amtrak St. Paul Routing
- St. Paul Area Rail Transportation Infrastructure

Note: Amtrak route from southeast to northwest is along CP-Soo Line & BNSF shared main line northward along BNSF main line then CP-Soo main line to Minnesota Commercial Railroad switching yard then northwesterly along BNSF main line to Seattle.

The information on this map is a compilation of Ramsey County Records. THE COUNTY DOES NOT WARRANT OR GUARANTEE THE ACCURACY OF THIS DATA. The County disclaims any liability for any injuries, time delays, or expenses you may suffer if you rely in any manner on the accuracy of this data. 05/15/2002 d:\portal\authority\stations\faoptions.apr





# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

3

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

January 14, 2003

Date

### Board Action Requested

Authorize staff to issue a request for proposals for federal intergovernmental relations consulting assistance.

**ACTION IS REQUESTED**

### Request Justification

See attached information:

1. Proposed resolution
2. Memorandum from K. DeSpiegelaere, dated 1/16/03
3. Request for Proposal, dated January 2003

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

January 21, 2003

Board Date

*Kristine A. Longhenny*  
Signature

*January 14, 2003*  
Date

# RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No.: \_\_\_\_\_

WHEREAS, The Ramsey County Regional Railroad Authority has several important transportation-related initiatives at the federal level;

WHEREAS, The United States Congress is preparing the next version of the six-year transportation bill; and

WHEREAS, The Ramsey County Regional Railroad Authority has a strong interest in having transit corridors authorized in the next six-year transportation legislation; and

WHEREAS, The services of a federal intergovernmental consulting firm is helpful in assuring that outcome; Now Therefore Be It

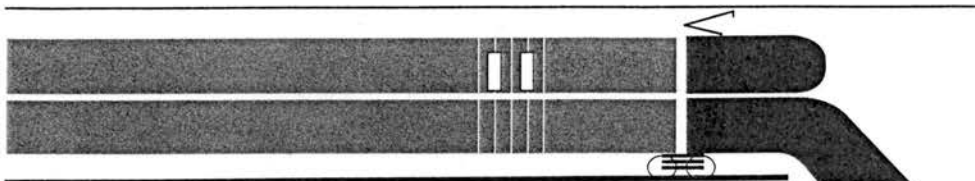
RESOLVED, that the Ramsey County Regional Railroad Authority staff is authorized to issue a request for proposals for federal intergovernmental relations consulting assistance.

## RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Jim McDonough      | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Rafael Ortega, Chair

By: \_\_\_\_\_  
Jim McDonough, Secretary



## **Ramsey County Regional Railroad Authority**

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

### **MEMORANDUM**

**To:** Ramsey County Regional Railroad Authority Commissioners  
**From:** Kathryn DeSpiegelaere, Director  
**Subject:** Request for Proposals for Federal Legislative Lobbyist  
**Date:** January 16, 2003

Congress is preparing the next version of the six-year major transportation bill. The Ramsey County Regional Railroad Authority (RCRRA) has a strong interest in having transit corridors authorized in the legislation, and intergovernmental assistance is helpful in assuring that outcome.

The RCRRA has had the services of a federal intergovernmental consulting firm, Lockridge Grindall Nauen P.L.L.P., since December 6, 2001. That contract terminates June 30, 2003.

I would like to issue this request for proposals for a federal intergovernmental relations consulting assistance.

#### **Recommendation:**

I am requesting that you authorize staff to issue a request for proposals for federal intergovernmental relations consulting assistance.

Attachments

**Request for Proposals  
Federal Legislative Lobbyist  
Ramsey County Regional Railroad Authority  
January, 2003**

**I. Project Information**

**A. Project Description**

Ramsey County Regional Railroad Authority requires the services of a Federal Legislative Lobbyist who will work under the direction of the Director of Regional Railroad Authority to take the Ramsey County Regional Railroad Authority's (RCRRA's) approved federal transit legislative package through the legislative process and provide other consultation and representation as detailed below.

**B. Project Limits**

Contract will be for a period of three years commencing on or about July 1, 2003, with two additional one-year extensions if agreeable to both parties.

**C. Department Contacts**

The successful proposer will work directly with the Chair and members of the RCRRA, the Director of the RCRRA and the County's intergovernmental relations staff or their designees on specific projects. The successful candidate will report directly to the Director of RCRRA, who will administer the contract.

Questions relating to this proposal should be faxed by February 17, 2003 to

Kathryn DeSpiegelaere  
Director  
RCRRA  
Fax 651-266-2761

Questions on submission requirements only may be phoned to Ms. DeSpiegelaere at 651-266-2762. Contact with elected officials of RCRRA regarding this request for proposals is not permissible and may be grounds for rejection of a proposal.

**II. Scope of Services**

**A. General**

The successful proposer will provide written communication monthly or as needed year around to the RCRRA on Federal transportation legislative issues.

**B. Project Tasks**



1. Identify Federal transit legislative issues, including light rail, commuter rail, buses and high speed rail, that should come to the attention of the RCRRA such as but not limited to:
  - Develop Federal legislative positions for RCRRA consideration and work with the Minnesota Delegation to get these proposals enacted.
  - Identify demonstration grants of interest to RCRRA.
  - Apprise RCRRA of any Federal agency rules/developments that may impact the RCRRA
  - Arrange and participate in meetings with members of Congress for RCRRA Board and staff.
  - Work with the National Association of Counties (NACO) and other national associations to do joint lobbying and keep the RCRRA apprised as to what others are doing.
  - Be available for consultation with RCRRA, Director and Intergovernmental staff.
  - Attend and provide assistance and consultation to RCRRA attendees during NACO Legislative Conference in Washington, DC and the Transportation Alliance Fly In.
2. Provide legislative consultation on public relations, strategy and analysis.
3. Make oral presentations to the RCRRA as necessary.
4. Work with the Director to prepare written reports to RCRRA.
5. Provide an outcome-driven evaluation that assesses the success of the legislative program and specific issues.
6. Work with RCRRA to identify, develop and promote program proposals for which federal funding can be sought and secured.
7. Federal lobbyist is expected to work closely with the Minnesota Governor's federal lobbying staff as well as those federal agencies that the County interacts with such as the Federal Transportation Administration (FTA).

### III. Evaluation and Selection

#### A. Timetable

Request for Proposals issued  
Questions from proposers submitted by

January 29, 2003  
February 17, 2003

Request for Proposals due  
Evaluation Completed  
Contract Negotiation  
Contract Commences

March 12, 2003, noon  
April, 2003  
May, 2003  
July 1, 2003

## B. Valid Proposal

In order for a submission to be considered a valid proposal, the following requirements must be met:

1. Proposal Contents: Proposals should contain the following information, at a minimum, tabbed in the order shown:

- List of client references, including contact name and telephone number, description of services provided and number of years contract has been held.
- Resume of individual who will be assigned as the Chief lobbyist, to include past Federal legislative performance, specific experience in policy formulation, consultation and strategic planning for local units of government. This narrative should also include areas where this individual has expertise, especially as it relates to transportation and County government. Indicate relationship with the members of the Minnesota Congressional delegation.
- Policy of firm in regard to conflict of interest and what current contracts you hold that may be considered in conflict if you were to receive this contract.
- History of firm, including which local government associations you currently work with and a reference name and number for each.
- Disclosure of political parties your firm has identified with and/or made contributions to and also the firm contribution policy.
- Narrative discussing what you consider to be the top five transportation issues that are/will affect Counties during the next year.
- Cost proposal for a flat fee per year for the services required under Scope of Services, Project Tasks.

2. Final submission date of proposals:

Proposals are to be submitted on or before noon on March 12, 2003, to 665 Ramsey County Government Center West, 50 West Kellogg Blvd, St. Paul, MN 55102

Failure to submit proposals on time may be grounds for rejection.

3. Withdrawal of Proposal/Changes: A proposal may be withdrawn on written request of the proposer prior to the proposal due date and time. Negligence of the proposer in preparing this proposal confers no right to withdraw the proposal after the proposal due date and opening time. Prior to opening, changes may be made, provided the change is initialed by the proposer or the proposer's agent. If the intent of the proposer is not clearly identifiable, the interpretation most advantageous to the county will prevail.

4. Proposal submission:

A. Responses must include an original and 10 copies of the proposal. The first page of the original must have the original signature on the proposal form provided by the officer who will be accountable for all representations. Unsigned proposals may be considered invalid.

B. To facilitate proposal opening, the original copy only should be sealed in a separate envelope or box. The name, address and RFP number should be clearly marked on the outside. The remaining copies may be wrapped or boxed together and similarly marked.

5. Evaluation

A. The RCRRA reserves the right to reject any and all proposals and to accept other than the lowest cost proposal.

B. The RCRRA reserves the right to evaluate this proposal based upon, but not limited to the responses given under the Valid Proposal section.

6. Contract Award

A. A contract will be executed between the successful proposer(s) and RCRRA. The contract will include the terms set forth in Section IV.B of this RFP and the proposer's proposal response.

B. The RCRRA reserves the right to waive minor irregularities in the proposal process.

#### IV. Conditions

A. Special Conditions

The proposer, by submitting a proposal, agrees to the following special conditions:

1. Costs of Proposal: RCRRA will not be responsible for any costs incurred by proposer in preparing proposals.

2. Independent Price Determination: Proposers are held legally responsible for their proposals and proposal budgets. Proposers are not to collude with other proposers or competitors or take any other action which will restrict competition. Evidence of such activity will result in rejection of the proposal.
3. The agreed upon fee will be paid in twelve (12) equal monthly installments.
4. The successful proposer will not have authorization to bill expenses except in unusual circumstances as approved by the Director.

B. General Conditions

1. Non-assignability: 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 the prior written consent of the RCRRA.
2. Independent Contractor: In the performance of this agreement, the Contractor is an independent contractor, and neither it, 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 RCRRA and Contractor.
3. Hold Harmless: The Contractor agrees to defend, indemnify and hold RCRRA, its employees and officials harmless from any claims, demands, actions or causes of action, including reasonable attorney's fees, arising out of any act or omission on the part of the Contractor, or its subcontractors, partners or independent contractors 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 or independent contractors or any of their agents to employees, under the terms of this agreement.
4. Alteration: Any alteration, variation, modification or waiver of the provisions of this proposal shall be valid only after it has been reduced to writing and duly signed by both parties. Any additions, deletions or modifications to this proposal will be made by written addendum only.
5. Insurance: 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 the Contractor or by any subcontractor, or anyone directly employed by them, or by anyone for whose acts anyone of them may be liable.

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

A. Commercial General Liability Insurance

\$750,000 per occurrence

\$1,000,000 general aggregate

\$1,000,000 products/completed operations total

\$750,000 personal injury and advertising

- B. All policies are to be written 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 carried on a claims-made basis, then: 1) the retroactive date shall be noted on the Certificate and shall be prior to or the day of the inception of this agreement with the RCRRA; and 2) evidence of coverage shall be provided for three years beyond expiration of this agreement. Coverage shall include contractual liability coverage either on a blanket or specific basis to cover this agreement. RCRRA, its officials and employees, shall be listed as additional insured; a cross suits endorsement shall be provided to the benefit of the RCRRA. Coverage shall provide for deletion of the CCC exclusion or broad form property damage, and products and completed operations.

C. Automobile Insurance

Coverage shall be provided for hired, non-owned and owned. Minimum limits of \$750,000 combined single limit.

D. Workers' Compensation and Employer's Liability

Worker's Compensation benefits shall be per Minnesota Statute. Employer's Liability shall be: \$500,000/\$500,000/\$500,000.

E. Professional Liability Insurance

Minimum limits: \$600,000 per claim, \$1,000,000 aggregate

- F. All Certificates of Insurance shall provide that the insurance company give the RCRRA thirty (30) days prior written notice of cancellation, non-renewal and/or any material change in the policy.

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

- H. 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.

- I. Nothing in this contract shall constitute a waiver by RCRRA of any statutory limits or exceptions on liability.
  - J. 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+.
  - K. On the Certificate, agent shall certify that the agency carries Error and Omissions coverage.
  - L. Limits for General, Auto and Professional Liability coverage will increase from \$750,000 to \$1,000,000 per occurrence, and from \$1,000,000 to \$2,000,000 in the aggregate, beginning on January 1, 2000.
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 the 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 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 the 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 for damages sustained by 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:

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.

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 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 or such governmental rules, regulations and standards established by any agency or such governmental units, which are now and hereafter promulgated insofar as they relate to the Contractor's performance of the provisions of this Agreement. It shall be the obligation of the Contractor to apply for, pay for and obtain all permits and/or licenses required by any governmental agency for the provision of those services contemplated herein.

12. Access to Documents

- A. The RCRRA, its authorized representative or the State Auditor shall have full access to all records relating to the performance of this Agreement.
- B. The Contractor agrees to maintain records relative to all services provided by it under the terms of this Agreement and shall retain all such documentation for six (6) 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 in the course of Contractor's performance of this agreement is governed by the Minnesota Government Data Practices Act, MN Stat. Ch 13, 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 Contractor's knowledge, Contractor's involvement in this contract does not result in a conflict of interest with any party or entity which may be affected by the terms of this contract. The Contractor agrees that, should any conflict or potential conflict or interest become known to the Contractor, Contractor will immediately notify the RCRRA of the conflict or potential conflict, specifying the part of the conflict and will advise the RCRRA whether 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 Ramsey, Second Judicial District, State of Minnesota.
16. Term: This Agreement shall be in force and effect from July 1, 2003 through June 30, 2006 or until earlier terminated by the parties hereto pursuant to this Agreement, or extended by the same parties for up to an additional two years.
17. Entire Agreement: This agreement shall constitute the entire agreement between the parties and shall supersede all prior oral or written negotiations.

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

4

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

January 16, 2003

Date

### Board Action Requested

Legislative update.

**ACTION IS REQUESTED**

### Request Justification

Consideration should be given to adding Union Depot as an additional request for federal authorization.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

January 21, 2003

Board Date

*Kristine A. Longhenry*  
Signature

*January 16, 2003*  
Date

# RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: September 10, 2002

No.: R01-28

WHEREAS, Ramsey County Regional Railroad Authority recognizes that although congestion is increasing at a dramatic rate, there is insufficient roadway capacity to meet current and future needs, and roadway capacity cannot be increased to meet demand without significant environmental and social costs; and

WHEREAS, Several studies have demonstrated broad public support in the Twin Cities for aggressive and diverse solutions to congestion, including a mix of buses, commuter rail, light rail and high speed rail; and

WHEREAS, Rail transit, when combined with supportive public policies, is a catalyst for development along rail lines, enhances the tax base of the cities where it is located, and acts as an economic stimulus, as has been demonstrated in case studies of cities throughout the United States; Now Therefore, Be It

RESOLVED, That Ramsey County Regional Railroad Authority supports the following prioritization of transitway corridors for authorization or reauthorization in the next federal transportation bill and supports federal appropriations for these corridors in this priority order:

Hiawatha  
Northstar  
Central  
Red Rock  
Rush Line.

## RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA | NAY | OTHER |
|--------------------|-----|-----|-------|
| Tony Bennett       |     | X   |       |
| Susan M. Haigh     | X   |     |       |
| Jim McDonough      | X   |     |       |
| Rafael E. Ortega   | X   |     |       |
| Victoria Reinhardt | X   |     |       |
| Janice Rettman     |     | X   |       |
| Jan Wiessner       | X   |     |       |

Rafael Ortega, Chair

By: \_\_\_\_\_  
Jim McDonough, Secretary



# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

5

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

January 13, 2003

Date

### Board Action Requested

Approve temporary easement for the City of St. Paul on RCRRA Property between Forest Street and the extension of Duluth Street in St. Paul for \$6,800 and authorize the Chair of the RCRRA to execute the permit.

**ACTION IS REQUESTED**

### Request Justification

- See attached:
1. Proposed resolution
  2. Memorandum from K. DeSpiegelaere dated 1/16/03
  3. Permit

Budgeting and Accounting

County Attorney

Risk Management

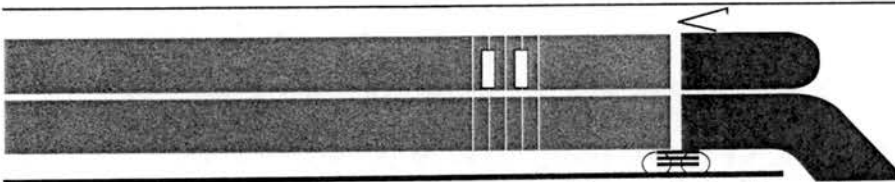
Documentation certified complete for:

January 21, 2003

Board Date

*Kristine A. Longhenry*  
Signature

January 13, 2003  
Date



## **Ramsey County Regional Railroad Authority**

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

### **MEMORANDUM**

**To:** Ramsey County Regional Railroad Authority Commissioners  
**From:** Kathryn DeSpiegelaere, Director  
**Subject:** Temporary easement for City of St. Paul on RCRRRA Property between Forest Street and the extension of Duluth Street in St. Paul for \$6,800  
**Date:** January 16, 2003

The Northeast Corridor right of way, extending from Kellogg Boulevard in St. Paul to Beam Avenue in Maplewood, was acquired by RCRRRA from Burlington Northern (BN) on December 27, 1992. It was acquired to preserve the property as an option for a future light rail transit line. RCRRRA has entered into a Joint Powers Agreement and separate easement agreements with the City of St. Paul and Ramsey County to provide for the planning and development of the Northeast Corridor for joint light rail transit and recreational trail use.

RCRRRA has also developed a Northeast Corridor Management Plan, which provides management guidelines for the property. The policy provides for legitimate use of the property with several requirements.

The City of St. Paul has requested a permit to temporarily use RCRRRA right of way in 2003 for construction of Phalen Boulevard between I-35E and Payne Avenue. The permit will allow the City to access RCRRRA right of way east of Payne Avenue and south of Whittall Avenue. This City will be hauling crushed concrete from the Stroh's grain elevator demolition, which will be used as base course under the Phalen Boulevard, and will be doing minor grading work east and west of the RCRRRA right of way to construct the road haul. The permit was reviewed by RCRRRA staff. Construction will not adversely affect the RCRRRA from using the right of way for transit or trail purposes. The trail will remain open and proper warning signing will be installed. In addition, if the trail is damaged during the hauling process, the City will restore it after hauling is complete.

#### **Recommendation:**

I am requesting that you authorize the RCRRRA Chair to execute the permit with the City of St. Paul on RCRRRA property east of Payne Avenue and south of Whittall Avenue.

Attachments



# RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No.: \_\_\_\_\_

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

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

WHEREAS, the City of St. Paul requested a permit on RCRRA property east of Payne Avenue and south of Whitall Avenue to haul crushed concrete from the Stroh's grain elevator demolition for construction of the Phalen Boulevard from I-35E to Payne Avenue; and

WHEREAS, a permit has been negotiated to provide for the temporary access;  
Now Therefore Be It

RESOLVED, that the Ramsey County Regional Railroad Authority Chair is authorized to execute the permit with the City of St. Paul for access to RCRRA property east of Payne Avenue and south of Whitall Avenue in St. Paul.

## RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Jim McDonough      | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Rafael Ortega, Chair

By: \_\_\_\_\_  
Jim McDonough, Secretary

**PERMIT**

This permit, made this \_\_\_\_\_ day of \_\_\_\_\_, 2003, is by and between Ramsey County Regional Railroad Authority (hereinafter referred to as "RCRRA") and the City of St. Paul (hereinafter the "City").

**Recitals**

1. RCRRA is a public body, corporate and politic, which owns certain real estate located in Saint Paul, Minnesota, which property was formerly the right-of-way for a Burlington Northern railroad line which is presently being temporarily used as a trail/bicycle path.
2. The Port Authority of the City of Saint Paul (herinafter the "Port Authority") has acquired certain property which lies immediately adjacent and to the south of property owned by RCRRA, upon which property is currently located crushed concrete from a former malting plant. The Port Authority's property does not have access to a public street.
3. The City will be constructing the Phalen Boulevard between I-35E and Payne Avenue beginning in 2003. As part of this project, the City will be using the crushed concrete from the former malting plant on the Port Authority's property. The City will use the crushed concrete as base course for under the Phalen Boulevard. In order to provide for access from the Port Authority's property to the City's construction project, the RCRRA and the City desire to enter into this agreement to permit and provide a temporary roadway license to run from RCRRA to the Port Authority.

It is agreed as follows:

- (1) RCRRA will permit the City and its contractors and agents to enter upon the designated property owned by RCRRA during the course of the City's construction project, as well as to provide a means of ingress and egress to such property, and for no other purpose, in accordance with the terms and conditions set forth below.
- (2) This Permit will commence on the date of acceptance by the City of the terms and conditions specified herein, and shall continue in force until December 31, 2003. The land covered by this Permit is that portion of the RCRRA Northeast Corridor Right-of-Way as shown and marked on the attached Exhibit "A" as "proposed temporary access", which Exhibit "A" is hereby made a part of this Permit (hereinafter the "Premised").
- (3) The City and its contractors and agents may use the Premises for access to the Port Authority's property during the course of construction of Phalen Boulevard to access crushed concrete. The Premises is not to be used for the

storage of construction related material and no vehicles are to be parked upon the Premises.

(4) The City and its contractors and agents will conduct their activities in a manner that minimizes any disturbance to the Premises, and agree to restore and repair any disturbed areas created by the use of the Premises, to a condition that is reasonably acceptable to the RCRRA.

(5) The RCRRA will incur no expense whatsoever as a result of issuing this Permit.

(6) This Permit shall not be assigned without the prior written consent of the RCRRA.

(7) Because of the current temporary use of the Premises as a trail/bicycle path, the City shall instruct its contractors and agents to take all necessary and appropriate measures to safeguard persons using the trail/bicycle path, including proper warning signs. The City and its contractors and agents shall not erect any permanent or temporary fencing or other barriers, which would prevent the continued, reasonable use of the Premises as a trail/bicycle path. If the City and its contractors and agents cause damage to the trail/bicycle path, the City is responsible for necessary repairs for its restoration.

(8) The City shall protect, indemnify, and hold harmless RCRRA, its commissioners, employees, and agents from and against any and all cost, expense, liability, loss, or claim resulting from death, personal injury, or property loss or damage arising out of, connected with, or caused by activities conducted on the Premises under this Permit.

(9) Prior to entry onto the Premises, the City (or its contractors) will provide RCRRA with evidence of Comprehensive Liability Insurance coverage to a limit not less than \$1 million Combined Single Limit (CSL) bodily and personal injury and property damage, including contractual liability, which policies will name RCRRA as an additional insured. No use of the Premises for the purposes above stated shall be commenced until evidence of insurance has been received and approved by the Ramsey County Risk Manager. Nothing in this Permit shall constitute or in any way be construed as a waiver by RCRRA of any and all statutory limits or exceptions to liability.

(10) The Agreement may be cancelled:

A. With Cause. The RCRRA shall have the right to cancel and terminate this license upon three days written notice to the City if in the opinion of the RCRRA the City or any of its employees or contractors, sub. Contractors, or other agents has violated any of the terms of this permit, or if the activities of the City or its contractors became a hazard to jeopardized the safety of users of the trail/bicycle path. The RCRRA shall specify in its notice the act or acts of failures to act by the City or its contractors, which in the opinion of the RCRRA, constitute a



violation of this permit, constitute a hazard to, or jeopardize the safety of users of the trail/bicycle path. The City shall have three days from the date it receives such notice to remedy or correct the conditions identified by the RCRRA in its notice.

If the conditions are not remedied to the satisfaction of the RCRRA, within said three days, this permit shall immediately terminate and neither the City nor any of its employees, agents or contractors or sole contractors shall have any further rights hereunder.

B. Without Cause. The RCRRA may terminate this permit for any with or without cause upon thirty days written notice to the City. At the expiration of said thirty days, the City's rights under this agreement shall terminate.

(11) Notices:

If to the City of Saint Paul:  
City of Saint Paul  
15 West Kellogg Boulevard  
Saint Paul, MN 55102

If to RCRRA:  
Ramsey County Government Center West  
Suite 665  
50 West Kellogg Boulevard  
Saint Paul, MN 55102

**IF WITNESS WHEREOF**, the parties hereto have executed this Permit on the day and year first above written.

**RAMSEY COUNTY REGIONAL  
RAILROAD AUTHORITY**

**CITY OF SAINT PAUL**

By Kathryn DeSpiegelaere  
Kathryn DeSpiegelaere  
Director of Light Rail Transit Planning

By [Signature]  
Its CITY ENGINEER

Dated: \_\_\_\_\_

Insurance Approved: \_\_\_\_\_

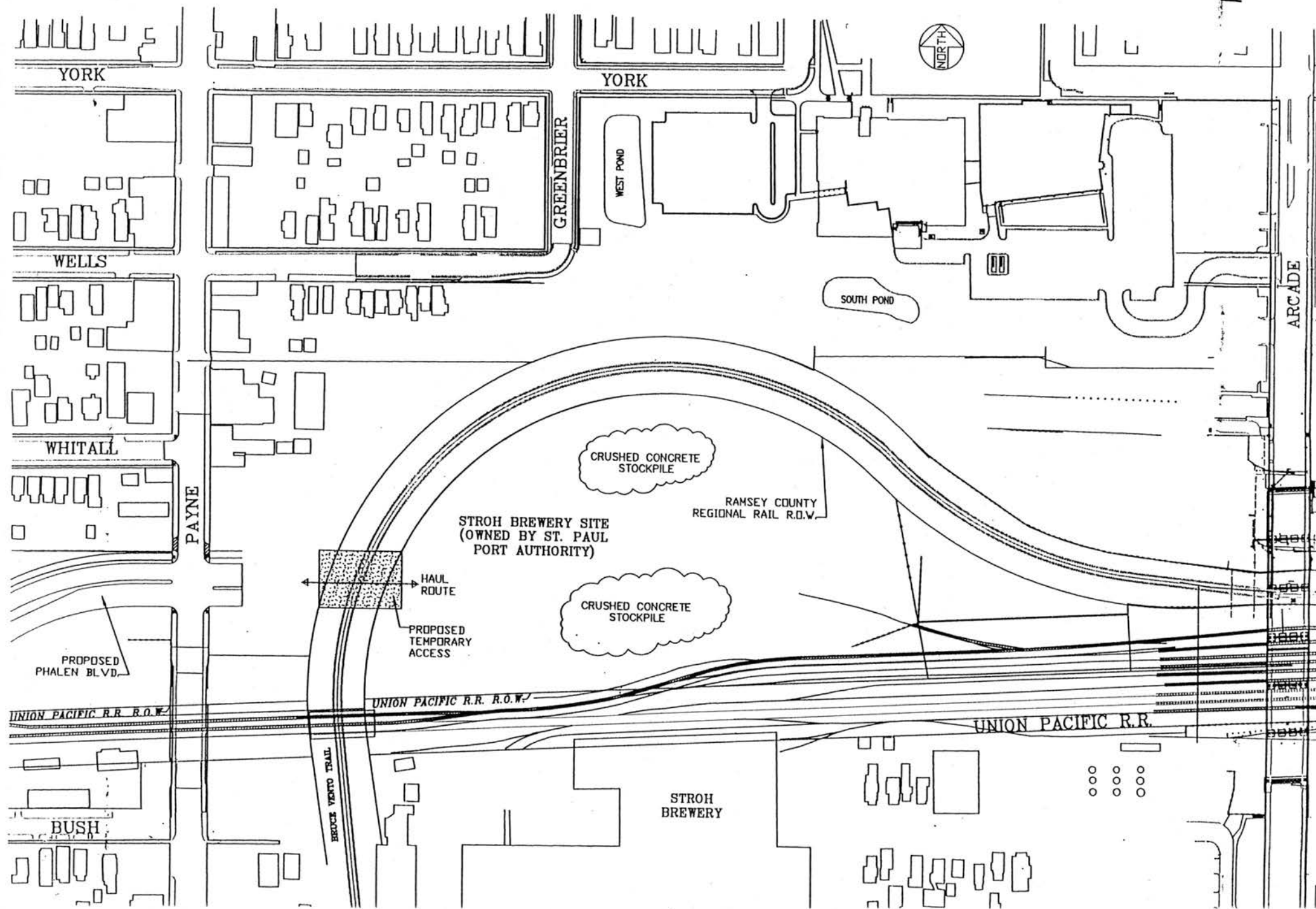
By \_\_\_\_\_  
Risk Management

[Signature]  
Asst. Co. Atty  
[Signature] [Signature] [Signature] [Signature] [Signature]

**EXHIBIT "A"**

(Drawing of area, showing the Premises)

6



# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

6

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere  
Authorized Signature

January 13, 2003  
Date

### Board Action Requested

Ratify release of partial retainage in the amount of \$120,813.24 to BRW, Inc. for professional consulting services for the Central Corridor Transit Study.

**ACTION IS REQUESTED**

### Request Justification

Ramsey County Regional Railroad Authority has contracted the professional consulting of BRW, Inc. for the purpose of conducting the Central Corridor Transit Study. BRW, Inc. has satisfactorily completed the major portion of contract work, therefore, release of partial retainage in the amount of \$120,813.24 will be issued upon approval by the Director of Ramsey County Regional Railroad Authority in accordance with contract provisions and Rail Authority Resolution No. 00-05. Payment documentation is being submitted for ratification in compliance with the latter.

- See attached:
1. Proposed resolution ratifying payment
  2. Accounts Payable form
  3. Memorandum from K. DeSpiegelaere dated 12/17/03
  4. BRW, Inc. contract history report

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

January 21, 2003

Board Date

Kristine A. Longhenny  
Signature

January 21, 2003  
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 BRW, Inc. for the purpose of conducting the Central Corridor Transit Study; and

WHEREAS, BRW, Inc. has satisfactorily completed the major portion of contract work identified in the referenced agreements; and

WHEREAS, The balance of retainage kept by RCRRA is \$150,813.24 and BRW, Inc. is requesting partial release of retainage in the amount of \$120,813.24; Now Therefore Be It

RESOLVED, Payment to BRW, Inc. in the amount of \$120,813.24 leaving a \$30,000 balance in retainage for work to be completed is hereby ratified.

## RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Jim McDonough      | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Rafael Ortega, Chair

By: \_\_\_\_\_  
Jim McDonough, Secretary





Business Unit: RRA  
Voucher ID: 00001999

# VOUCHER Purchase Order Voucher

Page No. 1  
Run Date Dec. 2002  
Run Time 12:31:38 PM

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 |
| Dec. 2002  | partretrel121902 | 19.Dec.2002 | 0000002207 | BRW INC     | ONL    | LONGHEKR P |            | 19.Dec.2002 | U         | Due Now    |

|   |              |         |                 |                 |          |             |       |       |
|---|--------------|---------|-----------------|-----------------|----------|-------------|-------|-------|
| S | Gross Amt    | Use Tax | Address1        | Address2        | Address3 | City        | State | Zip   |
|   | \$120,813.24 | \$0.00  | THRESHER SQUARE | 700 THIRD ST SO |          | MINNEAPOLIS | MN    | 55415 |

|         |          |           |                |
|---------|----------|-----------|----------------|
| Billing | Group ID | Sales Tax | Pckp Ord'r Nbr |
| RE      | 000405   | \$0.00    |                |

## Voucher Line Information

| # | Description                 | Merch Amt    | Inv Item I | Unit Price   | Prorate | S | U | F | 1099 |
|---|-----------------------------|--------------|------------|--------------|---------|---|---|---|------|
|   | Provide consulting services | \$120,813.24 |            | \$120,813.24 |         | Y | Y | Y | N    |

## Distribution Line Information

| # | Account | Fund  | Dept   | Program | Class Fld | Client Name | BP   | Project ID | Open Item ID | Status | Merch Amt    | Stat Cd | Statistic Amt | Asset |
|---|---------|-------|--------|---------|-----------|-------------|------|------------|--------------|--------|--------------|---------|---------------|-------|
|   | 421501  | 12501 | 150180 | 00000   |           |             | 2000 | G205002    |              |        | \$120,813.24 |         |               | N     |

Account Name: Consulting Services

Department Name: RCRRA-Proj/Grant

ent Comments-Check Stub

ase partial retainage per memo from K. DeSpiegelaere dated 12/17/02

her Comments

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

Authorization

*K. DeSpiegelaere*

Date

*12/20/02*

2

# Ramsey County Purchase Order

## Regional Rail Authority

Regional Rail Authority  
665 RCGC-West  
50 West Kellogg Blvd.  
St Paul MN 55102  
United States

Vendor: 0000002207  
BRW INC  
THRESHER SQUARE  
700 THIRD ST SO  
MINNEAPOLIS MN 55415  
United States

|                  |                    |                |          |
|------------------|--------------------|----------------|----------|
| Purchase Order   | Date               | Revision       | Page     |
| RRA - 0000000146 | 03/04/2002         |                | 1        |
| Payment Terms    | Freight Terms      |                | Ship Via |
| Due Now          | Origin PPD Allowed |                | US MAIL  |
| From Date        | To Date            |                |          |
| Buyer: RRA       |                    | Currency Code: | USD      |

Ship To: Regional Rail Authority  
665 RCGC-West  
50 West Kellogg Blvd.  
St Paul MN 55102  
United States  
Bill To: Regional Rail Authority  
665 RCGC-West  
50 West Kellogg Blvd.  
St Paul MN 55102  
United States

Tax Exempt? Y Tax Exempt ID: 999999999999

| Line-Schd      | Item | Description                 | Quantity | UOM | PO Price   | Extended Amt | Due Date   |
|----------------|------|-----------------------------|----------|-----|------------|--------------|------------|
| 1 - 1          |      | Provide consulting services | 1.00     | EA  | 550,721.17 | 550,721.17   | 03/04/2002 |
| Schedule Total |      |                             |          |     |            | 550,721.17   |            |

Mfg ID

Item Total 550,721.17

Total PO Amount 550,721.17

All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.

Unauthorized

3

Longhenry, Kris

---

**From:** DeSpiegelaere, Kathryn  
**Sent:** Tuesday, December 17, 2002 8:28 AM  
**To:** MacMillan, David  
**Cc:** Longhenry, Kris; Johnson, Jennifer  
**Subject:** proposed memo

Note to files:

Ramsey County Regional Railroad Authority has a contract with BRW (URS) for an Alternatives Analysis/Draft Environmental Impact Statement and Commuter Rail Feasibility Report for the Central Corridor that needs to be extended because of the length of the federal review period.

URS has satisfactorily completed the major portion of contract work. The retainage amount of \$120,813.24 exceeds the amount of remaining work.

Therefore, funds will be released that have been expended by BRW except for a retainage of \$30,000.

Attachment: BRW contract history report.

Kathryn DeSpiegelaere  
December 17, 2002

**BRW Inc Contract History**  
**February 15, 2000 through June 11, 2002**

| Payment<br>Number                                                       | Invoice<br>Number | Invoice<br>Amount   | Adjustment          | Revised<br>Amount   | Less<br>Retainage   | Net<br>Payment      | Remaining<br>Amount | Payment<br>Date | Check<br>Number |
|-------------------------------------------------------------------------|-------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-----------------|-----------------|
| <b>BY2000 12501 150180 00000 421501 G205002 - Total Contract Amount</b> |                   |                     |                     |                     |                     |                     | <b>3,001,400.00</b> |                 |                 |
| 1                                                                       | 267-09297         | 106,089.14          | (7.99)              | 106,081.15          | (5,304.06)          | 100,777.09          | 2,900,622.91        | 8/14/2000       | 240170          |
| 2                                                                       | 267-10008         | 234,626.08          | (88.72)             | 234,537.36          | (11,726.87)         | 222,810.49          | 2,677,812.42        | 12/8/2000       | 275814          |
| 3                                                                       | 267-10321         | 66,912.99           | (135.27)            | 66,777.72           | (3,338.89)          | 63,438.83           | 2,614,373.59        | 12/22/2000      | 281838          |
| 4                                                                       | 267-10609         | 80,546.37           | 0.00                | 80,546.37           | (4,027.32)          | 76,519.05           | 2,537,854.54        | 12/22/2000      | 281838          |
| 5                                                                       | 267-10963         | 75,525.00           | (701.42)            | 74,823.58           | (3,741.18)          | 71,082.40           | 2,466,772.14        | 2/9/2001        | 301468          |
| 6                                                                       | 267-11427         | 230,972.91          | 130.09              | 231,103.00          | (11,555.15)         | 219,547.85          | 2,247,224.29        | 3/28/2001       | 320021          |
| 7                                                                       | 267-11819         | 235,525.60          | (212.79)            | 235,312.81          | (11,765.64)         | 223,547.17          | 2,023,677.12        | 3/30/2001       | 320905          |
| 8                                                                       | 267-12167         | 263,828.44          | 240.15              | 264,068.59          | (13,203.43)         | 250,865.16          | 1,772,811.96        | 5/18/2001       | 340197          |
| 9                                                                       | 267-12557         | 175,926.37          | (26,171.52)         | 149,754.85          | (7,487.74)          | 142,267.11          | 1,630,544.85        | 6/29/2001       | 357196          |
| 10                                                                      | 267-12908         | 193,153.36          | 0.00                | 193,153.36          | (9,657.67)          | 183,495.69          | 1,447,049.16        | 7/25/2001       | 367346          |
| 11                                                                      | 267-13375         | 207,677.68          | 0.00                | 207,677.68          | (10,383.88)         | 197,293.80          | 1,249,755.36        | 9/12/2001       | 386925          |
| 12                                                                      | 267-13738         | 116,940.39          | 0.00                | 116,940.39          | (5,847.02)          | 111,093.37          | 1,138,661.99        | 9/26/2001       | 391252          |
| 13                                                                      | 267-14086         | 200,879.11          | (6.85)              | 200,872.26          | (10,043.61)         | 190,828.65          | 947,833.34          | 10/10/2001      | 398165          |
| 14                                                                      | 267-14471         | 167,072.28          | (30.00)             | 167,042.28          | (8,352.11)          | 158,690.17          | 789,143.17          | 11/2/2001       | 408573          |
| 15                                                                      | 267-14796         | 113,582.99          | 23.52               | 113,606.51          | (5,680.33)          | 107,926.18          | 681,216.99          | 12/12/2001      | 422953          |
| 16                                                                      | 267-15131         | 137,357.48          | 6.54                | 137,364.02          | (6,868.20)          | 130,495.82          | 550,721.17          | 1/18/2002       | 438351          |
| 17                                                                      | 267-15451         | 113,352.54          | 0.00                | 113,352.54          | (5,667.63)          | 107,684.91          | 443,036.26          | 4/5/2002        | 468149          |
| 18                                                                      | 267-15758         | 174,575.20          | 0.00                | 174,575.20          | (8,728.76)          | 165,846.44          | 277,189.82          | 4/25/2002       | 484600          |
| 19                                                                      | 267-16146         | 103,522.47          | 0.00                | 103,522.47          | (5,176.12)          | 98,346.35           | 178,843.47          | 5/7/2002        |                 |
| 20                                                                      | 267-16546         | 122,379.90          | (92,874.39)         | 29,505.51           | (1,475.28)          | 28,030.23           | 150,813.24          | 6/11/2002       | 506897          |
| <b>Totals</b>                                                           |                   | <b>3,120,446.30</b> | <b>(119,828.65)</b> | <b>3,000,617.65</b> | <b>(150,030.89)</b> | <b>2,850,586.76</b> |                     |                 |                 |

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

7

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

January 13, 2003

Date

### Board Action Requested

Ratify Partial Payment No. 4 in the amount of \$31,995.14 to Metropolitan Council for Riverview Corridor transit improvements of bus shelters, lighting and benches for the period ending November 30, 2002.

**ACTION IS REQUESTED**

### Request Justification

Ramsey County Regional Railroad Authority has contracted the professional services of Metropolitan Council for the purpose of constructing Riverview Corridor transit improvements of bus shelters, lighting and benches. Payment in the amount of \$31,995.14 for the period ending November 30, 2002 will be issued upon approval by the Director of Ramsey County Regional Railroad Authority in accordance with contract provisions and Rail Authority Resolution No. 99-36. Payment documentation is being submitted for ratification in compliance with the latter.

See attached:

1. Proposed resolution ratifying payment
2. Accounts Payable forms and Partial Payment No.4
3. Metropolitan Council Invoice No. NCV-1886 and attachments.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

January 21, 2003

Board Date

*Kristine A. Longhewy*  
Signature

*January 13, 2003*  
Date



# RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No.: \_\_\_\_\_

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of Metropolitan Council for the purpose of constructing Riverview Corridor transit improvements of bus shelters, lighting and benches; and

WHEREAS, Metropolitan Council has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through November 30, 2002; 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, Metropolitan Council Invoice No. NCV-1886, Partial Payment No. 4 in the amount of \$31,995.14, attachments thereto, provide the correct documentation of payments due Metropolitan Council through November 30, 2002; Now Therefore Be It

RESOLVED, Payment to Metropolitan Council in the amount of \$31,995.14 for services rendered through November 30, 2002, is hereby ratified.

## RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Jim McDonough      | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Rafael Ortega, Chair

By: \_\_\_\_\_  
Jim McDonough, Secretary



Business Unit: RRA  
Voucher ID: 00001987

VOUCHER  
Purchase Order Voucher

Page No. 1  
Run Date Dec.2002  
Run Time 1:53:56 PM

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 |
|------------|------------|-------------|------------|---------------|--------|------------|------------|-------------|-----------|------------|
| Dec.2002   | NCV-1886   | 30.Nov.2002 | 0000023268 | METRO TRANSIT | ONL    | LONGHEKR P |            | 09.Dec.2002 | U         | Due Now    |

| Gross Amt   | Use Tax | Address1      | Address2 | Address3 | City | State | Zip   |
|-------------|---------|---------------|----------|----------|------|-------|-------|
| \$31,995.14 | \$0.00  | 560 6TH AVE N |          |          | MPLS | MN    | 55411 |

| Group ID | Sales Tax | Pckp Ord# Nbr |
|----------|-----------|---------------|
| 000403   | \$0.00    |               |

Voucher Line Information

| # | Description          | Merch Amt   | Inv Item I | Unit Price  | Prorate | S | U | F | 1099 |
|---|----------------------|-------------|------------|-------------|---------|---|---|---|------|
|   | Professional Service | \$31,995.14 | 918070001  | \$31,995.14 |         | Y | Y | Y | N    |

Distribution Line Information

| # | Account | Fund  | Dept   | Program | Class Fld | Client Name | BP   | Project ID | Open Item ID | Status | Merch Amt   | Stat Cd | Statistic Amt | Asset |
|---|---------|-------|--------|---------|-----------|-------------|------|------------|--------------|--------|-------------|---------|---------------|-------|
|   | 491306  | 12501 | 150180 | 00000   |           |             | 2002 | G205004    |              |        | \$31,995.14 |         |               | N     |

Account Name: Other Governmental Units      Department Name: RCRRA-Proj/Grant

Client Comments-Check Stub

Invoice No. NCV-1886, dated 11/30/02  
Valid for 10/29/02-11/30/02

Other Comments

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

Authorization

*K. M. Spiegel*

Date

12/13/02

# Ramsey County Purchase Order

## Regional Rail Authority

Regional Rail Authority  
665 RCGC-West  
50 West Kellogg Blvd.  
St Paul MN 55102  
United States

Vendor: 0000023268  
METRO TRANSIT  
560 6TH AVE N  
MPLS MN 55411  
United States  
Fax: 612-349-7763

| Purchase Order   | Date               | Revision | Page               |
|------------------|--------------------|----------|--------------------|
| RRA - 0000000156 | 03/21/2002         |          | 1                  |
| Payment Terms    | Freight Terms      | Ship Via |                    |
| Due Now          | Origin PPD Allowed | US MAIL  |                    |
| From Date        | To Date            |          | Currency Code: USD |
| Buyer: RRA       |                    |          |                    |

Ship To: Regional Rail Authority  
665 RCGC-West  
50 West Kellogg Blvd.  
St Paul MN 55102  
United States  
Bill To: Regional Rail Authority  
665 RCGC-West  
50 West Kellogg Blvd.  
St Paul MN 55102  
United States

| Tax Exempt? | Y    | Tax Exempt ID:       | 99999999999999 | Quantity | UOM | PO Price       | Extended Amt | Due Date   |
|-------------|------|----------------------|----------------|----------|-----|----------------|--------------|------------|
| Line-Schd   | Item | Description          |                | 1.00     | EA  | 1,875,000.00   | 1,875,000.00 | 03/21/2002 |
| 1 - 1       |      | Professional Service |                |          |     | Schedule Total | 1,875,000.00 |            |

Mfg ID

Item Total 918070001

1,875,000.00

Total PO Amount

1,875,000.00

All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.

Unauthorized

3

# INVOICE

Please Remit To:  
 Metro Transit  
 Accounts Receivable  
 560-6th Avenue North  
 Minneapolis, MN 55411-4398

Page: 1  
 Invoice No: NCV-1886  
 Invoice Date: 11/30/2002  
 Customer Number: RAMREG  
 Payment Terms: Due 30 dys  
 Due Date: 12/30/2002

Customer:  
 RAMSEY CO. REGIONAL RR AUTHORITY  
 ATTN: KATHRYN DESPIEGELAERE  
 50 W. Kellogg Blvd. Suite 665  
 St. Paul, MN 55102

AMOUNT DUE: \$ 31,995.14

\$ \_\_\_\_\_  
 Amount Remitted

Please detach top portion of invoice and remit with payment. Please include invoice number on check.

For billing questions, please call (612) 349-7734

| Line | Adj | Identifier    | Description                                                                              | Quantity | UOM | Unit Amt  | Net Amount          |
|------|-----|---------------|------------------------------------------------------------------------------------------|----------|-----|-----------|---------------------|
| 1    |     | RIVERVIEW COR | Riverview Corridor Bus Stop                                                              | 1.00     | EA  | 31,995.14 | 31,995.14           |
|      |     |               | RIVERVIEW CORRIDOR TRANSIT FACILITY IMPROVEMENTS                                         |          |     |           |                     |
|      |     |               | Contract #99-024 Project #63955                                                          |          |     |           |                     |
|      |     |               | Reimbursement due to Metro Transit for costs of transit improvements per attached detail |          |     |           |                     |
|      |     |               | Contact Steve Honigman with questions 612-349-7733                                       |          |     |           |                     |
|      |     |               | <b>SUBTOTAL:</b>                                                                         |          |     |           | 31,995.14           |
|      |     |               | <b>TOTAL AMOUNT DUE :</b>                                                                |          |     |           | <b>\$ 31,995.14</b> |

*12/3/2002  
 for \$1306.86. as noted  
 on A/R Detail*



# Metro Transit

Internal Memorandum

DATE: December 5, 2002  
TO: Files  
FROM: Laurence R. Schumi   
SUBJECT: Project 63955 Riverview Corridor Bus Stop  
Summary of Invoice (#4) Items, Invoice NCV-1886 dated 11/30/2002  
Items related to Sub-Project CP06, Bus Stop Amenities

## BACKGROUND

This report describes the charges being billed to Ramsey County through its interagency agreement #99024 with Metro Transit (Metropolitan Council) through the above referenced invoice.

Note that at the beginning of this project, for a short time, the bus stop amenities project and the special downtown shelters project shared the same sub-project number. Those earlier expenses have been identified and separated out. All future charges are being assigned to their appropriate sub-projects.

## SUMMARY

See next page

cc: Current Invoice



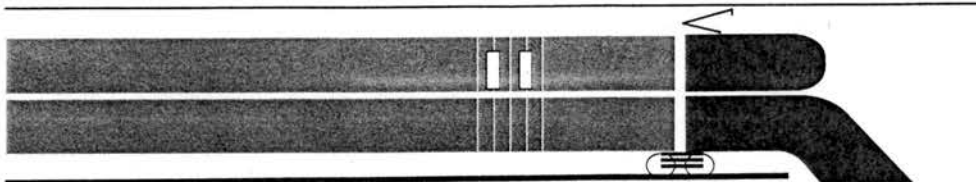
## Project 63955 Sub-Project CP06 Expense Notes

| AP    | DATE     | FUND | ACCT  | ORG   | PROG | AMT        | VOUCHER | GRP    | VEND           | REMARKS                                       |
|-------|----------|------|-------|-------|------|------------|---------|--------|----------------|-----------------------------------------------|
| 29052 | 11/04/02 | 816  | 63220 | 43410 | 099  | \$1,306.86 | 772534  | MA2760 | 22130<br>21904 | Light pole anchor bolts and related hardware. |
|       |          |      |       |       |      |            |         |        |                |                                               |
|       |          |      |       |       |      |            |         |        |                |                                               |

|                | Key To Significant Entries: |                                                                                      |
|----------------|-----------------------------|--------------------------------------------------------------------------------------|
| Account Number | 63220                       | Street Furniture                                                                     |
| Org(anization) | 43410                       | Engineering and Facilities, Metro Transit                                            |
| Sub Class      | CP06                        | Riverview Corridor, Bus Stop Amenities sub-project                                   |
| Vendor         | 21904                       | Graybar Electric Co.                                                                 |
| Fund           | 816                         | Fund number – represents (FTA) grant funds through I/A agreement #99024 (and 79236). |
|                |                             |                                                                                      |

NOTE: At beginning of this project the fund numbers and the sub-class numbers (sub-project numbers) were not yet given their final, specific assignments. These earlier charges for advertisements for requests for proposals are valid for what is now referred to as sub-project CP06 (Bus Stop Amenities) and Fund 816 (the FTA grant source).

| Journal    | Acctg Date | Fund | Acct        | Org   | Program | Sub-<br>Cls | Project/<br>Grant | Monetary<br>Amount | Voucher  | Group  | Name                    | Vendor     |
|------------|------------|------|-------------|-------|---------|-------------|-------------------|--------------------|----------|--------|-------------------------|------------|
| AP00029052 | 2002-11-04 | 816  | 63220       | 43410 | 099     | CP06        | 63955             | 1,306.86           | 00772534 | MA2760 | GRAYBAR ELECTRIC CO INC | 0000022130 |
|            |            |      | 63220 Total |       |         |             |                   | 1,306.86           |          |        |                         |            |
| AP00029235 | 2002-11-19 | 816  | 63110       | 43410 | 099     | CP07        | 63955             | 6,325.31           | 00776845 | MA2796 | HOWARD R GREEN CO       | 0000022130 |
| AP00029052 | 2002-11-04 | 816  | 63110       | 43410 | 099     | CP07        | 63955             | 24,362.97          | 00772529 | MA2760 | HOWARD R GREEN CO       | 0000021904 |
|            |            |      | 63110 Total |       |         |             |                   | 30,688.28          |          |        |                         |            |
|            |            |      | Grand Total |       |         |             |                   | 31,995.14          |          |        |                         |            |



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**Ramsey County Regional Railroad Authority**

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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 28, 2003**

**Immediately following County Board Meeting**

**Third Floor Council Chambers Courthouse**

1.     \*     Authorize Chair to execute a grant agreement with the Minnesota  
Department of Transportation for state and federal funds for the Central  
Corridor transit work.

\*     Action is requested

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

January 23, 2003

Date

### Board Action Requested

Authorize Chair to execute a grant agreement with the Minnesota Department of Transportation for state and federal funds for the Central Corridor transit work.

**ACTION IS REQUESTED**

### Request Justification

- See attached:
1. Proposed resolution
  2. Letter from K. DeSpiegelaere to Donna Allan, Mn/DOT, dated 1/23/03 with work plan attachment

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

January 28, 2003

Board Date

*Kristine A. Longhenry*  
Signature

*January 23, 2003*  
Date

# RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: January 28, 2003

No.: \_\_\_\_\_

WHEREAS, The Ramsey County Regional Railroad Authority is in the process of completing an Alternatives Analysis/Draft Environmental Impact Statement for the Central Corridor; and

WHEREAS, The Ramsey County Regional Railroad Authority must contract with the Minnesota Department of Transportation (Mn/DOT) to access federal funds in the amount of \$500,000 and state funds in the amount of \$2,125,000 to be used for the Central Corridor preliminary engineering work; Now, Therefore Be It

RESOLVED, That the Chair of Ramsey County Regional Railroad Authority is authorized to execute this grant agreement with the Minnesota Department of Transportation for state and federal funds for the Central Corridor transit work.

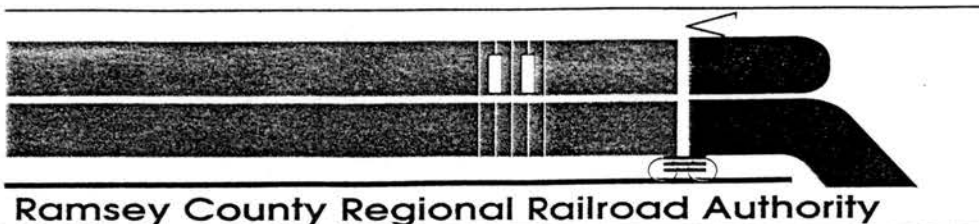
## RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Jim McDonough      | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Rafael E. Ortega, Chair

By: \_\_\_\_\_  
Jim McDonough, Secretary





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

January 23, 2003

Ms. Donna Allan, Director  
Office of Transit  
Minnesota Department of Transportation  
Transportation Building  
St. Paul, Minnesota 55155

Dear Donna:

I am writing to request your assistance in developing and executing a grant agreement before February 1, 2003, for state and federal funds for the Central Corridor transit work.

The Central Corridor is currently in the process of completing an Alternatives Analysis/Draft Environmental Impact Statement (AA/DEIS). The status of the AA/DEIS is that it was received by the Federal Transit Administration (FTA) on July 18, 2002. Comments were received and addressed, and final approval by FTA for purposes of release of the document for public review is pending.

In the meantime, we request state and federal funds to continue work on the Central Corridor prior to commencement of preliminary engineering.

The amount of funds being requested is \$2,625,000, of which \$2,125,000 would be state funds and \$500,000 would be federal funds. A copy of the work plan is attached.

Thank you for expediting this request. I can be reached at 651 266 2762 (work phone) or 651 247 1977 (cell phone) or 651 225 0229 (pager).

Sincerely,

A handwritten signature in cursive script, reading "Kathryn", is positioned above the printed name.

Kathryn DeSpiegelaere  
Director

cc: Micky Gutzmann

Central Corridor Transit Work Plan  
January 23, 2003

Work will include both bus rapid transit and light rail transit until a locally preferred alternative is selected.

1. Phase I and II Cultural Resources Analysis \$500,000

This task will update the results of the Phase I and II archaeological, historical, and historical architectural investigations of the corridor done in 1995. It will also provide the Phase I and II results for the alignment changes that have been made since that time.

2. Construction Impacts/Mitigation Planning \$1,200,000

- Utilities
- Traffic and Parking
- Soils
- Security
- Responses to DEIS Comments
- Construction/Staging Options
- Value Engineering

The above concerns have been raised during the DEIS process. Since the parking area is already highly developed, construction mitigation is critical as are traffic and parking impacts. Since much of the alignment is along old streetcar right-of-way, the condition of the old trackbed and exact utility locations may allow for significant economies. This task would include an evaluation of the design-build construction approach for the project.

3. Financial Studies \$200,000

- Cost/Funding Plan
- Economic Impact Analysis
- Return on Investment Analysis
- New Starts Criteria

This task will assess the impacts of the project on the local and regional economy. It also includes preparation of the New Starts Criteria information.

4. Station Area Activities \$200,000

Station area planning is already underway at two stations. This task will continue and broaden that work to other stations. Specific station locations will be determined.

5. Community Outreach

\$200,000

This task will continue to involve stakeholders in project planning and design. Particular effort will be focused on reaching the diverse neighborhoods along the corridor. Visuals will be prepared to demonstrate the engineering issues.

6. Administrative Costs

\$325,000

Administrative support will be required for consultant selection, contract administration, and other project administration functions.

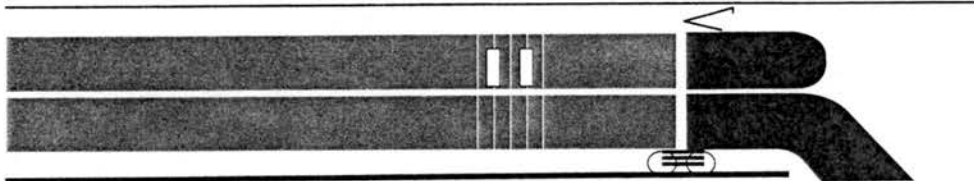
Total

\$2,625,000

|         |                    |
|---------|--------------------|
| Federal | \$ 500,000         |
| State   | <u>\$2,125,000</u> |
| Total   | \$2,625,000        |

The timeframe for this work plan is 2003 – June 30, 2004.

January 23, 2003



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**Ramsey County Regional Railroad Authority**

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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 11, 2003**

**Immediately following County Board Meeting**

**Third Floor Council Chambers Courthouse**

1.     \*     Approve minutes from January 21, 2003 and January 28, 2003  
            RCRRA Meetings
2.             Update on state and federal funding
3.             Central Corridor update

\*     Action is requested



Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY MEETING

The Ramsey County Regional Railroad Authority met on Tuesday, January 21, 2003, in Council Chambers Third Floor Courthouse.

MEMBERS PRESENT:

Chair Rafael Ortega  
Commissioner Jim McDonough  
Commissioner Victoria Reinhardt  
Commissioner Jan Wiessner

MEMBERS ABSENT

Commissioner Tony Bennett  
Commissioner Janice Rettman  
Commissioner Susan Haigh (arrived at 11:15 a.m.)

OTHERS PRESENT:

Kathy DeSpiegelaere, Kris Longhenry, Steve Morris,  
Weiming Lu, Jennifer Johnson, Julio Mangine, Dick  
Anfang, David Block, Paul Kirkwold

Chair Ortega called the meeting to order at 11:10 a.m.

1. Approve minutes of December 17, 2002 RCRRA meeting and January 7, 2003 RCRRA Organizational meeting

Motion by Commissioner McDonough, seconded by Commissioner Wiessner, to approve minutes of December 17, 2002 RCRRA Meeting and January 7, 2003 Organizational meeting.

Roll call vote was taken; vote was:

Ayes – 4, Nays – 0  
Motion accepted.

2. LOCATE Task Force recommendation

David Block, Chair of LOCATE Task Force reviewed the report he made at a previous RCRRA meeting, in which LOCATE had narrowed the field for a multi-modal transit hub to four locations including Union Depot, Ramsey County East, Ramsey County West (including detention center) and a Lowertown site in the vicinity of Lafayette and Kellogg. LOCATE hired LTK Engineering Services to help decide which site was most appropriate. David introduced Weiming Lu and Dick Anfang, members of LOCATE, as well as staff from Representative Betty McCollum's office.

David Block stated that the mission of LOCATE was to recommend where a multi-modal transit hub should be located in downtown St. Paul where high-speed rail, light rail transit, commuter rail, Amtrak and buses could come together, and if Union Depot should be that facility. LOCATE's recommendation is that Union Depot ranked number one as the location.

(Commissioner Haigh arrived at this time)

David Block explained the conclusion and noted that LTK was given the task to look at four criteria for the sites:

- Determine relationship to railroad lines
- Determine accessibility to all public transportation modes



- Parking availability
- Traffic and Pedestrian access

David Block stated that the consultants were not asked to look at financial considerations nor feasibility of the sites, but it became obvious to LOCATE that there were major infrastructure costs involved for some of the sites. David commented that the Union Depot site seemed to be the most logical site for the Hub. He noted that a vote was taken and all were in favor except for one no vote.

Commissioner Haigh arrived and mentioned that she had served on LOCATE as a representative of the Central Corridor Coordinating Committee and wanted to thank David Block for chairing the task force. She noted that it was a useful thing for the RCRRA to have such a broad perspective on these issues.

Commissioner Wiessner commented that the report was very well done and she appreciated the work of all the committee members. She asked what the next steps are, and noted that St. Paul Mayor Kelly is proposing that Amtrak move their facilities to the Union Depot immediately. She asked if there have been discussions in the task force about what things can be done right away. David Block replied that LOCATE said their task had been done, however, there has been some informal discussion among members about next steps. David commented that this is a great opportunity to firm up the recommendation and examine it in depth with the idea of charting its successful completion. He stated that there are lots of issues, and there seems to be a willingness on the part of LOCATE to become further involved and their task might be to confirm that the recommendation is correct and look for ways of putting together the implementation.

Commissioner McDonough agreed that the report was thoughtful and well done. He, too, wondered what would be next, including formally accepting the recommendation as a resolution. He stated that the task force seems like the logical place to start those discussions about moving forward. He commented that he is ready to make a motion that the RCRRA accept the LOCATE recommendation and designate Union Depot as the multi-modal site for this county.

Commissioner Reinhardt seconded the motion and felt the report exceeded expectations and reflected blunt discussions that contributed to a solid recommendation. She appreciated that the report is very clear in its recommendation and stated that she would like to have included in the motion that as a part of next steps, the task force stay together. Commissioner McDonough felt that would be appropriate.

Commissioner Ortega stated that the task force should include labor, community, and business leaders. He noted that the task force has done a good job, and are ready and willing to move to the next step which may include looking at financial implications and identifying key issues of other partners (such as the post office). He suggested the task force be kept together, adding other partners as needed. He commented that the first step is to accept the recommendation, then look at how we shape the work of the task force.

Motion by Commissioner McDonough, seconded by Commissioner Reinhardt to accept the LOCATE recommendation and designate Union Depot as the multi-modal superhub site for Ramsey County.

Roll call vote was taken; vote was:

Ayes – 5, Nays – 0  
Motion accepted.

WHEREAS, Ramsey County Regional Railroad Authority is committed to a vision of a multimodal transit hub in downtown St. Paul; and

WHEREAS, The LOCATE task force with representation from business, elected officials and transportation agencies and partners was formed by Ramsey County Regional Railroad Authority and charged with recommending to Ramsey County Regional Railroad Authority where a multimodal transit station should be located in downtown St. Paul where high speed rail, light rail transit, commuter rail, Amtrak, and bus will come together, and if Union Depot should be that facility; and

WHEREAS, LOCATE reviewed and analyzed information from consultants and transportation partners and recommended that Union Depot be ranked number one as the location for the downtown St. Paul multimodal site; Now Therefore Be It

RESOLVED, That the recommendation of the LOCATE task force is accepted by Ramsey County Regional Railroad Authority and the Union Depot is designated as the multimodal superhub site for Ramsey County.

David Block noted that the task force is a very enthusiastic group of people, who would like to continue to be involved. Some next steps to consider could be

- To assess other projects that affect implementation (Lafayette Bridge, Post Office, Amtrak)
- To assess the economic impacts of a Hub at Union Depot (What does it do for us?)
- Develop engineering information (Where should modes be located? How does that happen? What is the status of the structures? What about pedestrians, parking, traffic? What about utilities, soils, drainage? What additional structures will be needed, and of what kind?
- How can we involve the freight railroads in a partnership mode?
- What about environmental issues?
- What about design issues?
- Coordination of the various modes?
- Capital and operating cost estimates? Where does the funding come from?
- What does the community as a whole think? Are they interested? Will they support it?

Commissioner McDonough felt comfortable with resolution language coming back to the RCRRA. He thinks the task force, with new representation to address new issues, could conceive how best they can proceed. He feels it is important to be broad and yet to be clear so the task force can come back to the RCRRA with specifics. He noted that it might be useful for Chair Ortega to discuss priorities with David Block and staff. Additionally, Commissioner McDonough feels it is important to have the railroads involved early.

Commissioner Haigh liked the idea of an implementation task force with some continuity of membership and some additions. She would like to include the Post Office issue at the very beginning because it may require its own subcommittee. She also would like some recommendations about community support because it is very important to the success of the project. She noted that final development, in terms of financing, is quite some time out but we need to begin to set the groundwork so some initial assessment is important. She commented that additionally, how the hub fits in with other development is important, too. She hopes to see a resolution and charge for creating this new implementation task force with some additional political leadership including a legislator and representative from St. Paul City Council and Mayor's office.

Commissioner Reinhardt sees it as an enhancement of the task force, all in the same vein, but commented that it is critical that a representative from the City of St. Paul be appointed. She suggested leaving the name the same.

Commissioner Wiessner agreed. She would like to have an estimated time line for the project when more information comes back to the RCRRA.

Commissioner Haigh wondered if it would be helpful to provide the same presentation for the City Council of St. Paul since they have not been involved and felt it would help ensure they are not left out of the communication loop. Chair Ortega agreed and commented that he and Mr. Block had discussed the same idea some months ago, but suggested that some additional thought should be given on how best to proceed, with a recommendation made back to the RCRRA.

Commissioner Wiessner commented that cost estimates, as well as time estimates would be helpful. Chair Ortega noted the RCRRA has a real practical sense of how to keep moving the project along with steady progress.

Commissioner Haigh motioned, seconded by Commissioner McDonough that LOCATE is asked to continue work on other issues of importance in implementing Union Depot as a multimodal superhub transit facility.

Roll call vote was taken; vote was:

Ayes – 5, Nays – 0  
Motion accepted.

WHEREAS, The LOCATE task force with representation from business, elected officials and transportation agencies and partners was formed by Ramsey County Regional Railroad Authority and charged with recommending to Ramsey County Regional Railroad Authority where a multimodal superhub transit facility should be in downtown St. Paul; and

WHEREAS, The LOCATE task force completed its work with thoroughness, a broad perspective, and thoughtfulness in a timely manner; Now, Therefore Be It

RESOLVED, That LOCATE is asked to continue work on other issues of importance in implementing Union Depot as a multimodal superhub transit facility.

Commissioners Haigh and Ortega expressed thanks to David Mr. Block and other members of LOCATE in attendance.

3. Authorize staff to issue a request for proposals for federal intergovernmental relations consulting assistance

Motion by Commissioner McDonough, seconded by Commissioner Reinhardt to authorize staff to issue a request for proposals for federal intergovernmental relations consulting assistance.

Roll call vote was taken; vote was:

Ayes – 5, Nays – 0  
Motion accepted.

WHEREAS, The Ramsey County Regional Railroad Authority has several important transportation-related initiatives at the federal level;

WHEREAS, The United States Congress is preparing the next version of the six-year transportation bill; and

WHEREAS, The Ramsey County Regional Railroad Authority has a strong interest in having transit corridors authorized in the next six-year transportation legislation; and

WHEREAS, The services of a federal intergovernmental consulting firm is helpful in assuring that outcome; Now, Therefore Be It

RESOLVED, that the Ramsey County Regional Railroad Authority staff is authorized to issue a request for proposals for federal intergovernmental relations consulting assistance.

4. Legislative update

Kathy DeSpiegelaere noted that a legislative update was held at the morning's Ramsey County Board meeting. She then provided an update on federal legislation. Kathy commented that she met in Washington D.C. last week with some staff members of the MN delegation and it became apparent that it would be advantageous for the Board and the City of St. Paul to request authorization of Union Depot. She stated that the proposal being presented is to add to the list of transitway corridors the Union Depot as an additional authorization request.

Motion by Commissioner Haigh, seconded by Commissioner Wiessner to add to the list of transitway corridors the Union Depot as an additional authorization request. Commissioner McDonough asked if Union Depot would stand-alone or share a spot. Kathy DeSpiegelaere responded the Depot could stand-alone since it is a little bit different than the Corridors and would not be a new start project.

Roll call vote was taken; vote was:

Ayes – 5, Nays – 0  
Motion accepted.

WHEREAS, Ramsey County Regional Railroad Authority recognizes that although congestion is increasing at a dramatic rate, there is insufficient roadway capacity to meet current and future needs, and roadway capacity cannot be increased to meet demand without significant environmental and social costs; and

WHEREAS, Several studies have demonstrated broad public support in the Twin Cities for aggressive and diverse solutions to congestion, including a mix of buses, commuter rail, light rail and high speed rail; and

WHEREAS, Rail transit, when combined with supportive public policies, is a catalyst for development along rail lines, enhances the tax base of the cities where it is located, and acts as an economic stimulus, as has been demonstrated in case studies of cities throughout the United States; Now Therefore, Be It

RESOLVED, That Ramsey County Regional Railroad Authority supports the following prioritization of transitway corridors for authorization or reauthorization in the next federal transportation bill and supports federal appropriations for these corridors in this priority order:

Hiawatha  
Northstar  
Central  
Red Rock  
Rush Line

And Be It Further,

RESOLVED, that Ramsey County Regional Railroad Authority supports the authorization of Union Depot and associated properties for development as a multimodal transit hub in downtown St. Paul.

Commissioner McDonough asked about the prioritization of the Union Depot on the list. Kathy DeSpiegelaere suggested the resolution could be prepared to indicate that it is an additional priority in a different category (multi-modal hub).

Commissioner Wiessner asked about high-speed rail, which is a priority but is not on the list. Kathy DeSpiegelaere noted it is also in a different category, and at the Metro Transitways Development Board, it was indicated that the high-speed rail project was a state effort rather than regional.

Commissioner Haigh mentioned that the issue with high-speed rail is that Ramsey County and the RCRRA would be hard pressed to move it forward if the State does not take a leadership role because it is a 10-state coalition, but we want to support it.

5. Approve temporary easement for the City of St. Paul on RCRRA property between Forest Street and the extension of Duluth Street in St. Paul for \$6,800 and authorize the Chair of the RCRRA to execute the permit

Motion by Commissioner McDonough, seconded by Commissioner Wiessner to approve temporary easement for the City of St. Paul on RCRRA property between Forest Street and the extension of Duluth Street in St. Paul for \$6,800 and authorize the Chair of the RCRRA to execute the permit.

Roll call vote was taken; vote was:

Ayes – 5, Nays – 0  
Motion accepted.

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

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

WHEREAS, the City of St. Paul requested a permit on RCRRA property east of Payne Avenue and south of Whittall Avenue to haul crushed concrete from the Stroh's grain elevator demolition for construction of the Phalen Boulevard from I-35E to Payne Avenue; and

WHEREAS, a permit has been negotiated to provide for the temporary access; Now Therefore Be It

RESOLVED, that the Ramsey County Regional Railroad Authority Chair is authorized to execute the permit with the City of St. Paul for access to RCRRA property east of Payne Avenue and south of Whittall Avenue in St. Paul.

6. Ratify release of partial retainage in the amount of \$120,813.24 to BRW, Inc. for professional consulting services for the Central Corridor Transit Study

Motion by Commissioner Haigh, seconded by Commissioner Reinhardt to ratify release of partial retainage in the amount of \$120,813.24 to BRW, Inc. for professional consulting services for the Central Corridor Transit Study.

Commissioner Wiessner asked how much would still be retained after this payment. Kathy DeSpiegelaere noted \$30,000 would still be retained, which would cover the additional work to be completed.



Roll call vote was taken; vote was:

Ayes – 5, Nays – 0  
Motion accepted.

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional consulting services of BRW, Inc. for the purpose of conducting the Central Corridor Transit Study; and

WHEREAS, BRW, Inc. has satisfactorily completed the major portion of contract work identified in the referenced agreements; and

WHEREAS, The balance of retainage kept by RCRRA is \$150,813.24 and BRW, Inc. is requesting partial release of retainage in the amount of \$120,813.24; Now Therefore Be It

RESOLVED, Payment to BRW, Inc. in the amount of \$120,813.24 leaving a \$30,000 balance in retainage for work to be completed is hereby ratified.

7. Ratify Partial Payment No. 4 in the amount of \$31,995.14 to Metropolitan Council for Riverview Corridor Transit Improvements of bus shelters, lighting and benches for the period ending November 30, 2002

Motion by Commissioner Haigh, seconded by Commissioner McDonough to ratify partial payment No. 4 in the amount of \$31,995.14 to Metropolitan Council for Riverview Corridor Transit Improvements of bus shelters, lighting and benches for the period ending November 30, 2002.

Roll call vote was taken; vote was:

Ayes – 5, Nays – 0  
Motion accepted.

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of Metropolitan Council for the purpose of constructing Riverview Corridor transit improvements of bus shelters, lighting and benches; and

WHEREAS, Metropolitan Council has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through November 30, 2002; 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, Metropolitan Council Invoice No. NCV-1886, Partial Payment No. 4 in the amount of \$31,995.14, attachments thereto, provide the correct documentation of payments due Metropolitan Council through November 30, 2002; Now, Therefore Be It

RESOLVED, Payment to Metropolitan Council in the amount of \$31,995.14 for services rendered through November 30, 2002, is hereby ratified.

Chair Ortega adjourned the meeting at 11:46 a.m.



Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY MEETING

The Ramsey County Regional Railroad Authority met on Tuesday, January 28, 2003, in Council Chambers Third Floor Courthouse.

MEMBERS PRESENT:

Chair Rafael Ortega  
Commissioner Jim McDonough  
Commissioner Victoria Reinhardt  
Commissioner Jan Wiessner  
Commissioner Tony Bennett  
Commissioner Janice Rettman  
Commissioner Susan Haigh

OTHERS PRESENT:

Kathy DeSpiegelaere, David MacMillan, Steve Morris,  
Alicia Vap, Jennifer Johnson

Chair Ortega called the meeting to order at 10:55 a.m.

1. Authorize Chair to execute a grant agreement with the Minnesota Department of Transportation for state and federal funds for the Central Corridor Transit work.

Kathy DeSpiegelaere described the history of the funds, some of which had been encumbered, but some of which were set aside for preliminary engineering work on Central Corridor as a match for federal funds. Kathy stated that these funds are part of the Governor's budget reduction plan and RCRRA should attempt to execute a grant agreement before they are frozen on February 1, 2003. She added that the amount proposed is \$2.125 million in state funds that would be matched with \$500,000 in federal funds for work both on bus rapid transit and light rail transit prior to selection of the locally preferred alternative and entering into preliminary engineering for the next phase of work.

A motion by Commissioner Haigh to authorize Chair to execute a grant agreement with the Minnesota Department of Transportation for state and federal funds for the Central Corridor Transit work. Commissioner Rettman noted that there is not a working document for the RCRRA to look at, and that therefore, she is reluctant to give her approval, unless it is very clear that there is not a match. Commissioner Rettman would like it made clear that no additional RCRRA funds would be used for this grant agreement. Commissioner Haigh clarified that Commissioner Rettman was not limiting local investment in the project in the future. Kathy DeSpiegelaere crafted such language as an addition to the amendment and Commissioner Haigh accepted the amended language.

Commissioner Bennett asked who must sign off on the grant agreement prior to February 1. Kathy DeSpiegelaere replied it is RCRRA and Mn/DOT. He asked if there is an indication Mn/DOT will sign by February 1<sup>st</sup>. Commissioner Haigh replied that she is positive about the strong support from the business world and the local community for the project.

Motion by Commissioner Haigh, seconded by Commissioner McDonough, to authorize Chair to execute a grant agreement with the Minnesota Department of Transportation for state and federal funds for the Central Corridor Transit work

Ayes – 7, Nays – 0  
Motion accepted.

WHEREAS, The Ramsey County Regional Railroad Authority is in the process of completing an Alternatives Analysis/Draft Environmental Impact Statement for the Central Corridor; and

WHEREAS, The Ramsey County Regional Railroad Authority must contract with the Minnesota Department of Transportation (Mn/DOT) to access federal funds in the amount of \$500,000 and state funds in the amount of \$2,125,000 to be used for the Central Corridor preliminary engineering work; Now, Therefore Be It

RESOLVED, That the Chair of Ramsey County Regional Railroad Authority is authorized to execute this grant agreement with the Minnesota Department of Transportation for state and federal funds for the Central Corridor transit work that includes \$500,000 in Federal funds through the Metropolitan Council, \$2,125,000 in State funds through the Minnesota Department of Transportation, and no additional Regional Railroad Authority funds for the phase.

Chair Ortega adjourned the meeting at 10:55 a.m.

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

2

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

February 6, 2003

Date

### Board Action Requested

Update on state and federal funding

DISCUSSION ONLY

### Request Justification

Federal authorizations and appropriations are being sent to Congress. Authorizations will be discussed at the February 12, 2003 Metro Transitways Development Board meeting. It is expected that the request for Rush Line will be \$1 million in federal funds for park/ride and park/pool sites; for Red Rock \$1 million for the first installment of preliminary engineering; and for Central Corridor \$1 million for engineering.

Additional appropriations requests for Union Depot and high-speed rail are being formulated and will be discussed with you as information is available.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

February 11, 2003

Board Date

*Kristine A. Longhewy*  
Signature

February 6, 2003  
Date

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

3

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K1 DeSpiegelaere

Authorized Signature

February 6, 2003

Date

### Board Action Requested

Central Corridor update

**DISCUSSION ONLY**

### Request Justification

The Central Corridor Alternatives Analysis/Draft Environmental Impact Statement has been at the Federal Transit Administration (FTA) for review since July, 2002. Comments have been received in October and addressed in November and December. Additional discussions are occurring with FTA and will be discussed with you at your meeting. These relate to FTA approval of the document for purposes of public review and comment, and to the process of completing the document so that a locally preferred alternative can be selected.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

February 11, 2003

Board Date

*Kristine A. Longherry*  
Signature

February 6, 2003  
Date

## Funding for Central Corridor Preliminary Engineering

Preliminary Engineering Cost

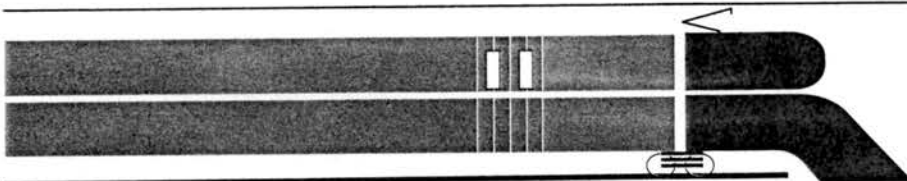
\$ 10,350,000

|                                                            | Federal      | State        | County | Total         |
|------------------------------------------------------------|--------------|--------------|--------|---------------|
| Remaining State Appropriation for Riverview/Central (1)    |              | \$ 2,625,000 |        | \$ 2,625,000  |
| 2000 Federal STP Funds from Mn/DOT (2)                     | \$ 1,500,000 |              |        | \$ 1,500,000  |
| 2001 Federal STP Funds from Mn/DOT (2)                     | \$ 4,500,000 |              |        | \$ 4,500,000  |
| 2000 Federal New Starts Funds Appropriated for Central (3) | \$ 500,000   |              |        | \$ 500,000    |
| 2001 Federal New Starts Funds Appropriated for Central (3) | \$ 1,225,000 |              |        | \$ 1,225,000  |
| Total                                                      | \$ 7,725,000 | \$ 2,625,000 | \$0    | \$ 10,350,000 |

- (1) Remainder of \$3,000,000 in State funds appropriated for Riverview in 1998 and made available for Central in 1999. Funds to be used as match for Federal funds.
- (2) STP funds were committed by Mn/DOT in a 1999 letter to Senator Janet Johnson from Mn/DOT and the Metropolitan Council.
- (3) \$7.85 million was appropriated by Congress and allocated as follows: Northstar Corridor - \$4.325m; Red Rock Corridor - \$1.800m; Central Corridor - \$1.725m.

February 10, 2003





## **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 18, 2003**

**11:15 a.m.**

#### **Third Floor Council Chambers Courthouse**

1. \* Approve minutes from February 11, 2003 RCRRA Meeting
  2. Report from LOCATE
  3. \* Authorize staff to issue RFP for consultant assistance on multimodal transit facility in St. Paul
  4. \* Authorize staff to appropriate funds from the capital account in the amount of \$100,000 for consultant assistance on the multimodal transit facility.
  5. \* Federal authorization for high speed rail
  6. \* Federal appropriations for 2004
  7. \* Legislative update
  8. Update on Metro Transitways Development Board
  9. \* Ratify Partial Payment No. 5 in the amount of \$29,611.44 to Metropolitan Council for Riverview Corridor Transit Improvements of bus shelters, lighting and benches for the period ending 12/31/02
- \* Action is requested

Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY MEETING

The Ramsey County Regional Railroad Authority met on Tuesday, February 11, 2003, in Council Chambers Third Floor Courthouse.

MEMBERS PRESENT:

Chair Rafael Ortega  
Commissioner Jim McDonough  
Commissioner Victoria Reinhardt  
Commissioner Jan Wiessner  
Commissioner Tony Bennett  
Commissioner Janice Rettman  
Commissioner Susan Haigh

OTHERS PRESENT:

Kathy DeSpiegelaere, David MacMillan, Steve Morris,  
Alicia Vap, Jennifer Johnson, Karen Tero, Paul Kirkwold,  
Julie Kleinschmidt, Jane McClure, Kris Longhenry

Chair Ortega called the meeting to order at 10:55 a.m.

1. Approve minutes from January 21, 2003 and January 28, 2003 RCRRA Meetings

Ayes – 7, Nays – 0  
Motion accepted.

2. Update on state and federal funding

Kathy DeSpiegelaere introduced the three items she planned to discuss:

- Federal authorization and appropriations
- Funding package for Central Corridor
- State funds for Central Corridor

Kathy DeSpiegelaere stated that next week's RCRRA agenda will include further discussion on Federal authorizations and appropriations. She noted that the Joint Powers Board, now Metro Transitways Development Board, (MTDB), is meeting Wednesday, February 12, 2003 and will determine action to be taken on Rush Line, Red Rock and Central Corridors, all of which are expected to seek \$1 million in federal appropriations for 2004. Kathy added that additional appropriations will likely be sought for Union Depot and High-Speed Rail.

Steve Morris presented information to the RCRRA regarding the funding package for the Central Corridor preliminary engineering. Steve stated that cost estimates are about \$10.3 million, with state funding of \$2.6 million, federal STP funds available are \$1.5 million and \$4.5 million. He noted that federal new starts funding is \$500,000 and \$1,250,000. Steve commented that Federal funds are meant to make up 80% of funding; non-federal money is required to make up the remaining 20%. He added that typically, if a project is built the funding is about a 50/50 split between federal and non-federal overall, but at this stage, about 80% of the money comes from the federal government.

Commissioner Haigh noted that it is helpful to receive the chart, which identifies where different pieces of funding come from. She commented that it is important to take the opportunity presented by the 80/20 match, before it goes away, which will cause the state/local share to get

more expensive. She added that two things to consider would be to try to secure the state match, either from a budget-balancing bill or from a bonding bill.

Chair Ortega indicated it is important for the RCRRA to have a sense of what monies are real. He asked about the \$7.7 million, realistically what will the state come up with and what will the county need to come with. Steve Morris noted that there are additional steps that have to happen in order to get the funds and legislators can take action that change things. Kathy DeSpiegelaere added her opinion that the \$1.725 million (New Starts funds) are the most secure of the federal funds.

Commissioner Haigh mentioned that the federal funds were approved by the Transportation Advisory Board (TAB) in the Transportation Improvement Program (TIP) amendment. She stated that the bottom line is a relationship with the new Administration for this project and the key will be the support of this Administration to allow us to move this project forward. She commented that conversations will need to happen at the right time and currently, the administration is consumed with balancing the budget; so trying to work the Corridor into their priorities is difficult. Chair Ortega summarized that the RCRRA is trying to make assumptions on the other funds; \$6 million in federal STP funds needs to be secured and we must advocate for the \$6 million funds to ensure they stay firm.

Commissioner McDonough asked if, regarding the federal funds, there are dates by which they are cancelled if they are not used. Kathy DeSpiegelaere replied that the STP dollars do not have a fixed deadline. She stated that the New Starts appropriations for Central require a grant application be in place for the funds earmarked in 2000; and for the 2001 funds, the same will be true by September 30, 2003. Kathy noted that Congressman Sabo's office is working on the 2000 funds.

Commissioner McDonough asked with the state un-allocating the \$2.625 million, how does this affect us at the federal legislative level. Kathy DeSpiegelaere responded that there is a federal ranking process for projects. She stated that a "not recommended" rating was given to the Northstar project yesterday because the state did not provide its share of funds. Commissioner Bennett asked how that affects the funds on the chart. Kathy responded that there needs to be a match for all the federal funds and previously, it had been assumed that the state would be the source of the match; now those state funds are no longer there.

Commissioner Wiessner asked who made the designation of Northstar. Kathy DeSpiegelaere explained that the Federal Transit Administration (FTA) issues a report that ranks projects throughout the county. Kathy stated that previously, Northstar had been ranked as "recommended" but FTA considers both technical merits of the project and the financial piece and Northstar received "not recommended". Kathy noted the ranking might change if Northstar gets funding this session.

Commissioner McDonough noted the match could be local, rather than state dollars.

Commissioner Haigh suggested that if in the next four years the Governor wants the Central Corridor to move forward, then it will, and if he does not want it to move forward, it will be difficult. She noted that it is critical to take the time to meet with the new administration to frame the issue for the future.

Commissioner Bennett asked if Central had a "recommended" ranking. Kathy DeSpiegelaere replied that it was not far enough along to be a part of that list and has no ranking. Kathy stated that the next step is to complete the draft environmental impact statement, select a locally preferred alternative, submit a new starts application, and then at that point, the project would be on the FTA ranking list.

Commissioner McDonough suggested communication to federal legislators about the situation with state dollars, and our plan for the future. Chair Ortega responded that communication is a big part of the reason to have RCRRA meetings weekly, then to move ahead and explain things like the un-allotment.

Commissioner Reinhardt commented that it is just as difficult to remove something from the TIP, as it is to put it in, so it is critical to ensure that there are no sunset dates, especially through Mn/DOT.

Kathy DeSpiegelaere discussed why the state funds have not been encumbered. She commented that last year, the House took the funds but that did not prevail. The deadlines of July 1 or February 1 were less important than knowing that if funds weren't encumbered and under contract before the legislative session began, they would likely be cancelled by the Legislature. The state funds were to have been used to fund the nonfederal match for preliminary engineering for the Central Corridor. She stated that the Central project is not at a point for preliminary engineering. Kathy noted that staff put together a work plan for pre-preliminary engineering, or interim work where funds go through both the Met Council and the Mn/DOT. She stated that Met Council has been receptive to the Central project, but Mn/DOT's previous administration was hostile. She noted that last February, there was a grant application to Mn/DOT, which finally came through June 30<sup>th</sup>. Kathy commented that when the new administration came in, it seemed appropriate to move slowly while they developed their position and that is why the funds were not encumbered. Commissioner Reinhardt noted that this is an important message to take to the federal delegation, so they are aware of all the steps that have been taken and do not perceive that the ball was dropped on the project. Commissioner Haigh commented that the Metro Transitways Development Board (MTDB) has a series of meetings with the Minnesota delegation as part of the NACO trip and both she and Commissioner McDonough will be briefing congressional members.

### 3. Central Corridor Update

Steve Morris presented an update on the alternatives analysis for the Central Corridor. He stated that the DEIS was sent to FTA last summer and in early October, their comments were returned. Steve commented that staff response went back November 1, 2002 and the only sensitive area was Cultural Resources, or Section 106, which consists of three phases: survey of possible historic buildings, phase 1 assessment to identify each building which may have historic significance, phase 2 decide what mitigation if any should be done with those buildings which have historical significance. Steve noted that in 1993, a DEIS was done and in 1995, Cultural Resources work was done and the most recent report was submitted to FTA at the end of 2002. Steve stated that in the most recent conversation, FTA indicated that 693 buildings potentially fit the category of historic buildings, but Hennepin County's consultant feels 30 to 40 would be left after phase one. Steve commented that FTA is concerned about the large number of potential properties and feels it is important to include phase one in the DEIS, even though that is not usually a requirement. He noted that currently, he is scheduling a meeting with the state Cultural Resources staff.

Chair Ortega asked what the implications are of phase one, in terms of the timelines. Steve Morris replied that it would take a few months to do phase one and cost would be in the range of \$100,000.

Commissioner Wiessner asked if age of structures was the only criteria used. Steve Morris answered that a survey is compiled based on the historic register and also by driving by, noting all buildings that are potentially in that age range.

Chair Ortega asked that RCRRA be updated in a couple of weeks.

Chair Ortega shared that he recently met w/Congressperson Betty McCollum and she will be the chief sponsor for authorizing the Union Depot. He stated that they discussed how to work with the Post Office and the regional approach she is taking with Arden Hills. He commented that she is very positive about how everything is going and he has had several phone conversations with the Post Office in Washington D.C. about how to proceed.

Chair Ortega adjourned the meeting at 11:30 a.m.

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

2

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere  
Authorized Signature

2/13/03  
Date

### Board Action Requested

LOCATE Task Force Report

**DISCUSSION ONLY**

### Request Justification

David Block will be presenting information at the meeting.

- See attached:
1. Memorandum from K. DeSpiegelaere dated 2/13/03
  2. Vision, outcomes and next steps informational sheets

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

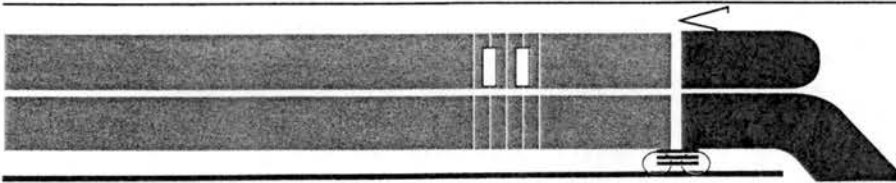
February 18, 2003

Board Date

Kristine A. Longheneey  
Signature

February 13, 2003  
Date





## **Ramsey County Regional Railroad Authority**

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

### **Memorandum**

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

**From:** Kathryn DeSpiegelaere, Director 

**Subject:** LOCATE Task Force Report

**Date:** February 13, 2003

The Ramsey County Regional Railroad Authority had formed a group of business representatives from downtown St. Paul, local elected officials, transportation partners and agencies, the LOCATE Task Force to determine where a multi-modal transit facility should be located. The Task Force recommended Union Depot as that facility, which the Rail Authority agreed at the January 21 meeting. At this same meeting, future direction was given to the Task Force Chair, David Block. Chair Block shared this direction with the Task Force and the Task Force defined outcomes and next steps for the project, which include: Items 1 (Logistics), 2 (Economics), 4 (Financial Implications), and 5 (Schedule) were recommended to be addressed by a consulting firm while item 3 (Post Office Issues) and item 7 (Community Support) were recommended to be addressed by a Task Force Committee. Item 6 (cost of purchasing the Union Depot) was added after the Task Force meeting. More specific information on each item immediately follows.

#### **Recommendation:**

Consider the LOCATE Task Force's recommendation for future action.

# Union Depot Multi-Modal Facility

## VISION

*The Union Depot multi-modal facility could become a major transportation center for the east metropolitan area, The Twin Cities region, and the Midwest by connecting the transit corridors in the east metropolitan area, including the Central Corridor, the Red Rock Corridor, and the Rush Line Corridor with Amtrak, high speed rail, intercity and intracity buses, and with connections to the Minneapolis-St. Paul International Airport. This facility would allow for seamless connections between transportation modes, added convenience for passengers, and will provide a variety of transportation choices that do not currently exist in downtown St. Paul.*

## Outcomes for Union Depot Multi-Modal Facility

1. Compiling information that analyzes **how all of the transit modes fit into Union Depot**. This information should include transit modes of Amtrak, high speed rail, commuter rail, light rail transit, intercity bus service such as Greyhound and Jefferson Lines, and intracity bus service such as Metro Transit. Analysis should be technical in nature and should include drawings, narrative, and be as specific as possible.
2. The creation of a **cost estimate** for turning Union Depot and necessary surrounding areas that apply to a multi-modal facility, including the ultimate build-out that would include Amtrak, high speed rail, commuter rail, light rail transit, intercity bus service such as Greyhound and Jefferson Lines, and intracity bus service such as Metro Transit. There will be a range of cost estimates, including a minimum estimate of a serviceable multi-modal facility to the ultimate build-out service oriented facility.
3. Information that fully details and understands the **issues facing the Post Office**, including their possible relocation to another location yet to be determined. Issues may include financial implications of relocating, affect on workforce of relocating, affect on their service and operating costs by relocating, etc.
4. Information that fully details the **financial implications** of implementation of turning Union Depot and necessary surrounding areas into a multi-modal facility, including impacts to area work force with relocation of Post Office; of returning Union Depot to its former use and the impact of new employees, passengers, and related services and amenities associated with a multi-modal facility; impacts on subarea economy with loss of Post Office employees (i.e., restaurants, etc.).
5. Information about how the project could be **implemented incrementally** in stages, including the timeline, the cost, and what needs to occur before each stage of implementation can begin. For example, Amtrak and intercity bus service such as Greyhound and Jefferson Lines could be the first agencies offering passenger services out of Union-Depot in a few years. What would need to occur before this could begin and what would be the cost? As other

## **Union Depot Multi-Modal Facility**

transportation projects get implemented, more passenger services could be added.

6. Determining the cost of purchasing the Union Depot.
7. Conducting public outreach to build community support for Union Depot as a multi-modal facility. Outreach will occur to the City of St. Paul, and further outreach will occur after the technical information is gathered and analyzed.

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

3

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

Authorized Signature

Date

### Board Action Requested

Authorize staff to issue Request For Proposals for consultant assistance on the multimodal transit facility in downtown St. Paul.

**ACTION IS REQUESTED**

### Request Justification

- See attached:
1. Proposed resolution
  2. Memorandum from K. DeSpiegelaere dated 2/13/03
  3. Proposed mailing list
  4. Proposed RFP

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

February 18, 2003

Board Date

Kristine A. Longhenry  
Signature

February 13, 2003  
Date

# RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No.: \_\_\_\_\_

---

WHEREAS, The LOCATE Task Force's recommendation of the Union Depot as a multi-modal transit facility was accepted by Ramsey County Regional Railroad Authority;

WHEREAS, The Ramsey County Regional Railroad Authority has asked the LOCATE Task Force to continue work on other issues of importance in implementing Union Depot as a multi-modal transit facility; and

WHEREAS, The services of a technical consulting firm is helpful in continuing to work towards implementation of the Union Depot; Now Therefore Be It

RESOLVED, that the Ramsey County Regional Railroad Authority staff is authorized to issue a request for proposals for technical consulting assistance for the Union Depot analysis.

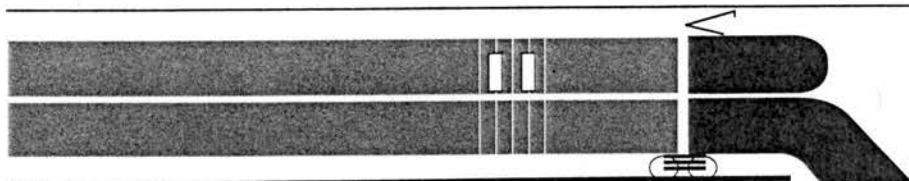
## RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Jim McDonough      | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Rafael Ortega, Chair

By: \_\_\_\_\_  
Jim McDonough, 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 *KD*

**Subject:** RFP for Multi-modal Transit Facility in St. Paul

**Date:** February 13, 2003

The Ramsey County Regional Railroad Authority agreed with the LOCATE Task Force that the Union Depot should be the multi-modal transit facility for downtown St. Paul. The RCRRA provided guidance to the LOCATE Task Force Chair on future direction. Many tasks included in this direction will require the technical services of a consulting firm. At their February 10 meeting, the LOCATE Task Force recommended to staff which items should be conducted by the consulting firm.

For your review is a resolution authorizing staff to issue a Request for Proposals (RFP) for the Union Depot Analysis, a copy of the RFP, and the mailing list which the RFP will be sent. In addition, staff will publish notice of the RFP in the Ramsey County Review and in the State Register. These notices could be published as soon as the last week in February.

Staff is recommending the consultant contract will be up to but not exceeding \$100,000.

#### **Recommendation:**

Consider attached resolution and authorize staff to issue the Request for Proposals for technical analysis for the Union Depot.



**Request for Proposals  
Union Depot Analysis  
Ramsey County Regional Railroad Authority  
February, 2003**

Ramsey County Regional Railroad Authority (RCRRA) is issuing a request for proposals (RFP) for technical analysis for the Union Depot.

Union Depot is located in downtown St. Paul, Minnesota. The RCRRA recently approved Union Depot as the downtown St. Paul multi-modal transit facility. Although the Union Depot is not currently being used as a transportation facility, it is envisioned that the facility would be served by Amtrak, high speed rail, commuter rail, light rail transit, intercity bus service (such as Greyhound), and intracity bus service (such as Metro Transit, local transit service). This technical analysis will focus on identifying factors and conditions to the implementation of the Depot as a multi-modal transit facility.

The contents of this RFP are:

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

## **1. *Instructions to proposers***

### **1.1 Submission of proposals**

Submit all proposals to Ramsey County Regional Railroad Authority addressed to:

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

Proposals must be received no later than noon on March 17, 2003. Proposals received after that time and date will not be eligible for consideration.

The proposer shall submit 10 bound and 1 unbound copies of its proposal addressed as noted above.

### **1.2 Clarifications and additions**

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

### **1.3 Contact person**

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

Materials are available for review in the staff offices of Ramsey County Regional Railroad Authority during the business hours of 8-4:30 CST, Monday to Friday. Please call Alicia Vap for an appointment at 651-266-2773.

### **1.4 Proposal Format**

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

### **1.5 Exceptions/Deviations**

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

## **1.6 Contract Award**

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

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

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

## **1.7 Contract type**

The contract resulting from this solicitation will be a fixed-price contract with the contractor expected to complete the Scope of Work for an amount not to exceed \$100,000.00 for all fees, costs, charges, and expenses allowed by section 1.11 hereof. Cost overruns for tasks within the Scope of Work identified herein shall be the responsibility of the proposer to the extent the \$100,000.00 contract maximum unless such costs have been approved in advance and in writing by the RCRRA. Costs for additional or changes services requested by the RCRRA shall be payable in excess of the \$100,000.00 contract maximum only if provided for in an amendment to the contract.

## **1.8 Schedule**

The project will build upon work already completed for the RCRRA and other regional studies as appropriate for the Union Depot.

The contractor should outline an achievable timeline for the work proposed, but should limit the length of the contract to twelve months with the potential to extend the contract for up to two more years for additional work at an additional cost. At the close of the twelve month contract, contractor will prepare scope of work for additional work. The project will be funded by the RCRRA.

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

|                                                       |                      |
|-------------------------------------------------------|----------------------|
| Request for Proposals issued                          | February 19, 2003    |
| Request for Proposals due                             | March 17, 2003, noon |
| Determine short list of consultants to be interviewed | March 24, 2003       |
| Oral Interviews (optional, at discretion of RCRRA)    | April 8, 2003        |
| Evaluation complete                                   | April 15, 2003       |
| Staff recommendation approval by LOCATE               | April 21, 2003       |
| Contract approved by RCRRA                            | May, 2003            |

### **1.9 Precontractual expenses**

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

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

### **1.10 Proposal Evaluation**

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

#### Experience of the firm

- The comprehensiveness, creativity, appropriateness, and quality of experience of the members of the firm.
- Responses of the references.
- Presence of the required disciplines.
- Demonstrated experience with performing comparable work.
- Demonstrated knowledge of downtown Saint Paul and Ramsey County.
- Knowledge of work being done on bringing Amtrak back to Union Depot, and on high speed rail, Red Rock and Rush Line commuter rail projects, Central Corridor Bus Rapid Transit or Light Rail Transit, Greyhound and Jefferson Lines bus companies, and Metro Transit.
- Demonstrated ability to work with policy makers in facilitating decisions.
- Demonstrated experience with economic development.
- Demonstrated experience working with historic train stations.

#### Experience of personnel

- Experience, reputation and interpersonal skills of the project manager, including demonstrated ability to successfully lead and implement projects.
- Creativity and interpersonal skills of key project staff.

- Level of effort and participation of key personnel.
- Experience, education and qualification of key personnel with similar roles and projects.
- Ability to help decision-makers reach conclusions that are implementable.

#### Scope of Work

- Thoroughness and responsiveness to the RFP.
- Ability to suggest ways to accomplish objectives of the RFP in a creative manner.
- Understanding of the project objectives into action as demonstrated in past experiences.
- Scope of work approach, timing, substance.
- Ability to complete the project in a timely manner.
- Demonstration of ability to use previously completed Union Depot work.
- Demonstration of ability to link this project to Amtrak, high speed rail, Red Rock and Rush Line commuter rail projects, Central Corridor Bus Rapid Transit or Light Rail Transit, Greyhound and Jefferson Lines bus companies, and Metro Transit bus service.
- Demonstration of availability of key staff to complete the project in a expeditious manner.

#### Cost allocation

- Allocation of resources among work tasks (including person hours).
- Because this RFP specifies a maximum contract cost, the proposal will be assessed relative to the proposed level of effort and products. The lowest cost proposal is not necessarily the preferred proposal.
- Ability to perform project within a budget, including demonstrated work efforts of a similar nature that came in at or under budget.
- Demonstration of ability with cost savings specified of using previous work.

#### Disadvantaged Business Enterprises

- Level of participation of DBE's and WBE's (minimum goal of 15%).
- Scope of services to be provided by DBE's and WBE's.

#### Other Factors

- Any other factors determined to be relevant by review team.

#### **1.11 Compensation**

- By task, the proposer should identify the personnel who will be performing the task, the hourly rate, including overhead, for each person, and the estimated number of hours by person for each task. Only the hourly rate will be paid.

Payment will be made on the number of hours billed and actually worked, subject to the maximum limitation identified in Section 1.7.

- Reimbursable expenses that will be allowed include expenses incurred by the proposer, and include project printing, project related graphics, local travel, and delivery fees. Reimbursable expenses must be supported with receipts that are dated and be accompanied by written explanation of what purpose the expense served.
- If the proposer's primary office is located outside of the seven-county metropolitan area, the following reimbursable expenses will be allowed: transportation costs including airfare, taxi or shuttle service to and from the airport, rental automobile and associated cost of gasoline; lodging costs associated with travel; meals associated with travel for the actual amount paid not to exceed the Runzheimer Meal-Lodging Cost Index for Saint Paul of \$52 per day; and long-distance telephone calls relating to the project.

## **2. *Background on the Union Depot***

### **2.1 Location**

The Union Depot is located in downtown Saint Paul in the Lowertown area. It is bounded by East Fourth Street, East Kellogg Boulevard, Sibley Street, and Wacouta Street. The analysis will also include the Post Office, which owns the formerly used Union Depot passenger concourse. The Post Office is located directly southeast of the Union Depot.

### **2.2 Previous Studies of the Union Depot**

The Ramsey County Regional Railroad Authority (RCRRA) created the LOCATE Task Force in 2002 to recommend a location for a downtown Saint Paul multi-modal facility. The LOCATE Task Force membership includes downtown Saint Paul business leaders, elected officials, transportation agencies, and others. The RCRRA hired a consulting firm to conduct analytical research on four sites being considered by LOCATE as a downtown multi-modal facility. Research included accessibility to public modes of transportation, relationship to railroad lines, relationship of facility and its parking requirements, traffic and pedestrian access, and facility space requirements. This information is included in two reports that were presented to LOCATE and to the RCRRA. After receiving this information, LOCATE forwarded their recommendation of Union Depot as that multi-modal facility in January 2003 to the RCRRA, which the RCRRA formally accepted at that time.

In addition to work done through the LOCATE Task Force, other studies and research having relevance are: a study completed through the City of Saint Paul of the Union Depot; work done by the Lowertown Redevelopment Corporation; the Minnesota Department of Transportation's Commuter Rail System Plan and



work done in conjunction with Midwest Regional Rail Initiative (Midwestern high speed rail project).

### **2.3 Federal Considerations**

The Union Depot is not federally authorized in the current Transportation Efficiency Act for the 21<sup>st</sup> Century (TEA-21), although it may be included in TEA-21's successor. The consultant should consider subsequent phases of environmental/engineering in a manner that will meet federal requirements and will potentially qualify the project for federal funding at some future date.

## **3. *Consultant's Proposal***

### **3.1 Letter of Transmittal**

Address the letter of transmittal to:

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

The letter of transmittal should include the following information:

- Identify the name, address and telephone number of each firm that makes up the team if more than one firm is involved.
- Indicate that the costs proposed are valid for six months after the date of the proposal.
- Acknowledge receipt of additions to the RFP, if any.
- Name, title, address, telephone, fax, and e-mail of contact person during the evaluation period for the proposal.
- A one page summary of the consultant's proposed approach to the Union Depot Study.
- Signature of the person authorized to bind the offering to the terms of the proposal.
- Indicate ability to comply with contract provisions in this RFP. Particularly, note the insurance provisions. If your current insurance program does not meet the requested coverages, indicate any additional costs needed to comply with this section.
- Name, telephone number, and addresses of three references for each prime and subconsulting firm.

### **3.2 Consultant Team Organization**

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

### **3.3 Qualifications and Experience**

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

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

### **3.4 Key Personnel**

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

### **3.5 Scope of Work**

All proposals shall demonstrate in a scope of work how the consultant will achieve the following outcomes:

- In a report format, determine the cost of purchasing the Union Depot. The report should include cost and source of cost.
- In a report format, create cost estimates for turning Union Depot and necessary surrounding areas that apply to a multi-modal facility, including the ultimate build-out that would include Amtrak, high speed rail, commuter rail, light rail transit, intercity bus service such as Greyhound and Jefferson Lines, and intracity bus service such as Metro Transit. There will be a range of cost estimates, including a minimum estimate of a serviceable multi-modal facility to the ultimate build-out service oriented facility. The report should include cost by item and should include drawings or maps.

- In a report format, compile information that analyzes how all of the transit modes fit into Union Depot. This information should include transit modes of Amtrak, high speed rail, commuter rail, light rail transit, intercity bus service such as Greyhound and Jefferson Lines, and intracity bus service such as Metro Transit. The report should be technical in nature and should include drawings, maps, narrative, and be as specific as possible.
- In a report format, include information that fully details the financial implications of implementation of turning Union Depot and necessary surrounding areas into a multi-modal facility, including impacts to area work force with relocation of Post Office; of returning Union Depot to its former use and the impact of new employees, passengers, related services and amenities associated with a multi-modal facility; impacts on subarea economy with loss of Post Office employees (i.e., restaurants, etc.); and the net income the facility could generate.
- In a report format, include information about how the project could be implemented incrementally in stages, including the timeline, the cost, and what needs to occur before each stage of implementation can begin. For example, Amtrak and intercity bus service such as Greyhound and Jefferson Lines could be the first agencies offering passenger services out of Union Depot in a few years. What would need to occur before this could begin and what would be the cost? As other transportation projects get implemented, more passenger services could be added. The report should include narrative of the analysis, steps that need to occur before implementation can begin, timelines for various implementation plans, costs associated with each implementation plan, and drawings and maps showing the structural elements of each plan.

Deliverables should be specified in the scope of work. A minimum of five meetings with members of LOCATE Task Force or RCRRA should be assumed by the consultant. Graphics should also be specified in the scope of work.

The consultant should also indicate that they would produce a scope of work for additional work at the end of the twelve-month contract period.

### **3.6 Schedule and Budget**

Please include a schedule for the 12-month duration of the project and indicate when each outcome will be completed. Also include who from the proposer team will work on each outcome, the number of hours by person proposed for each outcome, and the cost of each outcome. Include an estimate of reimbursable expenses and specify what the expense is (i.e., printing).

#### 4. **Contract conditions**

The following terms and conditions, together with any necessary federal or state requirements, shall be incorporated into the agreement with the successful proposer.

##### A. GENERAL CONDITIONS

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

1. Nonassignability. The Contractor shall not assign any interest in this agreement and shall not transfer any interest in the same, whether by subcontract, assignment or novation, without prior written consent of the RCRRA.
2. Independent Contractor. In the performance of this agreement, the Contractor is an independent contractor and neither it, nor its agents, employees, assigns, or other persons—while engaged in the performance of any work or services required to be performed by the RCRRA under this agreement—shall be considered employees of Ramsey County. Nothing contained in this Agreement shall be construed as creating the relationship of co-partners, joint venturers, or an association between County and Contractor.
3. Hold Harmless. The Contractor agrees to defend, indemnify, and hold Ramsey County, RCRRA, its employees, and officials harmless from any claims, demands, actions or causes of actions—including reasonable attorneys' fees—arising out of any act or omission on the part of the Contractor or its subcontractors, partners, or independent contractors, or any of their agents or employees in the performance of (or with relation to) any of the work or services to be performed or furnished by the Contractor or the subcontractors, partners, independent contractors—or any of their agents or employees—under the terms of this agreement.
4. Alteration. Any alteration, variation, modification, or waiver of the provisions of this Agreement shall be valid only after it has been reduced to writing and duly signed by both parties.
5. Insurance.
  - a) Contractor shall purchase and maintain such insurance as will protect the contractor from claims which may arise out

of, or result from, the contractor's operations under the contract—whether such operations be by the Contractor, subcontractor, anyone directly employed by them, or by anyone for whose acts any one of them may be liable.

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

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

Minimum Limits:

\$2,000,000 each event limit

\$2,000,000 general aggregate

\$2,000,000 products/completed operations total  
limit

\$2,000,000 personal injury and advertising liability

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

2) Automobile Liability Insurance

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

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

3) Workers' Compensation & Employer's Liability

a) Workers' Compensation per Minnesota State statute

b) Employer's Liability shall have Minimum Limits:

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

Other States Coverage



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

Minimum limits:

\$2,000,000 per claim

\$2,000,000 aggregate

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

- 6) License as required

- c) All certificates of insurance shall provide that the insurance company give the RCRRA thirty (30) days prior written notice of cancellation, non-renewal or any material changes in the policy.
- d) The above sub-paragraphs establish minimum insurance requirements, and it is the sole responsibility of the Contractor to purchase and maintain additional insurance that may be necessary in connection with this contract.
- e) The Contractor shall not commence work until the Contractor has obtained the required insurance and filed an acceptable certificate of insurance with the County Risk Manager. Copies of insurance policies shall be submitted to the RCRRA upon request.
- f) Nothing in this contract shall constitute a waiver by County of any statutory limits or exceptions on liability.
- g) Certificates shall specifically indicate if the policy is written with an admitted or non-admitted carrier. Best's rating for the insurer shall be noted on the certificate and shall not be less than a B+.
- h) On the certificate, agent shall certify that the agency carries error and omissions coverage.
6. Non-Conforming Services. The acceptance by the RCRRA of any non-conforming services under the terms of this contract, or the foregoing of any of its rights or remedies arising under this contract, shall not constitute a waiver of the RCRRA's right to



conforming services or any rights or remedies in respect to any subsequent breach or default of the terms, conditions and covenants of the contract. The rights and remedies of the RCRRA 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 notices to the Contractor specifying the extent of such suspension or termination under this Paragraph, the reasons therefore, and the date upon which such suspension or termination becomes effective. Upon receipt of such notice, the Contractor shall

take all actions necessary to discontinue further commitments of funds to the extent that they relate to the suspended or terminated portions of this Agreement.

b) Without Cause.

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

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

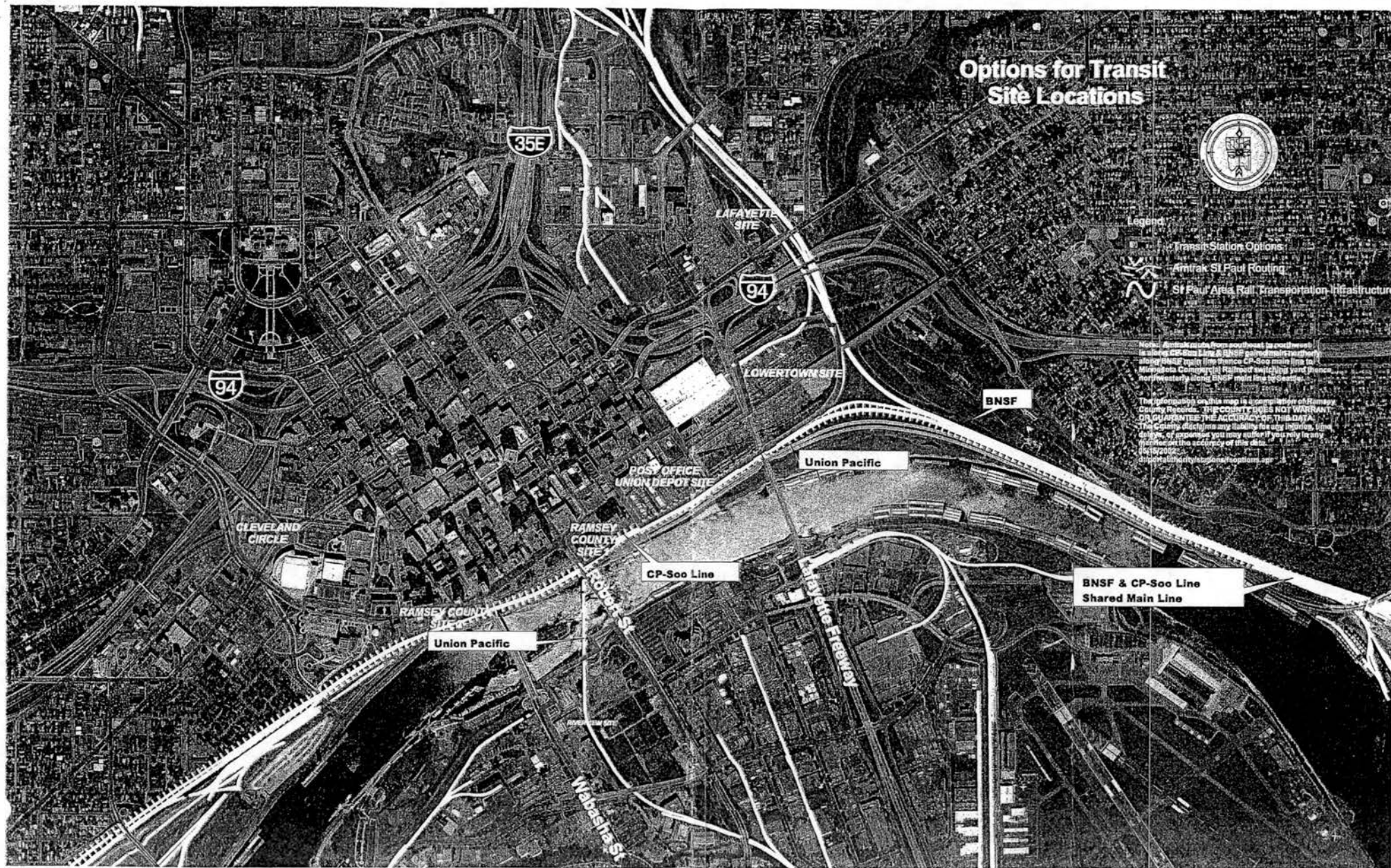
12. Access to Documents.

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

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

14. Conflict of Interest. The Contractor affirms that, to the best of the Contractor's knowledge, the Contractor's involvement in this contract does not result in a conflict of interest with any party or entity that may be affected by the terms of this contract. The Contractor agrees that, should any conflict or potential conflict of interest become known to the Contractor, the Contractor will immediately notify the RCRRA of the conflict or potential conflict, specifying the part of this contract giving rise to the Conflict or potential conflict, and will advise the County whether the Contractor will or will not resign from the other engagement or representation.
15. Interpretation of Agreement; Venue. This agreement shall be interpreted and construed according to the laws of the State of Minnesota. All litigation regarding this Agreement shall be venued in the District Court of the County of Ramsey, Second Judicial District, State of Minnesota.
16. Term. This Agreement shall be in force and effect from \_\_\_\_\_ through \_\_\_\_\_ 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.





Options for Transit  
Site Locations



Legend

- Transit Station Options
- Amtrak St Paul Routing
- St Paul Area Rail Transportation Infrastructure

This map is for informational purposes only and does not constitute a contract or warranty. The County does not warrant or guarantee the accuracy of this data. The County disclaims any liability for any injuries, time delays, or expenses you may suffer if you rely on any portion of the accuracy of this data.



# Options for Transit Site Locations

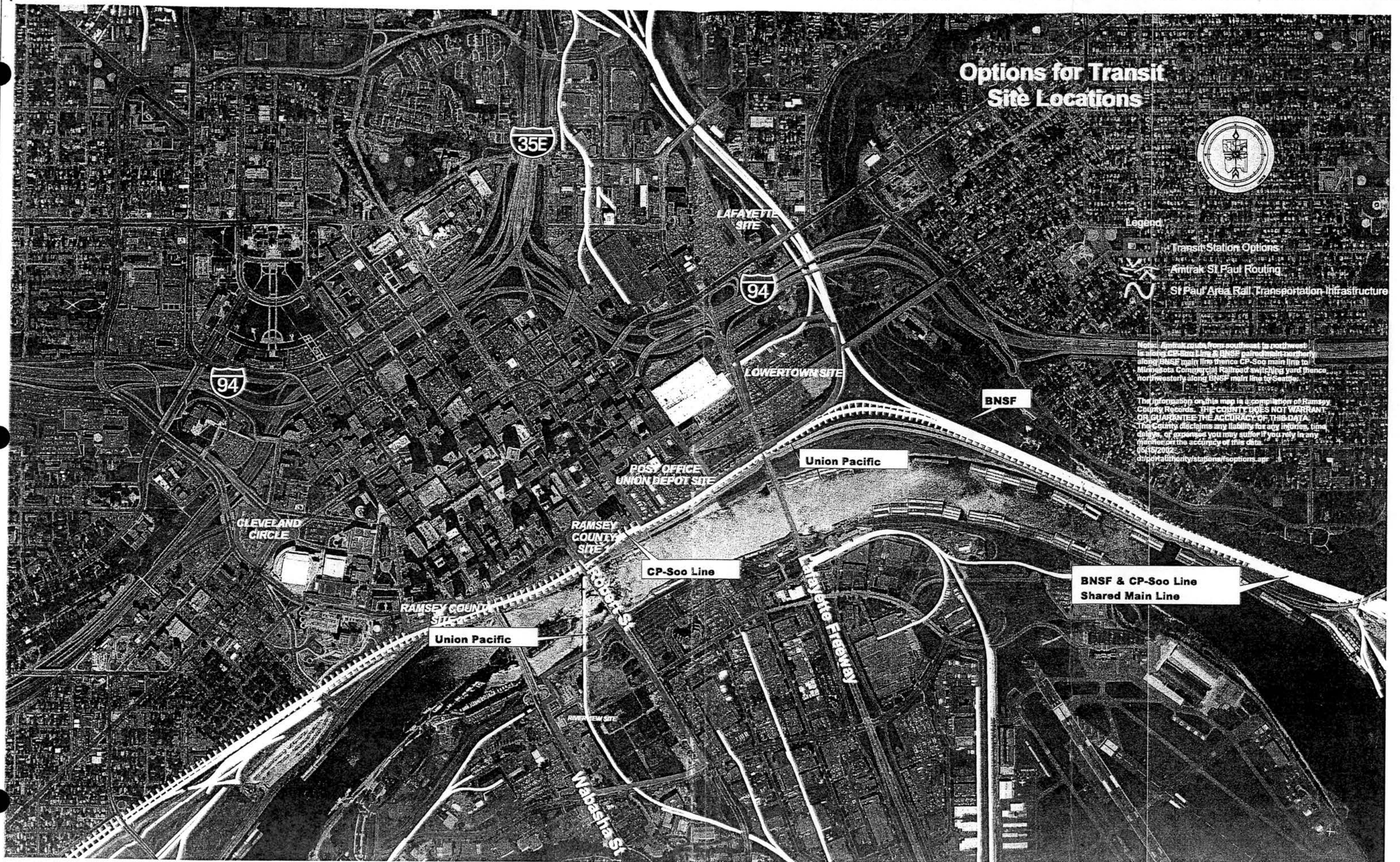


## Legend

- Transit Station Options
- Amtrak St Paul Routing
- St Paul Area Rail Transportation Infrastructure

Note: Amtrak route from southeast to northwest is along CP-Soo Line & BNSF paired main line (northern) along BNSF main line thence CP-Soo main line to Minnesota Commercial Railroad switching yard thence northwesterly along BNSF main line to Seattle.

The information on this map is a compilation of Ramsey County Records. THE COUNTY DOES NOT WARRANT OR GUARANTEE THE ACCURACY OF THIS DATA. The County disclaims any liability for any injuries, time delays, or expenses you may suffer if you rely in any manner on the accuracy of this data.  
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510 Carnegie Center  
Princeton, NJ 08540

Marketing Director  
Buckhurst Fish & Jacquemart, Inc.  
72 Fifth Avenue  
New York, NY 10011

Hutton Associates  
5 Union Square West  
New York, NY 10003

Julie Hoover  
PBQD  
One Penn Plaza  
New York, NY 10119

Marketing Director  
Vollmar Associates  
50 West 23rd St.  
New York, NY 10010

Gregory Telecky  
Poggemeyer Design Group, Inc.  
1168 North Main Street  
Bowling Green, OH 43462

KFH Group, Inc.  
4630 Montgomery Avenue  
Suite 520  
Bethesda, MD 20817

F. Chris Dimond  
HNTB Corp.  
715 Kirk Drive  
Kansas City, MO 64105

Chip Crawford  
The Hok Planning Group  
211 North Broadway  
Suite 600  
St. Louis Park, MO 63102

HDR Engineering, Inc.  
8404 Indian Hills Drive  
Omaha, NE 68114-4047

Peter Liebowitz  
Allee King Rosen & Fleming, Inc.  
117 East 29th Street  
New York, NY 10016

John Steinmetz  
Clark Pattersen Associates  
186 North Water Street  
Rochester, NY 14604

Ernie Hutton  
Hutton Associates, Inc.  
22 West 19th Street  
9th Floor  
New York, NY 10011

Gadi Amit  
Philip Habib & Assoc.  
226 West 26th Street  
9th Floor  
New York, NY 10001

Doug Moore  
Burgess & Niple  
5085 Reed Road  
Columbus, OH 43220

David Richard  
Woolpert, LLP  
409 East Monument Avenue  
Dayton, OH 45402-1261

Neal Irwin  
IBI Group  
230 Richmond Street  
Toronto, ONT M5V1V6

Jacki Teeter  
Fregonese Caltharpe Assoc.  
421 SW Sixth Avenue  
Suite 1250  
Portland, OR 97204

Anish Kumar  
Hillier  
One South Penn Square  
Philadelphia, PA 19107

Debra Trace  
STV  
205 West Welch Drive  
Douglassville, PA 19518

Alfred Raby  
RM Plan Group  
P.O. Box 121485  
Nashville, TN 37212

Marketing Director  
J.D. Wilson & Associates  
9410 Hermosa Drive  
Dallas, TX 75218-3549

Scott Wallington  
Maxim Technologies, Inc.  
8235 Douglas Avenue  
Suite 700  
Dallas, TX 75225

George Hull  
Parsons Trans Group  
2820 Waterford Lake Drive  
Suite 200  
Richmond, VA 23112-3981

Mary Means  
814 King Street  
Suite 400  
Alexandria, VA 22314

105 West Evergreen Blvd.  
Suite 300  
Vancouver, WA 98660-3123

Frank Lewinberg  
Urban Strategies, Inc.  
257 Adelaide Street West  
Suite 500  
Toronto, ONT MSH1X9

Tracy Black  
Otak, Inc.  
17355 SW Boones Ferry Road  
Lake Oswego, OR 97035

Shawn McCaney  
Kise Straw & Kolodner, Inc.  
123 S. Broad Street  
Suite 1270  
Philadelphia, PA 19109-1029

Gary Schneider  
Wilbur Smith Associates  
1301 Gervais Street  
Colmbia, SC 29201

James Duncan  
Duncan Assoc.  
13276 Research Blvd.  
Suite 208  
Austin, TX 78750

Patricia Knudson Joiner  
Knudson & Assoc.  
8588 Katy Freeway  
Suite 441  
Houston, TX 77024

Carter Burgess  
P.O. Box 131487  
Houston, TX 77219

Terry Spencer  
The Onyx Group  
1199 North Fairfax Street  
Suite 600  
Alexandria, VA 22314

Stephen Plunkard  
Dufresne-Henry  
P.O. Box 29, Precision Park  
North Springfield, VT 05150-0029

Don Miles  
ZGF  
1191 Second Avenue.  
Suite 800  
Seattle, WA 98101

Eliot Allen  
Criterion Planners/Engineers  
725 NW Flanders St.  
Portland, OR 97209

Greg Baldwin  
ZGF  
320 SW Oak Street  
#500  
Portland, OR 97204

Kelly McGann  
McCormick, Taylor & Assoc., Inc.  
Two Commerce Square  
Philadelphia, PA 19103

Steve Campbell  
Barge Waggoner Sumner & Cannon,  
Inc.  
211 Commerce Street  
Suite 600  
Nashville, TN 37201

Darcy Garneau  
EDI Architecture, Inc.  
3731 Briarpark Drive  
#300  
Houston, TX 77042-5296

LKC Consulting Services  
4617 Montrose Blvd.  
Suite C230  
Houston, TX 77006

Lorna Parkins  
Michael Baker Corp.  
Hillcrest Building, Suite 101  
1801 Bayberry Court  
Richmond, VA 23226

Vince Jackson  
TransCare  
1900 N. Beauregard Street  
Alexandria, VA 22311

Mark Hinshaw  
LMN Architects  
801 Second Avenue  
Suite 501  
Seattle, WA 98104

Amy Flom  
Elf Incorporated  
10437 Innovation Drive  
Suite 302  
Wauwatosa, WI 53226

MS Communications  
P.O. Box 26  
Dodgeville, WI 54020

Transmart Tech, Inc.  
6225 University Avenue  
Suite 204  
Madison, WI

Brian Vandewalle  
Vandewalle & Assoc.  
120 East Lakeside Street  
Madison, WI 53715

Marketing Director  
Kierbicher Associates  
P.O. Box 379  
Leedsburg, WI 53959



# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

4

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. Longhenry  
Authorized Signature

2/13/03  
Date

### Board Action Requested

Authorize RCRRA to appropriate funds from the capital account in the amount of \$100,000 for consultant assistance on the multimodal transit facility.

**ACTION IS REQUESTED**

### Request Justification

This action relates to funding for the work for which a request for proposal is being issued.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

February 18, 2003

Board Date

Kristine A. Longhenry  
Signature

February 13, 2003  
Date

# RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No.: \_\_\_\_\_

---

WHEREAS, The LOCATE Task Force's recommendation of the Union Depot as a multi-modal transit facility was accepted by Ramsey County Regional Railroad Authority; and

WHEREAS, The Ramsey County Regional Railroad Authority previously approved the 2003 budget appropriating \$3,493,172 towards Capital Improvement Projects; and

WHEREAS, The Ramsey County Regional Railroad Authority has authorized the requests for proposals for technical consulting assistance for the Union Depot analysis; and

WHEREAS, The services for technical consulting assistance has been determined to be approximately \$100,000.00; Now, Therefore Be It

RESOLVED, That the Ramsey County Regional Railroad Authority staff is authorized to encumber \$100,000.00 of the 2003 undesignated capital levy funds for technical consulting assistance for the Union Depot analysis.

## RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Jim McDonough      | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Rafael Ortega, Chair

By: \_\_\_\_\_  
Jim McDonough, Secretary

|

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

5

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. Longhenny  
Authorized Signature

2/13/03  
Date

### Board Action Requested

Federal authorization for high speed rail.

**ACTION IS REQUESTED**

### Request Justification

Ramsey County Regional Railroad Authority has previously requested authorization of Central, Red Rock and Rush Line transit corridors and of Union Depot as a multimodal transit facility.

This resolution supports authorization of high speed rail in the next transportation bill being formulated by Congress.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

February 18, 2003

Board Date

Kristine A. Longhenny  
Signature

February 13, 2003  
Date

# RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No.: \_\_\_\_\_

WHEREAS, Ramsey County Regional Railroad Authority recognizes that although congestion is increasing at a dramatic rate, there is insufficient roadway capacity to meet current and future needs, and roadway capacity cannot be increased to meet demand without significant environmental and social costs; and

WHEREAS, Several studies have demonstrated broad public support in the Twin Cities for aggressive and diverse solutions to congestion, including a mix of buses, commuter rail, light rail and high speed rail; and

WHEREAS, Rail transit, when combined with supportive public policies, is a catalyst for development along rail lines, enhances the tax base of the cities where it is located, and acts as an economic stimulus, as has been demonstrated in case studies of cities throughout the United States; Now, Therefore Be It

RESOLVED, That Ramsey County Regional Railroad Authority supports the authorization of high-speed rail including the section from Chicago to St. Paul/Minneapolis.

## RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Jim McDonough      | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Rafael Ortega, Chair

By: \_\_\_\_\_  
Jim McDonough, Secretary

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

6

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. Longheneey  
Authorized Signature

2/13/03  
Date

### Board Action Requested

Authorize the RCRRA to request appropriations from Congress for 2004 for the Central, Rush Line and Red Rock Corridors and Union Depot; and authorize the RCRRA to support funding for the Midwest High Speed Rail.

**ACTION IS REQUESTED**

### Request Justification

See attached resolution.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

February 18, 2003  
Board Date

Kristine A. Longheneey  
Signature

February 13, 2003  
Date



# RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No.: \_\_\_\_\_

WHEREAS, Ramsey County Regional Railroad Authority supports the goal of the federal government to improve transportation options in order for people to get to work, home, and other essential elements of their lives; and

WHEREAS, Congress will consider appropriating funds for transportation projects in 2003 for fiscal year 2004; Now, Therefore Be It

RESOLVED, That Ramsey County Regional Railroad Authority requests the following appropriations from Congress for 2004:

|                      |                                                                                          |
|----------------------|------------------------------------------------------------------------------------------|
| Central Corridor -   | \$1 million for preliminary engineering                                                  |
| Rush Line Corridor - | \$1 million for park/ride/pool and bus facilities                                        |
| Red Rock Corridor -  | \$1 million for preliminary engineering                                                  |
| Union Depot -        | \$5 million for acquisition and interim steps to multimodal transit facility development |

And, Be It Further

RESOLVED, That Ramsey County Regional Railroad Authority supports funding for Midwest High Speed Rail from Chicago to St. Paul/Minneapolis consistent with the funding levels of TEA 3.

## RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Jim McDonough      | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Rafael Ortega, Chair

By: \_\_\_\_\_  
Jim McDonough, Secretary

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

7

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. H. Longhenry  
Authorized Signature

2/13/03  
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 18, 2003

Board Date

Kristine A. Longhenry  
Signature

February 13, 2003  
Date



**Metro Transitways Development Board**  
A Joint Powers Board of Metropolitan Counties

**Presentation to the  
Minnesota House  
Transportation Policy  
Committee**

**February 12, 2003**



**Metro Transitways Development Board**  
A Joint Powers Board of Metropolitan Counties

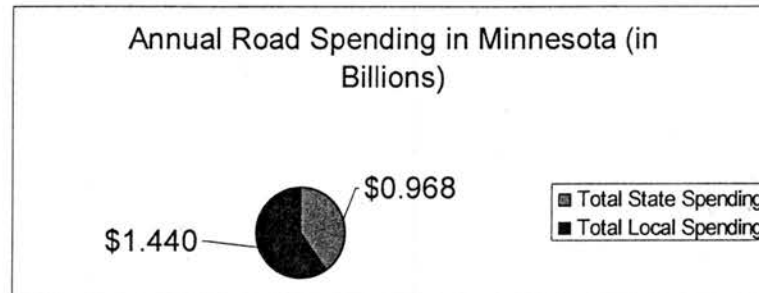
**What is the MTDB?**

7 counties working together  
on transitway planning since 1992

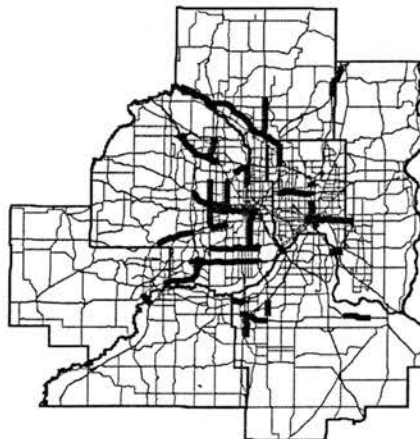
## Interest and Support of Counties

### Annual road spending in Minnesota

(based on 1997-1999 averages)



### Twin Cities is Growing and So Is Traffic Congestion



## **Transportation Investments**

### Must:

- Efficiently move people
- Be cost-effective
- Be reliable

## **Federal Transit Funding Reduces State Costs**

- Federal New Starts money is a competitive transit only fund
- Cannot be used for highway purposes



## **Transit & Roads Working Together**



More Transit Options  
Fewer Highway Hassles

**"We can't afford to stay still when it comes to transportation planning, and if we focus just on building or expanding new roads, they will only keep getting congested."**

***-- John J. Labosky, President and  
CEO of the Capital City Partnership***

## Transitways Corridors



### NEAR TERM (3-6 yrs)

Northstar  
Northwest

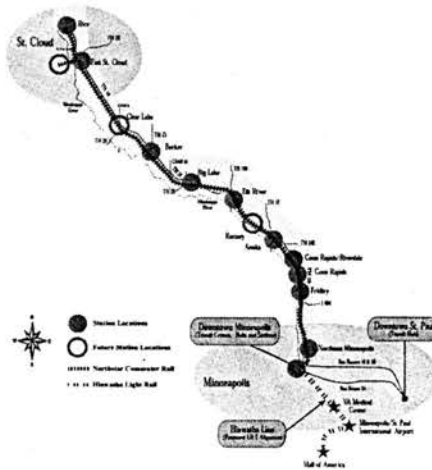
### MID TERM (6-15 yrs)

Cedar  
Central  
Red Rock

### LONG TERM (15 yrs plus)

Southwest  
Rush Line

## Northstar Commuter Rail



- 82-mile corridor runs along Hwys 10 and 47 from downtown Minneapolis to St. Cloud/Rice.
- Proposed commuter rail would run on existing BNSF mainline tracks.

### Need for Project:

- Fastest growing corridor
- Hwy 10 is most congested corridor in state without a scheduled highway solution in Mn/DOT's 20 yr plan
- High accident rate

## **Northstar Commuter Rail (cont'd)**



### Project Status :

- I NCDCA formed in 1997
- I Major Investment Study completed - December 1999
- I Advanced Corridor Planning completed - 2000
- I Preliminary Engineering completed - 2001
- I FTA rates Northstar Project as recommended and is included in President's FY03 Budget
- I Environmental Impact Statement Record of Decision received from FTA - December 2002
- I Final Design pending state decision on funding

## **Northstar Commuter Rail (cont'd)**



### Relationship with Communities and Citizens:

- I Active membership of 30 counties, cities and townships that make up the Northstar Corridor Development Authority
- I 80% of corridor residents say they support the Northstar Project - 82% of corridor residents say they would use service
- I Host cities have approved station locations, as required by state law
- I The NCDCA has held over 30 public meetings and over 175 planning meetings over the past six years

## Northwest Busway



- 22 mile busway from Minneapolis to Rogers
- Reconfigured transit service with coordinated branch service throughout corridor
- Simultaneous construction of busway with reconstruction of CSAH 81.

## Northwest Busway (cont'd)

### Need for Project:

- Minor arterial highway and I-694 reliever
- One of the fastest growing corridors in the region
- 28,000 vehicles per day currently, peak hour congestion in many areas. Up to 40,000 vehicles per day by 2020; increased congestion
- Busway will provide a competitive alternative for commuters and daily riders to key destinations along the corridor

## Northwest Busway (cont'd)

### Project Status:

- Scoping Report and conceptual Design Report completed
- Preliminary Roadway Design underway by Hennepin County
- Station and Park & Ride design contract awarded by Metropolitan Council
- State provided \$20.0 million bond funding in 2002

### Relationship with Communities and Citizens:

- Northwest Corridor Partnership, Citizens Advisory Committee, Technical Advisory Committee and Developers Forum
- Public meeting, open houses, web site and newsletter

## Cedar Busway

- 22-mile busway running from Mall of America to Burnsville, Eagan, Apple Valley and Lakeville, with extension to the southwest down I-35E past Burnsville Center to CR 46.
- Busway offers improved connections to MOA, Hiawatha Corridor and MOA bus service.

### Need for Project:

- 80% traffic increase expected by 2020, with no road improvements planned





## Cedar Busway (cont'd)

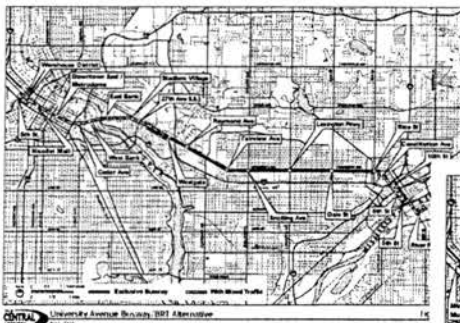
### Project Status:

- Environmental studies and alternatives analysis for bus rapid transit including the identification of short and medium term transit improvements in the corridor are underway. December 2003 completion.

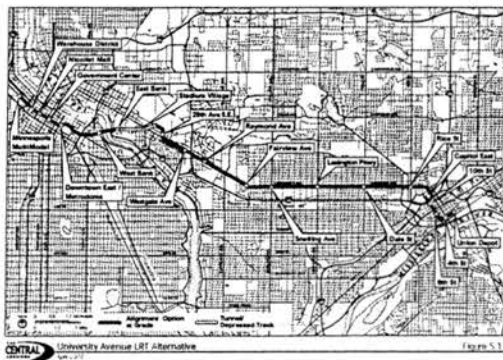
### Relationship with Communities and Citizens:

- Partnership with Dakota County as the lead. The cities of Apple Valley, Eagan, Burnsville, Lakeville and Bloomington along with Hennepin County, Mn/DOT, the Metropolitan Council, Metro Transit and MVTA are all active partners in the project.
- Citizens are kept engaged through televised City Council Workshops, a web page, and public information meetings

## Central



11-mile corridor between  
downtown St. Paul, downtown  
Minneapolis and the  
University of Minnesota



### Need for project:

- Congestion is a problem with traffic at capacity at several locations
- Widening I-94 is unworkable

## Central (con't)



### Project Status:

- Alternatives Analysis/Draft Environmental Impact Statement has been completed and submitted for federal review

### Relationship with Communities and Citizens:

- The Central Corridor Coordinating Committee has elected and appointed officials from affected community guiding the planning and engineering work.
- In the past two years, over 90 meetings have been held with community and government representatives to discuss the project.
- A business partnership has been formed of major business representatives in the corridor.

## Red Rock



- Connects Hastings, Cottage Grove, downtown St. Paul and downtown Minneapolis

### Need for project:

- Corridor growth has stripped highway capacity; highway improvements not feasible

## Red Rock



### Project Status:

- Commuter rail feasibility study completed - 2001
- Alternatives Analysis/Draft EIS – to begin in 2003

### Relationship with Communities and Citizens:

- Red Rock Corridor Commission: Joint Powers Board of the four RRA's and corridor municipalities with cable cast monthly meetings
- Feasibility study involved open houses, station area planning workshops, newsletters and a web site

## Southwest



- Downtown Minneapolis to St. Louis Park, Hopkins, Minnetonka and Eden Prairie

### Need for Project:

- Increased population and employment have spurred congestion, which is projected to keep growing

### Project Status:

- Rail transit feasibility study in progress

### Relationship with Communities and Citizens:

- Public involvement through series of meetings; communities collaborating on study effort

# Rush Line



■ 80-mile corridor from downtown St. Paul to Hinckley

■ Follows Hwy 61 and I-35E/I-35 north

## Need for Project:

■ Traffic and population to increase significantly, with I-35/I-694 reconstruction causing major traffic delays

## Project Status:

■ Rush Line Corridor Transit Study report completed - 2001

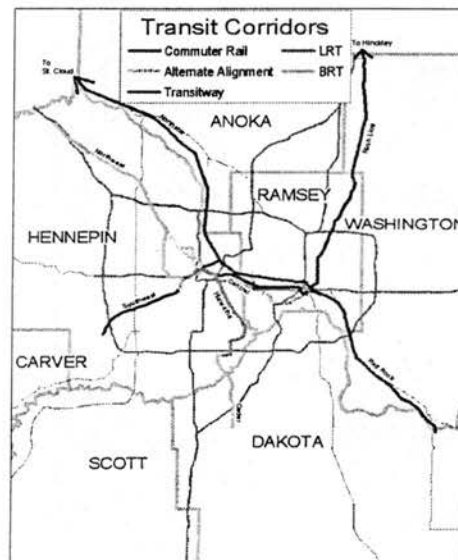
■ Bus improvements and park/ride lots to be built

## Relationships with Communities and Citizens:

■ 14 counties and communities belong to corridor grass roots committee; public input gathered



More Transit Options  
Fewer Highway Hassles



# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

8

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. H. Longhenry  
Authorized Signature

2/13/03  
Date

### Board Action Requested

Update on Metro Transitways Development Board

**DISCUSSION ONLY**

### Request Justification

Information will be discussed at your meeting about the February 12, 2003 MTDB meeting.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

February 18, 2003  
Board Date

Kristine A. Longhenry  
Signature

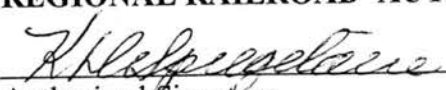
February 13, 2003  
Date

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

9

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

  
Authorized Signature

2/13/03  
Date

### Board Action Requested

Ratify Partial Payment No. 5 in the amount of \$29,611.44 to Metropolitan Council for Riverview Corridor transit improvements of bus shelters, lighting and benches for the period ending December 31, 2002.

**ACTION IS REQUESTED**

### Request Justification

Ramsey County Regional Railroad Authority has contracted the professional services of Metropolitan Council for the purpose of constructing Riverview Corridor transit improvements of bus shelters, lighting and benches. Payment in the amount of \$29,611.44 for the period ending December 31, 2002 will be issued upon approval by the Director of Ramsey County Regional Railroad Authority in accordance with contract provisions and Rail Authority Resolution No. 99-36. Payment documentation is being submitted for ratification in compliance with the latter.

See attached:

1. Proposed resolution ratifying payment
2. Accounts Payable forms and Partial Payment No.5
3. Metropolitan Council Invoice No. NCV-1950 and attachments.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

February 18, 2003

Board Date

  
Signature

February 13, 2003  
Date



# RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No.: \_\_\_\_\_

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of Metropolitan Council for the purpose of constructing Riverview Corridor transit improvements of bus shelters, lighting and benches; and

WHEREAS, Metropolitan Council has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through December 31, 2002; 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, Metropolitan Council Invoice No. NCV-1950, Partial Payment No. 5 in the amount of \$29,611.44, attachments thereto, provide the correct documentation of payments due Metropolitan Council through December 31, 2002; Now Therefore Be It

RESOLVED, Payment to Metropolitan Council in the amount of \$29,611.44 for services rendered through December 31, 2002, is hereby ratified.

## RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Jim McDonough      | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Rafael Ortega, Chair

By: \_\_\_\_\_  
Jim McDonough, Secretary



Bus Unit: RRA  
Voucher ID: 00002073

VOUCHER  
Purchase Order Voucher

Page No. 1  
Run Date Feb. 2003  
Run Time 7:34:56 AM

ort ID: RMAP19

Voucher Header Information

Pay Method: System Check

|            |             |             |               |               |          |            |            |             |           |            |
|------------|-------------|-------------|---------------|---------------|----------|------------|------------|-------------|-----------|------------|
| ed Dt      | Invoice ID  | Invoice Dt  | Vendor ID     | Vendor Name   | Origin   | Preparer   | Entry Stat | Acctg Dt    | Post Stat | Pymnt Trms |
| 12/31/2003 | NCV-1950    | 31/Dec/2002 | 0000023268    | METRO TRANSIT | ONL      | LONGHEKR P |            | 31/Dec/2002 | U         | Due Now    |
| s          | Gross Amt   | Use Tax     | Address1      | Address2      | Address3 | City       | State      | Zip         |           |            |
|            | \$29,611.44 | \$0.00      | 560 6TH AVE N |               |          | MPLS       | MN         | 55411       |           |            |
| iling      | Group ID    | Sales Tax   | Pckp Ord# Nbr |               |          |            |            |             |           |            |
| RE         | 000419      | \$0.00      |               |               |          |            |            |             |           |            |

Voucher Line Information

| # | Description                    | Merch Amt   | Inv Item I | Unit Price  | Prorate | S | U | F | 1099 |
|---|--------------------------------|-------------|------------|-------------|---------|---|---|---|------|
|   | Professional Serv-Bal of PO 15 | \$29,611.44 |            | \$29,611.44 |         | Y | Y | Y | N    |

Distribution Line Information

| #                                      | Account | Fund  | Dept   | Program | Class Fld | Client Name                        | BP   | Project ID | Open Item ID | Status | Merch Amt   | Stat Cd | Statistic Amt | Asset |
|----------------------------------------|---------|-------|--------|---------|-----------|------------------------------------|------|------------|--------------|--------|-------------|---------|---------------|-------|
|                                        | 491306  | 12501 | 150180 | 00000   |           |                                    | 2002 | G205004    |              |        | \$29,611.44 |         |               | N     |
| Account Name: Other Governmental Units |         |       |        |         |           | Department Name: RCRRRA-Proj/Grant |      |            |              |        |             |         |               |       |

ient Comments-Check Stub

ce No. NCV-1950, dated 12/31/02  
ices for Riverview Corridor Transit Improvements for December, 2002

her Comments

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

Authorization

*[Signature]*

Date

2/6/03

2

# Ramsey County Purchase Order

## Regional Rail Authority

Regional Rail Authority  
665 RCGC-West  
50 West Kellogg Blvd.  
St Paul MN 55102  
United States

Vendor: 0000023268  
METRO TRANSIT  
560 6TH AVE N  
MPLS MN 55411  
United States  
Fax: 612-349-7763

|                  |                    |                    |          |
|------------------|--------------------|--------------------|----------|
| Purchase Order   | Date               | Revision           | Page     |
| RRA - 0000000266 | 01/24/2003         |                    | 1        |
| Payment Terms    | Freight Terms      |                    | Ship Via |
| Due Now          | Origin PPD Allowed |                    | US MAIL  |
| From Date        | To Date            |                    |          |
| Buyer: RRA       |                    | Currency Code: USD |          |

Ship To: Regional Rail Authority  
665 RCGC-West  
50 West Kellogg Blvd.  
St Paul MN 55102  
United States  
Bill To: Regional Rail Authority  
665 RCGC-West  
50 West Kellogg Blvd.  
St Paul MN 55102  
United States

Tax Exempt? Y Tax Exempt ID: 999999999999

| Line-Schd | Item | Description                        | Quantity | UOM | PO Price              | Extended Amt        | Due Date   |
|-----------|------|------------------------------------|----------|-----|-----------------------|---------------------|------------|
| 1 - 1     |      | Professional Serv-Bal of PO<br>156 | 1.00     | EA  | 1,627,197.78          | 1,627,197.78        | 01/24/2003 |
|           |      |                                    |          |     | <b>Schedule Total</b> | <b>1,627,197.78</b> |            |

Mfg ID

Item Total 1,627,197.78

Total PO Amount 1,627,197.78

All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.

Unauthorized

3

# INVOICE

Please Remit To:  
 Metro Transit  
 Accounts Receivable  
 560-6th Avenue North  
 Minneapolis, MN 55411-4398

Page: 1  
 Invoice No: NCV-1950  
 Invoice Date: 12/31/2002  
 Customer Number: RAMREG  
 Payment Terms: Due 30 dys  
 Due Date: 01/30/2003

Customer:  
 RAMSEY CO. REGIONAL RR AUTHORITY  
 ATTN: KATHRYN DESPIEGELAERE  
 50 W. Kellogg Blvd. Suite 665  
 St. Paul, MN 55102

AMOUNT DUE: \$ 29,611.44

\$ \_\_\_\_\_  
 Amount Remitted

Please detach top portion of invoice and remit with payment. Please include invoice number on check.

For billing questions, please call (612) 349-7734

| Line | Adj | Identifier    | Description                                                                              | Quantity | UOM | Unit Amt  | Net Amount          |
|------|-----|---------------|------------------------------------------------------------------------------------------|----------|-----|-----------|---------------------|
| 1    |     | RIVERVIEW COR | Riverview Corridor Bus Stop                                                              | 1.00     | EA  | 29,611.44 | 29,611.44           |
|      |     |               | RIVERVIEW CORRIDOR TRANSIT FACILITY IMPROVEMENTS                                         |          |     |           |                     |
|      |     |               | Contract #99-024 Project #63955                                                          |          |     |           |                     |
|      |     |               | Reimbursement due to Metro Transit for costs of transit improvements per attached detail |          |     |           |                     |
|      |     |               | Contact Steve Honigman with questions 612-349-7733                                       |          |     |           |                     |
|      |     |               | <b>SUBTOTAL:</b>                                                                         |          |     |           | 29,611.44           |
|      |     |               | <b>TOTAL AMOUNT DUE :</b>                                                                |          |     |           | <b>\$ 29,611.44</b> |

*Long Sh 1/13/2003*  
 Reviewed invoice. All CP#6  
 changes are Labor From  
 Contracts unit or Council Auth. Rep  
 (for construction management of RAM Elec  
 contract). Charges appear valid



Proj 63955

CP & G Charges

1/13/03

Reviewed CPU and  
CAR hrly summaries  
& charges appeared  
1/13/03

Review

Kauko  
construction  
contract

|         |         |
|---------|---------|
| 8/16/02 | 2.00 ✓  |
| 8/30/02 | 20.50 ✓ |
| 9/13/02 | 9.50 ✓  |
| 9/27    | 12.00 ✓ |
| 10/11   | 17.00 ✓ |

|       |         |
|-------|---------|
| 10/25 | 10.00 ✓ |
| 11/8  | 1.50 ✓  |
| 11/22 | 8.00 ✓  |

McGonnall  
11/22 1.00 ✓

12/20 2.00

↑ Demand  
A/E  
Contract

Houston

|         |        |
|---------|--------|
| 8/30/02 | 1.00 ✓ |
| 9/13/02 | 0.50 ✓ |

} Contract  
admin

Engen

|       |        |
|-------|--------|
| 10/11 | 1.00 ✓ |
| 11/8  | 0.50 ✓ |
| 11/22 | 1.5 ✓  |

|       |      |
|-------|------|
| 12/6  | 3.00 |
| 14/20 | 1.00 |

} contract  
admin

Chermak

|       |        |
|-------|--------|
| 10/11 | 1.00 ✓ |
| 10/25 | 9.00 ✓ |
| 11/8  | 1.00 ✓ |

|       |         |
|-------|---------|
| 11/22 | 3.00 ✓  |
| 12/6  | 22.00 ✓ |
| 12/20 | 4.00    |

} Construction  
Contract  
pre-constr.  
activity

Wallroff

|       |         |
|-------|---------|
| 10/11 | 28.00 ✓ |
| 10/25 | 5.00 ✓  |
| 11/8  | 4.00 ✓  |

|       |         |
|-------|---------|
| 11/22 | 10.00 ✓ |
| 12/6  | 10.00 ✓ |
| 12/20 | 4.00    |

Brundt

|       |         |
|-------|---------|
| 10/25 | 4.00 ✓  |
| 11/8  | 13.00 ✓ |
| 11/22 | 9.00 ✓  |
| 12/6  | 16.00 ✓ |

12/20 7.50

A service of the Metropolitan Council

**DATE:** January 14, 2003  
**TO:** Files  
**FROM:** Laurence R. Schumi  
**SUBJECT:** Project 63955 Riverview Corridor Bus Stop  
Summary of Invoice (#5) Items, Invoice NCV-1950 dated 12/31/2002  
Items related to Sub-Project CP06, Bus Stop Amenities

**BACKGROUND**

This report describes the charges being billed to Ramsey County through its interagency agreement #99024 with Metro Transit (Metropolitan Council) through the above referenced invoice.

Note that at the beginning of this project, for a short time, the bus stop amenities project and the special downtown shelters project shared the same sub-project number. Those earlier expenses have been identified and separated out. All future charges are being assigned to their appropriate sub-projects.

**SUMMARY**

See next page

cc: Current Invoice

6



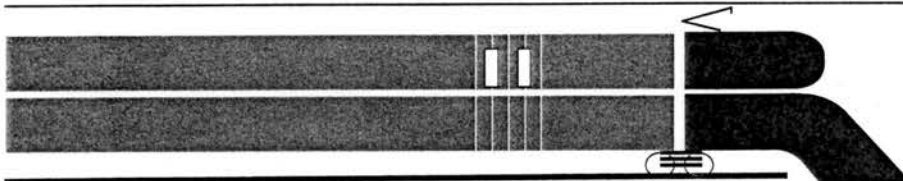
## Project 63955 Sub-Project CP06 Expense Notes

| AP      | DATE    | FUND | ACCT | ORG     | PROG | AMT | VOUCHER | GRP | VEND | REMARKS                                                                                             |
|---------|---------|------|------|---------|------|-----|---------|-----|------|-----------------------------------------------------------------------------------------------------|
| various | various | 816  | 5000 | various | 099  |     |         | 0   |      | Labor by MC Council Authorized Representative and his assistants and labor by Contracts Unit staff. |
|         |         |      |      |         |      |     |         |     |      |                                                                                                     |
|         |         |      |      |         |      |     |         |     |      |                                                                                                     |

|                | Key To Significant Entries: |                                                                                      |
|----------------|-----------------------------|--------------------------------------------------------------------------------------|
| Account Number | 5000                        | Direct Labor                                                                         |
| Org(anization) | various                     | Each department may have one or more of these #s                                     |
| Sub Class      | CP06                        | Riverview Corridor, Bus Stop Amenities sub-project                                   |
| Vendor         |                             | N/A.                                                                                 |
| Fund           | 816                         | Fund number – represents (FTA) grant funds through I/A agreement #99024 (and 79236). |
|                |                             |                                                                                      |

Labor charges being billed were reviewed after each every-other-week pay period and signed off as part of internal review process. See also hand written check sheet.

NOTE: At beginning of this project the fund numbers and the sub-class numbers (sub-project numbers) were not yet given their final, specific assignments. These earlier charges for advertisements for requests for proposals are valid for what is now referred to as sub-project CP06 (Bus Stop Amenities) and Fund 816 (the FTA grant source).



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**Ramsey County Regional Railroad Authority**

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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 25, 2003**

**Immediately following County Board Meeting**

**Third Floor Council Chambers Courthouse**

1.     \*     Approve minutes from February 18, 2003 RCRRA Meeting
2.     \*     Legislative update
3.             Central Corridor update
4.     \*     Ratify Partial Payment No. 6 in the amount of \$39,335.78 to  
              Metropolitan Council for Riverview Corridor Transit Improvements  
              of bus shelters, lighting and benches for the period ending 12/31/02

\*     Action is requested



Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY MEETING

The Ramsey County Regional Railroad Authority met on Tuesday, February 18, 2003, in Council Chambers Third Floor Courthouse.

MEMBERS PRESENT: Chair Rafael Ortega  
Commissioner Jim McDonough  
Commissioner Victoria Reinhardt  
Commissioner Jan Wiessner  
Commissioner Tony Bennett  
Commissioner Janice Rettman  
Commissioner Susan Haigh (arrived at 12:00 p.m.)

OTHERS PRESENT: Kathy DeSpiegelaere, David MacMillan, Steve Morris,  
Alicia Vap, David Block, Paul Kirkwold, Lisa Lee, Kris  
Longhenry

Chair Ortega called the meeting to order at 11:20 a.m.

1. Approve minutes from February 11, 2003 RCRRA Meeting

Motion was made by Commissioner Bennett, seconded by Commissioner McDonough to approve the minutes from the February 11, 2003 RCRRA Meeting.

Ayes – 6, Nays – 0  
Motion accepted.

2. Report from LOCATE

David Block stated that at the last week's RCRRA meeting, the RCRRA had posed to LOCATE several questions including how all the different transit forms could work at Union Depot, what are the economics, what about the Post Office, what about community support and communication with the community, what about economic development, what would the time span be and what would the cost be to continue the analysis for another year? David commented that LOCATE met last week and discussed these questions. He noted that the documentation included a handout created by LOCATE that comprises the charge of the RCRRA to the LOCATE Task Force in the coming year. He stated that the process should be set up in a short, one-year time frame, unless the RCRRA feels differently. David then reviewed the handout.

Commissioner Rettman asked whether the question of logistics would include financials. David Block replied that the financials would come into play in items 2 and 4. He indicated they would have to include a good number, within a 10% margin, but asked to reserve committing to what the numbers will be until the evaluation is done.

David Block stated that the location of the Post Office, whether it will remain at Union Depot or relocate, is an important question that the Task Force needs to understand. He also commented that the economic impact of turning Union Depot into a transit hub is important to understand; what does that do to the economic vitality of the area? And what would the impact be of the Post Office staying or moving? David noted that the Task Force would cost the project out in terms of an implementation schedule regarding time and resources. He added that they need to find out how much it would cost to purchase Union Depot.

Commissioner McDonough asked the question of when and if Union Depot should be acquired will be included, and at what time that might make sense. David Block responded that the Task Force could include that.

Commissioner Rettman asked where the analysis is if the Post Office stays, and what could and could not be done to address a multi-modal facility if they stay, in terms of a financial cost analysis? David Block replied that Union Depot will not work logistically if the Post Office stays.

Commissioner Bennett noted that the Post Office is using at least half of the Union Depot land space and questioned if potential other uses for the building itself be investigated? David Block responded that the economic development review would consider that question. Commissioner McDonough noted the Task Force should focus on transit issues; there is overlap with other committees, he wonders how much this group would want to get involved in making recommendations about what the use would be. Commissioner Bennett clarified that it was never part of the study with the Riverfront Corporation, it was just County buildings.

Commissioner Wiessner complimented the summary of issues, and asked if any stakeholders have been identified that should be added to the Task Force, since the mission has been reshaped. David Block agreed and commented that it has briefly been discussed, and is very high on his agenda. He commented that over the next month, he, staff, and other members will work to ensure that the right people are on the Task Force and noted that changes will come before the RCRRA. Commissioner Wiessner requested that it be moved forward as quickly as possible.

Commissioner Rettman was concerned with the community outreach language and suggested the language be changed in Item 7 to "Conduct public outreach to assess community support". Commissioner McDonough said he did not agree that LOCATE should be doing that task and that the RCRRA has already accepted their recommendation. He commented that part of any project includes an education process explaining why the recommendation was made and once the choice has been made and accepted, there needs to be education and outreach to build community support, presented as an advocate for that site. David Block explained that the thinking behind this item was specifically included because the roster of Task Force members shows that the City of St. Paul has been absent and many efforts to include a representative from the City Council have been unsuccessful. David commented that the Task Force wants to preclude the possibility of coming to recommendations without all the necessary partners.

Commissioner Bennett commented that he had been reluctant for the Task Force to choose the site because he felt the rest of this information was necessary and noted that it is hard to sell something without all the facts. He stated that he does not know how to bring St. Paul to the table. He noted that the Mayor's office has been represented at the last few LOCATE meetings and is a strong supporter, but the City Council is without representation.

Commissioner Reinhardt stated that items 1 – 6 are all things the Task Force will do; item 7 is what they will do if everything else comes together. She commented that when 1-6 are done, the Task Force should come back to the RCRRA; number 7 doesn't happen unless the RCRRA wants it to. She stated that the issue of outreach to City of St. Paul is a separate item and belongs in numbers 1 – 6 and letting them know what is going to be examined would be an enticement because they will realize these are some serious topics.

Commissioner Rettman stated that items 1 – 6 would be returned to the RCRRA with numbers, at which time the RCRRA could decline to pursue it. She commented that originally, the intent as she understood it was different and feels losing more employees from downtown St. Paul puts another gap into what is already hurting St. Paul.

Chair Ortega noted that he sees the primary issue as being about transit service and that is where the Task Force should stay focused. He commented that the concourse is necessary to

make the Depot work. His discussions with the Post Office indicate that a lot of different things could happen; not all the services may leave; is there another utility for part of the building? David Block confirmed that the stumbling block, as noted in LTK's study, is the ability to run tracks into that area near the concourse. Chair Ortega stated there is an assumption being made that the entire Post Office building would have to be purchased. David confirmed that is accurate and that the first thing to be understood, with the help of a consultant, is how Union Depot (meaning the concourse and surrounding land) can be used in a way that will facilitate a transit center. Chair Ortega said the reality is that there are a lot of players involved and what comes out in the final, as long as there is better transit service, it could look very different.

Motion by Commissioner Reinhardt, seconded by Commissioner Bennett to amend the language in the handout to reflect that the Task Force would bring a report to the RCRRRA prior to attempting any community support building activities. Kathy DeSpiegelaere added that the handout will also be amended to reflect the following items:

- When and if Union Depot should be acquired
- Coordination with the group that is working on re-use of the Post Office building
- What can be done with the multi-modal hub if the Post Office stays where it is?

Roll call vote was taken on amended motion:

Ayes – 6, Nays – 0  
Motion accepted.

WHEREAS, Ramsey County Regional Railroad Authority is committed to a vision of a multi-modal facility in downtown St. Paul; and

WHEREAS, Ramsey County Regional Railroad Authority has accepted the LOCATE Task Force's recommendation of Union Depot as the multi-modal superhub site for Ramsey County; and

WHEREAS, The following outcomes for the Union Depot Multi-Modal Facility, which include:

1. Compiling information that analyzes how all of the transit modes fit into Union Depot. This information should include transit modes of Amtrak, high speed rail, commuter rail, light rail transit, intercity bus service such as Greyhound and Jefferson Lines, and intracity bus service such as Metro Transit. Analysis should be technical in nature and should include drawings, narrative, and be as specific as possible. This should also include how transit modes would be accommodated at the Union Depot if the Post Office stayed in their main building on Kellogg Boulevard, but vacated the concourse area
2. The creation of a cost estimate for turning Union Depot and necessary surrounding areas that apply to a multi-modal facility, including the ultimate build-out that would include Amtrak, high speed rail, commuter rail, light rail transit, intercity bus service such as Greyhound and Jefferson Lines, and intracity bus service such as Metro Transit. There will be a range of cost estimates, including a minimum estimate of a serviceable multi-modal facility to the ultimate build-out service oriented facility
3. Information that fully details and understands the issues facing the Post Office, including their possible relocation to another location yet to be determined. Issues may include financial implications of relocating,



affect on workforce of relocating, affect on their service and operating costs by relocating, possible reuse of the main Post Office building on Kellogg Boulevard, etc.

4. Information that fully details the financial implications of implementation of turning Union Depot and necessary surrounding areas into a multi-modal facility, including impacts to area work force with relocation of Post Office; of returning Union Depot to its former use and the impact of new employees, passengers, and related services and amenities associated with a multi-modal facility; impacts on subarea economy with loss of Post Office employees (i.e., restaurants, etc.)
5. Information about how the project could be **implemented incrementally** in stages, including the timeline, the cost, and what needs to occur before each stage of implementation can begin. For example, Amtrak and intercity bus service such as Greyhound and Jefferson Lines could be the first agencies offering passenger services out of Union Depot in a few years. What would need to occur before this could begin and what would be the cost? As other transportation projects get implemented, more passenger services could be added
6. Determining the cost of purchasing the Union Depot, and recommending the most appropriate ownership and timing options
7. Reporting Union Depot technical analysis findings to the Ramsey County Regional Railroad Authority, which will determine direction on the multi-modal transit hub

will be provided to the LOCATE Task Force; Now, Therefore Be It

RESOLVED, that the LOCATE Task Force will work from the Union Depot Multi-Modal Facility Outcomes and report back to the Ramsey County Regional Railroad Authority.

3. Authorize staff to issue RFP for consultant assistance on multimodal transit facility in St. Paul

Motion by Commissioner Bennett, seconded by Commissioner McDonough to authorize staff to issue an RFP for consultant assistance on the multimodal transit facility in St. Paul and to also add to the RFP:

- The Task Force report will be brought back to the RCRRA prior to attempting any community support building activities
- When and if Union Depot should be acquired
- Coordination with the group that is working on re-use of the Post Office building
- What can be done with the multi-modal hub if the Post Office stays where it is?

Roll call vote was taken on amended motion:

Ayes – 5, Nays – 1  
Motion accepted.

WHEREAS, The LOCATE Task Force's recommendation of the Union Depot as a multi-modal transit facility was accepted by Ramsey County Regional Railroad Authority;



WHEREAS, The Ramsey County Regional Railroad Authority has asked the LOCATE Task Force to continue work on other issues of importance in implementing Union Depot as a multi-modal transit facility; and

WHEREAS, The services of a technical consulting firm is helpful in continuing to work towards implementation of the Union Depot; Now Therefore Be It

RESOLVED, that the Ramsey County Regional Railroad Authority staff is authorized to issue a request for proposals for technical consulting assistance for the Union Depot analysis.

4. Authorize staff to appropriate funds from the capital account in the amount of \$100,000 for consultant assistance on the multimodal transit facility

Motion by Commissioner Reinhardt, seconded by Commissioner McDonough to authorize staff to appropriate funds from the capital account in the amount of \$100,000 for consultant assistance on the multimodal transit facility.

Roll call vote was taken:

Ayes – 5, Nays – 1  
Motion accepted.

WHEREAS, The LOCATE Task Force's recommendation of the Union Depot as a multi-modal transit facility was accepted by Ramsey County Regional Railroad Authority; and

WHEREAS, The Ramsey County Regional Railroad Authority previously approved the 2003 budget appropriating \$3,493,172 towards Capital Improvement Projects; and

WHEREAS, The Ramsey County Regional Railroad Authority has authorized the requests for proposals for technical consulting assistance for the Union Depot analysis; and

WHEREAS, The services for technical consulting assistance has been determined to be approximately \$100,000.00; Now, Therefore Be It

RESOLVED, That the Ramsey County Regional Railroad Authority staff is authorized to encumber \$100,000.00 of the 2003 undesignated capital levy funds for technical consulting assistance for the Union Depot analysis.

5. Federal authorization for high-speed rail

Motion by Commissioner McDonough, seconded by Commissioner Reinhardt to support the federal authorization for high-speed rail.

Roll call vote was taken:

Ayes – 6, Nays – 0  
Motion accepted.

WHEREAS, Ramsey County Regional Railroad Authority recognizes that although congestion is increasing at a dramatic rate, there is insufficient roadway capacity to meet current and future needs, and roadway capacity cannot be increased to meet demand without significant environmental and social costs; and

WHEREAS, Several studies have demonstrated broad public support in the Twin Cities for aggressive and diverse solutions to congestion, including a mix of buses, commuter rail, light rail and high speed rail; and

WHEREAS, Rail transit, when combined with supportive public policies, is a catalyst for development along rail lines, enhances the tax base of the cities where it is located, and acts as an economic stimulus, as has been demonstrated in case studies of cities throughout the United States; Now, Therefore Be It

RESOLVED, That Ramsey County Regional Railroad Authority supports the authorization of high-speed rail including the section from Chicago to St. Paul/Minneapolis.

6. Federal appropriations for 2004

(Commissioner Haigh arrived here)

Motion by Commissioner McDonough, seconded by Commissioner Wiessner to support federal appropriations for 2004.

Roll call vote was taken:

Ayes – 6, Nays – 1  
Motion accepted.

WHEREAS, Ramsey County Regional Railroad Authority supports the goal of the federal government to improve transportation options in order for people to get to work, home, and other essential elements of their lives; and

WHEREAS, Congress will consider appropriating funds for transportation projects in 2003 for fiscal year 2004; Now, Therefore Be It

RESOLVED, That Ramsey County Regional Railroad Authority requests the following appropriations from Congress for 2004:

|                      |                                                                                          |
|----------------------|------------------------------------------------------------------------------------------|
| Central Corridor -   | \$1 million for preliminary engineering                                                  |
| Rush Line Corridor - | \$1 million for park/ride/pool and bus facilities                                        |
| Red Rock Corridor -  | \$1 million for preliminary engineering                                                  |
| Union Depot -        | \$5 million for acquisition and interim steps to multimodal transit facility development |

And, Be It Further

RESOLVED, That Ramsey County Regional Railroad Authority supports funding for Midwest High Speed Rail from Chicago to St. Paul/Minneapolis consistent with the funding levels of TEA 3.

7. Legislative update

Kathy DeSpiegelaere distributed a handout showing the federal appropriations passed by Congress last week. She stated that a number of items were for Minnesota, including \$60 million for Hiawatha Light Rail, and \$500,000 for Rush Line Corridor and the amount of funds coming into Minnesota is astounding. She noted very good work on the part of our congressional delegation.

9. Ratify Partial Payment No. 5 in the amount of \$29,611.44 to Metropolitan Council for Riverview Corridor Transit Improvements of bus shelters, lighting and benches for the period ending 12/31/02

Motion by Commissioner Bennett, seconded by Commissioner Reinhardt to ratify Partial Payment No. 5 in the amount of \$29,611.44 to Metropolitan Council for Riverview Corridor Transit Improvements of bus shelters, lighting and benches for the period ending 12/31/02.

Roll call vote was taken:

Ayes - 7 Nays - 0  
Motion accepted.

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of Metropolitan Council for the purpose of constructing Riverview Corridor transit improvements of bus shelters, lighting and benches; and

WHEREAS, Metropolitan Council has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through December 31, 2002; 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, Metropolitan Council Invoice No. NCV-1950, Partial Payment No. 5 in the amount of \$29,611.44, attachments thereto, provide the correct documentation of payments due Metropolitan Council through December 31, 2002; Now Therefore Be It

RESOLVED, Payment to Metropolitan Council in the amount of \$29,611.44 for services rendered through December 31, 2002, is hereby ratified.

8. Update on Metro Transitways Development Board

Commissioner Haiah stated that meetings have been arranged for next week with the Congressional delegation and staff to go through all the corridor presentations. She commented that the addition of Union Depot to the MTDB legislative package was approved. She noted that there were questions in the House Transportation Committee from two or three of the Republican members regarding both commuter rail and either BRT or LRT on University Ave and stated that this is something that will have to be addressed in the Central Corridor.

Commissioner Bennett noted in today's edition of the St. Paul Pioneer Press, an article stating that London has instituted a toll road. He supports a toll charge on all freeways during rush hour.

Chair Ortega shared that Jenny Johnson, Budget Analyst for Regional Railroad, was seriously injured in a car accident last week. She is in Regions Hospital. Chair Ortega wished her and her family well and hope for a full recovery.

Chair Ortega adjourned the meeting at 12:13 p.m.

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

2

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

February 20, 2003

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 25, 2003

Board Date

*Kristine A. Longhenry*  
Signature

*February 20, 2003*  
Date

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

3

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere  
Authorized Signature

February 20, 2003  
Date

### Board Action Requested

Central Corridor update

**DISCUSSION ONLY**

### Request Justification

An update will be given at the meeting.

Budgeting and Accounting \_\_\_\_\_

County Attorney \_\_\_\_\_

Risk Management \_\_\_\_\_

Documentation certified complete for:

February 25, 2003  
Board Date

*Kristine A. Longhenny*  
Signature

February 20, 2003  
Date

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

4

## REQUEST FOR BOARD ACTION

### REGIONAL RAILROAD AUTHORITY

K. DeSpiegelaere

Authorized Signature

February 20, 2003

Date

### Board Action Requested

Ratify Partial Payment No. 6 in the amount of \$39,335.78 to Metropolitan Council for Riverview Corridor transit improvements of bus shelters, lighting and benches for the period ending December 31, 2002.

**ACTION IS REQUESTED**

### Request Justification

Ramsey County Regional Railroad Authority has contracted the professional services of Metropolitan Council for the purpose of constructing Riverview Corridor transit improvements of bus shelters, lighting and benches. Payment in the amount of \$39,335.78 for the period ending December 31, 2002 will be issued upon approval by the Director of Ramsey County Regional Railroad Authority in accordance with contract provisions and Rail Authority Resolution No. 99-36. Payment documentation is being submitted for ratification in compliance with the latter.

See attached:

1. Proposed resolution ratifying payment
2. Accounts Payable forms and Partial Payment No.6
3. Metropolitan Council Invoice No. NCV-1994 and attachments.

Budgeting and Accounting \_\_\_\_\_

County Attorney \_\_\_\_\_

Risk Management \_\_\_\_\_

Documentation certified complete for:

February 25, 2003

Board Date

*Kristine A. Langhans*  
Signature

February 20, 2003  
Date



# RESOLUTION

Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No.: \_\_\_\_\_

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of Metropolitan Council for the purpose of constructing Riverview Corridor transit improvements of bus shelters, lighting and benches; and

WHEREAS, Metropolitan Council has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through December 31, 2002; 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, Metropolitan Council Invoice No. NCV-1994, Partial Payment No. 6 in the amount of \$39,335.78, attachments thereto, provide the correct documentation of payments due Metropolitan Council through December 31, 2002; Now Therefore Be It

RESOLVED, Payment to Metropolitan Council in the amount of \$39,335.78 for services rendered through December 31, 2002, is hereby ratified.

## RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Jim McDonough      | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Rafael Ortega, Chair

By: \_\_\_\_\_  
Jim McDonough, Secretary



Busi Unit: RRA  
Voucher ID: 00002093

VOUCHER  
Purchase Order Voucher

Page No. 1  
Run Date Feb.2003  
Run Time 10:58:26 AM

ort ID: RMAP19

Voucher Header Information

Pay Method: System Check

| ed Dt      | Invoice ID  | Invoice Dt  | Vendor ID     | Vendor Name   | Origin   | Preparer   | Entry Stat | Acctg Dt    | Post Stat | Pymnt Trms |
|------------|-------------|-------------|---------------|---------------|----------|------------|------------|-------------|-----------|------------|
| 12/31/2003 | NCV-1994    | 31.Jan.2003 | 0000023268    | METRO TRANSIT | ONL      | LONGHEKR P |            | 31.Dec.2002 | U         | Due Now    |
| s          | Gross Amt   | Use Tax     | Address1      | Address2      | Address3 | City       | State      | Zip         |           |            |
|            | \$39,335.78 | \$0.00      | 560 6TH AVE N |               |          | MPLS       | MN         | 55411       |           |            |
| iling      | Group ID    | Sales Tax   | Pckp Ord# Nbr |               |          |            |            |             |           |            |
| RE         | 000424      | \$0.00      |               |               |          |            |            |             |           |            |

Voucher Line Information

| # | Description                    | Merch Amt   | Inv Item I | Unit Price  | Prorate | S | U | F | 1099 |
|---|--------------------------------|-------------|------------|-------------|---------|---|---|---|------|
|   | Professional Serv-Bal of PO 15 | \$39,335.78 |            | \$39,335.78 |         | Y | Y | Y | N    |

Distribution Line Information

| #                                      | Account | Fund  | Dept   | Program | Class Fld | Client Name                        | BP   | Project ID | Open Item ID | Status | Merch Amt   | Stat Cd | Statistic Amt | Asset |
|----------------------------------------|---------|-------|--------|---------|-----------|------------------------------------|------|------------|--------------|--------|-------------|---------|---------------|-------|
|                                        | 491306  | 12501 | 150180 | 00000   |           |                                    | 2002 | G205004    |              |        | \$39,335.78 |         |               | N     |
| Account Name: Other Governmental Units |         |       |        |         |           | Department Name: RCRRRA-Proj/Grant |      |            |              |        |             |         |               |       |

ent Comments-Check Stub

ice No. NCV-1994, dated 1/31/03  
ices for Riverview Corridor Transit Facility Improvements for December 2002 - Additional invoice for this period

her Comments

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

Authorization

*T. P. Spiegel*

Date

*2/10/03*

*N*

# Ramsey County Purchase Order

## Regional Rail Authority

Regional Rail Authority  
665 RCGC-West  
50 West Kellogg Blvd.  
St Paul MN 55102  
United States

Vendor: 0000023268  
METRO TRANSIT  
560 6TH AVE N  
MPLS MN 55411  
United States  
Fax: 612-349-7763

|                  |                    |                |          |
|------------------|--------------------|----------------|----------|
| Purchase Order   | Date               | Revision       | Page     |
| RRA - 0000000266 | 01/24/2003         |                | 1        |
| Payment Terms    | Freight Terms      |                | Ship Via |
| Due Now          | Origin PPD Allowed |                | US MAIL  |
| From Date        | To Date            |                |          |
| Buyer: RRA       |                    | Currency Code: | USD      |

Ship To: Regional Rail Authority  
665 RCGC-West  
50 West Kellogg Blvd.  
St Paul MN 55102  
United States  
Bill To: Regional Rail Authority  
665 RCGC-West  
50 West Kellogg Blvd.  
St Paul MN 55102  
United States

Tax Exempt? Y Tax Exempt ID: 9999999999999999

| Line-Schd | Item | Description                 | Quantity | UOM | PO Price       | Extended Amt | Due Date   |
|-----------|------|-----------------------------|----------|-----|----------------|--------------|------------|
| 1 - 1     |      | Professional Serv-Bal of PO | 1.00     | EA  | 1,627,197.78   | 1,627,197.78 | 01/24/2003 |
|           |      | 156                         |          |     |                |              |            |
|           |      |                             |          |     | Schedule Total | 1,627,197.78 |            |

Mfg ID

Item Total 1,627,197.78

Total PO Amount 1,627,197.78

All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.

Unauthorized

3

**DATE:** February 5, 2003  
**TO:** Files  
**FROM:** Laurence R. Schumi   
**SUBJECT:** Project 63955 Riverview Corridor Bus Stop  
Summary of Invoice (#6) Items, Invoice NCV-1994 dated 1/31/2003  
Items related to Sub-Project CP06, Bus Stop Amenities

**BACKGROUND**

This report describes the charges being billed to Ramsey County through its interagency agreement #99024 with Metro Transit (Metropolitan Council) through the above referenced invoice.

Note that at the beginning of this project, for a short time, the bus stop amenities project and the special downtown shelters project shared the same sub-project number. Those earlier expenses have been identified and separated out. All future charges are being assigned to their appropriate sub-projects.

**SUMMARY**

See next page

cc: Current Invoice

## Project 63955 Sub-Project CP06 Expense Notes

| AP             | DATE     | FUND | ACCT  | ORG   | PROG | AMT        | VOUCHER  | GRP    | VEND  | REMARKS                                                                                                                              |
|----------------|----------|------|-------|-------|------|------------|----------|--------|-------|--------------------------------------------------------------------------------------------------------------------------------------|
| AP0003<br>0029 | 12/31/02 | 816  | 63220 | 43410 | 099  | \$39335.78 | 00807842 | MA3063 | 44478 | Invoice for delivery of 30light poles and 31 arms. Withholding for one complete unit (\$2265) until <u>entire</u> order is completed |
|                |          |      |       |       |      |            |          |        |       |                                                                                                                                      |
|                |          |      |       |       |      |            |          |        |       |                                                                                                                                      |

|                | Key To Significant Entries: |                                                                                                 |
|----------------|-----------------------------|-------------------------------------------------------------------------------------------------|
| Account Number | 63220                       | Acquire misc. street furniture for transit facilitiesr                                          |
| Org(anization) | 43410                       | Each department may have one or more of these #s 43410 is Engineering and Facilities Departmetn |
| Sub Class      | CP06                        | Riverview Corridor, Bus Stop Amenities sub-project                                              |
| Vendor         | 44478                       | Graybar Electric                                                                                |
| Fund           | 816                         | Fund number – represents (FTA) grant funds through I/A agreement #99024 (and 79236).            |
|                |                             |                                                                                                 |

Labor charges being billed were reviewed after each every-other-week pay period and signed off as part of internal review process. See also hand written check sheet.

NOTE: At beginning of this project the fund numbers and the sub-class numbers (sub-project numbers) were not yet given their final, specific assignments. These earlier charges for advertisements for requests for proposals are valid for what is now referred to as sub-project CP06 (Bus Stop Amenities) and Fund 816 (the FTA grant source).



57

# INVOICE

Please Remit To:  
 Metro Transit  
 Accounts Receivable  
 560-6th Avenue North  
 Minneapolis, MN 55411-4398

Page: 1  
 Invoice No: NCV-1994  
 Invoice Date: 01/31/2003  
 Customer Number: RAMREG  
 Payment Terms: Due 30 dys  
 Due Date: 03/02/2003

Customer:  
 RAMSEY CO. REGIONAL RR AUTHORITY  
 ATTN: KATHRYN DESPIEGELAERE  
 50 W. Kellogg Blvd. Suite 665  
 St. Paul, MN 55102

AMOUNT DUE: \$ 39,335.78

\$ \_\_\_\_\_  
 Amount Remitted

Please detach top portion of invoice and remit with payment. Please include invoice number on check.

For billing questions, please call (612) 349-7734

| Line | Adj | Identifier        | Description                                                                              | Quantity | UOM | Unit Amt  | Net Amount |
|------|-----|-------------------|------------------------------------------------------------------------------------------|----------|-----|-----------|------------|
| 1    |     | RIVERVIEW COR     | Riverview Corridor Bus Stop                                                              | 1.00     | EA  | 39,335.78 | 39,335.78  |
|      |     |                   | RIVERVIEW CORRIDOR TRANSIT FACILITY IMPROVEMENTS                                         |          |     |           |            |
|      |     | Contract #99-024  | Project #63955                                                                           |          |     |           |            |
|      |     |                   | Reimbursement due to Metro Transit for costs of transit improvements per attached detail |          |     |           |            |
|      |     |                   | Contact Steve Honigman with questions 612-349-7733                                       |          |     |           |            |
|      |     | SUBTOTAL:         |                                                                                          |          |     |           | 39,335.78  |
|      |     | TOTAL AMOUNT DUE: |                                                                                          |          |     | \$        | 39,335.78  |

*Reviewed  
 & Billing Submitted  
 2/5/2003  
 Laurence R. Schum*



AP Detail      by Project      ,Fund & Date

| Journal    | Acctg Date | Fund | Acct        | Org   | Program | Sub-Cls | Project/<br>Grant | Monetary<br>Amount | Voucher  | Group  | Name                    | Vendor     |
|------------|------------|------|-------------|-------|---------|---------|-------------------|--------------------|----------|--------|-------------------------|------------|
| AP00030029 | 2002-12-31 | 816  | 63220       | 43410 | 099     | CP06    | 63955             | 39,335.78          | 00807842 | MA3063 | GRAYBAR ELECTRIC CO INC | 0000044478 |
|            |            |      | 63220 Total |       |         |         |                   | 39,335.78          |          |        |                         |            |

Amendment proposed that would allow the commissioner of transportation to spend trunk highway funds to pay the operating costs of bus service to mitigate the traffic impacts of the construction project involving the reconstruction of the Interstate 694 and 35E commons section.