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## PROJECT MANAGEMENT TEAM MEETING

### RECORD OF MEETING NO. 19

DATE: December 9, 2010 (Thursday)

LOCATION: Mn/DOT District 6 office

START: 9:30 a.m. DRAFT DATE: January 7, 2011

ADJOURN: 11:45 a.m. APPROVAL DATE: January 13, 2011

ATTENDEES: See Attendance List (end of document)

## MEETING DISCUSSION

### I. Approval of Previous Minutes

- PMT 18 Meeting (November 10, 2010) – Approved with minor comments on pages 2 and 3 of the meeting minutes.

### II. Topics of Discussion

#### • Public Involvement:

- Frequently Asked Questions (FAQs) for the project Website – The PMT reviewed the draft FAQs that will be posted on the project website. These frequently asked questions are primarily based on comments received at the last public open house. Minor revisions were made to the document, including text added to the status of the West Frontage Road response that mentions the further evaluation of the auxiliary lanes on TH 52 between 55th and 65th Streets. Once approved, these FAQs will be posted to the project website.

*SRF will revise the FAQs for the January PMT meeting. Once approved, these FAQs will be posted to the project website.*

- Direct responses to public meeting comments – The PMT reviewed the revised PMT Discussion Item Memo regarding the proposed responses to specific questions from the April 8, 2010 Open House. Minor edits were made to the document, including text that provides an update on the status of the West Frontage Road (i.e. – there are no plans to construct the west frontage road between 55th and 65th Street within the NRTS planning horizon year 2035).

*SRF will revise the proposed responses to the direct responses for the January PMT meeting. The PMT will then contact the various individuals (as needed) to provide a direct response to their concerns.*

- PMT comments on the draft Newsletter – A draft of the proposed newsletter text was reviewed by the PMT. The majority of the comments from the PMT came on the second page of the newsletter text, specifically in regards to the summary of the outcomes of the NRTS and the next steps. Need to separate the documents available for review from the outcomes of the NRTS study. Also need to add the upcoming final public open house and a fourth phase of the future 55th Street improvements that will upgrade 55th Street to a six-lane divided roadway from the interchange area to Members Parkway to the west.

*SRF will revise the draft newsletter text and prepare a final draft of the newsletter (including graphics) for the PMT to review and provide comments at the January PMT meeting.*

- Update on Press Release – Mn/DOT sent out a press release that provided the public with an update on the status of the NRTS project. The press release did not generate a significant amount of questions/comments from the general public.

*Mn/DOT will forward a copy of the press release to SRF for their project record.*

- **Tech Memo 5:**

- Elk Run sensitivity test discussion – SRF staff asked the PMT for their input on which alternative should be used for the Elk Run sensitivity test. It was suggested that Alternative F be used, along with auxiliary lanes on TH 52 between 55th and 65th Streets.
- PMT Discussion Item Memos – Two PMT Discussion Item Memos have been prepared since the April 2010 public open house. The first one documented the social impacts associated with the construction of the West Frontage Road between 55th and 65th Streets, and the second one documented the additional TH 52 analysis requested by the FHWA. The PMT agreed that these two memos should be documented in Tech Memo 5.

*SRF will perform the Elk Run sensitivity test on the NRTS recommended improvements, and will add the results of the sensitivity test to Tech Memo 5. The two PMT discussion item memos regarding the social impacts of the West Frontage Road and the additional TH 52 analysis will also be incorporated into Tech Memo 5.*

- **Update on Access Justification Memo** – SRF is in the process of finalizing a draft of the 65th Street Access Justification Memo. A copy of the draft memo will be sent out to the PMT members for their review. **[Editor's Note: an electronic copy of the draft PMT Discussion Item Memo regarding the 65th Street Access Modification Memo was sent to the PMT on December 23, 2010.]** The purpose of this memo is to provide the necessary background information to justify the proposed TH 52 interchange at 65th Street.

*The PMT will review the draft PMT Discussion Item Memo regarding the 65th Street Access Modification, and will provide their comment at the January PMT meeting.*

- **Update on the NRTS Scope and Contract Expiration Date:**

- NRTS Contract Expiration Date – Jeff Bunch checked into the official expiration date of Mn/DOT's Contract with the City of Rochester to complete the NRTS project. (SRF's Contract is with the City of Rochester; however, the City and the State have a separate agreement for the cost sharing of the project.) The expiration date of Mn/DOT's NRTS Contract is January 28, 2011. Jeff will complete the necessary paperwork to extend the Contract date to June 30, 2011, in order to allow for the additional time required to complete the NRTS project.
- Revised NRTS Scope – Ken Holte suggested that since the NRTS scope has changed significantly from the original scope, it would be a good idea to update the project scope and reallocate the budget to better reflect the current project and deliverables. The revisions to the scope will NOT change the total Contract amount, but rather revises the project scope and reallocates the original budget to better align with the revised scope. Jeff stated that he will talk to the District's contracting staff to see if the revisions to the scope are needed.

*Mn/DOT to request an extension of the NRTS Contract to June 30, 2011. They will also determine when/if a scope revision and reallocation of the budget should be prepared. If required, SRF will provide Mn/DOT and the City with a revised NRTS scope that keeps the original total contract amount the same, but revise the scope and reallocate the budget accordingly.*

- **Update on the 65th Street Interchange Project:**

- Status of the MOU between Mn/DOT and the City – The City is working with Mn/DOT on some text changes to the MOU regarding the 65th Street Interchange project. Once the two have an approved MOU, the City will provide SRF with an authorization to proceed with the 65th Street Interchange project.
- Preliminary field work – In the interest of keeping the 65th Street Interchange project moving along while the City and Mn/DOT work on the MOU, the City has given SRF the permission to have their subconsultant (Bonestroo) complete the preliminary survey work. SRF will be meeting with Bonestroo staff after the PMT meeting to discuss the survey limits. Richard Freese asked that the surveyors make sure to locate the fiber optic cabinet located in the northwest quadrant of the future TH 52/65th Street interchange.

### **III. 55th Street Design Concepts**

- **Recap of the November 17, 2010 55th Street Design Collaboration Meeting** – A recap of the 55th Street Design Collaboration Meeting was provided by SRF staff. The design phased design concepts presented at today's PMT meeting are a direct result of the comments received at November 17th meeting.

- **Discussion of the phased concepts** – The proposed 55th Street improvements (in the vicinity of the TH 52 interchange) are proposed to be phased in three parts.
  - Phase 1: 55th Street Bridge and Ramp Improvements
  - Phase 2: Relocation of the East Frontage Road
  - Phase 3: Conversion of the TH 52/55th Street Interchange to a Diverging Diamond Interchange (DDI)

Aaron Vacek with SRF presented a summary of the design features of each alternative, and Denny Eyler (also with SRF) showed a VISSIM simulation of selected alternatives.

John Hagen noted that the traffic analysis revealed that back-to-back dual left-turn lanes on the widened 55th Street bridge will provide greater reserve capacity at the TH 52 ramp terminal intersections than parallel single left-turn lanes (30 percent versus 25 percent reserve capacity). Combining the dual left-turn lanes on the 55th Street Bridge (Phase 1) with the realigned East Frontage Road (Phase 2), will increase the reserve capacity of the improvements to 35 percent more than the existing intersection geometrics. This corresponds to approximately 10 to 15 years additional capacity depending on the background traffic growth assumed.

Denny noted that the DDI (Phase 3) can almost accommodate the forecast year 2035 volumes. However, the short distance between the existing West Frontage Road (south of 55th Street) and the West TH 52 Ramps cause operational issues in the future if it is not corrected. Denny noted that the distance between the two intersections could be increased with some design modifications to the DDI cross-over angles and lane assignments between the two intersections. SRF will revisit the design to see if the operational issues can be addressed in order to better accommodate the future year 2035 volumes.

*SRF to refine the concepts to maximize the traffic performance of each phase. Revised concepts and cost estimates will be available for review/discussion at the January PMT meeting.*

#### IV. Next Steps

- Finalize Tech Memo 5
- Review Draft 65th Street Access Justification Memo
- Prepare Phased Improvement Memo
- Prepare for Final Public Open House

## V. Upcoming Meetings

- **Next PMT Meetings** (all meetings to be held at Mn/DOT D-6 Offices in Rochester):
  - January 13, 2010, 9:30 a.m. to 12:30 p.m.
  - February 10, 2010, 9:30 a.m. to 12:30 p.m.
  - March 10, 2010, 9:30 a.m. to 12:30 p.m.
  - April 14, 2010, 9:30 a.m. to 12:30 p.m.
- **Final Public Open House**
  - Need to determine date, time, and location

## Attachment – Attendee List

*H:\Projects\6730\PM\Meetings\2010\12 09 10 PMT 19\FINAL - NRTS PMT 19 mtg min 101209.docx*

# NORTHERN ROCHESTER TRANSPORTATION STUDY

## Project Management Team Meeting No. 19

December 10, 2010

### ATTENDEES

PMT Members		Phone	Email
X	Jeff Bunch, Mn/DOT D6	507-286-7557	jeffrey.bunch@state.mn.us
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	Kristin Calliguri, Mn/DOT D6 (partial)	507-286-7684	kristin.calliguri@state.mn.us
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