



PROJECT MANAGEMENT TEAM MEETING
RECORD OF MEETING NO. 20

DATE: January 13, 2011 (Thursday)
LOCATION: Mn/DOT District 6 office
START: 9:30 a.m. DRAFT DATE: January 19, 2011
| ADJOURN: 1:00 p.m. APPROVAL DATE: April 14, 2011
ATTENDEES: See Attendance List (end of document)

MEETING DISCUSSION

I. Approval of Previous Minutes

- Design Collaboration Meeting Summary (November 17, 2010) – Approved with no comments.
- PMT 19 Meeting (December 9, 2010) – Approved with no comments.

II. Topics of Discussion

• **Public Involvement:**

- Frequently Asked Questions (FAQs) for the project Website – The PMT reviewed the final FAQs that will be posted on the project website. Only two minor revisions were made to the document (the responses for fourth question and the last questions were reworded). With these changes, the FAQs were approved by the PMT and will be posted to the project website as part of the next website update.

SRF will revise the FAQs as noted, and will post them 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 additional reasons why the northbound approach of the existing 65th Street/34th Avenue intersection will be ultimately closed and relocated to the west in order to align with the future frontage road west of the proposed Menard's store. The order of the west frontage road responses on pages 5 and 6 were also revised.

SRF will finalize the proposed responses to the direct responses to specific questions from the April 2010 Open House, and will provide the PMT with the names and contact information of the individuals that submitted each question/comment. SRF will also send a copy of the NRTS letterhead in case the City and Mn/DOT would like to use the project letterhead in their response. [Editor's Note: Copies of the proposed responses, contact information, and project letterhead were e-mailed to the PMT on January 19, 2011] The PMT (City and Mn/DOT) will then contact the various individuals (as needed) to provide a direct response to their concerns.

- Draft Newsletter – A draft of the proposed newsletter was reviewed by the PMT. Comments from the PMT included the following:
 - Revision to the map of the NRTS recommendations include the removal of the west frontage road, add the existing 75th Street interchange, add the existing Overland Drive connection, combine the legend and the map as one figure, and revised the title to read “NRTS Year 2035 Recommendations”.
 - Review newsletter text and make sure the wording of the recommendations on the first page is consistent with the next steps and subsequent projects on the second page of the newsletter.
 - Add website address to the text describing the phased improvement memo.

SRF will revise the newsletter and send a final copy of the newsletter to the PMT for their review and comments prior to the February PMT meeting.

- Website Update – John Hagen with SRF distributed a copy of the text from the NRTS project website, with recommended revisions highlighted for discussion by the PMT. The PMT recommended that the EA/EAW text of the **Project Overview** section that was stricken from the website should be updated to describe that environmental documentation will occur in the future on a project by project basis (instead of a single EA/EAW covering all of the NRTS recommended improvements). The PMT also suggested that the **Project Schedule** section of the website be updated using bullet points general dates (e.g. – Spring 2011) that are consistent with the next steps and subsequent projects in the final newsletter. The PMT was asked to review the existing website content and the proposed changes highlighted in the meeting handout, and provide comments to John Hagen prior to the February PMT meeting.

PMT to review the website content and the proposed changes highlighted in the meeting handout, and provide comments to John Hagen prior to the February PMT meeting.

- **Tech Memo 5:**

- John provided the PMT with an update of the revisions to Tech Memo 5. SRF is currently working on the Elk Run sensitivity test. Once this analysis is completed, a

final draft of Tech Memo 5 will be forwarded to the PMT for their review and comment. The PMT was asked if they would like to have the results of the phased improvement analysis included in Tech Memo 5, or in a separate Tech Memo. The PMT asked that Tech Memo 5 go as far as presenting the recommended NRTS improvements, and Tech Memo 6 should present the recommendations on phasing of the improvements.

SRF will finalize the Elk Run sensitivity test on the NRTS recommended improvements and prepare a final draft of Tech Memo 5 for the PMT to review prior to the February PMT meeting.

- **Access Justification Memo** – Richard provided the City’s comments on the access justification memo prior to the January PMT meeting. Jeff Bunch commented that he had reviewed the City’s comments, and was comfortable with the revised changes. Richard also provided some additional minor comments that he had received from Charlie Reiter with ROCOG. John asked if Richard could send SRF a copy of Charlie’s comments, so that they could be included in the memo. Richard agreed to forward on Charlie’s comments.

Richard will forward on a copy of Charlie’s comments to SRF. SRF will incorporate these comments along with the PMT’s comments into a final PMT Discussion Item Memo regarding the 65th Street Access Modification.

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

- NRTS Contract Expiration Date – Ken Holte reviewed the NRTS Contract and found two expiration dates. The Contract between the City and SRF has an expiration date of December 31, 2010. The Contract between Mn/DOT and the City for the cost sharing of the NRTS has an expiration of January 28, 2011. The expiration of each of these contracts needs to be extended through the end of the NRTS. The PMT agreed that a revised Contract expiration date of June 30, 2011 should allow for the completion of the NRTS.
- Revised NRTS Scope – Since the NRTS scope has changed significantly from the original scope, SRF suggested that it would be a good idea to update the project scope and reallocate the budget to better reflect the current project and deliverables at the same time that the Contract expiration dates are changed. John distributed a copy of the revised scope to the PMT members for their review and consideration. The proposed revisions to the scope do NOT change the total Contract amount, but rather revises the project scope and reallocates the original budget to better align with the revised scope.

SRF will work with City and Mn/DOT staff to extend the NRTS Contract expiration date to June 30, 2011. City and Mn/DOT staff to review the revised NRTS scope and provide SRF with any comments. The revised NRTS scope keeps the original total contract amount the same, but revises the scope and reallocates the budget accordingly.

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

- 65th Street Project Schedule – Kevin Jullie with SRF distributed a revised 65th Street Interchange Project schedule. The revised schedule assumes that SRF receives authorization to proceed with the project in February. If everything proceeds as planned, construction of the 65th Street interchange could begin in the fall of 2011, and would be completed in 2012. The schedule also shows the potential timeline of the year 2012 Federal Aid Project at 55th Street (Phase 1 of the recommended 55th Street improvements). The preliminary schedule shows that there is a possibility that portions of the two projects (65th Street Interchange and the 55th Street Federal Aid Project) might be under construction at the same time (i.e. during the summer of 2012). The PMT noted that there may need to be some coordination of the construction staging and/or traffic control. Potential coordination between the two projects could include the opening of the 65th Street ramps ASAP to help relieve traffic on 55th Street for the 55th Street improvements project. Abbi Ginsberg with FHWA stated that she would check with her colleagues to see if there would be any issues associated with the possibility of the schedules of the two separate improvement projects overlapping.
- 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. The MOU contains performance measures to help identify when the 34th Avenue relocation should occur. The City suggested that each property could be recorded with notification that 34th Avenue will eventually be relocated. Once the MOU has been approved, the City will provide SRF with an authorization to proceed with the 65th Street Interchange project. The goal is to have the MOU finalized in time to be considered by the Rochester City Council at their first meeting in February (Monday, February 7, 2011).
- 34th Avenue Intersection Discussion – One of the potential conditions of the 65th Street Interchange MOU is the timing of the relocation of the 34th Avenue connection with 65th Street. Mn/DOT and the City discussed the need for additional analysis in order to determine the traffic-related impacts of the proposed Menard's development on the 65th Street intersection with the future West TH 52 Ramps/34th Avenue assuming that the intersection is not signalized. The City had an earlier traffic study completed in 2006 that studied the traffic-related impacts of the proposed Menard's development (Prairie Crossing West development); however, this earlier study included additional area development along 34th Avenue south of 65th street (North Orchard Park development), and development east of TH 52 between 65th and 75th Streets (Prairie Crossing East and Northeast developments). This 2006 study also assumed that the 65th Street intersection with the future West TH 52 Ramps/34th Avenue would be signalized once the 65th Street interchange is constructed. Since the earlier study did not directly provide the information that Mn/DOT would like to have before they come to an agreement on the conditions of the 65th Street MOU, Mn/DOT decided that they would complete the additional analysis in-house.

III. 55th Street Design Concepts and Cost Estimates

- **Discussion of the phased concepts** – Aaron Vacek with SRF provided the PMT with an overview of the changes to the following 55th Street phased improvements.
 - Phase 1: 55th Street Bridge and Ramp Improvements
 - Phase 2: Relocation of the East Frontage Road
 - Roundabout option at the 55th Street/East Frontage Road intersection
 - Traffic signal option at the 55th Street/East Frontage Road intersection
 - Phase 3: Conversion of the TH 52/55th Street Interchange to a Diverging Diamond Interchange (DDI)

Aaron also discussed the ultimate 55th Street conversion to a single-point urban interchange (SPUI) and the future upgrade of 55th Street to a six-lane roadway between Members Parkway and TH 52. Preliminary costs for each phase of the improvements were also discussed.

Denny Eyler with SRF provided a summary of the 55th Street interchange alternatives (DDI versus SPUI). The analysis results showed that there is virtually no difference in the reserve capacity between the DDI and the SPUI. In other words, the conversion to the ultimate SPUI will not provide additional capacity over the DDI. The only real measurable traffic-related difference between the SPUI and the DDI was the travel time/speeds through the interchange area. The SPUI reports lower travel times, vehicle miles traveled, and higher speeds than the DDI under year 2035 p.m. peak hour traffic conditions. This is primarily due to the slower speeds associated with the alignment shifts required at the cross-overs under the DDI alternative.

The analysis also showed that traffic signal option at the 55th Street/East Frontage Road intersection provides greater reserve capacity than the roundabout option. However, the traffic signal option requires more lanes at the intersection and has higher right-of-way impacts/costs than the roundabout option. Denny also pointed out that there are ways to potentially increase the ultimate capacity of the roundabout options by using right-turn bypass lanes or additional lanes through the roundabout. Since 55th Street east of TH 52 is currently planned to ultimately become a County roadway, the City of Rochester would like to have additional conversations with Olmsted County staff before deciding which option they would prefer at the 55th Street/East Frontage Road intersection (i.e. – traffic signal or roundabout).

Abbi asked if Jim McCarthy (FHWA) has had a chance to review/comment on the proposed DDI and/or SPUI. Kevin mentioned that Jim McCarthy recently provided SRF staff with a summary of the FHWA's Alternative Intersections/Interchange Treatment workshops. After Jim's formal presentation, SRF staff discussed the 55th Street DDI concept with Jim. While Jim did not formally review the DDI concept, he was made aware of the fact that it is being considered at the TH 52/55th Street interchange, along with the SPUI. Abbi requested copies of the concepts for a cursory review from FHWA staff. **[Editor's Note: Electronic**

versions of each of the concepts and cost estimates presented at the PMT meeting were posted to the project FTP site in the “55th St Concepts and Cost Est” subfolder within the “Material for 1-13-11 PMT” folder].

SRF will prepare a draft Phased Improvement Memo (Tech Memo 6) that will summarize each concept and provide recommendations on phasing of the improvements for the PMT to review at the February PMT meeting.

IV. Next Steps

- **Finalize the Access Justification Memo**
- **Finalize Tech Memo 5**
- **Prepare Draft Phased Improvement Memo (Tech Memo 6)**
- **Prepare for Final Public Open House** – The PMT agreed that the Gibbs Elementary School would be a good venue for the final open house. Richard offered to check with the school to determine the availability on the evening of March 10th.

Richard will check on the availability of the George W. Gibbs, Jr. Elementary School for the evening of March 10, 2011, and will report back to the PMT.

V. Upcoming Meetings

- **Next PMT Meetings** (all meetings to be held at Mn/DOT D-6 Offices in Rochester):
 - February 10, 2011, 9:30 a.m. to 12:30 p.m.
 - March 10, 2011, 9:30 a.m. to 12:30 p.m.
 - April 14, 2011, 9:30 a.m. to 12:30 p.m.
- **Final Public Open House**
 - March 10, 2011 ??? (*Date, Time, and Location to be confirmed*)

Attachment – Attendee List

NORTHERN ROCHESTER TRANSPORTATION STUDY

Project Management Team Meeting No. 20

January 13, 2011

ATTENDEES

PMT Members		Phone	Email
X	Jeff Bunch, Mn/DOT D6	507-286-7557	jeffrey.bunch@state.mn.us
X	Richard Freese, City of Rochester	507-328-2426	rfreese@rochestermn.gov
X	Ken Holte, SRF Consulting Group, Inc.	763-249-6732	kholte@srfconsulting.com
PMT Member's Staff:			
X	Greg Paulson, Mn/DOT D6	507-286-7502	greg.paulson@state.mn.us
X	Michael Schweyen, Mn/DOT D6	507-286-7636	michael.schweyen@state.mn.us
	Rhonda Prestegard, Mn/DOT D6	507-286-7511	rhonda.prestegard@state.mn.us
	Kristin Calliguri, Mn/DOT D6 (partial)	507-286-7684	kristin.calliguri@state.mn.us
X	Gary Shannon, City of Rochester (partial)	507-328-2430	gshannon@rochestermn.gov
X	John Hagen, SRF Consulting Group	763-249-6726	jhagen@srfconsulting.com
X	Kevin Jullie, SRF Consulting Group	763-249-6711	kjullie@srfconsulting.com
X	Denny Eyley, SRF Consulting Group	763-475-0010	deyley@srfconsulting.com
X	Aaron Vacek, SRF Consulting Group	763-475-0010	avacek@srfconsulting.com
Project Partners:			
	Mike Sheehan, Olmsted County	507-328-7070	sheehan.michael@co.olmsted.mn.us
X	Kaye Bieniek, Olmsted County	507-328-7070	bieniek.kaye@co.olmsted.mn.us
	Charlie Reiter, ROCOG	507-328-7136	reiter.charlie@co.olmsted.mn.us
	Phil Forst, FHWA	651-291-6110	phil.forst@dot.gov
X	Abbi Ginsberg, FHWA	651-291-6104	Abbi.Ginsberg@dot.gov