MEETING MINUTES

TECHNICAL ADVISORY COMMITTEE MEETING

LOCATION: METRO TRANSIT FRED T. HEYWOOD BUILDING, 560 6TH AVENUE N, MPLS

DATE/TIME: JULY 24, 2014, 9:00-11:00 AM

Minutes by: Anna Potter

Attendees:
Katie Roth, Metro Transit; Peter DeMuth, Metro Transit; Anna Potter, Metro Transit; Steve Elmer, Metropolitan Council; Erin Laberee, Ramsey County; Joe Lux, Ramsey County; Mike Rogers, Ramsey County; Steve Hay, City of Minneapolis; Joe Scala, Hennepin County; Lynne Bly, MnDOT; Shawn Combs Walding, MnDOT; Hilary Holmes, City of Saint Paul; Eriks Ludins, City of Saint Paul; Marc Culver, City of Roseville; Chelsea Peterson, City of Falcon Heights; Lisa Rasmussen, Kimley-Horn

1. MEETING PURPOSE / GOALS – Katie Roth identified that the purpose of this meeting is to provide the Technical Advisory Committee (TAC) an update on the project and provide them an overview of the design work that has occurred to date, specifically informing their comments of the 50% design submittal that was provided to the TAC on July 24, 2014.

2. SCHEDULE UPDATE – Lisa Rasmussen outlined three concurrent schedules pertaining to the A Line:

    a. A Line Corridor Design and Construction:

        - Friday, July 18th, 2014 – 50% Design Documents released to Metro Transit
        - Friday, August 8th – TAC agency comments due to Peter DeMuth. There will be no formal responses to comments in this design iteration; instead, comments will be incorporated into 90% Design Documents.
        - Tuesday, September 30th – 90% Design Documents released to Metro Transit; start of review period with all comments by Metro Transit and TAC agencies addressed or incorporated into the 90% Design Documents prior to being released for MnDOT review.
        - Early Spring 2015 – MnDOT comments incorporated into 100% Design Documents.
        - Spring 2015 – Construction Documents out for bid
        - May 2015 – Receive bids and award A Line Contract.
        - 2015 – A Line construction

    b. Pilot Station Design and Construction:

- Tuesday, July 29th –Bid opening
- Fall 2014 – Notice to Proceed and construction of flatwork; no construction during winter 2015
- Spring 2015 – Placement of pylon and shelter in February; intent is to have enough time to make modifications prior to order for entire A Line

c. Pylon Design and Construction:

- August 2104 - Request for Proposals releasedMarch/April 2015 – installation at Pilot Station
- Spring 2015 – make modifications to design based on findings at Pilot Station
- Summer 2015 – procurement of pylons and shelters
- Fall/Winter 2015 – installation of pylons and shelters to correspond with flatwork at A Line stations.

3. PUBLIC PROCESS / COUNCIL APPROVED PLAN UPDATE – Katie outlined the formal actions taken by the Council in the past month. Following public comment in May, the Recommended Plan for the A Line project was presented as an informational item at the June 9th Transportation Committee meeting. The full Met Council took formal action to approve the Recommended Plan at the July 9th meeting. This formal approval sets the stage for proceeding into final design. The Recommended Plan includes two parts: the number and location of stations (including the addition of the Nebraska/Hoyt station and the deferral of the Roselawn station), and the specific platform location at each intersection (including the decision to go nearside northbound Grand and nearside southbound Highland).

4. MNDOT LAYOUT APPROVAL UPDATE – The first round of MnDOT layout approval was submitted at the end of April. The second round of MnDOT approval was submitted on July 2nd. Layout approval is anticipated soon. The design team and MnDOT have been coordinating on all items; there have been simultaneous updates to the station design documents and the MnDOT layout drawings.

5. A LINE 50% PLANS AND COST ESTIMATEs – It was noted that the Index of 30% Design comments as well as all the 50% Design Documents are available on the TAC sharefile site. Let Katie know if additional personnel need access to the site for document review.

   The 50% Design review will not have a formal receive and respond process. Comments from agencies in this phase are to be more general in nature. Items such as Specification requirements specific to jurisdictions, noting the omission of utilities from the drawings, ADA or accessibility concerns, and comments to improve the efficiency of electrical cabinet locations are highly encouraged.

The plan set is organized to ease station specific coordination efforts; reviewers can pull individual stations out of the plan set. The 50% Design Documents do not reflect all of the scope coordination needed. The 90% Design Documents will make the scopes more clear.

The team then proceeded to review as a group a small sampling of stations.

a. 46th Street and 46th Avenue – This station is unique and constrained due to the curved roadway. The 50% Design builds the station adjacent to the fence with no impact to the property owner. The shelter and pylon are far apart in this design in order to maintain the 5' clear zone in front of the shelter. The City of Minneapolis noted that the fence is within the public right-of-way and that steps could be taken to increase the station footprint. Metro Transit noted no desire to pursue right-of-way acquisition due to the low ridership at this station. The City of Minneapolis noted there is the possibility that the signal pull at the existing bus bench will be relocated as a part of the road reconstruction. If this is the case, the project may place the shelter in the existing bus bench as a solution to the constrained site.

b. Northbound Snelling and Highland – The concrete bus pad design is being refined; where concrete roadway is present, bus pads will be removed; bus pads south of Larpenteur will be retained. Ramsey County requests no bus pads along Ford Parkway. A boulevard will remain between the platform and the sidewalk. A curb bumpout will require the relocation of only the pedestrian push button, not the signal pull.

   General notes from this station's discussion:

   - Many utility companies did not attend the coordination meeting to produce these drawings, so additional utility reviews from each jurisdiction is encouraged.
   - Storm drain relocations are identified in the 50% Design; more details, such as relocated piping, will follow in the 90% Design.
   - The project is committed to maintaining as many trees as possible by station configuration and by building outside boulevards with trees. However, trees within the platform area will need to be removed.
   - Cross-slopes / other grades are not shown. The maximum cross-slope at any station ramping is 2 percent; some stations are a little as 1.5 percent. Ramps to 9" curbs may require a 5 percent slope.

c. Southbound Snelling & Highland – This station moved from farside Highland to nearside Highland and was reduced to 52' to maintain access to a driveway north of the station. This driveway apron will be reconstructed as a part of the project and thus we will be able to use the driveway as a tapering space. A pedestrian push-button will be relocated with the curb bumpout.

General note: Every station does not have every amenity (bike rack, benches, etc.). In the Urban Design plans, amenities will be identified for each station.

d. Northbound Snelling & Saint Clair – Due to site constraints, (maintain the driveway access and on-street parking north of the station) this station is 60'. A catch basin will need to be relocated at this station.

e. Northbound Snelling & Grand – This station platform will be a 44' curb bumpout located between the two driveways.

f. Northbound Snelling & Spruce Tree – This platform is 80' long. The right lane will be replaced for the curb bumpout. The plan shows 4.5' from back of pavement to the back of sidewalk for pedestrian access, however with where the shelter is actually placed, there will be more than 5' available. Additionally, the area behind the shelter is a large open space before hitting a set-back building. Temporary easements are identified, but coordination will occur through 90% Design to ensure they are truly necessary.

g. Southbound Snelling & Larpenteur – Ongoing coordination with MnDOT / Ramsey County regarding shifting the station south to accommodate the potential new right turn lane. It was noted that concrete bus pads are not necessary in this area, where roadway is concrete.

h. Northbound Snelling & County Road B – The A Line station will replace the existing bus shelter at this location. Marc Culver asked about maintenance of 6" concrete pavement, as that is atypical for what the City typically maintains. Metro Transit anticipates maintaining the 6" concrete pavement in the station area, and specific maintenance procedures / agreements will need to be formalized.

The group discussed urban design elements included in the 50% Design. Colored concrete will be used to differentiate station areas from other pedestrian walkways. To maintain the attractiveness of the warning strip over long term, the detectable plates will be a natural cast iron in lieu of the initial yellow.

Number of station amenities varies from station to station. Due to space constraints, while every station will have a pylon, a ticket vending machine, and real-time signs, not all stations will have back racks, trash receptacles, light fixtures, or benches.

- Trash Receptacles – The default trash receptacle is planned to be the Metro Transit standard blue and yellow dual trash/recycling model currently used on Light Rail platforms. If a community is sensitive to that model, it can be adjusted (along with maintenance responsibilities). Marc Culver asked how often these receptacles are cleaned / emptied; Katie Roth responded that the frequency of emptying of the trash/recycling receptacles is to be determined.

- Ticket Vending Machine – The A Line will use a different, more compact machine than the ticket vending machines currently used on light rail platforms. The machines at A Line stations will accept cash or credit cards and will issue a time-stamped transfer with no magnetic strip; bus drivers on transfers to buses will visually check that the tickets are current. Riders may use Go-To cards at the separate podium validators.
- Bench – The bench style chosen with arms prevents lying down at stations.
- Light Fixtures – The 50% Design shows a pedestrian-scale light fixture at every station. However, a photometric analysis will be completed for the 90% Design that will inform by station whether a light fixture is truly needed. The internal light from the shelter itself and the light emitted from nearby sidewalk fixtures will reduce the number of stations that necessitate an additional light fixture.

Discussion of structural and electrical details:

- The shelter foundations are a reinforced thickened slab.
- The cast iron curb protector at the tactile strip has been removed. Included is a more typical curb detail for review.
- The pylon foundations are deeper than the shelter foundations, reaching 8' when possible. The modified, shallow pylon foundation detail will be used when utilities are in the way.
- The electrical detail includes pieces to be provided by many different parties. Included in the A Line package are the electrical cabinets, equipment, underground infrastructure, and installation of cabinets, pylons, and equipment. Not included in the A Line package are the sole-source equipment, fare collection items, shelters, and pylons. The electrical cabinets are intended to be small but functional, ideally fitting near other cabinets or electrical equipment on the block. Some locations are suited to a directional bore below roadway to share one electrical cabinet for both stations at the intersection.

There is a sample Transit Signal Priority plan included in the 50% Design as a frame of reference. This plan should guide comments regarding TSP content to be included in the 90% Design. TSP details will be flushed out through monthly meetings that will establish what TSP will be in the corridor.

An initial 50% construction cost estimate was distributed to the team; these costs do not include soft costs, project management costs, operation, or procurement costs. Costs will be additionally firmed up as we progress to final design with fewer assumptions regarding amenities, utilities, and electrical requirements.

- A question was asked regarding the timing of the removal of the Roselawn Station from the design phase of the project. The Roselawn Station is included in the MnDOT approved layouts, so the decision to halt design at Roselawn can be made based on budget expectations. The idea was posed to include the

Roselawn Station as a bid-alternate. MnDOT noted no objections to the Roselawn Station but was unsure about the bid-alternate process.

6. SUMMARY OF COORDINATION ACTIVITIES

   a. Ramsey County estimated that 75% of the road and signal design along Ford Parkway is complete. **Kimley-Horn will post the project CAD files to the sharefile site for more detailed coordination in August.**

7. ROUNDTABLE

   a. Eriks Ludins noted a concern with relocating catch basins. **Kimley-Horn will seek a meeting in August to discuss utility impacts and design.**

   b. Eriks Ludins noted general topography concerns with 9" curbs at stations; water needs to drain to the gutters instead of back to the lower sidewalks.

   c. Although it may seem low, the Watershed Impact Mitigation fee estimate has been confirmed with Capital Region Watershed District. The project intends to pay the fee outright as there is little room to make improvements such as raingardens within the station footprint.

   d. Shawn Combs Walding confirmed that the MnDOT layout approval comments will remain separate from the 50% Design comments.

   e. Lisa Rasmussen noted that escalation is included in the cost estimate as construction bids will not be coming in for over a year.

END OF MEETING SUMMARY

This meeting summary has been prepared to document the discussions of the meeting noted above. Please contact Anna Potter immediately with any corrections, modifications, or additions.

BOLD – Action Items

Copy: Meeting Attendees