

County CHSP Project Solicitation 12/08/05

Background

- On October 3, 2005 Mn/DOT State Aid sent a solicitation and application to all county engineers for local CHSP projects.
- Each county could submit up a grant application for up to \$100,000 to implement a local CHSP safety project.
- Applications were due on October 31, 2005

Solicitation

- 40 applications were received from 27 counties.
- 3 of the 40 applications were joint applications submitted from multiple counties.
- The total funding request from all applications was approximately \$3.1 million.
- The following is a breakdown of the number of counties that participated by districts:

District	# Counties	# Single Applications	# Joint Applications
D1	0	0	0
D2	0	0	0
D3	7	7	1
D4	1	2	
D6	5	5	1
D7	9	13	1
D8	1	2	
Metro	4	8	
Total	27	37	3

Selection

- Sue Groth, Loren Hill and Patti Simmons reviewed all applications.
- The selection committee agreed that all participants had at least one very good CHSP project.
- Once the review committee selected their top choice from each county and all three joint applications, the total request was reduced to \$2.53 million.
- Capping each county to a maximum of \$75,000 (instead of the original \$100,000) brought the total request down to \$2.03 million.
- After discussions with both Bernie Arseneau and Kathy Swanson, it was agreed to find the additional money (\$30,000) from FY 2006 central safety fund dollars.
- The following table lists the projects selected by county and the grant award amount:

County	Project Description	Grant Amount (Max \$75,000 for Single Co. Application)
Anoka	Replace non-conforming guardrail end treatments with NCHRP 350 conforming end treatments.	75,000
Blue Earth	To complete as many recommended safety improvements as it can within the budget based on outcome of RSA	25,000
Blue Earth	Road Safety Audit to develop a GIS based crash data system to identify & prioritize potential safety improvement locations throughout Blue Earth	50,000
Brown	Surfacing of gravel right turn lanes	75,000
Carver	Install up to 20 guidance type street lighting fixtures at various rural Carver Co. Hwy intersections.	30,000
Carver	Road Safety Audit	45,000
Clay	Road Safety Audit	50,000
Crow Wing	Provide for the installation of combination bypass/right turn lanes CR 127 & CR 109, and a new right turn lane and bypass lane at Pelican Beach Road.	75,000
Faribault	Road Safety Audit of 4 intersections with most accidents from 2000-2004.	40,000
Freeborn	Replace 2 overhead flashing systems with pedestal mounted beacons above double 48" VIP stop and road crossing signs	75,000
Houston	CSAH 13 guardrail replacement 1.75 to 1.25 miles west of the town of Houston, MN	50,000
Kanabec	Widen existing narrow road section to provide two 12-foot bituminous lanes and 4ft. Shoulders.	75,000
McLeod	Road Safety audit	60,000
McLeod	Enhance the delineation of sharp horizontal curves on several bituminous surfaced roads	15,000
Mille Lacs	Road Safety audit & low cost safety improvements.	75,000
Nicollet	Construction of one-foot paved shoulders on County State Highway 21 for a distance of 12.5 miles.	75,000
Olmsted	Road Safety Audit	50,000
Rock	Road Safety Audit at intersection of CSAH 5 and US Hwy 75.	8,000

Rock	Completion of Road Safety Audit at the intersection of CSAH 4 & CSAH 17.	6,000
Rock	Completion of Road Safety Audit at the intersection of CSAH 4 & CSAH 9.	6,000
Scott	Pave 4 ft shoulder and install edge line rumblestrips	75,000
Sherburne	Installation of new guard rails for bridges at various locations.	75,000
Sibley	Road Safety audit	50,000
Sibley	Shoulder Widening on CSAH 10 from the junction of CSAH 2 to the Renville Co. line	25,000
Stearns	Road Safety Audit prioritized list of low-cost safety improvements at critical locations within the County.	75,000
Steele	Road Safety Audit 4 intersections which have high crash rates, 3 are high speed and 1 low.	40,000
Todd	On entire CSAH and CR re-survey No Passing Zones/daytime/nighttime of signage and replace all necessary signs with new Mn/DOT standard	75,000
Washington	Installation of Chevrons at rural, horizontal locations. Eighteen locations have been identified.	35,000
Washington	Replacement of non-conforming guardrail end treatments with NCHRP 350 Crash-tested designs at 13 locations.	45,000
Watowan	Reconstruction of CSAH 13 east of Junction CR 216 to improve intersection approach sight distance over vertical crest curve.	75,000
Wright	Install Cobra Head, 12-40 Breakaway poles, Street Lighting 2 per intersection.	75,000
Jackson/jt application	Purchase of 100' x 100' sight triangles at higher risk intersections in Faribault County	75,000
	Purchase of 100' x 100' sight triangles at higher risk intersections in Jackson County	75,000
	Purchase of 100' x 100' sight triangles at higher risk intersections in Martin County	75,000
Mille Lacs/jt application	Road Safety Audit of Major County/State Hwy. intersections in District 3 Counties.	100,000
Freeborn/jt application	Enhancing curve delineation on curves with a reduced speed advisory of 15 mph or more below the posted speed.	100,000

Total: \$2,030,000

Steps for getting started:

1. Request a project number with SALT (Contact Diane McCabe 651-296-9876)
2. Prepare Project Memo which is needed to document environmental impacts of project because these are federal funds. A project memo also needed for Engineering work or studies or Right of Way purchase. (Contact DSAE or Lynnette Roshell 651-282-6479).

Process split based on type of work:

Projects disturbing ground (Construction Engineering Projects):

- A. Prepare construction plans as for any normal Federal aid project. Acquire permits etc.
- B. Letter notifying Dave Kopacz, FHWA, of project schedule. This will serve as project authorization. (Done by SALT).
- C. Follow DCP process: see SALT website at--
<http://www.dot.state.mn.us/stateaid/dcp/dcpchecklist.htm>.

Engineering or Study projects (Safety Audit and R/W Projects):

- A. Begin process to hire consultant according to state regulations. This varies depending on the contract amount.
- B. Prepare a letter notifying Dave Kopacz, FHWA, of project schedule. This will serve as project authorization.
- C. If the project is a Safety Audit. Loren Hill, State Safety Engineer, is available to offer his guidance to counties that would like further insight into the Road Safety Audit process. He can be reached at 651-634-5100 or e-mail at Loren.Hill@dot.state.mn.us . Also, a sample road safety audit report has been placed on the Office of Traffic, Security and Operations website at <http://www.dot.state.mn.us/trafficeng/reports/index.html> . A couple other resources include <http://www.roadwaysafetyaudits.org/> and <http://tig.transportation.org> .
- D. If the project is PE or ROW, work with Lynnette Roshell, SALT Project Development Engineer. Email is lynnette.roshell@dot.state.mn.us.
- E. Project Agreement will be prepared by SALT.

Process steps continued, both types of work –

3. Complete work on the project.
4. Hold required safety meeting involving safety partners and other community leaders such as school representatives, township officials, law enforcement and emergency responders to explain the CHSP and Towards Zero Death (TZD) goals and objectives by September 01, 2006. The community safety meeting will be the first step in developing a local safety coalition that will be instrumental in developing future strategies that will encompass not only engineering strategies but also enforcement, education and emergency services strategies. **Each county awarded a grant must hold this meeting to receive funds.**

5. Send final payment request/invoice and documentation to DSAE (including information on the local safety meeting). He will forward to Lynnette Roshell. She will request actual payment from State Aid Finance to local agency.
6. State Aid Finance will be reimbursed by Office of Traffic Safety at the Department of Public Safety.

Reminders:

- 1. The CHSP funds are capped and you will not receive more than what receipts document you spent.**
- 2. Projects must be completed by September 30, 2006 and invoiced to Mn/DOT by October 31, 2006.**