

REQUEST FOR PROPOSAL
CITY OF DULUTH, MN

TRAFFIC STUDY-
ARROWHEAD RD AND KENWOOD AVE INTERSECTION

City Project No. 1051
12-08DS

PROJECT OVERVIEW

The City of Duluth is soliciting proposals from qualified consultants to perform a traffic study of the intersection of Arrowhead Road and Kenwood Avenue. This intersection is repeatedly cited as one of the most problematic intersections in the Duluth area due to traffic congestion, accident rates, and lack of ease of use by pedestrians. It is the intersection of two highly traveled routes in Duluth, and is surrounded by commercial uses on three of the four corners. ROW is limited, and existing accesses are close to the signalized intersection. It is anticipated that the vacant lot will be developed in the future, and that development will continue in this area due to the proximity to UMD and the College of St. Scholastica. This study is needed in order to address traffic concerns of all modes of transportation, as well as position the City for future growth in the area.

This intersection has multiple jurisdictions- the City has three legs on the MSA system (Arrowhead Road and the south leg of Kenwood Avenue), and the County has one leg on the CSAH system (north leg of Kenwood Avenue/Howard Gnesen Road). As a result, the County will be attending meetings and providing input as schedules allow.

The City is committed to providing the following to the selected consultant:

- Previous reports and studies.
- Signal timing
- All available street and utility record drawings for the scheduled project areas.
- Assistance in obtaining other related information in City files pertaining to the project if needed.

SCOPE OF SERVICES

1. The consultant's work plan will follow MN/DOT's Technical Memorandum No. 07-02-T-01 for Intersection Control Evaluation (attached). Figure 1 of the Technical Memorandum shows the flowchart for Phase I (Scoping) and Phase II (Alternative Selection). Data Collection, Warrant Analysis, Crash Evaluation, Intersection Capacity Evaluation, Right of Way Impacts, Political Considerations, and Pedestrian and Bike Considerations are all part of the consultant services to be provided.

For proposal purposes, the consultant should plan on attending five total meetings: three meetings at the City of Duluth, and two meetings with the adjacent businesses.

- A. Kick off meeting: the Consultant shall meet with City of Duluth representatives to review project scope and complexity, design criteria, related requirements, view existing conditions, and gather data from the City engineering files. Additional consultations shall, where necessary, clarify the technical requirements and objectives of the contract and may be in the form of letters and/or telephone conversations.
- B. Meeting with adjacent businesses to understand access concerns, as well as opportunities for improvement.

- C. Progress meeting with the City of Duluth after completion of the scoping phase.
- D. Progress meeting with the City of Duluth to discuss the recommended alternatives, and choose the final preferred alternative.
- E. Meeting w/ businesses to discuss the recommendations of the study.

The Consultant shall provide take minutes, and provide documentation of meetings and data provided. The Consultant shall ascertain the applicability of information provided, review data for completeness, and notify the City of any additional data required. It shall be the responsibility of the Consultant to determine, by site inspection procedures, the reliability of all the drawings and information which they choose as reference.

PROPOSAL CONTENTS

The following will be considered minimal contents of the proposal:

1. A restatement of the goals and objectives and the project tasks to demonstrate the responder's view of the project.
2. An outline of the responder's background and experience with similar projects. Identify personnel to conduct the project and detail their training and work experience. No change in personnel assigned to the project will be permitted without approval of the City.
3. A detailed work plan identifying the work tasks to be accomplished and the budget hours to be expended on each task. An anticipated work schedule shall also be provided. The work plan shall also identify the deliverables at key milestones in the project as well as any other services to be provided by the City. The City staff intends to be actively involved with the project, and a maximum of three (3) status meetings and two (2) public meetings are to be contained in the work plan in addition to any data collection or input/review meetings.
4. A listing of names, addresses and telephone numbers of at least three (3) references for whom the respondent has performed similar traffic engineering services.
5. Provide, in a separate envelope, one copy of the cost proposal, clearly marked on the outside "Cost Proposal", along with the responder's official business name and address. Terms of the proposal as stated must be valid for the project length of time. With the hourly rate, include a breakdown (labor, overhead, profit and expenses) showing how the rate was derived.

The responder must include a "not to exceed" total project cost, and any subconsultant fees, along with the following information:

- A breakdown of the hours by task for each employee.

- Identification of anticipated direct expenses.
 - Identification of any assumption made while developing this cost proposal.
 - Identification of any cost information related to additional services or tasks. Include this in the cost proposal, but identify it as additional costs and do not make it part of the total project cost.
 - Responder must have the cost proposal signed in ink by an authorized member of the firm. The responder must not include any cost information within the body of the RFP technical proposal response.
6. Prior to entering into an agreement with the city, the consultant shall furnish proof that it has met all legal requirements for transacting business in the State of Minnesota.

DESIGN FAMILIARITY

The Consultant selected will be required to demonstrate and provide proof of competency in the following areas:

- Preparation of intersection control evaluation/ traffic studies, as well as design and construction of State Aid street and signal projects
- Cost estimating and cost control
- Public involvement efforts
- ROW investigation
- Quality Control

The following additional qualifications and provisions of the consultant are also required:

A Professional Engineer (registered in the State of Minnesota with experience in traffic engineering, preparation of state aid plans and specifications, and construction services) must supervise all work.

FEES AND EXPENSES REIMBURSEMENT

The proposal shall state, not to exceed, the fee based on the total estimated hourly rates included in the proposal, as well as subtotals for any subconsultant costs. Also to be included is an itemized breakdown of specific tasks for services proposed by the consultant in response to the City's Request for Proposal. Design services shall be considered complete upon award of contract for the project. The proposal should also include a schedule of hourly billing rates for each employee who may be involved in design services. Include rates of miscellaneous charges, such as copies and mileage.

SELECTION

The proposals will be reviewed by the City Engineering Staff. The intent of the selection process is to review proposals submitted by at least three qualified consultants, and make an award based upon

qualifications as described herein. A 100-point scale will be used to create the final evaluation recommendations. The factors and weighting on which proposals will be judged are:

- Work Plan 20%
- Qualifications/experience of the personnel and company working on the project 20%
- Understanding of the project scope and completeness of the proposal 20%
- Project costs/fees 40%

Proposals will be evaluated on "best value" basis with 60% qualifications and 40% cost consideration. The review committee will not open the cost proposal until after the qualification points have been awarded. The City of Duluth anticipates that the evaluation and selection will be completed by April 25, 2012 .

PROJECT COMPLETION DATES

- April 12, 2012 Proposals Due (Close of Business, 4:00 PM)
- April 25, 2012 Selection Complete
- May 14 , 2012 Council awards consultant contracts (if necessary)
- May 21, 2012 Notice to Proceed
- July 20, 2012 Completion of scoping phase
- Aug 24, 2012 Selection of Preferred alternative
- Sept 28, 2012 Final report submitted

SUBMITTAL DATE

Three (3) copies to the below address, by April 12, 2012, 4:00 p.m. CDT

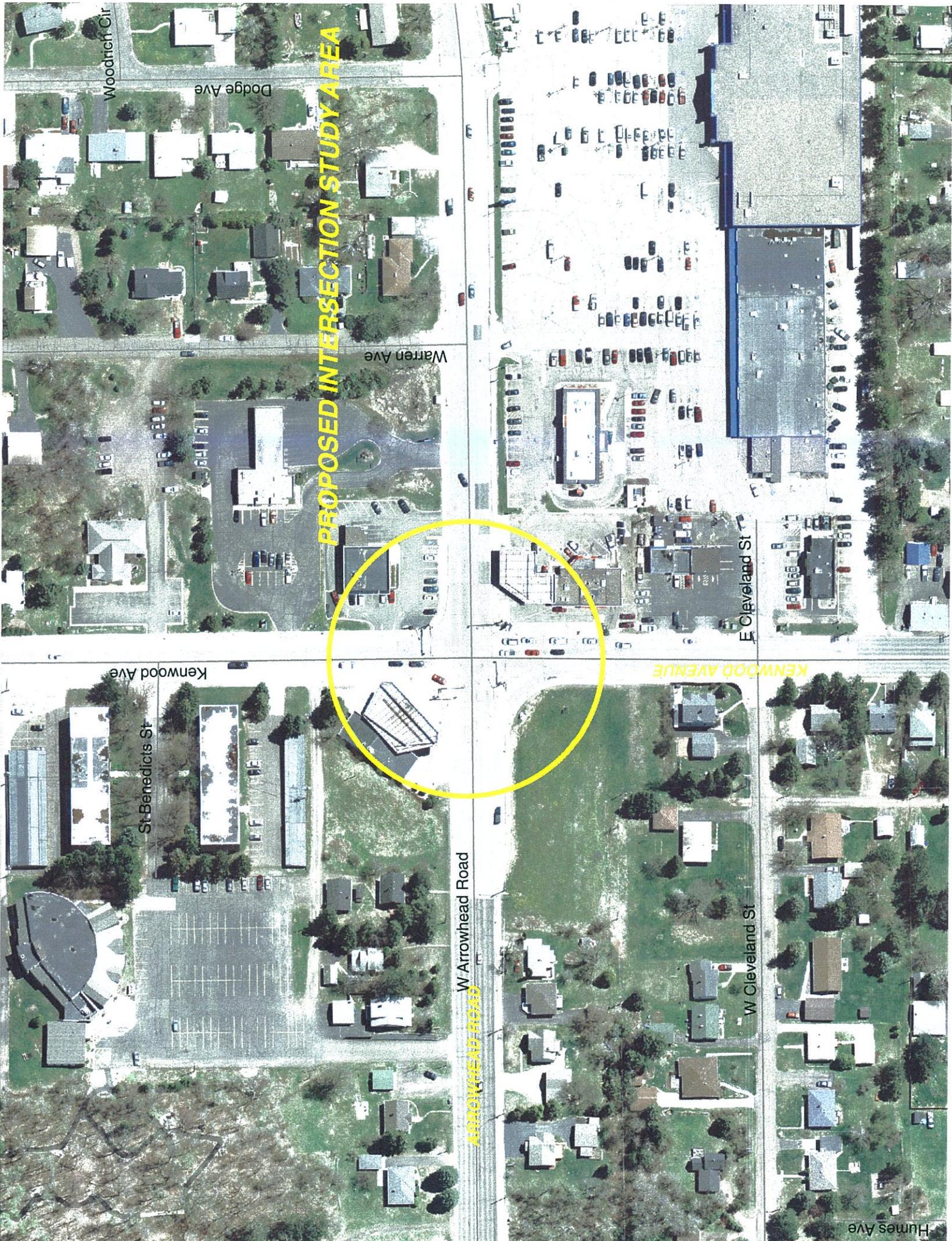
CONTACT: Steve Goman, Senior Engineering Specialist
City of Duluth - Engineering Division
411 W. 1st Street
Room 211 City Hall
Duluth, Minnesota 55802-1191
(218) 730-5107, FAX (218) 730-5907

LIMITATIONS

This Request for Proposal does not commit the City of Duluth to award a contract or pay costs incurred in the preparation of the proposal, or to procure a contract for services or supplies.

The City of Duluth specifically reserves the right to accept or reject any or all proposals, to negotiate with any qualified source, to cancel in part or in its entirety the Request for Proposal, to waive any

requirements, to investigate the qualifications of any proposal, to obtain new proposals, or proceed to have the service provided in any way as necessary to serve the best interests of the City of Duluth.



PROPOSED INTERSECTION STUDY AREA

KENWOOD AVENUE

ARROWHEAD ROAD

Woodrich Cir

Dodge Ave

Warren Ave

E Cleveland St

Kenwood Ave

St Benedict's St

W Arrowhead Road

W Cleveland St

Humes Ave



MINNESOTA DEPARTMENT OF TRANSPORTATION
Engineering Services Division
Technical Memorandum No. 07-02-T-01
March 20, 2007

To: Distribution 57, 612, 618 and 650

From: Lisa Freese *Lisa Freese*
Deputy Commissioner

Subject : Intersection Control Evaluation (ICE)

Expiration

This is a new Technical Memorandum. This Technical Memorandum shall remain in effect until March 20, 2012 unless it is superseded before this date or included in the Mn/DOT Traffic Engineering Manual.

Implementation

The information contained in this Technical Memorandum is effective immediately for all new projects affecting trunk highways. Efforts should be made to implement this into projects that are currently in the design planning phase unless implementation would cause significant delays as determined by the Project Manager.

Introduction

Engineers have an increasing number of options for intersection traffic control. Previously, the only solution to traffic delay and safety problems for at grade intersections was the installation of a traffic signal. Currently, other options i.e., roundabouts, reduced access intersections, and higher capacity intersections, are acceptable alternatives to the designer. To select the best option, an Intersection Control Evaluation (ICE) must be performed to compare viable alternatives. This evaluation should be initiated as early in the project development process as feasible.

Purpose

The goal of ICE is to select the optimal control for an intersection based on an objective analysis for the existing conditions and future needs. The Intersection Control Evaluation (ICE) replaces the Signal Justification Report (SJR) as required by the MN MUTCD May 2005 and the Mn/DOT Traffic Engineering Manual updated July 1, 2003.

Guidelines

See attachments: Intersection Control Evaluation (ICE)
Metro Traffic Signal Justification Report Methodology

Questions

For information on the technical contents of this memorandum, please contact Dave Engstrom, State Traffic Safety Engineer at (651) 634-5100 in the Office of Traffic, Security and Operations.

Any questions regarding the publication or distribution of this technical memorandum should be referred to Sophia Wicklund, Design Standards Unit at (651) 366-4701 or Michael Elle, Design Standards Engineer at (651) 366-4622. A link to all active Memoranda and a list of historical Technical Memoranda can be found at <http://www.dot.state.mn.us/trafficeng/safety/ice/index.html>

Attachments: Intersection Control Evaluation (ICE)
Metro Traffic Signal Justification Report Methodology

INTERSECTION CONTROL EVALUATION (ICE)

Definition and Purpose

Engineers have an increasing number of options for intersection traffic control than they had in the past. Previously, the only solution to traffic delay and safety problems for at grade intersections was the installation of a traffic signal. Currently, other options including roundabouts, reduced access intersections, and higher capacity intersections are acceptable alternatives to the designer. To select the best option an Intersection Control Evaluation (ICE) study must be performed to compare viable alternatives. This study should be initiated as early in the project development process as feasible. Previously, Signal Justification Reports (SJR's) must be completed before a new signal or significant modification of a signal can proceed (MN MUTCD May 2005 and Mn/DOT Traffic Engineering Manual updated July 1, 2003). An ICE would replace the current process. All intersection treatments must be considered as early in the project development process as feasible. This could occur during planning or corridor studies but no later than the scoping portion of an improvement project.

In order to determine the optimal intersection control strategy, the overall design of the intersection must be considered. The flexibility of significant change in intersection design will largely be decided by the scope and location of the project. Some general objectives for good intersection design that should be considered are:

- Provide adequate sight distance
- Minimize points of conflict
- Simplify conflict areas
- Limit conflict frequency
- Minimize the severity of conflicts
- Minimize delay
- Provide acceptable capacity

An ICE is not required for intersections that are determined to need minimal traffic control (two way stop or no control). However, for any other type of control (All way stop, roundabout, traffic signal, median treatment to reduce traffic movements or other advanced traffic control systems (continuous flow intersections)) an ICE report is required for intersections on trunk highways.

The purpose of the ICE report is to document all of the analysis (technical, financial, political) that went into determining the recommended alternative. The goal is to select the optimal control for an intersection based on an objective analysis of the existing conditions and future needs. A corridor analysis will be necessary for some intersections. This will depend on the location of the intersection in relation to adjacent intersections and their respective traffic control.

Generally, intersection improvement projects are developed as a portion of a much larger project or as a safety or capacity project at a specific location. For smaller projects, the proposed intersection traffic control modification is usually the major component of these types of projects and the ICE process will have a major impact in the development process. However, as part of a larger project, intersection control treatments may be a much smaller component and other project decisions will have more impact on how ICE will proceed. It is important to emphasize that the ICE process occur as early in the project development process as practical so that the project proceeds smoothly.

If only one alternative is viable at the conclusion of Phase I, the evaluation is complete and it is unnecessary to proceed to Phase II. The report should document the Phase I analysis. For evaluations completed as a portion of a planning or corridor study, a Phase I analysis may be sufficient until specified projects are further defined. Depending on a project's complexity and scope, a detailed ICE report may be unnecessary. The District Traffic Engineer in coordination with District management can reduce the amount of analysis and documentation if a preferred alternative is obvious. However, these decisions should be documented in the modified ICE report.

An ICE must be written under the supervision of a licensed Professional Engineer in the State of Minnesota and approved by the District Traffic Engineer before the preliminary plan is finalized. Each district can require additional review and approvals, if it is desired.

ICE fits into the project development process as shown in Figure 1. The Intersection Control Evaluation study should be completed as indicated in conjunction with the development of the signed staff approved layout. Each District

may have a slightly different approach to the timing of each portion of study depending on the complexity and size of the project being proposed.

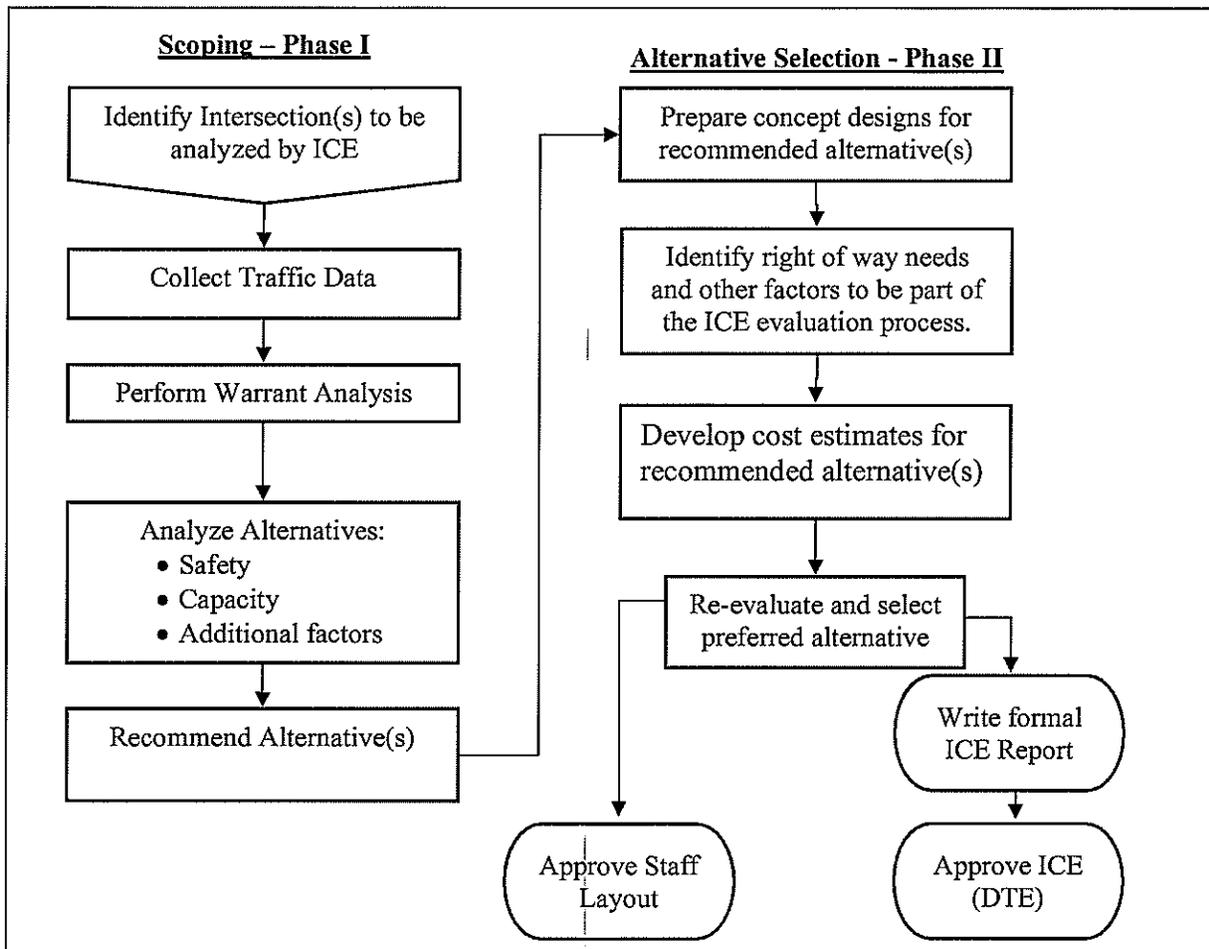


Figure 1

Intersection Control Alternatives

Engineers can select from a number of different alternatives for intersection control. Each type of control has advantages and disadvantages. Additionally, some types of control are not as common in Minnesota as traditional traffic control methods (roundabouts versus traffic signals). Each type of control should also be acceptable to the public, the local governmental unit, and the local road authority. Some types of traffic control with a few of their associated advantages and disadvantages are listed below. This is not intended to be an all-inclusive list of options. Depending on the existing circumstances and problems at a certain location, an entirely different or unique solution may be preferred and/or justified.

Traffic Signals

Advantages

- Provide for orderly flow of traffic
- Works extremely well in coordinated systems
- At times it may reduce the severity and frequency of right angle and left turn crashes
- Excellent for emergency vehicles if pre-emption devices are installed
- Interrupt heavy traffic to allow non-motorized traffic to cross
- Delay can be minimized for specific traffic movements

Disadvantages

- Significant increase in crash frequency (e.g. rear end collisions)
- Costly to install
- Requires considerable maintenance
- May increase vehicular delay and traffic queues (primarily mainline traffic)
- Higher traffic volumes increase size of intersection and number of lanes prior to intersection
- May require additional right of way beyond intersection for additional turn lanes
- Decreased efficiency with high left turning volumes
- Providing for U turns can be difficult and may be prohibited

All Way Stop Control

Advantages

- Provide for orderly flow of traffic
- Reduce the severity and frequency of right angle and left turn crashes
- Relatively inexpensive and quick to implement

Disadvantages

- Some types of crashes will increase
- Limited to lower volume intersections
- Increases delay to all legs of the intersection
- Works best with single lane approaches
- Total intersection capacity is limited
- Providing for U turns can be difficult and may be prohibited

Roundabout

Advantages

- Provide for orderly flow of traffic
- Works extremely well in series (multiple roundabouts along corridors)
- Minimizes the severity and frequency of most crash types
- Provide the least amount of vehicular conflict points
- Lifecycle costs are less than traffic signals
- Width of approach legs can be minimized
- Comparable if not greater capacity than other alternatives
- U turns are easily handled
- Works well with high percentages of left turning traffic
- Works well at diamond interchange termini
- Typically less delay than other types of intersection control
- Handles multiple legs and skewed intersections better than other types of intersection control
- Excellent for access controlled corridors or with areas using right-in/right-out accesses

Disadvantages

- May need additional right of way at intersection
- Operates poorly if the geometrics are not designed properly
- Typically requires additional features such as landscaping, lighting, and truck aprons
- Typically requires more initial design effort than other intersection types
- May operate very poorly if intersection is near signalized or all way stop controlled intersections
- Works best with single lane approaches
- May operate poorly if traffic volumes are greatly unbalanced
- May hinder efficient traffic flow in a coordinated signal system
- May be infeasible in areas of steep terrain where grades at the intersection cannot maintain less than 4% slope at the approaches and exits
- May not function properly if located on the crest of a vertical curve

Non-Traditional Intersections

Decision makers have additional options in intersection design and control, which may be appropriate for a given situation. There are a number of unique options for handling turning movements, which improve the safety and capacity of an intersection. These options may include Continuous Flow Intersections, Jughandle intersections, Quadrant roadway intersections or other designs. These designs may be advantageous over traditional designs depending on the existing or anticipated problems and the availability of right of way.

Advantages

- Usually reduce vehicular conflicts
- Increased capacity beyond traditional signalized intersection

Disadvantages

- Much higher cost than traditional signalized intersections
- Usually requires additional right of way

Access Management Treatments (Limit certain traffic movements through median construction or other treatments)

Advantages

- May reduce overall delay
- Reduce crashes by eliminating vehicular conflicts
- Provides refuge for pedestrians crossing roadway
- Minimize additional traffic control (signal may not be needed)

Disadvantages

- Reduces choices for drivers and may cause confusion
- May increase delay at adjacent intersections
- May not be politically acceptable
- Increases U-turn volumes at adjacent intersections

Grade Separation

If traffic volumes are so intense that all at grade control options will cause excessive vehicular delay, grade separation may be necessary. Additionally grade separation may be an option in order to solve a safety problem, improve access density, improve connectivity of the minor legs, or provide consistency of traffic control on the mainline. To determine if an interchange will be constructed and what type of interchange to construct should be based on an adopted corridor study or good access management practices.

Table 1 is included as a guide to assist in determining which intersection options should be evaluated based upon combined average daily traffic (ADT) volumes. The values are approximate and if an intersection is near a range change, consideration should be given to evaluating traffic control for both ranges. The ICE process is detail oriented and will have high resource demands. The process should only be done for intersections in which traffic control other than thru stop is required. As a guide, if the ADT for the minor leg or the intersection is less than 1000 ADT, an ICE is not required.

APPROXIMATE COMBINED ADT	FOUR WAY STOP	SIGNAL	ROUNDAABOUT	NON-TRADITIONAL INTERSECTION	ACCESS MANAGEMENT TREATMENTS	GRADE SEPARATION
7500 - 10000	X		X		X	
10000 - 50000	X	X	X	X	X	X
50000 - 80000		X	X	X	X	X
> 80000						X

**TABLE 1
 INTERSECTION CONTROL TYPES THAT SHOULD BE
 EVALUATED BASED UPON ENTERING ADT**

The ICE Process

The process needed to complete an ICE is highly dependent on two factors. These factors will influence how much effort is involved in completing the study, who is involved in each stage of the study and for what they are accountable. These major factors are described below.

Project origination: The project can originate within Mn/DOT or from an outside jurisdiction. If the project originates from an outside jurisdiction, that entity is responsible for conducting the ICE. It is imperative that Mn/DOT Traffic units be involved early in the process to ensure that the analysis will be accepted and approved. Within Mn/DOT, projects can originate within or outside of Traffic Engineering. For those projects originating within Traffic Engineering, all of the responsibilities in completing the ICE will be coordinated through that unit. For all other projects, Traffic Engineering should be consulted early in the project development process to ensure that an ICE can be completed in a timely manner. For all ICEs completed by outside jurisdictions or consultants, Traffic Engineering is responsible for review and approval.

Size/Type of Project: Generally, smaller projects will require less analysis and therefore less documentation. Preservation projects (e.g. signal rebuilds) will require minimal analysis. However, a memo/letter must be submitted for approval. The document should state rationale for the work being done and why other types of traffic control are not being considered. Stand-alone intersections will require safety and capacity analyses as well as documentation of other impacts (cost, ROW, political concerns, etc). The amount of analysis will depend on each project's location and scope. Intersections, which are a part of larger projects, will probably require significant analysis and documentation. Coordination with Traffic Engineering on these projects is important. Making decisions on traffic control earlier in the project development process will improve the quality of the design and minimize conflicts with stakeholders.

As shown in Figure 1, the ICE is conducted in two distinct phases. The first phase, Scoping, is usually done very early in the project development process, oftentimes, before a project is programmed. This could occur during planning or corridor studies but no later than the scoping portion of an improvement project. The purpose of the first phase is to recommend one or more traffic control strategies for further development. Under normal circumstances, an ICE would be needed if a safety or capacity problem has been identified, that has an associated infrastructure improvement. An ICE is also required for a new intersection being constructed due to development or expansion of the highway system. The second phase, Alternative Selection, involves other functional units (Design, Land Management, etc) and parallels the process of developing an approved preliminary layout. Based on a number of factors the recommended traffic control is determined in this phase.

Depending on the complexity of each project, the steps necessary to complete an ICE are described below.

Warrants and Justification

In order for the engineer to determine if any traffic control is necessary at an intersection, data must be examined to determine if a "Warrant" is met for the particular intersection control alternative. Even if a "Warrant" is met, it may not be the correct action to take for a given situation. The engineer must determine if the treatment is "Justified." The "Warrant" and "Justification" process is detailed below.

Warrants: The MN MUTCD contains warrants for All Way Stops and for Traffic Signals. Generally speaking, warrants are met if the amount of vehicular traffic, crashes, or pedestrians is significant enough to meet minimum levels. These levels are based on research, which documented the conditions where additional traffic control was considered. Information needed to determine if a warrant is met is contained in the MN MUTCD and the Mn/DOT Traffic Engineering Manual.

A Mn/DOT District Traffic Engineer will interpret this information to determine which warrants apply to a given location. For example, Appendix A is the Metro District's practice on traffic signal justification.

Warrants are commonly used to determine if either an all way stop control or a traffic signal should be considered for a location. Roundabouts are considered to be warranted if traffic volumes meet the criteria for either all way stops or traffic signals.

However, site-specific safety issues may warrant the installation of a traffic control device (e.g. a roundabout) where traffic volume warrants are not met. Special considerations to install a traffic control device should be taken at any intersection where "typical" warrants are not met but safety issues are present. The District Traffic Engineer must be consulted when these conditions are present for guidance on whether additional traffic control will be considered.

Justification: Even if an intersection meets a warrant for traffic control, that treatment may not be justified. The justification process requires engineering judgment. Whether an intersection justifies a particular type of intersection control is based upon a number of factors. The ICE report should document these factors to support the alternative or not. These factors should include, but are not limited to, the following:

- Existing safety and congestion issues
- Plans for the roadway based on an adopted corridor study
- The spacing of nearby intersections or driveways and how they conform to adopted access management guidelines
- The environment in the corridor
- Future anticipated traffic volumes
- The distance to the nearest traffic controlled intersections
- The amount of turning traffic
- The breakdown and percentage of types of vehicles
- The amounts of non-motorized traffic
- Sight distance
- Available right of way
- Available funds for construction
- Support of the local users and local agencies

Crash Evaluation

Depending on the existing crash pattern at an intersection, different traffic control treatments will have predictable impacts on these patterns. For each alternative, an estimate of crash frequency should be completed. There are a number of methods for this task. The goal should be to determine the impacts of each alternative as accurately as feasible. The utilization of crash reduction factors, crash rates, comparisons to similar intersections, research and logic can all be used, but should be tempered by common sense. Consultation with Traffic Engineering is recommended on the most recent acceptable methods for a given treatment and location.

For existing intersections, crash records for the most recent three years should be obtained from Mn/DOT. This data should be displayed in a crash diagram. A comparison of existing crashes with anticipated crashes per traffic control alternative should be completed. The analysis should calculate crash reductions per year and an overall crash cost reduction per year. For new intersections, a comparison of anticipated crashes per treatment is needed.

Generally speaking, roundabouts can provide a possible solution for resolving high crash rates by reducing the number of conflict points where the paths of opposing vehicles intersect. Crossing movements and left turning crashes are virtually eliminated with this design. However, increases in sideswipes and rear end collisions may occur, although they will be less severe. Traffic signals can eliminate many right angles, left turning crashes also, but significant increases in rear end collisions will occur, and the overall number of crashes will probably increase. Median treatments will also reduce the possibility of right angle and left turning crashes, dependent on the restriction in movements.

Intersection Capacity Evaluation

To evaluate the capacity and level of service of a particular intersection it is important to begin with basic traffic data:

1. Existing AM and PM turning volumes
2. Design year AM and PM turning volumes (Compare design year flows with the existing flows and check out any anomalies. It is critical that the design year flows do not exceed the capacity of the surrounding network.)
3. Design vehicle
4. Base Plan with defined horizontal, vertical, and site constraints
5. Existing and design year pedestrian and bicycle volumes

For Phase I, Scoping, the capacity analysis will vary depending on the type of project. The primary goal in Phase I is to determine if the alternative will operate at an acceptable level of service. A secondary goal is to provide a gross comparison between alternatives. Consult with the District's Traffic Engineering unit on acceptable procedures for this analysis. In all cases, analysis with acceptable capacity analysis software will meet this condition. Simplified methods are being explored and developed.

For Phase II, Alternative Selection, a more rigorous capacity analysis should be completed. An analysis using acceptable software is required. Currently, RODEL is required for roundabout analysis, SYNCHRO, SIM-TRAFFIC is required for traffic signals and four way stops, and VISSIM may be required for multiple roundabouts, which are a portion of an overall system of traffic control. Due to the high rate of change in modeling software and technology, these requirements could change, please consult with District Traffic Engineering to insure that a certain software is required.

The product of this analysis is a comparison of level of service, delay and queue lengths for each alternative. This analysis should provide sufficient detail such that comparisons between alternatives can be made.

The results of the capacity analysis should be summarized in the report. Levels of Service, delay and maximum queue lengths should be reported for all approaches and/or traffic movements for all time periods and analysis years. It is recommended that an electronic copy of the initial conceptual design sketch and analysis be provided as documentation. ICE reports submitted without proper use of software will be rejected.

Right of Way Impacts and Project Cost

Each alternative that is recommended to proceed to Phase II, Alternative Selection, will have concept drawings prepared for the purposes of determining right of way impacts as well as construction costs. The level of detail in the design will be determined by the project manager depending on the location, type of intersection alternative, and other issues. The goal of this step is to have reasonable assurance that all right of way impacts are determined and an accurate cost estimate is obtained.

Political Considerations

Each feasible alternative should be assessed for political viability. In Phase II, typically the local jurisdictions and other important stakeholders would be consulted to determine the acceptability of an alternative. If the result was negative, this alternative should be dropped from further consideration, especially if cost participation is required. During Phase II, the degree of public involvement in the discussion of alternatives must be determined by the project manager in consultation with local stakeholders and Mn/DOT functional units. In any event, stakeholders should be aware of the technical merits of each alternative.

Other Considerations

Unconventional Intersection Geometry Evaluation: Conventional forms of traffic control are often less efficient at intersections with a difficult skew angle, significant offset, odd number of approaches, or close spacing to other intersections. Roundabouts may be better suited for such intersections, because they do not require complicated signing or signal phasing. Their ability to accommodate high turning volumes makes them especially effective at "Y" or "T" junctions. Roundabouts may also be useful in eliminating a pair of closely spaced intersections by combining them to form a multi-legged roundabout. Intersection sight distance for roundabouts are significantly less demanding than for other conventional intersection treatments.

Terrain: Traffic signals and roundabouts typically should be constructed on relatively level or rolling terrain. For traffic signals, the maximum approach grade will vary depending on the ability for approaching traffic to see the signal heads and the impact of the approach grade on the operations of the predominate vehicle type. For roundabouts, the maximum approach grade should be 4% within the required Stopping Sight Distance (SSD) of the yield line. Grades approaching these values and steeper terrain may require greater transitions to provide an appropriate level area or plateau for the intersection.

Adjacent Intersections and Coordinated Signal Systems: The spacing of intersections along a highway corridor should be consistent with the spacing of primary full-movement intersections as shown in the Mn/DOT Access Management Policy. District Traffic Engineering may allow intersection spacing exceptions for roundabouts based on justifiable merits on a case-by-case basis. Generally speaking, positioning a roundabout within a coordinated signal system or very near to an adjacent signal is not preferred, however, under some circumstances it may be an acceptable option. A comprehensive traffic analysis is needed to determine if it is appropriate to locate a roundabout within a coordinated signal network.

System Consistency: On Interregional Corridors (IRC) or other highways where a corridor study has previously been prepared, any alternative should address the impact on the Interregional Corridor performance or should be compared to the recommendations of the corridor study. If the alternative adversely influences the performance of the IRC or it is not consistent with the corridor study, justification for the alternative should be included.

Pedestrian and/or Bicycle Issues: Accommodating non-motorized users is a Mn/DOT priority. Depending on the volume of users and the sensitivity of the location, one alternative may be preferred to another. Additionally, if large numbers of non-motorized users are anticipated, they should be reflected in the capacity calculations.

The study should address any of the above issues, if applicable, and indicate how they are considered in the final recommendation.

The ICE Report/Memorandum

Depending on the amount of analysis, an actual report may be unnecessary. For some projects, a memorandum may be all that is necessary (e.g., Traffic signal rebuild projects). In that case, a memorandum signed by the District Traffic Engineer with rationale that supports the decision is sufficient. Otherwise, the ICE report should follow the outline below and thoroughly document the process described previously.

Concurrence (Approval) Letter (not needed if report is done internally)

The cover letter must be addressed to the District Traffic Engineer. It should include the name and address of the submitter along with any specific information on expected project letting dates, funding sources and linkages to other projects. The submitter should allow at least one month to obtain approval.

Cover Sheet

The cover sheet requests the approval of the District Traffic Engineer for the recommendations contained in the report. A signature block must be included with spaces for the report preparer (must be a registered engineer in the State of Minnesota), the engineering representative for the agency(s) with jurisdiction over the intersecting roadway and the District Traffic Engineer.

Description of Location

The report must document the location of the project in relation to other roadways and include an accompanying map at a suitable scale.

Existing Conditions

The report must document the existing conditions of the roadway including existing traffic control, traffic volumes, crash data, roadway geometrics, conditions of the roadway, right of way limits, land use, etc. A graphic/layout should be used to display much of this information.

Future Conditions

The report must document future conditions (normally 20 years) based on anticipated development including traffic volumes, new or improved adjacent or parallel roadways, anticipated change in access (additions or removals), etc.

Analysis of Alternatives

The report must include a discussion of each alternative and why it is recommended or not. The report should document the following analyses for each alternative considered: warrant analyses, crash analyses, capacity analyses, right of way and construction cost impacts, political considerations, system consistency, and other considerations. Warrant analyses are usually done for existing conditions, however, in some cases future volumes (usually no more than 5 years) can be used if the submitter can document that development is imminent. Crash analysis is done comparing the existing crashes with those anticipated after the change in traffic control. It may be necessary to analyze crashes at nearby intersections if access is proposed to be restricted at the subject intersection. A capacity analysis for each alternative must be completed for existing conditions with and without the improvement. Additionally, a capacity analysis must be done for future conditions (usually 20 years into the future, unless the improvement is anticipated to be temporary (in that case 5 years would be acceptable)). A discussion of the relative intersection delays for each alternative must be included. The Mn/DOT District Traffic Engineering unit should be contacted for acceptable software packages for capacity analysis for each alternative. Currently, RODEL is recommended for isolated roundabouts, VISSIM is recommended for roundabouts in very close proximity to other roundabouts or signalized intersections in addition to RODEL analyses, and SYNCHRO is recommended for traffic signals and all way stops.

Recommended Alternative

The report must recommend an alternative based upon the alternative analysis and a discussion of the justification factors. The report must document the justification factors, which are appropriate for each alternative and come to a logical conclusion on which alternative is recommended.

Appendices

The report should include supporting data, diagrams and software reports that support the recommendations being made.

Data Requirements

For completion of the report, the following data may be required. Some of these requirements can be waived depending on existing conditions and the available improvement alternatives. The District Traffic Engineer must be contacted to approve a change in requirements.

Traffic Volumes

- Hourly intersection approach counts (must be less than 2 years old)
- Turning movement counts for the AM and PM peak periods (3 hours each and less than 2 years old)
- Future intersection approach volumes (only needed if Warrant is unmet in existing time period)
- Future turning movement volumes for the AM and PM peak hours using pre- approved growth rates or future modeling parameters
- Pedestrian and bicycle volumes by approach, if applicable

Crash Data

- Crash data for the last three full calendar years (Must be obtained from the Mn/DOT TIS database).
- Crash diagrams must be included in the report. Rationale for crash reductions based on each alternative must be documented. Crash listings should be included in an appendix.

Existing Geometrics

- The existing geometrics of the intersection being considered for improvement must be documented. It is preferable to provide a layout or graphical display of the intersections showing lane configurations with existing striping, lane widths, parking lanes, shoulders and/or curb treatments, medians, pedestrian and bicycle facilities, right of way limits and access driveways or adjacent roadways for all approaches. The posted speed limit and the current traffic control of each roadway must also be shown or stated. Adjacent structures, overhead utilities, and vaults should also be outlined such as buildings, bridges, box culverts, power poles, etc.
- A larger scale map showing the intersection in relationship to parallel roadways and its relationship (including distances) to other access points along the corridor is also required.
- The locations of schools or other significant land uses, which may require more specialized treatment for pedestrians or vehicles, should be documented, if applicable.
- Geographic features must be shown if they will influence the selection of an alternative, such as severe grades, wetlands, parkland, etc.

Proposed Geometrics/Traffic Control Alternative

- A layout or conceptual plan showing the proposed geometrics for the recommended traffic control alternative must be included. An electronic copy of the design is preferred and may be required depending on the intersection alternative. The plan should document all changes from the existing conditions.

Capacity Analysis

- A summary table of delays for all movements, approaches and overall intersection delay must be provided for AM and PM peak hours, both existing and future conditions, for each alternative analyzed. Software output should be included in an appendix. An electronic copy of the analysis is preferred.

Additional data may be necessary depending on the location and alternatives analyzed. These could include – community considerations (need for parking, sidewalks, bike lanes, etc); future development plans, which may influence

Attachment: Intersection Control Evaluation (ICE)
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access; types of vehicles intersecting roadway, if unusual; transit routes and frequency; compatibility with corridor plans or local transportation plans; Interregional Corridor performance and political considerations.

METRO TRAFFIC SIGNAL JUSTIFICATION REPORT METHODOLOGY

The decision to install a traffic signal at a trunk highway intersection in the Metro District is determined by the Program Support Unit of the Traffic Engineering Section. The installation of the signal must be justified through an engineering study. Contained in this document is the current methodology in determining if a signal installation is justified. If a location is justified, it does not necessarily mean that a signal will be programmed or the installation will occur immediately. Funding must be available and the location must be a higher priority than other safety needs.

Qualifying Criteria

For a specific intersection to be considered for a traffic signal installation one of the following criteria must be met.

1. The intersection meets Warrant 1A, 1B or 7 of the current MN MUTCD.
2. Current traffic volumes do not meet Warrant 1A or 1B, but development in the area will occur such that the warrants will be met in a reasonable period of time and state funds are not used for construction.
3. Current traffic volumes do not meet Warrant 1A or 1B, but a significant crash problem exists (an average of at least three correctable crashes per year (any 12-month period) over the most recent 3-year period) and traffic volumes are likely to meet warrants within a reasonable period.
4. The intersection has significant amounts of pedestrian traffic, which can be documented.

Mitigating Factors

As part of the engineering study, the following factors should be considered in determining if a signal installation is justified.

1. Access spacing guidelines. Is spacing between signals on the mainline adequate? Is spacing between all nearby public and private access points adequate?
2. Is the installation of a signal at this location consistent with an adopted access management plan for the roadway?
3. Lane geometrics. Metro requires one lane of approach for each traffic movement for all directions of travel. For a typical four-legged intersection, a minimum of three lanes would be required for each approach, including the minor legs. (Metro will consider 2 lanes of approach from the minor legs under some conditions) Does the proposed layout provide minimal geometrics?
4. Each intersection should be modeled using acceptable simulation software in order to demonstrate acceptable traffic operations for opening day and for a reasonable period into the future (preferably 20 years). Adjacent intersections may be required to be included depending on spacing and other considerations. Will the proposed geometrics provide enough capacity for acceptable operations?
5. Is installation of a traffic signal the only solution or are better alternatives available?
6. Will the intersection be safer after the signal is installed?

Warrants

Warrant 1 – Eight Hour Vehicular Volume

If the intersection meets either Condition A (Minimum Vehicular Volume) or Condition B (Interruption of Continuous Traffic), then the intersection is considered to have met this warrant. Meeting a warrant does not necessarily mean the location is justified for a signal. Engineering judgment is required for that step and all mitigating factors must be considered.

Current traffic volumes must be collected to analyze the volume warrants. It is desirable to collect a 48-hour approach count AND a 6-hour turning movement count (3 in each of the peak periods) for each intersection. These counts should be done between Monday afternoons and Friday Mornings to accurately depict typical weekday traffic volumes.

Right turning traffic from the minor leg is usually not included in the warrant analysis. The rationale for this practice is these movements are usually made relatively easily, have minimal conflicts and therefore do not require a traffic signal to minimize delay or improve safety. However, if right turning traffic is very high and gaps in the mainline cause significant delay a traffic signal may improve overall operations. After the traffic volume data is collected, the percentage of right turning vehicles from the minor legs is determined based upon the turning movement count. This percentage is applied to the approach counts to determine the number of left and through traffic volumes over the entire day. (It is assumed that the percentage of right turns during the two peak periods (6 hours) is representative of the entire day.) This is the data to be used in the warrant analysis. In the event that there is a significant amount of right turning traffic and conflicting traffic, 50% of the right turns can be added back into the approach counts. If the right turning volume exceeds 70% of its potential capacity (see Table 1) for any hour for each approach, 50% of the right turning volume for all hours should be added back in. To use the table determine the conflicting flow rate for each minor approach. The rate will be the conflicting mainline approach traffic, in the lane the right turning vehicles are merging into (For multiple through lane roadways divide the volumes evenly across each lane). Utilizing the correct table (2 lane or 4 lane) the user must determine if the right turn volume exceeds the 70% potential capacity. (The capacity of the minor leg right turning volume is calculated based on procedures documented in the Highway Capacity Manual.)

To be warranted, one of the following must occur:

1. Condition A or B is met for at least 8 hours a day as shown on the 100% column (Table 2)
2. Condition A or B is met for at least 8 hours a day as shown on the 70% column (Table 2) if the posted or 85th percentile speed on the mainline exceeds 40 MPH or the intersection lies within the built-up area of an isolated community having a population of less than 10,000.

TABLE 1- RIGHT TURN CAPACITY

Potential Capacity for Two-Lane Streets		
Conflicting Flow Rate	Potential Capacity	70% of Potential Capacity
0.01	1090	760
100	960	670
200	850	600
300	740	520
400	650	460
500	570	400
600	500	350
700	440	310
800	390	270
900	340	240
1000	300	210
1100	260	180
1200	230	160
1300	200	140
1400	170	120
1500	150	110
1600	130	90
1700	120	80
1800	100	70
1900	90	60
2000	80	60
2100	70	50
2200	60	40
2300	50	40
2400	40	30
2500	40	30
2600	30	20
2700	30	20
2800	20	10
2900	20	10
3000	20	10

Potential Capacity for Four-Lane Streets		
Conflicting Flow Rate	Potential Capacity	70% of Potential Capacity
0.01	1090	760
100	940	660
200	810	570
300	700	490
400	610	430
500	520	360
600	450	320
700	390	270
800	330	230
900	290	200
1000	250	180
1100	210	150
1200	180	130
1300	150	110
1400	130	90
1500	110	80
1600	100	70
1700	80	60
1800	70	50
1900	60	40
2000	50	40
2100	40	30
2200	40	30
2300	30	20
2400	30	20
2500	20	10
2600	20	10
2700	20	10
2800	10	10
2900	10	10
3000	10	10

TABLE 2 – WARRANT 1

Condition A – Minimum Vehicle Volume								
Number of lanes for moving traffic on each approach		Vehicles per hour on major street (total of both approaches)			Vehicles per hour on higher-volume minor street approach (one direction only)			
<u>Major Street</u> <u>Street</u>	<u>Minor</u>	100% ^a	80% ^b	70% ^c	100% ^a	80% ^b	70% ^c	
1	1	500	400	350	150	120	105	
2 or more....	1	600	480	420	150	120	105	
2 or more....	2 or more....	600	480	420	200	160	140	
1	2 or more....	500	400	350	200	160	140	

Condition B – Interruption of Continuous Traffic								
Number of lanes for moving traffic on each approach		Vehicles per hour on major street (total of both approaches)			Vehicles per hour on higher-volume minor street approach (one direction only)			
<u>Major Street</u> <u>Street</u>	<u>Minor</u>	100% ^a	80% ^b	70% ^c	100% ^a	80% ^b	70% ^c	
1	1	750	600	525	75	60	53	
2 or more....	1	900	720	630	75	60	53	
2 or more....	2 or more....	900	720	630	100	80	70	
1	2 or more....	750	600	525	100	80	70	

^a Basic minimum hourly volume

^b Used for combination of Conditions A and B after adequate trial of other remedial measures.

^c May be used when the major street speed exceeds 40 mph or in an isolated community with a population of less than 10,000.

To determine the number of lanes to use in Table 2, the proposed lane geometrics must be used. Right turn lanes are not counted, but in most cases the row referring to two or more for both the major street and the minor street will be used. Left turn lanes are included in the total number of lanes.

Warrant 7 – Crash Experience

To meet this warrant two conditions must be met:

1. Five or more reported correctable crashes have occurred within any twelve-month period. Data can be used for the last 3 reported calendar years. Correctable crashes are those involving left turning movements from either the mainline or the minor street and through movements from the minor leg. These are typically, right angle and left turn related crashes. All other crashes are not considered (rear ends, run off road, etc...).
2. The eight-hour vehicular warrant described above must be met for the 80% column for either Condition A or Condition B. The treatment of traffic volumes is the same as described above.

If you have questions, please contact Lars Impola or Dave Engstrom of Metro Traffic – Program Support.