

To: **Mayor and City Council**
Through: **Ryan Schroeder, City Manager**
From: **Ross Beckwith, Public Works & Parks Director/City Engineer**
Date: **March 23, 2020**

Minnesota State Aid Traffic Count Contract

BACKGROUND INFORMATION:

The City of West St. Paul (WSP) is required to collect traffic volumes on our state aid streets every four years and submit that data to the Minnesota Department of Transportation (MnDOT). The last count in WSP was in 2017, setting us up for a 2021 count. However, MnDOT recently revamped their MSA counting system/software. They are calling 2020 ‘year one’ for their new system. While we are not required to count our MSA streets this year, staff recommends getting in line with the new start year. We would then be required to count again in 2024. There are 41 designated count locations in our city.

With the upcoming Robert Street Underpass Project starting in July, it is important to complete MSA counts prior as traffic will be using alternate routes to avoid Robert Street and thus skewing count data. In addition, it is important to collect counts adjacent to schools while they are still in session. These are both conditions of this MSA traffic count contract.

FISCAL IMPACT:

A proposal was received from WSB & Associates, who successfully performed our MSA counts in 2017, for \$4,655 to perform counts, recounts and submit data to MnDOT in the new system. The 2021 General Fund – Streets Contractual Services budget has \$4,000 in 2021 for MSA traffic counts. Staff recommends performing these counts in 2020.

STAFF RECOMMENDATION:

Staff recommends that City Council award a contract to WSB & Associates, Inc. for MSA traffic counts in the amount of \$4,655.