MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES

Agenda Item Summary Sheet

Committee: Finance, Facilities and Technology    Date of Meeting: June 17, 2009

Agenda Item: Winona State University Construction Contract Approval

☐ Proposed Policy Change    ☑ Approvals Required by Policy
☐ Other Approvals   ☐ Monitoring
☐ Information

Cite policy requirement, or explain why item is on the Board agenda: Board Policy 5.14, Procurement and Contracts, requires pre-approval by the Board of Trustees for contracts, including amendments, with values greater than $2,000,000.

Scheduled Presenter(s): Allan Johnson, Associate Vice Chancellor Facilities

Outline of Key Points/Policy Issues: This request is to seek Board of Trustees approval of a proposed construction contract for two grade separated underpasses to replace two at-grade pedestrian crossings of the Canadian Pacific Railroad at Winona and Johnson Streets between Mark and Sarnia Streets in the City of Winona, Minnesota.

Background Information: The Canadian Pacific Railroad tracks bisect the Winona State University campus so that students, faculty and staff must use either the Johnson Street at-grade crossing (approximately 5100 pedestrians daily) or the Winona Street at-grade crossing (approximately 4700 pedestrians daily) for access to university residence halls, sports fields, recreational facilities, parking lots and facilities services. On football game days over 5000 spectators can fill the Alltel Stadium with most using the Johnson Street crossing for stadium access.
BACKGROUND:
The purpose of this report is to seek Board of Trustees approval of a proposed construction contract for two grade separated underpasses to replace two at-grade pedestrian crossings of the Canadian Pacific Railroad at Winona and Johnson Streets between Mark and Sarnia Streets in the City of Winona, Minnesota. Board Policy 5.14, Procurement and Contracts, requires pre-approval by the Board of Trustees for contracts with a value greater than $2 million.

The Canadian Pacific Railroad tracks bisect the Winona State University campus so that students, faculty and staff must use either the Johnson Street at-grade crossing (approximately 5100 pedestrians daily) or the Winona Street at-grade crossing (approximately 4700 pedestrians daily) for access to university residence halls, sports fields, recreational facilities, parking lots and facilities services. On football game days over 5000 spectators can fill the Alltel Stadium with most using the Johnson Street crossing for stadium access.

The need for improved crossings has been identified in numerous studies (Railroad Grade Crossing Safety Review Winona County 2000) and a concern for pedestrian safety is shared by Winona State University, the City of Winona and Canadian Pacific Railroad. The Canadian Pacific Railway corridor through Winona and Southeast Minnesota is one of the highest speed, highest volume rail corridors in Minnesota with approximately 35 trains per day. In 1998, the pedestrian exposure level of the current Winona State University at-grade crossing ranked near the top in the state and remains so today. The construction of the two grade separated underpasses will largely eliminate the pedestrian safety hazard, particularly for Winona State University students.

The two grade separated underpasses will consist of 10’ high x 14’ wide reinforced concrete box culverts and will span the Canadian Pacific Railroad right of way. Construction/installation of the box culverts will be accomplished by the Railroad. Concrete ADA access ramps and pedestrian stairs will be constructed by Winona State University in compliance with state, local and MnSCU design and construction requirements. Suitable and appropriate lighting will be provided through the underpasses and along the connecting pathways and stairs to illuminate the tunnels. Call boxes will be provided on each end of the underpass structure to connect users to the University’s Code Blue emergency response system.

Winona State University is the lead agency for the project working in cooperation with the City of Winona, the Canadian Pacific Railroad and the Minnesota Department of Transportation (MnDOT). An engineering consultant will provide all services necessary
for the design with the engineer-of-record being the City of Winona City Engineer. Canadian Pacific Railroad will design changes to their facilities, specifically the alignment and profile of the railroad geometrics. Ownership and maintenance/inspection of the ramps, steps, sidewalks and box culverts will be the responsibility of Winona State University. MnDOT will have design input and be the administrative agent of Federal Highway Administration funding.

Total project budget is $3,994,640. Of that total, $3,195,172 or 80% of the budget will come from federal earmarked funds. Winona State University will provide matching funds of $798,000 or 20% of the project budget. These funds will be surplused from the University’s Revenue Fund residence hall account. The WSU Residence Hall Reserve Fund balance is $5.4 million. Removing $800,000 from this reserve will still leave the fund above the system recommended 25% of total operating revenue. Likewise, removing this amount will not result in an increase in deferred maintenance or cause a delay in WSU residence hall repair and replacement (R&R) work. For 2009, the university budgeted $1.5 million for residence hall R&R and $900,000 to reduce the backlog of deferred maintenance. The university will continue funding at or near these rates for the foreseeable future. Additionally, while WSU plans a modest increase in student housing room rates in FY10, this reflects a cost of living increase and this decision was made prior to any discussions about declaring reserve funds as surplus. For 2010, and in the future, WSU will not increase room rates due to declaring the $800,000 as a surplus to the fund.

The estimated value of the construction contract for the tunnel approaches, which the University is responsible for constructing, is $2,254,400. Because the project match is from the Revenue Fund, student consultation is required. Consultation has taken place and students are in support of the planned renovation work. See Attachment A. Phase 1 preliminary design is complete. Phase 2 final design is underway with a projected July 2009 construction start. Substantial project completion is scheduled for November 2009.

Two related and major contracts to be accomplished under the federal grant include relocation of utilities at approximately $90,000 and construction and installation of the box culverts themselves at approximately $1.1 million. These contracts will each be awarded and administered by Winona State University and Canadian Pacific Railroad respectively.

**RECOMMENDED COMMITTEE ACTION:**
The Finance, Facilities and Technology Policy Committee recommends the Board of Trustees adopt the following motion:

The Board of Trustees approves the construction contract for the tunnel approaches to two grade separated underpasses for the Canadian Pacific Railroad, City of Winona and Winona State University as described herein.

**RECOMMENDED BOARD OF TRUSTEES MOTION:**
The Board of Trustees approves the construction contract for the tunnel approaches to two grade separated underpasses for the Canadian Pacific Railroad, City of Winona and Winona State University as described herein.

*Date Presented to the Board:  June 18, 2009*
Today I am writing this letter to you as requested under MnSCU Board Policy 2.3, student involvement in the decision-making. At our April 22\textsuperscript{nd}, 2009 WSUSA meeting the Winona State University Student Association passed the following motion regarding the WSU Pedestrian Underpasses project: “Move to support underpass up to $800,000 from the Residence Hall Reserve for the WSU Pedestrian underpasses.”

The WSUSA received a presentation at the April 22\textsuperscript{nd} meeting from Kurt Lohide, WSU Vice President of Finance and Administrative Services, and Jay McHenry campus planner on the specifics of this project. It was expressed to the WSUSA that this project is done in collaboration with the Minnesota Department of Transportation, the City of Winona, and the Canadian Pacific (PC) Railroad. Funding for this project was explained to the body as an 80\% federal earmark and 20\% matching funds from the university. This project includes the construction of two underpasses, one at the intersection of Winona Street and the CP rail line, and one at the intersection of Johnson Street and the CP rail line. The total cost of this project was expressed to the body at being just under 4 million dollars with WSU being responsible for not more than $800,000. The figures of the current Residence Hall Reserve were given to the body and after the presentation and discussion the body approved the amount of $800,000 to be taken from the Residence Hall reserve to be used in the construction of the two pedestrian underpasses.

The WSUSA is excited to see the construction of this project, we feel that it has been talked about for a long time and we are ready to see the construction start on it. Again, all information on this underpass construction project was disclosed to the Student Senate, the appropriate timeline, and procedures were followed in approving the use of the Residence Hall reserve for the funding of this project. Please feel free to contact me for any further questions at CStene07@winona.edu or by phone (651)-428-0216.

Sincerely,

Caitlin Stene
President, Winona State University Student Association
WSU Pedestrian Underpass
Project Funding and Cost

**Funding**

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<th>Funding Source</th>
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**Projected Contract Costs**

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