



# Dakota County

## Regional Railroad Authority

### Agenda

---

Tuesday, July 29, 2025

9:30 AM

Boardroom, Administration Center,  
Hastings, MN

---

(or following County Board)

1. **Call To Order And Roll Call**
2. **Approval of Agenda (Additions/Corrections/Deletions)**
  - 2.1 Approval of Agenda (Additions/Corrections/Deletions)
3. **Consent Agenda**
  - 3.1 *County Administration* - Approval of Minutes of Meeting Held on March 25, 2025
  - 3.2 *Transportation* - Authorization To Execute Contract With HDR, Inc., For Countywide At-Grade Railroad Crossing Improvement Plan, County Project 97-237
4. **Regular Agenda**
5. **Other Business/Staff Reports**
6. **Adjournment**
  - 6.1 Adjournment

**For more information, call 651-438-4417**

**Dakota County Board meeting agendas are available online at  
<https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>  
Public Comment can be sent to [CountyAdmin@co.dakota.mn.us](mailto:CountyAdmin@co.dakota.mn.us)**



# Regional Railroad Authority

## Request for Board Action

---

**Item Number:** DC-4722

**Agenda #:** 2.1

**Meeting Date:** 7/29/2025

---

Approval of Agenda (Additions/Corrections/Deletions)



# Regional Railroad Authority

## Request for Board Action

---

**Item Number:** DC-4723

**Agenda #:** 3.1

**Meeting Date:** 7/29/2025

---

Approval of Minutes of Meeting Held on March 25, 2025



# **Dakota County**

## **Regional Railroad Authority**

### **Minutes**

---

**Tuesday, March 25, 2025**

**9:30 AM**

**Boardroom, Administration Center,  
Hastings, MN**

---

**(or following County Board)**

#### **1. Call To Order And Roll Call**

The meeting was called to order by Chair Hamann-Roland at 9:30 a.m.

**Present**

- Commissioner Mike Slavik
- Commissioner Joe Atkins
- Commissioner Laurie Halverson
- Commissioner William Droste
- Commissioner Liz Workman
- Commissioner Mary Liz Holberg
- Commissioner Mary Hamann-Roland

Also in attendance were Heidi Welsch, County Manager; Tom Donely, First Assistant County Attorney; and Jeni Reynolds, Sr. Administrative Coordinator to the Board.

Audio recording of the Regional Railroad Authority meeting is available upon request.

#### **2. Approval of Agenda (Additions/Corrections/Deletions)**

**2.1** Resolution No:  
Approval of Agenda (Additions/Corrections/Deletions)

Motion: Mike Slavik

Second: William Droste

Ayes: 7

#### **3. Consent Agenda**

On a motion by Commissioner Slavik, seconded by Commissioner Atkins, the Consent agenda was approved as follows:

**3.1** Resolution No:  
Approval of Minutes of Meeting Held on January 7, 2025

Motion: Mike Slavik

Second: Joe Atkins

Ayes: 7

#### **4. Regular Agenda**

**4.1 Update And Direction On Dan Patch Rail To Trail Study**

Principal Planner John Mertens briefed this item and responded to questions. The direction from the authority was to continue to be in communications on this matter but not to proceed with determining value of the corridor or developing a rail to trail acquisition process at this time. This item was on the agenda for informational purposes only. No action was taken.

Information only; no action requested.

**5. Other Business/Staff Reports**

Commissioner Slavik noted that the City of Hastings is no longer involved with the proposed Red Rock Corridor transitway.

**6. Adjournment****6.1 Resolution No:  
Adjournment**

Motion: Mike Slavik

Second: William Droste

On a motion by Commissioner Slavik, seconded by Commissioner Droste, the meeting was adjourned at 10:10 a.m.

Ayes: 7

Respectfully submitted,

William Droste  
Secretary



# Regional Railroad Authority

## Request for Board Action

Item Number: DC-4691

Agenda #: 3.2

Meeting Date: 7/29/2025

**DEPARTMENT:** Transportation

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Execute Contract With HDR, Inc., For Countywide At-Grade Railroad Crossing Improvement Plan, County Project 97-237**

### PURPOSE/ACTION REQUESTED

Authorize execution of a contract with HDR, Inc., for plan development for County Project (CP) 97-237.

### SUMMARY

To provide a safe and efficient transportation system, Dakota County is proceeding with CP 97-237. CP 97-237 is the countywide development of a prioritization plan of at-grade County highway railroad crossings for replacement and/or enhancement.

Scope of Work. The scope of work includes the development of a prioritization plan by the consultant through data analysis, coordination with other programmed County highway projects, significant coordination with the respective railroads and cities, and prioritization of candidate projects to be programmed within the next five years. The consultant will be the lead coordinator with the railroad.

Consultant Selection. The Dakota County Transportation Department issued a Request For Proposal for the development of a prioritization plan. Three proposals were received and evaluated by County staff. HDR, Inc., was selected as the preferred professional consultant based on the following criteria: understanding of the scope of work, project approach, project team, and expertise of key personnel, quality control, past performance on similar projects, and best value cost proposal.

The preliminary cost estimates were evaluated based on detailed work program and hourly fee estimates. The proposals were evaluated to determine whether the proposed work plan, hours, and rate structure are reasonable. The proposal from HDR, Inc., has the best value project development costs and provides the services needed for the project. Three consultants submitted proposals as follows:

<u>Consultant</u>	<u>Amount</u>	<u>Hours</u>	<u>Cost/Hour</u>
HDR, Inc.	\$94,125	508	\$185.29
AECOM	\$172,732	864	\$199.92
TKDA	\$49,700	306	\$162.42

The HDR, Inc., proposal has a higher fee than the TKDA proposal. However, the HDR, Inc., proposal addressed the overall project tasks and deliverables significantly better. The HDR, Inc., proposal also

included plan elements already completed that were identified as the primary task of the TKDA proposal. The summary detailing the proposal review process is included in Attachment: Consultant Evaluation Summary.

### RECOMMENDATION

The County Transportation Director recommends execution of a contract with HDR, Inc., for the professional plan development services for CP 97-237 for actual costs not to exceed \$94,125.

### EXPLANATION OF FISCAL/FTE IMPACTS

The 2025-2029 Regional Railroad Authority Capital Improvement Program budget includes an annual \$600,000 railroad crossing set aside for addressing, prioritizing, and coordinating existing at-grade railroad crossings of County highways in need of replacement and/or enhancement. The professional plan development services will use \$94,125 of this set aside for CP 97-237.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> None                | <input checked="" type="checkbox"/> Current budget | <input type="checkbox"/> Other                |
| <input type="checkbox"/> Amendment Requested |  | <input type="checkbox"/> New FTE(s) requested |

### RESOLUTION

WHEREAS, to provide a safe and efficient transportation system, Dakota County is proceeding with County Project (CP) 97-237; and

WHEREAS, CP 97-237 is the At-Grade Railroad Crossing Improvement Plan; and

WHEREAS, the Transportation Department sent a Request For Proposal to three qualified professional consultants; and

WHEREAS, the proposals received were evaluated by County staff; and

WHEREAS, the proposal from HDR, Inc., was the best value project development costs and provides the services needed for the project; and

WHEREAS, the 2025-2029 Regional Railroad Authority Capital Improvement Program (CIP) budget includes \$600,000 to address existing at-grade railroad crossings in need of replacement and/or enhancements, of which CP 97-237 will use for actual costs not to exceed \$94,125 for professional plan development services; and

WHEREAS, the County Transportation Director recommends execution of a contract with HDR, Inc., for professional plan development services for CP 97-237 for actual costs not to exceed \$94,125.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Regional Railroad Authority hereby authorizes its Board Chair to execute a contract with HDR, Inc., to perform professional plan development services for CP 97-237 in an amount not to exceed \$94,125, subject to approval by the County Attorney's Office as to form.

### PREVIOUS BOARD ACTION

None.

### ATTACHMENTS

Attachment: Consultant Evaluation Summary

**BOARD GOALS**

- ☐ Thriving People      ☐ A Healthy Environment with Quality Natural Resources  
☒ A Successful Place for Business and Jobs      ☒ Excellence in Public Service

**CONTACT**

Department Head: Erin Laberee

Author: Scott Peters



**REQUEST FOR PROPOSAL**  
**At-Grade Railroad Crossing Improvement Plan (CP 97-237)**

**CONSULTANT EVALUATION SUMMARY**

Proposal Process

Staff selected three qualified and experienced consulting firms in leading highway and railroad-related planning projects to submit proposals for the At-Grade Railroad Crossing Plan. On June 17, 2025, staff invited AECOM, HDR, and TKDA to submit proposals. All three firms submitted proposals by the deadline of July 7, 2025.

Review Team and Selection

The review team consisted of Jacob Chapek, Assistant County Engineer; Scott Peters, Senior Transportation Planner; and Barry Becker, Principal Engineering Specialist.

The review team analyzed the three proposals and determined that the HDR proposal addresses the county's needs for the At-Grade Railroad Crossing Improvement Plan much better than the other submitted proposals. The HDR proposal provided many positives of which included a better understanding of the County's need for the plan and addressing qualification criteria more thoroughly.

The TKDA proposal had a smaller fee and rate per hour. However, TKDA did not address the overall project tasks and deliverables as desired or as thoroughly as HDR. The AECOM proposal had a high fee and rate per hour. The AECOM proposal was also more generalized and generic than the HDR proposal with minimal project manager involvement throughout the proposed process.

Evaluation Criteria and Results

The review team selected the consultant based on the qualification criteria: understanding of the scope of work, project approach, project team and expertise of key personnel, quality control, and past performance on similar projects. The review team scoring of the criteria resulted in HDR as first selection with 88 of 100 points, AECOM as second selection with 72 points, and TKDA as third selection with 64 points.

Fee Comparison

<i>Firm</i>	<i>Fee Amount</i>	<i>Total Hrs</i>	<i>Mgr Hrs (Pct)</i>	<i>Rate/Hr</i>	<i># Staff Assigned</i>
HDR	\$94,125	508	208 (29%)	\$185.29	7
AECOM	\$172,732	864	46 (5%)	\$199.92	9
TKDA	\$49,700	306	89 (29%)	\$162.42	5



# Regional Railroad Authority

## Request for Board Action

---

**Item Number:** DC-4724

**Agenda #:** 6.1

**Meeting Date:** 7/29/2025

---

Adjournment