



# MnDOT 5-Year Transit Plans and Review Process

Lisa Raduenz, Principal Transit Planner

Office of Transit and Active Transportation (OTAT)

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# What Are 5-Year Plans?

## What are 5-Year Plans?

- Initiated in 2017 as means of developing a more formal planning process for 5311 systems statewide
- Consultants hired to develop plans with each system
- Included review of service/operations needs, fleet review, facilities identification, staffing and technology requirements, public surveys
- Provided estimates of cost to achieve short-term needs by year to 2025
- Plans finalized in 2019, required sign-off by local agencies/boards for final submittals



“If you make the mistake of looking back too much, you aren’t focused enough on the road in front of you.” – Brad Paisley

# 2021 - 5-Year Plan Review Process

- **December 2020-April 2021:** OTAT Planning and TPMs had review discussions with all 28 Section 5311 rural transit systems on 2019 5-Year Plans. This was done to determine whether there had been changes in identified priorities for service, capital facility development, vehicle acquisition and technology needs since plans were developed.
- COVID-19 impacts to plans were also discussed and noted, including service changes.
- Each review session produced a set of notes that outlined participants in the discussion, noted changes to the original 2019 plans (additions or deletions), identified concerns for the next four years. Each system reviewed the notes for content and to ensure that they accurately reflected the current system plans, operations and needs.
- Systems have been informed that a similar process will be done annually with each system through 2025 to quantify impacts and define plan changes through 2025.

# Most Commonly-Identified 5-Year Plan Needs

Identified Need/Theme	Implementation Options
Smaller accessible vehicle procurement (8 systems, 20+ total van requests)	Purchasing/Leasing 7-10 passenger accessible vans
Marketing/website development	OTAT central marketing and technical assistance or outside consultant
Technology identification/selection	Technical assistance in selecting appropriate software, central purchasing, support (Technology Plan results and ongoing assessments) vendor continuing support
Identifying/quantifying system unmet needs	Community surveys/trip denial tracking/public engagement activities/key stakeholder interviews
Driver recruitment/CDL/Passenger Endorsement	Targeted Marketing Regional licensing/testing/certification events Regional training? Wage study
Volunteer driver recruitment	Volunteer driving reimbursement issue, decline in volunteers, recruiting?
Agency succession planning	Certification program/Leadership Academy? System Guidebook

# Technology Plan

- Statewide Technology Plan Finalized June 2021

<http://www.dot.state.mn.us/transit/reports/transitechplan.html>

- **Introduction**

- **Context for Transit Technology**



Transit Technology Survey

Review of Regional Transit Plans

National Peer Review

5 findings for a successful project

- **Goals and Strategies**

- Input from MnDOT, Transit Systems and RTCC

## Recommendations

- Collaborative Decision Making
- Organizational Supports
- Specifications, Acquisitions, and Integration

- Create a Technology Committee
- Refine investment process
- Create a resource library
- Leverage State Procurement role
- Establish Functional Requirements and Specifications
- Ensure High Quality Streaming Data and Management

# 2022 5-Year Plan Review Process

- **September –December 2021:** OTAT Planning and IDEA staff will review 2021 5-Year Plan session notes for content and construct a personalized questionnaire/guide for each system to review prior to January-March 2022 discussions. TPMs will also be involved in reviewing questionnaires before each discussion.
- Each 5311 system will receive their questionnaire at least 14 days prior to the scheduled meeting to review/gather information requested.
- During the meetings with each system, OTAT Planning and IDEA staff will solicit responses that follow discussion guide in order to “drill down” on critical needs or issues. Service planning, capital facility plans, vehicle acquisitions/maintenance and technology needs will be covered during the individual meetings.



# 5-Year Plan Questionnaire Templates

## Service

**Step 1:** Review operating and performance levels

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**Step 2:** Seek community input

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**Step 3:** Identify reason for new service or redesign

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**Step 4:** Identify impacts of proposed changes

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## Technology

**Step 1:** 2021 Metrics

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**Step 2:** Public Engagement Activities

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**Step 3:**

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**Step 4:**

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## Large Capital

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## Replacement and New/Expansion Vehicles

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# Technology Assessment Worksheet Draft Template

Assessment of each organization +  
Beginning Baseline Technologies +  
Technology flow chart +  
= 3-5 Year Growth plan

## Technology Needs

**Step 1:** New technology or existing

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**Step 2:** Advantages/disadvantages of current system

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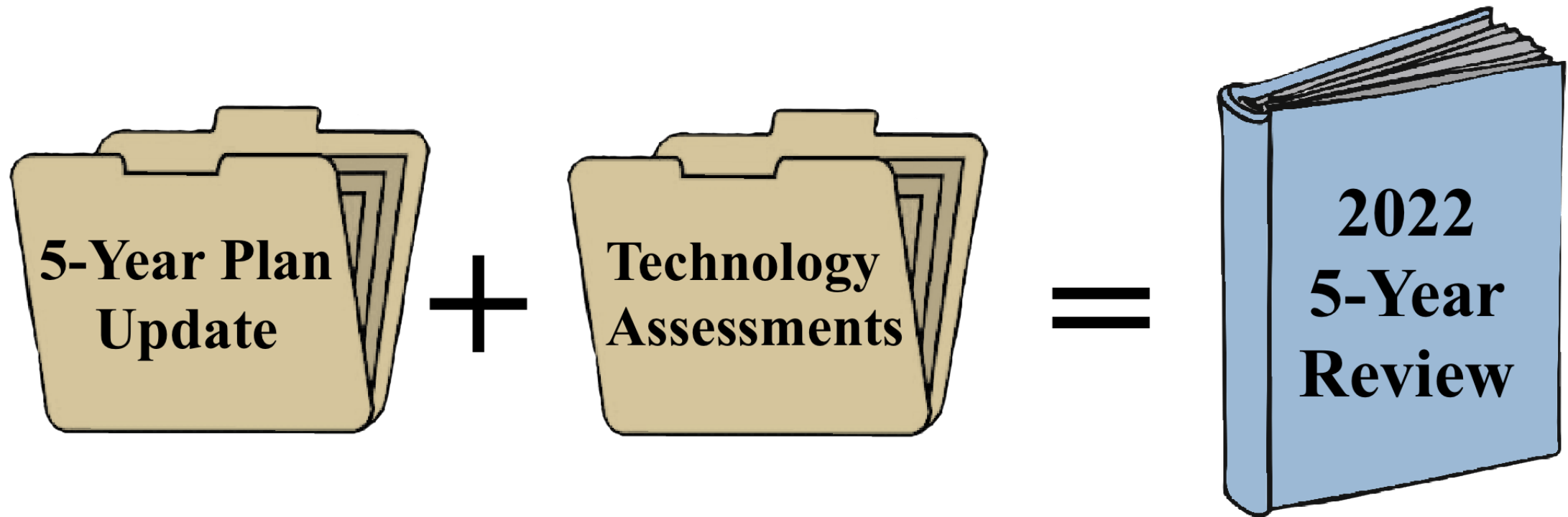
**Step 3:** System metrics (number of vehicles, trips per hour, service coverage, communications)

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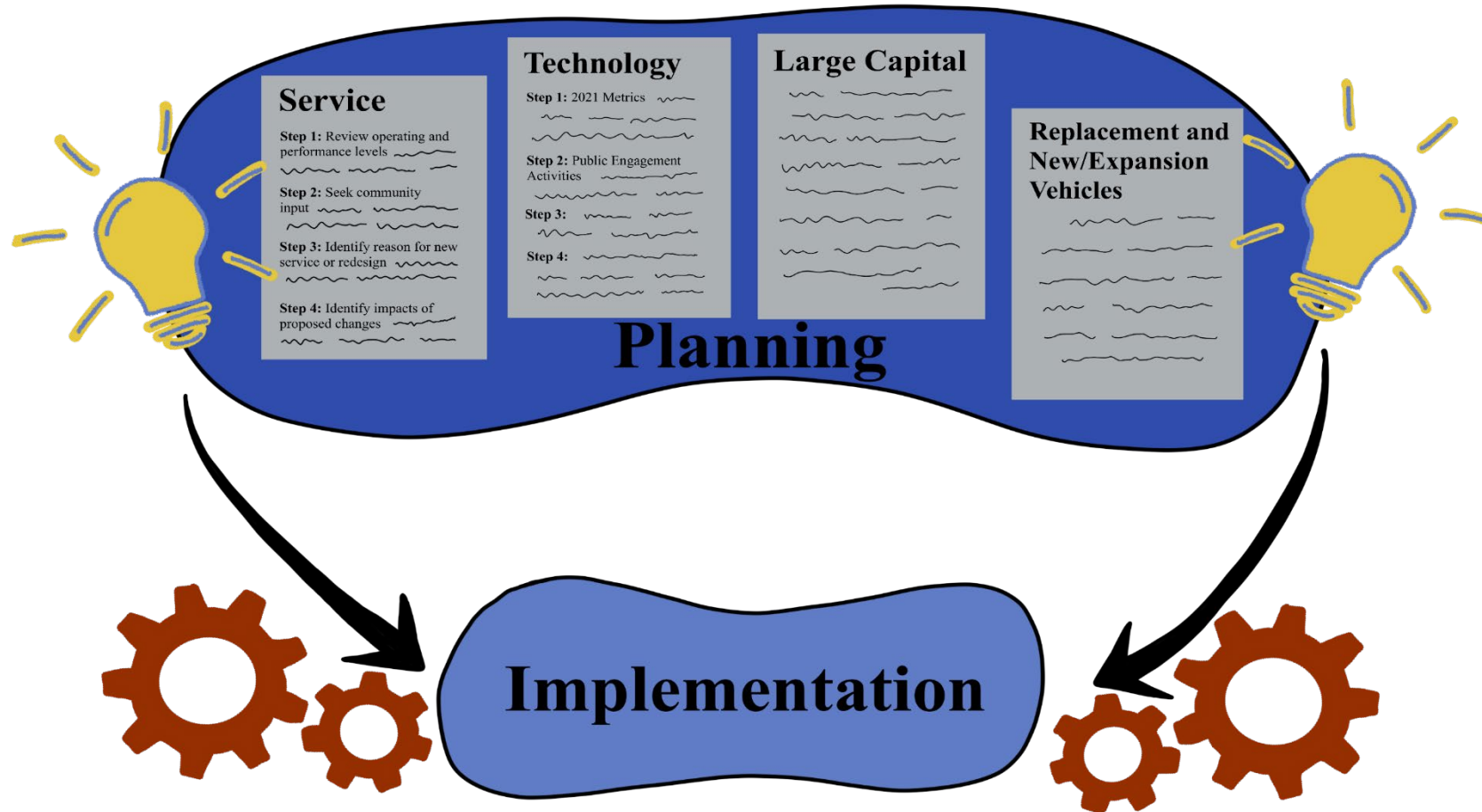
**Step 4:** Suitable level of technology needed

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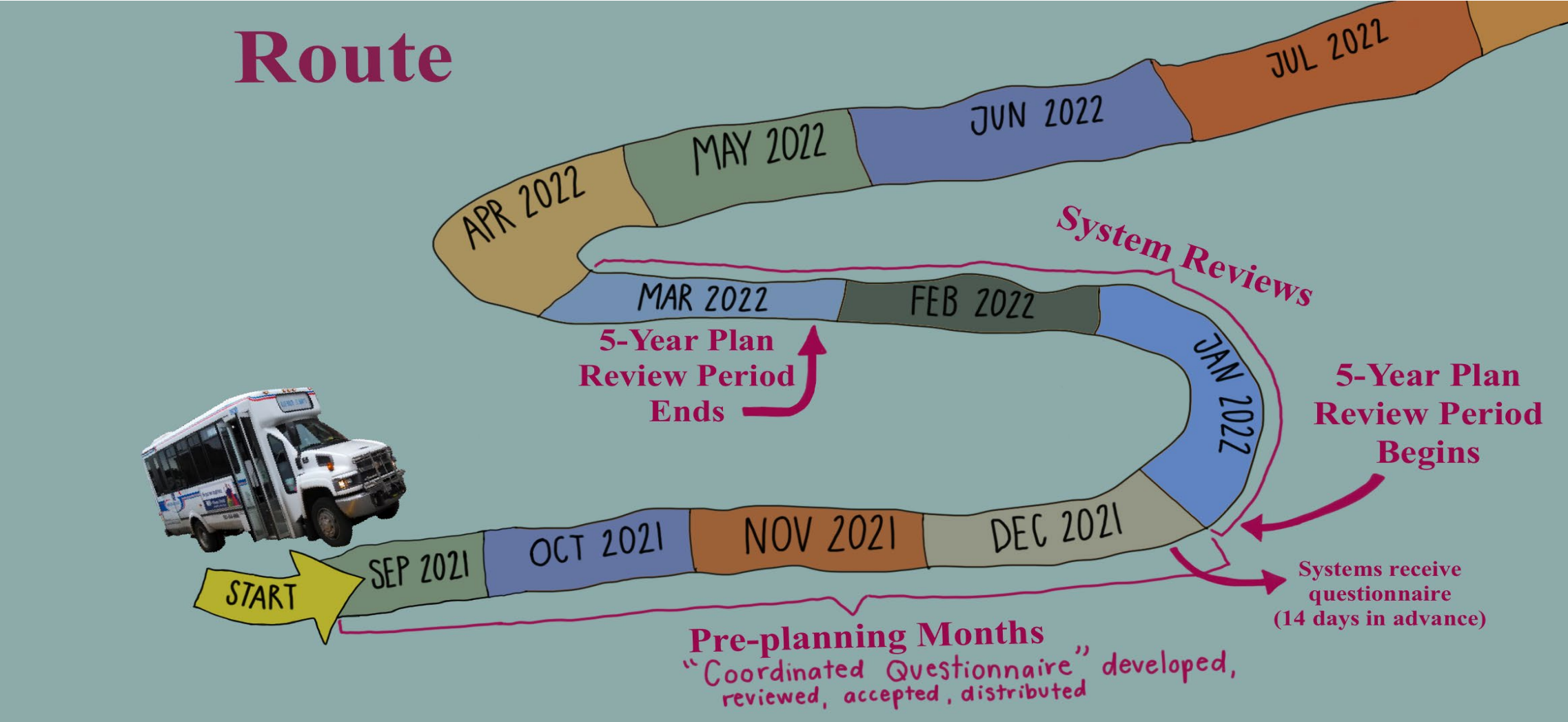
# Proposed Combined Update/Assessment Process



# Planning Into Implementation



# 2022 5-Year Review/ Technology Assessment Roadmap



Thank You

Questions?



**Lisa Raduenz, OTAT Principal Transit Planner**

**[Lisa.Raduenz@state.mn.us](mailto:Lisa.Raduenz@state.mn.us)**