Introduction to the Regional Solicitation

Draft Updated September 9, 2014

The Regional Solicitation for federal transportation project funding is part of the Metropolitan Council's federally-required continuing, comprehensive, and cooperative transportation planning process for the Twin Cities Metropolitan Area. The funding program and related rules and requirements are established by the U.S. Department of Transportation (USDOT) and administered locally through collaboration with the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Minnesota Department of Transportation (MnDOT).

The online application can be accessed at: **(provide link)**

Federal Program Overview

As authorized by the most recent federal surface transportation funding act, Moving Ahead for Progress in the 21st Century (MAP-21), projects will be selected for funding as part of three federal programs: Surface Transportation Program (STP), Congestion Mitigation and Air Quality Improvement (CMAQ) Program, and Transportation Alternatives Program (TAP). A recent extension of MAP-21 delayed its expiration date to May 31, 2015. It is assumed that federal funding will continue to be available in 2017, 2018, and 2019, but there is no money set aside at the current time.

Regional Solicitation Evaluation and Design

Over the past 20 months, the Metropolitan Council and the Transportation Advisory Board (TAB) carried out an extensive evaluation and redesign of the Regional Solicitation. The process included gathering feedback and input from a wide array of technical experts and policy makers at over 100 committee meetings, a policy maker's workshop, telephone interviews, and internet surveys. The effort concentrated on four primary goals:

1. Assess the effectiveness of the Regional Solicitation in selecting projects that implement regional policies and investment priorities.
2. Determine the efficiency of the Regional Solicitation in requesting, evaluating, ranking, and selecting projects in a fair and transparent way.
3. Evaluate changes to federal funding categories, funding levels, and project eligibility included in MAP-21.
4. Streamline and simplify the overall process for applicants and reviews.

Significant Changes to the Regional Solicitation

In response to these goals and as a result of the evaluation and design, the following changes were made to the Regional Solicitation process and application:

1. **Application Shortened by 50 Percent:** The application is 50 percent shorter than the 2011 Regional Solicitation, making it less time consuming and costly to prepare an application. Applications were also simplified by using quantitative measures where possible, instituting word counts for qualitative measures, and reducing the amount of required attachments for applicants to submit.
2. **New Online Application:** For the first time, applications will be filled out and submitted in a web-based format. Applicants will be able to save completed sections and edit them at a later date. For many of the quantitative questions, formulas will be built into the online system, taking the place of dozens of worksheets and appendices.
3. **Enhanced Consistency with Regional Policy:** This is the first Regional Solicitation since the adoption of Thrive MSP 2040. Several enhancements were made to the criteria and measures to more closely align to regional policy, including:

   Economy: Job Concentrations, Manufacturing/Distribution Locations, and Educational Institutions included in Thrive MSP 2040 are used to measure the project's role in the regional transportation system and economy.

   Equity and Affordable Housing: The impact of transportation investments on low-income populations, people of color, children, people with disabilities, and the elderly in the Regional Solicitation addresses equity, one of Thrive MSP 2040's five outcomes, will be measured for all projects. Affordable housing was also given greater weight than in past solicitations, consistent with its emphasis within Thrive MSP 2040.

   Preservation and Modernization: Given the shortage of transportation funding and stated priority in the 2030 Transportation Policy Plan of preserving and modernizing the existing system, there will be two new evaluation sub-categories to address this regional policy: Roadway Reconstruction/ Modernization and Transit System Modernization. New measures were also added that give priority to improving the oldest infrastructure first.

4. **New Modal-Based Approach:** Projects will now be submitted and evaluated based on mode rather than federal funding program (i.e., STP, CMAP, and TAP). By decoupling projects from the funding programs, this approach simplifies and streamlines the process so that projects do not need to be submitted in different categories, as was the case in the past. The modal approach is also less confusing for first-time applicants and provides TAB with more flexibility to match federal funding to the highest performing projects that are submitted.
5. **Increased Emphasis on Multimodal Connections and Freight Movements:** Points were increased for multimodal facilities that are included as part of the project and multimodal connections made by the project. For roadway projects, the percent of the total points for

freight volumes as a measure of usage and the roadway's role in the regional transportation system and economy tripled relative to the 2011 Regional Solicitation.

6. **Transparent Scoring Methodology:** In the past, volunteer scorers created the scoring methodology. As part of this current effort, technical experts for each mode created clear scoring guidelines and methods that are available to both applicants and scorers. This approach provides transparency and credibility to the scoring process, and allows applicants to understand how they will be scored prior to filling out an application.

Given the many changes to the application, Council staff will hold a series of training sessions to educate applicants once the Regional Solicitation is released.

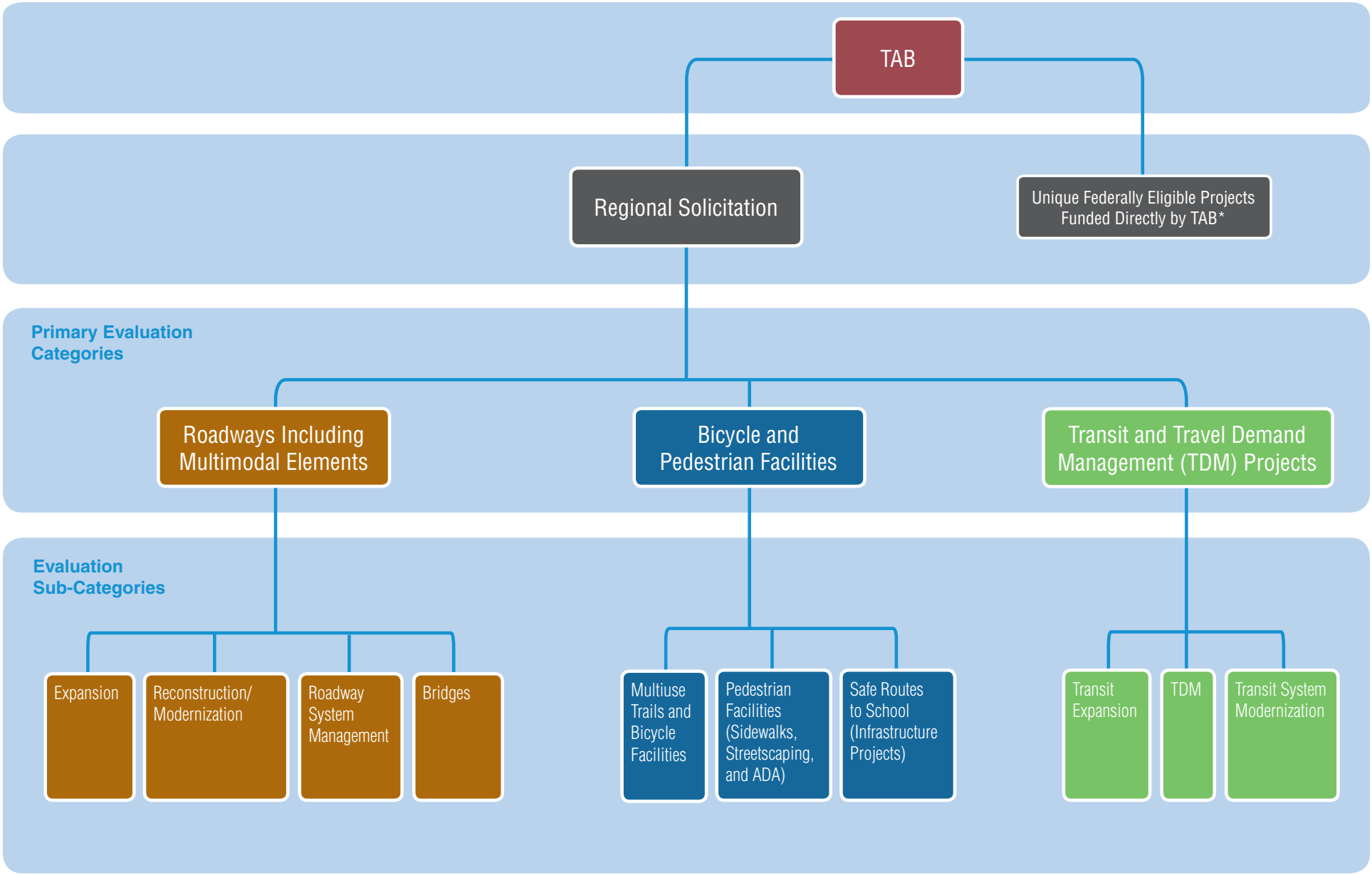
As mentioned previously, one of the primary outcomes of the evaluation was the reorganization of the funding applications by transportation mode instead of by funding program. As depicted in Figure 1, the applications are now grouped into three primary modal evaluation categories:

1. Roadways Including Multimodal Elements
2. Bicycle and Pedestrian Facilities
3. Transit and Travel Demand Management (TDM) Projects

Each of these modal evaluation categories includes three to four evaluation sub-categories for a total of 10 evaluation sub-categories. TAB will consider unique federally eligible projects that may not fit one of the 10 evaluation sub-categories on their merits, if they are submitted.

Applicants for the Regional Solicitation will select the appropriate evaluation sub-category for their proposed project based on the mode requiring the largest percentage of cost. For instance, a roadway reconstruction project that includes a new sidewalk would apply under the Roadway Reconstruction/Modernization sub-category because the roadway improvements are the largest cost for the project. Conversely, a project that does not make improvements to the roadway, but adds a multiuse trail along a roadway would apply in the Multiuse Trail and Bicycle facilities sub-category.

Figure 1: TAB-Approved Evaluation Categories



**Note: In some cases, there are unique projects that are federally eligible, but will not be included in the competitive process because they cannot be easily compared to other similar projects. These project types should request funding directly from TAB.*

Roadways Including Multimodal Elements

The following pages include definitions, examples, and scoring overviews of each of the sub-evaluation categories.

Roadway Expansion

Definition: A roadway project that adds thru-lane capacity. Projects must be located on a non-Freeway Principal Arterial or "A" Minor Arterial functionally-classified roadway, consistent with the map adopted by TAB on August 20, 2014. However, "A" Minor Connectors cannot be expanded with these federal funds per regional policy and must apply in the Reconstruction/Modernization sub-category.

Examples of Roadway Expansion Projects:

- New roadways
- New roadway alignments
- Two-lane to four-lane expansions
- Four-lane to six-lane expansions
- New interchanges with or without associated frontage roads

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	175	17.5%
Measure 1 - Role in Regional Economy		
Measure 2 - Current daily heavy commercial traffic		
Measure 3 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers		
2. Usage	175	17.5%
Measure 1 - Current daily person throughput		
Measure 2 - Forecast 2030 average daily traffic volume		
3. Equity and Housing Performance	100	10.0%
Measure 1 - Connection to disadvantaged populations and project's benefits, impacts, and mitigation		
Measure 2 - Housing Performance Score		
4. Infrastructure Age	75	7.5%
Measure 1 - Date of construction and remaining useful life		
5. Congestion Reduction/Air Quality	150	15.0%
Measure 1 - Cost effectiveness (project cost/vehicle delay reduced)		
Measure 2 - Cost effectiveness (project cost/kg per day reduced)		
6. Safety	150	15.0%
Measure 1 - Cost effectiveness (project cost/crashes reduced)		
7. Multimodal Facilities and Connections	100	10.0%
Measure 1 - Ridership of transit routes directly and indirectly connected to the project		
Measure 2 - Bicycle and pedestrian connections		
Measure 3 - Transit, bicycle, or pedestrian elements of the project		
8. Risk Assessment	75	7.5%
Measure 1 - Risk Assessment Form		
Total	1,000	100.0%

Roadways Including Multimodal Elements

Roadway Reconstruction/Modernization

Definition: A roadway project that does not add thru-lane capacity, but reconstructs or modernizes the facility. Routine maintenance including mill and overlay projects are not eligible. Projects must be located on a non-Freeway Principal Arterial or "A" Minor Arterial functionally-classified roadway, consistent with the map adopted by TAB on August 20, 2014.

Examples of Roadway Reconstruction/Modernization Projects:

- Turn lanes
- Two-lane to three-lane reconstruction
- Four-lane to three-lane reconstruction
- Roundabouts
- Intersection improvements
- Addition or replacement of traffic signals
- Shoulder improvements
- Strengthening a non-10-ton roadway to a 10-ton roadway
- Raised medians, frontage roads, access modifications, or other access management improvements
- Roadway improvements with the addition of multimodal elements

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	175	17.5%
Measure 1 - Role in Regional Economy		
Measure 2 - Current daily heavy commercial traffic		
Measure 3 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers		
2. Usage	175	17.5%
Measure 1 - Current daily person throughput		
Measure 2 - Forecast 2030 average daily traffic volume		
3. Equity and Housing Performance	100	10%
Measure 1 - Connection to disadvantaged populations and project's benefits, impacts, and mitigation		
Measure 2 - Housing Performance Score		
4. Infrastructure Age/Condition	150	15%
Measure 1 - Date of construction and remaining useful life		
Measure 2 - Geometric, structural, or infrastructure deficiencies		
5. Congestion Reduction/Air Quality	75	7.5%
Measure 1 - Cost effectiveness (project cost/vehicle delay reduced)		
Measure 2 - Cost effectiveness (project cost/kg per day reduced)		
6. Safety	150	15%
Measure 1 - Cost effectiveness (project cost/crashes reduced)		
7. Multimodal Facilities and Connections	100	10%
Measure 1 - Ridership of transit routes directly and indirectly connected to the project		
Measure 2 - Bicycle and pedestrian connections		
Measure 3 - Transit, bicycle, or pedestrian elements of the project		
8. Risk Assessment	75	7.5%
Measure 1 - Risk Assessment Form		
Total	1,000	100%

Roadways Including Multimodal Elements

Roadway System Management

Definition: An Intelligent Transportation System (ITS) or similar projects that primarily benefit roadway users. Projects that are more transit-focused must apply in the Transit System Modernization sub-category.

Examples of Roadway System Management Projects:

- Traffic signal retiming projects
- Integrated corridor signal coordination
- Traffic signal control system upgrades
- New or replacement traffic management centers
- New or replacement fiber optic cables used for traffic control, etc.
- New or replacement closed-circuit television (CCTV) cameras
- New or replacement variable message signs and other traveler information improvements
- New or replacement detectors
- Incident management coordination

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	125	12.5%
Measure 1 - Role in Regional Economy		
Measure 2 - Current daily heavy commercial traffic		
Measure 3 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers		
2. Usage	125	12.5%
Measure 1 - Current daily person throughput		
Measure 2 - Forecast 2030 average daily traffic volume		
3. Equity and Housing Performance	100	10%
Measure 1 - Connection to disadvantaged populations and project's benefits, impacts, and mitigation		
Measure 2 - Housing Performance Score		
4. Infrastructure Age/Condition	75	7.5%
Measure 1 - Date of construction and remaining useful life		
5. Congestion Reduction/Air Quality	200	20%
Measure 1 - Cost effectiveness (project cost/vehicle delay reduced)		
Measure 2 - Cost effectiveness (project cost/kg per day reduced)		
6. Safety	200	20%
Measure 1 - Cost effectiveness (project cost/crashes reduced)		
7. Multimodal Facilities and Connections	100	10%
Measure 1 - Ridership of transit routes directly and indirectly connected to the project		
Measure 2 - Bicycle and pedestrian connections		
Measure 3 - Transit, bicycle, or pedestrian elements of the project		
8. Risk Assessment	75	7.5%
Measure 1- Risk Assessment Form		
Total	1,000	100%

Roadways Including Multimodal Elements

Bridges

Definition: A bridge construction or reconstruction project located on a non-Freeway Principal Arterial or "A" Minor Arterial functionally-classified roadway, consistent with the map adopted by TAB on August 20, 2014. The bridge must carry vehicular traffic, but may also include accommodations for other modes. Bridges that are exclusively for bicycle or pedestrian traffic must apply under one of the Bicycle and Pedestrian Facilities sub-categories. Rail-only bridges are not eligible for funding.

Examples of Bridge Projects:

- Bridge construction from abutment to abutment (20 or more feet)
- Bridge reconstruction from abutment to abutment (20 or more feet)

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	125	12.5%
Measure 1 - Role in Regional Economy		
Measure 2 - Current daily heavy commercial traffic		
Measure 3 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers		
2. Usage	125	12.5%
Measure 1 - Current daily person throughput		
Measure 2 - Forecast 2030 average daily traffic volume		
3. Equity and Housing Performance	100	10%
Measure 1 - Connection to disadvantaged populations and project's benefits, impacts, and mitigation		
Measure 2 - Housing Performance Score		
4. Infrastructure Age/Condition/Safety	400	40%
Measure 1 - Date of construction and remaining useful life		
Measure 2 - Geometric, structural or infrastructure deficiencies		
5. Multimodal Facilities and Connections	100	10%
Measure 1 - Ridership of transit routes directly and indirectly connected to the project		
Measure 2 - Bicycle and pedestrian connections		
Measure 3 - Transit, bicycle, or pedestrian elements of the project		
6. Risk Assessment	75	7.5%
Measure - Risk Assessment Form		
7. Total Cost Effectiveness	75	7.5%
Measure 1 - Cost effectiveness (total project cost/total points awarded)		
Total	1,000	100%

Bicycle and Pedestrian Facilities

Multiuse Trails and Bicycle Facilities

Definition: A project that benefits bicyclists (or bicyclists and other trail users).

Examples of Multiuse Trail and Bicycle Facility Projects:

- Trails designed for multiple users
- Trail bridges/underpasses
- On-street bike lanes
- Filling multiple gaps, improving multiple crossings, or making other similar improvements along a trail corridor

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	200	20%
Measure 1 - Identify location of project relative to Regional Bicycle Transportation Network		
2. Usage	200	20%
Measure 1 - Cost effectiveness per population and employment		
3. Equity and Housing Performance	120	12%
Measure 1 - Connection to disadvantaged populations and project's benefits, impacts, and mitigation		
Measure 2 - Housing Performance Score		
4. Safety	250	25%
Measure 1 – Gaps closed, barriers removed, and/or continuity between jurisdictions improved by the project		
Measure 2 - How project will correct deficiencies or address safety problem		
5. Multimodal Facilities and Connections	100	10%
Measure 1 - Ridership of transit routes directly and indirectly connected to the project		
Measure 2 - Pedestrian connections		
Measure 3 - Transit or pedestrian elements of the project		
6. Risk Assessment/Public Engagement	130	13%
Measure 1 - Risk Assessment Form		
Total	1,000	100%

Bicycle and Pedestrian Facilities

Pedestrian Facilities (Sidewalks, Streetscaping, and ADA)

Definition: A project that primarily benefits pedestrians.

Examples of Pedestrian Facility Projects:

- Sidewalks
- Streetscaping
- Americans with Disabilities Act (ADA) improvements
- Making similar improvements in a concentrated geographic area, such as sidewalk gap closure throughout a defined neighborhood

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	100	10%
Measure 1 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers		
2. Usage	200	20%
Measure 1 - Cost effectiveness per population and employment		
3. Equity and Housing Performance	120	12%
Measure 1 - Connection to disadvantaged populations and project's benefits, impacts, and mitigation		
Measure 2 - Housing Performance Score		
4. Safety	300	30%
Measure 1 - Barriers overcome, gaps filled, or system connections		
Measure 2 - Deficiencies correct or safety problems addressed		
5. Multimodal Facilities and Connections	150	15%
Measure 1 - Ridership of transit routes directly and indirectly connected to the project		
Measure 2 - Bikeway connections		
Measure 3 - Transit or bicycle elements of the project		
6. Risk Assessment	130	13%
Measure 1 - Risk Assessment Form		
Total	1,000	100%

Bicycle and Pedestrian Facilities

Safe Routes to School (Infrastructure Projects)

Definition: An infrastructure project that is within a two-mile radius and directly benefiting a primary, middle, or high school site. A Safe Routes to School Plan (SRTS) must be established prior to applying for this infrastructure funding.

Examples of Safe Routes to School Infrastructure Projects:

- Sidewalks benefiting a school
- Multiuse trails benefiting a school
- Improved crossings benefiting a school

Scoring:

Criteria and Measures	Points	% of Total Points
1. Relationship between Safe Routes to School Program Elements	250	25%
Measure 1 - Describe how project addresses 5 Es* of SRTS program		
2. Usage	200	20%
Measure 1 - Average share of student population that bikes or walks		
Measure 2 - Student population within school's walkshed		
3. Equity and Housing Performance	120	12%
Measure 1 - Connection to disadvantaged populations and project's benefits, impacts, and mitigation		
Measure 2 - Housing Performance Score		
4. Safety	250	25%
Measure 1 - Barriers overcome, gaps filled, or system connections		
Measure 2 - Deficiencies corrected or safety or security addressed		
5. Multimodal Facilities and Connections	50	5%
Measure 1 - Ridership of transit routes directly connected to the project		
6. Public Engagement/Risk Assessment	130	13%
Measure 1 - Public engagement process		
Measure 2 - Risk Assessment Form		
Total	1,000	100%

** The 5 Es of Safe Routes to School include Evaluation, Engineering, Education, Encouragement, and Enforcement.*

Transit and Travel Demand Management (TDM) Projects

Transit Expansion

Definition: A transit project that provides new or expanded transit service/facilities.

Examples of Transit Expansion Projects:

- Operating funds for new or expanded transit service
- Transit vehicles for new or expanded service
- Transit shelters, centers, stations, and platforms for new or expanded service
- Park-and-ride facilities

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	100	10%
Measure 1 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers		
Measure 2 - Existing population within 0.25 mile (bus stop) or 0.5 mile (transitway)		
Measure 3 - Ridership of transit routes directly connected to the project		
2. Usage	350	35%
Measure 1 - Cost effectiveness of project per rider		
Measure 2 - Cost effectiveness of project per new rider		
Measure 3 - Service (operating) cost effectiveness of project per new rider		
3. Equity and Housing Performance	200	20%
Measure 1 - Connection to disadvantaged populations and project's benefits, impacts, and mitigation		
Measure 2 - Housing Performance Score		
4. Emissions Reduction	200	20%
Measure 1 - Total emissions reduced		
Measure 2 - Cost effectiveness (project cost/kg of emissions reduced)		
5. Multimodal Facilities and Connections	100	10%
Measure 1 - Bicycle and pedestrian connections		
Measure 2 - Multimodal elements of the project		
6. Risk Assessment	50	5%
Measure 1 - Risk Assessment Form		
Total	1,000	100%

Transit and Travel Demand Management (TDM) Projects

Transit System Modernization

Definition: A transit project that makes transit more attractive to existing and future riders by offering faster travel times between destinations, improving the customer experience, or reducing operating costs for the transit provider.

Examples of Transit System Modernization Projects:

- Improved boarding areas
- Improved passenger waiting facilities
- Real-time signage
- Heated facilities or weather protection
- Safety and security equipment
- Improved lighting
- ITS measures that improve reliability and the customer experience

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	100	10%
Measure 1 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers		
Measure 2 - Existing population within .25 mile (bus stop) or .5 mile (transitway)		
Measure 3 - Ridership of transit routes directly connected to project		
2. Usage	300	30%
Measure 1 - Cost effectiveness of project per total rider		
Measure 2 - Service (operating) cost effectiveness of project per new rider		
3. Equity and Housing Performance	150	15%
Measure 1 - Connection to disadvantaged populations and project's benefits, impacts, and mitigation		
Measure 2 - Housing Performance Score		
4. Emissions Reduction	100	10%
Measure 1 – Description of emissions reduced		
5. Service and Customer Improvements	150	15%
Measure 1 - Percent reduction in passenger travel time		
Measure 2 - Percent reduction in operating & maintenance costs		
Measure 3 - Project improvements for transit users		
6. Multimodal Facilities and Connections	100	10%
Measure 1 - Bicycle and pedestrian connections		
Measure 2 - Multimodal elements of the project		
7. Risk Assessment	100	10%
Measure 1 - Risk Assessment Form		
Total	1,000	100%

Transit and Travel Demand Management (TDM) Projects

Travel Demand Management (TDM)

Definition: An innovative project that reduces the congestion and emissions during the peak period. Similar to past Regional Solicitations, base-level TDM funding for the Transportation Management Organizations (TMOs) and Metro Transit will be not part of the competitive process.

Examples of TDM Projects:

- Bikesharing
- Carsharing
- Telework strategies
- Carpooling
- Parking management
- Managed lane components

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	100	10%
Measure 1 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers		
Measure 2 - Existing regional transportation facilities and resources		
2. Usage	100	10%
Measure 1 - Cost effectiveness of project per user		
3. Equity and Housing Performance	150	15%
Measure 1 - Connection to disadvantaged populations and project's benefits, impacts, and mitigation		
Measure 2 - Housing Performance Score		
4. Congestion Reduction/Air Quality	400	40%
Measure 1 - Congested roadways in project area		
Measure 2 - VMT reduced		
5. Innovation	200	20%
Measure 1 - Project innovations		
Measure 2 - New geographic area		
6. Risk Assessment	50	5%
Measure 1 - Technical capacity of applicant's organization		
Measure 2 - Continuation of project after initial federal funds are expended		
Measure 3 - Risk Assessment Form		
Total	1,000	100%

Funding Availability, Minimums, and Maximums

A total of approximately $150 million in federal funds is anticipated to be available in this solicitation for program years 2018 and 2019. Additionally, there is approximately $8 million to $11 million of roadway funding that is available for 2017. As shown in Table 1, modal funding ranges have been established by TAB, based on historic levels, to give applicants an understanding of the general funding levels available by mode. TAB reserves the right to adjust these modal funding levels depending on the amount and quality of projects submitted. Base-level TDM funding for the TMOs and Metro Transit will be taken out of the Transit and TDM category

Table 1: 2018–2019 Modal Funding Levels

	Roadways Including Multimodal Elements	Transit and TDM Projects	Bicycle and Pedestrian Facilities	Total
Modal Funding Levels	Range of 48%-68% of Funds Range of $72M-$102M	Range of 22%-32% of Funds Range of $33M-$48M	Range of 10%-20% of Funds Range of $15M-$30M	100% $150M

Table 2 shows the minimum and maximum federal award for modal sub-categories that applicants can apply for as part of the Regional Solicitation. The values do not account for 20 percent local match minimum that applicants must contribute to the project.

Table 2: 2014 Regional Solicitation Funding Award Minimums and Maximums

Modal Categories	2014 Regional Solicitation		
	Modal Sub-Categories	Minimum Award	Maximum Award
Roadways Including Multimodal Elements	Roadway Expansion	$1,000,000	$7,000,000
	Roadway Reconstruction/ Modernization	$1,000,000	$7,000,000
	Roadway System Management	$250,000	$7,000,000
	Bridges	$1,000,000	$7,000,000
Bicycle and Pedestrian Facilities	Multiuse Trails and Bicycle Facilities	$125,000	$5,500,000
	Pedestrian Facilities (Sidewalks, Streetscaping, and ADA)	$125,000	$1,000,000
	Safe Routes to School (Infrastructure Projects)	$125,000	$1,000,000
Transit and Travel Demand Management (TDM) Projects	Transit Expansion	$500,000	$7,000,000
	TDM	$75,000	$300,000
	Transit System Modernization	$100,000	$7,000,000

Project applicants can also "bundle" two or more projects together to meet the funding minimum. Bundled projects must fall into one of three types:

- Projects located along the same corridor (e.g., filling multiple trail gaps along a trail corridor)
- Systemwide improvements (e.g., retiming traffic signals across a defined jurisdiction)
- Similar improvements within a concentrated geographic area (e.g., adding benches along the sidewalks in a downtown area)

Communities may want to consider using joint powers agreements for implementing bundled projects in two or more jurisdictions. Bundling of independent projects that can each meet the project minimum and are not related to one another as described above is not allowed.

Applicants are encouraged to contact TAB Coordinator Elaine Koutsoukos (Elaine.koutsoukos@metc.state.mn.us; 651-602-1717) if they have questions regarding project bundling.

General Process

1. Project sponsors must incur the cost of the project prior to repayment. Costs become eligible for reimbursement only after a project has been approved by MnDOT State-Aid and the appropriate USDOT modal agency.

2. Projects will be added to the Transportation Improvement Program (TIP) only after TAB approval and Metropolitan Council concurrence.

3. The construction cost of projects listed in the region's draft or adopted TIP is assumed to be fully funded. TAB will not consider projects already listed in the draft or adopted TIP, nor the reimbursement of advanced construction funds for those projects, for funding through the solicitation process.

4. The federal fund participation for each project will be updated and reported annually. Projects selected to receive federal funding through this solicitation will be programmed in the regional TIP in years 2017, 2018, and 2019, taking into consideration the applicant's request and the TAB's balancing of these requests based on available funds. When the selected projects are programmed, the TAB will adjust the federal award and the non-federal match amount to account for anticipated inflation.

5. The fundable amount of a project is based on the original submittal. TAB must approve any significant change in the scope or cost of an approved project as described in the scope change process memo **(provide link)**.

6. **A project will be removed from the program if it does not meet its program year.** The program year aligns with the state fiscal year. For example, if the project is programmed for 2018 in the TIP, the project program year begins July 1, 2017, and ends June 30, 2018. Projects selected from this solicitation will be programmed in 2017, 2018, and 2019. The Regional Program Year Policy outlines the process to request a one-time program year extension **(provide link)**.

7. The announcement of funding availability is posted on the Metropolitan Council website **(provide link)** and emailed to local stakeholders.

8. The applicant must show that the project meets all of the requirements to be eligible to be scored and ranked against other projects. Applicants whose projects are disqualified may appeal and participate in the review and determination of eligibility at the Technical Advisory Committee Funding & Programming (TAC F&P) Committee meeting.

9. A set of prioritizing criteria with a range of points assigned is provided. The applicant must respond directly to each prioritizing criterion in order for it to be scored and receive points. Projects are scored based on how well the response meets the requirements of the prioritizing criteria and, in some cases, how well the responses compare to those of other qualifying applications in the same project category.

10. Members of the TAC Funding and Programming Committee or other designees will evaluate the applications and prepare a ranked list of projects by category based on a total score of all the prioritizing criteria. The TAC will forward the ranked list of projects with funding options to TAB. TAB may develop its own funding proposals. TAB may or may not choose to fund projects submitted from each sub-category. TAB will then recommend a list of projects to be included in the region's TIP to receive federal funds. TAB then submits the Draft TIP to the Metropolitan Council for concurrence.

11. Projects involving interchange construction and reconstruction on the Principal Arterial system (regardless of whether the project is on the Principal Arterial or an intersecting "A" Minor Arterial) are funded conditional on the successful completion of the Metropolitan Council/MnDOT Highway Interchange Request procedures **(provide link)**.

12. In the 2014 Regional Solicitation, the TAB will only fund a roadway or bridge project on an "A" Minor Arterial that is spaced at least 3.5 miles away from another funded project on the same "A" Minor Arterial (only applies to two separate applications selected in the same solicitation; excludes bundled applications).

13. In the 2014 Regional Solicitation, the TAB will only fund a roadway or bridge project on a Non-Freeway Principal Arterial that is spaced at least seven miles away from another funded project on the same Non-Freeway Principal Arterial (only applies to two separate applications selected in the same solicitation; excludes bundled applications).

14. In the 2014 Regional Solicitation, the TAB will not fund more than one transit capital project in a transitway corridor (only applies to two separate applications selected in the same solicitation; excludes bundled applications).

15. In the 2014 Regional Solicitation, the TAB will not fund more than one bicycle or pedestrian facility project in the same corridor (only applies to two separate applications selected in the same solicitation; excludes bundled applications).

Project Schedule

Table 3 shows the key milestones in the regional solicitation review, scoring, and selection process. All applications are due by 5:00 P.M. on November 24, 2014*.

Table 3: Regional Solicitation Schedule

Date	Process
10/6/2014	Regional Solicitation Released. **Applicants can obtain on-line access at this time.**
11/17/2014	**Applicants must apply for on-line access by 5:00 P.M.**
11/24/2014	**Application deadline – 5:00 P.M.**
12/1/2014	Qualifying and scoring reviews begin with scoring groups (to be completed by 2/10/2015).
12/22/2014	Qualifying review completed (staff notify applicants that do not qualify).
1/15/2015	TAC F&P Committee meeting: Qualifying appeals heard.
2/6/2015	Scoring completed. Staff prepares results for TAC F&P Committee meeting (2/19/15).
2/19/2015	TAC F&P releases project scores.
2/20/2015	Scores distributed to applicants; one-week appeal period begins.
2/27/2015	Scoring appeal deadline.
3/19/2015	TAC F&P Committee meeting: Scoring appeals reviewed, funding options developed. Staff discusses adopted procedures and guidance for TAB funding options.
4/16/2015	TAC F&P considers funding options presented by staff and votes to eliminate, modify or create options and forwards them to the TAC.
5/6/2015	TAC review of funding options and recommendation to TAB.
5/20/2015	TAB reviews funding options and decides whether another meeting is needed prior to 6/17/2015.
6/17/2015	TAB approval of funding recommendations.
6/18/2015	Inclusion in draft TIP.

**Subject to change based on TAB and Metropolitan Council approval.*

Contact

For general questions about the Regional Solicitation, please contact:

Elaine Koutsoukos, TAB Coordinator
Metropolitan Council
390 North Robert Street
St. Paul, MN 55101
(651) 602-1717
elaine.koutsoukos@metc.state.mn.us

Technical Assistance Contacts

Table 4 provides contacts for technical assistance in providing necessary data in order to address various prioritizing criteria. Before contacting any technical expert below, please use existing local sources. Local experts in many cases are the appropriate contact for much of the data needed to respond to criteria. In some instances, it may take five or more workdays to provide the requested data. Please request data as soon as possible.

Table 4. Technical Assistance Contacts

Subject	Name	Organization	Phone Number
General	Elaine Koutsoukos Joe Barbeau	Transportation Advisory Board Metropolitan Council	(651) 602-1717 (651) 602-1705
Traffic Volumes			
Freeways	Tony Fischer	MnDOT	(651) 234-7875
State Roads	Megan Forbes	MnDOT	(651) 366-3883
Heavy Commercial	Tom Nelson	MnDOT	(651) 366-3868
	Kodjo Houssou	MnDOT	(651) 366-3851
2030 Projections	Mark Filipi	Metropolitan Council	(651) 602-1725
Crashes	Chad Erickson	MnDOT	(651) 234-7806
Freeway Management	Terry Haukom	MnDOT	(651) 234-7980
Trunk Highway Traffic Signals			
Existing Signals	Kevin Schwartz	MnDOT	(651) 234-7840
Signal Improvements	Michael Gerbinski	MnDOT	(651) 234-7816
State Aid Standards	Colleen Brown	MnDOT	(651) 234-7779
Bikeway/Walkway Standards	Tim Mitchell	MnDOT	(651) 366-4162
Safe Routes to School	Nicole Campbell	MnDOT	(651) 366-4180
Regional Bikeway Network	Steve Elmer	Metropolitan Council	(651) 602-1756
Thrive MSP 2040 Centers	Dan Marckel	Metropolitan Council	(651) 602-1548
Housing Performance Scores	Tara Beard	Metropolitan Council	(651)-602-1051
Equity Measures	Heidi Schallberg	Metropolitan Council	(651)602-1721
Demographics by TAZ	Bob Paddock	Metropolitan Council	(651) 602-1340
Transit Ridership	Heidi Schallberg	Metropolitan Council	(651)602-1721
Emissions Data	Mark Filipi	Metropolitan Council	(651) 602-1725