

ACTION TRANSMITTAL No. 2015-08

DATE: February 20, 2015
TO: Technical Advisory Committee
FROM: TAC Funding and Programming Committee
PREPARED BY: Joe Barbeau, Senior Planner (651-602-1705)
Elaine Koutsoukos, TAB Coordinator (651-602-1717)
SUBJECT: Scope Change Consultation Process Update
REQUESTED ACTION: The Federal Funding Reallocation Work Group requests that TAB adopt the updated Scope Change Consultation Process.
RECOMMENDED MOTION: Recommend adoption of the Scope Change Consultation Process to assist with the management and delivery of transportation projects awarded federal funds through the TAB's Regional Solicitation Process.

BACKGROUND AND PURPOSE OF ACTION: Projects selected through the Regional Solicitation process are selected based their project scope, the basis for how well these projects address safety, congestion, air quality, and other criteria used in the evaluation.

From the Federal Highway Administration (FHWA) perspective, the project scope is important because it is used as the basis for authorizing the federal funds for the project to be built. From the regional perspective, the TAB wants to ensure that the benefits from any re-scoped projects are substantially the same as the original projects and justify using the federal funds that were awarded to the original projects.

Scope changes are brought to the TAC Funding & Programming Committee through consultation among staff from the MnDOT Metro State Aid Office, the Metropolitan Council and the project sponsor. This scope change consultation process will provide project sponsors with a clear means to communicate their desired scope change with the proper agencies and provide agency staff with guidelines as to how the desired scope change should be processed.

RELATIONSHIP TO REGIONAL POLICY: In March 2011, the TAB recommended that a process be developed to evaluate project scope changes to assist with project implementation. The Federal Funding Reallocation Work Group adjusted the policy and processes designed by a previous work group in 2012. The Work Group recommends this consultation process to assist with scope changes for projects that receive federal funds through the TAB's regional solicitation process.

The scope change consultation process and scope change evaluation process are regional policies adopted by the TAB and are not part of the federal guidance associated with the federal transportation funding acts.

COMMITTEE COMMENTS AND ACTION: The Funding and Programming Committee unanimously recommended approval of this policy, with minor clarifying changes, at its February 19, 2015, meeting.

ROUTING

TO	ACTION REQUESTED	DATE COMPLETED
TAC Funding & Programming Committee	Review & Recommend	2/19/2015
Technical Advisory Committee	Review & Recommend	
Transportation Advisory Board	Review & Adopt	