

*TRANSPORTATION ADVISORY BOARD  
Of the Metropolitan Council*

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*Notice of a Meeting of the*  
**TECHNICAL ADVISORY COMMITTEE**

Wednesday, April 6, 2016  
Metropolitan Council  
9:00 A.M.

**AGENDA**

1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of March 2, 2016 Minutes**
4. **TAB Report – Elaine Koutsoukos**
5. **Committee Reports**
  - **Executive Committee** (Steve Albrecht, Chair)
  - **Planning Committee** (Lisa Freese, Chair)
    - a. **2016-26 Functional Classification Map**
    - b. **2016-30 Scott County Functional Classification Change**
    - c. **2016-27 ITS Architecture**
  - **Funding and Programming Committee** (Tim Mayasich, Chair)
    - a. **2016-28 St. Louis Park Scope Change**
    - b. **2016-29 TIP Implementation Schedule**
6. **Special Agenda Items**
7. **Agency Reports**
8. **Other Business**
9. **Adjournment**

Click here to print all agenda items at once.

Streamlined Amendments going to TAB this month. Contact Joe Barbeau with questions at 651-602-1705.

None

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*Transportation Advisory Board  
Of the Metropolitan Council*

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**Minutes of a Meeting of the  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, March 2, 2016  
9:00 A.M.**

**Members Present:** Doug Fischer, Lyndon Robjent, Carla Stueve, Tim Mayasich, Lisa Freese, Jan Lucke, Rhonda Lewis, Elaine Koutsoukos, Mark Filipi, Michael Larson, Adam Harrington, Pat Bursaw, Amanda Smith, Dave Jacobson, Danny McCullough, Jean Keely, Steve Albrecht, Paul Oehme, Michael Thompson, Kim Lindquist, Bruce Loney, Jenifer Hager, Bill Dermody, Paul Kurtz (Members Excused: Brian Sorenson, Bridget Rief, Jack Byers)

**1. Call to Order**

The meeting was called to order by Steve Albrecht at 9:03 a.m.

**2. Approval of Agenda**

Tim Mayasich moved and Mark Filipi seconded. No discussion. Motion passed.

**3. Approval of March Minutes**

Jean Keely requested that the February minutes be amended to reflect her excused absence. Mark Filipi moved and Pat Bursaw seconded. Motion passed as amended.

**4. TAB Report**

Elaine Koutsoukos reported on the February 17, 2016 TAB meeting.

**REPORTS**

**TAB Chair's Report**

Jim Hovland reported that the TAB Executive Committee met prior to the TAB meeting. The committee discussed future education and information items for upcoming TAB meetings.

Jim Hovland introduced new TAB member, Rolf Parsons, a citizen representative appointed by the Metropolitan Council. Metro Cities is working to appoint a replacement for Nora Slawik.

**Agency Reports (MnDOT, MPCA, MAC and Metropolitan Council)**

No report from MPCA or MAC.

MnDOT: Scott McBride announced that MnDOT and the Transportation Alliance are hosting a FAST Act workshop on February 29. Transportation hearings have begun at the state legislature.

MC: Katie Rodriguez reported that Council Chair Adam Duininck presented the State of the Region address on February 11. The focus was on partnerships.

## **TAC Report**

Steve Albrecht reported that TAC approved several functional classification changes. These changes will come before TAB in April, along with previously approved change, in one action item for approval of the Functional Classification map for use in the Regional Solicitation. Albrecht presented the draft policy and process for Defederalization that the technical committees have prepared. The policy and process will come before TAB for approval in March.

## **ACTION ITEMS**

1. 2015-40: Approved Scott County's request to de-federalize the 2018 CSAH 42/TH 13 intersection project, which will be completed with local funds, and move the federal funds to the US 169/TH 41 Interchange project. Both projects will be completed as per the scopes in their Regional Solicitation applications.
2. 2016-15: Approved two changes to the Regional Bicycle Transportation Network (RBTN) and a RBTN map for use in the 2016 Regional Solicitation.
3. 2016-09: Approved the list of projects for funding selected in the Innovative Travel Demand Management solicitation.
4. 2016-18: Approved the addition of inflation to the bus purchases for projects selected in the 2014 solicitation. The inflation factor will be the same factor that was applied to other capital projects awarded funds.
5. 2016-19 and 2016-20: Approved the City of Minneapolis request for a Scope Change and TIP Amendment to its HSIP project to remove project elements that are being completed as part of other projects.
6. 2016-17: Approved a Streamlined TIP Amendment for increased project cost, using local funds, for ADA elements for Minneapolis HSIP project.
7. 2016-21: Approved a Streamlined TIP Amendment to add a box culvert in the project description for MnDOT US 169 project.
8. 2016-22: Approved a Streamlined TIP Amendment for increased project costs, using local funds, for the Bloomington's Old Cedar Trail project.

### **5. Committee Reports**

#### **A. Executive Committee** (Steve Albrecht, Chair)

Steve Albrecht reported that the Executive Committee discussed the ongoing conversation about the defederalization policy. TAB is requesting more information before they act, specifically on DBE and environmental requirements.

**2016-28 TAC Bylaws.** Steve Albrecht presented the item, as discussed at the February meeting. Tim Mayasich moved and Jan Lucke seconded. Motion passes.

#### **B. Planning Committee** (Lisa Freese, Chair)

The committee did not meet in February.

#### **C. Funding and Programming Committee** (Tim Mayasich, Chair)

**2016-23 2016 Regional Solicitation Public Comment Report.** Paul Oehme presented this item due to Tim Mayasich's absence at the last meeting. Steve Peterson reported that four comment letters were received which included 14 comments. The committee looked at the comments in detail and

recommended two changes to the solicitation as a result. The first related to Safe Routes to School from Eden Prairie and Southwest Transit. The request was to remove the requirement that projects must be in a SRTS plan, but still require the project to be in some other kind of plan.

The second related to the housing score for roadways that go beyond one jurisdiction (worth 7% of the total points available). Funding & Programming left the decision to TAC. There are four options for TAC to consider. Lyndon Robjent preferred the third option. Pat Bursaw asked how to decide which projects this would effect. Steve Peterson explained the process used to evaluate this decision. Doug Fischer requests to specify a one mile radius buffer (“radius” had not been in the language) and prefers options 3 or 4. Doug Fischer moves the recommended motion, with option 3, inserting “radius” before “buffer” and Lyndon Robjent seconds.

Bill Dermody asked what an “isolated” project is. Steve Peterson clarified that it is the difference between a roundabout and a corridor. Lyndon Robjent asked if linear projects between cities get prorated housing and equity points. Steve Peterson responds yes. Elaine Koutsoukos said that roadway segments are a percentage of the roadway that falls in each city. Michael Thompson asked if calculating the population is easy to do. Steve Peterson responded that this is done on other measures. Lyndon Robjent said that this makes the one mile radius buffer reasonable. It gets to the user of the intersection.

Motion passes on the selection of option 3 with changes.

Mark Filipi moved and Paul Oehme seconded the complete motion with the above selection. Motion passes.

**2016-24 Regional Solicitation Release.** Steve Peterson reported on this item. The recommended motion from 2016-23 above is included in this motion. Lyndon Robjent thanked Steve Peterson and the Council staff for their work on this item. Tim Mayasich moved and Lyndon Robjent seconded. Motion passes.

**2016-25 Defederalization Policy and Process.** Paul Oehme turned the floor to Joe Barbeau to present. Due to the one day turnaround between the last TAB meeting and Funding & Programming meeting, this was not discussed. There are questions about the DBE and environmental policies that are required under federal funding but not required after defederalization. Adam Harrington says that this is an important conversation. How do we evaluate the standards of other agencies? How do we gather this information? Defederalization is an important tool for our region to utilize, and it affects which projects get submitted. Doug Fischer said that the local permitting process requires a determination if an EIS is required. This hasn’t happened since 1991 in Anoka County. Sound walls are expensive and pull money from the roadway work. Environmental justice and DBE are outstanding questions. Tim Mayasich agreed that the conversation should go to Funding & Programming. The committee needs to prove due diligence and will then educate TAB members.

Lyndon Robjent agreed with Tim Mayasich. TAB has ruled against TAC recommendations in the past. Doug Fischer added that it can be hard to find qualified DBE contractors. Doug Fischer moved to send the issue to Funding & Programming for evaluation and detail. Tim Mayasich seconded. Motion passes.

## **6. Special Agenda Items**

**Bicycle and Pedestrian Counting Data** (Greg Lindsay, University of Minnesota and Lisa Austin, MnDOT)

Greg Lindsay and Lisa Austin presented a summary of their work in the field of accurate bicycle and pedestrian counting data. Lyndon Robjert asked what kinds of technology is used for these counts. Lisa Austin responded that Eco-Counter is a recommended company, who provides infrared and tube counters. Lyndon Robjert asked about the potential for app use. Lisa Austin responded that very small segments of users will use apps; children and recreational riders are less likely. Adam Harrington said that this data will help pavement focus maintenance needs and prioritize future lanes. Greg Lindsay added that time of day and volume information helps schedule maintenance as well.

#### **7. Agency Reports**

Adam Harrington mentioned that with spring construction season approaching, local governments with road projects should consider whether adding high quality bus stops is possible.

Connie Kozlak thanked the members of the TAC for many positive working relationships over the past several decades.

#### **8. Other Business and Adjournment**

There being no other business, the meeting adjourned at 10:15AM.

**Prepared by:**

Katie White

**Transportation Advisory Board**  
of the Metropolitan Council of the Twin Cities

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**ACTION TRANSMITTAL 2016-26**

**DATE:** March 24, 2016  
**TO:** TAC  
**FROM:** TAC Planning  
**PREPARED BY:** Rachel Wiken, MTS Staff 651-602-1572  
**SUBJECT:** Roadway Functional Classification Map for the Seven-County Twin Cities Region  
**REQUESTED ACTION:** Recommend adoption of the Roadway Functional Classification Map for the Seven-County Region  
**RECOMMENDED MOTION:** That the Transportation Advisory Board adopt the Roadway Functional Classification Map for the Seven-County Twin Cities Region.

**BACKGROUND AND PURPOSE OF ACTION:** The regional solicitation process is conducted biennially to allocate federal transportation funds. Federal rules allow recipients of these funds to focus or target them to meet defined regional needs. Roadway improvement projects must be on roadways functionally classified as “A” Minor Arterials or Non-Freeway Principal Arterials to be eligible for federal funds in the regional solicitation.

The Technical Advisory Committee has approved a number of roadway functional classification changes since the 2014 regional solicitation, and these changes have been recorded in the official map. The TAB will adopt the roadway functional classification map to provide an official map for applicants and project reviewers to use as a resource in determining project eligibility in the next regional solicitation.

The map will be made available on the Metropolitan Council’s website and will be referenced in the next regional solicitation package, which is scheduled to be released in the May 2016.

**RELATIONSHIP TO REGIONAL POLICY:** The Transportation Advisory Board maintains a roadway functional classification system for all regional roads. TAB has delegated the responsibility of approving changes to the system to the Technical Advisory Committee, with the exception of Principal Arterials. The TAB adopts a functional classification map with the approved changes.

**STAFF ANALYSIS:** If closer review is desired, contact Rachel Wiken for GIS data or detailed map of smaller area.

**COMMITTEE COMMENTS AND ACTION:** TAC Planning moved to recommend adoption.

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**ROUTING**

<b>TO</b>	<b>ACTION REQUESTED</b>	<b>DATE COMPLETED</b>
TAC Planning Committee	Review & Recommend	3-10-16
Technical Advisory Committee	Review & Recommend	
Transportation Advisory Board	Review and Adopt	

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## Functional Classification Changes Made to the Regional TAB-Adopted Map since 2014

(Changes made between August 2014 and Jan 2016)

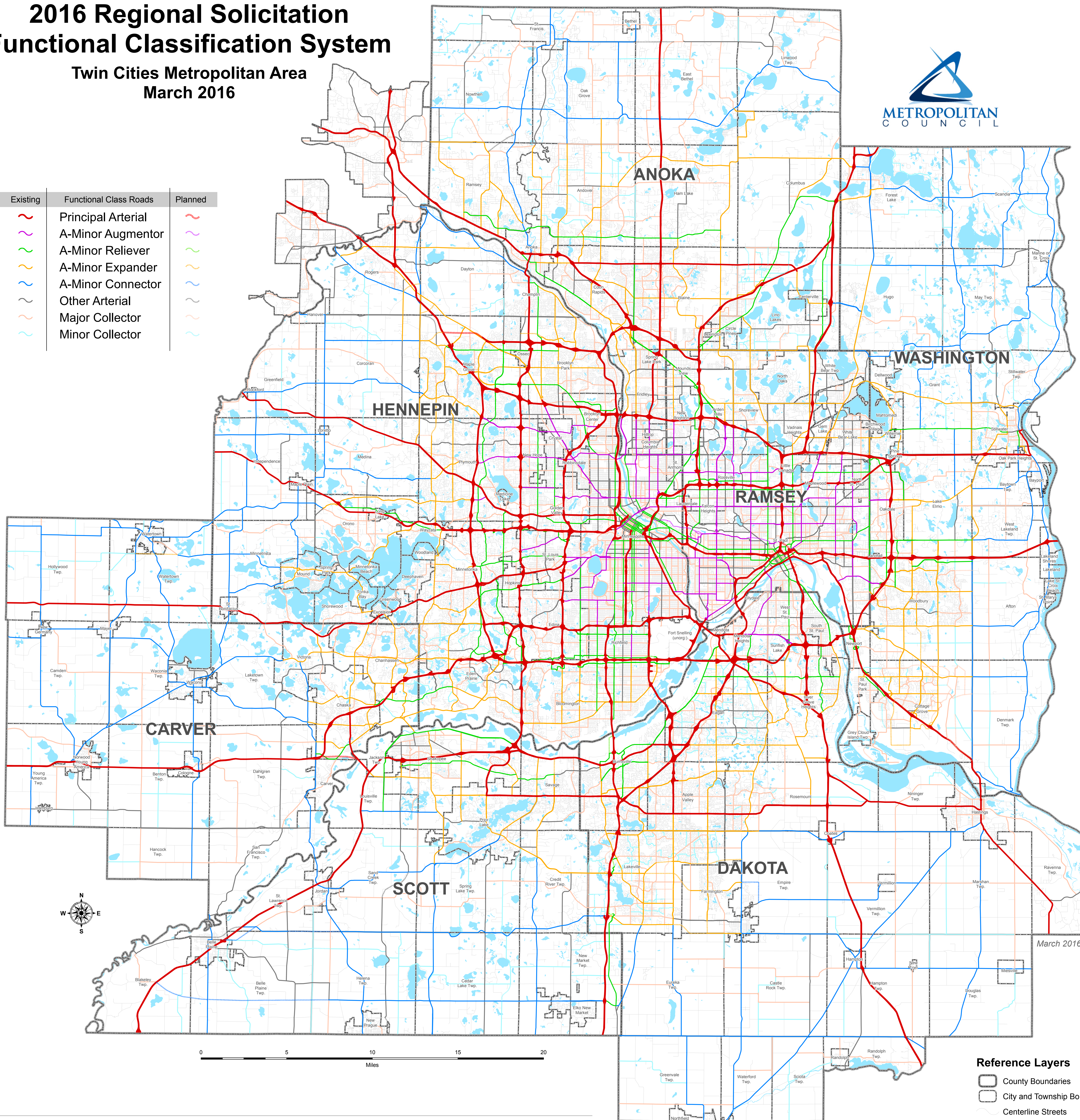
Action Item	Id	APPLICANT	NAME	ROAD_FROM	ROAD_TO	EXISTING	CURRENT	REQUESTED	NOTES	TAC Planning Date	TAC Planning Action
2016-12	1335	CITY OF ST PAUL	TRANSFER	PIERCE BUTLER	ELLIS	Existing	Other Minor	A Minor Augmentor	All passed as existing augmentors	1/14/2016	approve with changes
2016-12	1336	CITY OF ST PAUL	VANDALIA	94	UNIVERSITY	Existing	Other Minor	A Minor Augmentor	All passed as existing augmentors	1/14/2016	approve with changes
2016-12	1332	CITY OF ST PAUL	ELLIS	TRANSFER	VANDALIA	Planned	Major Collector	A Minor Augmentor	All passed as existing augmentors	1/14/2016	approve with changes
2016-12	1334	CITY OF ST PAUL	VANDALIA	UNIVERSITY	ELLIS	Planned	Major Collector	A Minor Augmentor	All passed as existing augmentors	1/14/2016	approve with changes
2016-12	1333	CITY OF ST PAUL	TERRITORIAL RD	VANDALIA	280 OFF RAMP	Planned	Local	A Minor Augmentor	All passed as existing augmentors	1/14/2016	approve with changes
2016-14	1338	CITY OF MINNEAPOLIS	NICOLLET	28TH	LAKE	Planned	NA	A Minor Reliever	#1337 RELATED	1/14/2016	approve
2016-14	1337	CITY OF MINNEAPOLIS	NICOLLET	61ST	FRANKLIN	Existing	Other Minor	A Minor Reliever	#1338 IS SHORT PLANNED SECTION AT LAKE	1/14/2016	approve
2016-13	1339	BROOKLYN CENTER	66TH / 69TH / SHINGLE CREEK	252	BROOKLYN BLVD	Existing	Major Collector	A Minor Reliever	SHORT SECTION IS LOCAL, MOSTLY 310	1/14/2016	approve
2014-67	1327	HENN CO / CHAMPLIN	HAYDEN LAKE	WEST RIVER RD	169	Existing	Local	A Minor Reliever	RELATED TO 1328 - CITY COUNTY JURISDICTION SWITCH	10/9/2014	approve
2014-70	1325	RAMSEY COUNTY	TCAAP SPINE ROAD	CSAH 96	35w	Planned	NA	A Minor Expander		10/9/2014	approve
2016-07	1330	DAYTON	RIDGEVIEW CROSSING	CSAH 81	CSAH 101	Planned	NA	A Minor Expander	REQUESTED CONNECTOR, APPROVED AS EXPANDER. ALSO RELATED TO #13309 - BROCKTON RECLASS WHEN BUILT	12/10/2015	approve
2014-70	1326	RAMSEY COUNTY	HIGHWAY AVE	TH10	E. 35W RAMP	Existing	Other Minor	A Minor Expander		10/9/2014	approve
2016-06	1331	WASHINGTON CO	CSAH26	CSAH 24	CSAH 23	Existing	Local	Major Collector		12/10/2015	approve
2014-67	1328	HENN CO / CHAMPLIN	WEST RIVER RD	HAYDEN LAKE	169	Existing	A Minor Reliever	Local	RELATED TO 1327 - SWITCHING LOCAL AND COUNTY ROADS	10/9/2014	approve

# 2016 Regional Solicitation Functional Classification System

Twin Cities Metropolitan Area  
March 2016



Existing	Functional Class Roads	Planned
	Principal Arterial	
	A-Minor Augmentor	
	A-Minor Reliever	
	A-Minor Expander	
	A-Minor Connector	
	Other Arterial	
	Major Collector	
	Minor Collector	



March 2016

- Reference Layers**
- County Boundaries
  - City and Township Boundaries
  - Centerline Streets
  - Lakes and Rivers



**ACTION TRANSMITTAL – 2016-30**

**DATE:** 3-24-16  
**TO:** Technical Advisory Committee  
**FROM:** TAC Planning  
**PREPARED BY:** Rachel Wiken, Planner 651-602-1572  
**SUBJECT:** Functional Class Change #1340 Scott County Maj. Collector  
**REQUESTED ACTION:** Scott County requests approval for CR 60 to become a major collector and for CSAH 1 to return to Local status.  
**RECOMMENDED MOTION:** That TAC approve the request as submitted.

**BACKGROUND AND PURPOSE OF ACTION:** The request is for the reclassification of Scott County Road (CR) 60 from a local road to Major Collector. The parallel road CSAH 1 is proposed to be reclassified from Major Collector to local road designation. CR 60 is the preferred route between Scott and Sibley Counties and the hamlet of Blakeley to TH 169. CR 60 is the primary road used for emergency services access to the hamlet of Blakeley, and to the Minnesota River crossing into Sibley County. The roadway is also used by area aggregate mining facilities (on both sides of the Minnesota River) and agricultural operations to access TH169. The steep grades, geometric deficiencies and less direct route to TH169 of the CSAH 1 facility makes that roadway less utilized by these types of traffic generators.

CR 60 is currently closed due to the flood damage in June 2014. This spring is the planned reconstruction of a 0.55 mile (2,908') portion of CR 60 on a new alignment (to be complete in the fall of 2016). Even prior to this closure CR 60 was the preferred Truck Route. The project improves roadway alignment and profile by straightening a hairpin curve and reducing the steep grade. These implemented improvements will make the roadway even more desirable and enhancing the utilization of CR 60 as the major collector road in the area. As part of the request, CSAH 1 will be designated as the local road in the area.

The County is working with Metro State Aid for a system revision where CR 60 will become the CSAH route and renumber to CSAH 1. The system revision will become effective in the fall of 2016 at project completion.

**STAFF ANALYSIS:** Staff agrees with the changes as submitted. MnDOT has also reviewed and agreed.

**COMMITTEE ACTION:** TAC Planning concurred with staff recommendations and moved to recommend the request.

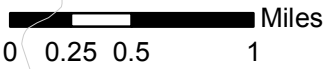
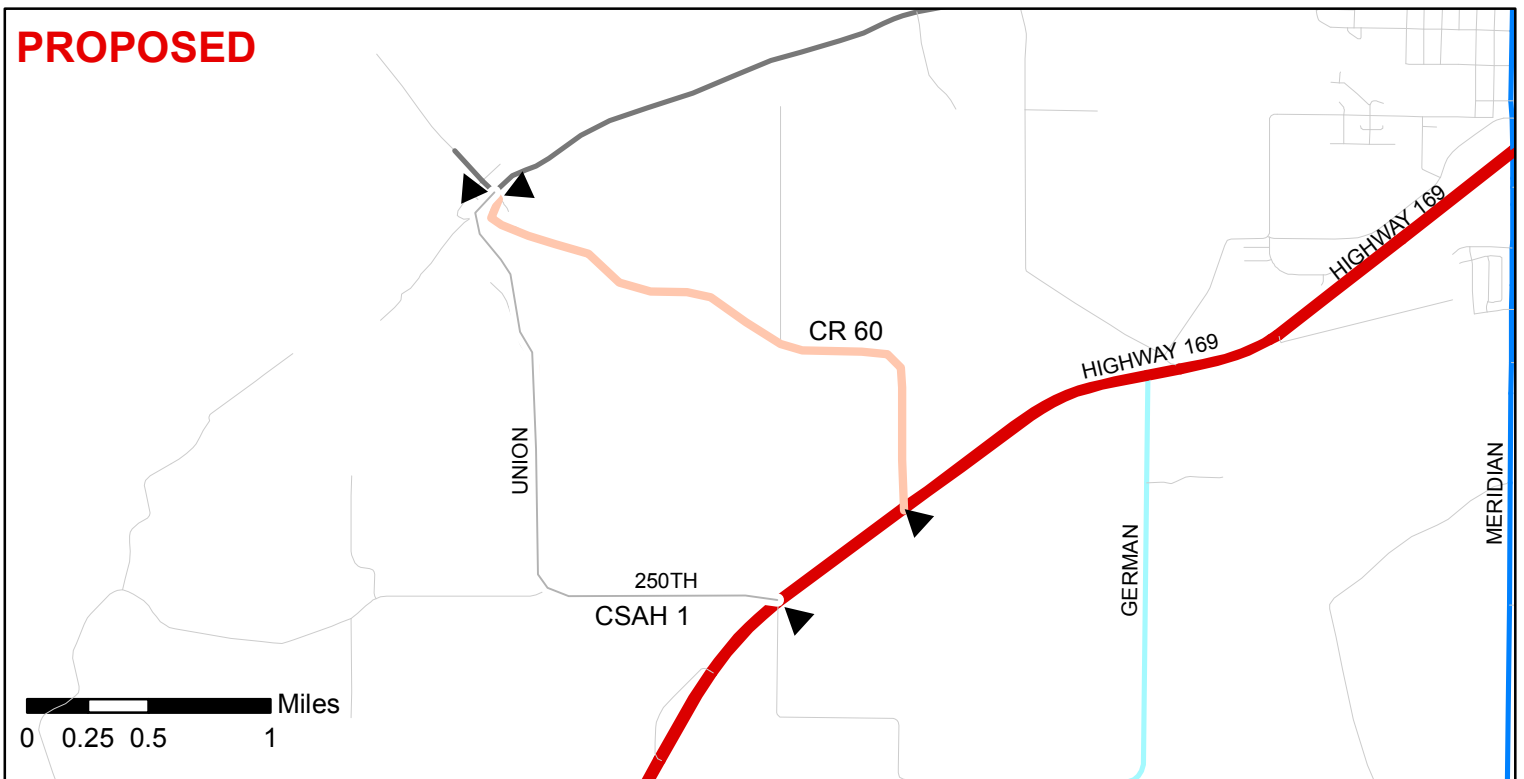
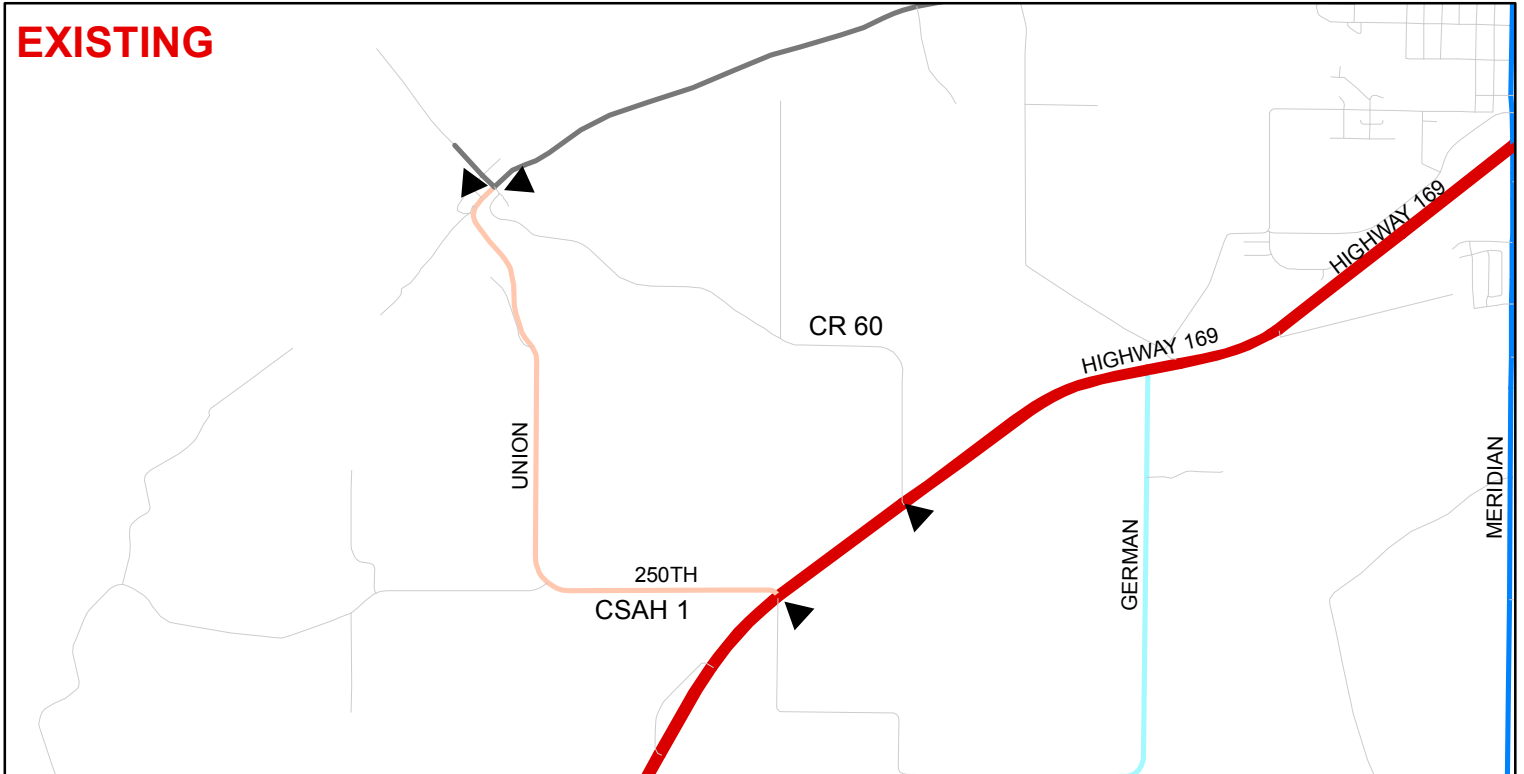
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**ROUTING**

<b>TO</b>	<b>ACTION REQUESTED</b>	<b>DATE COMPLETED</b>
TAC Planning or Funding & Programming Committee	Review & Recommend	3-10-16
Technical Advisory Committee	Approve	

# Functional Class Roads Change Requests Scott County

ID# 1340



### Existing Regional Functional Class Roads

- Principal Arterial
- B Minor
- Major Collector
- Minor Collector
- A Minor Augmentor
- A Minor Reliever
- A Minor Expander
- A Minor Connector

### Planned Regional Functional Class Roads

- Principal Arterial
- B Minor
- Major Collector
- Minor Collector
- A Minor Augmentor
- A Minor Reliever
- A Minor Expander
- A Minor Connector

City / Township Boundaries

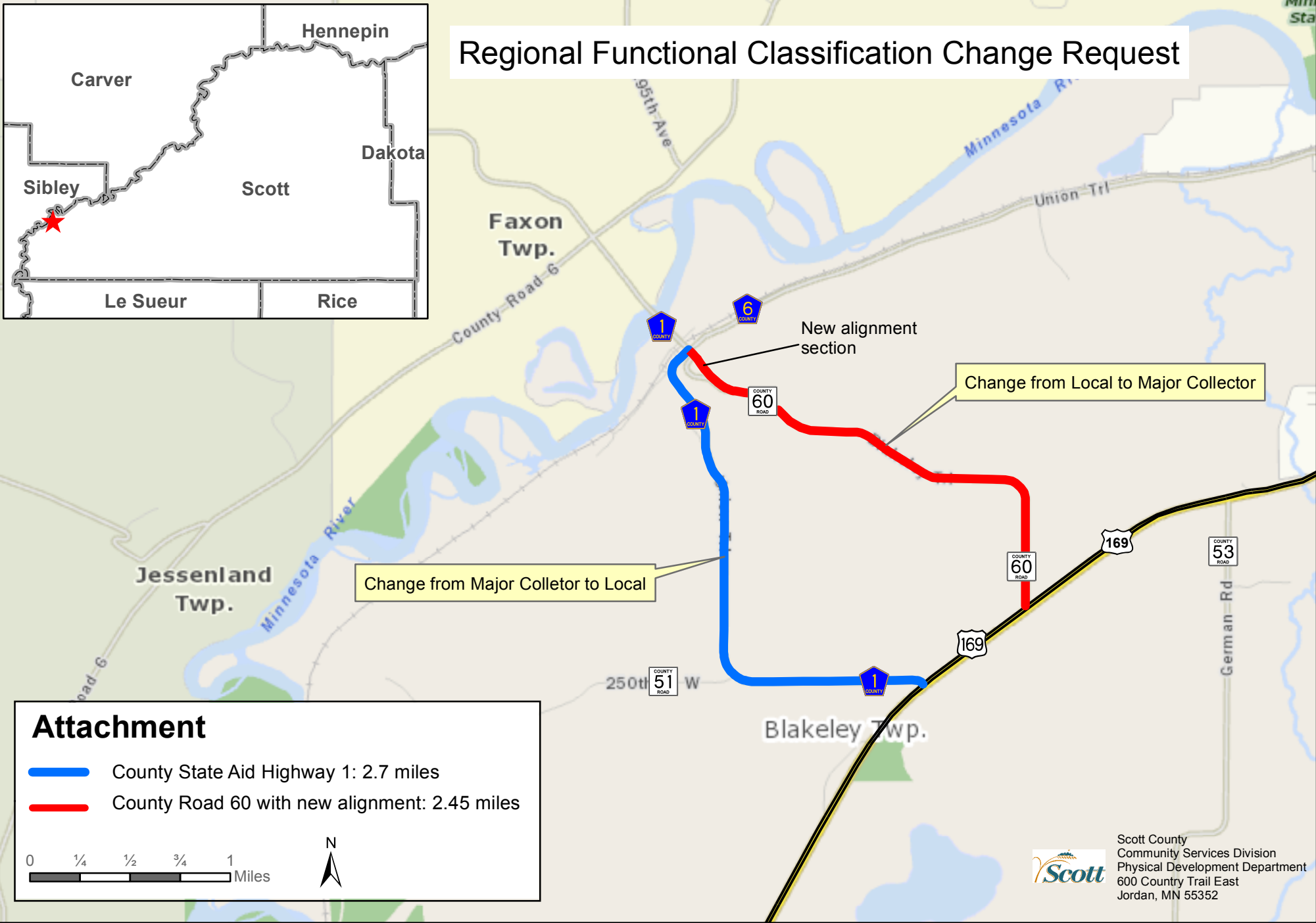
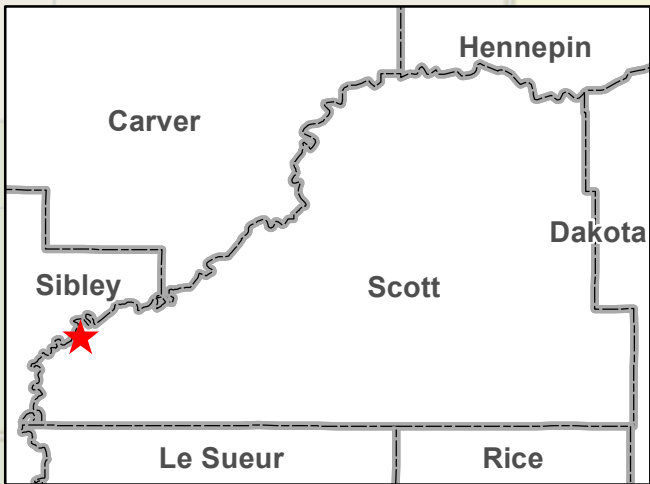
Street Centerlines

County Boundaries



# County Road 60 and County State Aid Highway 1, Scott County

## Regional Functional Classification Change Request





Change from Major Collector to Local


Change from Local to Major Collector

New alignment section

**Attachment**

-  County State Aid Highway 1: 2.7 miles
-  County Road 60 with new alignment: 2.45 miles

0 1/4 1/2 3/4 1 Miles



Scott County  
Community Services Division  
Physical Development Department  
600 Country Trail East  
Jordan, MN 55352



# Regional Functional Classification Change Request Form

ID Number: 1340

Date of Request: 2-24-16

## Roadway Name: 250<sup>th</sup> St. W./Union Trail, Blakeley Trail

Roadway CSAH # 1

Roadway MSA #

Roadway County Rd # 60

Request Type: Existing

### Functional Classification Information:

#### Existing Roadway

Current Classification: Local

Requested Classification: Major Collector

If other:

#### Planned Roadway

Current Classification: -----

Requested Classification: -----

If other:

Planned to existing Contingent Conditions: other

Other / Explain: Two Part Request - CSAH 1 would go from Major Collector to Local, CR 60 would upgrade from Local to Major Collector

### Request Information:

Change Start Location: CSAH 1/CSAH 6/ CR 60 Intersection

Change End Location: TH 169

Length of Requested Change (Miles): CSAH 1: 2.7 Miles; CR 60 2.45

Dependent on other Requested Changes: No

Road name(s) or ID Number(s) of dependent requests:

Involves other jurisdictions (No) If "yes" please attach letter(s) of support

**Purpose of Change:** Please explain rationale for requested Change

The request is for Scott County Road (CR) 60 to become a Major Collector roadway and CSAH 1 to become a local road designation. CR 60 is the preferred route between Scott and Sibley Counties and the hamlet of Blakeley to TH 169. CR 60 is the primary road used for emergency services access to the hamlet of Blakeley, and to the Minnesota River crossing into Sibley County. The roadway is also used by area aggregate mining facilities (on both sides of the Minnesota River) and agricultural operations to access TH169. The steep grades, geometric deficiencies and less direct route to TH169 of the CSAH 1 facility makes that roadway less utilized by these types of traffic generators.

CR 60 is currently closed due to the flood damage in June 2014. This spring is the planned reconstruction of a 0.55 mile (2,908') portion of CR 60 on a new alignment (to be complete in the fall of 2016). Even prior to this closure CR 60 was the preferred Truck Route. The project improves roadway alignment and profile by straightening a hairpin curve and reducing the steep grade. These implemented improvements will make the roadway even more desirable and enhancing the utilization of CR 60 as the major collector road in the area. As part of the request, CSAH 1 will be designated as the local road in the area.

The County is working with Metro State Aid for a system revision where CR 60 will become the CSAH route and renumber to CSAH 1. The system revision will become effective in the fall of 2016 at project completion.

# Regional Functional Classification Change Request Form

ID Number: 1340

Date of Request: 2-24-16

## Following Section Required for All Principal and Minor Arterial Requests

**Criteria:** Illustrate how the requested change to a roadway functional classification complies with the following criteria:

Place Connections:

Spacing:

Management:

System Connections & Access Spacing:

Trip Making Services:

Mobility vs. Land Access:

**IF request impacts the A-Minor Arterial Sub-Classification, provide these attributes:**

(from Table D-4 in TPP, [http://metro council.org/Transportation/Planning-2/Key-Transportation-Planning-Documents/Transportation-Policy-Plan-\(1\)/The-Adopted-2040-TPP-\(1\)/Final-2040-Transportation-Policy-Plan/2040-TPP-Appendix-D-Functional-Class.aspx](http://metro council.org/Transportation/Planning-2/Key-Transportation-Planning-Documents/Transportation-Policy-Plan-(1)/The-Adopted-2040-TPP-(1)/Final-2040-Transportation-Policy-Plan/2040-TPP-Appendix-D-Functional-Class.aspx) )

**Use:**

**Location:**

**Trip Length:**

**Problem Addressed:**

*(Optional)* **Typical Characteristics:** Providing the following to support the request

Intersection Treatments:

Present AADT: 380

Estimated Future AADT/Year: 720

Source of Estimated AADT/Date:

Posted Speed:

----- **Required for All Requests** -----

**MAP:** Please attach an 8.5 by 11 map of the requested change. Please include all appropriate labels and highlight the roadway in question.

# Regional Functional Classification Change Request Form

ID Number: 1340

Date of Request: 2-24-16

## Contact Information:

Agency/City/County: Scott County

Contact Person: Craig Jensen, Transportation Planner

Phone: 952-496-8329

Fax:

Email: cjensen@co.scott.mn.us

Address: 600 Country Trail East

City: Jordan

State: MN

Zip: 55352

----- *Committee Staff ONLY* -----

## Staff Recommendation:

Consent Approval: -----

Technical Correction: -----

Staff Recommendation: Approval

MnDOT Consent: YES

NO

Comments:

Potential Issues:

## Change Tracking:

TAC Planning Record of Decision:

Approve

Date: 3-10-16

TAC Record of Decision:

Date:

TAB Record of Decision (PA ONLY):

Date:

Mn/DOT Notification:

Date:

*Geography Recorded: Yes*

*Date: 2-24-16*

*Previous Action ID:*

*Date:*

**ACTION TRANSMITTAL – 2016-27**

**DATE:** March 3, 2016  
**TO:** Technical Advisory Committee  
**FROM:** TAC Planning  
**PREPARED BY:** Katie White, Senior Planner 651-602-1716  
**SUBJECT:** Intelligent Transportation Systems (ITS) Architecture  
**REQUESTED ACTION:** MnDOT requests adoption of the statewide ITS architecture through the attached resolution.  
**RECOMMENDED MOTION:** That TAC Planning recommend to TAC the adoption of the statewide ITS architecture through the attached resolution.

**BACKGROUND AND PURPOSE OF ACTION:** ITS architecture refers to the signals, systems, and networks that control and monitor travel movement across our road and transit networks. ITS architecture should describe the region, boundaries, participating agencies, and stakeholders. It defines how agencies, modes, and systems will interact and operate, and provides framework for planning, defining, and integrating ITS systems. MnDOT has partnered with FHWA to ensure consistency between the systems, which are managed by MnDOT, Metro Transit, counties, and other entities. A successful ITS architecture supports regional goals, maximizes integration of projects identified by the planning process, is both an ongoing and iterative process, and supports maintenance efforts over time.

ITS architecture is required by federal planning law and guidance. MnDOT is requesting that all Minnesota MPOs adopt the statewide ITS architecture for planning purposes. Adoption will be considered complete when the attached resolution is adopted.

**RELATIONSHIP TO REGIONAL POLICY:** The Technical Advisory Committee, Transportation Advisory Board, and Metropolitan Council comprise the MPO for the Twin Cities metropolitan area.

**STAFF ANALYSIS:** MTS staff met with representatives from the Council's Information Security department and Metro Transit to determine existing ITS policies, procedures, and needs. The group also discussed what impact this agreement would have on operations, such as altering monitoring or documentation needs. The decision of the group was that adopting this policy would not result in any meaningful changes for how the MPO and Metro Transit operate various ITS systems. However further work will be undertaken by the Information Security department and Metro Transit to ensure proper documentation and coordination with MnDOT as new systems come on line (such as the A Line and Blue and Green Line Extensions). Council staff agreed to coordinate with MnDOT to identify gaps in the architecture.



**COMMITTEE COMMENTS AND ACTION:** TAC Planning recommended approval of the resolution and asked for more information from FHWA for the TAC meeting.

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**ROUTING**

<b>TO</b>	<b>ACTION REQUESTED</b>	<b>DATE COMPLETED</b>
TAC Planning	Review & Recommend	3-10-16
Technical Advisory Committee	Review & Recommend	
Transportation Advisory Board	Review & Recommend	
Transportation Committee	Review & Recommend	
Metropolitan Council	Review & Adopt	

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METROPOLITAN COUNCIL

390 Robert Street North, St. Paul, Minnesota 55101-1805

RESOLUTION NO. 2014-34

RESOLUTION RECOGNIZING THE MINNESOTA DEPARTMENT OF TRANSPORTATION  
STATEWIDE ITS ARCHIECTURE

*Whereas*, the US Department of Transportation has an adopted national intelligent transportation systems (ITS) architecture which specifies the proper relationships, such as information exchanges, among the components of all ITS projects implemented (in whole or in part) with federal funds; and

*Whereas*, the development of a Regional Intelligent Transportation Systems (ITS) Architecture has been mandated in national transportation legislation in an effort to integrate technological solutions into the transportation network to alleviate congestion and improve safety and efficiency; and

*Whereas*, the Minnesota Department of Transportation has updated the Minnesota Statewide Regional ITS Architecture to address changes statewide relating to ITS Systems, Stakeholders, Interconnections, Service Packages, and Project Inventory; and in conformance with the National ITS Architecture and Standards in accordance with 23 CFR 940 (FHWA Final Rule 940); and

*Whereas*, the FHWA Final Rule 940 ("Intelligent Transportation System Architecture and Standards") and Federal Transit Administration's "National Architecture Policy on Transit Projects" require each metropolitan planning organization (MPO) to adopt or recognize a regional ITS architecture that is consistent with its Long-Range Transportation Plan; and

*Whereas*, ITS projects in a metropolitan transportation planning area must be consistent with a Regional ITS Architecture to be eligible to receive federal funds for implementation; and

*Whereas*, the Metropolitan Council recognizes the Minnesota Statewide Regional ITS Architecture as the regional architecture that shall identify and guide all ITS improvements statewide and within its metropolitan transportation planning area;

NOW, THEREFORE, BE IT RESOLVED:

THAT the Metropolitan Council hereby recognizes the Updated Minnesota Department of Transportation's Statewide Regional ITS Architecture and any subsequent updates as the regional architecture that shall govern all ITS improvements within its metropolitan transportation planning area.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Adam Duininck, Chair

\_\_\_\_\_  
Emily Getty, Recording Secretary

**ACTION TRANSMITTAL No. 2016-28**

**DATE:** March 24, 2016  
**TO:** Technical Advisory Committee  
**FROM:** TAC Funding and Programming Committee  
**PREPARED BY:** Joe Barbeau, Senior Planner (651-602-1705)  
**SUBJECT:** Scope Change Request for City of St. Louis Park-Beltline Boulevard LRT Station Park-and-Ride Structure  
**REQUESTED ACTION:** The City of St. Louis Park requests a scope change for its Beltline Boulevard Transit Station Park-and-Ride Structure (SP# TRS-TCMT-19A) to reduce the number of parking spaces from 541 to 268 and reduce the CMAQ funding from \$7,560,000 to \$6,453,054.  
**RECOMMENDED ACTION:** That TAC recommend to TAB approval of the scope change request with a CMAQ funding reduction from \$7,560,000 to \$5,470,610.

**BACKGROUND AND PURPOSE OF ACTION:** The City of St. Louis Park received \$7,560,000 (inflation-adjusted from the \$7,000,000 maximum federal award) in CMAQ funding in the 2014 Regional Solicitation for construction of a 541-space park-and-ride structure at Beltline Boulevard. The total project cost was \$11,147,087 (inflation-adjusted). The project is scheduled for 2019. While the City was the applicant, the parking lot will be owned and operated by Metro Transit.

The City is requesting a scope change that would alter the project in three ways:

- Reduce the structure from four to two stories.
- Reduce the number of parking spaces provided from 541 to 268.
- Reduce CMAQ funding from \$7,560,000 to \$6,453,054. This results from reducing the total budget from \$11,147,087 to \$8,066,318.

**RELATIONSHIP TO REGIONAL POLICY:** Projects that receive funding through the regional solicitation process are subject to the regional scope change policy. The purpose of this policy is to ensure that the project is designed and constructed according to the plans and intent described in the original application. Additionally, federal rules require that any federally-funded project scope change must go through a formal review and TIP amendment process if the project description or total project cost changes substantially. The scope change policy and process allow project sponsors to make adjustments to their projects as needed while still providing substantially the same benefits described in their original project applications.

A TIP amendment is not needed because the changes, if approved, will be incorporated into the new 2017-2020 TIP. The project will not be authorized prior to approval of that TIP.

**STAFF ANALYSIS:** Staff reviewed the submitted scope change request. The project originally scored 739 points and was ranked fourth out of 12 projects that applied in the

Transit Expansion category. Staff review, which included sharing the proposed update with some of the scorers from the 2014 Solicitation, examined whether the updated project would have scored well enough to be funded. The overall score would be reduced to roughly 732, significantly higher than the 632 scored by the next application in the Transit Expansion category. Table 1 shows the scoring changes.

**Table 1: Scoring**

#	Category	Max	Orig	New	Notes
1A	Job / Manu / Edu Connect	33	33	33	Not provided to scorer; would not change
1B	Existing population	33	33	25	Scorer reported slight decrease
1C	Transit Connectivity	34	17	17	Scorer reported no change
2A	CE / Total Rider	105	100	80	Scorer reported decrease
2B	Operating CE	70	70	70	Scorer reported no change
2C	CE/NewRider	175	145	165	Scorer reported slight increase
3A	Socio/Econ	130	78	78	Not provided to scorer; would not change
3B	Housing	70	59	59	Provided to scorer; no change reported
4A	Emissions Reduction	133	14	14	Undercounted last time; score would increase by undetermined amount.
4B	CE-Emissions Reduction	67	64	64	Both emissions and cost undercounted last time; score would fluctuate by 3 points, at most;
5A	Multimodal Connection	50	45	45	Not provided to scorer; would not change
5B	Multimodal Facilities	50	50	50	Not provided to scorer; would not change
6	Risk Assessment	50	32	32	Scorer reported no change
<b>TOTAL</b>		<b>1000</b>	<b>739</b>	<b>732</b>	

Scores changed for the following reasons:

- 1B: Reduced transit stations on the green line extension led to reduced population count. An error was also made overestimating population (the employment number was used)
- 2A: Annual ridership was over-counted in the original application; riders not related to the project were counted. The scorer corrected for that, along with the reduced project cost. Reduced cost effectiveness reduced the score 20 points.
- 2C: The original application under-counted ridership by not counting the parking spaces. The update corrected for this, counting parking spaces and the development. The scorer did not count the development at all but the inclusion of parking spaces still caused the projection to increase. That, along with the reduced cost rendered a slightly improve cost effectiveness, raising the score by 20 points. While the number of levels were cut by 50%, the applicant suggested that development-generated ridership would be reduced from 375 to 247, though this was not a part of the scorer's analysis.

Regarding CMAQ funding, as discussed above, the City is requesting a reduction in CMAQ funds from \$7,560,000 (the original amount, adjusted for inflation) to \$6,453,054. Table 2 shows statistics from the original application and proposed scope change along with proportionate reductions.

**TABLE 2: Reductions in Application Amounts**

Elements	Original App	Proposed Scope Change	Change
Park-and-ride spaces	541	268	-50.5%
Project cost	\$11,147,087	\$8,066,318	-27.6%
<i>Cost per space</i>	<i>\$20,605</i>	<i>\$30,098</i>	<i>+46.1%</i>
CMAQ funds	\$7,560,000	\$6,453,054	-14.6%
<i>Cost per Space (CMAQ)</i>	<i>\$13,974</i>	<i>\$24,079</i>	<i>+72.3%</i>
Match	\$3,587,087 (32.18%)	\$1,613,264 (20%)	-51.4%

When projects reduce benefits to the region, CMAQ funding sometimes is reduced. Based on the above table, some options include:

1. Provide the CMAQ award of \$6,453,054, as requested.
2. Maintain a 32.18% match, which would result in a CMAQ award of \$5,470,610.
3. Reduce federal funding based on the proportional reduction in park-and-ride spaces. This would reduce the CMAQ award to \$3,745,065.

**COMMITTEE COMMENTS AND ACTION:** At its March 17, 2016, meeting the Funding & Programming Committee voted to recommend that TAB approve the scope change request but with a reduced CMAQ award from \$7,560,000 to \$5,470,610. Committee members felt that while there is no revised budget provided as part of the scope change request based on the original budget (i.e., the applicant was able to update the budget due to unforeseen changes), funding at the 50% level, based on the parking spaces reduced did not adequately reflect that a two-level structure costs more than one-half of a four-level structure. It was suggested that the number is somewhat reflective of the updated development-based ridership suggested by the City, which, proportionately, would lead to an award of \$4,979,520.

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**ROUTING**

TO	ACTION REQUESTED	DATE COMPLETED
TAC Funding & Programming Committee	Review & Recommend	3-17-2016
Technical Advisory Committee	Review & Recommend	
Transportation Advisory Board	Review & Approve	

February 16, 2016

Mr. Timothy Mayasich  
Chair, TAC Funding and Programming Committee  
Metropolitan Council  
390 Robert Street North  
St. Paul, MN 55101

Re: TIP Project Number TRS-TCMT-19A

Dear Mr. Mayasich,

The City of St. Louis Park requests your consideration of this formal scope change request for a park-and-ride facility at the proposed Beltline Blvd light rail station, part of the Southwest LRT (METRO Green Line Extension) project (Attachment A – Project Location). The 2016-2019 Transportation Improvement Program (TIP) currently includes \$7,560,000 of federal funding scheduled in year 2019 for this park-and-ride project. We respectfully request that the Metropolitan Council TAC Funding and Programming Committee consider this scope change request at its March 17th, 2016 meeting.

### **Project Intent**

The City of St. Louis Park requested CMAQ funds to partially fund the construction of a 541-space structured park-and-ride facility adjacent to the planned Beltline Blvd station. The parking ramp would replace a planned surface park-and-ride and free up land for transit-oriented development. The City of St. Louis Park views the proposed parking facility and associated development opportunity as an important part of the city's plans for the LRT station area. As was discussed in the original application, the City of St. Louis Park's Economic Development Authority owns 3 acres of land in the station area and structuring the planned park-and-ride will increase the transit-oriented development potential of the combined 6.5 acres and provide the opportunity to improve the pedestrian and bike infrastructure in the immediate station area, thereby increasing multi-modal access to the station.

### **Requested Scope Changes**

Since the original application, several aspects of the project have changed. Based on the Federal Funding application (Attachment B) and the current scope change policy, the following changes have been identified:

- Change in amount of transit parking provided
- Refinement of ridership projection

#### Reduction in the amount of transit spaces provided

In the summer of 2015, the Southwest LRT project went through an intensive cost reduction process due to the desire to lower the overall project budget. As part of this process, the parking planned at the Beltline Blvd. Station was reduced from 541 spaces to 268. This reduction was done solely in order to reduce costs. In the original regional solicitation application, a portion of the matching funds were identified to come from the Southwest LRT project. These funds are no longer a part of the project budget. Therefore, the City would like to amend the application to also reduce the transit spaces they will provide to 268, matching what is provided for in the Southwest LRT project.

### Ridership

The original application's ridership was based on the projected ridership generated by the development that could happen if the transit parking was structured and not the transit parking itself. Therefore, the reduction in transit parking would not impact the ridership that was reported in the original application. The daily ridership that is generated by a 268 space park-and-ride is expected to be 563 or an annual ridership of 186,353.

The original CMAQ application indicated that the new daily ridership that could be expected by creating the TOD opportunity would be 375 based on the following development estimates:

- 200 residential units
- 15,000 square feet of retail uses
- 160,000 square feet of office uses

Since the time the original application was submitted, the City has worked with consultants to complete a market analysis and concept plan for the proposed development site. Based on the concept plan (Attachment C) the current estimate for the development on the site is:

- 183 residential units
- 8,150 square feet of retail uses
- 80,000 square feet of office

Based on this development program the projected daily ridership increase from the development would be 247 or annual ridership of 81,757. The development program was modeled using ITE daily trip generation rates for each use and applying a 10% regional mode share for transit. The regional transit mode share was developed by the Met Council based on the results of the 2010 Travel Behavior Inventory for households within ¼ mile of a METRO Blue Line station. This model has been accepted by the FTA in other transit projects. The investment in supporting increased development at station areas can increase its payback in the future due to the ability of the mode share to increase over time, thereby increasing ridership. Unlike a park-and-ride that will never to be able to accommodate more riders in the future, the number of people who use transit is expected to increase in the future as the transit system builds out.

### Revised Budget

The chart below compares the capital costs between the original CMAQ application and the requested scope change:

	Spaces	Levels	Construction Costs	Transit Contingency	Total Cost	Useful Life	Annualized Cost
<b>Original park-and-ride structure</b>	541	4	\$9,530,797	\$790,580	\$10,321,377	50	\$206,427
<b>Revised park-and-ride structure</b>	268	2	\$7,333,016	\$733,302	\$8,066,318	50	\$161,326

Although the spaces being provided have been reduced, many of the same capital construction costs remain. The proposed two-level parking structure will be built to support an additional two levels in the future requiring the same amount of site preparation work, utility work, elevator core construction, and

support structures as in the originally proposed 4 level parking structure. In addition, the parking structure will include a façade that blends the ramp into the station area.

Based on the reduced capital budget associated with the reduction in transit spaces, the City will be requesting less CMAQ funds than the \$7,000,000 requested in the original application.

**Conclusion**

The chart below summarizes the changes between the applications:

Application elements	Original Application	Proposed scope change
Transit park-and-ride spaces	541	268
Daily Ridership	375 (development only)	247 (development only) plus 563 from park-and-ride
% increase in Operations and Maintenance costs (dollar amount)	.22% (\$54,100)	.11% (\$26,800)
Capital costs	\$10,321,377	\$8,066,318
CMAQ funds requested	\$7,000,00	\$6,453,054
Local funds, % match	\$3,321,377 , 32%	\$1,613,264, 20%
Local fund sources	SWLRT New Starts funds (15%) and City funds (17%)	City funds (20%)

We look forward to discussing the proposed project and above requested scope changes with you. If you have any additional questions or require additional information, please contact Meg McMonigal at (952) 924-2573 or email at [mmcmongial@stlouispark.org](mailto:mmcmongial@stlouispark.org).

Sincerely,



Tom Harmening  
 City Manager and EDA Executive Director

**Attachments:**

- Attachment A – Project Location Map
- Attachment B – 2014 Federal Funding Application
- Attachment C – Beltline Station Concept Site Plan and Rendering
- Attachment D – Southwest LRT Project Office Letter of Support

Cc Craig Lamothe, SWLRT Project Director  
 Julie Grove, Economic Development Specialist  
 Meg J. McMonigal, Principal Planner



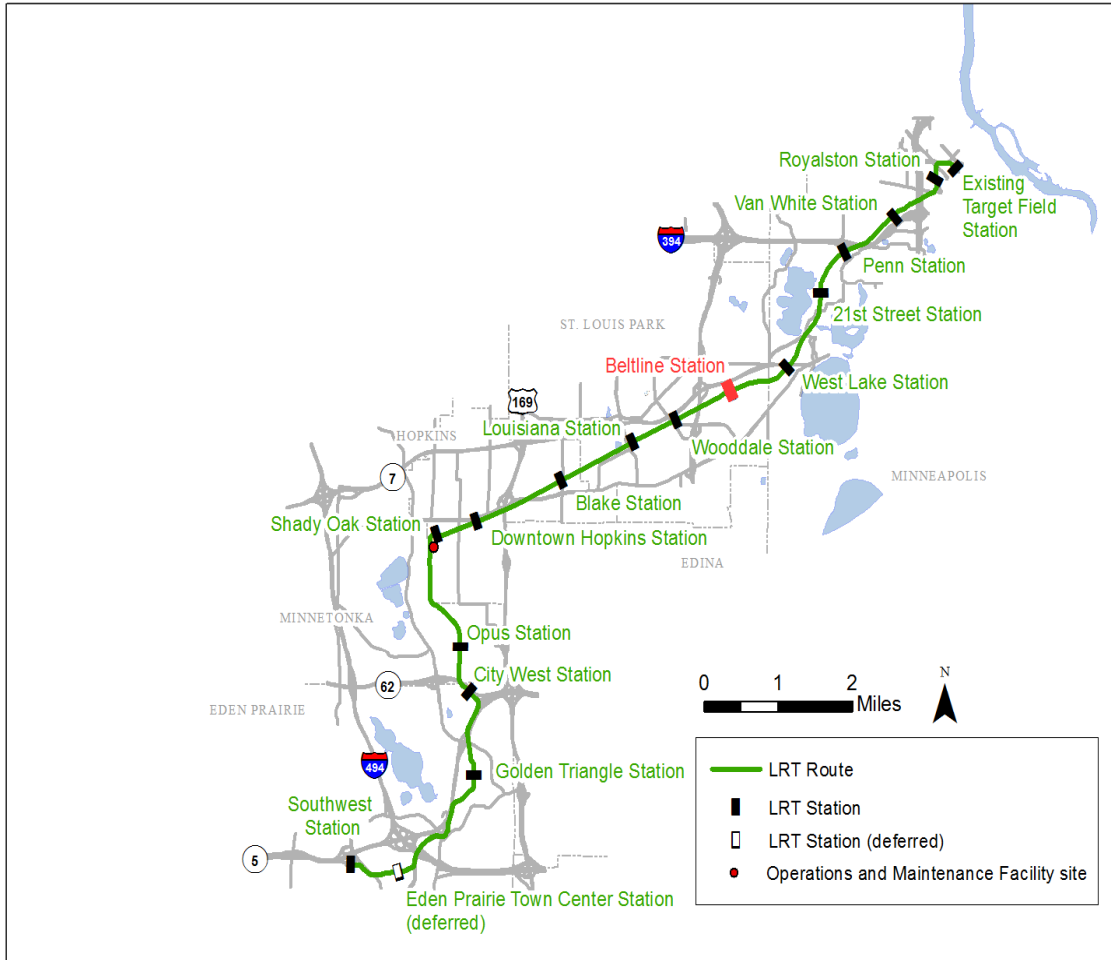
The chart below summarizes the changes between the applications:

Application elements	Original Application (base year 2022)	Proposed scope change (base year 2023)
Transit park-and-ride spaces	541	268
Daily Ridership generated by proposed structured park-and-ride	375 (development only)	247 (development only) plus 563 from park-and-ride
Annual SWLRT ridership	9,300,000	8,200,000
New Annual Ridership	124,125	186,353
Percent increase	1.33%	1%
Annual SWLRT Operations and Maintenance costs (without structured park-and-ride)	\$25,100,000	\$27,500,000
% <b>increase</b> in Operations and Maintenance costs (dollar amount)	.22% (\$54,100)	.10% (\$26,800)
Annual P&R Operating Costs	\$135,250	\$67,000
P&R Capital costs	\$10,321,377	\$8,066,318
Annual P&R Capital Costs	\$206,428	\$161,326
CMAQ funds requested	\$7,000,00	\$6,453,054
Local funds, % match	\$3,321,377 , 32%	\$1,613,264, 20%
Local fund sources	SWLRT New Starts funds (15%) and City funds (17%)	City funds (20%)

Chart revised March 9, 2016

# ATTACHMENT A

## Project Location Map





## Application

### 01974 - 2014 Transit Expansion - Final Application

**02242 - Beltline LRT Station Park & Ride Structure**  
**Regional Solicitation - Transit and TDM Projects**

**Status:** Submitted

**Submitted Date:** 11/25/2014 3:26 PM

### Applicant Information

#### Primary Contact:

**Name:\*** Ms. Julie Grove  
Salutation First Name Middle Name Last Name

**Title:\*** Planning and Economic Development Assistant

**Department:** Community Development

**Email:\*** jgrove@stlouispark.org

**Address:\*** 5005 Minnetonka Blvd

**\* Phone:\*** St. Louis Park Minnesota 55416  
City State/Province Postal Code/Zip

952-924-2523  
Phone Ext.

**Fax:**

**What Grant Programs are you most interested in?\*** Regional Solicitation - Transit and TDM Projects

#### Authorized Official

**Name:\*** Tom Harmening  
Salutation First Name Middle Name Last Name

**Title:\*** City Manager

**Department:**

**Email:\*** tharmening@stlouispark.org

**Address:\*** 5005 Minnetonka Blvd

**\*** St. Louis Park Minnesota 55416  
 City State/Province Postal Code/Zip

**Phone:\*** 952-924-2531  
 Phone Ext.

**Fax:**

**What Grant Programs are you most interested in?\*** Regional Solicitation - Transit and TDM Projects

### Organization Information

**Name:\*** ST LOUIS PARK, CITY OF

**Jurisdictional Agency (if different):**

**Organization Type:** City

**Organization Website:**

**Address:\*** 5005 MINNETONKA BLVD

**\*** ST LOUIS PARK Minnesota 55416  
 City State/Province Postal Code/Zip

**County:\*** Hennepin

**Phone:\*** 612-924-2551  
 Ext.

**Fax:**

### Project Information

**Project Name\*** Beltline LRT Station Park & Ride Structure

**Primary County where the Project is Located\*** Hennepin

**Jurisdictional Agency (If Different than the Applicant):**

**Brief Project Description (Limit 2,800 characters; approximately 400 words)\*** The City of St. Louis Park seeks a federal grant of \$7 million dollars to fund the construction of a 541 space park-and-ride structure at the new Beltline Station, part of the Southwest LRT (METRO Green Line Extension) project. Currently the Southwest LRT Project includes a 541 space surface park-and-ride on a 7 acre site, of which approximately 3 acres are owned by the city. Converting the surface park-and-ride to structure will free up approximately 4 acres for Transit Oriented Development (TOD)

thereby increasing ridership by approximately 375 rides a day. The City of St. Louis Park, in partnership, with the Southwest LRT Project Office, is pursuing FTA Joint Development (JD) at this station and, if successful, FTA JD funds will contribute 50% of the costs for district parking and prepare the site for redevelopment. If FTA JD does not occur, the city will still be able to develop TOD at this station on its land if the required transit parking is in a structure. Development directly at the station will not only increase ridership but also safety, access and improve the overall transit passenger experience.

The proposed Southwest LRT Project is an approximately 15.8 mile extension of the METRO Green Line which will operate from downtown Minneapolis through the communities of St. Louis Park, Hopkins, Minnetonka, and Eden Prairie, passing in close proximity to Edina.

The proposed alignment includes 17 new stations, approximately 3,800 additional park-and-ride spaces, accommodations for kiss-and-ride, bicycle and pedestrian access, and new or restructured local bus routes connecting stations to nearby residential, commercial and educational destinations. Major activity centers from Eden Prairie to St. Paul, including the Eden Prairie Center regional mall, UnitedHealth Group campuses, the Opus/Golden Triangle employment area, Park Nicollet Methodist Hospital, the Minneapolis Chain of Lakes, downtowns Minneapolis and St. Paul, the University of Minnesota, and the State Capitol area, will be accessible by a one-seat ride. Passengers will be able to connect to the greater METRO system, including METRO Blue Line (Hiawatha LRT), METRO Orange Line (I-35W BRT), Northstar Commuter Rail, METRO Red Line (Cedar Ave BRT) via Blue Line, and the planned METRO Blue Line Extension (Bottineau LRT) as well as future commuter rail, planned Bus Rapid Transit systems and intercity passenger rail line at one or more of the five downtown Minneapolis stations.

Include location, road name/functional class, type of improvement, etc.

**Project Length (Miles)\*** 0.12

**Connection to Local Planning:**

*Reference the name of the appropriate comprehensive plan, regional/statewide plan, capital improvement program, corridor study document [studies on trunk highway must be approved by MnDOT and the Metropolitan Council], or other official plan or program of the applicant agency [includes Safe Routes to School Plans] that the project is included in and/or a transportation problem/need that the project addresses. List the applicable documents and pages.*

**Connection to Local Planning\***

St. Louis Park 2009 Comprehensive Plan  
Southwest Corridor Investment Framework (TSAAP)  
Beltline Area Framework & Design Guidelines  
St. Louis Park Form Based Code  
SW Corridor-wide Housing Inventory  
SWLRT Housing Gaps Analysis  
Beltline Circulation and Access Planning  
Business Park Land Use and Zoning District  
ULI Development Scenario Workshop - Beltline Station  
2009 Station Area Planning - Community Works

## Project Funding

**Are you applying for funds from another source(s) to implement this project?\***

Yes

**If yes, please identify the source(s)** Sec. 5309 FTA New Starts, Counties Transit Improvement Board, State of Minnesota, Hennepin County Regional Railroad Authority

**Federal Amount\*** \$7,000,000.00

**Match Amount\*** \$3,321,377.00  
Minimum of 20% of project total

**Project Total\*** \$10,321,377.00

**Match Percentage\*** 32.18%  
Minimum of 20%  
Compute the match percentage by dividing the match amount by the project total

**Source of Match Funds\*** Sec. 5309 FTA New Starts, Counties Transit Improvement Board, State of Minnesota, Hennepin County Regional Railroad Authority, City of St. Louis Park

**Preferred Program Year**

**Select one:\*** 2018

### ***MnDOT State Aid Project Information: Transit and TDM Projects***

**County, City, or Lead Agency\*** City of St. Louis Park

**Zip Code where Majority of Work is Being Performed\*** 55416

**(Approximate) Begin Construction Date** 03/01/2018

**(Approximate) End Construction Date** 12/31/2018

**LOCATION**

**From: (Intersection or Address)\*** SE corner of Belt Line Blvd & CSAH 25  
Do not include legal description;  
Include name of roadway if majority of facility runs adjacent to a single corridor.

**To: (Intersection or Address)\*** SE corner of Belt Line Blvd & CSAH 25

**Type of Work** Park and Ride Structure  
Examples: grading, aggregate base, bituminous base, bituminous surface, sidewalk, signals, lighting, guardrail, bicycle path, ped ramps, bridge, Park & Ride, etc.)

### ***Specific Roadway Elements***

<b>CONSTRUCTION PROJECT ELEMENTS/COST ESTIMATES</b>	<b>Cost</b>
Mobilization (approx. 5% of total cost)	\$0.00
Removals (approx. 5% of total cost)	\$0.00
Roadway (grading, borrow, etc.)	\$0.00
Roadway (aggregates and paving)	\$0.00

Subgrade Correction (muck)	\$0.00
Storm Sewer	\$0.00
Ponds	\$0.00
Concrete Items (curb & gutter, sidewalks, median barriers)	\$0.00
Traffic Control	\$0.00
Striping	\$0.00
Signing	\$0.00
Lighting	\$0.00
Turf - Erosion & Landscaping	\$0.00
Bridge	\$0.00
Retaining Walls	\$0.00
Noise Wall	\$0.00
Traffic Signals	\$0.00
Wetland Mitigation	\$0.00
Other Natural and Cultural Resource Protection	\$0.00
RR Crossing	\$0.00
Roadway Contingencies	\$0.00
Other Roadway Elements	\$0.00
Totals	\$0.00

### ***Specific Bicycle and Pedestrian Elements***

<b>CONSTRUCTION PROJECT ELEMENTS/COST ESTIMATES</b>	<b>Cost</b>
Path/Trail Construction	\$0.00
Sidewalk Construction	\$0.00
On-Street Bicycle Facility Construction	\$0.00
Right-of-Way	\$0.00
Pedestrian Curb Ramps (ADA)	\$0.00
Crossing Aids (e.g., Audible Pedestrian Signals, HAWK)	\$0.00
Pedestrian-scale Lighting	\$0.00
Streetscaping	\$0.00
Wayfinding	\$0.00
Bicycle and Pedestrian Contingencies	\$0.00
Other Bicycle and Pedestrian Elements	\$0.00
Totals	\$0.00

### ***Specific Transit and TDM Elements***

<b>CONSTRUCTION PROJECT ELEMENTS/COST ESTIMATES</b>	<b>Cost</b>
Fixed Guideway Elements	\$0.00
Stations, Stops, and Terminals	\$9,530,797.00

Support Facilities	\$0.00
Transit Systems (e.g. communications, signals, controls, fare collection, etc.)	\$0.00
Vehicles	\$0.00
Transit and TDM Contingencies	\$790,580.00
Other Transit and TDM Elements	\$0.00
<b>Totals</b>	<b>\$10,321,377.00</b>

**Transit Operating Costs**

<b>OPERATING COSTS</b>	<b>Cost</b>
Transit Operating Costs	\$0.00
<b>Totals</b>	<b>\$0.00</b>

**Totals**

<b>Total Cost</b>	<b>\$10,321,377.00</b>
<b>Construction Cost Total</b>	<b>\$10,321,377.00</b>
<b>Transit Operating Cost Total</b>	<b>\$0.00</b>

**Requirements - All Projects**

**All Projects**

1. The project must be consistent with the goals and policies in these adopted regional plans: Thrive MSP 2040 (2014), the 2030 Transportation Policy Plan (amended 2013), the 2030 Regional Parks Policy Plan (amended 2013), and the 2030 Water Resources Management Policy Plan (2005).

**Check the box to indicate that the project meets this requirement.\***      Yes

2. Applicants that are not cities or counties in the seven-county metro area with populations over 5,000 must contact the MnDOT Metro State Aid Office prior to submitting their application to determine if a public agency sponsor is required.

**Check the box to indicate that the project meets this requirement.\***      Yes

3. Applicants must not submit an application for the same project in more than one funding sub-category.

**Check the box to indicate that the project meets this requirement.\***      Yes

4. The requested funding amount must be more than or equal to the minimum award and less than or equal to the maximum award. The cost of preparing a project for funding authorization can be substantial. For that reason, minimum federal amounts apply. Other federal funds may be combined with the requested funds for projects exceeding the maximum award, but the source(s) must be identified in the application. Transit expansion applications must be between \$500,000 and \$7,000,000. Transit System Modernization applications must be between \$100,000 and



\$7,000,000.

**Check the box to indicate that the project meets this requirement.\*** Yes

5. The project must comply with the Americans with Disabilities Act.

**Check the box to indicate that the project meets this requirement.\*** Yes

6. The project must be accessible and open to the general public.

**Check the box to indicate that the project meets this requirement.\*** Yes

7. The owner/operator of the facility must operate and maintain the project for the useful life of the improvement.

**Check the box to indicate that the project meets this requirement.\*** Yes

8. The project must represent a permanent improvement with independent utility. The term "independent utility" means the project provides benefits described in the application by itself and does not depend on any construction elements of the project being funded from other sources outside the regional solicitation, excluding the required non-federal match. Projects that include traffic management or transit operating funds as part of a construction project are exempt from this policy.

**Check the box to indicate that the project meets this requirement.\*** Yes

9. The project must not be a temporary construction project. A temporary construction project is defined as work that must be replaced within five years and is ineligible for funding. The project must also not be staged construction where the project will be replaced as part of future stages. Staged construction is eligible for funding as long as future stages build on, rather than replace, previous work.

**Check the box to indicate that the project meets this requirement.\*** Yes

10. The project applicant must send written notification regarding the proposed project to all affected communities and other levels and units of government prior to submitting the application.

**Check the box to indicate that the project meets this requirement.\*** Yes

## Requirements - Transit and TDM Projects

### Transit and TDM Projects Only

1. The project must exclude costs for studies, preliminary engineering, design, or construction engineering (except if the project does not involve construction such as signal re-timing). Noise barriers, drainage projects, fences, landscaping, etc., are not eligible for funding unless included as part of a larger project, which is otherwise eligible. Right-of-way costs are not eligible as a stand-alone proposal, but are eligible when included in a proposal to build or expand transit hubs, transit terminals, park-and-ride facilities, or park-and-pool lots).

**Check the box to indicate that the project meets this requirement.** Yes

### For Transit Expansion Projects Only

2. The project must provide a new or expanded transit facility or service (includes peak, off-peak, express, limited stop service on an existing route, or dial-a-ride).

**Check the box to indicate that the project meets this requirement.** Yes

3. The applicant must have the capital and operating funds necessary to implement the entire project and commit to continuing the service or facility project beyond the initial funding period.

**Check the box to indicate that the project meets this requirement.** Yes

4. The project is not eligible for either capital or operating funds if the corresponding capital or operating costs have been funded in a previous solicitation. A previously selected project is not eligible unless it has been withdrawn or sunset prior to the deadline for proposals in this solicitation.

**Check the box to indicate that the project meets this requirement.** Yes

## Other Attachments

File Name	Description	File Size
Affordable Rental Housing 2 miles of SWLRT Corridor.pdf (1.1 MB)	Map 3B-Project Location to Disadvantaged Populations, Affordable Housing within 2 Miles of Southwest LRT Corridor	1.1 MB
Beltline Concept Siteplan-Masterplan 2014.pdf (1.4 MB)	Map 1C-Project Description, Beltline Concept Siteplan	1.4 MB
Beltline LRT Station Area Improvements Opening Day.pdf (2.0 MB)	Map 4 - Bicycle and Pedestrian Connections & Improvements, Beltline Station Opening Day Station Area Improvements	2.0 MB
Beltline Park & Ride Regional Job and Activity Ctrs.pdf (831 KB)	Map 2C - Project Location Relative to Jobs, Regional Job and Activity Centers	831 KB
Beltline Station Affordable Housing.pdf (381 KB)	Map 3A- Project Location to Disadvantage Populations, Beltline Station Affordable Rental Housing within 1/2 mile	381 KB
Green Line LRT Extension Propose Route.pdf (916 KB)	Map 1A-Project Description, Green Line Extension Proposed Route	916 KB
Major employment areas served by SWLRT.pdf (274 KB)	Map 2B-Project Location Relative to Jobs, Major Employment Areas Served by Southwest LRT Green Line Extension	274 KB
SLP letter_of_support112414.pdf (381 KB)	Coordination: Letter of Support from Metro Transit for St. Louis Park application	381 KB
SLP resolution of support.pdf (292 KB)	Coordination: St. Louis Park Resolution of support.	292 KB
SWLRT Existing & Future Jobs map.pdf (152 KB)	Map 2A-Project Location Relative to Jobs, Southwest LRT Green Line Extension Existing and Future Jobs	152 KB
transit mgmt plan signed 112414.pdf (304 KB)	Other: Transit Parking Management Plan	304 KB
Twin Cities Future Transit Map 2030.pdf (132 KB)	Map 1B- Project Description, Greater Twin Cities Metro Transit System Network 2030	132 KB

## Measure A: Project Location Relative to Jobs, Manufacturing, and Education

Select all that apply:

**Direct connection to or within 1/4 mile (bus stop) or 1/2 mile (transitway)** Yes

**station) of a Job  
Concentration**

**Direct connection to or  
within 1/4 mile (bus stop)  
or 1/2 mile (transitway  
station) of a  
Manufacturing/Distribution  
Location** Yes

**Direct connection to or  
within 1/4 mile (bus stop)  
or 1/2 mile (transitway  
station) of an Educational  
Institution** Yes

**Project provides a direct  
connection to or within 1/4  
mile (bus stop) or 1/2 mile  
(transitway station) of an  
existing local activity  
center identified in an  
adopted county or city  
plan** Yes

**City or County Plan Reference**

*Note: Transitways offer travel time advantages for transit vehicles, improve transit service reliability, and increase the convenience and attractiveness of transit service. Transitways are defined in the 2030 Transportation Policy Plan to include commuter rail, light rail, highway and arterial bus rapid transit, and express bus with transit advantages. Eligible transitway projects are those that have a mode and alignment identified in the 2030 Transportation Policy Plan.*

**Response (Limit 700  
characters; approximately  
100 words)** The park-and-ride facility will serve the Beltline Station on the LRT Green Line Extension as identified in the 2030 Transportation Policy Plan. Riders will have direct access to several key regional employment centers, health care, education facilities and residential neighborhoods located between St. Paul/Minneapolis to Eden Prairie from the Green Line and Bus Route 17. This employment-rich corridor has more than 199,000 jobs and is projected to grow by 83,000 jobs by 2030. It will directly connect major activity centers including downtown Minneapolis, Methodist Hospital in St. Louis Park, and Opus/Golden Triangle employment area in Minnetonka and Eden Prairie.

**Upload Map\*** Beltline Park & Ride Regional Economy P&R 110614.pdf

**Measure B: Project Location Relative to Population**

**Completed by Metropolitan Council Staff**

**Existing Population (Integer  
Only)** 165,338

**Upload Map\*** Beltline Park & Ride Population 110614.pdf

**Measure C: Transit Ridership**

<b>Existing transit routes directly connected to the project*</b>	17
<b>Planned Transitways directly connect to the project (mode and alignment determined and identified in the 2030 TPP)*</b>	Southwest LRT (METRO Green Line Extension)
<b>Upload Map*</b>	Beltline Park & Ride Transit Connections 110414.pdf

## Response

*Met Council Staff Data Entry Only*

<b>Route Ridership</b>	0
<b>Transitway Ridership</b>	0

## Measure A: Total Annual Project Cost per Rider

<b>Total Annual Operating Cost*</b>	\$135,250.00
<b>Total Annual Capital Cost of Project*</b>	\$206,428.00
<b>Total Annual Project Cost</b>	\$341,678.00
<b>Cost Effectiveness</b>	\$0.31

## Service Type, Methodology, and Annual Ridership

<b>Service Type</b>	Transitways
<b>Annual Ridership (Integer Only)*</b>	1114322
<b>Urban and Suburban Local Routes Peer Route Selection (Limit 1,400 characters; approximately 200 words)</b>	New ridership would be generated by TOD that can only happen when land is freed up for development by converting a planned surface park-and-ride to a structure. The amount and type of development that could be accommodated on the site has been under study by the city and has been conservatively estimated at 200 residential units, 15,000 sq. ft. of commercial, and 160,000 sq. ft. of office. The development program was modeled using ITE daily trip generation rates for each use and then applies the regional mode share for transit. The regional transit mode share of 10% was developed by the Met Council based on the results of the 2010 Travel Behavior Inventory for households within ¼ mile of a METRO Blue Line station. This model has been used for FTA Joint Development projects in other regions and has been accepted by the FTA.

### **Measure B: Total Annual Project Operating Cost per New Rider**

<b>New Annual Operating Cost*</b>	\$54,100.00
<b>Cost Effectiveness</b>	\$0.44

### **Service Type, Methodology, and New Annual Ridership**

<b>Service Type</b>	Transitways
<b>New Annual Ridership (Integer Only)*</b>	124125
<b>Urban and Suburban Local Routes Peer Route Selection (Limit 1,400 characters; approximately 200 words)</b>	

### **Measure C: Total Annual Project Cost per New Rider**

<b>Total Annual Operating Cost</b>	\$135,250.00
<b>Total Annual Capital Cost of Project</b>	\$206,428.00
<b>Total Annual Project Costs</b>	\$341,678.00
<b>Cost Effectiveness</b>	\$2.75

### **Service Type, Methodology, and New Annual Ridership**

<b>Service Type</b>	Transitways
<b>New Annual Ridership (Integer Only)*</b>	124125
<b>Urban and Suburban Local Routes Peer Route Selection (Limit 1,400 characters; approximately 200 words)</b>	If the addition of a structured park-and-ride at the Beltline Station is considered in relationship to the entire SWLRT project, the increase in the O&M costs for a structure vs. a surface park-and-ride would be a 0.2 % increase in costs. However, the additional ridership would constitute a 1.3% increase in ridership.

**Measure A: Project Location and Impact to Disadvantaged Populations**

Select One:

Project's service directly connects to Racially Concentrated Area of Poverty

Project's service directly connects to Concentrated Area of Poverty

Project's service directly connects to census tracts that are above the regional average for population in poverty or population of color Yes

Project's service directly connects to a census tract that is below the regional average for population in poverty or populations of color or includes children, people with disabilities, or the elderly

Response (Limit 1,400 characters; approximately 200 words)

The Green Line Extension project and the Beltline Station park-and-ride facility greatly improve access to jobs, health care, and education and training opportunities for racially concentrated areas of poverty. Access along the Green Line from downtown St. Paul through the University of Minnesota and downtown Minneapolis to Eden Prairie provides a major increase in employment opportunities (199,000 now plus a projected additional 83,000 jobs by 2030) for people living along the line. SWLRT provides access to employment clusters including Opus, the Golden Triangle, both downtowns, the University of Minnesota, as well as several major employers including Park-Nicollet/Methodist Hospital, Cargill and Supervalu. There will be significantly better access to a variety of employment opportunities for people of varying ages and abilities.

Over 1,640 rental units are within ½ mile of this station, some are rent restricted and the remaining are naturally occurring affordable at 60% AMI (see map). The City of St. Louis Park has also embarked on creating an inclusionary housing requirement for certain new developments, which will bring additional affordable housing to the Beltline Station Area. A formal policy is expected to be adopted in early 2015. With the exception of Minneapolis, St. Louis Park will be the first community along the line to adopt such a policy.

Upload Map\*

Beltline Park & Ride Socio Economic 110614.pdf

**Measure B: Affordable Housing**

City/Township	Number of Stops in City/Township
St. Louis Park	3.0
Hopkins	2.5

Minnetonka	1.5
Eden Prairie	5.0
Minneapolis	5.0
	17.00

**Affordable Housing Scoring - To Be Completed By Metropolitan Council Staff**

City/Township	Number of Stops in City/Township	Total Number of Stops	Score	Number of Stops/Total Number of Stops	Housing Score Multiplied by Segment percent
Item Deleted	0	17.0	0	0	0
		17.00	0.00	0.00	0.00

**Affordable Housing Scoring - To Be Completed By Metropolitan Council Staff**

Total Number of Stops in City	17.0
Total Housing Score	0

**Measure A: Daily Emissions Reduction**

New Daily Transit Riders (Integer Only)*	375
Distance from Terminal to Terminal (Miles)*	15.8
VMT Reduction	5925.0
CO Reduced	14160.75
NOx Reduced	948.0
CO2e Reduced	2172105.0
PM2.5 Reduced	29.625
VOCs Reduced	177.75
Total Emissions Reduced	2187421.0

**Measure B: Total Project Cost per Daily KG of Emissions Reduced**

This measure will calculate the cost effectiveness of the project as it relates to emissions reduction.

- Cost Effectiveness = Total annual project cost / kilograms of emissions reduced per day

The total annual project cost is calculated by adding the annualized capital cost and the annual operating costs for the third year of service. The applicant **must** complete the forms listed below in order to calculate the Cost Effectiveness, save, and submit this form.

- 2A - Usage: Cost Effectiveness (Total Ridership)
- 4A - Emissions Reduction: Total Emissions Reduced

<b>Are the forms listed above complete?*</b>	Yes
<b>Total Project Cost</b>	\$341,678.00
<b>Total Emissions Reduced</b>	2187421.0
<b>Cost Effectiveness</b>	\$0.16

### **Measure A: Bicycle and Pedestrian Connections**

**Response (Limit 1,400 characters; approximately 200 words)\***

The park-and-ride will be located on Beltline Boulevard, the primary north-south connector between Excelsior and Minnetonka Boulevards. The Cedar Lake Regional Trail, a busy commuter and recreational trail (nearly 567,400 riders in 2012), parallels the LRT alignment and provides access to the station and park-and-ride. It is the centerpiece of a local multi-use trail system connecting parks, open space, neighborhood amenities as well as local destinations and employment centers. A trail along the east side of Beltline Boulevard connects Bass Lake Preserve, Wolfe Park, the City's Rec Center and the mixed-use Excelsior & Grand TOD located south of the station. The trail system also connects areas to the north with a pedestrian/bike bridge over CSAH 25 just west of the park-and-ride.

Due to large block sizes and industrial land uses in the area, few sidewalks are present in the immediate station area. Addressing these deficiencies is the City's 10-year sidewalk/trail plan- Connect the Park!- which provides additional sidewalk, trail and bike lanes, including construction of a trail and bikeway on Beltline Blvd. By opening day new bike and pedestrian improvements will be built to facilitate movement around the station area.

### **Measure B: Roadway, Bicycle, and Pedestrian Improvements**

**Response (Limit 1,400 characters; approximately 200 words)\***

The park-and-ride facility is located at an identifiable gateway in the Beltline LRT station area. This area is very auto-oriented currently, with a limited roadway network making it challenging for pedestrians to move about in the station area. St. Louis Park developed the Beltline Area Design Guidelines and Circulation Study to guide redevelopment and infrastructure improvements in anticipation of Southwest LRT. The Southwest Corridor Investment Framework plans also call for a range of improvements to create a robust pedestrian and bicycling environment in the station area. The city plans to redesign and convert Beltline Boulevard into a Complete Street with design elements such as sidewalk bump-outs, on-street bike lanes, and sidewalk and streetscape enhancements to accommodate all modes of travel; and is working on changing CSAH 25 to a more urban boulevard with new trails and sidewalks. Countdown timers and improved crossings are



planned, as well as bike parking/ lockers at the park-and-ride facility at the station platform. Additional north-south street connections at Lynn Ave and Monterey Ave are being designed to provide smaller blocks with sidewalks and trails. These roadways will frame the transit-oriented development and structured park-and-ride to provide a much safer and more organized environment for pedestrians and bicyclists.

### **Transit Projects Not Requiring Construction**

*If the applicant is completing a transit or TDM application, only Park-and-Ride and other construction projects require completion of the Risk Assessment below. Check the box below if the project does not require the Risk Assessment fields, and do not complete the remainder of the form. These projects will receive full points for the Risk Assessment.*

**Check Here if Your Transit Project Does Not Require Construction**

### **Measure A: Risk Assessment**

#### **1) Project Scope (5 Percent of Points)**

<b>Meetings or contacts with stakeholders have occurred</b>	Yes 100%
<b>Stakeholders have been identified</b>	40%
<b>Stakeholders have not been identified or contacted</b>	0%

#### **2) Layout or Preliminary Plan (5 Percent of Points)**

<b>Layout or Preliminary Plan completed</b>	Yes 100%
<b>Layout or Preliminary Plan started</b>	50%
<b>Layout or Preliminary Plan has not been started</b>	0%
<b>Anticipated date or date of completion</b>	05/26/2010

#### **3) Environmental Documentation (10 Percent of Points)**

<b>EIS</b>	Yes
<b>EA</b>	
<b>PM</b>	

#### **Document Status:**

<b>Document approved (include copy of signed cover sheet)</b>	100%
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**Document submitted to  
State Aid for review**

75%

**Document in progress;  
environmental impacts  
identified**Yes  
50%**Document not started**

0%

**Anticipated date or date of  
completion/approval**

10/16/2015

**4) Review of Section 106 Historic Resources (15 Percent of Points)****No known potential for  
archaeological resources,  
no historic resources known  
to be eligible for/listed on  
the National Register of  
Historic Places located in  
the project area, and project  
is not located on an  
identified historic bridge**Yes  
100%**Historic/archeological  
review under way;  
determination of "no historic  
properties affected" or "no  
adverse effect" anticipated**

80%

**Historic/archaeological  
review under way;  
determination of "adverse  
effect" anticipated**

40%

**Unknown impacts to  
historic/archaeological  
resources**

0%

**Anticipated date or date of  
completion of  
historic/archeological  
review:**

10/16/2015

**Project is located on an  
identified historic bridge****5) Review of Section 4f/6f Resources (15 Percent of Points)***(4f is publicly owned parks, recreation areas, historic sites, wildlife or waterfowl refuges; 6f is outdoor recreation lands where Land and Water Conservation Funds were used for planning, acquisition, or development of the property)***No Section 4f/6f resources  
located in the project area**Yes  
100%**Project is an independent  
bikeway/walkway project  
covered by the  
bikeway/walkway Negative  
Declaration statement; letter  
of support received**

100%

**Section 4f resources present  
within the project area, but  
no known adverse effects**

80%

**Adverse effects (land conversion) to Section 4f/6f resources likely** 30%

**Unknown impacts to Section 4f/6f resources in the project area** 0%

#### **6) Right-of-Way (15 Percent of Points)**

**Right-of-way or easements not required** 100%

**Right-of-way or easements has/have been acquired** 100%

**Right-of-way or easements required, offers made** 75%

**Right-of-way or easements required, appraisals made** 50%

**Right-of-way or easements required, parcels identified** Yes  
25%

**Right-of-way or easements required, parcels not identified** 0%

**Right-of-way or easements identification has not been completed** 0%

**Anticipated date or date of acquisition** 07/01/2016

#### **7) Railroad Involvement (25 Percent of Points)**

**No railroad involvement on project** 100%

**Railroad Right-of-Way Agreement is executed (include signature page)** 100%

**Railroad Right-of-Way Agreement required; Agreement has been initiated** 60%

**Railroad Right-of-Way Agreement required; negotiations have begun** Yes  
40%

**Railroad Right-of-Way Agreement required; negotiations not begun** 0%

**Anticipated date or date of executed Agreement** 10/16/2015

#### **8) Construction Documents/Plan (10 Percent of Points)**

**Construction plans completed/approved (include signed title sheet)** 100%

<b>Construction plans submitted to State Aid for review</b>	75%
<b>Construction plans in progress; at least 30% completion</b>	Yes 50%
<b>Construction plans have not been started</b>	0%
<b>Anticipated date or date of completion</b>	03/18/2016
<b>9) Letting</b>	
<b>Anticipated Letting Date</b>	03/19/2016

# VIEW FROM PEDESTRIAN BRIDGE OVER CSAH 25

6-LEVEL MIXED USE BUILDING (STRUCTURE 1):  
FIRST FLOOR RETAIL, RESIDENTIAL UNITS, INTEGRATED PARKING

4-LEVEL OFFICE BUILDING

SKYWAY CONNECTION FROM PARKING  
RAMP TO OFFICE BUILDING

4-LEVEL PARKING RAMP WITH TWO-LEVEL ARCADE ALONG BELTLINE  
BLVD FACADE; ONE LEVEL OF RAMP PARTIALLY BELOW GRADE

ACCESS BRIDGE TO PARKING RAMP FROM  
PEDESTRIAN/BICYCLE CONNECTION



February 16, 2016

Mr. Tom Harmening  
City Manager and EDA Executive Director, City of St. Louis Park  
5005 Minnetonka Blvd.  
Saint Louis Park, MN 55416

Re: TIP Project Number TRS-TCMT-19A

Dear Mr. Harmening

The Southwest LRT Project Office is supportive of the City of St. Louis Park's scope change request to the Transportation Advisory Board related to the conversion of a planned surface park-and-ride facility to a structured park-and-ride facility at the proposed Beltline Blvd. light rail station, part of the Southwest LRT (METRO Green Line Extension) project.

We understand that there are two changes being proposed as part of the scope change request:

- Change in the amount of transit parking provided
- Refinement of ridership projection

We are very supportive of the City's goals related to encouraging high quality Transit-Oriented Development (TOD) at the station areas. Having transit facilities, such as park-and-rides, co-located with other uses benefits transit in a number of ways. Structured parking facilities use land more efficiently thereby encouraging increased density, which has a positive impact on ridership. In addition, studies have shown that having a mix of uses within a station area also increases ridership. Finally, the transit customer is benefited by having the park-and-ride located in a high activity area with improved pedestrian and bicycle infrastructure.

We are also supportive of the proposed reduction in transit spaces at the Beltline Station. As part of our process to reduce the overall Southwest LRT budget we reduced the amount of park-and-ride spaces to be included at the Beltline Station from 541 to 268. The City's request to build a structured park-and-ride that accommodates all the transit parking planned for this station is reasonable. We have worked with the City to provide cost estimates based on the design work that has been completed to produce our 90% design plans.

Given the benefits to the City of St. Louis Park and the Southwest LRT Project, we support the construction of a structured park-and-ride at the Beltline Blvd station area.

Sincerely,



Craig A. Lamothe, AICP  
Project Director, Southwest LRT

**Process to evaluate scope change requests for regionally-selected projects**

**Adopted by the Transportation Advisory Board on March 16, 2011**

**ACTION TRANSMITTAL 2011-35**

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Projects submitted for consideration through the regional solicitation are often just concepts or unrefined ideas. Project sponsors work on the preliminary and final design, environmental studies etc... after the TAB awards funds to the project. Sometimes during project development the project sponsor has to make significant design changes or finds that the construction cost was underestimated. When that happens, project sponsors may be required to request a scope change and TIP/STIP amendment because the scope and cost in the TIP/STIP has to be consistent with final project documentation that is sent to the FHWA.

Projects sponsors, Met Council and TAB staff, the TAC Funding & Programming Committee (F&PC) and the region would benefit from an adopted methodology to evaluate requested project scope changes. MN/DOT Metro State Aid has been very good at sorting out the significant scope changes that require action from the TAB. The FHWA has provided guidance on when a cost increase triggers a TIP/STIP amendment, and when a change in a project's design requires a scope change and TIP/STIP amendment (attached). The TAC and TAB want to be comfortable that the revised project scope of a regionally-selected project still provides about the same benefits as the original project scope and would have scored high enough to have been selected like the original project scope – to be fair to the other projects not selected. Below is a proposed outline of a process and guidelines for scope change requests.

- 1) Any construction elements added to the project scope must be eligible according to the solicitation criteria used to evaluate the original project submittal, unless the additional elements are already programmed in the STIP.
- 2) Additional federal funds will not be provided and federal funds cannot be swapped between projects of the same or different sponsor.
- 3) Met Council and TAB staff will provide data on the original project to the TAC F&PC, including cover page, project description, location map, layouts, sketches or schematics, and the original project cost estimate.
- 4) The project sponsor must provide data on the revised project scope to the TAC F&PC, including a complete project description, location map, project layout or sketches or schematics, checklist of work that still needs to be done and a revised project cost estimate.
- 5) The project sponsor must also recalculate the responses to certain key criteria based on the revised project scope and provide them to the TAC F&PC. Met Council and TAB staff may consult with the scoring group chair and individual project scorers if necessary to evaluate the recalculated responses and estimate the change in the original project score.
- 6) The TAC F&PC will base their recommendation on whether the estimated score of the revised project scope would have been high enough to have been awarded funds through the regional solicitation. A recommendation to approve the scope change and adopt a TIP amendment will go before the TAC, TAB Programming Committee and full TAB for adoption, then to the Metropolitan Council for concurrence. A recommendation to reject the scope change and TIP amendment will go before the TAC, TAB Programming Committee and full TAB for approval.

**ACTION TRANSMITTAL No. 2016-29**

**DATE:** March 24, 2016  
**TO:** Technical Advisory Committee  
**FROM:** TAC Funding and Programming Committee  
**PREPARED BY:** Joe Barbeau, Senior Planner (651-602-1705)  
**SUBJECT:** 2017-2020 TIP Development Schedule  
**REQUESTED ACTION:** Recommend the adoption of the development schedule for the 2017-2020 Transportation Improvement Program (TIP).  
**RECOMMENDED MOTION:** That TAC recommend to TAB adoption of the proposed schedule for the 2017-2020 Transportation Improvement Program (TIP).

**BACKGROUND AND PURPOSE OF ACTION:** Federal regulations require that a Transportation Improvement Program (TIP) be developed at least every four years. The Metropolitan Council revises its TIP every year in conjunction with the Minnesota Department of Transportation's State Transportation Improvement Program (STIP). The attached schedule includes the major dates in the development process for the 2017-2020 TIP.

**RELATIONSHIP TO REGIONAL POLICY:** Federal law requires that all transportation projects that will be partially funded with federal funds must be in an approved TIP.

**COMMITTEE COMMENTS AND ACTION:** At its March 17, 2016, meeting, the Funding and Programming Committee unanimously approved the recommendation.

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**ROUTING**

<b>TO</b>	<b>ACTION REQUESTED</b>	<b>DATE COMPLETED</b>
TAC Funding & Programming Committee	Review & Recommend	3-17-2016
Technical Advisory Committee	Review & Recommend	
Transportation Advisory Board	Review & Adopt	



DRAFT 2017-2020 TIP/STIP ADOPTION SCHEDULE  
All dates are in 2016

DATE	ITEM	ORGANIZATION	ACTION/TOPIC
March 17	TIP Schedule/Public input process	TAC – F&PC	<input type="checkbox"/> Review and accept TIP adoption schedule
April 6	TIP Schedule/Public input process	TAC	<input type="checkbox"/> TAC reviews TIP schedule, recommends to TAB
April 20	TIP Schedule/Public input process	TAB	<input type="checkbox"/> Reviews and adopts TIP schedule and public input process
May 12	Draft 2017-2020 TIP	MC Staff	<input type="checkbox"/> Email to TAC F&PC
May 19	Draft 2017-2020 TIP	TAC – F&PC	<input type="checkbox"/> MnDOT summary of elements and changes <input type="checkbox"/> Recommend to TAC
June 1	Draft 2017-2020 TIP	TAC	<input type="checkbox"/> Recommends to TAB for purpose of public comment period
June 15	Draft 2017-2020 TIP	TAB	<input type="checkbox"/> Adopts Draft TIP <input type="checkbox"/> MPCA letter of comment for air quality conformity included <input type="checkbox"/> Public comment period starts by 6/20
Aug 3	45 – day public comment period ends		
Aug 10	Prepare Public Comment Report Draft TIP revised to address public comment	MC and TAB staff prepares	<input type="checkbox"/> Email to TAB
August 17	Public Comment Report and Final TIP	TAB	<input type="checkbox"/> Adopts Public Comment Report and Final TIP and forwards to MC.
September 12	Final TIP	MC Transportation Committee	<input type="checkbox"/> Review and recommends to MC
September 28	Final TIP	Met Council	<input type="checkbox"/> Adopts, forwards to MnDOT & WisDOT w/ TIP checklist
September-October	Regional TIP is incorporated into State TIPs	MnDOT Central Office + WisDOT	<input type="checkbox"/> Forwarded to federal agencies
September-November	Conformity Determination by Federal Agencies	FHWA/FTA/EPA	<input type="checkbox"/> Reviews and Recommends Approval
November	STIP Approved	FHWA	<input type="checkbox"/> Approve STIP