TRANSPORTATION ADVISORY BOARD

Metropolitan Council, 390 Robert Street North, Saint Paul, Minnesota 55101

NOTICE OF A MEETING
of the
FUNDING AND PROGRAMMING COMMITTEE

Thursday, October 15, 2015
1:30 P.M. – Metropolitan Council, Room LLA
390 Robert Street N, Saint Paul, MN

AGENDA

1) Call to Order

2) Adoption of Agenda

3) Approval of the Minutes from the September 17, 2015 meeting*

4) Scope Change Request – Cedar Lake LRT Regional Trail Crossings – Action Item 2015-44*

5) TIP Amendment – Cedar Lake LRT Regional Trail Crossings – Action Item 2015-45*

6) Regional Solicitation Update: Roadways – Information Item*

7) Quarterly Report on Streamlined TIP Amendments – Information Item*

8) Scope Change Review Process – Information Item*

9) Other Business

10) Adjournment

*Attachments

Please notify the Council at 651-602-1000 or 651-291-0904 (TTY) if you require special accommodations to attend this meeting. Upon request, the Council will provide reasonable accommodations to persons with disabilities.

TRANSPORTATION ADVISORY BOARD
Metropolitan Council
390 N. Robert St., St. Paul, Minnesota 55101-1805

Minutes of a Meeting of the
FUNDING AND PROGRAMMING COMMITTEE
September 17, 2015

MEMBERS PRESENT: Tim Mayasich (chair), Colleen Brown, Bob Byers, Innocent Eyoh, Jenifer Hager, Craig Jenson, Jane Kansier, Mary Karlsson, Karl Keel, Andrew Korsberg, Jim Kosluchar, Elaine Koutsoukos, Bruce Loney, Eriks Ludins, Molly McCartney, Gina Mitteco, Ryan Peterson, Steve Peterson, Carla Stueve, Michael Thompson, and Joe Barbeau (staff)

OTHERS PRESENT: Karen Scheffing (MnDOT), Jonathan Ehrlich (Metropolitan Council), and Carl Ohrn (Metropolitan Council)

1. Call to Order

The meeting was called to order at 1:30 p.m.

2. Adoption of Agenda

Mayasich said that Jonathan Ehrlich will present on the potential impact of new federal Environmental Protection Agency ozone standards after the TAB report.

Motion: Karlsson moved to adopt the amended agenda. Seconded by Steve Peterson. The motion was approved unanimously.

3. Approval of the Minutes

MOTION: Thompson moved to approve the minutes. Seconded by Loney. The motion was approved unanimously.

4. TAB Report

Koutsoukos said that the TDM application deadline was last Friday, Sept. 11; 11 applications were received requesting $2.4 M federal funding out of $1.8 M available. Shannon Lotthammer from Minnesota Pollution Control Agency announced that EPA will be releasing new ozone standards on October 1. This may affect the Twin Cities' attainment status. Steve Albrecht, TAC Chair, reported that there is ongoing discussion on de-federalization. A Scott County proposal is going through the process. The Scott County proposal and a draft policy will come to TAB at future meetings. The remaining items from TAC are on the TAB agenda. Proposed changes to the TAB bylaws were approved, including adding the new TAB member added by the legislature representing the Suburban Transit Association and changes to quorum and voting. Three action items were approved, A scope change for a CSAH 116 STIP project; the accompanying TIP amendment-to be released for public comment, and the Unified Planning Work Program.

5. Potential Impact of New Federal Environmental Protection Agency Ozone Standards – Information Item

Jonathan Ehrlich from the Metropolitan council reported that the US Environmental Protection Agency (EPA) will be releasing updated ozone standards on October 1. The draft standards have shown that the standard for nonconformity will be reduced from 75 parts per billion (ppb) to 65 or 70 ppb. The Twin Cities is currently measured at 67 ppb so where the final standard is set will directly impact the region's status. If the Twin Cities falls into non-attainment, transportation planning will be impacted. The State would eventually need to complete a State Implementation Plan (SIP) that would show how the region will come back into attainment. The Transportation Policy Plan (TPP) and Transportation Improvement Program (TIP) would need to conform to the SIP. It is estimated that the change could reduce the rate of deaths caused by ozone by over 50 percent. The geography of the area not in attainment could cover half of the State.

Ryan Peterson asked whether any other regions are likely to lose attainment status. Ehrlich replied that the Twin Cities is the largest metro area currently in ozone attainment.

Loney asked whether the fact that naturally occurring ozone is present in some areas is taken into account. Ehrlich replied that the EPA's role is to bring pollutants to acceptable levels, regardless of the source of pollution.

6. Regional Solicitation Changes and Key Topics – Information Item

Review of Survey Results

Barbeau reported on the results of the 2014 Regional Solicitation Surveys. The survey provided to TAB had 9 respondents. The survey provided to TAC and Funding & Programming Committee members had 16 respondents. The survey provided to applicants had 17 respondents. The survey provided to scoring committee members had had 24 respondents. There were few themes established in the surveys. Several respondents commented on the equity criterion. Many commented on the need for better understandability in the scoring guidelines. Thirteen applicants reported that application preparation was easier compared to past years while only one reported that it was more difficult. Karlsson expressed appreciation for the extensive effort put forth by Koutsoukos in preparing the online application system.

Discussion Questions

Staff members discussed the following discussion questions.

1. Should interchange projects be required to complete the Metropolitan Council/MnDOT Highway Interchange Request Process prior to applying to the Regional Solicitation?

Staff's preference would be to require interchange approval prior to applying for the Regional Solicitation. However, staff wishes to hear from localities whether this is feasible for the 2016 Regional Solicitation. The interchange process takes roughly one month, though preparation can take more time. Karen Scheffing from MnDOT said that candidates awarded STP funding have traditionally participated in a workshop that in the future could be held in advance of the Regional Solicitation's release.

Another option would be for staff to add having completed the process as a point-scoring component of the Risk Assessment measure.

Thompson expressed support for the idea of using the Risk Assessment.

Keel said that he would support staff's recommendation if the process is completed before time and financial commitment have to be made.

Hager and Ryan Peterson expressed support for making completion of the process a qualifying criteria.

Keel suggested adding completion of the process to the Risk Assessment and exploring inclusion as a qualifying criteria for the future.

Mitteco asked whether putting it in the Risk Assessment would cause a late rush of projects trying to go through the process.

Brown said that applicants not familiar with the process will mark that they completed it. Mayasich suggested adding lines about the interchange process and contact information in the application.

General consensus was to include completion of the process in the Risk Assessment.

2. Should the scoring be modified to equalize the competition for projects on all roadway functional classifications (i.e., expander, connector, reliever, augmenter, and non-freeway principal arterial)?

TAB could take several approaches to address this question. Given that TAB has decided not to fund projects based on roadway functional classification, eliminating the splitting of classifications in measure 1A (Role in the Regional Transportation System) is an option. TAB could guarantee a minimum of one funded project per functional classification. Finally TAB could adjust the scoring so that each functional classification is scored separately, allowing for maximum score to be given to each functional classification in multiple categories.

Keel suggested that if there is a will to provide certain roadway classifications with preference that money should just be set aside for them. An example could be that one connector could be funded so long as one finishes in the top half of the scoring.

Karlsson expressed concern that no connectors were funded during the 2014 Regional Solicitation, as connectors tend to be older roads that should score well on age and carry safety concerns.

Keel suggested adding "classification points" that would give the top performing project in each classification a set number of extra points.

General consensus was to further explore scoring changes to make all four sub-classifications competitive for funds, as recommended in the A-Minor Arterial System Evaluation.

3. Should the scoring be modified to make railroad grade-separation projects more competitive for funding?

As currently constructed, the safety category will not likely provide many of points to railroad grade-separation projects because the measure is based on the number of crashes experienced. Railroad crossings do not tend to see enough crashes to compete with intersection projects in this category.

Some options include:

1. Create a separate "railroad crossing safety" category. Staff cautions that this would create an expectation of a project from the category being funded, despite a history of very few such applications.
2. Do not adjust the scoring.
3. Adjust the safety category to allow for proactive safety elements:
    a. Allow for a portion of the safety points to be for railroad safety
    b. Allow for a "proactive" score that incorporates points for railroad crossing safety

Karlsson suggested addressing this issue in the Multimodal criterion. She added that person throughput, rather than vehicle throughput, could be measured.

General consensus was that railroad crossing projects are important to the region and should continue to be eligible for funding. However, due to the already high demand for Regional Solicitation funds and the desire to simplify the process, the group did not want to change the scoring measures.

4. How and where should cost-effectiveness be measured?

Concern has been raised regarding cost effectiveness criteria measurements. Some of this concern is related to the rating of scope change requests. Staff has explored the idea of rating cost-effectiveness on federally eligible, as opposed to total, cost.

Today there are cost effectiveness sub-criteria measures for safety and air quality. A method used for bridge projects is to calculate the cost-effectiveness given the total points the project received on all other criteria. These points are then divided by the total project costs. This may be more in line with the intent to promote lower-cost/high-benefit projects in that it measures all aspects of the project against all costs.

Keel expressed support for both of these changes.

General consensus was to measure cost effectiveness only on federally-eligible project elements and to eliminate criteria-specific cost effectiveness measures and measure cost-effectiveness on the total score of the project.

5. Should "new roadways" be a separate application category or can the expansion scoring criteria be adjusted to so that new roadways can be more easily compared to expansions of existing roadways?

In the 2014 Regional Solicitation, applications for four new roadways were submitted. These were extensions of existing highways. Several criteria were not good fits for a new highway versus the expansion or modernization of an existing highway. A number of people responding to the survey or critiquing the process suggested these problems would go away if there was a separate category for new highways.

While a new category would resolve confusion about specific criteria, there are ramifications of creating another category of highway projects. These include:

1. Creating a separate category creates the expectation that at least one, and maybe more, new highways will be funded. Having a separate category will therefore likely allocate funds for the sub-category. Historically, there are only one or two new alignment project applications in any one Solicitation.
2. Creating a new category with needed criteria and scoring guidelines is time-consuming for staff and policy-makers as the Solicitation package moves through the review and approval process. It also increases the number of scorers needed.

Staff believes the Solicitation process can be made fair to new highway projects without creating a new category. All criteria for the highway expansion category will be reviewed and modifications of the appropriate criteria for a new highway will be developed. These modifications will be brought to the F&PC as the Solicitation is revised for 2016.

General consensus was not to create a new category for new roadways. Staff will bring adjusted roadway measures that account for new alignments to a future meeting.

6. Should B-minor bridges be eligible for funding in the bridge category?

The STP Bridge Improvement and Replacement fund was not continued for MAP-21, leading to the inclusion of a Bridge category for the Regional Solicitation, but with only A-minor roadways eligible. Staff recommends continuing to limit the Bridge category to "A" minor arterials.

While there were members that expressed a desire for expanding bridge eligibility, general consensus was to leave the A-minor requirement as is. There are plenty of unfunded A-Minor bridges as exhibited by the fact that TAB only funded one of six A-Minor bridges in the last solicitation.

7. Should bundling be allowed and how wide of a geographic area can projects cover?

This issue has three parts: bundling of projects, geographic dispersal, and unique projects.

Staff prefers not to allow bundling. Bundled projects must fall into one of three types:

1. Projects located along the same corridor
2. Systemwide improvements
3. Similar improvements within a concentrated geographic area

Hager suggested that eliminating bundling in order to reduce scoring confusion is short-sighted. Carl Ohrn replied that a geographic area needs to be defined if bundling is to be allowed; census tracts, for example.

Kansier expressed support for bundling as long as the project elements are related. General consensus was to continue to allow bundling with census tracts used to define an area.

8. Should trail usage be based on actual counts rather than number of residents or employees within one mile of the trail facility?

As part of the Regional Solicitation Redesign in 2014, some bicycle and pedestrian technical workgroup members requested that project usage should be measured by doing actual trail counts. However, the group noted that the collection equipment, techniques, and methodologies were not ready to be deployed on a regional level for the Regional Solicitation. Instead, the group recommended that people and jobs within one mile of the proposed trail be used as a proxy to measure potential usage. As part of the recent online survey, people asked for a better way to measure usage. Ridership counts or a new qualitative method could be used.

Jenson said that a lot of trail applications will be for new trails. Steve Peterson said that it has been suggested to use trail connections as proxies.

Kosluchar suggested that if counting is used applicants should share their methodologies.

Karlsson expressed concern that the region is not ready for counting and suggested that this may be something to explore for future Solicitations.

General consensus was to leave the measure as is.

9. Should the scoring for transit expansion projects further favor new riders more than existing riders?

In the survey, concern was expressed that awarding a lot of points for existing transit riders under-values expansion of the transit system; expansion is not meant to "capture" riders that already ride, but to create new ridership. This concern was in part based on the survey response that rewarding existing ridership is not consistent with CMAQ goals to attract new riders. At present, 245 of the 350 points awarded in Usage are directed entirely toward new ridership. The other 105 points are awarded for each existing and new rider. Therefore, 30% of the usage criterion is dedicated to total ridership; a portion of which is existing riders.

Kansier said that existing routes being replaced by better service is not as true to federal guidance for CMAQ funds as new service in unserved places.

Karlsson said that she feels existing riders should be weighted more heavily but, as was discussed with new roadways, tweaks should be made to accommodate new routes.

General consensus was not reached. The 2014 Transit Scoring Committee members will be invited to participate in a one-time work group to try to come to consensus.

7. Other Business

No other business.

8. Adjournment

The meeting was adjourned.

ACTION TRANSMITTAL No. 2015-44

DATE:	October 8, 2015
TO:	TAC Funding and Programming Committee
PREPARED BY:	Joe Barbeau, Senior Planner (651-602-1705)
SUBJECT:	Scope Change Request for Hennepin County Cedar Lake LRT Regional Trail Crossings
REQUESTED ACTION:	Hennepin County requests a scope change to its STP-funded trail crossing project (SP # 027-090-024) to incorporate the project into the base Southwest LRT project and add stairs at the crossings.
POSSIBLE ACTIONS:	The committee can recommend: granting the scope change as requested; granting the request with an adjustment to the federal funds the applicant will receive; granting the request with specific modifications; or denying the request.

BACKGROUND AND PURPOSE OF ACTION: Hennepin County was awarded $5,830,000 (adjusted for inflation) in Surface Transportation Program (STP) funding from the 2014 Regional Solicitation for construction of three grade-separated road crossings along the Cedar Lake LRT Regional Trail. As originally approved, the project constructs three grade-separated crossings to create five miles of uninterrupted trail to be classified as a Regional Bicycle Trail Network (RBTN) Tier 1 trail. The three grade-separations include a tunnel beneath Blake Road (CSAH 20) in Hopkins, a tunnel beneath Wooddale Avenue in St. Louis Park, and extension of a bridge over Beltline Boulevard in St. Louis Park.

Hennepin County is requesting the following changes to the project:

- Incorporate the project into the base Southwest Light Rail Transit (SWLRT) project. This would allow the leveraging of other federal funds for the project. New Starts funds, if the application is approved would replace some of the STP funds awarded to the project. Other considerations are:
    - The STP funds would be able to contribute toward the New Starts funding of the SWLRT, up to a total federal funding amount of 80 percent.
    - This change has no impact on project design.
    - Leveraging New Starts funds will free up $2.1 million in STP funds for FY 2018 (See below tables). The County requests that the funds not be re-obligated prior to the end of calendar year 2016 pending federal approval of the full funding grant agreement for New Starts funding.
- Change project sponsor from Hennepin County to Metro Transit.
- Addition of stairs to the crossings. Each of the three crossings will include a staircase to provide a connection between the trail and the SWLRT stations.
    - Beltline Station: stairs are proposed for the east and west sides of Beltline Boulevard.
    - Wooddale Station: Stairs are proposed on the east side of Wooddale Ave.
    - Blake Station: Stairs are proposed on the west side of Blake Road.

Original Cost Estimate

	Total Project Cost	Regional Solicitation	Local Match
Estimated construction cost	$7,621,400	$5,830,000	$1,791,400
Percentage of total project cost		76.5%	23.5%

Updated Cost Estimate Adding Stairs and Adding Project to the SWLRT Base Project

	Total Cost	FTA New Starts	STP	Local Match
Estimated construction cost	$12,370,000	$6,185,000	$3,711,000	$2,474,000
Percentage of total project cost		50.0%	30.0%	20.0%

However, FHWA does not allow STP to be used on ineligible costs such as professional services. Removing ineligible costs from the project budget, leaves the below:

Updated Cost Estimate Adding Stairs and Adding Project to the SWLRT Base Project (No professional services)

Eligible Costs	Total Cost	FTA New Starts	Regional Solicitati	Local Match
Estimated construction cost	$9,777,000	$6,185,000	$3,711,000	$2,474,000
Percentage of total project cost		63.3%	38.0%	25.3%
Percent of local match to New Starts			60.0%	40.0%

Ineligible Costs	Total Cost	FTA New Starts	STP	Local Match
Estimated costs	$2,847,000	$1,423,000	$0	$1,423,000
Percentage of total project cost		50.0%	0%	50.0%

Difference in Project Costs and STP Funds

	Total Project Cost	STP Funds
Estimated construction cost	+$2,155,600	-$2,119,000

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.

The County and Metro Transit are aware that FTA will be overseeing this project and that the funding is for FY 2018. FTA does not allow for “advance construction” in the TIP and it will be the sponsor’s role to receive authorization from FTA for expenditure of funds for early construction for reimbursement in 2018.

A TIP amendment request accompanies this request.

STAFF ANALYSIS: Staff reviewed the submitted scope change request and examined whether the updated project would have scored well enough to be funded. The project originally scored 899 points and was ranked first out of 31 projects that applied for the Multiuse Trails and Bicycle

facilities category. Given the nature of the change, very few measures would be in position to see a score reduction. The cost increase leads to a reduced score in Cost Effectiveness of Usage. Other scores are unchanged. The adjusted score of 883 is 102 points above the lowest-scoring funded project in the category.

#	Category	Max	Orig	New	Notes
1	Location relative to RBTN	200	200	200	Not provided to scorer: Would not change
2	Cost Effectiveness of Usage	200	183	167	Scored by staff/scorer. Cost increase reduces score.
3A	Equity	50	18	18	Not provided to scorer: Would not change
3B	Housing	70	54	54	Not provided to scorer: Would not change
4A	Transportation Links	100	85	85	Not provided to scorer: Would not change
4B	Correction of Deficiencies	150	150	150	Not provided to scorer: Would not change
5A/B	Multimodal Connections	50	35	35	Not provided to scorer: Would not change
5C	Transit/Pedestrian Accommodations	50	50	50	Not provided to scorer: Would not change
6	Risk Assessment	130	124	124	Provided to scorer. Would not change
TOTAL		**1000**	**899**	**883**	

ROUTING

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

Hennepin County
Public Works

Community Works

701 Fourth Avenue South, Suite 400
Minneapolis, Minnesota 55415-1843

612-348-9260, Phone
612-348-9710, Fax
www.hennepin.us

September 3, 2015

Elaine Koutsoukos
TAB Coordinator
Metropolitan Council
390 North Robert Street
St. Paul, MN 55101

Ms. Koutsoukos,

As expressed in our August 19, 2015 letter, Hennepin County is considering two potential modifications to the Southwest LRT Regional Trail Crossings project, for which the County was awarded federal transportation funds through the Metropolitan Council's 2015 Regional Solicitation. The funding is in the 2016-2019 STIP for the year 2018 with $5,830,000 in federal funds for a project total of $7,621,400.

The changes to the project include incorporation of the Trail Crossings into the Southwest Light Rail Transit (SWLRT) base project, and addition of stairs at each crossing. Inclusion of the trail crossings into the base SWLRT project will modify the funding package to leverage Federal Transit Administration New Starts dollars. In this scenario, the Regional Solicitation funds could decrease by an estimated $2.1 million from the $5.83 million originally estimated, freeing these funds to be used on other projects throughout the region. The addition of stairs was proposed by the cities during ongoing design discussions to improve safety, accessibility and functionality of the trails. Neither of these scope modifications will have an impact on project schedule.

The Southwest Project Office (SPO) has confirmed that other projects have used federal dollars as local match to federal New Starts dollars, specifically both CMAQ and STP funds. Per current New Starts reporting guidance, we have also revised costs to reflect that total federal funding for the project (New Starts plus other federal sources) cannot exceed 80 percent.

Hennepin County is seeking guidance from Metropolitan Council and Transportation Advisory Board (TAB) staff on whether the two requests described above are possible within the parameters of the Regional Solicitation program. We anticipate that incorporation into the base project will elicit more favorable bid prices from contractors, and the addition of stairs will enhance the safety and accessibility of the trail crossings.

Attached is additional information as requested. If you have any questions or need any additional information please contact me at 612-348-6370 or kimberly.zlimen@hennepin.us.

Sincerely,

Kimberly Zlimen
Professional Engineer
Hennepin County – Community Works

Cc: Joseph Barbeau
Mary Gustafson
Colleen Brown

Scope Change Request

Southwest LRT Regional Trail Crossings

REVISED PROJECT DESCRIPTION

This project will grade-separate three Cedar Lake LRT Regional Trail road crossings to create five miles of uninterrupted RBTN Tier 1 trail with zero at-grade road crossings. The project includes tunnels beneath Blake Road (CSAH 20) in Hopkins and Wooddale Avenue in St. Louis Park, and a bridge over Beltline Boulevard in St. Louis Park.

The project will create an accessible and commuter corridor feeding into employment centers in downtown Minneapolis, the Lake Street corridor, St. Louis Park and Hopkins. Trail users will be able to ride five miles without having to stop at a road crossing, improving safety and transportation system efficiency. The project will reduce one-way trip delay by 4.5 minutes for trail users. Time savings for motorists at the trail crossings has not been calculated, but with 584,200 annual trail users crossing the roads, the time savings would be appreciable.

The crossings will avoid multiple-threat uncontrolled intersections along the regional trail carrying 584,200 people per year. Blake Road is a four-lane divided county highway carrying 11,800 ADT; Wooddale is a three-lane road carrying 10,500 ADT; and Beltline is a four-lane divided road carrying 14,100 ADT. The current uncontrolled at-grade crossing of Wooddale also is adjacent to an interchange with TH 7, resulting in a complicated traffic situation in which trail users are less visible, less safe and less comfortable.

The crossings also will benefit the METRO Green Line extension (Southwest LRT) as the crossings will connect existing and redeveloping transit-oriented neighborhoods to transit stations at Blake, Wooddale and Beltline. The METRO Green Line extension will run adjacent to the regional trail, further complicating the already difficult at-grade crossings. The project proposed in this application will eliminate those at-grade crossings and provide access to the LRT stations.

The tunnels at Blake and Wooddale will be concrete with a width of 14 feet and lengths of approximately 100 feet (Blake Road) and 90 feet (Wooddale Avenue). The Beltline bridge will be an extension of a bridge programmed as part of the METRO Green Line extension to span over Beltline Boulevard. The project will include necessary grading and trail replacement and connections. Connections will include access to adjacent METRO Green Line LRT stations at all three sites and will be coordinated with concurrent LRT construction.

Scope changes:

Incorporation into base SWLRT project

With the award of the Regional Solicitation grant, the idea to incorporate the trail projects into the SWLRT base project arose. There are a number of benefits to adding the Southwest LRT Regional Trail Crossings to the base SWLRT project. One benefit is that it allows the trail projects to be incorporated into the SWLRT plans, eliminating the need for separate design packages. It also removes the need to

carry bid alternates through the bidding and construction process, providing the County with some certainty that contingency and construction costs would not increase dramatically over those estimated.

Incorporating the trail projects into the SWLRT base project also provides an opportunity to leverage Federal Transit Administration (FTA) New Starts funds. Southwest Project Office staff have confirmed that the FTA would allow the use of Regional Solicitation funds as a portion of the local match for New Starts funds. Leveraging FTA New Starts funds could free up to $2.1 million in Regional Solicitation funds previously dedicated to these projects which could then be used to fund other projects throughout the region.

This change has no impact on the design or project timeline, but could potentially have a positive impact on bids received with the removal of some price uncertainty inherent to bid alternates.

Addition of stairs

Another proposed scope modification includes the addition of stairs at all three crossings. At the time of the submission of the Regional Solicitation application, the trail crossing projects were at 30% design. As the design has progressed, further traffic and circulation analyses have identified the need for stairs to be added at each of the grade-separated trail crossings to increase the safety and functionality of the trail crossings for pedestrians and cyclists. The expected movements that are influencing the decision to add stairs are pedestrians and cyclists attempting to access the station by using the shortest route possible. Without stairs, the shortest possible route involves taking the ramps that go down or up to the grade-separated crossings and still crossing the roadway at-grade. This movement would negate the safety and circulation benefits of the grade-separated crossings.

With the addition of stairs that connect down to the underpasses at Blake Road and Wooddale Avenue and up to the bridge over Beltline Boulevard, pedestrians and cyclists would have a shorter, more direct route to the SWLRT stations while still utilizing the grade-separated crossing. This increases the safety and functionality of the crossings, and reduces the risk that a pedestrian or cyclist would attempt to cross the roadway at-grade.

This change has no impact on the design or project timeline. Cost estimates have been revised to include stairs. The cities of St. Louis Park and Hopkins will be funding the required 20% local share of these costs. Because the proposed funding package includes leveraging FTA New Starts funds, even with the additional cost of stairs, utilization of the Regional Solicitation funds could be decreased by up to $2.1 million.

WORK TO BE COMPLETED

Complete 90% plans and specs	January 2016
Complete 100% plans and specs	March 2016
Advertise civil construction package	April 2016
Civil bids opened	June 2016
Construction complete	Mid-2019

PROJECT LOCATION MAP

A map showing the location of the project within the area and the region is attached.

REVISED LAYOUTS

Layouts showing project location and design features are attached.

REVISED PROJECT COST ESTIMATES AND FUNDING PACKAGE

See attached detailed cost estimates, revised to include cost of stairs at each location.

The funding scenario as approved in the Regional Solicitation application is as follows (with inflation adjustments to 2018$):

	Total Project Cost	Regional Solicitation Grant	Local Match (Hennepin County and other local partners' funds)
Estimated construction costs	$7,621,400	$5,830,000	$1,791,400
Percentage of total project cost	-	76.5%	23.5%

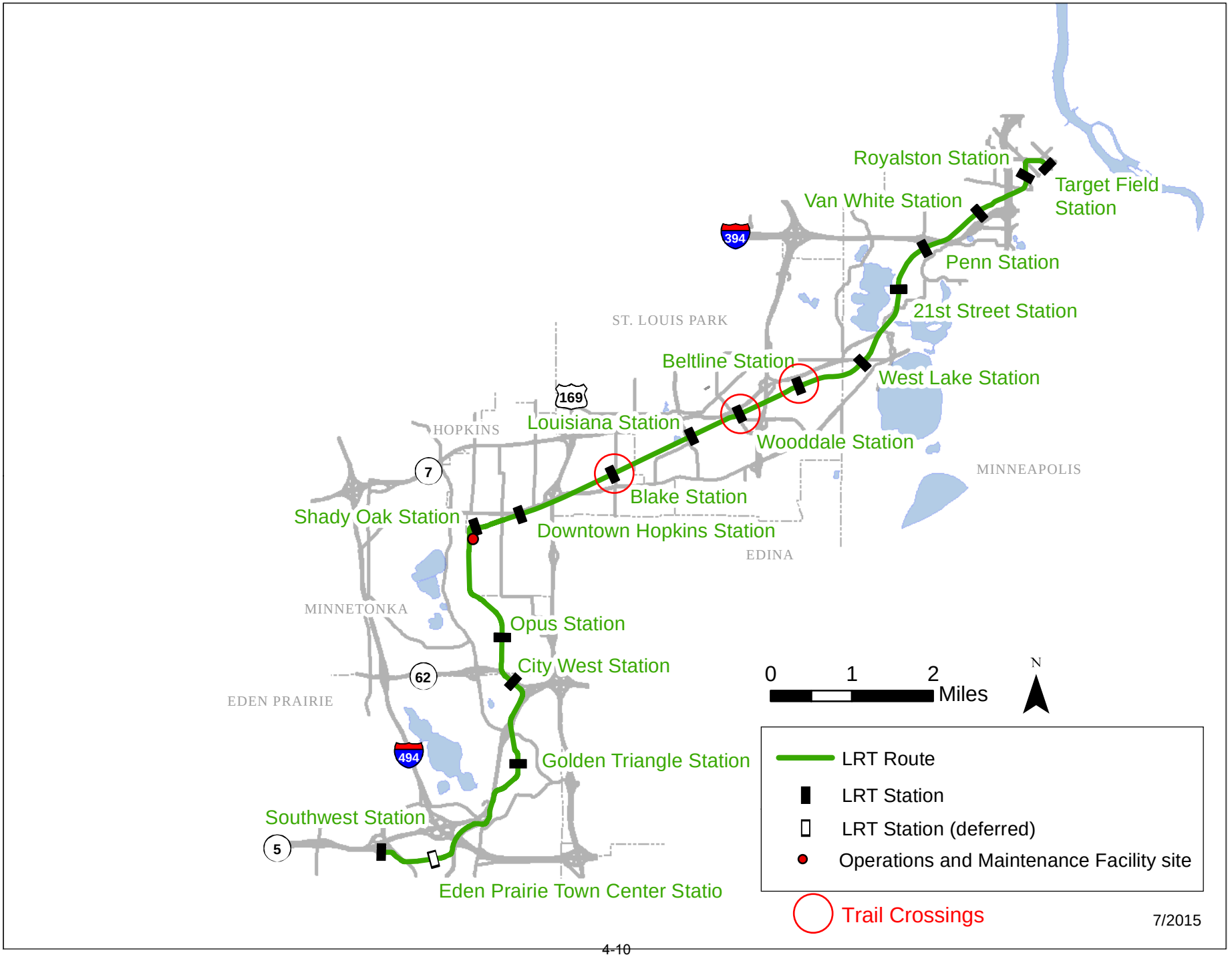
After adding the trail crossing projects to the SWLRT base project and adding stairs at each location, the funding scenario for the trail crossing projects changes to the following:

	Total Project Cost	FTA New Starts – Federal Amount	Regional Solicitation Grant	Local Match (Hennepin County and other local partners' funds)
Estimated construction costs	$12,370,000	$6,185,000	$3,711,000	$2,474,000
Percentage of total project cost	-	50%	30%	20%
Percentage of local match to FTA New Starts funds	-	-	60%	40%

The Southwest Project Office (SPO) has confirmed that Regional Solicitation and New Starts funds can be used to match each other. There are other projects that have used CMAQ and STP funds as local match to federal CIP (New Starts) dollars. See one example here: http://www.fta.dot.gov/documents/TX_Ft_Worth_TEX_Rail_Profile-FINAL.pdf.

Per FTA's Final Interim Policy Guidance on the Capital Investment Grant Program (http://www.fta.dot.gov/documents/Final_CIG_interim_policy_guidance_August_2015.docx), FTA requires at least 50% of the non-Section 5309 (New Starts) capital funds are committed or budgeted. Hennepin County and project partners have committed 50% percent of the total project cost, including the costs anticipated to be reimbursed by the Regional Solicitation grant.

Per FTA's current New Starts reporting instructions, total federal funding for the project (New Starts plus other federal sources) may not exceed 80 percent (http://www.fta.dot.gov/documents/FY_17_NS_Reporting_Instructions_final_August_2015.doc). As such, the numbers in the table above have been revised to show a local match of at least 20% of the total project cost.


Royalston Station
Target Field Station
Van White Station
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Penn Station
21st Street Station
ST. LOUIS PARK
Beltline Station
West Lake Station
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Louisiana Station
HOPKINS
Wooddale Station
MINNEAPOLIS
7
Blake Station
Shady Oak Station
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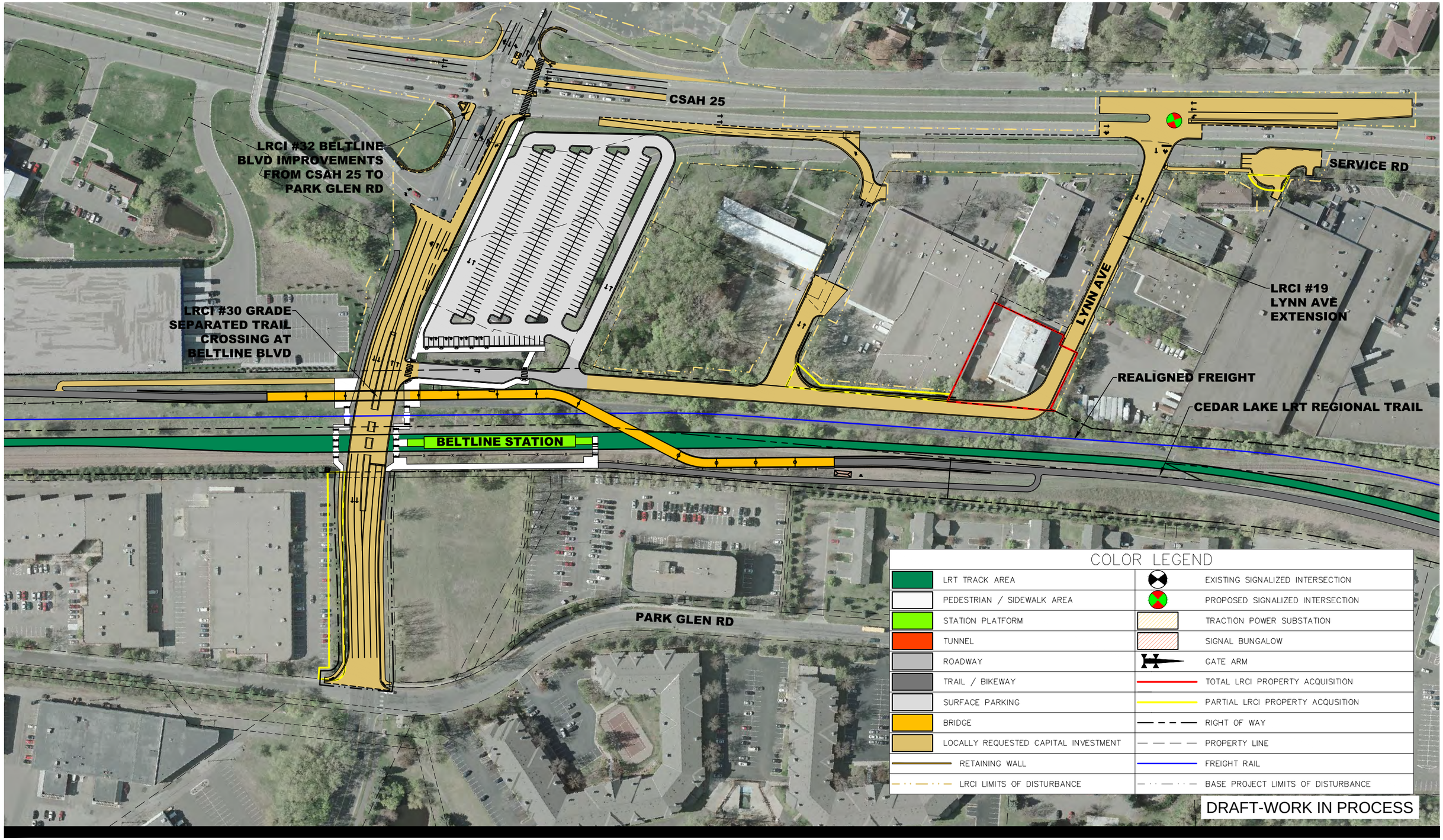
LRT Route
LRT Station
LRT Station (deferred)
Operations and Maintenance Facility site
Trail Crossings
7/2015



LOCALLY REQUESTED CAPITAL INVESTMENT

LRCI #19, 30, & 32 ST. LOUIS PARK - BELTLINE STATION AREA IMPROVEMENTS

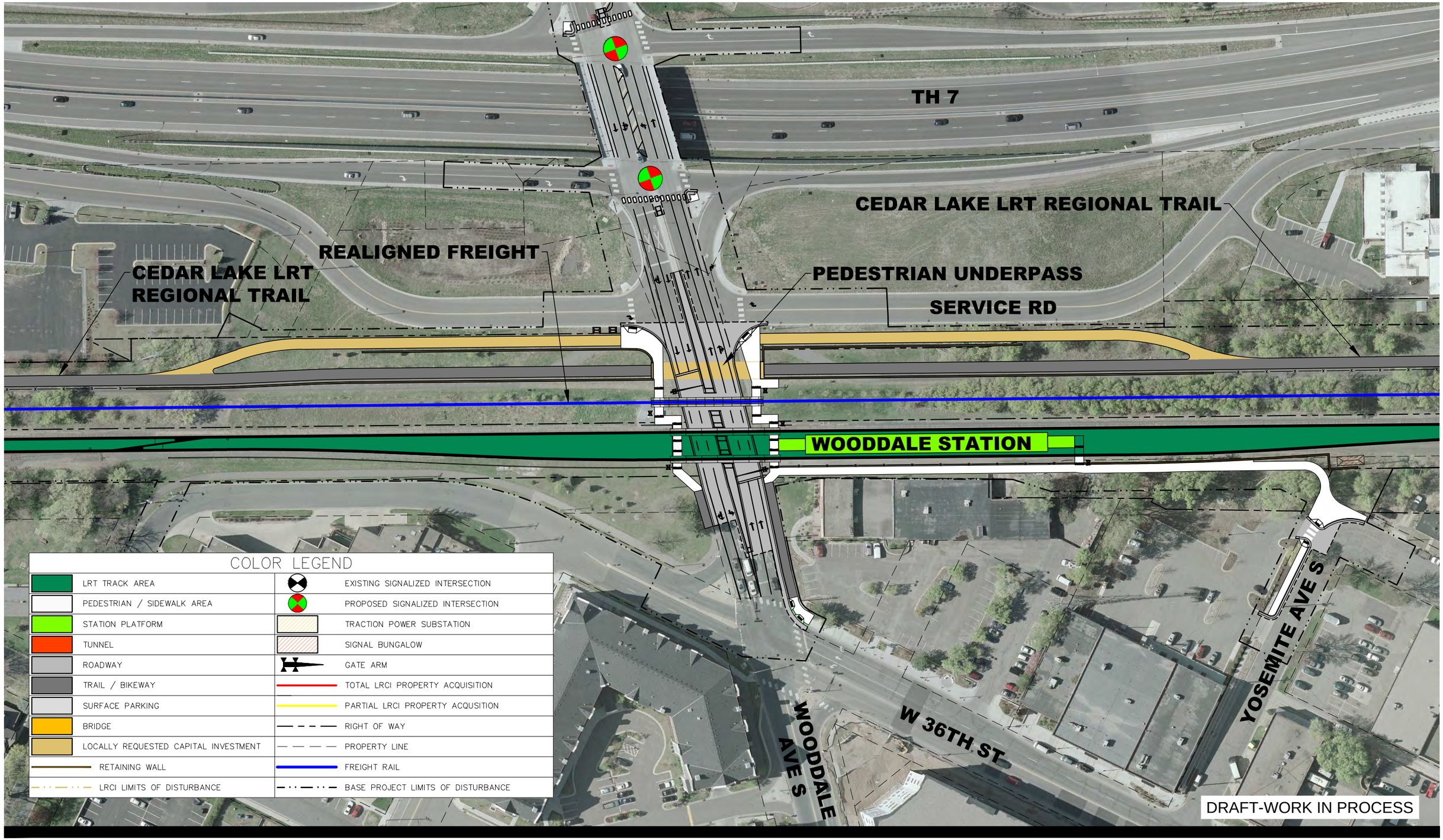
SOUTHWEST Green Line LRT Extension

METROPOLITAN COUNCIL

0 40 80 160

SCALE IN FEET

07/15/2015



LOCALLY REQUESTED CAPITAL INVESTMENT

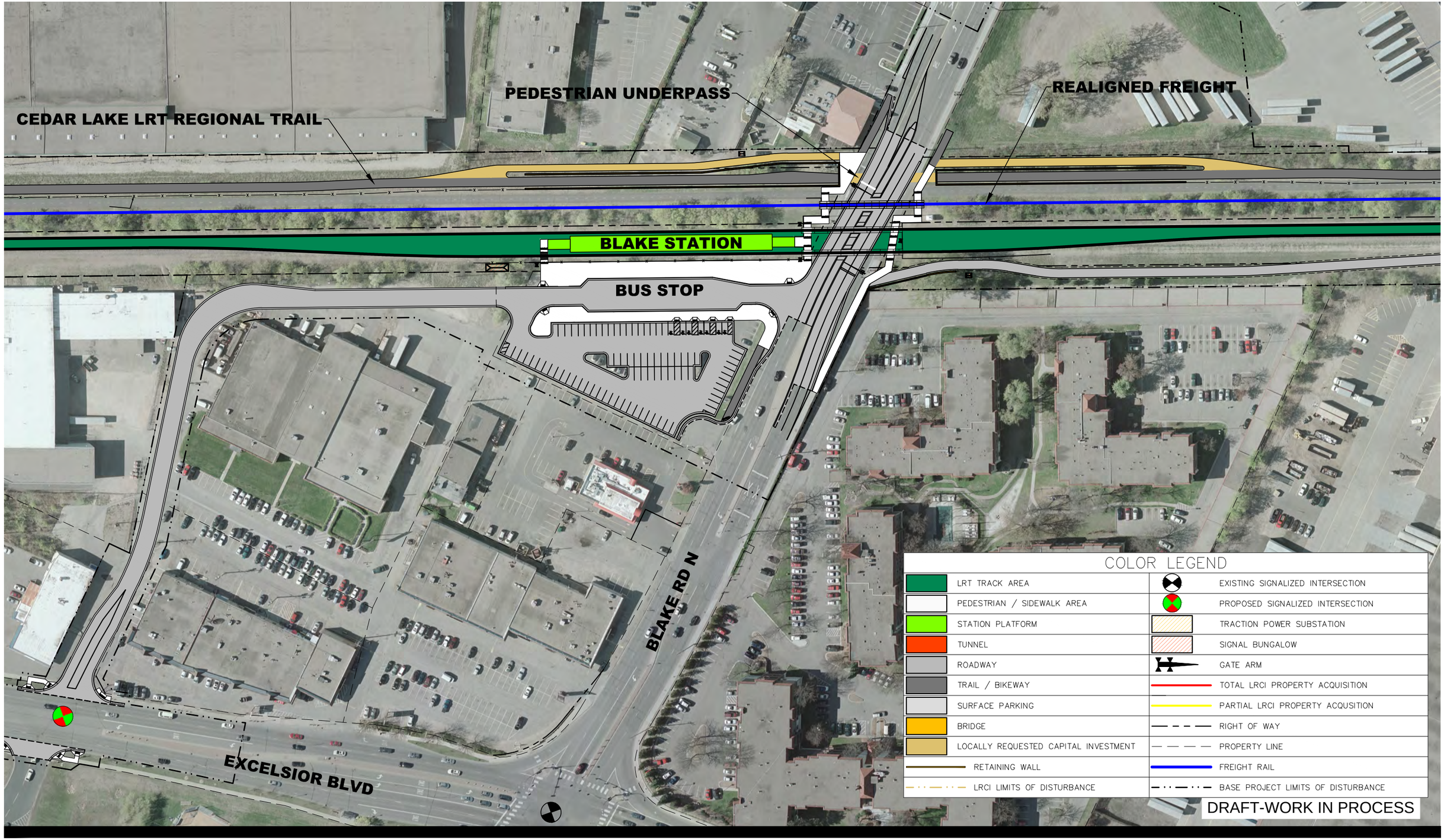
LRCI #29 - GRADE SEPARATED TRAIL CROSSING AT WOODDALE AVENUE

SOUTHWEST Green Line LRT Extension

METROPOLITAN COUNCIL

0 25 50 100
SCALE IN FEET

07/15/2015



SOUTHWEST Green Line LRT Extension

METROPOLITAN COUNCIL

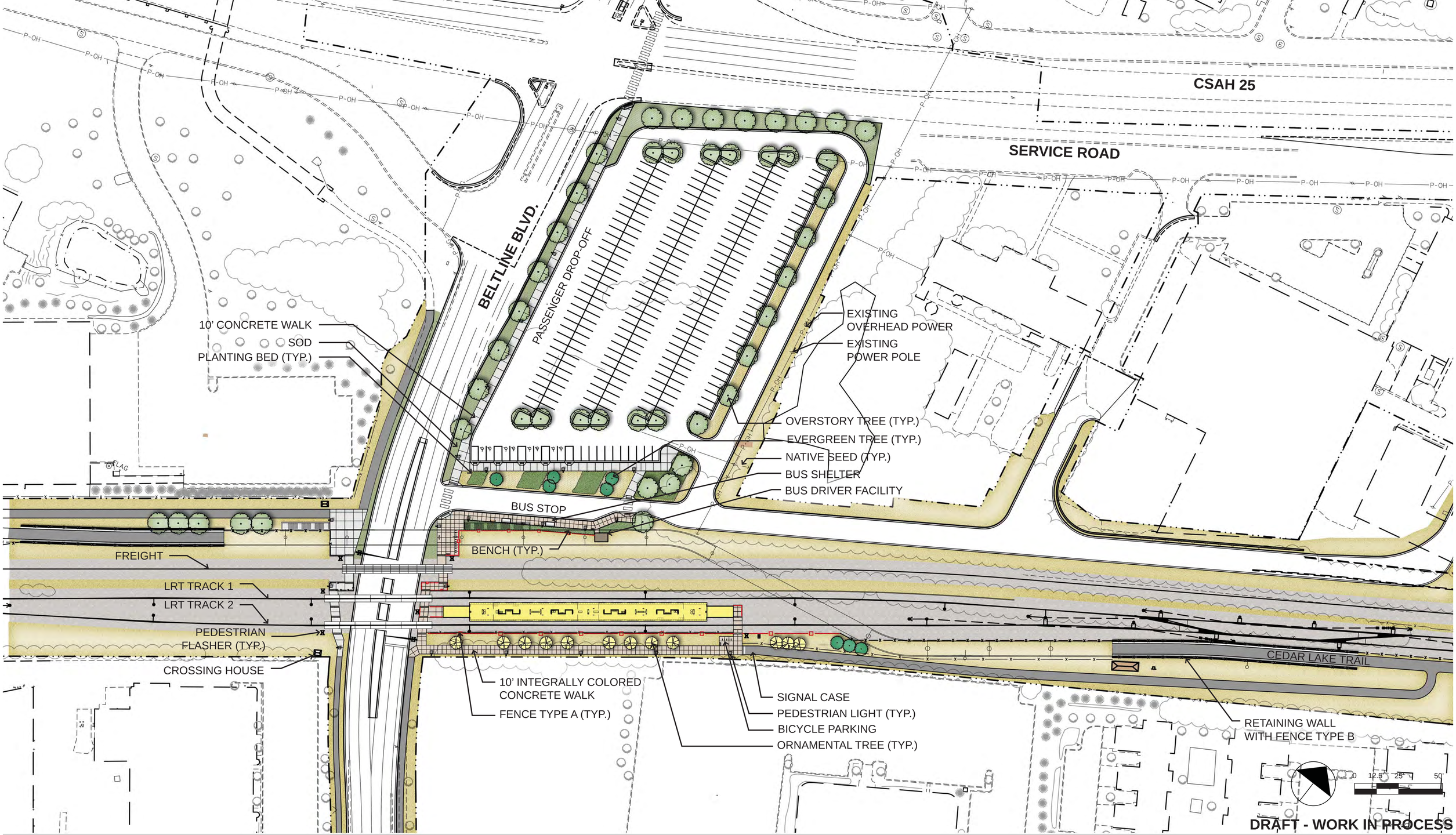
LOCALLY REQUESTED CAPITAL INVESTMENT

LRCI #28 - GRADE SEPARATED TRAIL CROSSING AT BLAKE ROAD

0 30 60 120

SCALE IN FEET

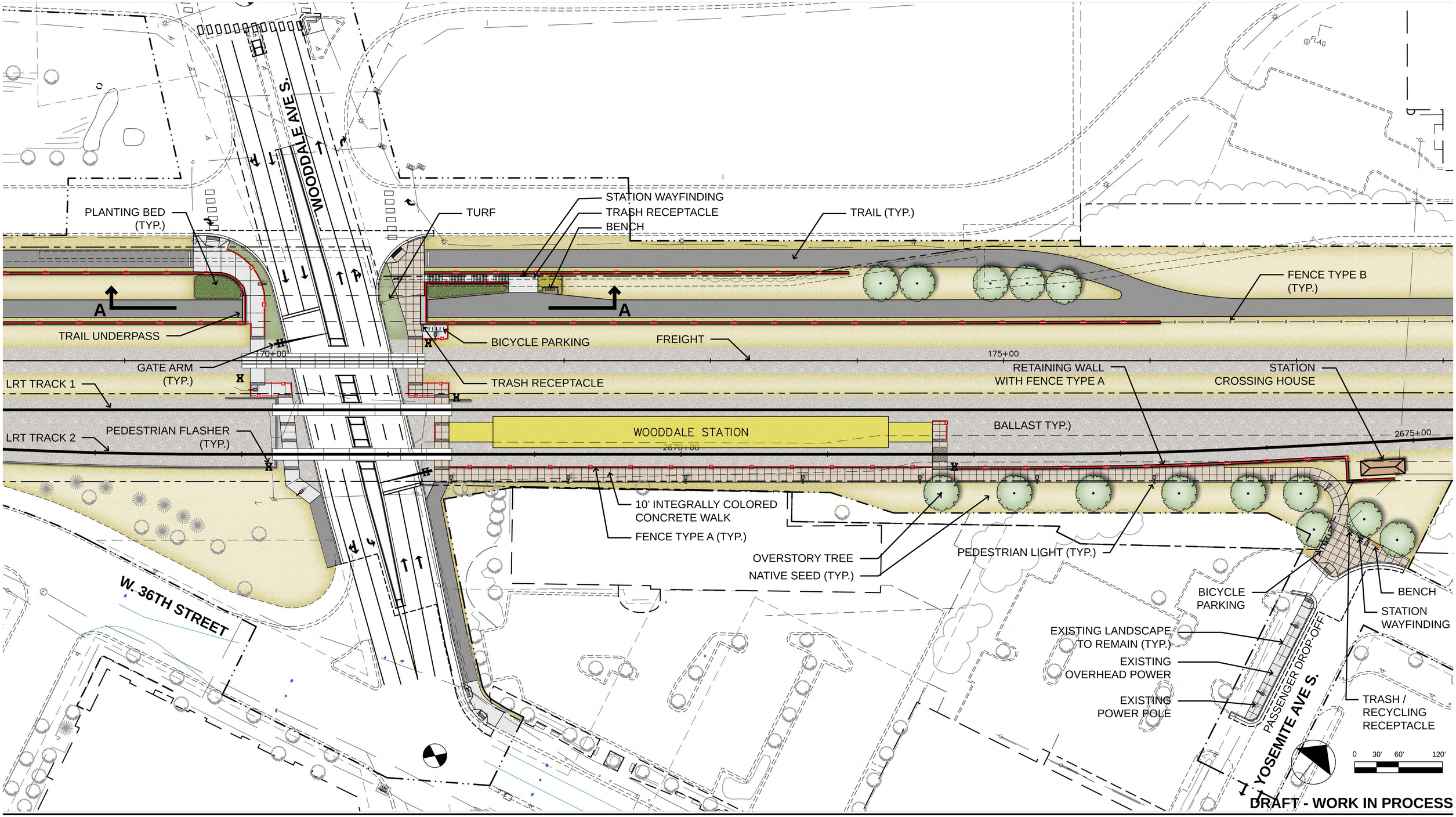
07/15/2015



BELTLINE STATION SITE - LRCI #s 19, 30 & 32

CONCEPT PLAN

July 21, 2015



WOODDALE STATION SITE - LRCI #29

CONCEPT PLAN

July 7, 2015

TRAIL (TYP.)
CEDAR LAKE TRAIL
FREIGHT
LRT TRACK 1
LRT TRACK 2
FENCE TYPE A (TYP.)
10' INTEGRALLY COLORED CONCRETE WALK
STATION CROSSING HOUSE
EXISTING OVERHEAD POWER
EXISTING POWER POLE
TRASH/RECYCLING RECEPTACLE
CONCRETE WALK
BUS SHELTER
BENCH (TYP.)
PASSENGER DROP-OFF
ORNAMENTAL TREE (TYP.)
BICYCLE PARKING (TYP.)
OVERSTORY TREE (TYP.)
PEDESTRIAN LIGHT (TYP.)
TURF
PEDESTRIAN FLASHER (TYP.)
BLAKE ROAD
TRAIL UNDERPASS
RETAINING WALL WITH FENCE TYPE A
NATIVE SEED (TYP.)
SERVICE DRIVE
CROSSING HOUSE (TYP.)
A
A
0 15' 30' 60'
DRAFT - WORK IN PROCESS

BLAKE STATION SITE - LRCI

CONCEPT PLAN

July 31, 2015

SOUTHWEST Green Line LRT Extension
AECOM
Kimley»Horn

MAIN WORKSHEET - BUILD ALTERNATIVE

(Rev.16, June, 2014)

Metropolitan Council — Today's Date **8/28/15**

Beltline Blvd trail bridge extension - Southwest LRT Minneapolis, MN — Yr of Base Year $ 2014

Yr of Revenue Ops 2020

	Quantity	Base Year Dollars w/o Contingency (X000)	Base Year Dollars Allocated Contingency (X000)	Base Year Dollars TOTAL (X000)	Base Year Dollars Unit Cost (X000)	Base Year Dollars Percentage of Construction Cost	Base Year Dollars Percentage of Total Project Cost	YOE Dollars Total (X000)
10 GUIDEWAY & TRACK ELEMENTS (route miles)	**0.00**	0	0	**0**		**0%**	**0%**	**0**
10.01 Guideway: At-grade exclusive right-of-way			0	0				#DIV/0!
10.02 Guideway: At-grade semi-exclusive (allows cross-traffic)			0	0				#DIV/0!
10.03 Guideway: At-grade in mixed traffic			0	0				#DIV/0!
10.04 Guideway: Aerial structure			0	0				#DIV/0!
10.05 Guideway: Built-up fill			0	0				#DIV/0!
10.06 Guideway: Underground cut & cover			0	0				#DIV/0!
10.07 Guideway: Underground tunnel			0	0				#DIV/0!
10.08 Guideway: Retained cut or fill			0	0				#DIV/0!
10.09 Track: Direct fixation			0	0				#DIV/0!
10.10 Track: Embedded			0	0				#DIV/0!
10.11 Track: Ballasted			0	0				#DIV/0!
10.12 Track: Special (switches, turnouts)			0	0				#DIV/0!
10.13 Track: Vibration and noise dampening			0	0				#DIV/0!
20 STATIONS, STOPS, TERMINALS, INTERMODAL (number)	**0**	0	0	**0**		**0%**	**0%**	**0**
20.01 At-grade station, stop, shelter, mall, terminal, platform			0	0				#DIV/0!
20.02 Aerial station, stop, shelter, mall, terminal, platform			0	0				#DIV/0!
20.03 Underground station, stop, shelter, mall, terminal, platform			0	0				#DIV/0!
20.04 Other stations, landings, terminals: Intermodal, ferry, trolley, etc.			0	0				#DIV/0!
20.05 Joint development			0	0				#DIV/0!
20.06 Automobile parking multi-story structure			0	0				#DIV/0!
20.07 Elevators, escalators			0	0				#DIV/0!
30 SUPPORT FACILITIES: YARDS, SHOPS, ADMIN. BLDGS	0.00	0	0	**0**		**0%**	**0%**	**0**
30.01 Administration Building: Office, sales, storage, revenue counting			0	0				#DIV/0!
30.02 Light Maintenance Facility			0	0				#DIV/0!
30.03 Heavy Maintenance Facility			0	0				#DIV/0!
30.04 Storage or Maintenance of Way Building			0	0				#DIV/0!
30.05 Yard and Yard Track			0	0				#DIV/0!
40 SITEWORK & SPECIAL CONDITIONS	0.00	809	283	**1,092**		**100%**	**70%**	**1,229**
40.01 Demolition, Clearing, Earthwork			0	0				0
40.02 Site Utilities, Utility Relocation			0	0				0
40.03 Haz. mat'l, contam'd soil removal/mitigation, ground water treatments			0	0				0
40.04 Environmental mitigation, e.g. wetlands, historic/archeologic, parks			0	0				0
40.05 Site structures including retaining walls, sound walls		511	179	689				776
40.06 Pedestrian / bike access and accommodation, landscaping		298	104	403				453
40.07 Automobile, bus, van accessways including roads, parking lots			0	0				0
40.08 Temporary Facilities and other indirect costs during construction			0	0				0
50 SYSTEMS	0.00	0	0	**0**		**0%**	**0%**	**0**
50.01 Train control and signals			0	0				#DIV/0!
50.02 Traffic signals and crossing protection			0	0				#DIV/0!
50.03 Traction power supply: substations			0	0				#DIV/0!
50.04 Traction power distribution: catenary and third rail			0	0				#DIV/0!
50.05 Communications			0	0				#DIV/0!
50.06 Fare collection system and equipment			0	0				#DIV/0!
50.07 Central Control			0	0				#DIV/0!
Construction Subtotal (10 - 50)	0.00	809	283	**1,092**		**100%**	**70%**	**1,229**
60 ROW, LAND, EXISTING IMPROVEMENTS	0.00	0	0	**0**			**0%**	**0**
60.01 Purchase or lease of real estate			0	0				#DIV/0!
60.02 Relocation of existing households and businesses			0	0				#DIV/0!
70 VEHICLES (number)	**0**	0	0	**0**			**0%**	**0**
70.01 Light Rail			0	0				#DIV/0!
70.02 Heavy Rail			0	0				#DIV/0!
70.03 Commuter Rail			0	0				#DIV/0!
70.04 Bus			0	0				#DIV/0!
70.05 Other			0	0				#DIV/0!
70.06 Non-revenue vehicles			0	0				#DIV/0!
70.07 Spare parts			0	0				#DIV/0!
80 PROFESSIONAL SERVICES (applies to Cats. 10-50)	0.00	330	0	**330**		**30%**	**21%**	**367**
80.01 Project Development		82		82				91
80.02 Engineering		87		87				97
80.03 Project Management for Design and Construction		120		120				134
80.04 Construction Administration & Management		33		33				36
80.05 Professional Liability and other Non-Construction Insurance				0				0
80.06 Legal; Permits; Review Fees by other agencies, cities, etc.		1		1				2
80.07 Surveys, Testing, Investigation, Inspection		3		3				4
80.08 Start up		3		3				4
Subtotal (10 - 80)	0.00	1,139	283	**1,422**			**91%**	**1,596**
90 UNALLOCATED CONTINGENCY				**142**			**9%**	**156**
Subtotal (10 - 90)	0.00			**1,564**			**100%**	**1,752**
100 FINANCE CHARGES				**0**			**0%**	**0**
Total Project Cost (10 - 100)	0.00			**1,564**			**100%**	**1,752**
Allocated Contingency as % of Base Yr Dollars w/o Contingency				24.85%				
Unallocated Contingency as % of Base Yr Dollars w/o Contingency				12.49%				
Total Contingency as % of Base Yr Dollars w/o Contingency				37.34%				
Unallocated Contingency as % of Subtotal (10 - 80)				10.00%				
YOE Construction Cost per Mile (X000)								#DIV/0!
YOE Total Project Cost per Mile Not Including Vehicles (X000)								#DIV/0!
YOE Total Project Cost per Mile (X000)								#DIV/0!

MAIN WORKSHEET - BUILD ALTERNATIVE

(Rev.16, June, 2014)

Metropolitan Council — Today's Date **8/28/15**

Wooddale Ave Trail Tunnel - Southwest LRT Minneapolis, MN — Yr of Base Year $ 2014

Yr of Revenue Ops 2020

	Quantity	Base Year Dollars w/o Contingency (X000)	Base Year Dollars Allocated Contingency (X000)	Base Year Dollars TOTAL (X000)	Base Year Dollars Unit Cost (X000)	Base Year Dollars Percentage of Construction Cost	Base Year Dollars Percentage of Total Project Cost	YOE Dollars Total (X000)
10 GUIDEWAY & TRACK ELEMENTS (route miles)	**0.00**	0	0	**0**		**0%**	**0%**	**0**
10.01 Guideway: At-grade exclusive right-of-way			0	0				#DIV/0!
10.02 Guideway: At-grade semi-exclusive (allows cross-traffic)			0	0				#DIV/0!
10.03 Guideway: At-grade in mixed traffic			0	0				#DIV/0!
10.04 Guideway: Aerial structure			0	0				#DIV/0!
10.05 Guideway: Built-up fill			0	0				#DIV/0!
10.06 Guideway: Underground cut & cover			0	0				#DIV/0!
10.07 Guideway: Underground tunnel			0	0				#DIV/0!
10.08 Guideway: Retained cut or fill			0	0				#DIV/0!
10.09 Track: Direct fixation			0	0				#DIV/0!
10.10 Track: Embedded			0	0				#DIV/0!
10.11 Track: Ballasted			0	0				#DIV/0!
10.12 Track: Special (switches, turnouts)			0	0				#DIV/0!
10.13 Track: Vibration and noise dampening			0	0				#DIV/0!
20 STATIONS, STOPS, TERMINALS, INTERMODAL (number)	**0**	0	0	**0**		**0%**	**0%**	**0**
20.01 At-grade station, stop, shelter, mall, terminal, platform			0	0				#DIV/0!
20.02 Aerial station, stop, shelter, mall, terminal, platform			0	0				#DIV/0!
20.03 Underground station, stop, shelter, mall, terminal, platform			0	0				#DIV/0!
20.04 Other stations, landings, terminals: Intermodal, ferry, trolley, etc.			0	0				#DIV/0!
20.05 Joint development			0	0				#DIV/0!
20.06 Automobile parking multi-story structure			0	0				#DIV/0!
20.07 Elevators, escalators			0	0				#DIV/0!
30 SUPPORT FACILITIES: YARDS, SHOPS, ADMIN. BLDGS	0.00	0	0	**0**		**0%**	**0%**	**0**
30.01 Administration Building: Office, sales, storage, revenue counting			0	0				#DIV/0!
30.02 Light Maintenance Facility			0	0				#DIV/0!
30.03 Heavy Maintenance Facility			0	0				#DIV/0!
30.04 Storage or Maintenance of Way Building			0	0				#DIV/0!
30.05 Yard and Yard Track			0	0				#DIV/0!
40 SITEWORK & SPECIAL CONDITIONS	0.00	2,444	855	**3,300**		**100%**	**70%**	**3,712**
40.01 Demolition, Clearing, Earthwork			0	0				0
40.02 Site Utilities, Utility Relocation		213	74	287				323
40.03 Haz. mat'l, contam'd soil removal/mitigation, ground water treatments			0	0				0
40.04 Environmental mitigation, e.g. wetlands, historic/archeologic, parks			0	0				0
40.05 Site structures including retaining walls, sound walls		2,111	739	2,850				3,206
40.06 Pedestrian / bike access and accommodation, landscaping		121	42	163				183
40.07 Automobile, bus, van accessways including roads, parking lots			0	0				0
40.08 Temporary Facilities and other indirect costs during construction			0	0				0
50 SYSTEMS	0.00	0	0	**0**		**0%**	**0%**	**0**
50.01 Train control and signals			0	0				#DIV/0!
50.02 Traffic signals and crossing protection			0	0				#DIV/0!
50.03 Traction power supply: substations			0	0				#DIV/0!
50.04 Traction power distribution: catenary and third rail			0	0				#DIV/0!
50.05 Communications			0	0				#DIV/0!
50.06 Fare collection system and equipment			0	0				#DIV/0!
50.07 Central Control			0	0				#DIV/0!
Construction Subtotal (10 - 50)	0.00	2,444	855	**3,300**		**100%**	**70%**	**3,712**
60 ROW, LAND, EXISTING IMPROVEMENTS	0.00	0	0	**0**			**0%**	**0**
60.01 Purchase or lease of real estate			0	0				#DIV/0!
60.02 Relocation of existing households and businesses			0	0				#DIV/0!
70 VEHICLES (number)	**0**	0	0	**0**			**0%**	**0**
70.01 Light Rail			0	0				#DIV/0!
70.02 Heavy Rail			0	0				#DIV/0!
70.03 Commuter Rail			0	0				#DIV/0!
70.04 Bus			0	0				#DIV/0!
70.05 Other			0	0				#DIV/0!
70.06 Non-revenue vehicles			0	0				#DIV/0!
70.07 Spare parts			0	0				#DIV/0!
80 PROFESSIONAL SERVICES (applies to Cats. 10-50)	0.00	998	0	**998**		**30%**	**21%**	**1,110**
80.01 Project Development		247		247				275
80.02 Engineering		264		264				294
80.03 Project Management for Design and Construction		363		363				404
80.04 Construction Administration & Management		99		99				110
80.05 Professional Liability and other Non-Construction Insurance				0				0
80.06 Legal; Permits; Review Fees by other agencies, cities, etc.		4		4				5
80.07 Surveys, Testing, Investigation, Inspection		10		10				11
80.08 Start up		10		10				11
Subtotal (10 - 80)	0.00	3,442	855	**4,297**			**91%**	**4,822**
90 UNALLOCATED CONTINGENCY				**430**			**9%**	**473**
Subtotal (10 - 90)	0.00			**4,727**			**100%**	**5,295**
100 FINANCE CHARGES				**0**			**0%**	**0**
Total Project Cost (10 - 100)	0.00			**4,727**			**100%**	**5,295**
Allocated Contingency as % of Base Yr Dollars w/o Contingency				24.85%				
Unallocated Contingency as % of Base Yr Dollars w/o Contingency				12.49%				
Total Contingency as % of Base Yr Dollars w/o Contingency				37.34%				
Unallocated Contingency as % of Subtotal (10 - 80)				10.00%				
YOE Construction Cost per Mile (X000)								#DIV/0!
YOE Total Project Cost per Mile Not Including Vehicles (X000)								#DIV/0!
YOE Total Project Cost per Mile (X000)								#DIV/0!

MAIN WORKSHEET - BUILD ALTERNATIVE

(Rev.16, June, 2014)

Metropolitan Council — Today's Date **8/28/15**

Blake Road Trail Tunnel - Southwest LRT Minneapolis, MN — Yr of Base Year $ 2014

Yr of Revenue Ops 2020

	Quantity	Base Year Dollars w/o Contingency (X000)	Base Year Dollars Allocated Contingency (X000)	Base Year Dollars TOTAL (X000)	Base Year Dollars Unit Cost (X000)	Base Year Dollars Percentage of Construction Cost	Base Year Dollars Percentage of Total Project Cost	YOE Dollars Total (X000)
10 GUIDEWAY & TRACK ELEMENTS (route miles)	**0.00**	0	0	**0**		**0%**	**0%**	**0**
10.01 Guideway: At-grade exclusive right-of-way			0	0				#DIV/0!
10.02 Guideway: At-grade semi-exclusive (allows cross-traffic)			0	0				#DIV/0!
10.03 Guideway: At-grade in mixed traffic			0	0				#DIV/0!
10.04 Guideway: Aerial structure			0	0				#DIV/0!
10.05 Guideway: Built-up fill			0	0				#DIV/0!
10.06 Guideway: Underground cut & cover			0	0				#DIV/0!
10.07 Guideway: Underground tunnel			0	0				#DIV/0!
10.08 Guideway: Retained cut or fill			0	0				#DIV/0!
10.09 Track: Direct fixation			0	0				#DIV/0!
10.10 Track: Embedded			0	0				#DIV/0!
10.11 Track: Ballasted			0	0				#DIV/0!
10.12 Track: Special (switches, turnouts)			0	0				#DIV/0!
10.13 Track: Vibration and noise dampening			0	0				#DIV/0!
20 STATIONS, STOPS, TERMINALS, INTERMODAL (number)	**0**	0	0	**0**		**0%**	**0%**	**0**
20.01 At-grade station, stop, shelter, mall, terminal, platform			0	0				#DIV/0!
20.02 Aerial station, stop, shelter, mall, terminal, platform			0	0				#DIV/0!
20.03 Underground station, stop, shelter, mall, terminal, platform			0	0				#DIV/0!
20.04 Other stations, landings, terminals: Intermodal, ferry, trolley, etc.			0	0				#DIV/0!
20.05 Joint development			0	0				#DIV/0!
20.06 Automobile parking multi-story structure			0	0				#DIV/0!
20.07 Elevators, escalators			0	0				#DIV/0!
30 SUPPORT FACILITIES: YARDS, SHOPS, ADMIN. BLDGS	0.00	0	0	**0**		**0%**	**0%**	**0**
30.01 Administration Building: Office, sales, storage, revenue counting			0	0				#DIV/0!
30.02 Light Maintenance Facility			0	0				#DIV/0!
30.03 Heavy Maintenance Facility			0	0				#DIV/0!
30.04 Storage or Maintenance of Way Building			0	0				#DIV/0!
30.05 Yard and Yard Track			0	0				#DIV/0!
40 SITEWORK & SPECIAL CONDITIONS	0.00	2,456	860	**3,316**		**100%**	**70%**	**3,731**
40.01 Demolition, Clearing, Earthwork			0	0				0
40.02 Site Utilities, Utility Relocation		217	76	293				329
40.03 Haz. mat'l, contam'd soil removal/mitigation, ground water treatments			0	0				0
40.04 Environmental mitigation, e.g. wetlands, historic/archeologic, parks			0	0				0
40.05 Site structures including retaining walls, sound walls		1,871	655	2,526				2,842
40.06 Pedestrian / bike access and accommodation, landscaping		87	30	117				132
40.07 Automobile, bus, van accessways including roads, parking lots			0	0				0
40.08 Temporary Facilities and other indirect costs during construction		282	99	380				428
50 SYSTEMS	0.00	0	0	**0**		**0%**	**0%**	**0**
50.01 Train control and signals			0	0				#DIV/0!
50.02 Traffic signals and crossing protection			0	0				#DIV/0!
50.03 Traction power supply: substations			0	0				#DIV/0!
50.04 Traction power distribution: catenary and third rail			0	0				#DIV/0!
50.05 Communications			0	0				#DIV/0!
50.06 Fare collection system and equipment			0	0				#DIV/0!
50.07 Central Control			0	0				#DIV/0!
Construction Subtotal (10 - 50)	0.00	2,456	860	**3,316**		**100%**	**70%**	**3,731**
60 ROW, LAND, EXISTING IMPROVEMENTS	0.00	0	0	**0**			**0%**	**0**
60.01 Purchase or lease of real estate			0	0				#DIV/0!
60.02 Relocation of existing households and businesses			0	0				#DIV/0!
70 VEHICLES (number)	**0**	0	0	**0**			**0%**	**0**
70.01 Light Rail			0	0				#DIV/0!
70.02 Heavy Rail			0	0				#DIV/0!
70.03 Commuter Rail			0	0				#DIV/0!
70.04 Bus			0	0				#DIV/0!
70.05 Other			0	0				#DIV/0!
70.06 Non-revenue vehicles			0	0				#DIV/0!
70.07 Spare parts			0	0				#DIV/0!
80 PROFESSIONAL SERVICES (applies to Cats. 10-50)	0.00	1,003	0	**1,003**		**30%**	**21%**	**1,116**
80.01 Project Development		249		249				277
80.02 Engineering		265		265				295
80.03 Project Management for Design and Construction		365		365				406
80.04 Construction Administration & Management		99		99				111
80.05 Professional Liability and other Non-Construction Insurance				0				0
80.06 Legal; Permits; Review Fees by other agencies, cities, etc.		4		4				5
80.07 Surveys, Testing, Investigation, Inspection		10		10				11
80.08 Start up		10		10				11
Subtotal (10 - 80)	0.00	3,459	860	**4,319**			**91%**	**4,846**
90 UNALLOCATED CONTINGENCY				**432**			**9%**	**475**
Subtotal (10 - 90)	0.00			**4,751**			**100%**	**5,321**
100 FINANCE CHARGES				**0**			**0%**	**0**
Total Project Cost (10 - 100)	0.00			**4,751**			**100%**	**5,321**
Allocated Contingency as % of Base Yr Dollars w/o Contingency				24.85%				
Unallocated Contingency as % of Base Yr Dollars w/o Contingency				12.49%				
Total Contingency as % of Base Yr Dollars w/o Contingency				37.34%				
Unallocated Contingency as % of Subtotal (10 - 80)				10.00%				
YOE Construction Cost per Mile (X000)								#DIV/0!
YOE Total Project Cost per Mile Not Including Vehicles (X000)								#DIV/0!
YOE Total Project Cost per Mile (X000)								#DIV/0!

Southwest LRT Regional Trail Crossings
Proposed Budget

Specific Bicycle and Pedestrian Elements

Cost Estimate		Funding Sources		
Construction project elements/cost estimates[1]	**Cost**	**FTA New Starts - Federal Funds**	**STP Grant - Federal Funds**	**Local match (Hennepin County and other local partners' funds)**
Path/trail construction	$5,840,000	$2,687,700	$2,217,000	$935,700
Sidewalk construction		$0	$0	$0
On-street bicycle facility construction		$0	$0	$0
Right-of-way		$0	$0	$0
Pedestrian curb ramps (ADA)		$0	$0	$0
Crossing Aids (e.g., APS, HAWK)		$0	$0	$0
Pedestrian-scale lighting	$50,000	$23,000	$19,000	$8,000
Streetscaping		$0	$0	$0
Wayfinding	$10,000	$4,600	$4,000	$1,600
Bicycle and pedestrian contingencies (allocated and unallocated per FTA New Starts cost estimating protocol)	$3,352,000	$1,542,700	$1,272,000	$537,100
Other bicycle and pedestrian elements[2]	$525,000	$241,600	$199,000	$84,100
Professional services costs (design, construction administration, surveying, staking, etc.)	$2,593,000	$1,685,500	-	$907,600
Total	**$12,370,000**	**$6,185,000**	**$3,711,000**	**$2,474,000**
		$12,370,000		

Notes:
1. All costs are in year of expenditure (YOE) dollars. FTA New Starts requires use of the Standard Cost Categories (SCC) workbook for cost estimates which prorates costs over the years during which construction is planned to occur.
2. YOE costs for stairs at each trail crossing location.

Proposed Budget - Eligible and Ineligible for STP Grant		
Eligible for STP (non-professional services)		$6,425,000
Contingency (eligible for STP)	Allocated	$2,248,000
	Unallocated	$850,000
Ineligible for STP (professional services)		$2,593,000
Contingency (ineligible for STP)	Unallocated	$254,000
Total		**$12,370,000**

THREE RIVERS PARK DISTRICT

RESOLUTION NO. 14-24

A RESOLUTION IN SUPPORT OF PARTIAL FUNDING OF THE DESIGN AND CONSTRUCTION OF GRADE-SEPARATED CROSSINGS OF THE CEDAR LAKE LRT REGIONAL TRAIL AT BELTLINE BOULEVARD, WOODDALE AVENUE AND BLAKE ROAD.

WHEREAS, Three Rivers Park District is a political subdivision of the State of Minnesota and authorized by statute to acquire, establish, operate, and maintain regional trail systems, and

WHEREAS, Three Rivers Park District constructed and operates the Cedar Lake LRT Regional Trail within the Cities of Hopkins and St. Louis Park; and

WHEREAS, The Cedar Lake LRT Regional Trail is wholly within a transportation corridor owned by Hennepin County's Regional Railroad Authority; and

WHEREAS, The Southwest Light Rail Transit (SWLRT) project will be located in the existing regional trail corridor, resulting in removal and reinstallation of the regional trail within the Cities of Hopkins and St. Louis Park; and

WHEREAS, The SWLRT will create significant trail crossing safety issues of the existing at-grade trail crossings of Blake Road, Wooddale Avenue and Beltline Boulevard; and

WHEREAS, The SWLRT Project Office (SPO) recognized the safety concerns and identified alternative grade-separated trail crossing safety solutions for each road crossing; and

WHEREAS, The SPO and Metropolitan Council classify the grade-separated trail crossings as a "Locally Requested Capital Improvement" project (LRCI) that requires funding from outside the base budget of the SWLRT project; and

WHEREAS, Hennepin County formally submitted the three grade-separated trail crossings to the SPO as a Trail Crossing LRCI package in order for the associated design and construction to occur as part of the SWLRT project; and

WHEREAS, The SPO has estimated final design costs for the Trail Crossings LRCI to be no greater than $648,000 and construction costs to be no greater than $7,187,057; and

WHEREAS, A funding commitment for the design of the Trail Crossing LRCI is required from Hennepin County by the end of December 2014 for the trail crossings LRCI to proceed in conjunction with the SWLRT project; and

WHEREAS, Hennepin County has applied for a federal transportation grant to cover eighty percent, up to $5,500,000, of the Trail Crossings LRIC construction costs requiring a local twenty percent match up to $1,687,057; and

WHEREAS, Three Rivers and Hennepin County have discussed the idea that each agency would share equally the funding responsibilities for design and for construction of the three trail crossings; and

WHEREAS, Hennepin County and Three Rivers recognize that additional local match funding sources for construction may help reduce each agencies' share of funding in equal amounts; and

NOW, THEREFORE, BE IT RESOLVED, that Three Rivers Park District shall provide funding of up to one-half of the total design costs for the grade-separated trail connections at Blake, Wooddale and Beltline, not to exceed $324,000, to be reimbursed to Hennepin County as costs are incurred; and

FURTHER BE IT RESOLVED, that Three Rivers Park District shall provide funding of up to one-half of the local match for construction of the grade-separated crossings at Blake, Wooddale and Beltline, not to exceed $843,529, to be reimbursed to Hennepin County as costs are incurred.

The Park District Board of Commissioners adopted this resolution on the 18th day of December, 2014, by a vote of 6 Ayes and 1 Nays.

THREE RIVERS PARK DISTRICT,

By: _____
John Gunyou, Board Chair

By: _____
Boe R. Carlson, Superintendent
and Secretary to the Board

STATE OF MINNESOTA)
) ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this 18th day of December, 2014, by **John Gunyou**, Board Chair, and **Boe R. Carlson**, Superintendent and Secretary to the Board, of Three Rivers Park District, a public corporation and political subdivision under the laws of Minnesota.

NOTARIAL STAMP

KIMBERLY S. LYNCH
Notary Public-Minnesota
My Commission Expires Jan 31, 2015

_____
Signature of Notary Public
Notary Public Hennepin County, Minnesota.
My commission expires: January 31, 2015.

CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA

RESOLUTION 2015-057

RESOLUTION COMMITTING FUNDING SUPPORT FOR A STAIRWAY PORTION OF THE BLAKE ROAD REGIONAL TRAIL UNDERPASS – A SWLRT PROJECT LOCALLY REQUESTED CAPITAL INVESTMENT

WHEREAS, Hennepin County has applied for and received a federal STP grant for the construction of grade-separated regional trail crossings as locally requested capital investments within the SWLRT project (the "Project"); and

WHEREAS, the County is relying on the Park District and Cities to meet the local match requirements of the STP grant; and

WHEREAS, final decisions regarding the Project scope will not be made until environmental processes are completed.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HOPKINS, MINNESOTA AS FOLLOWS:

1. The City of Hopkins (the "City") commits to funding a portion of the cost to construct a stairway on the west side of the Blake Road trail underpass, as part of the Project, at an amount not to exceed $30,000; and

2. The City's commitment of funds is subject to each of the following conditions:

a) Each of the governmental entities providing matching funds for the Project, including the City, has approved the then-applicable physical design components of the latest preliminary design plans for its jurisdiction, to the extent required by Minnesota Statutes section 473.3994;
b) The ongoing environmental review proceeds without concluding, until completion of that review, that any specific scope elements will be included in the Project;
c) The completion of any necessary state and federal environmental review and findings and publication of the Record of Decision in the Federal Register;
d) The Blake Road Regional Trail Underpass is identified, following completion of environmental review, as part of the Project;
e) The Metropolitan Council demonstrates commitments, subject to the review and approval of the City, for the capital costs of the Project of at least $165 million, cumulatively, from the State of Minnesota and/or the Metropolitan Council;
f) The Metropolitan Council demonstrates commitment, subject to the review and approval of the City, of federal funds recognizing the value to the Project of the

local funding by the County and any other local entities participating in cost-sharing for the Blake Road Regional Trail Underpass;

g) The Federal Transit Administration has approved and executed a full funding grant agreement for not less than 50 percent of the capital costs of the Project;

h) The funds may be used only for federally-eligible, New Starts activities;

i) The final terms and conditions of the county funding for the Blake Road Regional Trail Underpass will be addressed in subsequent Council resolutions and in one or more cooperative funding agreements or similar agreements, which terms are subject to the review and approval of the City.

Adopted by the City Council of the City of Hopkins, Minnesota, this 18th day of August, 2015.

Eugene J Maxwell

By_____
Eugene J. Maxwell, Mayor

ATTEST:

_____
Amy Domeier, City Clerk

ACTION TRANSMITTAL No. 2015-45

DATE:	October 8, 2015
TO:	TAC Funding and Programming Committee
PREPARED BY:	Joe Barbeau, Senior Planner (651-602-1705)
SUBJECT:	2016-2019 TIP Amendment: Hennepin County Cedar Lake LRT Regional Trail Crossings
REQUESTED ACTION:	Hennepin County requests an amendment to adjust the cost, change the sponsor, and add stairways to the scope of its Cedar Lake LRT Regional Trail Crossings project (SP # 027-090-024).
RECOMMENDED MOTION:	Recommend that the Transportation Advisory Board adopt the amendment into the 2016-2019 TIP adjust the cost, change the sponsor, and add stairways to the scope Hennepin County's Cedar Lake LRT Regional Trail Crossings project (SP # 027-090-024).

BACKGROUND AND PURPOSE OF ACTION: This TIP amendment is required due to a change in project cost, sponsor, and project description. This project will be administered by the Southwest LRT project but will remain its own stand-alone line in the TIP. The amendment will allow the addition of stairways at each crossing: east and west sides of Beltline Boulevard; east side of Wooddale Avenue; and west side of Blake Road. The 2016-2019 TIP was approved by the Metropolitan Council on September 23, after which time it was provided to MnDOT and is now in federal review. Should this amendment be accepted by the Metropolitan Council prior to federal approval of the 2016-2019 TIP, it will not be official until after that approval is granted.

RELATIONSHIP TO REGIONAL POLICY: Federal law requires that all transportation projects that will be funded with federal funds must be in an approved TIP and meet the following four tests: fiscal constraint; consistency with the adopted regional transportation plan; air quality conformity; and opportunity for public input. It is the TAB's responsibility to adopt and amend the TIP according to these four requirements.

STAFF ANALYSIS: The TIP amendment meets fiscal constraint because the federal and local funds are sufficient to fully fund the project. This amendment is consistent with the Metropolitan Council Transportation Policy Plan, adopted by the Metropolitan Council on January 14, 2015, with FHWA/FTA conformity determination established on March 13, 2015. Approval of this TIP amendment must be contingent on the approval of the accompanying scope change and approval of the 2016-19 TIP by FHWA during the fall of 2015. The Minnesota Interagency Air Quality and Transportation Planning Committee determined that the project is exempt from air quality conformity analysis. Public input opportunity for this amendment is provided through the TAB's and Council's regular meetings.

ROUTING

TO	ACTION REQUESTED	DATE COMPLETED
TAC Funding & Programming Committee	Review & Recommend	
Technical Advisory Committee	Review & Recommend	
Transportation Advisory Board	Review & Adopt	
Metropolitan Council Transportation Committee	Review & Recommend	
Metropolitan Council	Review & Concurrence	

Please amend the 2016-2019 Transportation Improvement Program (TIP) to modify this project in program year 2018. This project is being submitted with the following information:

PROJECT IDENTIFICATION:

SEQ #	STATE FISCAL YEAR	ATP	DIST	ROUTE SYSTEM	PROJECT NUMBER (S.P. #) (Fed # if available)	AGENCY	DESCRIPTION include location, description of all work, & city (if applicable)	MILES
	2018	M	M	PED/BIKE		~~Hennepin County~~	~~Three grade-separated road crossings along Cedar Lake LRT Regional Trail: Tunnels beneath CSAH 20 in Hopkins and Wooddale Ave in St Louis Park and a bridge over Beltline Blvd in St Louis Park~~	
					027-090-024	Metro Transit	Three grade-separated road crossings, with stairways connected to the roadway at each, along Cedar Lake LRT Regional Trail: Tunnels beneath CSAH 20 in Hopkins and Wooddale Ave in St Louis Park and a bridge over Beltline Blvd in St Louis Park.	

PROG	TYPE OF WORK	PROP FUNDS	TOTAL $	FHWA $	AC $	FTA $	TH $	OTHER $
	Ped/Bike	STP	~~7,621,400~~	~~5,830,000~~		~~0~~		~~1,791,400~~
		FTA New Starts	9,777,000	3,711,000		4,110,600		1,955,400

PROJECT BACKGROUND:

1. Briefly describe why amendment is needed (e.g., project in previous STIP but not completed; illustrative project and funds now available; discretionary funds received; inadvertently not included in TIP).

This TIP amendment is required due to a change in project cost, sponsor, and project description. This project will be administered by the Southwest LRT project (TRF-TCMT-17Y) but will remain its own stand-alone line in the TIP. The project will add inclusion of stairways at each crossing: east and west sides of Beltline Boulevard; east side of Wooddale Avenue; and west side of Blake Road. The 2016-2019 TIP was approved by the Metropolitan Council on September 23, after which time it was provided to MnDOT and is now in federal review. Should this amendment be accepted by the Metropolitan Council prior to federal approval of the 2016-2019 TIP, it will not be official until after that approval is granted.

2. How is Fiscal Constraint Maintained as required by 23 CFR 450.216 (check all that apply)?

- New Money
- Anticipated Advance Construction
- ATP or MPO or MnDOT Adjustment by deferral of other projects
- Earmark or HPP not affecting fiscal constraint
- Other X

STP funding is guaranteed by the federal sources. Hennepin County, Three Rivers Park District, the City of Hopkins and the City of St. Louis Park will provide the local match.

CONSISTENCY WITH MPO LONG RANGE PLAN:
This amendment is consistent with the Metropolitan Council Transportation Policy Plan, adopted by the Metropolitan Council on January 14, 2015, with FHWA/FTA conformity determination established on March 13, 2015.

AIR QUALITY CONFORMITY:

- Subject to conformity determination
- Exempt from regional level analysis X*
- N/A (not in a nonattainment or maintenance area)

*Exempt from regional level analysis: AQ-2 (bicycle and pedestrian facilities)

Information Item

DATE: October 8, 2015

TO: TAC Funding and Programming Committee

PREPARED BY: Joe Barbeau, Senior Planner (651-602-1705)

SUBJECT: 2016 Regional Solicitation Update

Today's regional solicitation discussion will include:

1) A review of potential changes to be made to the Forms and Qualifying Criteria

2) A review of potential changes to be made to the Roadways applications

Regional Solicitation for Transportation Projects Application

October 8, 2015

Complete and submit the following online application **by 4:00 PM on July 15, 2016**.

For questions contact (Elaine Koutsoukos) at (elaine.koutsoukos@metc.state.mn)

I. GENERAL INFORMATION

1. APPLICANT:
2. UNIT OF GOVERNMENT: (Select from drop down list)
3. PRIMARY COUNTY WHERE THE PROJECT IS LOCATED: (Select from drop down list)
4. JURISDICTIONAL AGENCY (IF DIFFERENT THAN THE APPLICANT):
5. APPLICANT MAILING ADDRESS STREET: CITY: STATE: ZIP CODE:
6. PROJECT CONTACT PERSON: TITLE: PHONE NO. ( ) E-MAIL ADDRESS:

II. PROJECT INFORMATION

7. PROJECT NAME:
8. EVALUATION CATEGORIES – Check only one project category in which you wish your project to be considered. **Roadways Including Multimodal Elements** ☐ Roadway Expansion ☐ Roadway Reconstruction/Modernization ☐ Roadway System Management ☐ ~~Bridges~~ Bridge Rehabilitation/Reconstruction **Bicycle and Pedestrian Facilities** ☐ Multiuse Trails and Bicycle Facilities ☐ Pedestrian Facilities (Sidewalks, Streetscaping, and ADA) ☐ Safe Routes to School Infrastructure **Transit and Travel Demand Management (TDM) Projects** ☐ Transit Expansion ☐ TDM ☐ Transit System Modernization
9. BRIEF PROJECT DESCRIPTION (Include location, road name/functional class, type of improvement, etc. – limit to 400 words):
10. TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DESCRIPTION – will be used in TIP if the project is selected for funding (link to TIP description guidance):
11. PROJECT LENGTH (to the nearest one-tenth of a mile):

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 the Minnesota Department of Transportation 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):

13. CONNECTION TO REGIONAL PLANNING (Reference the 2040 Transportation Plan objectives and strategies that relate to the project. List the objectives, strategies, and pages):

III. PROJECT FUNDING

14. Are you applying for funds from another source(s) to implement this project? Yes☐ No☐

If yes, please identify the source(s):

15. FEDERAL AMOUNT: $

16. MATCH AMOUNT: $ (Minimum of 20% of the project total)

17. PROJECT TOTAL: $

18. MATCH PERCENTAGE (Minimum of 20%):

(Compute the match percentage by dividing the match amount by the project total)

19. SOURCE OF MATCH FUNDS (A minimum of 20% of the total project cost must come from non-federal sources; additional match funds over the 20% minimum can come from other federal sources):

20. PROGRAM YEARS (Check all years that are feasible): ☐ 2018 (TDM Only) ☐ 2019 (TDM Only) ☐ 2020 ☐ 2021

21. ADDITIONAL PROGRAM YEARS (Check all years that are feasible if funding in an earlier year becomes available): ☐ 2017 ☐ 2018 ☐ 2019

IV. REQUIRED ATTACHMENTS

22. MAPS:

- A map or concept drawing of the proposed improvements that clearly labels the beginning and end of the project, all roadways in the project area, roadway geometry, and any bicycle, pedestrian, and transit components upon completion of the project.

- **For Roadway Expansion, Roadway Reconstruction/Modernization, and Roadway System Management projects only:** The Synchro/Highway Capacity Manual emission reduction reports including the Timing Page Report that displays input and output information. *This report must be attached within the web-based application form for Measure 5A (Congestion Reduction/Air Quality).*

- **For Safe Routes to School Projects only:** The completed travel tally and parent survey results from the SRTS planning process. The travel tally form can be found on the Minnesota Department of Transportation (MnDOT) SRTS website: http://www.saferoutesinfo.org/sites/default/files/resources/SRTS_Two_Day_Tally.pdf. *The travel tally and parent survey results must be attached within the web-based application form for Measure 2A (Usage).*

- ~~**For Multiuse Trails and Bicycle Facilities, Pedestrian Facilities, and Safe Routes to School Projects only:** The documentation of any labor hours (soft match) used to meet the 20 percent local match requirement.~~

- All project information maps generated through the Metropolitan Council Make-A-Map web-based application completed at the beginning of the application process. Attachment/upload locations are placed throughout all appropriate web-based application forms.

23. COORDINATION

- The applicant must include a letter from the agency with jurisdiction over the facility (if different than the applicant) indicating that it is aware of and understands the project being submitted, and that it commits to operate and maintain the facility for its design life.

- If the applicant expects any other agency to provide part of the local match, the applicant must include a letter or resolution from the other agency agreeing to financially participate.

- **For Transit Expansion projects that include service expansion only:** Applicants must provide a letter of support for the project from the transit provider that will commit to providing the service or manage the contract for the service provider.

24. OTHER

- **For Transit and TDM Projects that include public/private joint-use parking facilities only**: The applicant must upload a plan for and make a commitment to the long-term management and enforcement of ensuring exclusive availability of parking to public transit users during commuting times. Federal rules require that parking spaces funded be available exclusively to transit users during the hours of transit service. In the plan, the applicant must indicate how commuter and transit parking will coexist with parking needs for joint use tenants. The entity charged with ensuring exclusive parking for transit commuters after the facility opens must be designated in the plan.

- **TDM Projects only:** Upload Project Budget (budget should include applicable costs, such as, salary, fringe benefits, overhead expenses, marketing, materials, etc.). If using a sub-vendor as part of the project, proper procurement procedures must be used after the project is awarded to select the vendor.

Project Information Form – Bicycle and Pedestrian Facilities

(To be used to assign State Project Number after project is selected)

Please fill in the following information as it pertains to your proposed project. Items that do not apply to your project, please label N/A.

COUNTY, CITY, OR LEAD AGENCY _____

ZIP CODE WHERE MAJORITY OF WORK IS BEING PERFORMED _____

APPROXIMATE BEGIN CONSTRUCTION DATE (MO/YR) _____

APPROXIMATE END CONSTRUCTION DATE (MO/YR) _____

NAME OF TRAIL/PED FACILITY: _____ (i.e., CEDAR LAKE TRAIL)

TERMINI: (Termini listed must be within 0.3 miles of any work)

From:_____

To: _____
(DO NOT INCLUDE LEGAL DESCRIPTION; INCLUDE NAME OF ROADWAY IF MAJORITY OF FACILITY RUNS ADJACENT TO A SINGLE CORRIDOR)

OR At: _____

PRIMARY TYPES OF WORK _____
_____

Examples: GRADE, AGG BASE, BIT BASE, BIT SURF, SIDEWALK, SIGNALS, LIGHTING, GUARDRAIL, BIKE PATH, PED RAMPS, BRIDGE, PARK AND RIDE, ETC.

BRIDGE/CULVERT PROJECTS (IF APPLICABLE)

OLD BRIDGE/CULVERT NO.: _____ _____
NEW BRIDGE/CULVERT NO.: _____
STRUCTURE IS OVER/UNDER: _____

Project Information Form – Roadways Including Multimodal Elements

(To be used to assign State Project Number after project is selected)

Please fill in the following information as it pertains to your proposed project. Items that do not apply to your project, please label N/A.

COUNTY, CITY, OR LEAD AGENCY _____

FUNCTIONAL CLASS OF ROAD _____

ROAD SYSTEM_____ (TH, CSAH, MSAS, CO. RD., TWP. RD., CITY STREET)

ROAD/ROUTE NO. _____ (i.e., 53 FOR CSAH 53)

NAME OF ROAD_____(Example; 1st ST., MAIN AVE)

ZIP CODE WHERE MAJORITY OF WORK IS BEING PERFORMED _____

APPROXIMATE BEGIN CONSTRUCTION DATE (MO/YR) _____

APPROXIMATE END CONSTRUCTION DATE (MO/YR) _____

TERMINI: (Termini listed must be within 0.3 miles of any work)

From:_____

To: _____
(DO NOT INCLUDE LEGAL DESCRIPTION)

OR At: _____

PRIMARY TYPES OF WORK _____

_____

Examples: GRADE, AGG BASE, BIT BASE, BIT SURF, SIDEWALK, CURB AND GUTTER,STORM SEWER, SIGNALS, LIGHTING, GUARDRAIL, BIKE PATH, PED RAMPS, BRIDGE, PARK AND RIDE, ETC.

BRIDGE/CULVERT PROJECTS (IF APPLICABLE)

OLD BRIDGE/CULVERT NO.: _____

NEW BRIDGE/CULVERT NO.: _____

STRUCTURE IS OVER/UNDER: _____

Project Information Form – Transit and TDM (for Park-and-Ride and Transit Station Projects Only)

(To be used to assign State Project Number after project is selected)

Please fill in the following information as it pertains to your proposed project. Items that do not apply to your project, please label N/A.

COUNTY, CITY, OR LEAD AGENCY _____

ZIP CODE WHERE MAJORITY OF WORK IS BEING PERFORMED _____

APPROXIMATE BEGIN CONSTRUCTION DATE (MO/YR) _____

APPROXIMATE END CONSTRUCTION DATE (MO/YR) _____

NAME OF PARK AND RIDE OR TRANSIT STATION: _____
(i.e., MAPLE GROVE TRANSIT STATION)

TERMINI: (Termini listed must be within 0.3 miles of any work)

From:_____

To: _____
(DO NOT INCLUDE LEGAL DESCRIPTION)

OR At: _____

PRIMARY TYPES OF WORK _____
_____

Examples: GRADE, AGG BASE, BIT BASE, BIT SURF, SIDEWALK, CURB AND GUTTER,STORM SEWER, SIGNALS, LIGHTING, GUARDRAIL, BIKE PATH, PED RAMPS, PARK AND RIDE, ETC.

Estimate of Eligible Project Costs

Fill out the scoping sheet below and provide the estimate of eligible costs for the project. Applicants are not required to fill out each row of the cost estimate. The list of project elements is meant to provide a framework to think about the types of costs that may be incurred from the project. The total cost should match the total cost reported for the project on the first page of this application. Costs for specific elements are solely used to help applicants come up with a more accurate total cost; adjustments to these specific costs are expected as the project is more fully developed. The project must exclude costs for studies, preliminary engineering, design, or construction engineering. Right-of-way costs are only eligible as part of bicycle/pedestrian projects, transit stations/stops, transit terminals, park-and-ride facilities, or pool-and-ride lots. Noise barriers, drainage projects, fences, landscaping, etc., are not eligible for funding as a standalone project, but can be included as part of the larger submitted project, which is otherwise eligible.

Please use 2016 cost estimates for all project elements including transit vehicle and operating costs. The TAB may apply an inflation factor to awarded projects. If TAB includes an inflation factor, then all project elements will be inflated, unlike past years, when only certain project elements were inflated.

It is important that applicants accurately break out costs for the project's various multimodal elements. These costs will be used, in part, to help determine the score for the Multimodal Facilities scoring criterion. If no dollar amount is placed in the cost estimate form below, than it will be assumed that no multimodal elements are included with the project.

ELIGIBLE CONSTRUCTION PROJECT ELEMENTS/COST ESTIMATES		
Check all that apply	**ITEM**	**COST**
Specific Roadway Elements		
☐	**Mobilization (approx. 5% of total cost)**	**$**
☐	**Removals (approx. 5% of total cost)**	**$**
☐	**Roadway (grading, borrow, etc.)**	**$**
☐	**Roadway (aggregates and paving)**	**$**
☐	**Subgrade Correction (muck)**	**$**
☐	**Storm Sewer**	**$**
☐	**Ponds**	**$**
☐	**Concrete Items (curb & gutter, sidewalks, median barriers)**	**$**
☐	**Traffic Control**	**$**
☐	**Striping**	**$**
☐	**Signing**	**$**
☐	**Lighting**	**$**
☐	**Turf - Erosion & Landscaping**	**$**
☐	**Bridge**	**$**
☐	**Retaining Walls**	**$**
☐	**Noise Wall (do not include in cost-benefit measure)**	**$**

☐	**Traffic Signals**	**$**
☐	**Wetland Mitigation**	**$**
☐	**Other Natural and Cultural Resource Protection**	**$**
☐	**Railroad Crossing**	**$**
☐	**Roadway Contingencies**	**$**
☐	**Other Roadway Elements**	**$**
Specific Bicycle and Pedestrian Elements		
☐	**Path/Trail Construction**	**$**
☐	**Sidewalk Construction**	**$**
☐	**On-Street Bicycle Facility Construction**	**$**
☐	**Right-of-Way**	**$**
☐	**Pedestrian Curb Ramps (ADA)**	**$**
☐	**Crossing Aids (e.g., Audible Pedestrian Signals, HAWK)**	**$**
☐	**Pedestrian-Scale Lighting**	**$**
☐	**Streetscaping**	**$**
☐	**Wayfinding**	**$**
☐	**Bicycle and Pedestrian Contingencies**	**$**
☐	**Other Bicycle and Pedestrian Elements**	**$**
Specific Transit and TDM Elements		
☐	**Fixed Guideway Elements**	**$**
☐	**Stations, Stops, and Terminals**	**$**
☐	**Support Facilities**	**$**
☐	**Transit Systems (e.g. communications, signals, controls, fare collection, etc.)**	**$**
☐	**Vehicles**	**$**
☐	**Contingencies**	**$**
☐	**Right-of-Way**	**$**
☐	**Other Transit and TDM Elements**	**$**
TOTAL ELIGIBLE CONSTRUCTION COSTS		**$**
Transit Operating Costs		
☐	**Transit Operating Costs**	**$**
☐	**TDM Operating Costs**	**$**
TOTAL ELIGIBLE TRANSIT AND TDM OPERATING COSTS		**$**
TOTAL ELIGIBLE COSTS		**$**

Risk Assessment

Please check those that apply and fill in anticipated completion dates for all projects, except for new/expanded transit service projects, transit vehicle purchases, or travel demand management (TDM) projects.

1) Project Scope (5 Percent of Points)

100% ☐ Meetings or contacts with stakeholders have occurred
40% ☐ Stakeholders have been identified
0% ☐ Stakeholders have not been identified or contacted

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

100% ☐ Layout or Preliminary Plan completed
50% ☐ Layout or Preliminary Plan started
0% ☐ Layout or Preliminary Plan has not been started

Anticipated date or date of completion: _____

3) Environmental Documentation (~~10~~ 5 Percent of Points)

☐EIS ☐EA ☐PM

Document Status:

100% ☐ Document approved (include copy of signed cover sheet)
75% ☐ Document submitted to State Aid for review (date submitted:_____)
50% ☐ Document in progress; environmental impacts identified; review request letters sent
0% ☐ Document not started

Anticipated date or date of completion/approval: _____

4) Review of Section 106 Historic Resources (~~15~~ 10 Percent of Points)

100% ☐ No known historic properties eligible for or listed in the National Register of Historic Places are located in the project area, and project is not located on an identified historic bridge
80% ☐ Historic/archeological review under way; determination of "no historic properties affected" or "no adverse effect" anticipated
40% ☐ Historic/archeological review under way; determination of "adverse effect" anticipated
0% ☐ Unsure if there are any historic/archaeological resources in the project area.

Anticipated date or date of completion of historic/archeological review: _____
Project is located on an identified historic bridge: ☐

5) Review of Section 4f/6f Resources (1~~5~~0 Percent of Points)

4(f) – Does the project impacts any public parks, public wildlife refuges, public golf courses, wild & scenic rivers or public private historic properties?

6(f) – Does the project impact any public parks, public wildlife refuges, public golf courses, wild & scenic rivers or historic property that was purchased or improved with federal funds?

100% ☐ No Section 4f/6f resources located in or adjacent to the project
100% ☐ Impact to 4(f) property. The project is an Independent Bikeway/Walkway project covered by the bikeway/walkway Negative Declaration statement. Letter of support received (potential option for bicycle and pedestrian facility applications only)
80% ☐ Section 4f resources present within the project area, but no adverse effects
50% ☐ Project impacts to Section 4f/6f resources likely – coordination/documentation has begun
30% ☐ Project impacts to Section 4f/6f resources likely – coordination/documentation has not begun
0% ☐ Unsure if there are any impacts to Section 4f/6f resources in the project area

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

100% ☐ Right-of-way, permanent or temporary easements not required
100% ☐ Right-of-way, permanent or temporary easements has/have been acquired
75% ☐ Right-of-way, permanent or temporary easements required, offers made
50% ☐ Right-of-way, permanent or temporary easements required, appraisals made
25% ☐ Right-of-way, permanent or temporary easements required, parcels identified
0% ☐ Right-of-way, permanent or temporary easements required, parcels not identified
0% ☐ Right-of-way, permanent or temporary easements identification has not been completed

Anticipated date or date of acquisition _____

7) Railroad Involvement (~~25~~ 15 Percent of Points)

100% ☐ No railroad involvement on project
100% ☐ Railroad Right-of-Way Agreement is executed (include signature page)
60% ☐ Railroad Right-of-Way Agreement required; Agreement has been initiated
40% ☐ Railroad Right-of-Way Agreement required; negotiations have begun
0% ☐ Railroad Right-of-Way Agreement required; negotiations not begun

Anticipated date or date of executed Agreement _____

8) Interchange Approval (25 Percent of Points)*

100% ☐ Project does not involve construction of a new/expanded interchange or new interchange ramps
100% ☐ Interchange project has been approved by the Metropolitan Council/MnDOT Highway Interchange Request Committee
0% ☐ Interchange project has not been approved by the Metropolitan Council/MnDOT Highway Interchange Request Committee

*Please contact Karen Scheffing at MnDOT (Karen.Scheffing@state.mn.us or 651-234-7784) to determine if your project needs to go through the Metropolitan Council/MnDOT Highway Interchange Request Committee.

9) Construction Documents/Plan (10 Percent of Points)

100% ☐ Construction plans completed/approved (include signed title sheet)
75% ☐ Construction plans submitted to State Aid for review

50% ☐ Construction plans in progress; at least 30% completion
0% ☐ Construction plans have not been started

Anticipated date or date of completion: _____

10) Letting

Anticipated Letting Date: _____

Qualifying Requirements (Draft)

October 8, 2015

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

By selecting each checkbox, the applicant confirms compliance with the following project requirements:

All Projects

1. The project must be consistent with the goals and policies in these adopted regional plans: Thrive MSP 2040 (2014), the 2040 Transportation Policy Plan, the 2040 Regional Parks Policy Plan (2015), and the 2040 Water Resources Policy Plan (2015).

   ☐ Check the box to indicate that the project meets this requirement.

2. The project must exclude costs for studies, preliminary engineering, design, or construction engineering. Right-of-way costs are only eligible as part of bicycle/pedestrian projects, transit stations/stops, transit terminals, park-and-ride facilities, or pool-and-ride lots. Noise barriers, drainage projects, fences, landscaping, etc., are not eligible for funding as a standalone project, but can be included as part of the larger submitted project, which is otherwise eligible.

   ☐ Check the box to indicate that the project meets this requirement.

3. 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.

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

   ☐ Check the box to indicate that the project meets this requirement.

5. 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. Funding amounts by application category are listed below in Table 1.

Table 1: 2016 Regional Solicitation Funding Award Minimums and Maximums

Modal Categories	2016 Regional Solicitation		
	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 Rehabilitation/ Replacement	$1,000,000	$7,000,000
Bicycle and Pedestrian Facilities	Multiuse Trails and Bicycle Facilities	$~~125~~250,000	$5,500,000
	Pedestrian Facilities (Sidewalks, Streetscaping, and ADA)	$~~125~~250,000	$1,000,000
	Safe Routes to School	$~~125~~150,000	$1,000,000
Transit and TDM Projects	Transit Expansion	$500,000	$7,000,000
	Travel Demand Management (TDM)	$75,000	$300,000
	Transit System Modernization	$100,000	$7,000,000

☐ Check the box to indicate that the project meets this requirement

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

☐ Check the box to indicate that the project meets this requirement.

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

☐ Check the box to indicate that the project meets this requirement.

8. The owner/operator of the facility must operate and maintain the project for the useful life of the improvement. The useful life of project types is as follows:
   - Roadways (50 years)
   - Bridges (75 years)
   - Intelligent Transportation Systems (ITS) Equipment (10 years)
   - Traffic Signals/Control Equipment (20 years)
   - Communications Equipment (10 years)
   - Transit Operating Funds (3 years)

- Transit Passenger Automobiles/Sedans/Minivans (4 years)
- Medium Duty Transit Buses (5 years)
- Heavy Duty Transit Buses (12 years)
- Over the Road Coach Buses (14 years)
- Park & Ride Surface Lots (20 years)
- Park & Ride Structured Lots (50 years)
- Transit Centers/Stations/Platforms (70 years)
- Transit Shelters (20 years)
- Light Rail or Commuter Rail Vehicles (25 years)
- Land Purchases (100 years)
- Multiuse Trails (20 years)
- Sidewalks (25 Years)

☐ Check the box to indicate that the project meets this requirement.

~~8.~~9. 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.

~~9.~~10. 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.

~~10.~~11. The project applicant must send written notification regarding the proposed project to all affected state and local units of government prior to submitting the application.

☐ Check the box to indicate that the project meets this requirement.

Roadways Including Multimodal Elements

1. All roadway and bridge projects must be identified as a Principal Arterial (Non-Freeway facilities only) or A-Minor Arterial as shown on the latest TAB approved roadway functional classification map.

☐ Check the box to indicate that the project meets this requirement.

2. **Roadway Expansion and Reconstruction/Modernization projects only:** The project must be designed to meet 10-ton load limit standards.

   ☐ Check the box to indicate that the project meets this requirement.

4. **Bridge Rehabilitation/Replacement projects only:** Projects requiring a grade-separated crossing of a Principal Arterial freeway must be limited to the federal share of those project costs identified as local (non-MnDOT) cost responsibility using MnDOT's "Cost Participation for Cooperative Construction Projects and Maintenance Responsibilities" manual. In the case of a federally funded trunk highway project, the policy guidelines should be read as if the funded trunk highway route is under local jurisdiction.

   ☐ Check the box to indicate that the project meets this requirement.

5. **Bridge Rehabilitation/Replacement projects only:** The bridge must carry vehicular traffic. Bridges can carry traffic from multiple modes. However, 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 ineligible for funding.

   ☐ Check the box to indicate that the project meets this requirement.

6. **Bridge Rehabilitation/Replacement projects only:** The length of the bridge must equal or exceed 20 feet.

   ☐ Check the box to indicate that the project meets this requirement.

7. **Bridge Rehabilitation/Replacement projects only**: The bridge must have a sufficiency rating less than 80 for rehabilitation projects and less than 50 for replacement projects. Additionally, the bridge must also be classified as structurally deficient or functionally obsolete.

   ☐ Check the box to indicate that the project meets this requirement.

Please note: In this 2016 solicitation, points will be awarded as part of the Risk Assessment for applicable projects that have completed this interchange approval process. In the next Regional Solicitation, applicable interchange projects will need to go through the approval prior to submitting an application (i.e., it will become a qualifying requirement). Please contact Karen Scheffing at MnDOT (Karen.Scheffing@state.mn.us or 651-234-7784) to determine if your project needs to go through the Metropolitan Council/MnDOT Highway Interchange Request Committee.

Bicycle and Pedestrian Facilities Projects Only

1. All projects must relate to surface transportation. As an example, for multiuse trail and bicycle facilities, surface transportation is defined as primarily serving a commuting purpose and/or that connect two destination points. A facility may serve both a transportation purpose and a recreational purpose; a facility that connects people to recreational destinations may be considered to have a transportation purpose.

   ☐ Check the box to indicate that the project meets this requirement.

~~2. Seventy percent of the project cost must fall under one or a combination of the following eligible activities:~~

- ~~Construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).~~
- ~~Construction of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities, to access daily needs.~~
- ~~Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.~~
- ~~Safe Routes to School Infrastructure-related projects.~~

~~☐ Check the box to indicate that the project meets this requirement.~~

~~3.~~2. **Safe Routes to School projects only:** All projects must be located within a two-mile radius of the associated primary, middle, or high school site.

☐ Check the box to indicate that the project meets this requirement.

~~4.~~3. **Safe Routes to School projects only:** All schools benefitting from the SRTS program must conduct after-implementation surveys. These include the student travel tally form and the parent survey available on the National Center for SRTS website. The school(s) must submit the after-evaluation data to the National Center for SRTS within a year of the project completion date. Additional guidance regarding evaluation can be found at the MnDOT SRTS website.

☐ Check the box to indicate that the applicant understands this requirement and will submit data to the National Center for SRTS within one year of project completion.

~~5.~~4. **Safe Routes to School projects only:** The applicant must have a Safe Routes to School plan established to be eligible for funding. MnDOT staff will notify Metropolitan Council staff of all agencies eligible for

funding. If an applicant has a new Safe Routes to School plan and has not previously notified MnDOT Safe Routes to School staff of the plan, the applicant should contact Mao Yang (Mao.Yang@state.mn.us; 651-366-3827) prior to beginning an application to discuss the plan and confirm eligibility. MnDOT staff will send updated applicant eligibility information to Metropolitan Council staff, if necessary.

☐ Check the box to indicate that the applicant understands this requirement and will contact MnDOT Safe Routes to School staff, if necessary, to confirm funding eligibility.

Transit and Travel Demand Management (TDM) Projects Only

1. **Transit Expansion projects only:** The project must provide a new or expanded transit facility or service (includes peak, off-peak, express, limited stop service, or dial-a-ride).

   ☐ Check the box to indicate that the project meets this requirement.

2. **Transit Expansion projects only:** 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 three-year funding period for transit operating funds.

   ☐ Check the box to indicate that the project meets this requirement.

3. **Transit Expansion projects only:** 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. However, Transit Modernization projects are eligible to apply in multiple solicitations if new project elements are being added with each application.

   ☐ Check the box to indicate that the project meets this requirement.

Roadway Expansion – Prioritizing Criteria and Measures

October 8, 2015

Specific instructions for how to respond to measures for a proposed new roadway alignment are given as part of each measure, if applicable.

Please answer the following questions:

1. Role in the Regional Transportation System and Economy (175 Points) – This criterion measures the project's ability to serve a transportation purpose within the regional transportation system and economy based on how well it fulfills its functional classification role, serves heavy commercial traffic, and connects to Job Concentrations, Manufacturing/Distribution Locations, and Educational Institutions, as defined in ThriveMSP 2040~~, as well as existing local activity centers~~.

A. *MEASURE:* Address how the project route fulfills its role in the regional transportation system as identified by its current functional classification. Respond as appropriate to one type of functional classification. (90 Points)

Expander/Augmentor/Non-Freeway Principal Arterial:

- ~~Reference~~ Uses the "Roadway Area Definition" map generated at the beginning of the application process. ~~Report the total area and project length, as depicted on the "Roadway Area DefinitionProject Summary" map, to~~ To ensure consistency of methodology between applicants, Metropolitan Council staff will calculate the average distance between the project and the closest parallel A-Minor Arterials or Principal Arterials on both sides of the project given the project description included by the applicant.

RESPONSE (Calculation):

- *Metropolitan Council staff will calculate the response*

Reliever: For A-Minor Arterial Relievers, the measure will analyze the level of congestion on the parallel Principal Arterial to determine the importance of the Reliever. Identify the hours per day the current volume exceeds the design capacity on the Principal Arterial being relieved by the Reliever.

- If the Reliever is relieving a Principal Arterial that is a freeway facility, the applicant should obtain data from the current MnDOT Metro Freeway Congestion Report.
- If the Reliever is relieving a Principal Arterial that is a non-freeway facility, the applicant should obtain intersection turning movement or hourly volume data (within the last three years) directly from the MnDOT Metro Intersection Warrant Information website. If data is unavailable on the website, the applicant should collect or use their own intersection turning movement or hourly volume data (within the

last three years) for the non-freeway facility. The volume used for the Principal Arterial being relieved should be located within the parallel length of the project. To calculate existing conditions, the applicant must obtain the hourly directional traffic volumes on a weekday, and the current lane configurations.

For the design capacity calculations, the applicant must use Metropolitan Council definition below:

Design Capacity
The assumed maximum number of vehicles per lane which pass any given point in an hour on an average day during normal operating conditions. For the purposes of responding to criteria in this solicitation packet, the following capacities shall be used:

- Expressway through lane - 800 vehicles per hour;
- Arterial through lane - 600 vehicles per hour;
- Left-turn lane - 300 vehicles per hour;
- Right-turn lane - 200 vehicles per hour;
- Dedicated bike lane or multi use trail - 60 vehicles per hour.

RESPONSE (Calculation):

SCORING GUIDANCE (90 Points)
Expanders, Augmentors, and Non-Freeway Principal Arterials: The applicant with the furthest average distance from the closest parallel A-Minor Arterials or Principal Arterials on both sides will receive the full points. The furthest average distance will be considered separately for Expanders, Augmentors, and Non-Freeway Principal Arterials. Four projects (one each for Augmentor, Expander, Reliever, and Non-Freeway Principal Arterial) may receive the full points. Remaining projects will receive a proportional share of the full points (awarded to the top score in its functional classification) equal to the average distance of the project being scored divided by average distance of the greatest distance project multiplied by the maximum points available for the measure (90). For example, if the Expander being scored had a distance of 8 miles and the top Expander project was had an average distance of 10 miles, this applicant would receive (8/10)*90 points or 72 points. Metropolitan Council staff will provide average distance data for all Augmentor, Expander, and Non-Freeway Principal Arterial projects to ensure consistency of methodology between applications.

Relievers: The applicant with the highest number of hours per day in which current capacity exceeds the design capacity on the Principal Arterial will receive the full points. Remaining Reliever projects will receive a proportional share of the full points, calculated as described above.

B. *MEASURE:* Provide the current daily heavy commercial traffic at one location along the A-Minor Arterial or Non-Freeway Principal Arterial's project length. It is required that an actual daily count is collected or available data from within the last three years is used (from the city, county or MnDOT). Heavy commercial traffic is defined as all trucks with at least two axles and six tires. (65 Points)

- For new roadways, identify the current daily heavy traffic volume that will be relocated from any parallel roadway(s) to the new roadway. For instance, if it is

expected that 20% of the 5,000 vehicles on an existing parallel roadway will divert to the new roadway, then it can be assumed that the amount of heavy commercial vehicles that will divert to the new roadway will also be 20% of the total heavy commercial volume on the existing road.

RESPONSE:

- Location or location(s) if a new roadway:_____
- Current daily heavy commercial traffic volume:_____

SCORING GUIDANCE (65 Points)

The applicant with the highest daily heavy commercial traffic at a location along the project length will receive the full points. The highest daily heavy commercial traffic will be considered separately for Augmentors, Expanders, Relievers, and Non-Freeway Principal Arterials.

As a result, four projects (Augmentors, Expanders, Relievers, and Non-Freeway Principal Arterials) may receive the full points. Remaining projects in each of the four categories will receive a proportional share of the full points equal to the daily heavy commercial traffic of the project being scored divided by the highest daily heavy commercial traffic project (in the same functional classification) multiplied by the maximum points available for the measure (65). For example, if the application being scored had a heavy commercial volume of 750 vehicles and the top project had a heavy commercial volume of 1,000 vehicles, this applicant would receive (750/1,000)*65 points, or 48 points.

C. *MEASURE:* Reference the "Regional Economy" map generated at the beginning of the application process. Identify the project's connections to the Job Concentrations, Manufacturing/ Distribution Locations, and Educational Institutions as defined in ThriveMSP 2040, and depicted in the "Regional Economy" map. ~~If the project does not provide a connection to a Job Concentration, Manufacturing/Distribution Location, or Educational Institution, but provides a connection to a local activity center, reference the adopted county or city plan identifying this area.~~ (20 Points)

Upload the "Regional Economy" map used for this measure.

RESPONSE (Select all that apply, based on the "Regional Economy" map):

- Direct connection to or within a mile of a Job Concentration: ☐ (20 Points)
- Direct connection to or within a mile of a Manufacturing/Distribution Location:☐ (20 Points)
- Direct connection to or within a mile of an Educational Institution:☐ (12 Points)
- ~~Project provides a direct connection to or within a mile of an existing local activity center identified in an adopted county or city plan:☐ (12 8 Points)~~

SCORING GUIDANCE (20 Points)

The applicant will receive the points shown for the type of connection being made by the project (see above). The applicant can only score 20, 12, or 0 points for this measure. ~~If the project provides a connection to a local activity center, the applicant must describe the adopted county or city plan identifying this area to receive points.~~

Note: Due to tiered scoring of this measure, it is possible that no project will receive the maximum allotment of 20 points.

2. Usage (175 Points) – This criterion quantifies the project's potential mobility impact by measuring the current daily person throughput and future vehicular traffic that will be served by the project. These roadway users directly benefit from the project improvements on the A-Minor Arterial or Non-Freeway Principal Arterial.

A. *MEASURE:* Metropolitan Council staff will calculate the current daily person throughput at one location along the A-Minor Arterial or Non-Freeway Principal Arterial project length using the current average annual daily traffic (AADT) volume and average annual ridership. The applicant must identify the location along the project length and provide the current AADT volume from the last published MnDOT 50-series maps and existing transit routes. Ridership data will be provided by the Metropolitan Council staff, if public transit is currently provided on the project length. (110 Points)

- Current Daily Person Throughput = (current average annual daily traffic volume x 1.30 vehicle occupancy) + average annual daily transit ridership (2015)

- For new roadways, identify the current daily traffic volume and existing transit routes that will be relocated from any parallel roadway(s) to the new roadway.

RESPONSE:

- Location or location(s) if a new roadway:_____
- Current AADT volume:_____
- Existing Transit Routes on the Project:_____

SCORING GUIDANCE (110 Points)

The applicant with highest current daily person throughput will receive the full points for the measure. This measure will be considered separately for Augmentors, Expanders, Relievers, and Non-Freeway Principal Arterials.

As a result, four projects (Augmentors, Expanders, Relievers, and Non-Freeway Principal Arterials) may receive the full points. Remaining projects will receive a proportional share of the full points equal to the daily person throughput of the project being scored divided by the project with the highest daily person throughput (in the same functional classification) multiplied by the maximum points available for the measure (110). For example, if the application being scored had a daily person throughput of 1,000 vehicles and the top project had a daily person throughput of 1,500 vehicles, this applicant would receive (1,000/1,500)*110 points or 73 points.

B. *MEASURE:* Provide the forecast (~~2030~~2040) average daily traffic volume at the same location along the A-Minor Arterial or Non-Freeway Principal Arterial project length, as identified in the previous measure. The applicant may choose to use a county or city travel demand model based on the Metropolitan Council model to identify the forecast (~~2030~~2040) average daily traffic volume or have Metropolitan Council staff determine the forecast volume using the Metropolitan Council model and project location. Respond as appropriate to the use of one type of forecast model. (65 Points)

- For new roadways, identify the forecast daily traffic volume if this information is available. If not available, then identify the forecast volumes that will be relocated from any parallel roadway(s) to the new roadway.

RESPONSE:

- Use Metropolitan Council model to determine forecast (~~2030~~2040) ADT volume☐

OR

RESPONSE:

- Approved county or city travel demand model to determine forecast (~~2030~~2040) ADT volume☐
- Forecast (~~2030~~2040) ADT volume : _____

SCORING GUIDANCE (65 Points)

The applicant with the highest forecast (2040) ADT volume will receive the full points for the measure. This measure will be considered separately for Augmentors, Expanders, Relievers, and Non-Freeway Principal Arterials.

As a result, four projects (Augmentors, Expanders, Relievers, and Non-Freeway Principal Arterials) may receive the full points. Remaining projects will receive a proportional share of the full points equal to the daily forecast of the project being scored divided by the project with the highest daily forecast multiplied by the maximum points available for the measure (65). For example, if the application being scored had a daily forecast of 28,000 vehicles and the top project had a daily forecast of 32,000 vehicles, this applicant would receive (28,000/32,000)*65 points or 57 points.

3. Equity and Housing Performance (100 Points) – **The language for this criterion has not yet been updated.** This criterion addresses the project's positive and negative impacts to low-income populations, people of color, children, people with disabilities, and the elderly. The criterion also evaluates a community's efforts to promote affordable housing.

A. *MEASURE:* Reference the "Socio-Econ" map generated at the beginning of the application process. Identify the project's location from the list below, as depicted on the map. Describe the project's positive benefits, and negative impacts, and mitigation for low-income populations; people of color; children, people with disabilities, and the elderly. Geographic proximity alone is not sufficient to receive the full points listed below. In order to receive the maximum points, the response should address the benefits, impacts, and mitigation for the populations listed above. (30 Points)

Upload the "Socio-Econ" map used for this measure.

RESPONSE (Select one, based on the "Socio-Econ" map):

- Project located in Racially Concentrated Area of Poverty: ☐ (0 to 30 Points)
- Project located in Concentrated Area of Poverty: ☐ (0 to 24 Points)
- Project's census tracts are above the regional average for population in poverty or population of color: ☐ (0 to 18 Points)
- Project located in 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: ☐ (0 to 12 Points)

RESPONSE (Limit 2,800 characters; approximately 400 words):

SCORING GUIDANCE (30 Points)
Based on the "Socio-Econ" map's output, the applicant will select the appropriate option from the above bullets. However, geographic proximity alone is not sufficient to receive full points. The applicant must fully describe the positive benefits and negative impacts (with mitigation to address the issue) for those identified groups. Each project will first be graded on a 10-point scale, not accounting for geography. Each score from the 10-point scale will then be adjusted to the appropriate geography. The project with the most positive benefits and appropriate mitigation for negative impacts will receive the full points relative to its maximum geographic sub-area defined above. Remaining projects will receive a share of the full points at the scorer's discretion. This response is intended to be qualitative. Metropolitan Council staff will score this measure.

Note: Due to the geographic adjustment to scores, it is possible that no project will receive the maximum allotment of 30 points.

B. *MEASURE:* Metropolitan Council staff will award points to the project based on the 2015 Housing Performance Score (add hyperlink) for the city or township in which the project is located. The score includes consideration of affordability and diversification, local initiatives to facilitate affordable workforce housing development or preservation, and density of residential development. If the project is in more than one jurisdiction, the points will be awarded based on a weighted average using the length of the project in each jurisdiction. If a

project is located in a city or township with no allocation of affordable housing need (either there is no forecasted household growth or the area does not have land to support sewered development), then the project will not be disadvantaged by this measure and the project's total score will be adjusted as a result. (70 Points)

RESPONSE (Affordable Housing Score completed by Metropolitan Council staff):

- City/Township: _____
- Length of Segment within City/Township: _____

SCORING GUIDANCE (70 Points)

The applicant with the highest 2015 Housing Performance Score will receive the full points. Remaining projects will receive a proportional share of the full points equal to the Housing Performance Score of the project being scored divided by the project with the highest Housing Performance Score multiplied by the maximum points available for the measure (70). For example, if the application being scored had a Housing Performance Score of 55 and the top project had a Housing Performance Score of 90, this applicant would receive (55/90)*70 points or 43 points.

Note: Metropolitan Council staff will score this measure.

Projects will use the city Housing Performance Score based on the project location. If a project is located in more than one jurisdiction, the points will be awarded based on a weighted average of the city or township scores for the project location based on the length of the project in each jurisdiction. If a project is located in a city or township with no allocation of affordable housing need (either there is no forecasted household growth or the area does not have land to support sewered development), then the project will not be disadvantaged by this measure and the project's total score will be adjusted as a result.

If this is the case, then the total points possible in the application will be 930 instead of 1,000. The total points awarded through the rest of the application (900 as a hypothetical example) will be divided by 930, then multiplied by 1,000. Therefore, a project scoring 900 out of 930, will equate to 968 points on a 1,000-point scale.

If a portion of the project is located in a city with an affordable housing allocation and the other portion is located in a township with no affordable housing allocation, then a combination of the weighted average and no affordable housing methodologies should be used. This will result in a total score that will be somewhere between 930 and 1,000; then the score will need to be adjusted to fit a 1,000-point scale.

4. Infrastructure Age (75 Points) – This criterion will assess the age of the roadway facility being improved. Roadway improvement investments should focus on the higher needs of an aging facility, whereas, improvements to a recently reconstructed roadway does not display as efficient use of funds.

A. *MEASURE:* Identify the year of the roadway's original construction or most recent reconstruction. If the reconstruction date is used for the roadway, a full reconstruction must have been completed during the indicated year. Routine maintenance, such as an overlay or a sealcoating project does not constitute a reconstruction and should not be used to determine the infrastructure age.

- For new roadways, identify the average age of the parallel roadways from which traffic will be diverted to the new roadway.

RESPONSE:

- Year of original roadway construction or most recent full reconstruction: _____
- Explanation (if needed): _____

SCORING GUIDANCE (75 Points)
The applicant with the oldest roadway will receive full points. Remaining projects will receive a proportional share of the full points equal to the age of the project being scored divided by age of the oldest project multiplied by the maximum points available for the measure (75). For example, if the application being scored was constructed 41 years ago and the oldest project was constructed 48 years ago, this applicant would receive (41/48)*75 points or 64 points.

5. Congestion Reduction/Air Quality (150 Points) – This criterion measures the project's ability to reduce intersection delay and emissions during peak hour conditions.

A. *MEASURE:* Conduct a capacity analysis at one or more of the intersections being improved by the roadway project using existing turning movement counts (collected within the last three years) in the a.m. or p.m. peak hour and Synchro or HCM software. The analysis must include build and no build conditions (with and without the project improvements). The applicant must show the current total peak hour delay at one or more intersections and the reduction in total peak hour intersection delay at these intersections in seconds due to the project. If more than one intersection is examined, then the delay reduced by each intersection can be can added together to determine the total delay reduced by the project (100 Points)

- For new roadways, identify the key intersection(s) on any parallel roadway(s) that will experience reduced delay as a result of traffic diverting to the new roadway. If more than one intersection is examined, then the delay reduced by each intersection can be can added together.
- For roadway projects that include a railroad crossing, the Synchro analysis should be adapted to account for the delay caused by the railroad tracks being blocked.

The applicant should include the appropriate Synchro or HCM full reports (including the Timing Page Report) that support the improvement in total peak hour delay and should conduct the analysis using the following:

- Under the network settings, all defaults should be used for lanes, volumes, phases and simulation
- Use Synchro's automatic optimization to determine cycle, offset and splits (for traffic signals)
- Project improvements assumed in the build condition should be reflected in the total project cost, such as additional through or turn lanes and protective left-turn phasing

- Total Peak Hour Delay Reduced (Seconds) = Total Peak Hour Delay/Vehicle x Vehicles Per Hour

RESPONSE (Calculation):

- Total Peak Hour Delay/Vehicle Reduced by the Project (Seconds/Vehicle):_____
- Volume (Vehicles Per Hour): _____
- Total Peak Hour Delay Reduced by the Project (Seconds): _____
- ~~Cost Effectiveness:_____~~

SCORING GUIDANCE (100 Points)

The applicant with the most peak hour vehicle delay reduced by the project improvement will receive the full points for the measure. Remaining projects will receive a proportional share of the points equal to the delay reduced by the project being scored divided by the project with the highest reduction in delay multiplied by the maximum points available for the measure (10). For example, if the application being scored reduced delay by 5,000 seconds and the top project reduced delay by 25,000 seconds, this applicant would receive (5,000/25,000)*100 points, or 20 points.

~~A.~~B. *MEASURE:* Using the Synchro or HCM analysis completed in the previous measure, identify the total peak hour emissions reduction in kilograms (CO, NO_X, VOC) due to the project. The applicant should include the appropriate Synchro or full HCM reports (including the Timing Page Report) that support the improvement in total peak hour emissions. If more than one intersection is examined, then the emissions reduced by each intersection can be can added together to determine the total emissions reduced by the project (50 Points)

- For new roadways, identify the key intersection(s) on any parallel roadway(s) that will experience reduced emissions as a result of traffic diverting to the new roadway. If more than one intersection is examined, then the emissions reduced by each intersection can be can added together.

- Total Peak Hour Emissions Reduced (Kilograms)= Total Peak Hour Emissions Reduced/Vehicle x Vehicles Per Hour

RESPONSE (Calculation):

- Peak Hour CO Emissions Reduced/Vehicle by the Project (Kilograms): _____
- Peak Hour NO_X Emissions Reduced/Vehicle by the Project (Kilograms): _____
- Peak Hour VOC Emissions Reduced/Vehicle by the Project (Kilograms): _____
- Total Peak Hour Emissions Reduced/Vehicle by the Project (Kilograms):_____
- Volume (Vehicles Per Hour): _____
- Total Peak Hour Emissions Reduced by the Project (Kilograms): _____

SCORING GUIDANCE (50 Points)

The applicant with the most kilograms reduced by the project improvement will receive the full points for the measure. Remaining projects will receive a proportional share of the full points equal to the emissions reduced by the project being scored divided by the project with the highest reduction in emissions multiplied by the maximum points available for the measure (10). For example, if the application being scored reduced emissions by 3 kilograms and the top project reduced emissions by 5 kilograms, this applicant would receive (3/5)*50 points or 30 points.

6. Safety (150 Points) – This criterion addresses the project's ability to correct deficiencies and improve the overall safety of an existing or future roadway facility. It will assess the project's ~~Benefit/Cost ratio~~monetized safety benefits.

A. *MEASURE:* Respond as appropriate to one of the two project types below. (150 Points)

Roadway projects that do not include railroad grade-separation elements:

Calculate the reduction in the total number of crashes due to improvements on the A-Minor Arterial or Non-Freeway Principal Arterial made by the project. The applicant must base the estimate of crash reduction on the methodology consistent with the Highway Safety Improvement Program (HSIP). Applicants should focus on the crash analysis for reactive projects starting on page 7 through page 11, in addition to Appendix A, E, and F.

Crash data must be obtained for the project length using the MnDOT TIS system average for calendar years 2013 through 2015. Crash data should include all crash types and severity, including pedestrian and bicycle crashes.

Applicants should request crash data from MnDOT as early as possible. The applicant must then attach a listing of the crashes reduced and the HSIP Benefit/Cost (B/C) worksheet that identifies the resulting benefit associated with the project. As part of the response, please detail the crash modification factor(s) used from FHWA's Crash Modification Factors Clearinghouse: http://www.cmfclearinghouse.org/

1. For new roadways, identify the parallel roadway(s) from which traffic will be diverted to the new roadway.
2. Using the crash data for 2013-2015, calculate the existing crash rate for the parallel roadway(s) identified in Step 1.
3. Identify the daily traffic volume that will be relocated from the parallel roadway(s) to the new roadway.
4. Calculate the number of crashes on the parallel roadway(s) using the existing crash rate from Step 2 and the relocated traffic volume to determine the change in number of crashes due to the relocated traffic volume. For instance, if 5,000 vehicles are expected to relocate from the existing parallel roadway to the new roadway, calculate the number of crashes related to the 5,000 vehicles.
5. Identify the average crash rate for the new roadway using MnDOT's average crash rates by roadway type. Using the average crash rate for the new roadway, calculate the number of crashes related to the relocated traffic (i.e., the 5,000 vehicles).
6. Calculate the crash reduction factor using the existing number of crashes on the existing parallel roadway (Step 4) compared to the estimated crashes calculated for the new roadway (Step 5), due to the relocated traffic volume (i.e., the 5,000 vehicles).
7. The calculated crash reduction factor should be used in the HSIP B/C worksheet.
8. Upload additional documentation materials into the "Other Attachments" Form in the online application.

RESPONSE (Calculation):

- Crash Modification Factors Used: _____
- Rationale for Crash Modifications Selected (*Limit 1,400 characters; approximately 200 words)*: _____
- Project Benefit ($) from B/C ratio ~~/Cost ratio~~: _____

Roadway projects that include railroad grade-separation elements:

Since the number of observed crashes at an existing at-grade railroad crossing is small compared to an intersection, this measure will assess crash risk exposure that exists in order to compare projects. As a proactive safety measure, railroad grade-separation projects eliminate the crash risk exposure.

- Crash Risk Exposure Eliminated = current average annual daily traffic volume x average number of daily trains at the at-grade crossing

RESPONSE (Calculation):

- Current AADT volume: _____
- Average daily trains: _____
- Crash Risk Exposure eliminated: _____

SCORING GUIDANCE (150 Points)

This measure will be considered separately for projects that do and do not include a railroad grade-separation project. As a result, two projects (one project without a railroad grade-separation project and one with a railroad grade-separation project) may receive the full points.

For projects that do not include a grade-separation project, ~~T~~the applicant with the highest dollar value of benefits will receive the full points for the measure. Remaining projects will receive a proportional share of the full points equal to the dollar value of safety benefits for the project being scored divided by the project with the highest dollar value of safety benefits multiplied by the maximum points available for the measure (150). For example, if the application being scored had safety benefits of $11,000,000 and the top project had safety benefits of $16,000,000, this applicant would receive (11,000,000/16,000,000)*150 points or 103 points.

For railroad grade-separation projects, the applicant with the highest dollar value of benefits will receive the full points for the measure. Remaining projects will receive a proportional share of the full points equal to the dollar value of safety benefits for the project being scored divided by the project with the highest dollar value of safety benefits multiplied by the maximum points available for the measure (150). For example, if the application being scored had safety benefits of $11,000,000 and the top project had safety benefits of $16,000,000, this applicant would receive (11,000,000/16,000,000)*150 points or 103 points.

7. Multimodal Facilities (100 Points) – This criterion measures how the project improves the travel experience, safety, and security for other modes of transportation and addresses the safe integration of these modes. The *Transportation Policy Plan* requires that explicit consideration of all users of the transportation system be considered in the planning and scoping phase of roadway projects.

~~Multimodal Connections (50 Points)~~

~~Transit Connections~~

~~A. *MEASURE:* Reference the "Transit Connectivity" map generated at the beginning of the application process. List the transit routes directly connected to the project to help determine the annual transit ridership of these connecting routes, as depicted on the "Transit Connectivity" map. Potential connections include transitway stations (existing transitways or planned transitways with a mode and alignment determined in the 2030 TPP), high-frequency express and local stations/stops, and other non-high-frequency fixed-route stations/stops. Metropolitan Council staff will provide annual ridership for each connecting route.~~

~~Upload the "Transit Connectivity" map used for this measure.~~

~~**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 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 Transportation Policy Plan.~~

~~*RESPONSE (Data from the "Transit Connectivity" map):*~~

- ~~Existing routes directly connected to the project:_____~~
- ~~Planned transitways directly connected to the project (alignment and mode determined and identified in the 2030 TPP):_____~~

~~SCORING GUIDANCE~~
~~NOTE: 7A IS SCORED BELOW, ALONG WITH 7B.~~

~~Bicycle and Pedestrian Connections~~

~~B. *MEASURE:* Identify the pedestrian and bikeway connections to the project and describe these existing facilities. As part of the required response, discuss how the project provides a direct connection to an existing high pedestrian-traffic area (e.g., commercial, mixed-use, or entertainment nodes/districts; town or village centers) identified in an adopted county or city plan or study. Applicants should also discuss any bicycle or pedestrian connections that will be constructed before the completion of the proposed project, or planned future connections. If the pedestrian or bicycle connection is planned, also describe the timing of the project and the adopted county or city plan or study that identifies this facility.~~

~~*RESPONSE (Limit 1,400 characters; approximately 200 words):*_____~~

~~SCORING GUIDANCE (50 Points)~~
~~NOTE: THIS SCORING SECTION IS FOR 7A and 7B, COMBINED~~

~~The applicant should provide a response to measures A and B. The project with the most extensive connections to other modes will receive the full points. Remaining projects will receive a share of the full points at the scorer's discretion.~~

~~The scorer will weigh the project's connections to transit (as measured through annual transit ridership), bikeways, high-traffic pedestrian areas (e.g., commercial, mixed use, or entertainment nodes/districts; town or village centers), and other pedestrian facilities, as detailed in the required response (200 words or less). A higher value will be placed on existing transit ridership and infrastructure connections present at the time of project construction over future transit ridership and planned infrastructure connections.~~

Multimodal Facilities (~~50~~ 100 Points)

~~C.~~A. *MEASURE:* Discuss any bicycle, pedestrian, or transit elements that are included as part of the project and how they improve the travel experience, safety, and security for users of these modes. Applicants should make sure that new multimodal elements described in the response are accounted for as part of the cost estimate form earlier in the application. Also, describe the existing bicycle, pedestrian, and transit accommodations. Furthermore, address how the proposed project safely integrates all modes of transportation (i.e., vehicles, bicyclists, transit, and pedestrians) and, if applicable, supports planned transitway stations. Applicants should note if there is no transit service in the project area and identify supporting studies or plans that address why a mode may not be incorporated in the project (e.g., a bicycle system plan that locates bikeway facilities on a lower-volume parallel route).

RESPONSE (Limit ~~1~~2, ~~4~~800 characters; approximately ~~200~~ 400 words):

SCORING GUIDANCE (50 Points)

The project with the most comprehensive multimodal elements included as part of the project will receive the full points. This measure will be considered separately for Augmentors, Expanders, Relievers, and Non-Freeway Principal Arterials. As a result, four projects (Augmentors, Expanders, Relievers, and Non-Freeway Principal Arterials) may receive the full points. Remaining projects will receive a share of the full points at the scorer's discretion. The project score will be based on the quality of the improvements, as opposed to being based solely on the number of modes addressed.

Scorers should make sure that new multimodal elements described in the response are accounted for on the cost estimate form earlier in the application.

8. Risk Assessment (75 Points) – This criterion measures the number of risks associated with the project and the steps already completed in the project development process. These steps are outlined in the checklist in the required Risk Assessment.

A. *MEASURE:* Applications involving construction must complete the Risk Assessment. This checklist includes activities completed to-date, as well as an assessment of risks (e.g., right-of-way acquisition, proximity to historic properties, etc.).

RESPONSE (Complete Risk Assessment):

SCORING GUIDANCE (75 Points)
The applicant with the most points on the Risk Assessment (more points equate to less project risk) will receive the full points for the measure. Remaining projects will receive a proportional share of the full points equal to the Risk Assessment points for the project being scored divided by the project with the highest Risk Assessment points multiplied by the maximum points available for the measure (75). For example, if the application being scored had 40 points and the top project had 70 points, this applicant would receive (40/70)*75 points or 43 points.

9. –Cost-Benefit Ratio (100 Points) – This criterion will assess the project's cost-benefit based on the total eligible project cost and total points awarded in the previous criteria. Calculations must be based on the total project cost of eligible expenses. Any eligible dollars allocated to noise walls should be excluded from this measure because of the uncertainty of needing them at this stage of the project development cycle.

A. *MEASURE: Calculate the cost-benefit ratio of the project.* The Scoring Committee will divide the total project cost by the total number of points awarded in the previous criteria (1 through 8).

- Cost-Benefit Ratio= total eligible project cost/total number of points awarded in previous criteria (1 through 8)

RESPONSE (This measure will be calculated after the scores for the other measures are tabulated by the Scoring Committee):

- Total Project Cost (entered in Project Cost Form):_____

SCORING GUIDANCE (100 Points)
The applicant with the lowest dollar value needed to achieve the points earned in the application (i.e., the benefits) will receive the full points for the measure. Remaining projects will receive a proportional share of the full points equal to the project with the lowest cost benefit divided by the project being scored multiplied by the maximum points available for the measure (100). For example, if the top project had 35,000 and the application being scored had 70,000, this applicant would receive (35,000/70,000)*100 points or 50 points.

TOTAL: 1,000 POINTS

Roadway Reconstruction/Modernization – Prioritizing Criteria and Measures

October 8, 2015

4. Infrastructure Age/Condition

B. *MEASURE:* Select the geometric, structural, or infrastructure deficiencies listed below that will be improved as part of this project, as reflected in the project cost estimate. ~~These could include underground, above ground, or other innovative improvements. Examples include, but are not limited to, adding new or replacing aged municipal utilities; addressing a known flooding problem or replacing an aged drainage system; improving roadway structural capacity to 10-ton limit; adding new or widening existing shoulders to enhance safety; and improving clear zone or sight lines at key locations.~~ (100 Points)

RESPONSE (Select all that apply):

- Full-depth reclamation: ☐ 15 pts
- Improving a non-10-ton roadway to a 10-ton roadway: ☐ 15 pts
- Improving clear zones or sight lines: ☐ 10 pts
- Improved lanes widths, shoulders widths, and/or materials: ☐ 15 pts
- Access management enhancements: ☐ 15 pts
- Vertical/horizontal alignments improvements: ☐ 10 pts
- Stormwater mitigation enhancements: ☐ 5 pts
- Stormwater/sanitary sewer/others related improvements: ☐ 5 pts
- Signals/lighting upgrades: ☐ 10 pts

SCORING GUIDANCE (100 Points)
The applicant will receive the points shown for the type of improvement being made by the project (see above).

Note: Due to tiered scoring of this measure, it is possible that no project will receive the maximum allotment of 100 points.

Bridges – Prioritizing Criteria and Measures

October 8, 2015

4. Infrastructure Condition (400 Points) – This criterion will assess condition of the bridge facility being improved. Bridge improvement investments should focus on the higher needs of unsafe facilities. If there are two separate spans, then the applicant should take the average bridge sufficiency rating of the two spans.

A. *MEASURE:* Identify the bridge sufficiency rating. (300 Points)

RESPONSE:

- Bridge Sufficiency Rating: ____ (Ratings are from 0 to 100)

SCORING GUIDANCE (300 Points)
The applicant with the lowest bridge sufficiency rating will receive the full points for the measure. Remaining projects will receive a proportional share of the full points equal to the rating for the project with the lowest bridge sufficiency rating divided by the project being scored multiplied by the maximum points available for the measure (300). For example, if the top project had a bridge sufficiency rating of 35 and the application being scored had a score of 55, this applicant would receive (35/55)*300 points or 191 points.

B. *MEASURE:* Select if the bridge is posted for load restrictions~~Describe the design and safety deficiencies improved by the proposed project~~. (100 Points)

RESPONSE (Select if the bridge is load-posted):

- Load-Posted: ☐ (100 points)

SCORING GUIDANCE (100 Points)
Applicants will receive the points shown depending on if the bridge is load-posted. The applicant can only score 0 or 100 points for this measure.

Note: Due to tiered scoring, it is possible that no project will receive the maximum allotment of 100 points.

Information Item

DATE: October 6, 2015

TO: TAC Funding and Programming Committee

PREPARED BY: Joe Barbeau, Senior Planner (651-602-1705)

SUBJECT: Quarterly Update: TIP Amendment Streamlining Statistics

On April 16, 2014, TAB adopted the streamlined TIP amendment process. The purpose of the process is to reduce the amount of time necessary to approve routine TIP amendments.

The below criteria show when an amendment is eligible for streamlining:

Any project that meets all of these criteria:

1) The federal funding for the project is from a program not administered by the Transportation Advisory Board and the Metropolitan Council.
2) The project is consistent with the adopted Transportation Policy Plan.
3) The project is not a regionally-significant project* or is a regionally-significant project currently in the TIP but is not changing the scope or any other elements that would potentially change the air quality conformity determination.

OR

For projects funded through the Transportation Advisory Board and the Metropolitan Council, any project that meets these criteria as well as criteria 2 and 3 above:

4) The project does not relate to a scope change before the committee.
5) The project changes do not relate to solicitation scoring based on cost effectiveness.

During the third quarter of calendar year 2015, two TIP amendments were initiated; one streamlined and one standard. This brings the total through the quarter for the 2015-2018 TIP to 18 amendments, 12 streamlined. The 2016-2019 TIP has one standard amendment through this quearter.

QUARTERLY STREAMLINED TIP AMENDMENT REPORT

2016-2019 TIP Amendment Streamlining Statistics

Amendments with first meeting appearance in Calendar Year 2015, Quarter 3 (July-September)

- Total Amendments: 1
  - Streamlined: 0
  - Standard: 1
- Average Time From First Public Meeting Appearance to Council Concurrence:
  - Streamlined: N/A
  - Standard (regionally significant): 255 days

2015-2018 TIP Amendment Streamlining Statistics

Amendments with first meeting appearance in Calendar Year 2015, Quarter 3 (July-September)

- Total Amendments: 1
  - Streamlined: 1
  - Standard: 0
- Average Time From First Public Meeting Appearance to Council Concurrence:
  - Streamlined: 7 days
  - Standard (not regionally significant): N/A

All 2015-2018 TIP amendments

- Total Amendments: 18
  - Streamlined: 12
  - Standard: 6
- Average Time From First Public Meeting Appearance to Council Concurrence:
  - Streamlined: 11 days
  - Standard (not regionally significant): 57 days

2014-2017 TIP Amendment Streamlining Statistics

(Note: Following Enactment of Streamlined process, April, 2014. Does not include one amendment that was defeated by TAB)

Amendments requested in 2014 CY Following Enactment of Streamlined Process

- Total Amendments: 7
  - Streamlined: 5
  - Standard (regional significant): 1
  - Standard (not regionally significant): 1
- Average Time From First Public Meeting Appearance to Council Concurrence:
  - Streamlined: 13 days
  - Standard (regionally significant): 118 days[1]
  - Standard (not regionally significant): 55 days

[1] Regionally significant projects require a public comment period

Information Item

DATE: October 8, 2015

TO: TAC Funding and Programming Committee

PREPARED BY: Carl Ohrn, Planning Analyst (651-602-1719)

SUBJECT: Proposed Changes to the Scope Change Review Process and Cost Effectiveness Criteria in the Regional Solicitation Increases

The attached memos address the work of the MnDOT/Metro Council Scope Change Work Group. Given the complexity of the issue and the potentially long agenda items at the Funding & Programming Committee, this is brought as an information item with the intent of bringing it back as an action item in the near future.

Memorandum

DATE: October 8, 2015

TO: Funding and Programming Committee

FROM: MnDOT and Metro Council Scope Change Work Group

SUBJECT: Proposed Changes to the Scope Change Review Process and Cost Effectiveness Criteria in the Regional Solicitation Increases

There are four memos attached. Two of these have been developed by a MnDOT/Metro Council Scope Change Work Group.

The other two memos are copies of the existing scope change process and the process to evaluate scope changes. These have not been changed.

The critical effort of the Work Group was to develop some ideas on how the scope change review process could be improved. During the same time, the MC staff were working on refining the Regional Solicitation package for the 2016 Solicitation, the cost effectiveness sub-criteria were identified as generating some comments. Since determining the cost effectiveness score of a project requesting a scope change generated various problems, the Work Group decided it would also weigh in on this issue.

The Work Group met with Steve Albrecht and Tim Mayasich on September 2, 2015 to review draft material. Based on that meeting, it was agreed the modified memos attached should be taken to the F&PC to begin discussion of what changes might be pursued and then moved through the TAC/TAB approval process.

Also attached are the adopted policies concerning the scope changes for the committees' reference.

1. Regional Solicitation Projects: Scope change Consultation Process, February 6, 2015.
2. Process to evaluate scope change requests for regionally-selected projects, adopted by the TAB on March 16, 2011.

The intent of the Work Group is to incorporate the scope change process and all of the relevant material into one document. This work would be brought to the F&PC before it moved to the TAC if the F&PC supports the changes as written or as modified.

METROPOLITAN COUNCIL

Memorandum

DATE: July 29, 2015

TO: Steve Albrecht, TAC Chair

Tim Mayasich, F&P Chair

FROM: MnDOT/MC Scope Change Working Group

SUBJECT: Proposed changes to the Scope Change Review Process

Background

The TAB, with the help of the TAC, is responsible for selecting projects for federal funding. In addition, TAC and TAB are responsible for ensuring these funds are used as intended and these projects deliver the benefits purported in the applications. The scope change review is a key element of this federal funds management process.

In many cases the scope change request comes to the F&PC very late in the project development process, resulting in the need for immediate decisions. Staff at times are put in the awkward position of recommending denial. In most cases the scope changes are approved even though there are debates about the merits.

A group of MnDOT and Council staff (Pat Bursaw, Tom Styrbicki, Paul Czech, Colleen Brown, Molly McCartney, Elisa Bottas, Mark Filipi, Joe Barbeau, Carl Ohrn) have met three times over the past four months to discuss possible changes to how staff and the committees address scope change requests. The work group believes there are ways to improve the process and is bringing the ideas described below to you to seek your help in refining them. If you agree with these ideas, we can move them through the F&PC and TAC to TAB. Of course, you may have ideas to modify these suggestions or you may disagree with our approach. We would appreciate any direction you can give us on how to improve the process and want to work with you to develop ideas to take to F&PC and TAC.

In review of scope changes, there are two objectives: 1) ensuring the region is receiving adequate comparable benefits (to the originally applied-for project's scope) from the federal money allocated to the project through the regional solicitation, and 2) maintaining the fairness of the process by showing that the changed project would have competed and scored comparable to other projects evaluated to be allocated federal funds.

The first objective is the more important objective and has proven to be easier to determine. The second, while more quantified, is more difficult, especially given that many of the competing projects also change during their project development processes. The cost effectiveness score is a particularly difficult aspect of this process, given the moving target of project costs of the subject project and the other projects that it needs to be compared to.

The work group has developed a number of suggestions that may help achieve both of these objectives. The first suggestion is to bring the scope change request before the F&PC much earlier in the project development process, providing the opportunity for-and encouraging-dialogue between the applicant and F&PC members. This should help avoid the need for last-minute decisions on the part of the F&PC.

1. Early Review of Scope Change Requests by the F&PC

   Given that regional solicitation projects will not be implemented for four to five years after selection, the projects are most likely in the "sketch" planning stage when submitted in the Regional Solicitation versus preliminary or final design and therefore some scope changes should be expected. Conversely, four to five years for project development should be adequate time to complete the project development process and request needed scope changes from the F&PC without being within months of the program year deadline.

   As a first step to help reduce the need for a scope change late in the process earlier this year, the TAB Coordinator, working with MnDOT State Aid staff, have modified the letter notifying applicants of project selection resulting from the 2014 Solicitation, to alert them to the need to contact State Aid early in the project development process and to be aware of the schedule to meet the program year.

   The on-going work of State Aid with applicants should also be recognized as an effective way to expedite project implementation and helps to reduce the frequency of scope change requests. State Aid now requires a "Kick-off" meeting with each project sponsor. The various requirements, such as program year deadlines, and procedures are provided at that time. Many scope change requests are resolved through the consultation process between MnDOT, MC and TAB. Minor changes are approved through this process. State Aid also alerts applicants to project scope changes that would be difficult for the F&PC to accept or to accept without requiring a reduction in the allocated federal funds.

   Building on these efforts to alert applicants of the requirements of meeting the program year schedule and to anticipate scope change needs, State Aid will notify applicants if a scope change is needed at the conclusion of the local input process. This is the key change being proposed to the scope change review process being followed today. Applicants would be alerted by State Aid that once the public input process has been completed, if a possible scope change appears needed, the project manager/unit of government should schedule an informational presentation to the F&PC informing the committee of the potential of scope change needs. The intent of this meeting is to open a dialogue between the applicant and the F&PC members. The presentation at F&PC would include the main elements of a formal scope change request with needed materials provided by Council staff, but without a staff review or recommendation on the request.

   This dialogue is intended to:

- Identify the problems that have occurred to require a scope change.
- Clarify how the scope change modifies the benefits of the original project.
- Identify what criteria were important in the selection of the project and how the performance/scores of the project relative to these criteria might change.
- Provide F&PC members the opportunity to a) express opinions and provide advice concerning the changes to the project and b) express their support or lack thereof for the changes.
- Provide the applicant a schedule for the formal submittal that allows adequate time for the F&PC to review the final request.

The intent of this review and dialogue is to facilitate the understanding and approval of scope changes that address current issues but deliver comparable benefits to the region reflective of the original project and to ensure fairness to all applicants in the regional solicitation. At this time, the work group is not recommending this informal presentation be a requirement.

2. Additions and Clarification to the Scope Change Consultation Process and Process to Evaluate Scope Change Requests.

The TAB has adopted two separate documents that discuss scope changes, the review, and submittals. These two documents are the Scope Change Consultation Process and the Scope Change Evaluation Process. Possible additions and clarifications to the process are discussed below. The work group recommended the two documents-and any changes that are eventually approved - be incorporated into one document.

2a. Optional actions available to F&PC/TAC/TAB when reviewing a scope change request.

The modifications to the scope change procedures should identify the optional actions available to F&PC/TAC/TAB when considering a scope change. Including these options should help the applicant and the F&PC/TAC/TAB to better understand the process. These options on a typical scope change request include:

- Grant the scope change as requested.
- Grant the request requiring specific modifications.
- Grant the request but with an adjustment to the federal funds the applicant will receive. (In no case will the federal funds be increased).
- Deny the request.

2b. Optional actions available to the applicant requesting a scope change.

The modified scope change procedures should also include the optional actions available to the applicant in response to the F&PC/TAC/TAB actions. Articulating these options should also help the applicant and the F&PC/TAC/TAB to better understand the process.

- Accept the F&PC's recommendation to be brought forth to TAC/TAB.
- Accept part of F&PC's recommendation and challenge part of it at TAC (e.g., accept the scope change and challenge a funds reduction).

- Withdraw requested scope change and submit a modified request in response to F&PC concerns.
- Withdraw the requested scope change and submit the original project documentation to State Aid.
- Withdraw the project.
- Appear before the TAC/TAB to support or challenge the recommended F&PC action.

2c. In requesting a scope change, the project applicant will provide a comparison of the benefits anticipated by the original and modified project scopes and the actual and estimated scoring of the original and the revised project scopes, respectively. These two closely related topics are the subject of the F&PC deliberations. The TAB allocated federal funds to the project with the understanding that certain benefits would result from the implementation of that project. The F&PC is called on to determine whether these benefits in large part will be provided by the modified project. There are a number of critical project elements that, if changed, have the potential to negatively affect the potential benefits produced by a project. These are listed below and need to be addressed in the scope change request if applicable.

- Length of trail, path, road or transit line
- Capacity/use of trail, path, road or transit service or park-and-ride lot or garage
- Design features such as width of path, trail
- Connections to major facilities for all modes
- Safety improvements and benefits for all modes
- Multimodal incentives

The applicant will recalculate all criteria of the original applications using the characteristics of the modified project. Calculations must be displayed to allow a comparison.

Given the importance of these project elements, any significant change to one or more of these elements would be cause for denying a scope change. For example, if a trail, road or transit line were to be reduced by 10% or more and eliminate a connection to a key destination, this may be cause to deny the scope change.

A detailed cost estimate form must be presented for the modified project and all differences between the original project costs and the modified project explained.

3, Additional Issues and Concerns

The MC/MnDOT Scope Change Work Group identified a number of issues or concerns that have been raised. These are listed below. As the conversation on scope changes and the revised solicitation package move forward, the following “solutions” or recommendations should be discussed.

A. Does a staff recommendation to approve or deny a scope change need to be added to the committee action? There doesn’t seem to be a pressing need to have a staff recommendation in the scope change review. There is no written policy that says staff must make a recommendation. Staff could list the specific optional actions available to

the F&PC/TAC/TAB. The need for or desirability of inclusion of a staff recommendation should be discussed by the F&PC.

B. If a project element is eliminated or shortened, how should the federal money be adjusted? Should it always be proportional? Should it reflect the true cost of what will be built? Should it be tied to the benefits of what is built if this is possible?

There are a number of references to this topic in the discussion of modifying the scope change process and addressing project cost increases. The F&PC should discuss these options and if a consensus is reached, a recommendation(s) should be forwarded to the TAC.

C. Scope change requests after a project contract has been let or implementation has begun.

In some instances a project sponsor has requested State Aid to approve changes to a project after the project construction contracts have been executed. There are no adopted TAC/TAB procedures to cover such changes. The TAB expects the project contract to reflect the funded project modified by scope changes, if required and the project sponsor will implement that project.

Cost Effectiveness Criteria Measurement Related to Project Selection and the Scope Change Process

Concern has been raised in our review of the Regional Solicitation with cost effectiveness criteria measurements. There is also a concern when we process scope change requests and attempt to determine whether a modified project would have scored enough to be funded, the cost effectiveness criteria become problematic. Two scope change issues have surfaced: a) the project cost increases for the project being considered and the other projects selected in the same solicitation and, while there may be good cost data on the project requesting the change, costs of the other projects are not consistently available for comparisons and b) the potential for a scope change to be denied based on the addition of locally-funded ancillary elements such as utility work which are included and affect the cost effectiveness score. The following changes are being recommended by the Scope Change Work Group.

1. Measure cost effectiveness only on the project elements and costs eligible for federal funding.

   The solicitation projects include elements both eligible and non-eligible for federal funding. The cost effectiveness calculation uses the total project cost as the basis for the cost effectiveness calculation, which may include a significant level of non-eligible costs. In some cases, scope change requests involve non-eligible elements such as water or sewer lines in the right-of-way that are not necessarily part of the transportation scope of work.

   If only the eligible elements of the project and the associated costs were the basis of the cost effectiveness measure, changes to the non-eligible and, therefore, non-funded project elements could be made during project development and not have to be analyzed from the cost effectiveness perspective.

   The rationale for using only federal eligible elements and cost also benefit smaller agencies that are not as able to propose larger projects with large local contributions for non eligible elements.

2. Measure cost effectiveness based on the total score of the project.

   Today there are cost effectiveness sub-criteria measures for safety, air quality, congestion reduction, etc. Another method, used for bridge projects in the solicitation, is to calculate the cost effectiveness given the total points the project received on all criteria. These points are then divided by the total project costs. This is more in line with the lower-cost/high-benefit policy in that it measures all aspects of the project against all costs.

3. Modify how cost effectiveness measures are addressed in the scope change analysis.

   Inflation and changes in material costs can change the cost of a project a great deal over a short period of time. If the changes noted above are made, the analysis of cost effectiveness changes will be simplified as follows:

   - Given the cost effectiveness would not include the non-eligible project elements and the associated cost, issues that have occurred in scope change requests related to these locally funded elements would not occur in the future.

- Assuming cost effectiveness would be calculated based on the total points granted to a project, changes to one or two criteria would not have a significant factor in determining the final score.

While it is difficult to compare all project costs, two methods are possible.

- Compare the modified project with the changed benefits to the other projects with the original cost estimate unless formal scope change and costs have been approved by staff or the TAC/TAB. While all projects may increase in cost, it is very difficult to know this at any one point in time but the applicant of the changed project has calculated the cost of the modified project.

- Use the new cost of the modified project and calculate a cost for all other similar projects from the same solicitation based on the Construction Cost Index. The original cost of all other projects in the same category would be increased based on the CCI report for Minnesota or the national calculated annual inflation rate for non-construction projects. This data is readily available and the calculations would be straight forward.

Regional Solicitation Projects: Scope Change Consultation Process
Federal Funding Reallocation Work Group: February 6, 2015
TAB Approval: March 18, 2015

Overview

Projects selected through the regional solicitation process have defined scopes, or descriptions of proposed improvements. The project scope is the basis to measure how well these projects address safety, congestion, air quality, and other criteria used in the evaluation. It is also used as the basis for authorizing federal funds for projects. The project scope is important because these projects were selected to receive federal transportation funds based on the benefits they provide.

From the Transportation Advisory Board (TAB) perspective, these projects were awarded federal funds because they were evaluated and provide the most benefit to the public. Projects are ranked by the cumulative score of many weighted criteria. Changes in the project's scope could affect a project's benefits, reducing its score and possibly affecting its rank among the scored projects. The TAB wants to ensure that the benefits from re-scoped projects are substantially the same as the original projects and justify using the federal funds that were awarded to the original projects. It is important to the TAB that any change in project scope does not substantially reduce a project's benefits and value to the public, especially if it would mean the revised project scope would not have scored as well as the original scope and may not have ranked high enough to be selected.

What is a scope change?

Projects submitted in the regional solicitation are usually conceptual in nature and are refined during design and environmental study. Therefore, a limited number of project scope change requests are likely to be necessary. The TAB adopted a policy in March 2011 on how to evaluate them.

A consultation process among the FHWA, MnDOT and the MPO can help determine whether a formal scope change and TIP amendment is needed or whether the modification is minor and can be implemented informally by MnDOT. The project description in the original application can serve as the project scope for the purpose of making this determination. For these purposes, a scope change is considered to be any revision that changes the physical characteristics of the project and has the potential to detract from the project's benefits.

There are three types of changes: those allowed with Metro State Aid or Metropolitan Council Grants Manager review and approval; project modifications allowed through an informal consultation process; and scope changes requiring approval.

1) Changes allowed with Metro State Aid or Metropolitan Council Grants Manager review and approval:

Changes to projects that typically occur when projects move into detail design or minor additions of project amenities or aesthetic items. These changes do not affect project score or ranking and do not meet the threshold for a TIP amendment. A change made through Metro State Aid or Metropolitan Council Grants Manager review is allowed for changes including, but not limited to:

- Removal or addition of minor items, such as benches, waste receptacles, minor signing, etc.
- Change in the design of aesthetic items, such as lighting, railings, benches, etc.
- Addition of items due to normal detail design of a project (such as noise walls, retaining walls, storm sewers, etc.) unless the cost increases enough to require a TIP amendment

2) Project modifications allowed through informal consultation process:

Slight changes to projects that do not affect original project score to the degree that it would change the project ranking/selection. A project modification through an informal consultation process is allowed for changes including, but not limited to:

- Slight changes in bike or pedestrian trail route alignment while still making the major connections and keeping the same termini
- Very minor change in project termini, such as adding one block of project, such as a roadway or trail, to make better connection
- Change in bike path width (must still meet standards)
- Adding locally-funded project to the federally-funded project (such as mill and overlay adjacent to project)

3) Scope changes requiring approval by TAB:

- Any change that may significantly alter the estimate of benefits and project score and its rank within its solicitation category, particularly if altered to the degree where the revised scope may not justify selection

A scope change is likely to be needed in instances including but not limited to the following examples:

- Adding significant elements to a project
- Removing significant elements from a project (such as a trail, ped bridge, lighting, signal, etc.)
- Significant reduction in access closures
- Changing the termini of a project significantly
- Reducing the number of travel lanes (such as 4 lanes approved changing to 3 lanes with a center turn lane)
- Changing a significant number of parking spaces in a park-and-ride facility
- Changing from rehabilitation to replacement and vice versa
- Pedestrian bridge to a tunnel, or a tunnel to a pedestrian bridge
- Off-road trail to on-road
- Signal to a roundabout

When is a scope change a new project?

The project as programmed in the TIP and STIP identifies the project that will be awarded federal funds.

The project description in the original application lists the type of work, the most significant construction elements, and the project location and length, where applicable. This defines a project's scope of work. A proposed change will be considered a new project not eligible for a scope change request if it:

- Relocates the project away from the defined problem, need, or location, such as switching transit start-up service from one market area to another
- Moves funding from one project to another, such as moving funds awarded to a project on County Road A to the same, similar, or different work on County Road Z

In these cases, the original project will be withdrawn.

Consultation and Scope Change Request Process

After initial consultation with Metro State Aid or the Metropolitan Council Grants Manager, a project sponsor must initiate scope change requests with the TAB Coordinator. The short process described below will help the region decide whether a scope change needs to go through the formal process with a TIP amendment or just done through an informal consultation process.

1. Project sponsor informs the TAB Coordinator that it wishes to change a project. The project sponsor provides a written description of the scope change and a map or schematics showing how the proposed scope change affects the project.
2. The TAB Coordinator will consult with MnDOT Metro State Aid or the Metropolitan Council Grants Manager and the FHWA or FTA to discuss the extent of the changes and whether the scope change could impact the projects benefits, score and rank among the other projects in its category and solicitation year.
3. By agreement, the TAB Coordinator may contact the project sponsor and provide directions on how to request a scope change and TIP amendment through the TAC, TAB and Metropolitan Council. Also by agreement, the TAB Coordinator may inform the project sponsor that the proposed modification does not trigger a formal scope change and TIP amendment, and the modification can be performed through an informal consultation and approval process. The TAB Coordinator will inform Metro State Aid or the Metropolitan Council Grants Manager and the TAC Funding and Programming Committee of the administrative approval.
4. By agreement, the TAB Coordinator may inform the project sponsor that the proposed revisions exceed the limits of a scope change and is actually a new project. The project sponsor will also be informed that the request will not be processed through the TAC and TAB.

Process to evaluate scope change requests for regionally-selected projects

Adopted by the Transportation Advisory Board on March 16, 2011
ACTION TRANSMITTAL 2011-35

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.