ACTION TRANSMITTAL 2016-08

DATE:	December 15, 2015
TO:	TAC Funding and Programming Committee
PREPARED BY:	Joe Barbeau, Senior Planner (651-602-1705) Steve Peterson, Planning Analyst (651-602-1819) Elaine Koutsoukos, TAB Coordinator (651-602-1717)
SUBJECT:	2016 Regional Solicitation: Introduction and Forms, Qualifying Criteria, Incorporate Recommendations into Draft Regional Soliciation for Release for Public Comment
REQUESTED ACTION:	Recommend approval of the Introduction and Forms and Qualifying Criteria and incorporate all recommendations into a draft Regional Soliciation for release for public comment.
RECOMMENDED MOTIONS:	That TAC Funding & Programming recommends to TAC approval of the Introduction and Forms and Qualifying Criteria. That TAC Funding & Programming recommends to TAC incorporating the Introduction and Forms, Qualifying Criteria, and recommended measures and weighting (Action Transmittals 2016-03, 2016-04, and 2016-05) into a draft Regional Soliciation for release for public comment.

BACKGROUND AND PURPOSE OF ACTION: The Regional Solicitation for federal transportation project funding is part of the Metropolitan Council's federally-required continuing, comprehensive, and cooperative transportation planning process for the Twin Cities Metropolitan Area. Attachment 1 shows Introduction, Forms and Qualifying Criteria.

Staff asks that the TAC Funding & Programming committee recommend putting forward the Draft 2016 Regional Solicitation package for review and comment. This package includes Surface Transportation Block Grant Program (STBG) and the Congestion Mitigation and Air Quality Improvement (CMAQ) Program. All should be considered a work-in-progress. The packet will be released for comment on January 20, with comments due February 10. After the public comment period, a revised draft solicitation package will be prepared for the TAC Funding & Programming Committee at its February meeting where it will recommend adoption of the 2016 Solicitation Package by the TAB at its March meeting.

RELATIONSHIP TO REGIONAL POLICY: TAB develops and issues a Regional Solicitation for federal funding.

ROUTING

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

Introduction to the Regional Solicitation for Transportation Projects

December 17, 2015
The Regional Solicitation for federal transportation project funding is part of the Metropolitan Council's federally-required continuing, comprehensive, and cooperative transportation planning process for the Twin Cities Metropolitan Area. The funding program and related rules and requirements are established by the U.S. Department of Transportation (USDOT) and administered locally through collaboration with the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Minnesota Department of Transportation (MnDOT).

The online application can be accessed at: http://www.metrocouncil.org/Transportation/Planning-2/Transportation-Funding/Regional-Solicitation/Regional-Solicitation.aspx

Federal Program Overview

As authorized by the most recent federal surface transportation funding act, Fixing America's Surface Transportation (FAST) Act, projects will be selected for funding as part of two federal programs: Surface Transportation Block Grant Program (STBG) and the Congestion Mitigation and Air Quality Improvement (CMAQ) Program. The Transportation Alternatives Program (TAP) was folded into STBG in the FAST Act. It is assumed that federal funding will continue to be available in 2021, but there is no money set aside at the current time.

Modal Categories and Application Categories

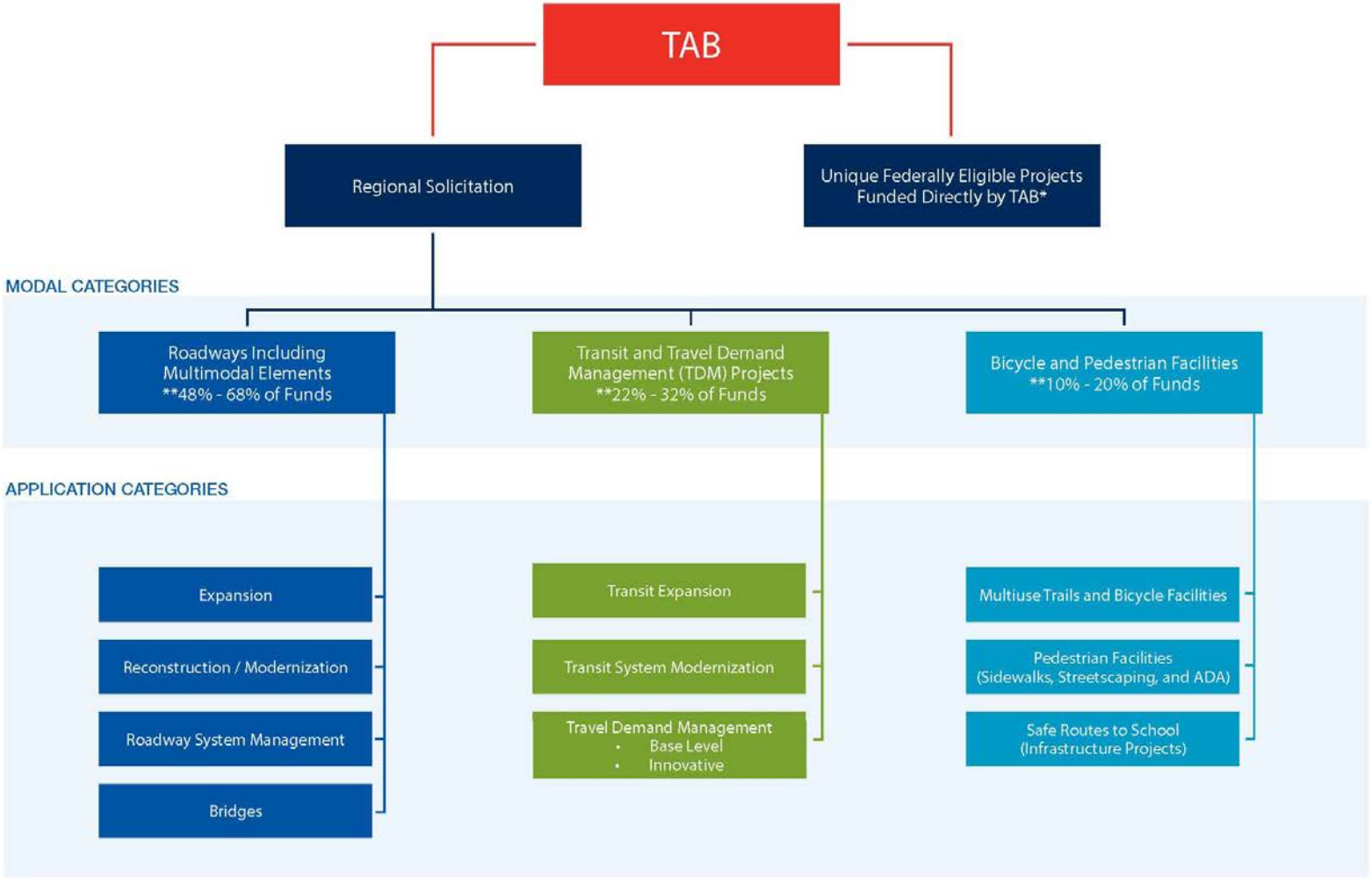
As depicted in Figure 1, the applications are grouped into three primary modal categories:

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

Each of these modal categories includes three to four application categories for a total of 10 application categories. TAB will also consider unique federally eligible projects that may not fit one of the 10 application categories on their merits, if they are submitted. Unique projects will be considered by TAB outside of the competitive Regional Solicitation process.

Applicants for the Regional Solicitation will select the appropriate application category for their proposed project based on the mode requiring the largest percentage of cost. For instance, a roadway reconstruction project that includes a new sidewalk would apply under the Roadway Reconstruction/ Modernization application category because the roadway improvements are the largest cost for the project. If an applicant submits a project in the incorrect application category, the application may be disqualified. It is advised that applicants contact Metropolitan Council staff prior to submission if there are any questions about which application category is the most appropriate for their project.

FIGURE 1: REGIONAL SOLICITATION MODAL AND APPLICATION CATEGORIES



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

***TAB approved the modal funding ranges to provide guidance to applicants regarding the amount of the total federal dollars available to each mode.*

Funding Availability, Minimums, and Maximums

A total of approximately $150 million in federal funds is anticipated to be available in this solicitation for program years 2020 and 2021. As shown in Table 1, modal funding ranges have been established by TAB, based on historic levels, to give applicants an understanding of the general funding levels available by mode. TAB reserves the right to adjust these modal funding levels depending on the amount and quality of projects submitted. Base-level 2020 and 2021 TDM funding for the TMOs and Metro Transit will be taken out of the Transit and TDM category. Additionally, there is $1.2 million of TDM funding that is available for 2018 and 2019 for innovative projects.

TABLE 1: 2020–2021 MODAL FUNDING LEVELS

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

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

TABLE 2: 2016 REGIONAL SOLICITATION FUNDING AWARD MINIMUMS AND MAXIMUMS

Modal Categories	2016 Regional Solicitation		
	Modal Application Categories	Minimum Federal Award	Maximum Federal 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
	Bridge Rehabilitation/ Replacement	$1,000,000	$7,000,000
Bicycle and Pedestrian Facilities	Multiuse Trails and Bicycle Facilities	$~~125~~250,000	~~$5,500,000~~$3,500,000
	Pedestrian Facilities	$~~125~~250,000	$1,000,000
	Safe Routes to School (Infrastructure Projects)	$~~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

The following pages include definitions, examples, and scoring overviews of each of the application categories.

Roadway Expansion

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

Examples of Roadway Expansion Projects:

- New roadways
- Two-lane to four-lane expansions
- Two-lane to three-lane expansions
- Four-lane to six-lane expansions
- New interchanges with or without associated frontage roads
- Expanded interchanges with either new ramp movements or added thru lanes
- New bridges and overpasses (includes roadway/railroad grade-separations)

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	**175**	**17.5%**
Measure A - Average distance to nearest parallel roadways	~~90~~80	
Measure B - Current daily heavy commercial traffic	65	
Measure C - Connection to Total Jobs and Manufacturing/Distribution Jobs	~~20~~30	
2. Usage	**175**	**17.5%**
Measure A - Current daily person throughput	110	
Measure B - Forecast 2040 average daily traffic volume	65	
3. Equity and Housing Performance	**100**	**10%**
Measure A - Connection to disadvantaged populations and project's benefits, impacts, and mitigation	30	
Measure B - Housing Performance Score	70	
4. Infrastructure Age	**75**	**7.5%**
Measure A - Date of construction	75	
5. Congestion Reduction/Air Quality	**150**	**15%**
Measure A - Vehicle delay reduced	100	
Measure B - Kg of emissions reduced	50	
6. Safety	**150**	**15%**
Measure A - Crashes reduced	150	
7. Multimodal Facilities	**100**	**10%**
Measure A - Transit, bicycle, pedestrian, or freight project elements	100	
8. Risk Assessment	**75**	**7.5%**
Measure A - Risk Assessment Form	75	
Sub-Total	**1,000**	**100%**
9. Cost Effectiveness	**TBD**	
Measure A - Cost-benefit ratio (total project cost/total points awarded)	TBD	
Total	**TBD**	

Roadway Reconstruction/Modernization

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

Examples of Roadway Reconstruction/Modernization Projects:

- Intersection improvements (includes roadway/railroad grade-separations that do not expand the number of thru lanes)
- Alternative intersections such as unsignalized or signalized reduced conflict intersections (one intersection or multiple intersections)
- Interchange reconstructions that do not involve new ramp movements or added thru lanes
- Turn lanes (not continuous)
- Four-lane to three-lane reconstructions
- Roundabouts
- Addition or replacement of traffic signals
- Shoulder improvements
- Strengthening a non-10-ton roadway
- Raised medians, frontage roads, access modifications, or other access management
- Roadway improvements with the addition of multimodal elements
- New alignments that replace an existing alignment and do not expand the number of lanes on that route

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	**175**	**17.5%**
Measure A - Average distance to nearest parallel roadways	~~90~~80	
Measure B - Current daily heavy commercial traffic	65	
Measure C - Connection to Total Jobs and~~,~~ Manufacturing/Distribution Jobs	~~20~~30	
2. Usage	**175**	**17.5%**
Measure A - Current daily person throughput	110	
Measure B - Forecast 2040 average daily traffic volume	65	
3. Equity and Housing Performance	**100**	**10%**
Measure A - Connection to disadvantaged populations and project's benefits	30	
Measure B - Housing Performance Score	70	
4. Infrastructure Age~~/Condition~~	**150**	**15%**
Measure A - Date of construction	50	
Measure B - Geometric, structural, or infrastructure deficiencies	100	
5. Congestion Reduction/Air Quality	**75**	**7.5%**
Measure A - Vehicle delay reduced	~~50~~45	
Measure B - Kg of emissions reduced	~~25~~30	
6. Safety	**150**	**15%**
Measure A - Crashes reduced	150	
7. Multimodal Facilities	**100**	**10%**
Measure A - Transit, bicycle, pedestrian, or freight elements of the project	50	
8. Risk Assessment	**75**	**7.5%**
Measure A - Risk Assessment Form	75	
Sub-Total	**1,000**	**100%**
9. Cost Effectiveness	**TBD**	
Measure A – Cost-benefit ratio (total project cost/total points awarded)	TBD	
Total	**TBD**	

Roadway System Management

Definition: An Intelligent Transportation System (ITS) or similar project that primarily benefits roadway users. Roadway System Management projects can include project elements along a continuous route (could be more than one roadway) or defined geographic area such as a downtown area. The system management project must make improvements to at least one A-Minor Arterial or non-Freeway Principal Arterial as part of the project. Projects that are more transit-focused must apply in the Transit System Modernization application category.

Examples of Roadway System Management Projects:

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

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	**125**	**12.5%**
Measure A - Average distance to nearest parallel roadways	5565	
Measure B - Current daily heavy commercial traffic	40	
Measure C - Connection to Total Jobs and Manufacturing/Distribution Jobs	2030	
2. Usage	**125**	**12.5%**
Measure A - Current daily person throughput	85	
Measure B - Forecast 2040 average daily traffic volume	40	
3. Equity and Housing Performance	**100**	**10%**
Measure A - Connection to disadvantaged populations and project's benefits	30	
Measure B - Housing Performance Score	70	
4. Infrastructure Age~~/Condition~~	**75**	**7.5%**
Measure A - Date of construction	75	
5. Congestion Reduction/Air Quality	**200**	**20%**
Measure A - Vehicle delay reduced	150	
Measure B - Kg of emissions reduced	50	
6. Safety	**200**	**20%**
Measure A - Crashes reduced	200	
7. Multimodal Facilities	**100**	**10%**
Measure A - Transit, bicycle, pedestrian, or freight elements of the project	100	
8. Risk Assessment	**75**	**7.5%**
Measure A- Risk Assessment Form	75	
Sub-Total	**1,000**	**100%**
9. Cost Effectiveness	**TBD**	
Measure A – Cost-benefit ratio (total project cost/total points awarded)	TBD	
Total	**1,000**	

Bridge Rehabilitation/Replacement

Definition: A bridge rehabilitation or replacement project located on a non-Freeway Principal Arterial or A-Minor Arterial functionally-classified roadway, consistent with the latest TAB-approved functional classification map. Bridge structures that have a separate span for each direction of travel can apply for both spans as part of one application.

The bridge must carry vehicular traffic, but may also include accommodations for other modes. Bridges that are exclusively for bicycle or pedestrian traffic must apply under one of the Bicycle and Pedestrian Facilities application categories. Rail-only bridges are not eligible for funding. Completely new bridges, interchanges, or overpasses should apply in the Roadway Expansion application category.

Examples of Bridge Rehabilitation/Replacement Projects:

- Bridge rehabilitation of 20 or more feet with a sufficiency rating less than 80 and classified as structurally deficient or functionally obsolete.
- Bridge replacement of 20 or more feet with a sufficiency rating less than 50 and classified as structurally deficient or functionally obsolete.

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	~~125~~**195**	~~12.5~~**19.5%**
Measure A - Average distance to nearest parallel bridges	~~65~~115	
Measure B - Current daily heavy commercial traffic	~~40~~50	
Measure C - Connection to Total Jobs and Manufacturing/Distribution Jobs	~~20~~30	
2. Usage	~~125~~**130**	~~12.5~~**13%**
Measure A - Current daily person throughput	~~95~~100	
Measure B - Forecast ~~2030~~ 2040 average daily traffic volume	30	
3. Equity and Housing Performance	**100**	**10%**
Measure A - Connection to disadvantaged populations and project's benefits, impacts, and mitigation	30	
Measure B - Housing Performance Score	70	
4. Infrastructure Condition	**400**	**40%**
Measure A – Bridge Sufficiency Rating	300	
Measure B – Load-Posting	100	
5. Multimodal Facilities	**100**	**10%**
Measure A - Transit, bicycle, pedestrian , or freight elements of the project	100	
6. Risk Assessment	**75**	**7.5%**
Measure A - Risk Assessment Form	75	
~~**7. Total Project Cost Effectiveness**~~	~~75~~	~~7.5%~~
~~Measure A – Cost effectiveness (total project cost/total points awarded)~~	~~75~~	
Sub-Total	**1,000**	**100%**
7. Cost Effectiveness	**TBD**	
Measure A – Cost-benefit ratio (total project cost/total points awarded)	TBD	
Total	**TBD**	

Multiuse Trails and Bicycle Facilities

Definition: A project that benefits bicyclists (or bicyclists and other non-motorized users). All projects must have a transportation purpose (i.e., connecting people to destinations). A facility may serve both a transportation purpose and a recreational purpose. Multiuse trail bridges or underpasses should apply in this application category instead of the Pedestrian Facilities application category given the nature of the users and the higher maximum award amount.

Examples of Multiuse Trail and Bicycle Facility Projects:

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

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	**200**	**20%**
Measure A - Identify location of project relative to Regional Bicycle Transportation Network	200	
2. Potential Usage	**200**	**20%**
Measure A - Existing population and employment within 1 mile ~~Cost effectiveness per population and employment~~	200	
3. Equity and Housing Performance	**120**	**12%**
Measure A - Connection to disadvantaged populations and project's benefits, impacts, and mitigation	50	
Measure B - Housing Performance Score	70	
4. Deficiencies and Safety	**250**	**25%**
Measure A – Gaps closed/barriers removed and/or continuity between jurisdictions improved by the project	100	
Measure B - Deficiencies corrected or safety problems addressed	150	
5. Multimodal Facilities and Connections	**100**	**10%**
Measure A - Transit or pedestrian elements of the project or connections	100	
6. Risk Assessment/Public Engagement	**130**	**13%**
Measure A - Risk Assessment Form	130	
Sub-Total	**1,000**	**100%**
7. Cost Effectiveness	TBD	
Measure A – Cost-benefit ratio (total project cost/total points awarded)	TBD	
Total	**TBD**	

Pedestrian Facilities (Sidewalks, Streetscaping, and ADA)

Definition: A project that primarily benefits pedestrians as opposed to multiple types of non-motorized users. Most non-motorized projects should apply in the Multiuse Trail and Bicycle Facilities application category. All projects must relate to surface transportation. 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. Multiuse trail bridges or underpasses should apply in the Multiuse Trail and Bicycle Facilities application category instead of this application category given the nature of the users and the higher maximum awards.

Examples of Pedestrian Facility Projects:

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

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	**~~10~~15**	**~~10~~15%**
Measure A - Connection to Jobs and Educational Institutions~~, and local activity centers~~	~~100~~150	
2. Potential Usage	**~~200~~150**	**~~20~~15%**
Measure A - ~~Cost~~ Existing population ~~and employment~~within 1/2 mile	~~200~~150	
3. Equity and Housing Performance	**120**	**12%**
Measure A - Connection to disadvantaged populations and project's benefits, impacts, and mitigation	50	
Measure B - Housing Performance Score	70	
4. Deficiencies and Safety	**300**	**30%**
Measure A - Barriers overcome or gaps filled	120	
Measure B - Deficiencies correct or safety problems addressed	180	
5. Multimodal Facilities and Connections	**150**	**15%**
Measure A - Transit or bicycle elements of the project or connections	150	
6. Risk Assessment	**130**	**13%**
Measure A - Risk Assessment Form	130	
Sub-Total	**1,000**	**100%**
7. Cost Effectiveness	TBD	
Measure A – Cost-benefit ratio (total project cost/total points awarded)	TBD	
Total	**TBD**	

Safe Routes to School (Infrastructure Projects)

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

Examples of Safe Routes to School Infrastructure Projects:

- Sidewalks benefiting people going to the school
- Multiuse trails benefiting people going to the school
- Improved crossings benefiting people going to the school
- Multiple improvements

Scoring

Criteria and Measures	Points	% of Total Points
1. Relationship between Safe Routes to School Program Elements	**250**	**25%**
Measure A - Describe how project addresses 5 Es* of SRTS program	250	
2. Usage	~~200~~**250**	~~20~~**25%**
Measure A - Average share of student population that bikes, walks, or uses public transit	~~120~~150	
Measure B - Student population within school's walkshed	~~80~~100	
3. Equity and Housing Performance	**120**	**12%**
Measure A - Connection to disadvantaged populations and project's benefits, impacts, and mitigation	50	
Measure B - Housing Performance Score	70	
4. Deficiencies and Safety	**250**	**25%**
Measure A - Barriers overcome or gaps filled	100	
Measure B - Deficiencies corrected or safety or security addressed	150	
~~**5. Multimodal Facilities and Connections**~~	~~**50**~~	~~**5%**~~
~~- Measure 1 - Ridership of transit routes directly connected to the project~~	~~50~~	
5. Public Engagement/Risk Assessment	**130**	**13%**
Measure A - Public engagement process	45	
Measure B - Risk Assessment Form	85	
Sub-Total	**1,000**	**100%**
6. Cost Effectiveness	TBD	
Measure A – Cost-benefit ratio (total project cost/total points awarded)	TBD	
Total	**TBD**	

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

Transit Expansion

Definition: A transit project that provides new or expanded transit service/facilities. Routine facility maintenance and upkeep is not eligible. If a project has both transit expansion and transit system modernization elements, it should apply in the application category that requires the majority of the project costs.

Examples of Transit Expansion Projects:

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

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	**100**	**10%**
Measure A - Connection to Jobs and Educational Institutions~~, and local activity centers~~	33	
Measure B - Existing population within 0.25 mile (bus stop) , 0.5 mile (transitway), and/or 2.5 miles (park & ride lot)	33	
Measure C - Average number of weekday transit trips directly connected to the project~~Transit routes directly connected to the project~~	34	
2. Usage	**350**	**35%**
Measure A - New Annual Riders	350	
3. Equity and Housing Performance	**200**	**20%**
Measure A - Connection to disadvantaged populations and projects benefits	130	
Measure B - Housing Performance Score	70	
4. Emissions Reduction	**200**	**20%**
Measure A - Total emissions reduced	200	
5. Multimodal Facilities and Connections	**100**	**10%**
Measure A - Multimodal elements of the project and existing connections	100	
6. Risk Assessment	**50**	**5%**
Measure A - Risk Assessment Form	50	
Sub-Total	**1,000**	**100%**
7. Cost Effectiveness	TBD	
Measure A – Cost-benefit ratio (total annual project cost/total points awarded)	TBD	
Total	**TBD**	

Transit System Modernization

Definition: A transit project that makes existing transit more attractive to existing and future riders by offering faster travel times between destinations, improving the customer experience, or reducing operating costs for the transit provider. The project must be able to reduce emissions through a reduction in single-occupant vehicle trips, vehicle-miles traveled, emissions from capital improvements, idling time, an increase in speeds, or other means. Routine facility maintenance and upkeep is not eligible. Projects associated with new or expanded service/facilities such as the purchase of new buses should apply in the Transit Expansion application category. If a project has both transit expansion and transit system modernization elements, then the project should apply in the application category that requires the majority of the project costs.

Examples of Transit System Modernization Projects:

- Improved boarding areas, lighting, or safety and security equipment, real-time signage;
- Passenger waiting facilities, heated facilities or weather protection;
- New transit maintenance and support facilities/garages or upgrades to existing facilities
- ITS measures that improve reliability and the customer experience
- Improved fare collection systems
- Multiple eligible improvements along a route

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	**100**	**10%**
Measure A - Connection to Jobs ~~Concentrations~~, and Educational Institutions	33	
Measure B - Existing population within 0.25 mile (bus stop), 0.5 mile (transitway), and/or 2.5 miles (park & ride lot)	33	
Measure C - Weekday transit trips directly connected to the project	34	
2. Usage	**300**	**30%**
Measure A - Total existing annual riders	300	
3. Equity and Housing Performance	**150**	**15%**
Measure A - Connection to disadvantaged populations and project's benefits	80	
Measure B - Housing Performance Score	70	
4. Emissions Reduction	**100**	**10%**
Measure A – Description of emissions reduced	100	
5. Service and Customer Improvements	**150**	**15%**
Measure A - Percent reduction in passenger travel time	75	
Measure B - Percent reduction in operating & maintenance costs	38	
Measure C - Project improvements for transit users	37	
6. Multimodal Facilities and Connections	**100**	**10%**
Measure A - Bicycle and pedestrian facilities and connections	100	
7. Risk Assessment	**100**	**10%**
Measure A - Risk Assessment Form	100	
Sub-Total	**1,000**	**100%**
8. Cost Effectiveness	TBD	
Measure A – Cost-benefit ratio (total annual project cost/total points awarded)	TBD	
Total	**TBD**	

Travel Demand Management (TDM)

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

Examples of TDM Projects:

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

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	**100**	**10%**
Measure A – Ability to capitalize on existing regional transportation facilities and resources	100	
2. Usage	**100**	**10%**
Measure A - Cost effectiveness of project per user	100	
3. Equity and Housing Performance	**150**	**15%**
Measure A - Project's benefits, impacts, and mitigation to disadvantaged populations	80	
Measure B - Housing Performance Score	70	
4. Congestion Reduction/Air Quality	**400**	**40%**
Measure A - Congested roadways in project area	200	
Measure B - VMT reduced	200	
5. Innovation	**200**	**20%**
Measure A - Project innovations or new geographic area	200	
6. Risk Assessment	**50**	**5%**
Measure A - Technical capacity of applicant's organization	25	
Measure B - Continuation of project after initial federal funds are expended	25	
Sub-Total	**1,000**	**100%**
7. Cost Effectiveness	**TBD**	
Measure A – Cost-benefit ratio (total project cost/total points awarded)	**TBD**	
Total	**TBD**	

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

- Projects located along the same corridor (e.g., filling multiple trail gaps along a trail corridor)
- System wide improvements (e.g., retiming traffic signals on a continuous route [could be more than one roadway] or across a ~~defined jurisdiction~~downtown area)
- Similar improvements within a defined neighborhood or downtown area ~~geographic area~~ (e.g., adding benches along the sidewalks in a downtown area)

Bundling of independent projects that can each meet the project minimum and are not related to one another as described above is not allowed. When scoring the multiple locations that are part of an eligible bundled project, an average will be used for geographically-based measures.

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

General Process and Rules

1. On May 15, 2015, TAB selected 51 transportation projects as part of the 2014 Regional Solicitation. An evaluation process took place in the summer and fall of 2015 to continue to improve all aspects of the Regional Solicitation including the scoring criteria. The following are the major changes that are implemented in the 2016 Regional Solicitation:
   - Added a new cost effectiveness criterion to all application categories.
   - Inserted scoring guidance into each application to give applicants more information regarding how their project will be evaluated.
   - Adjusted measures to make roadways/railroad grade-separation projects more competitive.
   - Consolidated and simplified the Multimodal criteria and measures.
   - Adjusted measures to make all A-Minor Arterial classifications more competitive.
   - Amended the funding federal minimum and maximum award amounts.
   - Added the MnDOT/Metropolitan Council Interchange Request process as part of the Risk Assessment scoring.
   - Focused the Transit Expansion usage measure on new transit riders and the Transit System Modernization usage measure on existing riders.
   - Included the ability for transit applicants to include letters from employers or educational institutions committing to provide last-mile shuttle service, resulting in the increased ability to earn points.

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

3. The construction cost of projects listed in the region's draft or adopted TIP is assumed to be fully funded. TAB will not consider projects already listed in the draft or adopted TIP, nor the

reimbursement of advanced construction funds for those projects, for funding through the solicitation process.

4. Projects selected to receive federal funding through this solicitation will be programmed in the regional TIP in years 2020 and 2021, taking into consideration the applicant's request and the TAB's balancing of available funds. When the selected projects are programmed, the TAB may adjust the federal award and the non-federal match amount to account for anticipated inflation. Any projects selected by TAB that exceed the amount of total funds available will be notified that they may not receive reimbursement in their assigned program year if no money is available. If this is the case, then the project sponsor will be reimbursed in the following program year.

5. The fundable amount of a project is based on the original submittal. TAB must approve any significant change in the scope or cost of an approved project as described in the scope change process memo. http://www.metrocouncil.org/Transportation/Planning-2/Transportation-Funding/Regional-Solicitation/Regional-Scope-Change-Policy.aspx

6. **A project will be removed from the program if it does not meet its program year.** The program year aligns with the state fiscal year. For example, if the project is programmed for 2020 in the TIP, the project program year begins July 1, 2019, and ends June 30, 2020. Projects selected from this solicitation will be programmed in 2020 and 2021. The Regional Program Year Policy outlines the process to request a one-time program year extension.

   http://www.metrocouncil.org/Transportation/Planning-2/Transportation-Funding/Regional-Solicitation/TAB-Regional-Program-Year-Policy-(PDF-154-KB).aspx

7. The announcement of funding availability is posted on the Metropolitan Council website and emailed to local stakeholders.

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

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

10. Members of the TAC Funding and Programming Committee or other designees will evaluate the applications and prepare a ranked list of projects by application category based on a total score of all the prioritizing criteria. The TAC will forward the ranked list of projects with funding options to TAB. TAB may develop its own funding proposals. TAB will then recommend a list of projects to be included in the region's TIP to receive federal funds. TAB submits the Draft TIP to the Metropolitan Council for concurrence.

11. TAB may or may not choose to fund at least one project from each application category.

12. Projects involving new or expanded interchanges are funded conditional on the successful completion of the Metropolitan Council/MnDOT Highway Interchange Request procedures. In this solicitation, points are 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.
13. In the 2016 Regional Solicitation, TAB will only fund a roadway or bridge project on a roadway that is spaced at least 3.5 miles away from another funded project on the same roadway (only applies to two separate applications selected in the same solicitation).
14. In the 2016 Regional Solicitation, TAB will not fund more than one transit capital project in a transitway corridor (only applies to two separate applications selected in the same solicitation).
15. In the 2016 Regional Solicitation, the TAB will not fund more than one bicycle or pedestrian facility project in the same corridor (only applies to two separate applications selected in the same solicitation). For trails, a funded project may be on the same trail facility as another funded project as long as the two projects serve different users and destinations.

Project Schedule

Table 3 shows the key milestones in the Regional Solicitation review, scoring, and selection process. All applications are due by 4:00 P.M. on July 15, 2016.

TABLE 3: REGIONAL SOLICITATION SCHEDULE

Date	Process
5/18/2016	Regional Solicitation Released. **Applicants can obtain on-line access at this time.**
7/8/2016	**Applicants must apply for on-line access by 4:00 P.M.**
7/15/2016	**Application deadline – 4:00 P.M.**
7/18/2016	Qualifying reviews begin.
8/10/2016	Qualifying review completed (staff notify applicants that do not qualify).
8/18/2016	TAC F&P Committee meeting: Qualifying appeals heard.
8/22/2016	Scoring committees begin evaluating all qualified applications.
10/7/2016	Scoring completed. Staff prepares results for TAC F&P Committee meeting (10/20/16).
10/20/2016	TAC F&P releases project scores.
10/20/2016	Scores distributed to applicants; appeal period begins.
10/31/2016	Scoring appeal deadline.
10/17/2016	TAC F&P Committee meeting: Scoring appeals reviewed, funding options developed.
12/15/2016	TAC F&P considers funding options presented by staff and votes to eliminate, modify or create options and forwards them to the TAC.
1/4/2017	TAC review of funding options and recommendation to TAB.
1/18/2017	TAB approval of funding recommendations and direct staff to include them into the draft 2018-2021 TIP.

Contacts

For general questions about the Regional Solicitation, please contact:

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

Technical Assistance Contacts

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

TABLE 4. TECHNICAL ASSISTANCE CONTACTS

Subject	Name	Organization	Email	Phone Number
General	Elaine Koutsoukos	TAB	Elaine.koutsoukos@metc.state.mn.us	(651) 602-1717
	Joe Barbeau	Met Council	Joseph.barbeau@metc.state.mn.us	(651) 602-1705
Traffic Volumes				
Freeways	Tony Fischer	MnDOT	Jose.fischer@state.mn.us	(651) 234-7875
State Roads	Mark Flinner	MnDOT	Mark.flinner@state.mn.us	(651) 366-3849
	Gene Hicks	MnDOT	Gene.hicks@state.mn.us	(651) 366-3856
Heavy Commercial	Kodjo Houssou	MnDOT	Kodjo.Houssou@state.mn.us	(651) 366-3851
2040 Projections	Mark Filipi	Met Council	Mark.Filipi@metc.state.mn.us	(651) 602-1725
Synchro	Kevin Schwartz	MnDOT	Kevin.schwartz@state.mn.us	(651) 234-7840
	Pat Otto	MnDOT	Pat.otto@state.mn.us	(651) 234-7837
Crashes	Chad Erickson	MnDOT	Chad.erickson@state.mn.us	(651) 234-7806
Freeway Management	Terry Haukom	MnDOT	Terry.haukom@state.mn.us	(651) 234-7980
Trunk Highway Traffic Signals				
Existing Signals	Kevin Schwartz	MnDOT	Kevin.schwartz@state.mn.us	(651) 234-7840
Signals/Lighting	Michael Gerbinski	MnDOT	Michael.gerbensky@state.mn.us	(651) 234-7816
State Aid Standards	Colleen Brown	MnDOT	Colleen.brown@state.mn.us	(651) 234-7779
Bikeway/Walkway Standards	Gina Mitteco	MnDOT	Gina.mitteco@state.mn.us	(651) 234-7878
Interchange Approvals	Karen Sheffing	MnDOT	Karen.scheffing@state.mn.us	(651) 234-7784
Safe Routes to School	Mao Yang	MnDOT	Mao.yang@state.mn.us	(651) 366-3827
Regional Bikeway Network	Steve Elmer	Met Council	Steven.elmer@metc.state.mn.us	(651) 602-1756
Thrive MSP 2040 Centers	Dan Marckel	Met Council	Dan.marckel@metc.state.mn.us	(651) 602-1548
Housing Performance Scores	Tara Beard	Met Council	Tara.beard@metc.state.mn.us	(651)-602-1051
Equity Measures	Heidi Schallberg	Met Council	Heidi.schallberg@metc.state.mn.us	(651)602-1721
Demographics by TAZ	Mark Filipi	Met Council	Mark.Filipi@metc.state.mn.us	(651) 602-1725
Transit Ridership	Heidi Schallberg	Met Council	Heidi.schallberg@metc.state.mn.us	(651)602-1721
Emissions Data	Mark Filipi	Met Council	Mark.Filipi@metc.state.mn.us	(651) 602-1725

Qualifying Requirements (Draft)

December 17, 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 be consistent with the 2040 Transportation Policy Plan. Reference the 2040 Transportation Plan goals, objectives, and strategies that relate to the project. List the goals, objectives, strategies, and associated pages):

3. The project or the transportation problem/need that the project addresses must be in a local planning or programming document. 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):

4. 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.

5. 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.

6. Applicants must not submit an application for the same project elements in more than one funding application 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		
	Application Categories	Minimum Federal Award	Maximum Federal 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~~3,500,000
	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.

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

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.

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.

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 application 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. **Multiuse Trails on Active Railroad Right-of-Way:** All multiuse trail projects that are located within right-of-way occupied by an active railroad must attach an agreement with the railroad that this right-of-way will be used for trail purposes.

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

~~2.~~3. **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.

~~3.~~4. **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.

~~4.~~5. **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.

Regional Solicitation for Transportation Projects in 2020 and 2021 Application

December 17, 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. APPLICATION 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 ☐ 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):

III. PROJECT FUNDING

12. Are you applying for funds from another source(s) to implement this project? Yes☐ No☐ If yes, please identify the source(s):
12. FEDERAL AMOUNT: $
13. MATCH AMOUNT: $ (Minimum of 20% of the project total)
14. PROJECT TOTAL: $
15. MATCH PERCENTAGE (Minimum of 20%): (Compute the match percentage by dividing the match amount by the project total)
16. 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):
17. PROGRAM YEARS (Check all years that are feasible): ☐ 2018 (TDM Only) ☐ 2019 (TDM Only) ☐ 2020 ☐ 2021
18. ADDITIONAL PROGRAM YEARS (Check all years that are feasible if funding in an earlier year becomes available): ☐ 2017 ☐ 2018 ☐ 2019

IV. REQUIRED ATTACHMENTS

19. 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).*

- 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.

20. 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.

21. 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 TAB-Eligible Project Costs

Fill out the scoping sheet below and provide the estimate of TAB- 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. Per TAB direction, 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.

TAB-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**	**$**
TOTAL TAB-ELIGIBLE CONSTRUCTION COSTS		**$**
Transit Operating Costs		
☐	**Transit Operating Costs**	**$**
☐	**TDM Operating Costs**	**$**
TOTAL TAB-ELIGIBLE TRANSIT AND TDM OPERATING COSTS		**$**
TOTAL TAB-ELIGIBLE COSTS		**$**

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 (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 (10 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 (~~20~~ 25 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 (15 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: _____