

TRANSPORTATION ADVISORY BOARD

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

NOTICE OF A MEETING
of the
FUNDING AND PROGRAMMING COMMITTEE

Thursday, September 17, 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 August 20, 2015 meeting*
- 4) TAB Report – Information Item
- 5) Regional Solicitation Changes and Key Topics – Information Item*
- 6) Other Business
- 7) 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
August 20, 2015

MEMBERS PRESENT: Colleen Brown (acting chair), Innocent Eyoh, Jenifer Hager, Craig Jenson, Jane Kansier, Mary Karlsson, Karl Keel, Elaine Koutsoukos, Bruce Loney, Joe Lux, Paul Oehme, Ryan Peterson, Steve Peterson, Lyndon Robjant, John Sass, Cory Slagle, Carla Stueve, Tom Styrbicki, Michael Thompson, Andrew Witter, and Joe Barbeau (staff)

OTHERS PRESENT: Lisa Freese (Scott County), Carl Ohrn (Metropolitan Council) Jessica Schoner (Metropolitan Council)

1. Call to Order

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

2. Adoption of Agenda

MOTION: Keel moved to adopt the agenda. Seconded by Lux. The motion was approved unanimously.

3. Approval of the Minutes

MOTION: Koutsoukos moved to approve the minutes. Seconded by Karlsson. The motion was approved unanimously.

4. TAB Report

Koutsoukos provided the report for the August 19m 2015 TAB meeting. Four action items were approved:

1. 2015-33: 2015-2018 Streamlined TIP Amendment was approved for a MnDOT I-94 Unbonded Concrete Overlay Project
2. 2015-36: 2015 UPWP Administrative Amendment – added Regional Truck Highway Corridor Study as a product under the Freight Planning activity
3. 2015-34: Approve 2016-2019 public comment report. Corrections and MnDOT projects added to the draft TIP
4. 2015-35: Adoption of 2016-2019 TIP

5. Scope Change Request – Anoka County CSAH 116 Reconstruction – Action Item

- Barbeau said that Anoka County received \$7,000,000 in Surface Transportation Program (STP) funding for reconstruction of CSAH 116 in the 2011 Regional Solicitation. The County is requesting a scope change that would allow for the following changes:
 - A slight increase in project cost.
 - Extend the west terminus to Crane Street to accommodate a second outbound lane.
 - Extend the east terminus to .1 mile east of Van Buren Street.
 - Add trail on the north side of CSAH 116 between Crane Street and former west terminus to fill in the gap between proposed and existing trails
 - Wintergreen Street: change access from right-in / right-out to $\frac{3}{4}$ access.
 - Butternut Street: change access from right-in / right-out to $\frac{3}{4}$ access.

- Anoka County Farms: change access from right-in / right-out to full access.
- Terrace Road: change from a cul-de-sac to right-in / right out.

The proposal was shared with the scorers to compare scores for this proposal to the original proposal. Crash reduction cost effectiveness, land use and access management planning, and access management improvements saw scoring reductions while air quality cost effectiveness and integration of modes saw increases. Barbeau provided five extra points to the latter based on the added filling in of a gap in a multi-use trail.

Four intersections are seeing additional access compared to the original application: Wintergreen Street is proposed to change from right-in / right out to $\frac{3}{4}$ access, Butternut Street is proposed to change from right-in / right out to $\frac{3}{4}$ access; Anoka County Farms is proposed to change from right-in / right out to full access, and Terrace Road is proposed to change from no access to right-in / right-out.

Witter said that the revisions are the result of public participation and further traffic modeling. The expanded access at Wintergreen Street prevents the need for U-turns while the expanded access at Butternut Street was decided upon after more modeling occurred. Anoka County Farms will maintain full access to prevent environmental issues at Coon Creek. The extension of the eastern terminus makes for a more logical transition to the single lane rural roadway.

Regarding the increased score for the trail gap, Koutsoukos asked whether it is permissible to provide more points for additional elements. Ohrn said that it is not.

Thompson asked what the average daily traffic is on 138th Avenue. Witter replied that he is not certain but that there are about 650 people that live in the area.

Keel suggested that the County be careful to design the $\frac{3}{4}$ intersections so that it is clear that left turns are not permitted.

Eyoh said that the air quality model used in 2011 has been replaced and the new model helped determine the score improvement.

MOTION: Steve Peterson moved to recommend approval of the scope change as requested. Seconded by Robjent. The motion was approved unanimously.

6. TIP Amendment – Anoka County CSAH 116 Reconstruction – Action Item

Barbeau said that this amendment accompanies the previous scope change request. The project is regionally significant and will require a 21-day public comment period. It is also an amendment for the yet-to-be approved 2016-2019 TIP and the amendment may be approved with the understanding that it is not official until the TIP is approved by the United States Department of Transportation.

MOTION: Keel moved to recommend that TAB adopt the amendment into the 2016-2019 TIP for the purpose of release for a public comment period.

7. Scott County STP Funding Change – Action Item

Barbeau said that Scott County is proposing to “defederalize” a project by moving its federal funding to another project. The defederalization will create efficiency for the County. A small group has been established to work on a policy that will address issues such as whether

defederalizations can be multi-jurisdictional and how assurances will be made that defederalized projects will be completed as approved by TAB.

Freese said that the County proposes defederalizing its County Highway 42 and Trunk Highway 13 (42/13) intersection project, providing all federal funds to the Trunk Highway 169 / Trunk Highway 41 (169/41) interchange and that it will provide a resolution stating that it will complete both projects on time and as approved by TAB.

Keel asked what funding would backfill the 42/13 project. Freese replied that this would be local money and that the project would go through the MnDOT State Aid process but not any federal process.

Koutsoukos said that if the 169/41 project is withdrawn the entire federal amount original awarded to both projects would have to be returned to the region.

Keel asked how MnDOT State Aid will assure project deliverance. Brown said that MnDOT State Aid will track the project as it does all federal projects.

Lux asked whether an inflation adjustment would occur for the project moving into 2018. Brown replied that such an adjustment would not occur.

Loney asked whether the County's half-cent sales tax would fund some of the 42/13 project. Freese replied that the tax would fund part of the project.

Keel asked what happens if the defederalized project is not completed. Brown replied that this is addressed in the County resolution.

Steve Peterson asked whether the defederalized project can get its federal money back if the 169/41 project fails. Freese said that this would be logistically difficult.

MOTION: Lux moved to recommend approval of the County's defederalization request. Seconded by Loney. The motion was approved unanimously.

8. Quarterly Report on Streamlined TIP Amendments – Information Item

Barbeau said that three TIP amendments started in Quarter 2, April through June. Two amendments were streamlined and needed an average of 14 days between their first meeting—TAB—and Council concurrence while the one standard amendment needed 49 days from Funding & Programming to Council concurrence. To date, the 2015-2018 TIP has seen 11 of 17 amendments streamlined, with an average of 11 days between TAB and Council concurrence while standard amendments needed an average of 57 days between Funding & Programming and Council concurrence. .

9. Regional Solicitation Update – Action Item

Steve Peterson provided a brief update on the 2016 Regional Solicitation schedule. Evaluation of the 2014 Regional Solicitation will occur over the next five months. The Solicitation will be released on May 18, 2016 with applications due on July 15, 2016. Awards will be made in January of 2017.

Steve Peterson said that intern Jessica Schoner created a sensitivity analysis that examined the impacts of each measure on total scores within eight of the categories. Projects were re-scored

with each measure removed. Measures with high point values tend to be most impactful, which is not a surprise.

The Roadway Expansion category has no surprises.

Keel asked whether any measures did not differentiate at all and suggested they be removed. Steve Peterson replied that measures can be changed and re-weighted. Karlsson cautioned that this analysis represents small sample sizes and added that the “funding line” is somewhat arbitrary so the number of projects to shift across it may not be very meaningful.

Keel asked whether a regression analysis could be done. Schoner said that she conducted some regression analyses and found similar results to the analysis provided to the Committee.

Roadway Reconstruction/Modernization showed Infrastructure Age/Condition and Congestion/Air Quality to have minimal impact, the former potentially due to lacking guidance provided to the measure’s scorer.

Roadway System Management saw no change in rank order when Housing was removed, due to projects being clustered within a few cities.

Bridges had no change upon removal of three categories worth at least 70 points each, Geometric, Structural, or Infrastructure Deficiencies; Risk Assessment Form; and Housing. It was noted, though, that only six applications were provided for the Bridge category.

Multiuse Trails and Bicycle Facilities had extremely high clustering near the funding line. The most noteworthy measure was Deficiencies and Safety, which only changed the rank order of 17 of 31 projects despite being worth 150 points. All projects scored between 120 and 150 points. Robjent suggested that the measure may be worth too many points. Koutsoukos said that the measure was difficult to score. Styrbicki suggested that this measure could be more of a “pass/fail” measure.

Pedestrian Facilities saw no change created by Deficiencies and Safety, which was worth 180 points and only two projects change as a result of Barriers and Gaps, which was worth 120 points.

Safe Routes to School only had three applications, so the results are not particularly valuable. The most interesting thing to note is that Barriers and gaps saw all submissions score at least 96 out of 100 points, while all submissions scored between 38 and 45 out of 45 points for Public Engagement.

Many measures provided no or few changes in rank order in Transit Expansion. All points, 33, were awarded to all projects for Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and Local Activity Centers, which makes sense given the connectivity that transit routes tend to plan.

Because only one Transit Modernization application was completed, no analysis was provided.

Ohrn provided a list of key questions that will be responded to prior to the September meeting:

1. There were concerns expressed about the rules for bundling and how wide of a geographic area projects can cover.
2. Should “new roadways” be a separate category or can the scoring criteria be adjusted to so that new roadways can be more easily compared to expansions of existing roadways.

3. Should B-minor bridges be eligible for funding?
4. Can trail usage be based on actual counts rather than amount of people or employees within one mile of the trail facility?
5. There is feeling that the scoring for transit expansion projects should favor new riders more than existing riders.
6. Should inflation be added to all transit and travel demand projects similar to other types of projects?
7. Some feel that too much interpretation of the scoring guidelines occurred. Should the scoring guidelines be included alongside each measure?
8. Some feel that the final program of projects should have a cut-off point on the score sheet, below which projects cannot be funded. A common suggestion was 50% of the possible points (i.e., 500 points).
9. Is cost-effectiveness being measured as part of the most appropriate measures?
10. Frequently cited criteria that need modifications:
 - a. "Multimodal Facilities" was perhaps the most difficult criterion to score.
 - b. "Equity" drew a lot of comments from those who felt it provided an advantage to urban projects as well as those who felt the criteria was confusing. Others felt it does not belong in roadway categories.
 - c. "Infrastructure Deficiencies" was difficult to score because the criterion was too vague for something with so many variables.
11. Prioritization of railroad safety
12. Which category should accommodate reduced conflict intersections?
13. Should the interchange approval process be complete before an interchange project is applied for?

Robgent suggested exploring flooding and accommodating connectors, which were not funded in 2014.

10. Other Business

None.

11. Adjournment

MOTION: Keel moved to adjourn the meeting. Seconded by Steve Peterson. The motion was approved unanimously and the meeting adjourned.

Information Item

DATE: September 9, 2015
TO: TAC Funding and Programming Committee
PREPARED BY: Joe Barbeau, Senior Planner (651-602-1705)
SUBJECT: 2016 Regional Solicitation Update

The 2016 Regional Solicitation will be released in May of 2016. A draft Regional Solicitation package will be completed in January. Between now and then, the Funding & Programming Committee, TAC, and TAB will see proposed changes and will be asked to provide feedback.

Today's discussion will include:

- 1) A review of the final survey results

- 2) A review of 12 discussion topics and staff responses to them

- 3) A review of changes made to the Introductions, Forms, and Qualifying Criteria

2014 REGIONAL SOLICITATION SURVEY RESPONSE SUMMARY

Following completion of the 2014 Regional Solicitation, surveys were provided to TAB members, TAC/Funding & Programming members, applicants, and scorers. Full results of each are shown below. Themes were difficult to extract, as nearly every respondent provided unique concerns. The most prevalent theme made in the comments was that scoring guidelines are in need of clarity and consistency. Scoring guidance is among several things staff is currently addressing. Below are lists of themes identified by multiple respondents in each survey.

TAB (9 respondents)

- Geographic distribution
- Equity: How it is defined, the impact on results and consideration of elderly and disabled

TAC/Funding and Programming (16 respondents)

- Scoring Consistency
 - Need better consistency on whether projects (and how many projects) can obtain top score within a category.
 - Try to limit need to interpret scoring guidelines.
- Equity and Housing: re-evaluate how it is scored and how it fits.
- Connectors are not able to compete with other roads.
- Bridges:
 - Not enough applications or funded projects.
 - Make it its own category.
 - Allow B-minors/collectors.

Applicants (17 respondents)

- 13 respondents reported that application preparation was easier compared to past years while only one reported that it was more difficult.
- Desire to be able to include more/longer explanations.
- Scoring criteria and interpretation by scorers/Council staff.
- Some applicants would like to be able to produce the final application as a pdf that looks attractive for distribution/archiving.
- Examine ability to upload documents?
- Are rural projects at a disadvantage?
- Roadway on new alignments should be separate category from existing.
- Examine mapping improvements
 - Drawing project areas (particularly for intersections).
 - Editing (without need to start over).
 - Scaling (to distinguish proposed projects from existing features).

Scoring Committee Members (24 respondents)

- Scorers seemed to have some trouble finding/interpreting information from the applications.
- Scoring committee structure worked well.
- Improve the maps. Some technical glitches and inconsistent provision valuable information. Have applicants show location of improvements and bike/ped connections on project map.
- Timing: Scorers need more time / applications provided in a more timely manner.
- Existing projects tend to be favored over new projects.
- Clarity needed on how to distribute scores after top score assigned. Clarify whether criteria will have a project receive the maximum score. Make sure pro-rating makes sense.
- Make sure instructions to applicants are clear so they all use the same methodology.
- Need validation of information provided by applicants.

TAB Replies (9 Respondents)

1 Agency Type (check one)

Answer Choices–	Responses–
State	2
City	2
County	1
Citizen representative	3
Transit representative	0
Freight representative	1
Non-motorized representative	0
Total	9

2. Do you have concerns related to any of the following? (Check all that apply)

Answer Choices–	Responses–
Distribution of funds between the roadways, transit, and bicycle/pedestrian modal categories	2
Weighting/distribution of points	3
Number and type of sub-categories within the three modal categories	0
Criteria/measures used to score applications	4
Other	2
Total Respondents: 7	

3. Please provide specific comments to help articulate the concerns alluded to in the above question.

- 1.
2. As a citizen representative I'm not sure if senior citizens without options for transit have even been considered. I would be willing to participate in any upcoming conversation regarding equity in the distribution of funding.
3. I think we need a deeper dive into the equity measures. It seems we have some louder voices on TAB from the exurban areas and they don't necessarily represent the views of the entire group. Loud does not equal the best idea.
4. As a new TAB member did not participate in the full Regional Solicitation and not able to respond to this survey.
5. As long as the distribution of funds and the criteria supports the overall transportation to ensure competitiveness of our Region, I do not have concerns about the process.
6. Use of traffic operations software for AQ reductions was problematic. If an intersection was under complete gridlock in base case, there was no AQ emissions because no traffic was moving through the intersection (no VMT). With improvements, traffic moved, VMT produced and AQ emissions produced. So the project resulted in a MODELED increase in pollutants.
7. Suburbs will never be able to compete with MPLS. Have a separate formula for the suburbs.
8. I am concerned about the "equity" measure - how it is (not) defined, how much weight the rating is given, how it gives undue preference to just a few communities, etc.
9. I think concerns is probably too strong but I am eager to learn more about the analysis of how the new equity criteria worked. Also, concerned that the base midpoints for each of the modes is based on the % of applicants by mode. Not sure that is an accurate proxy for demand.

4. Are there specific changes you would make to the criteria/measures established?

- 1.
2. Having a strong background in healthcare makes me wonder why this huge upcoming aging population has not been considered for improving THEIR mobility. Metro Mobility is one option but there are others ways that every community in the 7 county metro area could benefit by some creative ideas. The need is growing quickly and I don't know if it is being addressed.

3. I think we should go with the equity consultant and have a balanced group with them that person. Balanced meaning not just who wants to but that we have representatives from urban, suburban, exurban, cities, counties, and citizens.
- 4.
- 5.
6. Not at this time.
7. Suburbs will never be able to compete with MPLS. Have a separate formula for the suburbs.
8. I don't think that "equity" should apply to roadway projects and that the number of "equity" points for transit and trails should be reduced. There are no clear definitions of how "equity" is to be evaluated in the context of each of these categories. Projects that affect pockets of poverty throughout the metro region are not awarded any equity points if they are not within the few designated communities, which is not appropriate.
9. I am too new to TAB to have specific suggestions, mostly curious at this point. As we learn more about the equity criteria I hope we are open to refining it

5. How well did the regional solicitation process reflect regional policy?

- 1.
2. I'm not sure.
3. I thought this time it ultimately reflected it well, the votes are often close and it feels very precarious. Like with a little push from certain members we will teeter off the edge and cater to their concerns. I am concerned though that the equity measures may be eroded. We must remember our regional role reflecting the urban, suburban and exurban geography and need factors.
- 4.
5. As I continue to learn more about the solicitation process, I will provide feedback on how the process supports our regional policy.
6. better than in past
- 7.
8. The process probably does reasonably reflect the Met Council staff perspective, but I don't think it reflects TAB's perspective. The TAB process was rushed and I think the final decision was made by just wearing down the TAB members till time ran out.
9. Well. I think the updated solicitation was very thoughtful and certainly shaped by the many different opinions and approaches to regional policy. Even through the addition of equity was controversial it has highlighted it as an issue and driven a lot of conversation.

6. On a scale from 1 (strongly disagree) to 5 (strongly agree), do you agree with the following?

	1-	2-	3-	4-	5-	Total-	Weighted Average--
TAB had adequate time to discuss funding options	3	0	0	3	2	8	3.1
The funding options provided to TAB by TAC made sense	0	0	3	3	2	8	3.9

7. How well did the regional solicitation process reflect regional policy?

- 1.
2. Senior transportation.
3. We need to be more realistic why Hennepin and Minneapolis, St Paul and Ramsey and bigger urban counties get more projects, quite simply they have more people and more need. We are talking about government money; it should go where the needs and density are found. Also the ideas about the disabled and elderly need to be explored, it was okay but we should do an analysis if we are meeting the needs of these populations - it should be based on facts not emotions. Fact is the disabled are a small part of the population but the baby boomers are aging and those needs are very real - but what are the needs of boomers? Transit? Vans to medical appts? Or will they just drive their cars no matter what...then why cater investments to them.
- 4.
- 5.
6. No
7. Suburbs will never be able to compete with MPLS. Have a separate formula for the suburbs.
8. I repeatedly asked for clear definitions/criteria for equity, in the separate contexts of roadway, transit, and trail projects. I have never received an answer.
9. No

8. What one item would you change about the solicitation above all else?

- 1.
2. Roundtable discussions.
3. I would like an analysis of where the money goes versus who applies and then make sure equity, density and need are considered. One item I would NOT change is equity. There is tension on the TAB, this is normal, but the item I would change is to make sure everyone has a voice and not those that just talk the most and loudest. How can we truly meet the transportation needs of our greater Metro area based on a set of fair criteria, we did that but there were some unhappy. We have to remember we will never make everyone happy and our policies need to be fair and equitable for all. We must remember the intent of TAB and government funding and hold to those principles.
- 4.
- 5.
6. Improve analysis technique for AQ.
7. Suburbs will never be able to compete with MPLS. Have a separate formula for the suburbs.
8. I would significantly modify the equity section of the process, and shrink the number of equity points possible for any project.
9. Refine the equity criteria as we learn more.

TAC / Funding & Programming Committee Replies (16 Respondents)

1 Member/alternate of (check all that apply)

Answer Choices–	Responses–
TAC	11
Funding & Programming	11
Total Respondents: 16	

2. Agency type (check one)

Answer Choices–	Responses–
State	3
County	5
City	6
Other	2
Total Respondents: 16	

3. Do you have concerns related to any of the following? (Check all that apply)

Answer Choices–	Responses–
Weighting/distribution of points	33.3% (5)
Number and type of sub-categories within the three modal categories	20.0% (3)
Project cost inflation	6.7% (1)
Modal distribution of funds	26.7% (4)
Scoring committee structure	6.7% (1)
Scoring criteria	26.7% (4)
Qualifying criteria	13.3% (2)
Qualifying review process	0.0% (0)
Process for determining final program of projects	13.3% (2)
Schedule	6.7% (1)
Consistency with the 2040 TPP	6.7% (1)
Maximum and minimum fund requests	20.0% (3)
Restrictions (e.g., project bundling)	20.0% (3)
Other (please specify) Online process may have limited the ability of some project sponsors to fully describe the background and regional benefits of projects as # words was limited. Required application information modeling procedure for highway projects Minimum scores for modes should be considered.	26.7% (4)
Total Respondents: 15	

4. Please provide specific comments to help articulate the concerns alluded to in the above question.

- Some criteria did not appear to make a difference. In other words F&P should look at the criteria where multiple projects received the same points or very close to them and reevaluate these criteria. Only one project should get the maximum points in any criteria. The maximum project cap for trails should be evaluated to allow more projects to be funded. \$5m projects use up the dollars fast. The Equity criteria should to eliminated or modified based on measurable outcomes. No Connector roadways got funded. It is very hard for these roads to compete within the scoring system. There should be some follow up on how these roadways could get some federal funds as they provide an important role to the region. Perhaps a set aside for Connectors is necessary? Does the federal revenue formula for the MPO include rural highway mileage? How do our funding criteria align with the way the federal funds are allocated to the region?

2. CMAQ committee should have greater diversity of committee members. Majority are Metro Transit/Metro Council staff
 3. The scoring and qualifying criteria made it virtually impossible for Connectors to score well enough to be funded. I would support going back to the system of scoring each Minor Arterial sub-category- Expander, Reliever, Augmenter, and Connector- separately.
 4. Some categories had normalization to the maximum amount of point possible and others did not. I felt that in my scoring areas, the Met Council staff should just have scored them as they knew the criteria so much better and that my scores were changed upon review. I did not have any issues with them being changed because we had to get them right, I just felt like "What is the point of me scoring this if the staff knows what the scores should be?" This is a difficult issue because the staff is dealing in the world of federal funding all year and some scorers are coming in once a year or less and just don't have the level of aptitude necessary.
 5. TAB was clear that they wanted Bridges to continue to be a part of the Regional Solicitation and I don't see that the final outcome represented that desire. I also don't agree that Bridges should be considered part of the "reconstruction/rehabilitation" category of STP - I believe if the Region wants to continue funding bridges, then they should be considered as their own sub-category.
 6. Under the current criteria new alignment projects didn't stand a chance. Should be a separate category.
 7. One comment for future consideration is to allow the bundling of logical and related projects that stay within the maximum funding limit. Also, consideration for an increase in funding for other modes, such as Roadway - Bridge projects, where there is a high infrastructure safety need.
 - 8.
 9. The fact that we received so few bridge project applications into the process indicates to me the change to the qualifying criteria for bridges (A-Minor or greater) didn't work. Need to rethink this for the next solicitation - perhaps back down to collector. Didn't care for the emphasis being placed on roadway preservation vs. roadway expansion. Both are important and should be given equal consideration.
 10. Minimum scores for receiving funds for a category should be considered. For example if a project gets less than 50% of the points in its category it shouldn't be funded.
 11. Regarding the process for determining the final program of projects: There are fewer project types in the solicitation that are eligible for CMAQ funds, while there are many more projects eligible for STP and TAP funds. At the end of the solicitation process, staff has to match project types with federal funding pots, and there are far fewer projects eligible for CMAQ. Regarding consistency with the 2040 TPP, the Council should strive to be consistent without being biased or prescriptive.
 12. We need to find a better model to be used in modeling roadway projects that require air quality evaluation
 13. More weight is given to existing projects throughout the scoring process; at what point do projects that fill in gaps/missing links receive a bonus compared to other projects that replace and/or saturate areas with existing infrastructure and services. This seems inconsistent with Federal guidelines for CMAQ funds, which are intended to help start up viable, new transit services. Projects should be scored on new ridership only, not existing riders on existing routes.
 14. Re: Cost Inflation: (A) Regional Solicitation application materials requested project cost information in 2013 dollars (not 2014 as discussed at TAC in Feb/March 2015). (B) Metro Transit did not inflate bus costs to future year dollars in the application (C) Transit service projects should also receive an inflationary increase, especially since the service is provided over a 3-year period where construction bids are solicited and established in a single program year. In light of the points made at TAC, there may be differences between service and construction inflationary increases, but transit service should receive something for inflation.
 15. Required application information - project descriptions. Applicants could use MnDOT STIP/ATIP Template Guidance (<http://www.dot.state.mn.us/planning/program/pdf/stip/2016-2019%20ATIP%20Template%20Guidance%20Part%20I%20&%20II.pdf>) to help create the project descriptions, that would be beneficial to staff so they don't have to do this. Given that even a small discrepancy in a project description can hold up the authorization process and sometimes result in a TIP amendment. Also, when applicants request letters of support from MnDOT, they should supply information about the request, including detailed description, location map, funding scenario, in order for MnDOT to evaluate whether the agency can support the application. Schedule - the due date of the applications was the Monday after the Thanksgiving holiday. Made for a tough week before and long weekend of completing applications.
 16. Restrictions- can we explore a way to allow scoring of region-wide projects such as regional system management that was disqualified because it couldn't be scored based on specific corridors.
5. Are there specific changes you would make to the criteria/measures?
1. The Role in the Regional Transportation System and Economy, Job Concentration measure should utilize the TAZs that the project touches.

- 2.
- 3.
4. I would make either all or none of the categories be normalized against the maximum.
5. Housing performance score seems overly complicated and weighted too high.
6. Under Roadway Expansion: new alignments should be a separate category and should not compete against reconstruction projects. Different criteria should be used for scoring of new alignment projects. Bridge projects should include B-Minor Arterials and Collectors as before.
7. None
- 8.
9. Bridge Qualifying Criteria. More equity across roadway categories.
- 10.
11. Apply CMAQ funding more liberally to projects outside the traditional transit expansion category. It is an air quality program, not a transit program. Contentious and unrelated policy issues like equity should be reevaluated to determine whether it belongs in a regional solicitation process.
12. More points projects to improve air quality
13. The process needs to be consistent with Federal requirements and place more emphasis on transit service that fills gaps or completes missing links, as opposed to service that may be a different type, but essentially replaces existing service. There is also a mismatch between the scoring criteria as written in text, as interpreted by Council staff, and the actual scoring method used in some cases. The criteria should be clarified so there is a direct link between the written text scoring method and how the scores were applied.
14. None.
- 15.
- 16.

6. On a scale from 1 (strongly disagree) to 5 (strongly agree), do you agree with the following?

	1-	2-	3-	4-	5-	Total-	Weighted Average-
TAC F&P and TAC had adequate time to discuss funding options	0	1	4	6	2	13	3.69
The funding options provided to TAC by TAC F&P made sense	0	0	3	8	3	14	4.00

7. Were there any issues/concerns you raised during the solicitation process that were not addressed? Please provide a brief description of the issue and how the issue was not addressed.

- 1.
- 2.
- 3.
4. I was disappointed in the first meeting of my area. There were no introductions, no introduction of what we were doing. I would have greatly benefitted by the staff introducing the scoring area I was in, what it was we were doing, how to look at it. I think the staff thinks we (outside agency scorers) know more than we do.
- 5.
- 6.
7. None
- 8.
9. The topic of 'Equity' got lots of attention. Although it's important, defining equity and allotting points for equity is difficult. Perhaps a more thought out process/definition for how equity gets included in the Regional Solicitation scoring is needed. Too many folks seemed uneasy about this - need to get more acceptance.
- 10.
- 11.
- 12.
- 13.
14. None.
- 15.
- 16.

8. What one item would you change about the solicitation above all else?

1. Equity and Affordable Housing measure needs to be reevaluated. %age of points should be lowered until benefit can be measured.
- 2.
3. Reinstate eligibility for Class B Minor Arterial bridges in the "Bridge" category.

4. Standardizing scoring categories so they all follow a similar scoring method. We shouldn't have to discuss this category is scored against the max and this next you can score however you want.
- 5.
6. Bridge rehab/Replacement should stand as its own category. Should not be lumped together with road projects and should include bridges on B-Minor Arterials and Collectors as before.
7. Ability to bundle related projects.
- 8.
9. The Bridge qualifying criteria
10. The time frame was very condensed to approve the projects.
11. Have the Transportation Advisory Board make the final determination, not the Met Council.
12. Include chances for green projects to get funded
- 13.
14. No change proposed: instead voicing support to keep both the Transit Expansion and Transit Modernization categories.
- 15.
16. Small logistical item- ask project proposers to provide project descriptions per STIP guidance so they can easily be input into the STIP once selected. Could provide STIP guidance to proposers if appropriate.

Applicant Responses (17 Respondents)

1 Agency type (check one)

Answer Choices–	Responses–
State	3
City	4
County	9
Total	16

2. Category you submitted in (Check all that apply)

Answer Choices–	Responses–
Roadway Expansion	47.1% (8)
Roadway Reconstruction & Modernization	35.6% (6)
Roadway System Management	23.5% (4)
Bridges	5.9% (1)
Transit Expansion	29.4% (5)
Transit System Modernization	0.0% (0)
Multi-use Trails & Bikeways	17.7% (3)
Pedestrian Facilities	11.8% (2)
Safe Routes to Schools	0.0% (0)
Total Respondents: 17	

3. Compared to past years, would you say the application preparation was (Check one)

Answer Choices–	Responses–
This was the first time your agency submitted an application	6.7% (1)
Easier/took less staff time to prepare	86.7%(13)
Harder/took more staff time to prepare	6.7% (1)
Total	15

4. Are there specific features of the online application that should be changed?

1. When I submitted the application, I attempted to attach an Excel spreadsheet that included multiple worksheets. However, when it was submitted, the software only accepted the front sheet. Either the application should be able to accept the entire file or there needs to be a different means of submitting items like this
- 2.
3. The Met Council trail counts should be the metric for trail use/need instead of number of residents or jobs, as some trail facilities cross large areas of no jobs or residents, effectively lowering their scores. With actual Met Council sponsored trail counts figured in, this would indicate true demand and usage, and, trails that cross expanses of areas without jobs or residents will automatically be scored very low, even though there is a large need, a critical link is built, etc.
4. In doing the application, there were categories I missed that were not explained completely. I had to add information when Met Council found an error. Once I went back and realized my mistake it was clear. Maybe "hints" for the information necessary.
5. The maps need to be scaled better in order to properly distinguish proposed projects from existing features.
6. Did not provide enough area for explanation and background.
7. I wish the presentation of the final version of each application looked better. Our agency maintains an electronic and paper copy of each application that we submit and that gets submitted on our roadway system by an external agency, so there is a desire to have the final applications look professional for archiving purposes. For minor improvements made at various locations (Such as countdown timer installations throughout a city) it was not clear on how to create your set of maps to use for the transit, RACP, etc. portions of the application.
8. Regional trails should be included in the Regional Bicycle Transportation Network.

9. I think the online process was excellent.
- 10.
11. Include ability to save applications as a .pdf and distribute for other to review.
12. I liked that several steps were automated, but there was definitely a learning curve. It was not intuitive the first time around.
13. Our project didn't exactly fit into how the application was structured which made it difficult to answer some of the questions as well as create the maps.
14. Loading the documents or additional documents that you would like to include (information from completed studies).
 - o Being able to type a short description for some of the items where you just answered a question.
15. The mapping tool, while overall very helpful, could be made less clunky to use. If I am remembering correctly, there was no way to edit/remove sections of the route or stations once they were placed without removing the whole thing.
16. There was no opportunity or method in the application to show how calculations and numbers were arrived at. Also, there was no way for an applicant to check or preview the information that was supplied by Met Council staff. This did not allow an opportunity to check or verify the numbers when the scoring was done, and limited the ability to appeal scores.
17. The online maps were nice, but it seemed that there was not a common approach for drawing the project area. It didn't work as well for intersection projects as it did for linear projects. And the area and length calculations were too specific (to the thousandth decimal point) to be used for ranking, considering it is hand drawn on-line. The numbers should be rounded.

5. Are there changes you would make in the application training (overall regional solicitation information, online application, mapping, MnDOT State Aid information)?

1. I would provide more clarification on what needs to be submitted.
- 2.
3. Mapping of corridors should include the entire proposed regional trail corridor, instead of just part, and not omit any sections of a regional trail master plan. Without that, some sections and connections won't ever be connected.
4. Training was adequate.
5. A couple more opportunities to work directly with staff during the application process. I recall only one working session when I could come down and get online, open my application, and work directly with staff to answer questions and/or fix issues.
- 6.
7. Allow more time for questions. There was a group that started at the end of our session so we were forced to end our training session at the pre-determined time slot.
- 8.
9. No.
- 10.
11. Did not attend training but found the overall application process to be intuitive and straight forward.
12. The wording of some of the questions was confusing.
13. provide some more details on how criteria will be scored or what is being considered specifically.
- 14.
15. It seemed clear for the most part.
- 16.
17. Common approach for creating maps and project area

6. Are there specific changes you would make to the qualifying criteria/requirements established to determine whether projects are eligible?

1. No.
2. We were fortunate to have an intern available to do the required modeling. Most agencies do not and, therefore, have to hire consultants to do the modeling. It appeared that many of the applications were prepared in whole by consultants and the methodology used for crash reduction calculations stood out as being different than the "standard" methodology.
3. Yes, please include the applicable goals, and reference associated plans and page numbers. Include a link to those plans and page numbers.
- 4.
- 5.
- 6.
7. Review the process for addressing "sister bridges"

8. There should be some considerations for projects in outlying areas.
9. No.
- 10.
11. Applying under more than one category should be allowed. Specifically - Multiuse Trails and Pedestrian Facilities.
12. One proposal was disqualified because it bundled two similar projects together. This rule was in the fine print, but would've been caught had it been more clearly stated in the qualifying criteria.
13. provide an opportunity for explanation, especially for projects that are unique.
14. Criteria to assist lower volume roads score higher.
15. None
16. On transit applications, several applications benefited from existing ridership, whether on other routes, or on routes that are to be replaced by the new service.
17. No. It was nice to have them as check boxes instead of needing to reiterate the question in a response.

7. There are a number of submittals/attachments required with applications. Were any of these difficult to produce or obtain?

1. Not really. Understanding what all needed to be submitted was somewhat difficult. The submittal of them was also difficult, as files did not attach completely.
2. No. In fact the mapping feature was very easy and was informative to view.
3. Maps or other info automatically generated by the system should not have to be then downloaded and re-uploaded.
4. The maps were easy to create. The submittals were also easy to attach.
5. Crash data is very difficult to assemble, especially when dealing with a new alignment.
- 6.
7. No. This was a great way to organize our applications. Otherwise I end up creating one huge PDF binder on the day of application submittal.
8. No.
9. No.
- 10.
- 11.
12. Metro Council should provide accident history analysis as part of the online mapping tool.
13. The mapping was difficult to use and create appropriately.
14. No, but it seemed some other items should have been additional documents.
15. No
16. There seems to be inequity in requirements for agencies other than the Metro Council or Metro Transit to receive "approval" from the Metro Council for transit projects. The local matching funds are from the same source (RTC) so all agencies should be required to go through the same process. Metro Transit and Metro Council applicants were allowed to write their own approval letters, while other applicants were required to go through the Council.
17. No. Truck counts are not commonly collected so it was additional data needed specifically for this application, but was not difficult to produce.

8. Was there any confusion or difficulty with any prioritizing criteria (i.e., scoring measures)? Please highlight specific issues that can be addressed.

1. The distance criteria between A-Minor Arterials and Principal Arterials needs to be clarified. I think, in the end, I agreed with the way it was handled, but the way it was handled actually differed from the directions.
2. There were instances in the scoring committees where scorers needed to confer about how various categories should be done. There was a conscientious effort among committees to make these consistent.
3. Entire regional trail corridors should be in the automated mapping corridors.
4. See above under 4. The only issue is to make sure that "ALL" of the data is included in the application. Some of that was my error; some of it was confusion of the correct data. Met council actually was very helpful with addressing my issues.
5. For new alignments several questions asked for current data but there isn't any current data because the road hasn't been built yet. Separate new construction from existing and ask different questions specifically tailored for new construction.
6. Age was a confusing criterion. Some projects scored low and others high even though both were proposing facilities that currently do not exist.
7. No. The online application made the solicitation process very clear. The only hiccup that staff came across was dealing with the Vehicle Delay / Emissions Reduction portion, however, MetCouncil published a help tool to address the confusion.
- 8.
9. No.

- 10.
 11. Provide more latitude for local communities to refine and identify their tier 1 and tier 2 alignments prior to next regional solicitation. Re-evaluate the cost effectiveness measure. Projects that are expected to have high use but are not located in higher density areas do not score well. Applications should be
 - 12.
 - 13.
 - 14.
 15. None
 16. As noted above, more weight is given to existing projects throughout the scoring process; at what point do projects that fill in gaps/missing links receive a bonus compared to other projects that replace and/or saturate areas with existing infrastructure and services. This seems inconsistent with Federal guidelines for CMAQ funds, which are intended to help start up viable, new transit services. Projects should be scored on new ridership only, not existing riders on existing routes.
 17. No.
9. Were the scoring guidelines clear and helpful to your understanding the criteria?
1. Somewhat.
 2. Yes, but I had the benefit of being involved in the process of determining them.
 3. No. They were difficult to understand as the language did not always match the online with the final print version.
 4. Somewhat. I lost points in some categories I thought I would receive them and was rewarded points in other categories. Overall I think it was pretty clear.
 5. Not when it came to questions that didn't apply to new alignments.
 - 6.
 7. Yes. It is 100% based on quantitative values assigned to each project.
 - 8.
 9. I thought that the wording under Risk Assessment was somewhat confusing. May want to clarify the difference between "No Known" and "Unknown," as they relate to Section 106 Historic Resources.
 - 10.
 11. Yes
 12. No, possible points allotted were shared upfront, but the scoring methodology wasn't. As both an applicant and reviewer, I found the pedestrian/bike access scoring methodology very questionable. Had I known it was going to be scored that way I would've changed my response.
 13. not exactly
 - 14.
 15. Yes
 16. There is a mismatch between the scoring criteria as written in text, as interpreted by Council staff, and the actual scoring method used in some cases. The criteria should be clarified so there is a direct link between the written text scoring method and how the scores were applied.
 17. Yes
10. What one thing would you change about the solicitation process, criteria, or scoring above all else?
1. More clarity on the scoring criteria and what needs to be submitted.
 2. Make Class B minor Arterial bridges eligible in the "Bridge" category again.
 3. Make the entire planned corridor for a regional trail eligible for funding by including them in the mapped corridors and including all Met Council sponsored annual visit counts. Thank you.
 4. Allow more time to complete the application. Maybe start in May or June for training and the December 1 deadline. It took time to collect all of the information.
 5. Separate new alignments from existing. They should be separate categories.
 6. Eliminate inconsistencies in scoring.
 7. Projects located in rural areas will tend not to score well since they are not located near Light Rail Transit, do not have high population densities, and aren't located near critical facilities. However, these projects may be extremely important since they provide transportation facilities to the general public who commute from these rural areas to downtown areas each day.
 - 8.
 - 9.
 - 10.
 11. Eliminate actual scorers from the process by further developing an online scoring system that provides full transparency for the applicant.

12. My biggest complaint is the rigidity of the application process. One of our applications was disqualified over a technicality, and two others submitted with errors. Yes, there should have been better internal proofing, but it would've also been nice if there was a short window of opportunity to make changes that were identified by Regional Solicitation staff. Maybe a two-week early review period.
13. allow more words for answers
14. The trail scoring does not seem to benefit areas not located in the urban core but would be a benefit to the metro area.
- 15.
16. The process needs to be consistent with Federal requirements and place more emphasis on transit service that fills gaps or completes missing links, as opposed to service that may be a different type, but essentially replaces existing service
17. Add the ability to export the entire application including maps and attachments into one pdf.

Scoring Committee Member Replies (24 Respondents)

5. On a scale from 1 (strongly disagree) to 5 (strongly agree), do you agree with the following?

	1	2	3	4	5	N/A	Total
Information from the applications was easy to find and interpret	16.7% (4)	16.7 (4)	16.7% (4)	37.5% (9)	12.5% (3)	0.0% (0)	24
The scoring committee structure was effective	4.2% (1)	0.0% (0)	12.5% (3)	50.0% (12)	33.3% (8)	0.0% (0)	24
The way to distribute scores within the measure made sense	4.2% (1)	16.7% (4)	16.7% (4)	41.7% (10)	20.8% (5)	0.0% (0)	24
My scoring methodology was consistent with the scoring guidelines	4.2% (1)	0.0% (0)	8.3% (2)	20.8% (5)	66.7% (16)	0.0% (0)	24
The scoring guidelines were useful/understandable	4.2% (1)	8.3% (2)	37.5% (9)	29.1% (7)	20.8% (5)	0.0% (0)	24

6. Please provide any comments you may have for question number 5

1. There were a few instances where the scorers who hadn't been involved with the application creation were unclear whether they should be scoring on absolute or relative scales.
2. The infrastructure age portion of the score was simple and straight forward, however the deficiencies to be fixed portion was very subjective and I spent a number of hours creating sub categories to create an equal playing field for all. For example a project may be deficient in traffic signals, geometry, lighting, etc. Having the applicant provide specific answers to specific deficiency questions while also leaving room for additional applicant comments may be helpful. (Roadway Recon/Mod – Infrastructure Age/Condition)
- 3.
4. My scoring committee members were very conscientious about consistency and when there were questions consulted with scorers in other categories to ensure consistency.
- 5.
6. Scoring Category 5A (roadway expansion) was very iterative due to the fact that the lowest score received the max points. The scores had multiple ranges involved and I had to score ranges differently to obtain even a reasonable score distribution, which was my goal. Putting logic and reason to this was even more difficult. I would suggest revising this to mimic others where the highest value receives maximum points.
- 7.
- 8.
9. My scoring was easily prorated, so I felt comfortable with how it was done.
- 10.
11. Some applicants did not provide adequate project maps and specific location and/or function of some proposed trail projects were difficult to determine. RS applications should require a detailed project map be provided by each applicant at a scale sufficient to identify where the specific alignment of new or rehabbed trail will run relative to the roadway system...mapping the project via the on-line mapping tool was completely inadequate and led to numerous misinterpretations by the applicants w/respect to the Reg Bicycle Trans Network (as evidenced by the scoring challenges received).
12. Overall, the process was straightforward, consistent and well defined.
- 13.
- 14.
15. There was some confusion among the committee on how to distribute scores after the top scorer. A bit more guidance would be helpful.
- 16.
17.
 - o Information accessibility -- Initially, I had a hard time understanding the improvements proposed for each project. Require applicants to include a description & map of proposed improvements (not just a map of the project location) and provide this to each scorer. The description & map should identify improvements by mode. Also, require applicants to include a project area map showing all bicycle connections referenced in the text describing connections.
 - o Scoring Guidelines & Score Distribution -- For all criteria, be clear about prorating scores: will the maximum points be allocated for each measure or not? For pedestrian multimodal facilities & connections, correct the error in the application and scoring guidelines for the max # of points and how they should be allocated between facilities & connections (said 50, 50, should have said 75, 75). For all applications, provide more detail in the scoring guidelines for multimodal facilities & connections: make it clear that a project cannot be penalized for not having transit service in the project area and each project should be evaluated based on the quality of connections & facilities present and planned; give an example

of a scoring rubric (e.g., 75 points for significant improvements & connections for the modes present in project area, 50 points for substantial, 25 points for likely, 0 points for not likely).

18. Scoring guidelines were not clear for such an open-ended topic. The level of detail and information provided by the 1 applicant was not descriptive enough to validate or understand. There were also no other applications to compare against.
- 19.
- 20.
21. The level of information about the how the project related to equity was limited at best.
22. See #10.
23. The measure I scored was based on information provided by the Met Council staff. There was no way to check the accuracy of the information, or if it made sense. All that I had was a final number to score.
24. Multi-modal (7A/B and C)
 - o For multimodal projects, there was a mismatch between the scoring criteria as written in text, as interpreted by Council staff, and the actual scoring method used. For example the "fear of punishing those without transit" and the desire to score transit separately from bike-ped is not well documented in the written text. The criteria should be clarified so there is a direct link between the written text scoring method and how the scores were applied.
 - o The criteria text and requirements of applicants compared to the text for scorers could also be strengthened. In some cases, the applicant was instructed to focus on different support than what scorers were looking for.
 - o Multimodal would benefit from having a map showing transit, existing bike-ped connections, future bike-ped connections, and the proposed project all on one page. Mapped information was inconsistent during this cycle.
 - o In order to fully understand the project, multimodal did require a complete review of the entire application to understand the context, scope, and extent of the proposed improvements. More specific maps for each criteria or clarification of the scoring criteria may help reduce this in the future.
 - o In the core, transit ridership was summed even if there was no stop available; this seems to skew totals.
 - o Overall, the committee structure worked well. A handful of multimodal scorers met as a subgroup and that was also helpful.
 - o Consider clearly separating new projects compared to existing/reconstruction projects or adding guidance that clarifies scoring approach so everyone is consistent.

7. Are there specific changes you would make to the qualifying criteria/requirements established to determine whether projects are eligible?

- 1.
2. I recall that there were a number of appeals because projects did not fall within the Regional Parks Plan. I recall a County rep stating the regional plan does not work for their local decisions on certain trail segments so this should be revisited for more discussion.
3. I think a stronger value should be given to bike and ped projects that create connections to other high use facilities
4. Requiring modeling to be done is an important step in determining the scope of projects, but many agencies do not have staff to do it in-house. It does not seem reasonable to require agencies to hire consultants to do it. It also seems unlikely that the Met Council staff has time to do it for agencies, but if consultant services could be provided through the Met Council, and the cost paid by the applicants, it may be a cost-effective and consistent way to get this required step completed.
5. Update guidance now that this first round of scoring has been completed. While there are some instances where categories should be scored differently, in many cases, there should be little variability
6. No.
- 7.
- 8.
9. Some people have been saying that we should eliminate categories where all the projects got the same score. I disagree with this. Having certain criteria in the scoring means that we receive projects of types that we would want to support. It is very possible that the reason everyone scored the same in category X is because the applicants knew we wanted X in any regionally-funded projects and therefore they only submitted projects with X in them. The scoring criteria help differentiate between submitted projects, certainly, but they also help differentiate between submitted and non-submitted projects and are a way for us to indicate what types of projects the region wants to support. More specifically on air quality: I wonder if there might not be a way to include some sort of bonus points or something if a project uses electric buses instead of conventional buses, for instance, or plants a rain garden, or some other "green" tech, rather than relying solely on VMT reduction.

- 10.
11. Yes, criterion #4 under Bicycle & Pedestrian Facilities Projects should state "70 percent of the project cost must fall under one OR A COMBINATION of the following eligible activities:"
12. None
- 13.
- 14.
15. Drop the requirement that bridges must carry motor vehicle traffic. Often roads built to accommodate motor vehicles create barriers to biking and walking that must be overcome with bridges, yet the road project never built the bridge. Then we have to come back and beg for a fraction of funding from the trail pot when it was a road project that necessitated the bridge to begin with. You could change the requirement to be that it either carry motor vehicles or cross a roadway (perhaps meeting certain requirements, such as be a principal arterial or carry XXXXX AADT).
- 16.
17. None.
18. If a project is expanding a facility, it should be required to submit under the expansion category. It was unclear how the project under modernization fit that criteria vs. expansion.
19. Significant mapping problems may have caused some projects to have inaccurate scoring
- 20.
- 21.
22. No
23. On transit applications, several applications benefited from existing ridership, whether on other routes, or on routes that are to be replaced by the new service.
- 24.

8. Were there any issues/concerns you raised during the solicitation process that were not addressed? Please provide a brief description of the issue and how the issue was not addressed.

- 1.
- 2.
3. No, all my questions were answered in a timely manner.
4. No.
- 5.
6. The only issue I raised was that some of the applications utilized a different method to calculate their values for category 5A, namely because they were dealing with new construction. It made sense in general, but was difficult to verify. A lot of judgment had to be exercised to determine how valid these were, whereas the ones that utilized the base scoring were relatively easy to score.
- 7.
- 8.
9. Not that I can think of
- 10.
11. No.
12. None
- 13.
- 14.
15. No
16. Require that applicants show the math when calculating costs (hours, miles, etc.) and ridership. I was told that since this information was not required in the application I could not request it from the applicant. This reduced my role as reviewer/subject matter expert to simply rating figures provided by applicant.
17. None.
18. Not enough detail on how data was calculated for some criteria. There should be more clear instructions for what has to be provided to allow scorers to validate the data across projects.
- 19.
- 20.
- 21.
22. Only that I was not receiving the application information in a timely manner.
23. The application of the equity criteria in transit applications played out exactly as predicted. Scores were skewed to benefit applications for service that replaces existing service rather than new service.
24. Council staff was excellent to work with.

9. What one thing would you change about solicitation scoring above all else?

- 1.
2. Ensure applicants clearly understand all rules and criteria up front. Because of unclear directions some misinterpreted the number of points that could be received for trail segment projects. I recall a few of the appellants stating that the Met Council changed the rules of the game mid stream because of the clarification in the scoring of that measure. How can we avoid this in the future?
3. I think staff at the MET Council did a great job with this process.
- 4.
- 5.
6. See response to item #8. Again, the general method used by the exception applications made sense. It was just difficult to verify their evaluations. This made me question is how fair the scoring was to those applications that provided the materials correctly. In the end, I think it worked out, but I think this category could lend itself to some potential issues in the future if new construction is able to calculate 5A in an alternate fashion.
- 7.
- 8.
9. I would look again at scoring categories that were not easily prorated and see if we could set them up to be more easily scored.
- 10.
11. The mapping application should not be used to report a conclusion or a "score" with respect to the relationship of a proposed trail/bikeway to the RBTN. This was a chief shortcoming of the last solicitation process and led to many misinterpretations, heightened expectations, and expressed frustration from project proponents.
12. For the Congestion Reduction/Air Quality, projects with multiple locations were at an unfair disadvantage because the emissions were considered at only one location, and the cost was generally higher for those projects. Consider modifications in the future for this measure.
- 13.
- 14.
15. Clearer guidance on score distribution. I was fine with how I worked mine out, but I know others were lost.
- 16.
17. Require applicants to provide a description & map of proposed improvements (not just a map of the project location) and provide this to each scorer so we can quickly understand the proposal.
18. Emphasize regional growth centers more for transit and raise the value of criteria related to serving regional growth centers. Allow local counties and cities to designate growth centers for regional planning but set criteria for how a growth center is defined and must be planned.
19. Provide templates for scoring strategies
- 20.
- 21.
22. For my section there was some kind of glitch that kept me from having adequate time to do my review and scoring, only about one week, and it was a week that I had scheduled for vacation.
23. o Be consistent o Clarify criteria and scoring o Lean from methodology issues in 2015 o Consider how at a certain point data is dated and applicants will supplement with current information; how do these additions factor into the process
24. Multimodal would benefit from having a map showing transit, existing bike-ped connections, future bike-ped connections, and the proposed project all on one page. Mapped information was inconsistent during this cycle.

10. Please provide any comments you have on your application scoring experience. Please highlight specific issues that can be addressed in the Regional Solicitation update. Examples could include imbalances in score distribution, criteria that are too rigid or lacking in specificity, lack of clarity in the scoring guidelines, and methodology.

- 1.
- 2.
3. My measures were quite simple to calculate (population and employment) so I don't know that I would change anything
4. I expect that the "Equity" criterion will be reviewed. In looking at the results of the scoring, it seems that it did not provide any significant differentiation between projects and that using affordable housing scores did not really achieve what was intended, as it used the community as a whole for the score, rather than the more specific area of the projects.
- 5.
6. I actually enjoyed being on the scoring committee. My only issue was what I mentioned in response to item #8. I thought the committee as a whole (Expansion) did a very good job scoring the applications. Explanations and logic

were reasonable. Despite my issue in scoring, I thought the committee was very helpful in listening to my reasoning and providing feedback.

7. It would be helpful to have the project location maps in the front of the application. Had to keep flipping through many pages to find them, making the assignment of project numbers more cumbersome/time consuming than in the past. I also want to add a couple items to this form. The Risk Assessment format made it difficult to score. In the past, it was easy to score as the applicant checked a box. I understand that format could not be used for the application, which made it more time consuming and hard to follow in some cases. It was helpful when Elaine created spreadsheets to help me out; saved me a lot of time, but I still went through all of them to make sure there weren't any input errors. If there was a way to have check boxes, it would be much easier to score; not sure if that is possible. Especially when I score this criterion for all categories. We may need to add some language for project descriptions that would make it easier for Joe to create the descriptions for the STIP. Not sure how to do that right now, but would be worth discussing to save the Met Council time generating the descriptions, etc. for the STIP.
8. I found the scoring methodology much improved over previous years.
- 9.
10. My scoring area was straight forward and easy to score. I did not have any problems with the scoring criteria or information provided.
- 11.
12. The application scoring process in general was very well defined. One comment for future consideration is the method to score projects that encompass a system of routes. For those projects, there were assumptions made for the roadway selection to "define" the project, i.e. choosing the roadway with the highest functional classification. The selected roadway was then used to determine the distance to the closet parallel A-Minor Arterial or Principal Arterial.
- 13.
14. Very well managed, Well thought out, and equitable
15. It was a good process with an appropriate flex in the criteria and discussion of the projects. The application process was a big improvement.
- 16.
17. In addition to points made for question #6, refine the application text for the multimodal facilities and connections question. Ask the question about multimodal facilities first (make this question 5A) -- what is in the project area today, what improvements are proposed in conjunction with the project (make sure they are shown on a map), and how do the proposed improvements promote better integration of modes? Then ask how these proposed improvements will connect with other existing and planned multimodal facilities/services, with emphasis on existing facilities/services (becomes questions 5B & 5C).
18. There was a lack of specificity in the information requested for transit that allows reviewers to validate the information. For modernization and "improvements" criteria, nothing was required to show how improvements were calculated.
- 19.
- 20.
21. Information that is needed:
 - o Clear, direct impact on an area of concentration of low income and racial groups—service area characteristics (quarter or half-mile walking radius of station areas or stops) including demographics, housing types/affordability in area served
 - o Documented type of service improvement—schedule, timing, destinations accessible
 - o Documented access improvement and/or removal of barriers to jobs, social services, services and shopping, park/recreation, education and health facilities; immediate improvements documented; longer-term future improvements documented; local adopted comprehensive plan relationship/implementation; local survey of residents, businesses, users/customers document need/impact potential.; direct area impact and adjacent area impact.
 - o Documentation of the type of potential adverse impact issues raised by the project and recommended mitigation actions (projects should be required to examined potential impacts by adding a check list of items to show consideration that the items are not present or likely with project implementation.
22. The units for congestion reduction cost effectiveness were inverted, which made scoring more difficult. A better measure would be "delay hours reduced divided by project cost". Currently it is reported as project cost divided by delay hours reduced, which is counterintuitive and results in the highest score going to the lowest reported figure.
23. There were several areas in which it would have been helpful to see the applicant's methodology for determining a final number. There was no way to make a decision about whether or not the submission was correct or made sense. There was also a disconnect between the scoring guidelines and how scores were actually determined.
- 24.

- There are concerns about the criteria scored by Council staff; for some of the criteria, the applicants had limited control of how information was presented. –
- More weight is given to existing projects throughout the scoring process; at what point do projects that fill in gaps/missing links receive a bonus compared to other projects that replace and/or saturate areas with existing infrastructure and services.
- The approach toward asking clarifying questions of applications seemed inconsistent (who and what was asked).
- Consider how at a certain point data is dated and applicants will supplement with current information; how do these additions factor into the process. –
- More time for scoring would be helpful in the future.

DISCUSSION TOPICS

DISCUSSION TOPICS TO ADDRESS FOR THE 2016 REGIONAL SOLICITATION

Based on survey responses, meeting discussions, and user feedback, staff has compiled below questions that should be addressed.

1. Should interchange projects be required to complete the Metropolitan Council/MnDOT Highway Interchange Request process prior to applying to the Regional Solicitation?
2. Should the scoring be modified to equalize the competition for projects on all roadway classifications, i.e., expander, collector, reliever, augments, and non-freeway principal arterial?
3. Should the scoring be modified to make railroad grade-separation projects more competitive for funding?
4. How and where should cost-effectiveness be measured?
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?
6. Should B-minor bridges be eligible for funding in the bridge category?
7. Should bundling be allowed and how wide of a geographic area can projects cover?
8. Should trail usage be based on actual counts rather than number of residents or employees within one mile of the trail facility?
9. Should the scoring for transit expansion projects further favor new riders more than existing riders?
10. Should inflation be added to transit and travel demand projects similar to other types of projects?
11. How should the scoring guidelines be clarified?
12. Should the final program of projects should have a cut-off point on the score sheet, below which projects cannot be funded? For example, should scores below 50% of the possible points, or 500, be disqualified?
13. Do any measures need modification? The below criteria were frequently cited:
 - a. “Multimodal Facilities” was cited as difficult to score.
 - b. “Equity” drew a lot of comments and some felt it should not be included in roadway categories.
 - c. “Infrastructure Deficiencies,” cited as difficult to score, may need better definition.

1: INTERCHANGE APPROVALS

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 (applications are due 7/15/16).

If local agencies do not believe that there is adequate time to go through the process before the application deadline for the 2016 Regional Solicitation, then staff could add this to the Risk Assessment measure.

2: EQUALIZING ROADWAY CLASSIFICATIONS

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

Four of the five roadway functional classifications were funded as part of the 2014 Regional Solicitation. No Connector projects were funded. Five Connector projects were applied for in the Roadway Reconstruction/Modernization category. Out of 21 applications in that category, the five projects were ranked 14th, 18th, 19th, 20th, and 21st.

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 also choose not to adjust measure 1A. TAB could guarantee a minimum of one funded project per functional classification (which would have entailed funding the 14th ranked Roadway Reconstruction/Modernization project, “leap-frogging” five projects with higher scores). 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 (as is done in measure 1A).

3: ABILITY OF RAILROAD CROSSING SAFETY PROJECTS TO RECEIVE FUNDING

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

This question stems from the increase in train traffic being experienced in the Twin Cities and the impacts on highway safety and mobility at these at-grade crossings. Rail-highway grade separation projects are eligible for STP funds, but do not score well in the current scoring system when compared to other roadway projects.

As currently constructed, the safety category (worth 150 points) will not likely provide a lot 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

4: COST-EFFECTIVENESS AND THE IMPACT ON SCOPE CHANGES

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. When Council staff attempts 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 costs increases for the project being considered versus the other projects selected in the same solicitation; 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. For these reasons staff is bringing some options and considerations forward that might be used to modify the solicitation and/or the scope change process.

1. Eliminate cost effectiveness sub-criteria.

A number of the criteria have accompanying sub-criteria to assess cost effectiveness. For example, for safety, the reduction in collisions is divided by the project cost to determine the cost effectiveness of the safety investments. Cost effectiveness has been used for many years, but has probably become more important recently due to the limited transportation funds available and the policy emphasis on lower-cost/higher-benefit projects. Using a cost effectiveness measure helps to allow a comparison of the big, high-cost project to the smaller, low-cost project. From this perspective, some form of cost effective measure seems important/appropriate for the solicitation.

2. Measure cost effectiveness only on the level of federal funds requested.

The solicitation projects include eligible and non-eligible elements. The cost effectiveness calculation uses the total project cost, which may include significant 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 federal funds and requested match were the basis of the cost effectiveness measure, changes to the non-eligible and, therefore, non-funded project elements could be made 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.

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

Today there are cost effectiveness sub-criteria measures for safety, air quality, etc. A method used for bridge projects 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 may be more in line with the lower-cost/high-benefit policy in that it measures all aspects of the project against all costs.

4. Eliminate cost effectiveness measures from the scope change analysis.

A simple solution is to eliminate cost-effectiveness when considering a scope change. As noted above, cost effectiveness is a measure in a number of criteria. Measures like crash reduction or air quality improvements would still be used to measure benefits and changes that occur with a modified project, but the cost effectiveness measure of the same would not be considered.

5. During scope changes, conduct analysis with original project cost assumed constant.

Inflation and changes in material costs can move the cost of a project a great deal over a short time. Basing the cost effectiveness score for any air quality or collision reduction change on the original cost should reflect the true impact of the proposed changes. If the modified project changed the number of crashes reduced, the cost effectiveness calculation would be based on the original project cost.

5: NEW ALIGNMENTS

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 recognizes the confusion in trying to fit the existing criteria to a new highway. Staff believes the criteria could be modified so that while the answers for a new highway proposal would be different than for an existing highway proposal, they will be comparable and allow a fair distribution of scores. An alternative process will be needed for each of these six measures: Current daily person throughput, heavy commercial traffic, infrastructure age, congestion reduction, emissions reduction, and safety.

In most applications for new highways or alignments, existing highways serve the current trips. The applicant will be asked to identify the highways that serve these trips today (which may or may not be “A” Minors) and provide data similar to that needed for project applications on existing alignments. Of course, if the Council staff is providing this data, the applicant would only have to identify the highways that provide the function today. As an example, the Commercial Vehicle Traffic criteria require counts. The applicant would identify points on the existing highways that provide for this traffic today.

If more than one highway serves the trips, then counts could be summed, though only a percentage of the trips from each roadway would divert to the new roadway.

In the case of Daily Person Throughput, which includes the current average annual daily traffic volume x 1.3 (persons per vehicle) plus the average annual transit ridership, this calculation is made by Metropolitan Council staff. Again, data from the existing highway(s) that are serving this trip as noted above would be used.

In the case of infrastructure age, use of existing highways is not as straight forward. The condition of the existing highways will not be improved, but their condition can still be used as a surrogate for a problem. Parallel routes may be able to be used since traffic will be diverted from these existing roadways, thereby extending the useful life of these facilities.

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.

6: BRIDGE ELIGIBILITY

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

Eligibility for bridges has been restricted to “A” minor arterials for a number of years. Staff is not certain when this started, but records back to 2003 show that only “A” bridges were eligible.

Over the five solicitations dating back to 2003, a total of 42 bridge projects were submitted and 23 projects were funded. In those solicitations, \$10 million in federal funds was designated for bridges in each solicitation. The level of funding was based on a federal designation that a specific level of the STP funds would go to bridges. This changed with MAP-21. The designated categories of bridges and other Federal Aid roads were consolidated into the National Highway Performance Program (NHPP). This Act also reduced the total federal funds coming to the region from \$161.4 million every two years to \$150 million.

In the 2014 Regional Solicitation Evaluation, an early proposal was to eliminate the bridge category completely. Bridges would not compete in their own category but would be eligible if they were part of a highway expansion or modernization project. Due to significant support from the regional partners, the TAB maintained bridges as a roadway sub-category but only allowed “A” minor arterials to qualify.

In the 2014 Solicitation, six bridge projects were submitted with a combined federal funding request of \$24.7 million. This was about 9% of the total \$280 million requested. One bridge was selected in 2014 to receive \$7 million in federal funds. The estimated total cost of the project was over \$60 million. This bridge funding represented about 5% of the federal funds allotted in the 2014 Solicitation. Over the 2003 to 2011 period, 6.4% of the federal funds were allocated to bridges. On average from 2003 to 2011, eight bridges were submitted for each solicitation.

Staff recommends continuing to limit the Bridge category to “A” minor arterials.

7: BUNDLING AND GEOGRAPHIC COVERAGE

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

The 2014 Regional Solicitation provided for “bundling” of similar projects:

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

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

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

No bundled projects that meet the guidelines above have been submitted in any Regional Solicitation. Two projects were submitted in 2014, but, due to the size of the individual elements, they did not meet this definition and were disqualified.

Another project also raised issues about scoring; a Roadway System Management project that would allow retiming of signals on an unknown number of corridors and cities throughout the region.

The concern with both the bundling projects and systemwide improvements is how they would score given location-specific criteria. In the Bicycle/Pedestrian category, which may draw interest for bundling, four of the six criteria are tied closely to location. In the Roadway System Management category, six of the eight criteria are tied closely to location. In some cases the data could be averaged to give a score, but for the connections to job concentrations and equity they would be inconsistent with the intent of the criteria.

Given that there has never been a qualified bundling project submitted in the Regional Solicitation, staff believes eliminating this would simplify the solicitation and reduce the complexity of scoring.

In projects that provide similar systemwide improvements, staff would like to explore a different solution. The definition of the “defined jurisdiction” or the “concentrated geographic area” would be restricted so the various criteria could be scored reflective of the intent of the adopted criteria. As examples of a “defined area”, a downtown area, defined area, or length along a singular trail corridor could be used.

The System Management application submitted in 2014 and disqualified could not be addressed in this manner. The application would have provided funds to hire consultants to undertake signal retiming and upgrading on various county-owned A-Minors in all seven counties. Specific locations were not identified since this was intended to provide the assistance needed for smaller traffic system management projects, but under one umbrella contract that MnDOT would administer. Staff believes this is a unique project that may need to be considered for funding as such by the TAB.

8: TRAIL USAGE

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.

The 2016 Regional Solicitation could respond to this concern in several ways:

1. Leave the measure as is based on the idea that population and employment are the best available indicators of potential trail usage.
2. Use ridership counts. While automated counting may be a possibility in the future, staff would recommend that manual counts be taken on each proposed trail. If the project is an improvement to an existing trail, then counts should be taken on the actual trail. If the proposed project is a new segment, then a count should be completed at the highest-volume connecting trail facility (i.e., likely an end point of the proposed trail). Manual counts should be taken from 4 PM to 6 PM on a Tuesday, Wednesday, or Thursday during the application period. The number of users counted during the two-hour window would then be inserted into the application (i.e., the number would not be adjusted to a daily count). This same methodology can be used for any Pedestrian Facilities projects.
3. Design a qualitative method for determining a score for potential usage.

9: EXISTING VS. NEW TRANSIT RIDERS

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 to 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 “seems inconsistent with Federal guidelines for CMAQ funds, which are intended to help start up viable, new transit services.”

[Interim Program Guidance Under MAP-21](#) states: “In using CMAQ funds for *operating assistance*, the intent is to help start up viable new transportation services that can demonstrate air quality benefits and eventually cover costs as much as possible.” Operating assistance is not eligible to maintain existing service and the Regional Solicitation does not provide operating assistance to existing routes.

Staff believes, therefore, that adding new riders to existing routes is as viable as adding riders via new routes when it comes to CMAQ funding. The question still remains, however, whether existing riders are weighted more than they should be. For CMAQ, the key objective is to reduce congestion and air pollution.

This issue relates to the “Usage” criterion. The three measures are:

- A. Cost effectiveness per rider. This includes new and existing riders. 105 points
- B. Operating cost effectiveness, which is found by dividing new annual operation cost by new annual ridership. 70 points
- C. Project cost effectiveness per new rider. 175 points.

New riders go further toward achieving CMAQ goals of reducing congestion and improving air quality than do existing 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 (i.e., total ridership). Therefore, as shown in the below table, only 30% of the usage criterion is dedicated to total ridership; a portion of which is existing riders.

	2014
A: Cost Effectiveness per New/Existing Rider	105 (30%)
B: Operating Cost Effectiveness per New Rider	70 (20%)
C: Project Cost Effectiveness per New Rider	175 (50%)
Total New-Only Measures	245 (70%)

Staff recommends continued inclusion of this weight for existing riders because there is value in providing improved service to existing riders.

10: INFLATION

Should inflation be added to transit and travel demand projects similar to other types of projects?

In the past, it was the understanding of Metropolitan Council staff that bus purchases and transit operating expenses were negotiated as part of multiyear contracts that locked in the price over the term of the contract. However, we have now learned that there is an inflation factor built into these contracts, so these types of project elements should be inflated just like all other project elements. This applies to Metro Transit and all other transit providers in the region.

When TAB approved a funding decision for the 2014 Regional Solicitation, they allocated that a certain percent of the total federal funds to each mode (i.e., roadways, bicycle/pedestrian, and transit/TDM). After the selection was made, then the projects were inflated to their final program year. However, since many of the transit elements were not inflated, the final percentage of the total funds allocated to transit/TDM projects was less than the percentage that TAB originally approved.

The 2016 solicitation will request that all costs be provided in current dollars (2016). If TAB approves an inflation factor, then staff suggests that inflation be awarded to all project elements.

11: CONSISTENCY IN SCORING

How should the scoring guidelines be clarified?

There has been feedback that too much interpretation of the scoring guidelines occurred.

More than perhaps any topic, responses came in large number on the Regional Solicitation survey regarding how scores are distributed within each measure. Themes are underlined:

More clarity is needed regarding how to distribute scores and whether the top project will receive the maximum score

Staff is building this clarity into the next solicitation. The scoring guidelines will be removed in favor of scoring guidance highlighted within each measure of the application. The guidance shown under each measure will specify whether the highest-ranked project in the measure will receive full points.

Point distribution will also be spelled out more clearly. Most often projects that do not receive the top score “receive a proportionate share of the full points.” At least two scorers diverted from that directive last year. This is allowable if a scorer believes the distribution is impractical and the scoring committee members agree. Scorers must document their scoring process.

All measures should provide the maximum score to one (and only one) project

While a top score will be provided for *most* measures, circumstances cause some measures to be unable to assign one (and only one) top score. These measures are:

- Roadway category 1A: Because each roadway classification (Reliever, Expander, Augmentor, Connector, and Non-Freeway Principal Arterial) is ranked separately, a top score is provided to multiple projects (i.e., one to each classification).
- Tiered scoring allows for multiple—or, conceivably, no—projects to receive full points. This is the case for:
 - Connections to regional activity centers (Roadway 1C, Transit 1A, Pedestrian 1A)
 - Bridge sufficiency ration (Bridges 4A)
 - Equipment age (System Management 4A)
 - RBTN (Trails 1A)
- Socio-Economic Equity (3A for all applications): Due to the geographic adjustment to scores, it is possible that no project will receive the maximum allotment of points.
- Housing (3B for all applications): Because multiple projects may be located in the same municipality, it is possible for multiple projects to receive the full points.
- Pedestrian, 2A may have no project receive the maximum allotment due to the splitting of scores between two categories.

Cost-Effectiveness of Vehicle Delay Reduced (5A in Roadways, except for Bridge) was difficult to distribute scores for because the lowest score was given the maximum points

Staff suggests following the lead of one 2014 scorer who divided total hours reduced by cost, rendering the highest score the top point recipient. An additional option would be to measure cost effectiveness on a different measure.

12: CRITERIA THAT MAY NEED MODIFICATION

Several measures were identified by scorers and applicants as in need of modification. Staff will be suggesting small adjustments to several measures. Measures potentially in need of significant overhauls are listed below.

MEASURE: Multimodal Facilities

1. **Bike/Ped 5A, 5B, 5C**
2. Safe Routes to School 5A
3. **Bridges 5A, 5B, 5C.**
4. **Roadway Expansion/Modernization/System Management 7A, 7B, 7C**
5. Transit Expansion 6A, 6B.
6. Transit Modernization 5A, 5B

For the bolded categories above, this measure created scoring difficulties due to a very late change in the design of the 2014 Regional Solicitation. Because some projects are located in areas with no transit access, a late move was made to assure that this criterion did not “punish” projects located in those areas. With inadequate direction to scorers, Measures A and B were combined and aimed to rate existing multimodal connections (transit and bike/pedestrian for roadway projects, transit and pedestrian for bike projects and transit and bike for pedestrian projects). Scorers were left to their own interpretation about how to rate projects for their connections while not “punishing” those located away from transit.

Measures A and B are to an extent a function of what happens to be near the project in question. While there is value to building a roadway project near transit facilities, staff feels that measure C, multimodal elements included in the project, is the real key to help create a more modally diverse and inclusive project. Therefore, staff proposes a focus on measure C. Completion of a surface transportation project should be seen as an opportunity to serve multiple modes and this measure encourages applicants to do so.

Proposed measures (based off of “C”), in detail

1A. Multiuse Trails & Bicycle Facilities

Use the language currently shown in Measure C: “Discuss any transit or pedestrian elements that are included as part of the project and how they improve the travel experience, safety, and security for users of these modes. Also, describe the existing transit and pedestrian accommodations. Furthermore, address how the proposed bikeway project safely integrates all modes of transportation (i.e., bicyclists, transit, pedestrians, and vehicles). 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.”

RESPONSE (500 words or less)

1B. Pedestrian Facilities

Essentially the same language as above (replacing “pedestrian” with “bicycle”).

2. Safe Routes to School

Safe Routes to School (SRTS) only has one multimodal facilities measure. The measure is heavily dependent on existing and planned transit routes. Since outside of the two core cities, students are not likely taking public transit to school, staff recommends changing the measure to ensure that improvements made can accommodate both bicycle and pedestrian movements.

3. Roadways

Similarly to 1A, use the language in Measure C, which asks for discussion of bicycle, pedestrian or transit elements included with the project. Measures A and B, which identify existing multimodal connections, would be eliminated.

4. Transit Expansion and Transit Modernization

While there was no concern about a competitive disadvantage being created in certain areas, staff recommends eliminating “multimodal connections” (Measure A) for the Transit categories, following the same rationale as it does for the others. The full 100 points would be focused on current Measure 5B, which asks for discussion on roadway, bicycle, or pedestrian elements included as part of the total project.

MEASURE: Equity

1. Measure 3A (all categories)

Staff will wait on recommendations for Equity, as TAB and the Council are in the process of planning the Equity Workshops.

MEASURE: Infrastructure Deficiencies

1. Roadway Reconstruction 4B
2. Bridge 4B

1. Roadway Reconstruction

Current measure reads:

“List or describe any known geometric, structural, or infrastructure deficiencies 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.

RESPONSE (200 words or less)”

Staff proposes quantifying potential deficiencies and allowing for an explanation at the end.

- Full-depth reclamation 15 pts
- Improved lanes and shoulders widths or materials 15 pts
- Access management or vertical/horizontal alignments improvements 15 pts
- Stormwater mitigation enhancements 15 pts
- Stormwater/Sanitary sewer/others related improvements 15 pts
- Signals/Lighting 15 pts
- Other 10 pts

RESPONSE (500 words or less)

2. Bridge

A similar approach is recommended for the bridge category, but with different deficiencies being addressed.

INTRODUCTION

Introduction to the Regional Solicitation for Transportation Projects

September 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, Moving Ahead for Progress in the 21st Century (MAP-21), projects will be selected for funding as part of three federal programs: Surface Transportation Program (STP), Congestion Mitigation and Air Quality Improvement (CMAQ) Program, and Transportation Alternatives Program (TAP). A recent extension of MAP-21 delayed its expiration date to October 29, 2015. It is assumed that federal funding will continue to be available in 2020 and 2021, but there is no money set aside at the current time.

Evaluation Categories and Sub-Categories

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

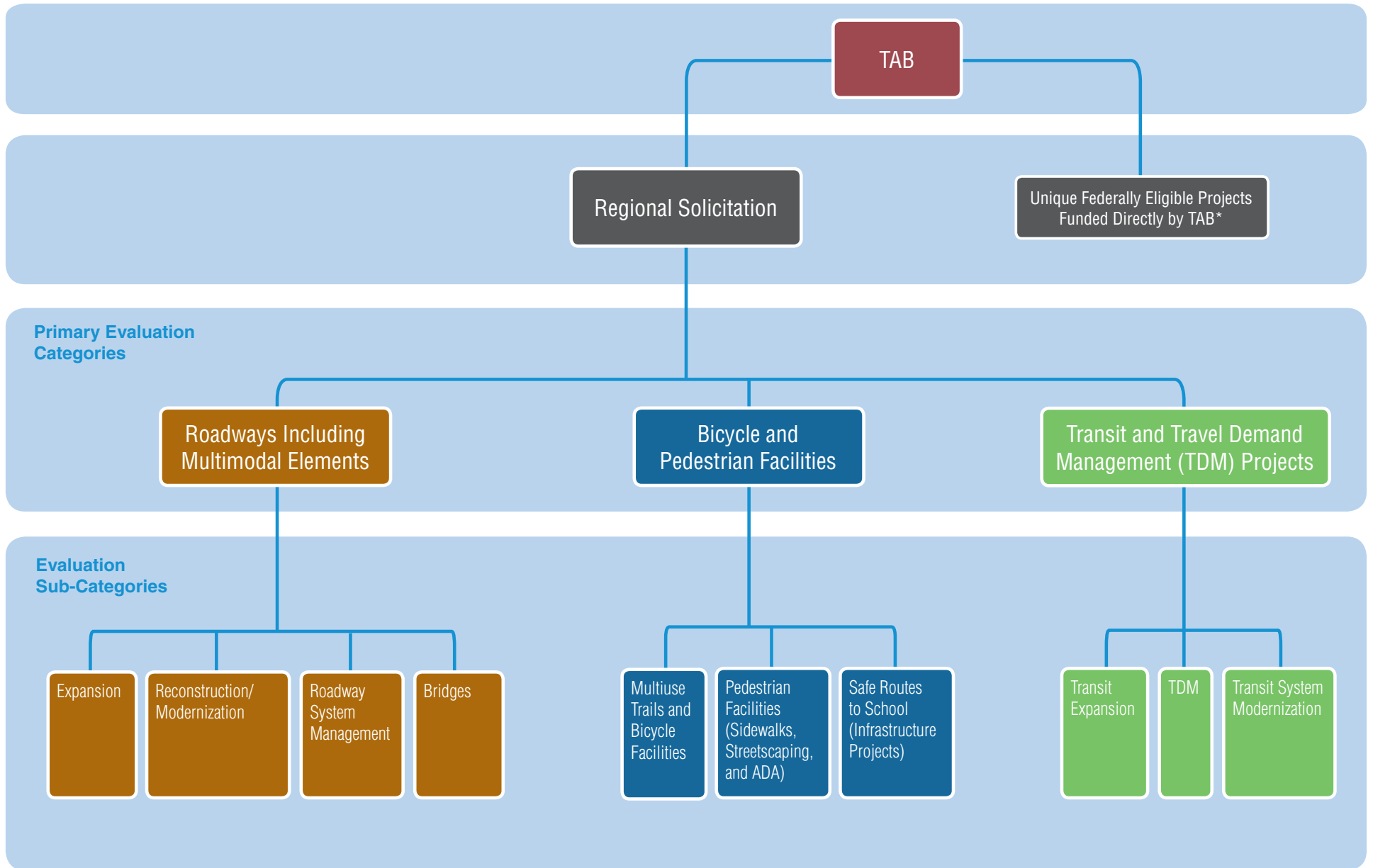
1. Roadways Including Multimodal Elements
2. Bicycle and Pedestrian Facilities
3. Transit and Travel Demand Management (TDM) Projects

Each of these modal evaluation categories includes three to four evaluation sub-categories for a total of 10 evaluation sub-categories. TAB will also consider unique federally eligible projects that may not fit one of the 10 evaluation sub-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 evaluation sub-category for their proposed project based on the mode requiring the largest percentage of cost. For instance, a roadway reconstruction project that includes a new sidewalk would apply under the Roadway Reconstruction/Modernization sub-category because the roadway improvements are the largest cost for the project. Conversely, a project that does not make improvements to the roadway, but adds a multiuse trail along a roadway would apply in the Multiuse Trail and Bicycle facilities sub-category. If an applicant submits a

project in the wrong sub-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 sub-category is the most appropriate for their project.

Figure 1: TAB-Approved Evaluation Categories



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

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

Table 2: 2016 Regional Solicitation Funding Award Minimums and Maximums

Modal Categories	2016 Regional Solicitation		
	Modal Sub-Categories	Minimum Award	Maximum Award
Roadways Including Multimodal Elements	Roadway Expansion	\$1,000,000	\$7,000,000
	Roadway Reconstruction/Modernization	\$1,000,000	\$7,000,000
	Roadway System Management	\$250,000	\$7,000,000
	Bridge Rehabilitation/Replacement	\$1,000,000	\$7,000,000
Bicycle and Pedestrian Facilities	Multiuse Trails and Bicycle Facilities	\$125,000	\$5,500,000
	Pedestrian Facilities (Sidewalks, Streetscaping, and ADA)	\$125,000	\$1,000,000
	Safe Routes to School (Infrastructure Projects)	\$125,000	\$1,000,000
Transit and Travel Demand Management (TDM) Projects	Transit Expansion	\$500,000	\$7,000,000
	TDM	\$75,000	\$300,000
	Transit System Modernization	\$100,000	\$7,000,000

Roadways Including Multimodal Elements

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

Examples of Roadway Expansion Projects:

- New roadways
- New roadway alignments
- 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](#)

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	175	17.5%
Measure 1 - Role in Regional Transportation System	90	
Measure 2 - Current daily heavy commercial traffic	65	
Measure 3 - Connection to Job Concentrations, Manufacturing/Distribution Locations, and Educational Institutions	20	
2. Usage	175	17.5%
Measure 1 - Current daily person throughput	110	
Measure 2 - Forecast 2030 average daily traffic volume	65	
3. Equity and Housing Performance	100	10.0%
Measure 1 - Connection to disadvantaged populations and project’s benefits, impacts, and mitigation	30	
Measure 2 - Housing Performance Score	70	
4. Infrastructure Age	75	7.5%
Measure 1 - Date of construction and remaining useful life	75	
5. Congestion Reduction/Air Quality	150	15.0%
Measure 1 - Cost effectiveness (project cost/vehicle delay reduced)	100	
Measure 2 - Cost effectiveness (project cost/kg per day reduced)	50	
6. Safety	150	15.0%
Measure 1 - Cost effectiveness (project cost/crashes reduced)	150	
7. Multimodal Facilities and Connections	100	10.0%
Measure 1 - Ridership of transit routes directly and indirectly connected to the project	25	
Measure 2 - Bicycle and pedestrian connections	25	
Measure 3 - Transit, bicycle, or pedestrian elements of the project	50	
8. Risk Assessment	75	7.5%
Measure 1 - Risk Assessment Form	75	
Total	1,000	100.0%

Roadways Including Multimodal Elements

Roadway Reconstruction/Modernization

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

Examples of Roadway Reconstruction/Modernization Projects:

- Intersection improvements
- [Alternative intersections such as reduced conflict intersections or superstreets \(can be at one isolated intersection or multiple intersections along a corridor\)](#)
- [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 improvements
- Roadway improvements with the addition of multimodal elements

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	175	17.5%
Measure 1 - Role in Regional Transportation System	90	
Measure 2 - Current daily heavy commercial traffic	65	
Measure 3 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers	20	
2. Usage	175	17.5%
Measure 1 - Current daily person throughput	110	
Measure 2 - Forecast 2030 average daily traffic volume	65	
3. Equity and Housing Performance	100	10%
Measure 1 - Connection to disadvantaged populations and project’s benefits	30	
Measure 2 - Housing Performance Score	70	
4. Infrastructure Age/Condition	150	15%
Measure 1 - Date of construction and remaining useful life	50	
Measure 2 - Geometric, structural, or infrastructure deficiencies	100	
5. Congestion Reduction/Air Quality	75	7.5%
Measure 1 - Cost effectiveness (project cost/vehicle delay reduced)	50	
Measure 2 - Cost effectiveness (project cost/kg per day reduced)	25	
6. Safety	150	15%
Measure 1 - Cost effectiveness (project cost/crashes reduced)	150	
7. Multimodal Facilities and Connections	100	10%
Measure 1 - Ridership of transit routes directly and indirectly connected to project	25	
Measure 2 - Bicycle and pedestrian connections	25	
Measure 3 - Transit, bicycle, or pedestrian elements of the project	50	
8. Risk Assessment	75	7.5%
Measure 1 - Risk Assessment Form		
Total	1,000	100%

Roadways Including Multimodal Elements

Roadway System Management

Definition: An Intelligent Transportation System (ITS) or similar projects that primarily benefit roadway users. 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 sub-category.

Examples of Roadway System Management Projects:

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

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	125	12.5%
Measure 1 - Role in Regional Transportation System	65	
Measure 2 - Current daily heavy commercial traffic	40	
Measure 3 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers	20	
2. Usage	125	12.5%
Measure 1 - Current daily person throughput	85	
Measure 2 - Forecast 2030 average daily traffic volume	40	
3. Equity and Housing Performance	100	10%
Measure 1 - Connection to disadvantageded populations and project’s benefits	30	
Measure 2 - Housing Performance Score	70	
4. Infrastructure Age/Condition	75	7.5%
Measure 1 - Date of construction and remaining useful life	75	
5. Congestion Reduction/Air Quality	200	20%
Measure 1 - Cost effectiveness (project cost/vehicle delay reduced)	150	
Measure 2 - Cost effectiveness (project cost/kg per day reduced)	50	
6. Safety	200	20%
Measure 1 - Cost effectiveness (project cost/crashes reduced)	200	
7. Multimodal Facilities and Connections	100	10%
Measure 1 - Ridership of transit routes directly/indirectly connected to project	25	
Measure 2 - Bicycle and pedestrian connections	25	
Measure 3 - Transit, bicycle, or pedestrian elements of the project	50	
8. Risk Assessment	75	7.5%
Measure 1- Risk Assessment Form		
Total	1,000	100%

Roadways Including Multimodal Elements

Bridge Rehabilitation/Replacement

Definition: A bridge ~~construction~~ rehabilitation or ~~reconstruction~~ 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 sub-categories. Rail-only bridges are not eligible for funding. Completely new bridges, interchanges, or overpasses should apply in the Roadway Expansion sub-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	12.5%
Measure 1 - Role in Regional Transportation System	65	
Measure 2 - Current daily heavy commercial traffic	40	
Measure 3 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers	20	
2. Usage	125	12.5%
Measure 1 - Current daily person throughput	95	
Measure 2 - Forecast 2030 average daily traffic volume	30	
3. Equity and Housing Performance	100	10%
Measure 1 - Connection to disadvantageded populations and project’s benefits, impacts, and mitigation	30	
Measure 2 - Housing Performance Score	70	
4. Infrastructure Age/Condition/Safety	400	40%
Measure 1 - Date of construction and remaining useful life	300	
Measure 2 - Geometric, structural or infrastructure deficiencies	100	
5. Multimodal Facilities and Connections	100	10%
Measure 1 - Ridership of transit routes directly and indirectly connected to the project	25	
Measure 2 - Bicycle and pedestrian connections	25	
Measure 3 - Transit, bicycle, or pedestrian elements of the project	50	
6. Risk Assessment	75	7.5%
Measure - Risk Assessment Form	75	
7. Total Cost Effectiveness	75	7.5%
Measure 1 - Cost effectiveness (total project cost/total points awarded)	75	
Total	1,000	100%

Bicycle and Pedestrian Facilities

Multiuse Trails and Bicycle Facilities

Definition: A project that benefits bicyclists (or bicyclists and other non-motorized users). 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 this sub-category instead of the Pedestrian Facilities sub-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 1 - Identify location of project relative to Regional Bicycle Transportation Network	200	
2. Usage	200	20%
Measure 1 - Cost effectiveness per population and employment	200	
3. Equity and Housing Performance	120	12%
Measure 1 - Connection to disadvantageded populations and project's benefits, impacts, and mitigation	50	
Measure 2 - Housing Performance Score	70	
4. Safety	250	25%
Measure 1 – Gaps closed, barriers removed, and/or continuity between jurisdictions improved by the project	100	
Measure 2 - How project will correct deficiencies or address safety problem	150	
5. Multimodal Facilities and Connections	100	10%
Measure 1 - Ridership of transit routes directly and indirectly connected to the project	25	
Measure 2 - Pedestrian connections	25	
Measure 3 - Transit or pedestrian elements of the project	50	
6. Risk Assessment/Public Engagement	130	13%
Measure 1 - Risk Assessment Form	130	
Total	1,000	100%

Bicycle and Pedestrian Facilities

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 sub-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 sub-category instead of this sub-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	100	10%
Measure 1 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers	100	
2. Usage	200	20%
Measure 1 - Cost effectiveness per population and employment	200	
3. Equity and Housing Performance	120	12%
Measure 1 - Connection to disadvantageded populations and project's benefits, impacts, and mitigation	50	
Measure 2 - Housing Performance Score	70	
4. Safety	300	30%
Measure 1 - Barriers overcome, gaps filled, or system connections	120	
Measure 2 - Deficiencies correct or safety problems addressed	180	
5. Multimodal Facilities and Connections	150	15%
Measure 1 - Ridership of transit routes directly and indirectly connected to the project	37.5	
Measure 2 - Bikeway connections	37.5	
Measure 3 - Transit or bicycle elements of the project	75	
6. Risk Assessment	130	13%
Measure 1 - Risk Assessment Form	130	
Total	1,000	100%

Bicycle and Pedestrian Facilities

Safe Routes to School (Infrastructure Projects)

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

Examples of Safe Routes to School Infrastructure Projects:

- Sidewalks benefiting people going to the school
- Multiuse trails benefiting people going to the school
- Improved crossings benefiting people going to the school
- [Multiple improvements around a school or campus of schools on the same property](#)

Scoring:

Criteria and Measures	Points	% of Total Points
1. Relationship between Safe Routes to School Program Elements	250	25%
Measure 1 - Describe how project addresses 5 Es* of SRTS program	250	
2. Usage	200	20%
Measure 1 - Average share of student population that bikes or walks	120	
Measure 2 - Student population within school's walkshed	80	
3. Equity and Housing Performance	120	12%
Measure 1 - Connection to disadvantaged populations and project's benefits, impacts, and mitigation	50	
Measure 2 - Housing Performance Score	70	
4. Safety	250	25%
Measure 1 - Barriers overcome, gaps filled, or system connections	100	
Measure 2 - 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	
6. Public Engagement/Risk Assessment	130	13%
Measure 1 - Public engagement process	45	
Measure 2 - Risk Assessment Form	85	
Total	1,000	100%

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

Transit and Travel Demand Management (TDM) Projects

Transit Expansion

Definition: A transit project that provides new or expanded transit service/facilities. Routine facility maintenance and upkeep is not eligible.

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 1 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers	33	
Measure 2 - Existing population within 0.25 mile (bus stop) or 0.5 mile (transitway)	33	
Measure 3 - Ridership of transit routes directly connected to the project	34	
2. Usage	350	35%
Measure 1 - Cost effectiveness of project per rider	105	
Measure 2 - Cost effectiveness of project per new rider	70	
Measure 3 - Service (operating) cost effectiveness of project per new rider	175	
3. Equity and Housing Performance	200	20%
Measure 1 - Connection to disadvantaged populations and project's benefits, impacts, and mitigation	130	
Measure 2 - Housing Performance Score	70	
4. Emissions Reduction	200	20%
Measure 1 - Total emissions reduced	133	
Measure 2 - Cost effectiveness (project cost/kg of emissions reduced)	67	
5. Multimodal Facilities and Connections	100	10%
Measure 1 - Bicycle and pedestrian connections	50	
Measure 2 - Multimodal elements of the project	50	
6. Risk Assessment	50	5%
Measure 1 - Risk Assessment Form	50	
Total	1,000	100%

Transit and Travel Demand Management (TDM) Projects

Transit System Modernization

Definition: A transit project that makes transit more attractive to existing and future riders by offering faster travel times between destinations, improving the customer experience, or reducing operating costs for the transit provider. Routine facility maintenance and upkeep is not eligible.

Examples of Transit System Modernization Projects:

- Improved boarding areas
- Improved passenger waiting facilities
- Real-time signage
- Heated facilities or weather protection
- Safety and security equipment
- Improved lighting
- 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 1 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers	33	
Measure 2 - Existing population within 0.25 mile (bus stop) or 0.5 mile (transitway)	33	
Measure 3 - Ridership of transit routes directly connected to project	34	
2. Usage	300	30%
Measure 1 - Cost effectiveness of project per total rider	210	
Measure 2 - Service (operating) cost effectiveness of project per new rider	90	
3. Equity and Housing Performance	150	15%
Measure 1 - Connection to disadvantageded populations and project's benefits	80	
Measure 2 - Housing Performance Score	70	
4. Emissions Reduction	100	10%
Measure 1 – Description of emissions reduced	100	
5. Service and Customer Improvements	150	15%
Measure 1 - Percent reduction in passenger travel time	75	
Measure 2 - Percent reduction in operating & maintenance costs	38	
Measure 3 - Project improvements for transit users	37	
6. Multimodal Facilities and Connections	100	10%
Measure 1 - Bicycle and pedestrian connections	50	
Measure 2 - Multimodal elements of the project	50	
7. Risk Assessment	100	10%
Measure 1 - Risk Assessment Form	100	
Total	1,000	100%

Transit and Travel Demand Management (TDM) Projects

Travel Demand Management (TDM)

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

Examples of TDM Projects:

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

Scoring:

Criteria and Measures	Points	% of Total Points
1. Role in the Regional Transportation System and Economy	100	10%
Measure 1 - Connection to Job Concentrations, Manufacturing/Distribution Locations, Educational Institutions, and local activity centers	50	
Measure 2 - Existing regional transportation facilities and resources	50	
2. Usage	100	10%
Measure 1 - Cost effectiveness of project per user	100	
3. Equity and Housing Performance	150	15%
Measure 1 - Connection to disadvantageded populations and project's benefits, impacts, and mitigation	80	
Measure 2 - Housing Performance Score	70	
4. Congestion Reduction/Air Quality	400	40%
Measure 1 - Congested roadways in project area	200	
Measure 2 - VMT reduced	200	
5. Innovation	200	20%
Measure 1 - Project innovations	100	
Measure 2 - New geographic area	100	
6. Risk Assessment	50	5%
Measure 1 - Technical capacity of applicant's organization	15	
Measure 2 - Continuation of project after initial federal funds are expended	20	
Measure 3 - Risk Assessment Form	15	
Total	1,000	100%

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

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

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

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

General Process 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:

- Develop list based on committee input and approvals.

~~1.2.~~ 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.

~~2.3.~~ 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.

~~3.4.~~ 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.

~~4.5.~~ 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>

~~5.6.~~ **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](http://www.metrocouncil.org/Transportation/Planning-2/Transportation-Funding/Regional-Solicitation/TAB-Regional-Program-Year-Policy-(PDF-154-KB).aspx)

~~6.~~7. The announcement of funding availability is posted on the Metropolitan Council website and emailed to local stakeholders.

~~7.~~8. The applicant must show that the project meets all of the qualifying requirements of the appropriate sub-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.

~~8.~~9. A set of prioritizing criteria with a range of points assigned is provided for each sub-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 sub-category.

10. Project applicants cannot “bundle” two or more independent projects together.

~~9.~~11. Members of the TAC Funding and Programming Committee or other designees will evaluate the applications and prepare a ranked list of projects by sub-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.

~~10.~~12. TAB may or may not choose to fund at least one project from each sub-category.

~~11.~~13. Projects involving interchange construction and reconstruction on the Principal Arterial system (regardless of whether the project is on the Principal Arterial or an intersecting “A” Minor Arterial) are funded conditional on the successful completion of the Metropolitan Council/MnDOT Highway Interchange Request procedures.

~~12.~~14. In the 2016 Regional Solicitation, ~~the~~ TAB will only fund a roadway or bridge project on ~~an~~ “A” Minor Arterial roadway that is spaced at least 3.5 miles away from another funded project on the same “A” Minor Arterial roadway (only applies to two separate applications selected in the same solicitation; ~~excludes bundled applications~~).

~~13.~~15. In the 2016 Regional Solicitation, ~~the~~ TAB will not fund more than one transit capital project in a transitway corridor (only applies to two separate applications selected in the same solicitation; ~~excludes bundled applications~~).

~~14.16.~~ 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; ~~excludes bundled applications~~). 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.

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

Contacts

For general questions about the Regional Solicitation, please contact:

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

Technical Assistance Contacts

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

Table 4. Technical Assistance Contacts

Subject	Name	Organization	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 2040 Projections	Kodjo Houssou	MnDOT	Kodjo.Houssou@state.mn.us	(651) 366-3851
	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

Subject	Name	Organization	Email	Phone Number
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
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

FORMS

Regional Solicitation for Transportation Projects Application

September 23, 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	
<input type="checkbox"/> Roadway Expansion	<input type="checkbox"/> Roadway System Management
<input type="checkbox"/> Roadway Reconstruction/Modernization	<input type="checkbox"/> Bridges <u>Bridge Rehabilitation/Reconstruction</u>
Bicycle and Pedestrian Facilities	
<input type="checkbox"/> Multiuse Trails and Bicycle Facilities	<input type="checkbox"/> Safe Routes to School Infrastructure
<input type="checkbox"/> Pedestrian Facilities (Sidewalks, Streetscaping, and ADA)	
Transit and Travel Demand Management (TDM) Projects	
<input type="checkbox"/> Transit Expansion	<input type="checkbox"/> Transit System Modernization
<input type="checkbox"/> TDM	
9. BRIEF PROJECT DESCRIPTION (Include location, road name/functional class, type of improvement, etc. – limit to 400 words):	
<u>10. TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DESCRIPTION – will be used in TIP if the project is selected for funding (link to TIP description guidance):</u>	
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): 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 that include both data inputs and outputs. *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, 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		
<input type="checkbox"/>	Mobilization (approx. 5% of total cost)	\$
<input type="checkbox"/>	Removals (approx. 5% of total cost)	\$
<input type="checkbox"/>	Roadway (grading, borrow, etc.)	\$
<input type="checkbox"/>	Roadway (aggregates and paving)	\$
<input type="checkbox"/>	Subgrade Correction (muck)	\$
<input type="checkbox"/>	Storm Sewer	\$
<input type="checkbox"/>	Ponds	\$
<input type="checkbox"/>	Concrete Items (curb & gutter, sidewalks, median barriers)	\$
<input type="checkbox"/>	Traffic Control	\$
<input type="checkbox"/>	Striping	\$
<input type="checkbox"/>	Signing	\$
<input type="checkbox"/>	Lighting	\$
<input type="checkbox"/>	Turf - Erosion & Landscaping	\$
<input type="checkbox"/>	Bridge	\$
<input type="checkbox"/>	Retaining Walls	\$
<input type="checkbox"/>	Noise Wall	\$

<input type="checkbox"/>	Traffic Signals	\$
<input type="checkbox"/>	Wetland Mitigation	\$
<input type="checkbox"/>	Other Natural and Cultural Resource Protection	\$
<input type="checkbox"/>	Railroad Crossing	\$
<input type="checkbox"/>	Roadway Contingencies	\$
<input type="checkbox"/>	Other Roadway Elements	\$
Specific Bicycle and Pedestrian Elements		
<input type="checkbox"/>	Path/Trail Construction	\$
<input type="checkbox"/>	Sidewalk Construction	\$
<input type="checkbox"/>	On-Street Bicycle Facility Construction	\$
<input type="checkbox"/>	Right-of-Way	\$
<input type="checkbox"/>	Pedestrian Curb Ramps (ADA)	\$
<input type="checkbox"/>	Crossing Aids (e.g., Audible Pedestrian Signals, HAWK)	\$
<input type="checkbox"/>	Pedestrian-Scale Lighting	\$
<input type="checkbox"/>	Streetscaping	\$
<input type="checkbox"/>	Wayfinding	\$
<input type="checkbox"/>	Bicycle and Pedestrian Contingencies	\$
<input type="checkbox"/>	Other Bicycle and Pedestrian Elements	\$
Specific Transit and TDM Elements		
<input type="checkbox"/>	Fixed Guideway Elements	\$
<input type="checkbox"/>	Stations, Stops, and Terminals	\$
<input type="checkbox"/>	Support Facilities	\$
<input type="checkbox"/>	Transit Systems (e.g. communications, signals, controls, fare collection, etc.)	\$
<input type="checkbox"/>	Vehicles	\$
<input type="checkbox"/>	Transit and TDM Contingencies	\$
<input type="checkbox"/>	Right-of-Way	\$
<input type="checkbox"/>	Other Transit and TDM Elements	\$
TOTAL ELIGIBLE CONSTRUCTION COSTS		\$
Transit Operating Costs		
<input type="checkbox"/>	Transit Operating Costs	\$
TOTAL ELIGIBLE TRANSIT 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 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 (150 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~~-20 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 an interchange or 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

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 CRITERIA

Qualifying Requirements (Draft)

September 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 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.

- ~~2.~~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.

- ~~3.~~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	\$125,000	\$5,500,000
	Pedestrian Facilities (Sidewalks, Streetscaping, and ADA)	\$125,000	\$1,000,000
	Safe Routes to School	\$125,000	\$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.

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.