

Draft 2016 Regional Solicitation Schedule

DATE	PROCESS
July	Survey applicants, scorers, F&PC and TAC members, TAB on previous solicitation.
August	Staff evaluate previous solicitation scoring. Staff review survey and summarize results.
August 20/Sept. 16	F&PC/TAB - Present Scoring Criteria Sensitivity Analysis.
Sept 17/Oct 21	F&PC/TAB review survey results. Introduce changes to Introduction and Qualifying Criteria sections.
Oct 15/Nov 18	F&PC/TAB discusses changes to measures for roadway applications.
Nov 19/Dec 16	F&PC/TAB discusses changes to measures for bike/ped applications and transit applications.
Dec 17/Jan 20	F&PC/TAB wrap-up discussion on equity measures and multi-modal measures.
January 20, 2016	TAB – Public presentation on draft 2016 regional solicitation package
January 21, 2016	TAC F&PC reviews the draft 2016 regional solicitation package. The draft is forwarded to TAC.
February 3, 2016	TAC reviews the draft 2016 regional solicitation package. Public comment closes February 10.
February 17, 2016	TAB reviews the draft 2016 solicitation package.
February 18, 2016	TAC F&PC reviews the list of comments and staff responses, and may recommend modifying the draft solicitation package before recommending adoption of the final 2016 regional solicitation package to the TAC.
March 2, 2016	TAC reviews the public comments, staff responses and any revisions from the TAC F&PC. The TAC may also modify the solicitation package before forwarding it to the TAB for adoption as the final 2016 regional solicitation package. Recommend functional classification map.
March 14, 2016	TAB presents the draft 2016 regional solicitation to the Met Council as an information item.
March 16, 2016	TAB reviews the revised 2016 solicitation package recommended by the TAC. The TAB forwards the adopted 2016 regional solicitation package to the Met Council for concurrence. TAB adopts the regional roadway functional classification map identifying eligible “A” minor arterials.
March 28, 2016	The Metropolitan Council's Transportation Committee reviews the 2016 solicitation package and recommends it to the Metropolitan Council for concurrence.
April 13, 2016	The Metropolitan Council concurs with TAB adoption of the 2016 regional solicitation package.
March – May 2016	Online application set-up and testing
May 18, 2016	TAB solicits for Regional Solicitation projects. Staff sends announcements to local governments and other organizations and directs interested applicants to the Met Council website where all the solicitation materials are accessible.
May 19, 2016	TAC F&PC names project scoring group chairs and begins staffing the scoring groups.
May 2016	Met Council and TAB host workshops on the Regional Solicitation applications. Staff describes each program, eligibility requirements and scoring criteria and answers questions.
June 30, 2016	Deadline for staffing the project scoring groups.
July 15, 2016	Regional Solicitation applications are due by 4:00 PM.
July 18 through August 10, 2016	Staff logs in all the applications and reviews the qualifying criteria responses of all applications. Staff meets with the chair of each scoring group to discuss the qualifying criteria review, and may consult with the FHWA field office. Staff prepares a report for the TAC F&PC. Staff notifies the applicants if their project appears not to meet the qualifying criteria and invites them to the TAC F&PC meeting to defend their application.
August 18, 2016	Staff presents the list of projects that may not meet the qualifying criteria and applicants may defend their applications. The TAC Funding and Programming Committee votes on each qualifying issue and reports their decisions to the TAC at their August meeting.
Aug 22 - Oct 7, 2016	Scoring groups meet and evaluate the applications. They develop ranked lists of projects.
October 20, 2016	The TAC F&PC approve the ranked lists of projects and make them available on the Met Council website. Notify applicants that the scores are available and requests for scoring reevaluations of specific criteria can be submitted.
October 31, 2016	Scoring re-evaluation requests are due.
October 31 through November 4, 2016	Staff reviews all the scoring reevaluation requests, consults with the individual scorer and chair and prepares a report for TAC F&PC.
November 17, 2016	The TAC F&PC discusses the scoring reevaluation report prepared by staff. The TAC F&PC votes on all scoring reevaluations and adjusts the project scores and rankings if necessary. Final scores are forwarded to the TAC and TAB for information.
November 21 through December 9, 2017	Staff develops funding options for the modal categories based on anticipated available funding in the programs, adopted procedures and guidance from the TAB.
December 15, 2017	TAC F&PC considers the funding options presented by staff and votes to eliminate, modify or create additional options and forwards them to the TAC. Additional TAC F&PC meeting(s) may be necessary to develop funding options.
January 4, 2017	TAC reviews the funding options forwarded by TAC F&PC and may make adjustments. TAC forwards the options to the TAB Programming Committee.
January 18, 2017	TAB vote to award funds and direct staff to include them into the draft 2018-2021 TIP.