APPLICATION: REGIONAL SOLICITATION FOR TRANSPORTATION PROJECTS IN 2026 AND 2027

June 4, 2021

Complete and submit the following online application **by 4 p.m. on _____.**

For questions contact Elaine Koutsoukos at *Elaine.Koutsoukos@metc.state.mn.us*.

PROJECT INFORMATION

1. PROJECT NAME:
2. PRIMARY COUNTY WHERE THE PROJECT IS LOCATED: (Select from drop down list)
3. CITIES OR TOWNSHIPS WHERE THE PROJECT IS LOCATED:
4. JURISDICTIONAL AGENCY (IF DIFFERENT THAN THE APPLICANT):
5. BRIEF PROJECT DESCRIPTION (Include location, road name/functional class, type of improvement, etc. – limit to 400 words):
6. TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DESCRIPTION – will be used in TIP if the project is selected for funding. See *MnDOT's TIP description guidance*:
7. PROJECT LENGTH (to the nearest one-tenth of a mile):

PROJECT FUNDING

8. Are you applying for competitive funds from another source(s) to implement this project? Yes ☐   No ☐ If yes, please identify the source(s):
9. FEDERAL AMOUNT: $
10. MATCH AMOUNT: $ (Minimum of 20% of the project total)
11. PROJECT TOTAL: $
12. MATCH PERCENTAGE (Minimum of 20%): (Compute the match percentage by dividing the match amount by the project total)
13. 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):
14. PROGRAM YEARS (Check all years that are feasible): ☐ 2024 (TDM and Unique) ☐ 2025 (TDM and Unique) ☐ 2026 ☐ 2027
15. ADDITIONAL PROGRAM YEARS (Check all years that are feasible if funding in an earlier year becomes available): ☐ 2023   ☐ 2024   ☐ 2025

REQUIRED ATTACHMENTS

Upload a PDF for the applicable project elements listed below. Multiple files can be uploaded with the attachment link below.

Each individual attachment must be saved as an 8.5''X11''pdf and cannot be more than 15 pages in length to be considered. Only pdf files that meet the size and length limits will be accepted.

Documents to Upload Below:

1. SUMMARY:

- Applicants are required to submit a one-page project summary to be used by the scoring committees and TAB members. This one-pager may include the project name, applicant, route, a map, township/city/county where project is located, requested award amount, total project cost, before photo, project description, list of project benefits, or other pertinent information.

- A photograph showing the existing conditions within the project area. If awarded funds, this photograph will be utilized in the Metropolitan Council's online mapping tool to show a before-and-after comparison of the improvement. By submitting the application, the applicant is agreeing to allow the Council to use this photograph.

2. 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.

- 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. Attach additional maps here.

3. COORDINATION

- The applicant must include a letter of support from the agency that owns/operates the facility and/or the agency that will be operating the transit service (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 or competitive grant program to provide part of the local match, the applicant must include a letter or resolution from the other agency agreeing to financially participate/documentation of the competitive award.

- **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.

- Transit projects including last-mile shuttle service, upload Letter of Commitment.

4. OTHER

- **For Roadway projects only:** The Synchro/Highway Capacity Manual emission reduction reports including the Timing Page Report that displays input and output information. This report

must be attached within the web-based application form for Measure 5A (Congestion Reduction/Air Quality). Upload additional attachments for multiple intersection reports.

- **For Roadway projects only:** The applicant should attach the listing of crashes, the B/C worksheet, and the crash modification factors used. These documents must be attached within the web-based application form for Measure 6A (Crashes Reduced).

- **For Bridge projects only:** The applicant should attach the latest Structure Inventory Report. These documents must be attached within the web-based application form for Measure 4B (Bridge Sufficiency Rating).

- **For Roadway projects only:** The applicant should attach documentation of any outside, competitive funding awarded to the project. This award amount can be used to reduce the total project cost for the purposes of the Cost Effectiveness scoring measure. These documents must be attached within the web-based application form for the Cost Effectiveness Measure.

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

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

- **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://saferoutesdata.org/downloads/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).

Project Information Form – Bicycle and Pedestrian Facilities

(To be used to assign State Project Number <u>after</u> 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 _____

<u>APPROXIMATE</u> BEGIN CONSTRUCTION DATE (MO/YR) _____

<u>APPROXIMATE</u> 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: _____

MILES OF TRAIL (nearest 0.1 miles) _____

MILES OF TRAIL ON THE *REGIONAL BICYCLE TRANSPORTATION NETWORK* (nearest 0.1 miles) _____

Is this a new trail? (yes or no): _____

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: _____

MILES OF SIDEWALK (nearest 0.1 miles) _____

MILES OF TRAIL (nearest 0.1 miles) _____

MILES OF TRAIL ON THE *REGIONAL BICYCLE TRANSPORTATION NETWORK* (nearest 0.1 miles) _____

Is this a new trail? (yes or no): _____

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 – Transit and TDM

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

For All Projects

Identify the Transit Market Areas that the project serves: _____

For Park-and-Ride and Transit Station Projects Only

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: _____

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, SIGNALS, LIGHTING, GUARDRAIL, BIKE PATH, PED RAMPS, BRIDGE, PARK AND RIDE, ETC.

Estimate of TAB-Eligible Project Costs

Fill out the scoping sheet below and provide the estimate of TAB-eligible costs for the project. Applicants are not required to fill out each row of the cost estimate. The list of project elements is meant to provide a framework to think about the types of costs that may be incurred from the project. The total cost should match the total cost reported for the project on the first page of this application. Costs for specific elements are solely used to help applicants come up with a more accurate total cost; adjustments to these specific costs are expected as the project is more fully developed. Per TAB direction, the project must exclude costs for studies, preliminary engineering, design, or construction engineering. Right-of-way costs are only eligible as part of 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 2022 cost estimates for all project elements including transit vehicle and operating costs.

It is important that applicants accurately break out costs for the project's various multimodal elements.

TAB-Eligible Construction Project Elements/Cost Estimates

Specific Roadway Elements

Check all that apply	ITEM	COST
☐	**Mobilization (approx. 5% of total cost)**	$
☐	**Removals (approx. 5% of total cost)**	$
☐	**Roadway (grading, borrow, etc.)**	$
☐	**Roadway (aggregates and paving)**	$
☐	**Subgrade Correction (muck)**	$
☐	**Storm Sewer**	$
☐	**Ponds**	$
☐	**Concrete Items (curb & gutter, sidewalks, median barriers)**	$
☐	**Traffic Control**	$
☐	**Striping**	$
☐	**Signing**	$
☐	**Lighting**	$
☐	**Turf - Erosion & Landscaping**	$
☐	**Bridge**	$
☐	**Retaining Walls**	$
☐	**Noise Wall (do not include in cost effectiveness measure)**	$
☐	**Traffic Signals**	$
☐	**Wetland Mitigation**	$
☐	**Other Natural and Cultural Resource Protection**	$
☐	**Railroad Crossing**	$
☐	**Roadway Contingencies**	$
☐	**Other Roadway Elements**	$

Specific Bicycle and Pedestrian Elements

☐	**Path/Trail Construction**	$
☐	**Sidewalk Construction**	$
☐	**On-Street Bicycle Facility Construction**	$
☐	**Pedestrian Curb Ramps (ADA)**	$
☐	**Crossing Aids (e.g., Audible Pedestrian Signals, HAWK)**	$
☐	**Pedestrian-Scale Lighting**	$
☐	**Streetscaping**	$
☐	**Wayfinding**	$
☐	**Bicycle and Pedestrian Contingencies**	$
☐	**Other Bicycle and Pedestrian Elements**	$

Specific Transit and TDM Elements

☐	**Fixed Guideway Elements**	$
☐	**Stations, Stops, and Terminals**	$
☐	**Support Facilities**	$
☐	**Transit Systems (e.g. communications, signals, controls, fare collection, etc.)**	$
☐	**Vehicles**	$
☐	**Contingencies**	$
☐	**Right-of-Way**	$
☐	**Other Transit and TDM Elements**	$
	TOTAL TAB-ELIGIBLE CONSTRUCTION COSTS	$

Transit Operating Costs

☐	Number of platform hours	
☐	Cost per platform hour (fully loaded costs)	$
	Subtotal - _____	$
☐	Other Costs – Administration, Overhead, etc.	$
	Total Transit Operating Costs	$
☐	**TDM Operating Costs**	$
	TOTAL TRANSIT AND TDM OPERATING COSTS	$

	TOTAL TAB-ELIGIBLE COSTS	$