

MEETING OF THE FUNDING & PROGRAMMING COMMITTEE

Thursday December 16, 2021

Remote Meeting Via Webex# | 1:30 PM

Contact Joe Barbeau (joseph.barbeau@metc.state.mn.us) for access to the video conference.

AGENDA

I. CALL TO ORDER

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

October 21, 2021, meeting of the Funding & Programming Committee

IV. TAB REPORT

V. BUSINESS

1. 2022-03: Scope Change Request for Hennepin County: CSAH 158 Bridge Replacement
2. 2022-04: Program Year Extension Request for City of Blaine Intersection Improvements
3. 2022-05: Scope Change and TIP Amendment Request for Hennepin County: CSAH 42

VI. INFORMATION

None

VII. OTHER BUSINESS

IX. ADJOURNMENT

Minutes of the REGULAR MEETING OF THE TAC FUNDING & PROGRAMMING COMMITTEE

Thursday, October 21, 2021

Committee Members Present: Paul Oehme (Acting Chair, Lakeville), Jerry Auge (Anoka County), Angie Stenson (Carver County), Jenna Fabish (Dakota County), Jason Pieper (Hennepin County), John Mazzitello (Ramsey County), Joe Ayers-Johnson (Washington County), Heidi Schallberg (Metropolitan Council), Anna Flintoft (Metro Transit), Molly McCartney (MnDOT Metro District), Colleen Brown (MnDOT Metro District State Aid), Innocent Eyoh (MPCA), Mackenzie Turner Bargaen (MnDOT Bike & Ped), Nancy Spooner-Mueller (DNR), Aaron Bartling (MVTA), Karl Keel (Bloomington), Jim Kosluchar (Fridley), Nathan Koster (Minneapolis)

Committee Members Absent: Michael Thompson (Plymouth), Craig Jenson (Scott County), Elaine Koutsoukos (TAB), Robert Ellis (Eden Prairie), Ken Ashfeld (Maple Grove), Ann Weber (St. Paul)

I. CALL TO ORDER

A quorum being present, Acting Chair Oehme called the regular meeting of the Funding & Programming Committee to order at 1:34 p.m. on Thursday, October 21, 2021. Due to the COVID-19 pandemic, the meeting was held via teleconference.

II. APPROVAL OF AGENDA

The agenda was approved without a vote. A vote is only needed if changes are made to the agenda.

III. APPROVAL OF MINUTES

MOTION: It was moved by Spooner-Mueller and seconded by Brown to approve the minutes of the September 16, 2021, regular meeting of the Funding & Programming Committee. The motion was approved unanimously via roll call.

IV. TAB REPORT

Joe Barbeau, MTS, reported on the October 20, 2021, TAB meeting. This included discussion of MPCA's Diesel Emissions Reduction grant, about which Eyoh reported that the grant is for diesel equipment. Eyoh added that the state Climate Subcabinet is still looking for input.

V. BUSINESS

1. 2021-48: Federal Funds Redistribution Amount for Metro Transit's I-94/Manning Park-and-Ride Lot

Barbeau said at the previous day's TAB meeting, TAB agreed with the committee's recommendation to allow Metro Transit to retain funding spent on the buses for its 2009-funded park-and-ride project at Manning Avenue. This results in \$5,044,400 available for redistribution. He added that via conversation with the Federal Transit Administration (FTA) the \$540,041 that was spent on park-and-ride lot development may not be available, as it has been in a federal grant. In the worst case, this would leave \$4,504,359. Barbeau said that the Federal Funds Reallocation (FFR) Policy distinguishes between current- and future-year funds and that while these are past-year funds, staff suggests treating them like future-year funds because their use is flexible enough to preclude the more rigid current-year funds direction.

Barbeau provided funding options, which included moving funds to the next Regional Solicitation, funding projects up to federal capacity, or funding projects from the 2020

Regional Solicitation. Funding from the 2020 Regional Solicitation could continue to skip bus rapid transit (BRT) projects that were not funded due to the limitation of BRT projects or could treat the funding as separate from 2020 and ignore the limitation.

Keel said that the first priority of the FFR Policy is to move funding to a future solicitation. Barbeau replied that this is open to interpretation because FTA prefers that funding be programmed by 2024 or 2025, which is earlier than the 2022 Regional Solicitation programming will address. Pieper asked whether the funds could be made available in an earlier year for the 2022 Regional Solicitation, to which Barbeau replied in the affirmative.

Ayers-Johnson said that the FFR Policy is written to provide TAB flexibility. Barbeau replied that this is difficult to say, given the preference toward using a future Regional Solicitation “if at all possible.” Ayers-Johnson suggested that because this is past-year funding, it is reasonable to suggest that it does not have to go to a future Regional Solicitation.

Brown said that unlike most highway funds, these funds come from a project that has been authorized. Barbeau said that only \$540,041 has been in an FTA contract.

Flintoft expressed a preference for funding a project sooner, rather than later. She added that she prefers option 3i, funding the Washington County I-494 park-and-ride lot in Woodbury, because it was high scoring.

Koster asked whether project sponsors can provide current project status. Ayers-Johnson said that Washington County is ready to pay for the match. Joe Morneau, Dakota County, said that the county is ready and able to pay for its match on its 140th Street overpass.

Keel expressed a preference to push the money to the 2022 Regional Solicitation and allow for an earlier program year, adding that if projects from the 2020 Regional Solicitation are funded, programming should follow the rules that limited bus rapid transit projects or projects on the same corridor. Bartling said that he would prefer the funding be used sooner, rather than later, but that the corridor rules should be followed. Ayers-Johnson said that the corridor and BRT rule is aimed at the 2020 funding pot, rendering the limitation moot with the funding in question.

MOTION: It was moved by Flintoft and seconded by Mazzitello to recommend spending the funds on the Washington County I-494 park-and-ride project in Woodbury.

Keel said he does not support the motion because the policy is to use a future Regional Solicitation. Bartling expressed agreement. Pieper asked whether the committee should ask TAB to make an exception to the FFR Policy. Ayers-Johnson said that the motion is not really an exception to the policy.

Eyoh asked why, after a park-and-ride project was not built, a park-and-ride project in a similar area will be successful. Flintoft said that the proposed project is on the Gold Line, located near another successful park-and-ride lot, and located near a residential area.

Koster said that maintaining the BRT limitation does not preclude the Washington County project from being funded in the next Regional Solicitation.

The motion was approved with Bartling, Keel, and Koster voting against.

2. Allocation of 20M of CRRSAA Federal Funds

Barbeau reminded members that at the last meeting, members favored spending Coronavirus Response and Relief Supplemental Appropriation Act (CRRSAA) funds on local state aid revenue losses resulting from the Covid-19 pandemic. This was preferred over funding 2020 Regional Solicitation projects or funding programmed projects with federal capacity. TAC supported this option, as well. TAB was not as unified, as there was some sentiment to direct the funding towards transit.

McCartney said that the CRRSAA funding is from the Surface Transportation Block Grant (STBG) Program, so uses within that program are eligible.

MOTION: It was moved by Keel and seconded by Mazzitello to recommend using the CRRSAA funding on funding state-aid revenue losses resulting from the Covid-19 pandemic. The motion was approved unanimously.

VI. INFORMATION

1. TIP Amendment to Incorporate Regional Transit Safety Performance Targets

Barbeau said that the Planning Committee recommended adoption of Regional Transit Safety Performance Targets and placement of those targets in the TIP.

Pieper asked whether transit-related crashes will be included in the Minnesota Crash Mapping Analysis Tool (MnCMAT), to which Schallberg said that bus crashes on roadways would be included but that rail-related crashes will not.

VII. OTHER BUSINESS

None.

VIII. ADJOURNMENT

Acting Chair Oehme adjourned the meeting.

Joe Barbeau
Recording Secretary

ACTION TRANSMITTAL – 2022-03

DATE: December 9, 2021

TO: TAC Funding & Programming Committee

PREPARED BY: Joe Barbeau, Senior Planner (joe.barbeau@metc.state.mn.us)

SUBJECT: Scope Change Request for Hennepin County CSAH 158 (Vernon Ave) Bridge Replacement

REQUESTED ACTION: Hennepin County requests a scope change for its CSAH 158 (Vernon Ave) bridge replacement project (SP # 027-758-006) to increase the project length, remove a channelized right-turn island, reconstruct the southbound MN 100 ramp, and install a noise wall.

RECOMMENDED MOTION: That the Funding & Programming Committee recommend that TAB approve Hennepin County's scope change request to amend its CSAH 158 (Vernon Ave) bridge replacement project (SP # 027-758-006) to increase the project length, remove a channelized right-turn island, reconstruct the southbound MN 100 ramp, and install a noise wall.

BACKGROUND AND PURPOSE OF ACTION: Hennepin County was awarded \$7,000,000 in the Bridge category as part of the 2018 Regional Solicitation to replace the existing Vernon Avenue Bridge over the CP Railway in Edina. Improvements were to include a new bridge structure and modifications to impacted roadway approaches (see Figure 1). Because impacts to the roadway approaches appear to be greater than thought at the time of application, the county is requesting a change in scope, reflected in Figure 2.

The proposed updates are:

- Extension of the project to the east along Vernon Avenue. This is needed to raise the bridge's elevation to accommodate CP Railway vertical clearance standards.
- Removal of the channelized right-turn island from the southbound TH 100 exit ramp. This is added due to safety concerns related to speed through the channel and failure to yield.
- Reconstruction of roughly 825 feet of the southbound TH 100 ramp. Modeling shows that in 20 years the ramp is likely to have queuing onto the freeway.
- A noise wall on the east side of TH 100. MnDOT noise requirements led to this proposed structure.
- Removal of the right-turn lane from westbound Vernon Avenue to Interlachen Boulevard from the scope. This was decided upon because the County felt that modest benefits of the originally proposed channelized right-turn lane along westbound Vernon Avenue at Interlachen Boulevard do not outweigh the negative impact to pedestrians. This led to the proposed three-lane section.

RELATIONSHIP TO REGIONAL POLICY: Projects that receive funding through the Regional Solicitation process are subject to the regional scope change policy. The purpose of this policy is to ensure that the project is designed and constructed according to the plans and intent described in the original application. The scope change policy allows project sponsors to adjust

their projects as needed while still providing substantially the same benefits described in their original project applications.

STAFF ANALYSIS:

Approval/Denial of the Scope Change: Three primary changes are proposed: the removal of the channelized turn lane in favor of adding a third lane from southbound TH 100; removal of the proposed right-turn lane from Vernon Avenue to Interlachen Boulevard ; and expansion of the project footprint (including the addition of retaining walls and noise walls). The first two are not a concern because the original application had a scoring margin of 143 points over the highest-scoring unfunded project and it is a near certainty that this project, as now proposed, would have been funded. Per scope change policy, the locally funded expansion of the project is only a concern if it detracts from the original proposal. This proposal does not appear to do so.

Funding: Given that the applicant cites \$12,000 as the cost of project elements being removed from the original scope and that the project is essentially intact, historic practice suggests that there is no need to suggest taking federal funds away (that would amount to \$9,600). That said, the application cites new elements costing a total of \$959,000. TAB could stipulate that the federal award cannot be used on those elements. This has occurred in the past.

ROUTING

TO	ACTION REQUESTED	DATE SCHEDULED / COMPLETED
TAC Planning or TAC Funding & Programming Committee	Review & Recommend	12/16/2021
Technical Advisory Committee	Review & Recommend	1/5/2021
Transportation Advisory Board	Review Adopt	12/19/2021

To: Metropolitan Council – Transportation Advisory Board (TAB)
From: Jason Staebell, PE – Hennepin County Project Manager
Date: October 20, 2021
Re: CSAH 158 (Vernon Ave) Bridge Replacement Project – Scope Change Request

This document seeks to provide information the Transportation Advisory Board (TAB) requires for a formal scope change for SP 027-758-006. This includes a comparison of the project scope of the CSAH 158 (Vernon Ave) Bridge Replacement project as described in the 2018 Regional Solicitation Application against the current scope as well as the what benefits were gained, lost, or retained due to those changes. While some aspects of the current scope were not known during the application process, project stakeholders believe these scope items are necessary to fulfill the primary purpose of this project while maintaining standard engineering practices and accommodating safety concerns.

The primary purpose of this project, as described in the 2018 Regional Solicitation Application, Attachment 1 – Project Narrative, is shown below:

The proposed project will replace the existing Vernon Avenue Bridge (#4510) to extend its service life. Improvements will include a new bridge structure and modifications to the roadway approaches that are impacted by the project.

The descriptions below will demonstrate how the aspects of the project that were designed after the 2018 Regional Solicitation Application are still part of the primary purpose of the project and included in “modifications to the roadway approaches that are impacted by the project.” As the preliminary design progressed, impacts to the roadway approaches were found to be greater than originally anticipated.

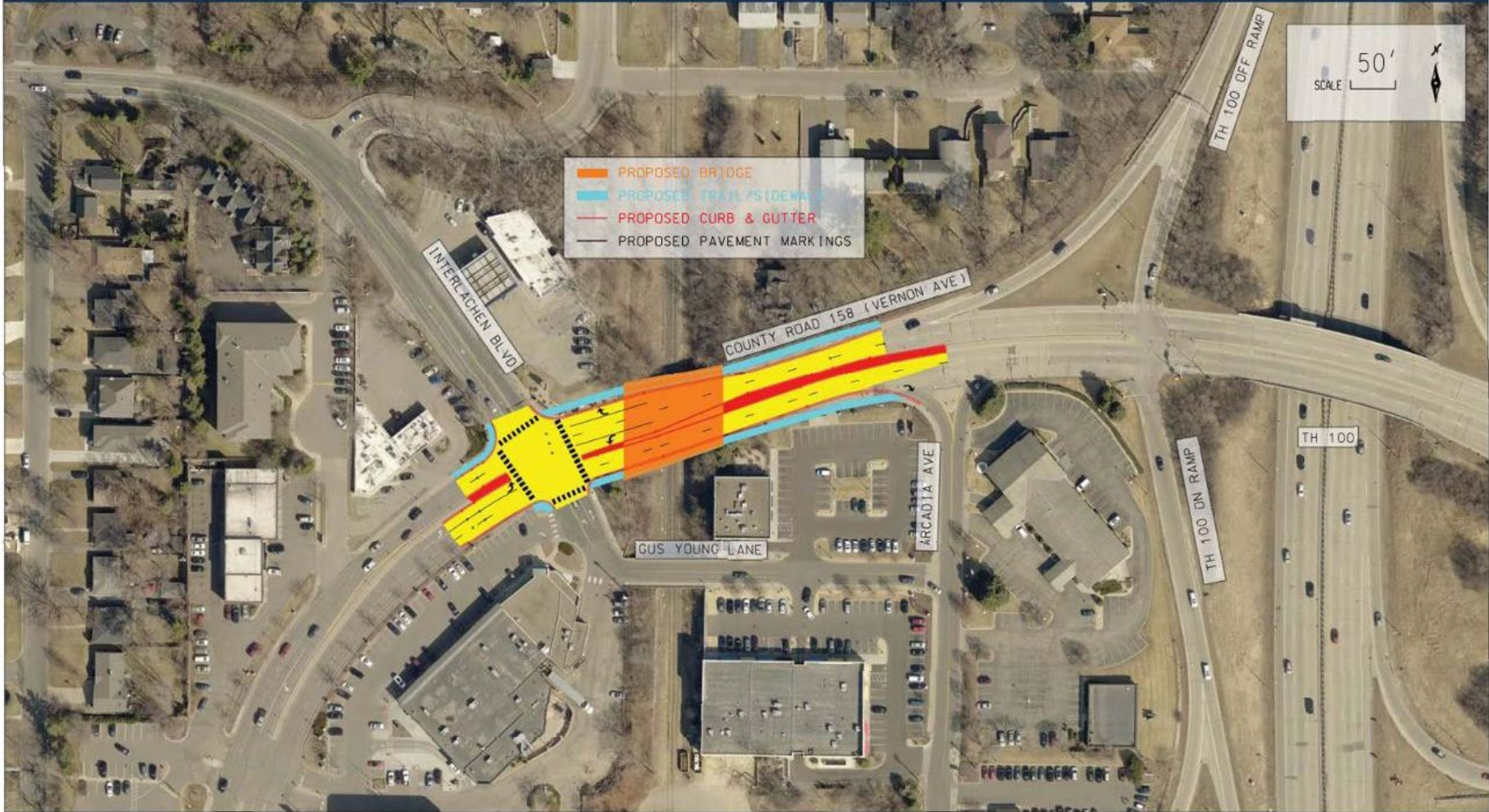
See Figure 1 for layout of expected scope at the time of the 2018 Regional Solicitation Application. See Figure 2 for a layout of the current scope.

Figure 1

CSAH 158 (Vernon Ave) Bridge Replacement Project

Attachment 5 | Project Concept

HENNEPIN COUNTY
MINNESOTA

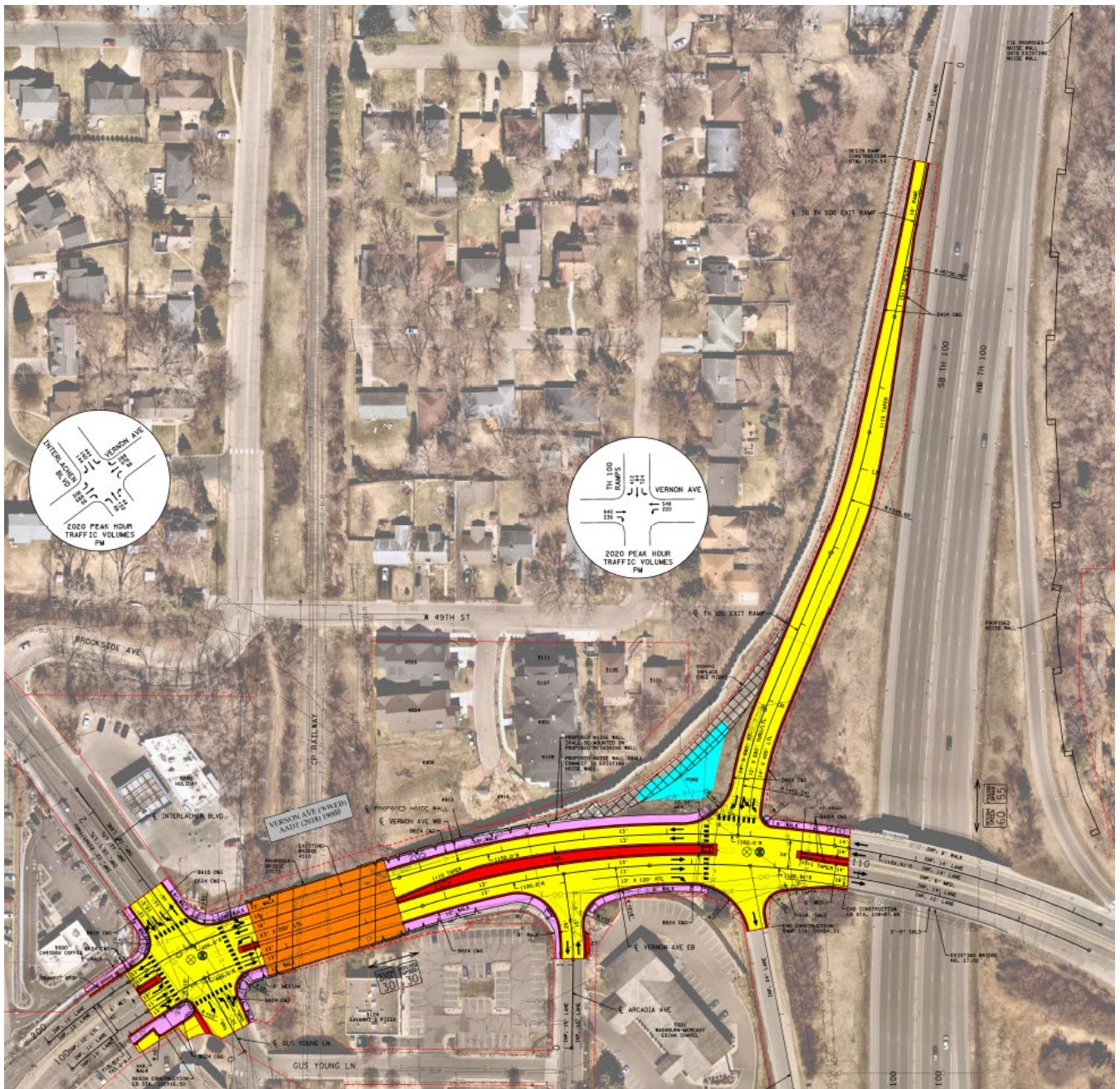


Disclaimer: This map (i) is furnished "AS IS" with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this map.

Publication date: 7/6/2018 PWV802 L:\TPDIR\Regional Solicitation\2018 Regional Solicitation\CSAH 158 - CP 1766 (Bridge)\Layouts\20180620-CSAH158-VernonAveBridge.dgn



Figure 2



During the preliminary design phase, several design constraints dictated the need for the proposed work shown in Figure 2.

First, profile requirements caused the project to extend to the east. The CP Railway current standards for vertical clearance over their railway required a significant raise in the elevation of proposed Bridge No. 27C73 as compared to the existing 22 foot clearance for Bridge No. 4510. The current preliminary design satisfies the 23 foot minimum vertical clearance requirement over the existing CP railway as well as over a potential future track, which would be located 15 feet east of the existing track (centerline to centerline). The proposed profiles and clearance information can be seen in Figure 3: Vernon Avenue WB and EB Profiles.

On the west side of the project, these proposed profiles were able to tie into the existing roadway at essentially the same location as expected in the 2018 Regional Solicitation Application. However, on the east side of the project, the construction limits needed to extend considerably to the east in order to tie into the built environment. The profile would allow construction to end approximately 26 feet west of the existing bridge over TH 100 (Bridge No. 27102). To be considerate of future maintenance and lifespan concerns, the project was extended this additional 26 feet to match into existing Bridge No. 27102.

This increase in scope provides new pavement and wider sidewalks up to the TH 100 Bridge (Bridge No. 27102), which will provide better service to the public through improved pedestrian access and will require less maintenance for the new pavement in the future. This extension of scope is an increase in benefits.

Second, the channelized right turn island from the SB TH 100 Exit Ramp is proposed to be removed to address existing safety concerns. Local public agencies have observed two issues with the vehicles traveling along this channelized right turn island: one) excessive speeds, two) poor compliance for the yield condition. In addition, bicycles are known to frequent this area, which presents a higher safety concern since vehicles may complete this turning maneuver at a relatively high rate of speed.

The profile changes required for this project results in a notable grade difference along WB Vernon Avenue at the merge point with the channelized right turn island. Thus, if the channelized right turn island was to remain, a considerable portion of it would still need to be reconstructed in order to tie in with the proposed WB Vernon profile. The City, County, and MnDOT are in agreement that not only should the channelized right turn island be eliminated to address safety concerns, but also that it's not desirable to use public funds to finance the reconstruction of the channelized right turn island in an in-kind condition.

The removal of the channelized right turn island is expected to slightly increase the delay for right turning vehicles; however, with higher priority being given to safety concerns related to rear end collisions and reducing the likelihood of a crash involving a person walking or biking, this change gains more benefit than it loses.

Third, roughly 825 feet of the SB TH 100 Exit Ramp is proposed to be reconstructed in order to accommodate longer left and right dedicated turn lanes. MnDOT required traffic modeling of the SB TH 100 exit ramp to determine if vehicles would queue onto the freeway in the build condition or in the 20 year future condition. It was found that while queuing was not expected to reach the freeway with build year volumes, the same could not be said for the 20 year future condition. Thus, MnDOT requires that the ramp be updated to accommodate the future condition.

After extensive modeling, it was found that extending the turn lanes to 580 feet for the right turn lane and 400 feet for the left turn lane prevented excessive queueing in the 20 year future condition. A fourth lane was also considered instead of extending the turn lanes. However, a fourth lane presented design issues, including severe impacts to the snow storage area as well as steep proposed slopes between the ramp and TH 100 that would likely require the construction of retaining walls and guardrail. A fourth lane would also require considerable reconstruction of the existing ramp. Thus, the turn lane extensions were determined to be the most feasible, maintainable, and cost effective solution.

The turn lane extension required reconstruction of the ramp beyond the extents of the proposed turn lanes to reduce the likelihood of retaining walls. The ramp is proposed to be re-aligned as close to the existing noise wall as possible while still maintaining the recommended 10 feet of clear distance for snow storage. This realignment allows the slopes between the ramp and TH 100 to be moderate enough that retaining walls (and guardrail) will not be required. Retaining walls are not desired because they present safety, maintenance, and cost implications.

Overall, the reconstruction of the TH 100 Exit Ramp and extension of the ramp's turn lanes is a gain in benefit to the project. This change prepares for expected future queuing while maintaining currently needed features such as snow storage.

Fourth, a noise wall is proposed on the east side of TH 100 due to the "Noise Requirements for MnDOT and other Type I Federal-aid Projects" effective since July 10, 2017. These requirements state, "*The noise analysis must include all areas that are affected by the project, including impacts from the project that occur beyond the official project limits/termini.*" and that ". . . *the analyst should extend the modeling limits at a minimum 500' or to a 'logical' termini point greater than 500' from the end of physical construction.*"

Figure 4 shows the extents of a 500 foot radius from three points, one) the edge of WB Vernon Avenue Construction, two) the edge of construction if the channelized right turn island was reconstructed, and three) the edge of reconstruction of the ramp.

As seen in Figure 4, even disregarding any construction on the SB TH 100 Exit Ramp or channelized right turn island, the noise study would be required to consider the homes just east of TH 100 based solely on the construction of WB Vernon Avenue. Those homes are within 500 feet of the proposed construction.

During the noise analysis, two homes east of TH 100 were found to have noise levels that approached or exceeded the FHWA Noise Abatement Criteria (NAC), which triggered analysis of noise walls in this area. Noise Barrier E, the noise wall modeled east of TH 100 in the *Vernon Avenue Bridge Replacement Project Noise Study*, was found to fulfill the requirements needed for a noise wall to be recommended for construction. First, the barrier is acoustically feasible. Several homes were found to be benefitted with noise reduction of at least 5.0 dBA, and at least one receptor met the required 7.0 dBA noise-reduction design goal. Second, the barrier meets engineering feasibility. A preliminary examination of proposed location did not discover any fatal flaws that would make a noise barrier unreasonable to construct or maintain. Thirdly, the barrier met the cost effectiveness criteria, meaning that the cost per benefitted receptor is not expected to exceed \$78,500.

This proposed noise wall is an added benefit to the project since several homes were found to be acoustically benefitted.

Fifth, the right turn lane along westbound Vernon Ave at Interlachen Blvd that was proposed in the 2018 Regional Solicitation Application was removed from the scope of the project. After extensive modeling of the project area, it was found that the benefits of right turn lane were not justified. The right turn lane would reduce vehicle delay at the intersection, however the reduction was relatively modest, especially in comparison to the improvement provided by the left turn lane. The four lane section is relatively uninviting and uncomfortable for people walking in the area, requiring a longer crossing time. A three lane section was determined to provide a better balance of needs between people walking and people driving. Overall, the removal of the right turn lane may be viewed as a modest reduction in benefits for people driving, however, a significant increase in benefits for people walking.

These five areas of scope were not known at the time of the 2018 Regional Solicitation Application, however they are necessary modifications to the existing conditions that were prompted by the project development process. Taken as whole, this scope changes gain more benefits the project than they lose.

Attachment 1 (Funding Data for Scope Change Request) shows the estimated costs of each of these scope changes.

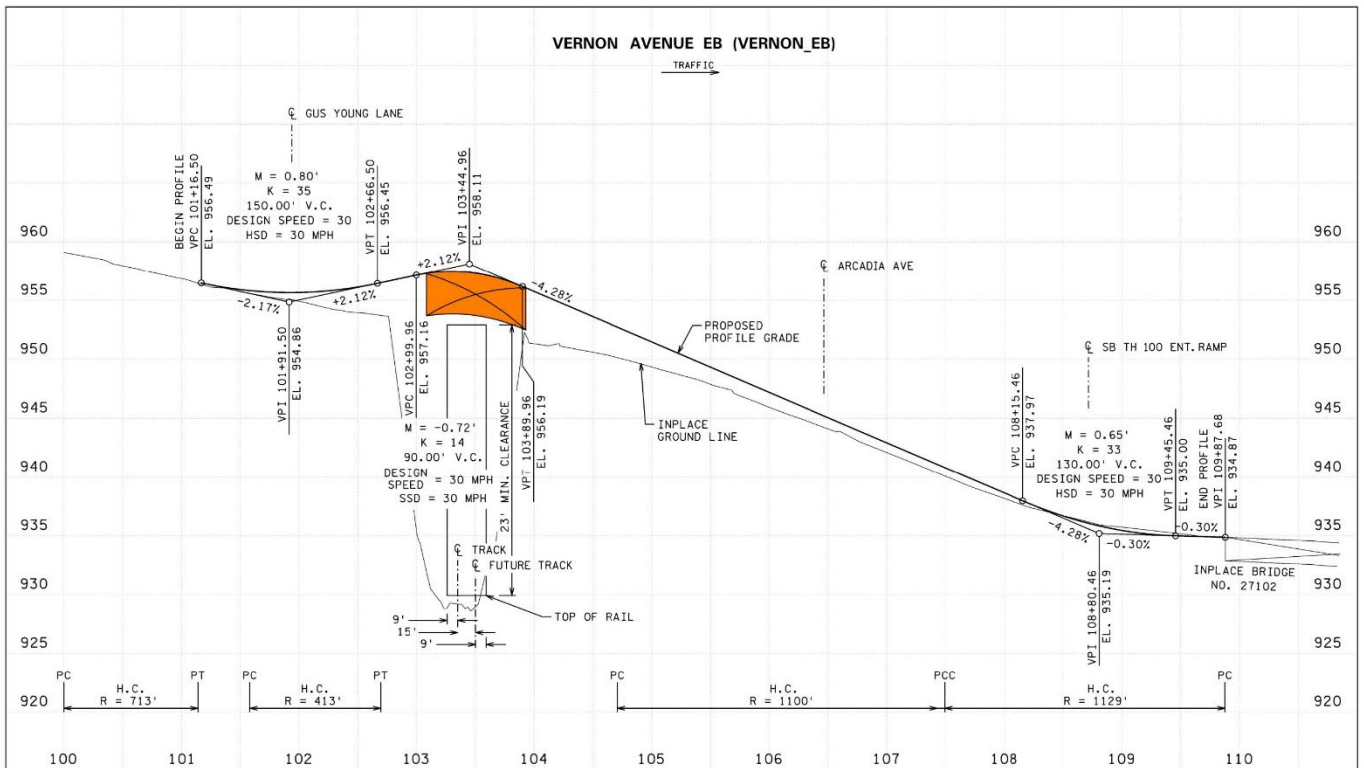
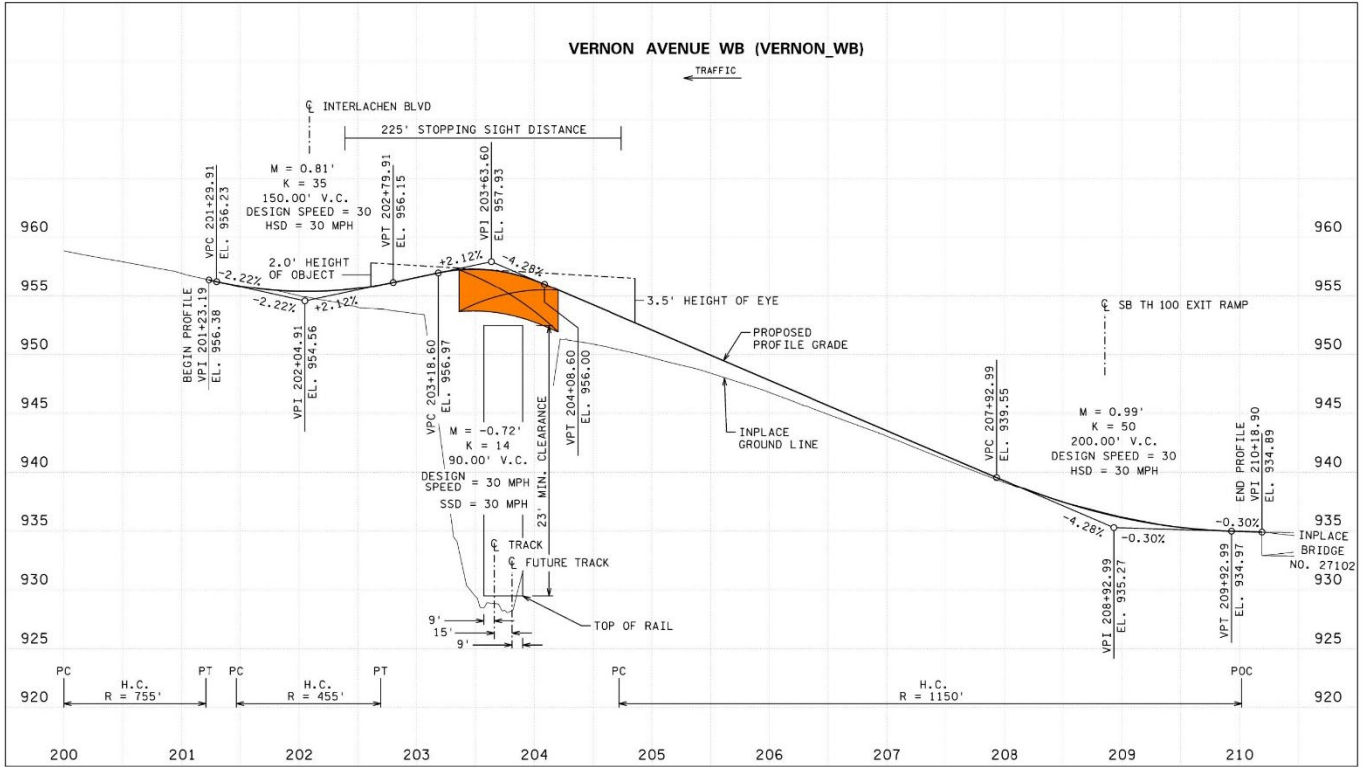


Figure 3: Vernon Avenue WB and EB Profiles

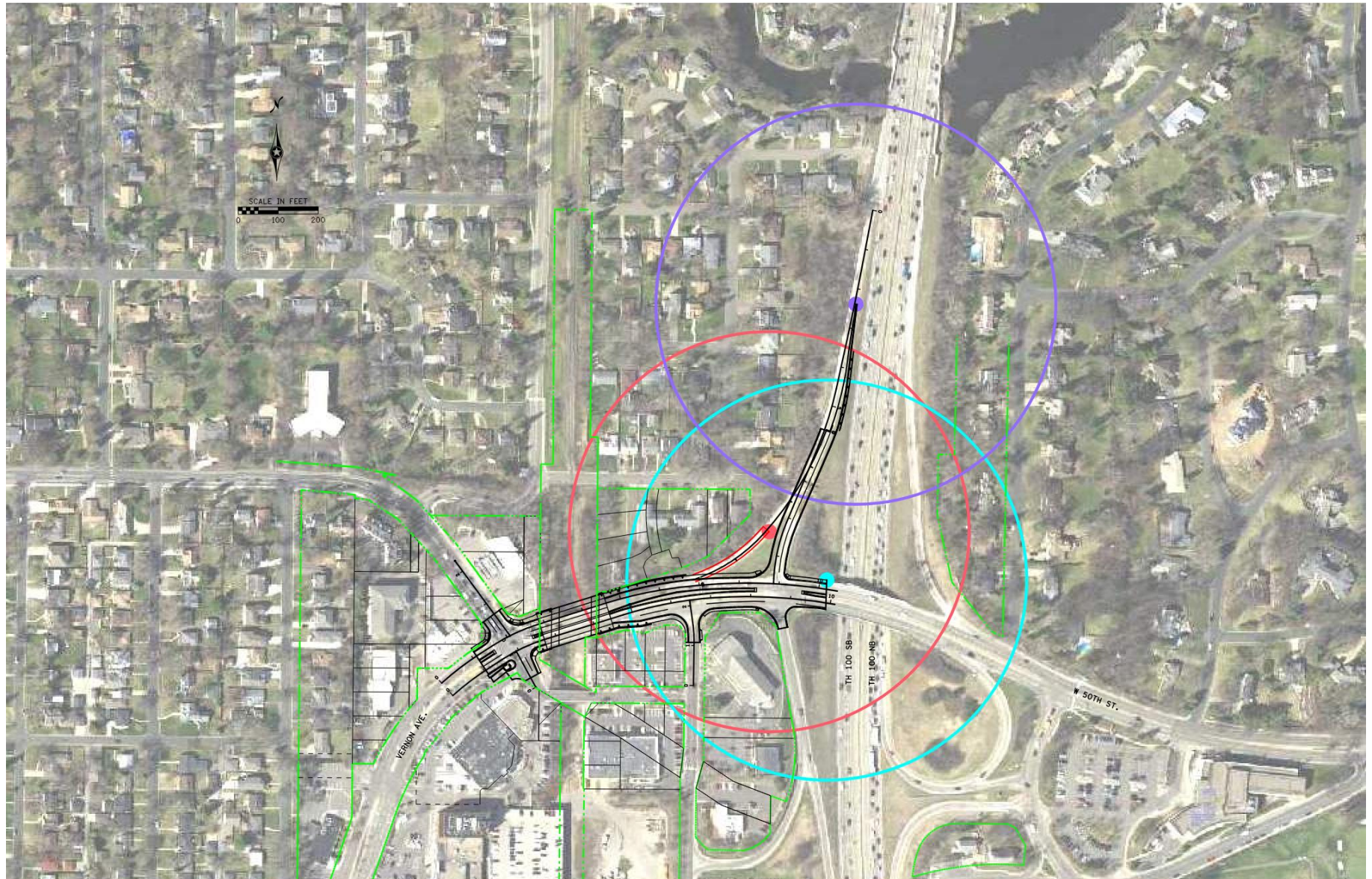


Figure 4: Noise Study Required Extents (500' radius)

ATTACHMENT 1: FUNDING DATA FOR SCOPE CHANGE REQUEST

Original Application

Regional Solicitation Year	2018
Application Funding Category	Regional Solicitation – Roadways Including Multimodal Elements
HSIP Solicitation	Yes <u>No</u>
Application Total Project Cost	\$9,150,000.00
Federal Award	\$7,000,000.00
Application Federal Percentage of Total Project Cost	76.5%

Project Elements Being Removed	Original Application Costs
WB Right Turn Lane along Vernon Avenue	\$12,000.00

New Project Elements	Cost (Based on Year of Costs in Original Application)
Increased project length along Vernon Avenue	\$195,000.00
Channelized right turn island removal at TH 100 Ramps	\$26,000.00
SB TH 100 Ramp reconstruction	\$117,000.00
Noise Wall east of TH 100	\$621,000.00

October 8, 2021

Carla Stueve, P.E., P.T.O.E.
Director of Transportation Project Delivery and County Engineer
Hennepin County Public Works
1600 Prairie Drive
Medina, MN 55340

RE: CSAH 158 (Vernon Avenue) Bridge Replacement Project
Support Letter for Project Scope Change Request

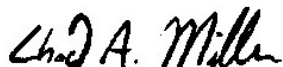
Dear Ms. Stueve,

The City of Edina presents this letter of support to Hennepin County for the Project Scope Change Request as part of the county's CSAH 158 (Vernon Avenue) Bridge Replacement Project (Hennepin County Project Number CP 2176600).

The City of Edina understands that Hennepin County has received federal funding to replace Bridge #4510 over the Canadian Pacific (CP) Railroad. During project development, agency stakeholders explored the area of work to accommodate the new bridge design that is anticipated to include a new elevation to satisfy railroad clearance requirements, a wider deck area to provide space for people walking and biking, appropriate lane configurations at the adjacent intersections to balance safety and mobility through the area and a noise wall along the east side of Highway 100. As a result, the project area has extended beyond the original project limits included in the county's 2020 Regional Solicitation; requiring a Project Scope Change Request.

The City of Edina is supportive of the county's Project Scope Change Request to extend the project limits. Agency stakeholders have worked extensively throughout the project development process to retain a key crossing of the CP Railroad for people walking, using transit, biking, and driving for many years to come. We look forward to continued coordination with Hennepin County on this regional transportation investment.

Sincerely,

A handwritten signature in black ink that reads "Chad A. Millner". The signature is written in a cursive, slightly slanted style.

Chad A. Millner, P.E.
Director of Engineering
City of Edina

Scope Change Policy

Projects awarded federal funds by the Transportation Advisory Board (TAB) as part of the Regional Solicitation or Highway Safety Improvement Program (HSIP) are often concepts that are further developed in the period from project application to implementation. Project sponsors work on activities after funds are awarded such as preliminary and final design, environmental studies, and public involvement. Sometimes during this project development process, the project sponsor wants to make changes to the scope of the project. Changes to a project's scope could affect its benefits to the region. It is important to the TAB that any change in a project's scope does not substantially reduce these benefits.

Scope Changes

A scope change is any revision that changes the physical characteristics of the project and has the potential to add to or detract from the project's benefits to the region. The project description in the original funding application serves as the project's scope for the purpose of determining whether a scope change is needed.

Three Levels of Scope Changes

There are three types of scope changes described below. The TAB Coordinator, the MnDOT Metro District Federal Aid Program Coordinator (for Federal Highway Administration-administered projects), and the Transit Federal Grants Manager (for Federal Transit Administration-administered projects) will determine the type of scope change.

Administrative scope changes:

Minor changes that typically occur when projects move into detailed design or minor additions such as project amenities or aesthetic items do not need TAB Coordinator/Metropolitan Council staff review. The MnDOT Metro District Federal Aid Program Coordinator or Metropolitan Council Transit Federal Grants Manager can review and approve minor changes including, but not limited to:

- Removing or adding of minor items, such as benches, waste receptacles, signage, etc.
- Changing the design of aesthetic items, such as lighting, railings, benches, etc.
- Adding items due to normal detailed design of a project such as noise walls, retaining walls, storm sewers, bike racks, wi-fi, etc.
- Adding new project elements/improvements funded through another source (e.g., a change to a more fuel-efficient bus) or combining a TAB-funded project with one or more separate non-TAB funded projects to improve efficiency and reduce construction impacts (e.g., combining a roadway project with an adjacent mill and overlay project). These changes should not detract from the original scope.
- Changing the width of a bike path (must still meet standards).

Informal scope changes:

Scope changes that exceed the standards of administrative scope changes are brought for a consultation between the TAB Coordinator; the MnDOT Metro District Federal Aid Program Coordinator or Metropolitan Council Transit Federal Grants Manager; and Council staff. The consultation will determine if the scope change can be approved through an informal process or if a formal scope change request is needed due to the potential negative impacts of the changes. An informal scope change may include, but is not limited to:

- Slightly changing a bike or pedestrian trail route alignment while still making the major connections.

- Combining two separate TAB-funded projects, provided this does not threaten to negatively impact either project.
- Changing the termini of a project, provided this does not threaten to negatively impact the project.
- Changing a pedestrian overpass to an underpass; or an underpass to an overpass.
- Changing an intersection treatment (e.g., a traffic signal to a roundabout) or an interchange design.
- Changing bus length, fuel source, type, or number, provided there is no resulting decrease in transit service.
- Reversion to the original scope (or a previously approved scope change). Note that any federal funds taken away in a previous scope change cannot be returned; the entire scope would need to be completed with the reduced federal contribution.

Formal scope changes:

Any change that may significantly alter the estimated benefits to the region (particularly if altered to the degree where the revised scope may not have justified its original selection) must go through the formal committee process and be approved by TAB. A formal scope change request process is likely to be needed in instances including, but not limited to:

- Removing significant elements such as a trail, sidewalk, pedestrian bridge, traffic signal, transit stop, transit vehicle, etc.
- Adding elements that detract from the value or intent of the original application.
- Removing proposed access closures, if the closures are described in the project description and used to score points in the application.
- Reducing the frequency or hours of transit service.
- Reducing the number of parking spaces in a park-and-ride facility.
- Changing the number of travel lanes.
- Shifting from a bridge replacement project to a bridge rehabilitation project.
- Changing designs from an off-road trail to on-road bicycle route.

Ineligible Requests

The TAB Coordinator may inform the project sponsor that the proposed revisions exceed the limits of a scope change and that the proposed change constitutes a new project. Such requests will not be processed through the TAC and TAB and that the original project should either be completed or withdrawn. If the project is to be withdrawn, the project sponsor should submit a formal letter to the TAB Coordinator stating that the project is being withdrawn and federal funds are being returned to the region for reallocation. A proposed change will be considered a new project and therefore not eligible for a scope change if it is:

- Relocating the project away from the defined problem, need, or location, such as switching transit start-up service from one market area to another
- Moving funding from one project to another, such as moving funds awarded to a project on County Road A to the same, similar, or different work on County Road Z.
- Eliminating the primary improvement proposed in the project description (e.g., a bridge will not be improved for a project submitted in the bridge application category or a trail will not be improved in the multiuse trails application category).

Steps and Requirements to Determine Scope Change Type and Request a Formal Scope Change

The following steps must be followed to determine a scope change type and whether the proposed change needs to go through the formal scope change request process. It should be noted that once a MnDOT Metro District State Aid project has been authorized, the project scope cannot change.

1. The project sponsor informs the TAB Coordinator and the MnDOT Metro District Federal Aid Program Coordinator or the Metropolitan Council Transit Grants Manager that it wants to change a project. At this time, the MnDOT Metro District Federal Aid Program Coordinator or the Metropolitan Council Transit Federal Grants Manager may determine that the change is minor in scope and no further action is needed. If the requested change is more substantial, the project sponsor will be asked to provide a written description of the proposed scope change and a map or schematics showing how the proposed scope change affects the project.
2. Upon this submittal, the TAB Coordinator will consult with the MnDOT Metro District Federal Aid Program Coordinator or the Metropolitan Council Grants Manager to discuss the extent of the changes and whether the scope change will require a formal scope change request. The TAB Coordinator will contact the project sponsor and inform them whether the proposed modification can be accomplished administratively or whether it will trigger a formal scope change request and/or TIP amendment¹ request.
3. For a formal scope change request, the project sponsor must provide data on the revised project scope to the TAB Coordinator, including a complete project description; location map; project layout, sketches, or schematics; and a discussion of project benefits being retained, gained, or lost. Applicants must provide a cost breakdown of the TAB-eligible items proposed for removal and addition (in the year of costs used in the original application) using the attached project cost worksheet. Failure to do so can result in the request not being included on the TAC Funding & Programming Committee's agenda.
4. Council staff and will conduct an analysis of the requested change, including the background information provided by the project sponsor for consideration by the TAC Funding & Programming Committee. The Committee will discuss the staff analysis and recommend one the following to TAC and TAB (see detailed sections below and on the following page about determining scope change and federal funding amount recommendations):
 - Approval of the scope change as requested;
 - Approval of the scope change request with modifications to the scope and/or a recommended reduction of federal funds; or
 - Denial of the requested change

Determining the Scope Change Approval Recommendation

To determine whether the scope change request should be approved, the TAC Funding & Programming Committee will discuss the merits of the proposed changes and weigh the overall

¹ A TIP amendment request is only required to accompany a scope change request if the project is in the current fiscal year and either the project description changes in the TIP, the project termini change by 0.3-mile or greater, or the funding amount changes enough to meet federal TIP amendment thresholds.

benefits or reduction of benefits to the region. Council staff will provide a written analysis regarding the potential impacts of the proposed changes. The affected scoring measures, except for cost-effectiveness (any cost increases are paid for by the local agency and not federal funds), will be analyzed by Council staff to determine if each sub-score would have likely increased, decreased, or stayed the same with the scope change (a precise rescoring of the application is not possible since applications were scored against each other at a specific moment in time). Council staff will then evaluate whether the total score would have likely increased, decreased, or stayed roughly the same based on the summation of the sub-score changes. This relative change in the total score will be compared to the scoring gap between the project's original score and the highest unfunded project in the same application category. The TAC Funding & Programming Committee may consider recommending denial of the scope change request if it is clear that the project would have scored fewer points than the highest-scoring unfunded project (i.e., the project would have been undoubtedly below the funding line). Council staff may confirm their findings with the original scorer of the measure and/or request additional information of the applicant, if necessary. Project sponsor must attend TAC Funding & Programming, TAC, and TAB meetings, where the item is on the agenda.

Determining the Federal Funding Amount Recommendation

To determine whether federal funds should be recommended to be removed from a project, Council staff will assess the project elements being reduced or removed and provide this information to the TAC Funding & Programming Committee. While adding eligible project elements is permitted, federal funds cannot be shifted away from any removed elements to new project elements unless the removed elements are being done as part of some other programmed project. Federal funds cannot be added to a project beyond the original award.

Applicants must provide a revised cost estimate including a cost breakdown of the items proposed for removal using the attached project cost worksheet. Any removed or added items should use the costs in the year requested in the original application instead of the year of construction costs. Regional Solicitation projects must continue to maintain at least a 20% non-federal match, while HSIP projects must continue to maintain at least a 10% non-federal match.

Staff may recommend funding reduction options, if applicable, based on the federal share of the cost of the project elements being removed or the proportionate reduction of project benefits in cases in which that is discernable (e.g., number of parking spaces or length of sidewalk) and/or another method developed by staff or the TAC Funding & Programming Committee. A recommendation will move from TAC Funding & Programming Committee to the TAC and TAB for approval. If applicable, a TIP amendment request will also be moved for approval through the Metropolitan Council.

ATTACHMENT 1: FUNDING DATA FOR SCOPE CHANGE REQUEST

Original Application:

Regional Solicitation Year	
Application Funding Category	
HSIP Solicitation?	Yes No
Application Total Project Cost	
Federal Award	
Application Federal Percentage of Total Project Cost	

Project Elements Being Removed:

	Original Application Cost

New Project Elements:

	Cost (Based on Year of Costs in Original Application)

ACTION TRANSMITTAL – 2022-04

DATE: December 9, 2021

TO: TAC Funding & Programming Committee

PREPARED BY: Elaine Koutsoukos, TAB Coordinator (651-602-1717)
Joe Barbeau, Senior Planner (651-602-1705)

SUBJECT: Program Year Extension Request: Blaine 99th Avenue / Baltimore Street Roundabout

REQUESTED ACTION: Blaine requests a program year extension for its 99th Avenue / Baltimore Street roundabout (SP# 106-101-010) from fiscal year 2022 to fiscal year 2023.

RECOMMENDED MOTION: That the Funding & Programming Committee recommend that TAB approve Blaine's program year extension request to move its 99th Avenue / Baltimore Street roundabout (SP# 106-101-010) from fiscal year 2022 to fiscal year 2023.

BACKGROUND AND PURPOSE OF ACTION: The City of Blaine received \$1,530,000 from the 2020 Highway Safety Improvement Program (HSIP) Solicitation to construct a roundabout at the intersection of 99th Avenue and Baltimore Street in program year 2022. The city is requesting an extension of the program year to 2023, as that would provide better coordination with nearby Trunk Highway 65 improvements. The city had applied for 2024 or 2025 funds to coordinate with that project but accepted earlier funding in anticipation that it would be further along.

RELATIONSHIP TO REGIONAL POLICY: The Transportation Advisory Board (TAB) adopted the Program Year Policy in April 2013 (updated in August 2014) to assist with management and timely delivery of transportation projects awarded federal funding through the TAB's Regional Solicitation. The policy includes a procedure to request a one-year extension based on extenuating circumstances within certain guidelines.

STAFF ANALYSIS: Per the Program Year Policy's progress assessment (pages 9 and 10), a minimum score of 7 is needed to be eligible for an extension. The city scored 6 for this request. That said, MnDOT Metro District is comfortable with approval of the request because the score is due to the city agreeing to an earlier program year to be on track with the TH 65 environmental study (phase I completed by MnDOT; phase II in process, led by the city), which was to be completed in 2020 but took longer than anticipated. The score being below 7 is not the result of the city not doing its part to deliver the project, which should be able to be delivered in May of 2023. Further, MnDOT Metro District believes it will be able to spend the project's funds in 2022.

An extension of the program year does not guarantee federal funding will be available in that year. The project sponsor is responsible for completing the project in the new program year and covering the federal share of the project until federal funding becomes available. At this time the project would be in line for 2026 reimbursement of federal funds, though an earlier reimbursement may occur if funding becomes available due to the recent increase in federal funds or if other projects withdraw.

ROUTING

TO	ACTION REQUESTED	DATE SCHEDULED / COMPLETED
TAC Funding & Programming Committee	Review & Recommend	12/16/2021
Technical Advisory Committee	Review & Recommend	1/5/2021
Transportation Advisory Board	Review & Accept	1/19/2021



City of Blaine

1801 - 101st Avenue NE

Blaine MN 55449-1108

Public Works 763-785-6165 | BlaineMN.gov

November 15, 2021

Mr. Michael Thompson, Chair
TAC Funding and Programming Committee
Metropolitan Council
390 Robert Street North
St. Paul, MN 55101

RE: Program Year Extension Request for 106-101-010 99th Ave at Baltimore Intersection Improvements

Dear Mr. Thompson,

The City of Blaine respectfully requests that the Funding and Programming Committee consider a program year extension for the above project. The awarded program was 2022 to construct a roundabout for improved traffic flow and safety.

The City applied for \$1,530,000 of HSIP funds for program year 2024-2025. The project was originally being considered a related component of the overall Trunk Highway 65 corridor improvements. There are continuing efforts to complete the environmental review of this corridor segment to ensure all potential projects identified in the State's first Planning and Environmental Linkages (PEL) study would work together to reduce congestion and improve the overall safety for the area. The City agreed to accept earlier funding in 2022 anticipating this process would be further along.

We request the Funding and Programming Committee's support for extending the City of Blaine's program year to 2023. Please let me know if additional information is needed.

Sincerely

Jon Haukaas, Director of Public Works

cc: Joe Barbeau, Metropolitan Council, Colleen Brown, MnDOT Federal Aid

REQUEST FOR PROGRAM YEAR EXTENSION

For

SP 106-101-010

99th Ave and Baltimore St Roundabout

City of Blaine, MN

REQUESTED BY:

Jon Haukaas, Director of Public Works

Phone: 763-785-6167

jhaukaas@blainemn.gov

Project Background

The City applied for \$1,530,000 of HSIP funds for program year 2024-2025. The project was originally being considered a related component of the overall Trunk Highway 65 corridor improvements. There are continuing efforts to complete the environmental review of this corridor segment to ensure all potential projects identified in the State's first Planning and Environmental Linkages (PEL) study would work together to reduce congestion and improve the overall safety for the area. The City agreed to accept earlier funding in 2022 anticipating this process would be further along.

Progress on the environmental review has recently shown that this project does not have significant impacts to the 99th Ave intersection design and can therefore proceed separately. However, we will not be able to make the federal authorization deadlines for 2022.

The City does feel that this project can be delivered beginning in 2023 now that the environmental impacts are better understood.

Project Status

Project Schedule

- a) The City anticipates awarding the design and construction support contract by February 2022. This would allow ample time for project development, right of way, and agency coordination. We would anticipate a project construction award in late spring (April/May) of 2023.

Right of Way Acquisition

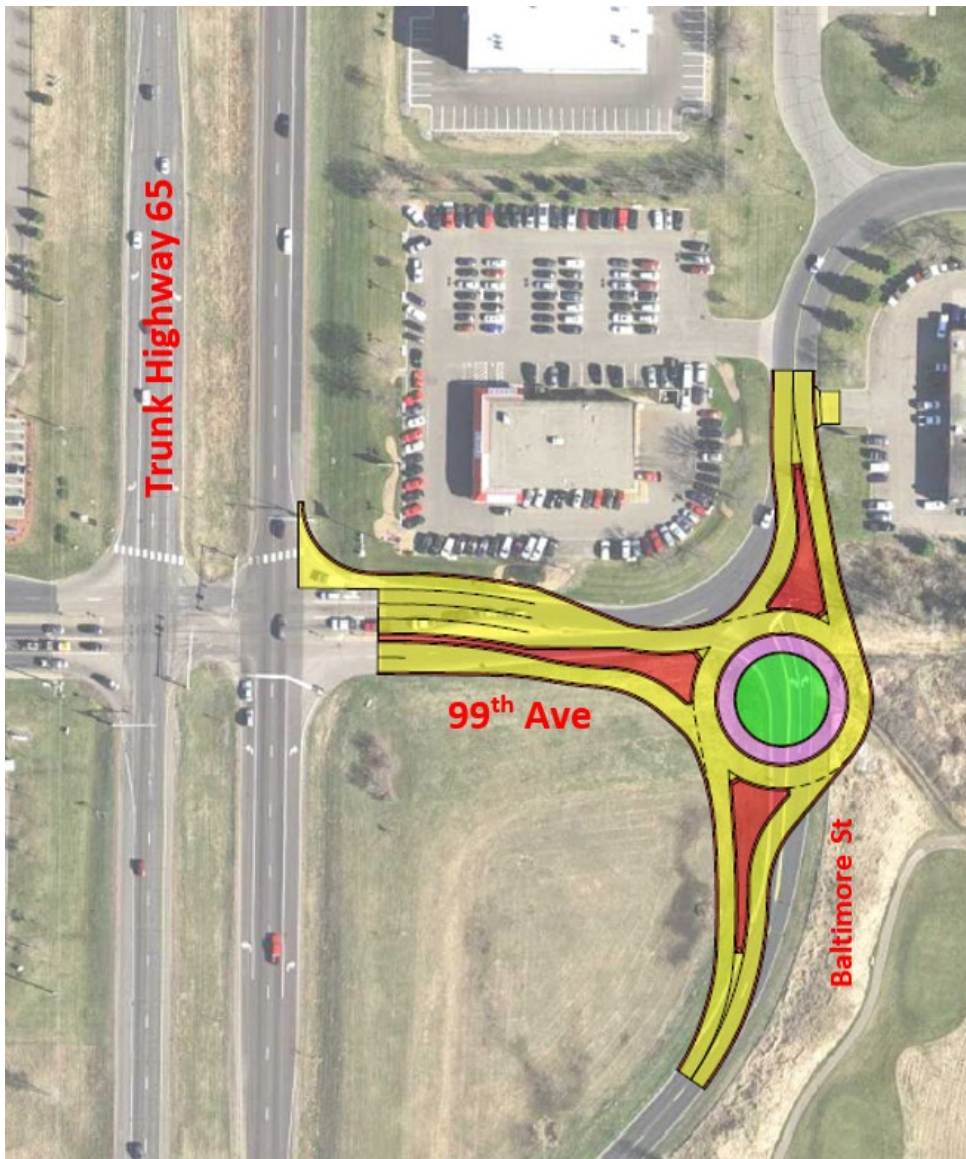
- b) The majority of the project is proposed to be constructed within easements on land owned by the Metropolitan Airports Commission (MAC) similar to the existing frontage road. The project was presented to MAC staff at the conceptual stages on February 3, 2021 in anticipation of new easements. Staff was receptive to the concepts and prepared to work with us.

Minor additional right of way may be needed from two adjacent private properties dependent on the final geometric design.

Plans

- c) Preliminary survey work for the area has been completed as part of the TH 65 design work to include utility impact identification. Traffic modeling has also been completed for the highway and supporting roadway networks. This information will be utilized to bring the project plans through to the final design.

The conceptual layout is below:



Permits

- d) The following list of permits will all need to be requested as the project development continues.
- FHWA & MnDOT – Categorical Exclusion document
 - MAC - Easements
 - MPCA – NPDES Construction Stormwater Permit & SWPPP
 - CCWD – Watershed Permit

Approvals

- e) The City of Blaine is the only agency with approval authority outside the permitting process.

Identify funds and other resources spent to date on the project

- f) Blaine City staff have expended time on the scoping of this project. Additional time and effort has been completed under other contracts for the TH65 project the results of which will be available for use on this project.

Justification for Extension Request

What is unique about this project that requires an extension of the program year?

This project has been evaluated for environmental review and traffic impacts as part of a larger corridor project under the first Planning and Environmental Linkages (PEL) study in Minnesota. This means the project can be designed and constructed separately and still be sure that it will work with all future construction projects without unanticipated adverse effects. The City agreed to an earlier program year believing that the PEL would be completed in 2020 and projects would be ready to move forward beginning in 2021. Being the first PEL, the study took longer than anticipated and the timelines were further complicated by scheduling delays related to COVID impacts.

Additionally, this project will support the future improvements on TH65 as an interim reliever during the project construction.

What are the financial impacts if the project does not meet its current program year?

If federal funds are surrendered, the proposed project will likely be postponed until an alternate source of funding can be secured, or the project will be eliminated. The only other available funds are City CIP funding or MSAS funding. Both sources have long range plans committing those dollars out to 2026 or beyond.

What are the implications if the project does not obtain the requested extension?

There are no alternative funding sources identified for the intersection improvement project. If the project does not receive the requested extension, it is highly likely that these improvements will not be constructed and existing safety needs will go unmet.

A fully functioning/supporting frontage road network has been identified as a necessity if Trunk Highway 65 is to operate efficiently. This is an identified deficiency and will continue to impact the functionality of the highway until resolved.

What actions will the agency take to resolve the problem facing the project in the next three to six months?

The City of Blaine is prepared to move this project forward immediately in 2022 if the extension is granted.

STUDY REPORT (required for Environmental Assessment Only)

Complete/Approved If checked enter 1. _____
Date of Approval _____
 Not Complete
Anticipated Date of Completion August 2022

CONSTRUCTION PLANS

Completed (includes signature of District State Aid Engineer)
Date _____ If checked enter 3. _____
 Completed (approved by District State Aid as to SA Standards but not signed)
Date _____ If checked enter 2. _____
 Not Complete
Anticipated Date of Completion February 2023
If prior to June 30 of the program year, enter 1. 1

RIGHT OF WAY ACQUISITION

Completed (includes approval of R/W Cert. #1 or #1A) If checked enter 2. _____
Date _____
 Not Complete
Anticipated Date of Completion December 2022
If prior to December 31 of the year following the original program year, enter 1. 1

ENGINEERS ESTIMATE OF COSTS

Completed If checked enter 2. _____
Date _____
 Not Complete
Anticipated Date of Completion September 2022
If prior to December 31 of the year following the original program year, enter 1. 1

AUTHORIZED

Anticipated Letting Date May 2023.
Anticipated letting date must be prior to June 30
in the year following the original program year,
so that authorization can be completed prior to
June 30 of the extended program year.

TOTAL POINTS 6

ACTION TRANSMITTAL – 2022-05

DATE: December 9, 2021

TO: TAC Funding & Programming Committee

PREPARED BY: Joe Barbeau, Senior Planner (joe.barbeau@metc.state.mn.us)

SUBJECT: Scope Change / TIP Amendment Request for Hennepin County CSAH 42 and CSAH 3 Signal Revisions and Pedestrian Improvements

REQUESTED ACTION: Hennepin County requests a scope change for its CSAH 42 / CSAH 3 signal revisions and pedestrian improvements project (S.P. 027-030-050) to remove BRT station underground and flatwork along with one intersection and approve an amendment to the 2022-2025 TIP reflecting this change.

RECOMMENDED MOTION: That the Funding & Programming Committee recommend that TAB:

- Approve Hennepin County’s request to remove BRT station underground and flatwork along with one intersection from Hennepin County’s CSAH 42 / CSAH 3 signal revisions and pedestrian improvements project (S.P. 027-030-050) and
- Recommend the Council approve an amendment to the 2022-2025 TIP reflecting this change.

BACKGROUND AND PURPOSE OF ACTION: Hennepin County was awarded \$828,000 in Highway Safety Improvement Program (HSIP) funds for 2022 in the proactive category as part of the 2018 HSIP solicitation. The award was to fund pedestrian crossing improvements (curb extensions, raised medians, crossing beacons, ADA pavements markings, and signage) at five intersections:

- CSAH 3 (Lake Street) and CSAH 152 (Cedar Avenue)
- CSAH 42 (42nd Street) and CSAH 152 (Cedar Avenue)
- CSAH 42 and 21st Avenue
- CSAH 42 and 26th Avenue
- CSAH 42 and Nokomis Avenue

The project was included in the 2021-2024 TIP with the following description:

Various locations on CSAH 3 (Lake St) and CSAH 42 (42nd St) in Mpls – Ped crossing safety improvements: curb extensions, raised medians, crossing beacons, ADA, pavement markings, signage

In March of 2021, staff worked with MnDOT Metro District State Aid to approve an informal scope change request to add transit station work related to the B-Line arterial bus rapid transit (ABRT) project. Because the station work would be paid for with local funds and the local work would not diminish the HSIP project, the informal scope change was acceptable. The project is currently shown in the TIP with the following description:

Various locations on CSAH 3 (Lake St) and CSAH 42 (42nd St) in Mpls – Ped crossing safety improvements: curb extensions, raised medians, crossing beacons, ADA, pavement markings, signage. Two bus rapid transit stations underground and flatwork

The federal funding amount remains unchanged, though the total cost increased from \$993,600 to \$1,193,600, primarily due to the additional project elements. Hennepin County is requesting the following changes to the project:

1. Remove the ABRT station underground and flatwork. On its own, this change would return the project back to its original scope.
2. Remove the CSAH 3 / CSAH 152 intersection from project. This would enable the signal and pedestrian facilities to be constructed as part of the Metro Transit B-Line ABRT project, along with enhanced improvements¹ at the intersection. This would result in completion of one project at the intersection, rather than two. Note that the HSIP project is scheduled for 2022 and the Metro Transit project is scheduled for 2023.
3. Change “crossing beacons” to “signal.” This would apply to the four remaining intersections.

The requested change would bring the total project cost to \$1,030,000. The proposed scope change / TIP amendment would result in the following description (matching the original description except for “signal” replacing “crossing beacons”):

Various locations on CSAH 42 (42nd St) in Mpls- Ped crossing safety improvements: curb extensions, raised medians, signal, ADA, pavement markings, signage

Hennepin County states that the intersection proposed for removal accounts for \$190,000, which would mean that \$171,000 in federal funding (per the 90/10 HSIP split). In theory that funding should be returned to the HSIP program. The county requests retention of all its federal funding.

RELATIONSHIP TO REGIONAL POLICY: Projects that receive funding through the Regional Solicitation and HSIP Solicitation processes are subject to the regional scope change policy. The purpose of this policy is to ensure that the project is designed and constructed according to the plans and intent described in the original application. Additionally, any federally funded project scope change must go through a formal review and TIP amendment process if the project description or total project cost changes substantially. The scope change policy allows project sponsors to adjust their projects as needed while still providing substantially the same benefits described in their original project applications.

Federal law requires that all TIP amendments meet the following four tests: fiscal constraint; consistency with the adopted regional transportation plan; air quality conformity; and opportunity for public input. It is the TAB’s responsibility to adopt and amend the TIP per these four requirements.

¹ This includes ADA accommodations designed to be fully compliant and a new signals system, beyond what is feasible as part of the current project.

STAFF ANALYSIS:

Approval/Denial of the Scope Change: A scoring analysis is provided in Table 1. This was scored through a MnDOT process, though staff used the scoring guidance for the proactive category along with the original application. Hennepin County states that the Metro Transit project that will be completed one year following the HSIP project will include completion of the intersection being removed.

Table 1: Scoring Analysis

Measure	Max Score	Original Score	Scope Change	Notes
1. Connection to 2014-19 MN Strategic Highway Safety Plan	100	60	0	
2. Cost per Mile or Intersection	200	10	0	One of five intersections, worth 20.7% of the original project cost.
3. Wide Strategy Deployment vs. Single Spot Location	200	100	0	Reduction from five to four intersections
4. Average Annual Daily Traffic	50	14	-	Removing Lake Street likely reduces the ADT (though the score was already low)
5. Fatal and Serious Injury Crashes (10 years)	50	18	--	17 of the project’s 28 injury crashes, along with the only fatality, were at the removed intersection.
6. Crash Reduction Factor	250	182	0	
7. Part of a Plan	150	150	0	
TOTAL	1,000	534	-	

* 0 = no change

+ = small improvement, ++ = moderate improvement, +++ = large improvement

- = small diminishment, -- = moderate diminishment, --- = large diminishment

The highest-scoring unfunded project in the category scored 499 points. While omission of the busiest amongst these intersections would have led to a reduced score, it likely would have been funded.

Funding: Provided the scope change is approved, staff provides the following two options:

1. Allow the applicant to retain the full award in recognition that the full project will be built.
2. Reduce the federal award by \$171,000 corresponding to the federal share of CSAH 3 portion of the original project.

Recent precedent has allowed for funding of removed elements to be retained if those elements are being paid for by local funds, as is the case here. That said, any local funds would pay for existing project elements, essentially covering cost increases from the original application and potentially resulting in return of some of those funds, should the total cost be low enough.

TIP Amendment: Assuming a scope change is approved, a TIP amendment reflecting the change should be approved as well. The TIP amendment meets fiscal constraint because the federal funds are sufficient to fully fund the project. This amendment is consistent with the Metropolitan Council Transportation Policy Plan, adopted by the Metropolitan Council on November 18, 2020 with FHWA/FTA conformity determination established on December 4, 2020. Public input opportunity for this amendment is provided through the TAB’s and the

Council's regular meetings. The Minnesota Interagency Air Quality and Transportation Planning Committee determined that the project is exempt from air quality conformity analysis.

ROUTING

TO	ACTION REQUESTED	DATE SCHEDULED / COMPLETED
TAC Planning or TAC Funding & Programming Committee	Review & Recommend	12/16/2021
Technical Advisory Committee	Review & Recommend	1/5/2022
Transportation Advisory Board	Review & Recommend TIP Amendment & Adopt Scope Change	1/19/2022
Metropolitan Council Transportation Committee	Review & Recommend (TIP Amendment Only)	1/24/2022
Metropolitan Council	Review & Adopt (TIP Amendment Only)	1/26/2022

HENNEPIN COUNTY

MINNESOTA

November 22, 2021

Michael Thompson
Chair, TAC Funding and Programming Committee
Metropolitan Council
390 Robert Street North
Saint Paul, MN 55101-1805

Re: Scope Change request to S.P. 027-030-050 - CSAH 3 (Lake Street) and CSAH 42 (42nd Street) Signal Revisions and Pedestrian Improvements

Dear Mr. Thompson,

Hennepin County respectfully requests that the Funding and Programming Committee consider the attached Scope Change request for the above referenced project.

In 2018, Hennepin County was awarded federal funding as part of the Highway Safety Improvement Program (HSIP) to make safety and mobility improvements to the following intersections in Minneapolis:

Along CSAH 3 (Lake Street)

- CSAH 152 (Cedar Avenue)

Along CSAH 42 (42nd Street)

- CSAH 152 (Cedar Avenue)
- 21st Avenue
- 26th Avenue
- Nokomis Avenue

The current 2022-2025 State Transportation Improvement Program (STIP) identifies \$828,000 in federal funding and \$365,600 in local match funding for the project, for a STIP total of \$1,193,600. The program year for this project is 2022.

Project development has been ongoing since 2020; and it has become known that both Metro Transit and Hennepin County both have separate projects planned for the CSAH 3 (Lake Street) and CSAH 152 (Cedar Avenue) intersection. The Hennepin County led, and subject line project is planned for construction in 2022, and the Metro Transit led B Line Bus Rapid Transit (BRT) project is anticipated to begin construction in 2023. Therefore, it's in the public's best interest for agencies to coordinate planned activities to minimize impacts to the public.

At this time, Hennepin County requests a scope change that would remove the planned improvements at the CSAH 3 (Lake Street) and CSAH 152 (Cedar Avenue) intersection from the subject line project as the Metro Transit B Line Bus Rapid Transit (BRT) project will reconstruct the signal and pedestrian facilities. Approval of this scope change request will allow for enhanced improvements at this intersection including ADA accommodations designed to be fully compliant and a new signal system, beyond what is feasible as part of the county's current signal revision and an ADA retrofit project. The change would also result in

Hennepin County Transportation Project Delivery
Public Works Facility, 1600 Prairie Drive, Medina, MN 55340
612-596-0300 | hennepin.us



HENNEPIN COUNTY

MINNESOTA

only one project (rather than two) at this intersection which will further minimize impacts to the local community and traveling public. The proposed cost estimate of the work at CSAH 3 (Lake Street) and CSAH 152 (Cedar Avenue) is \$190,000 and applying the 90/10 HSIP split results in a \$171,000 federal portion and \$19,000 local match.

With your approval, the improvements at CSAH 3 (Lake Street) and CSAH 152 (Cedar Avenue) will be delivered with the Metro Transit B Line BRT project, in which Hennepin County intends to cost participate with local funds. Therefore, we kindly request to retain the full original federal funding amount of \$828,000.

With your approval, we respectfully request the above-mentioned revision be made to the new 2022-2025 STIP. Please advise of any additional information you may need and contact me with any questions.

Sincerely,



Kelly Agosto, PE

Cc: Colleen Brown, MnDOT Metro State Aid
Carla Stueve, PE, PTOE
Jessa Trbojevich, PE
Chad Ellos, PE
Jason Pieper, PE

FUNDING DATA FOR SCOPE CHANGE REQUEST

1. Original Application

Regional Solicitation Year	N/A
Application Funding Category	N/A
HSIP Solicitation	Yes - 2018
Application Total Project Cost	\$920,000
Federal Award	\$828,000
Application Federal Percentage of Total Project Cost	90%

Project Elements Being Removed:	Original Application Cost
Work at Lake St./Cedar Ave. intersection	\$190,000

2. Funding Scenario

Table 1 | Current Construction Cost Breakdown

Location	Construction Costs	Percentage of Total Project
4 Intersections along 42 nd St.	\$1,030,000	84%
Lake St./Cedar Ave.	\$190,000	16%
Total	\$1,220,000	100%

Table 2 | Federal Fund Breakdown for Current Construction Cost

	Federal Share	Local Share	Total Construction
4 intersections along 42 nd St.	\$699,049	\$330,951	\$1,030,000
Lake St./Cedar Ave.	\$128,951	\$61,049	\$190,000

HENNEPIN COUNTY

MINNESOTA

Table 3 | Proposed Construction Cost and Federal Funding Breakdown
(Lake St./Cedar Ave. Removed)

	Option 1 No Federal Funds Removed	Option 2 Federal Funds Removed
Construction Total	\$1,030,000	\$1,030,000
Federal	\$828,000	\$699,049
Local Match	\$202,000	\$330,951
% Federal	80%	68%

3. Attachments

Attachment 1

Project map identifying location of work to be removed.

Attachment 2

Letter of support and commitment from Metro Transit and City of Minneapolis.

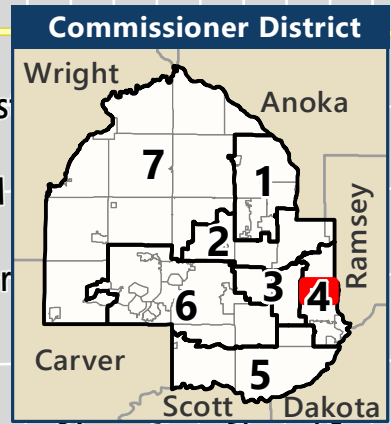
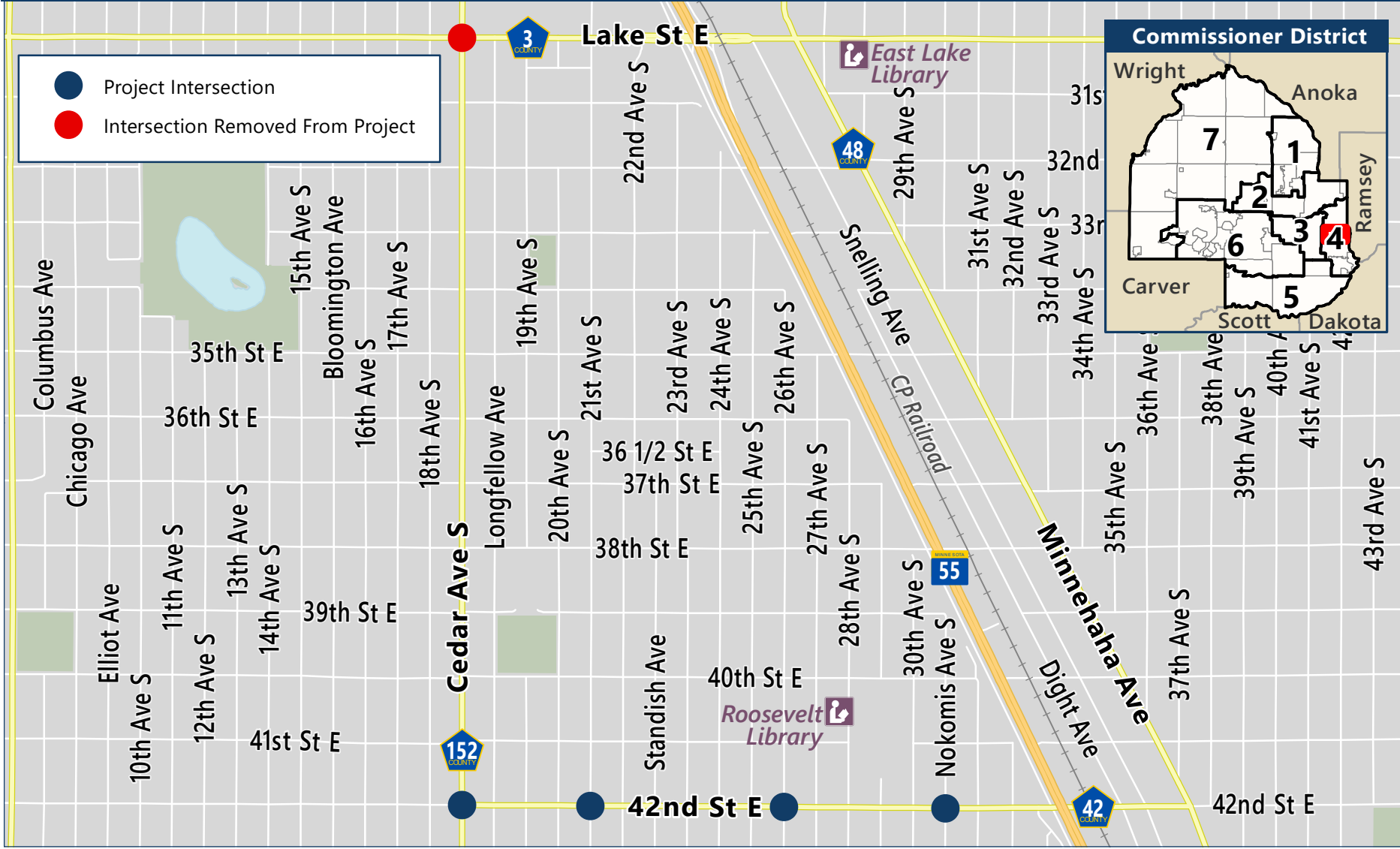
ATTACHMENT 1

PROJECT MAP

S.P. 027-030-050 Scope Change

CSAH 3 & CSAH 42 Intersection Improvements | CP 2191800

- Project Intersection
- Intersection Removed From Project



ATTACHMENT 2

AGENCY LETTERS OF SUPPORT AND COMMITMENT



November 12, 2021

Carla Stueve, P.E., P.T.O.E.
Director of Transportation Project Delivery and County Engineer
Hennepin County Public Works
1600 Prairie Drive
Medina, MN 55340

RE: 2022 Highway Safety Improvement Project – Letter of Understanding

Dear Carla:

Metro Transit presents this letter of understanding to Hennepin County regarding the county's 2022 Highway Safety Improvement Project (Hennepin County Project No. 2191800); specifically, the planned ADA work and lighting updates at the CSAH 3 (Lake Street) and CSAH 152 (Cedar Ave) intersection.

As the County is aware, Metro Transit is developing the B Line bus rapid transit (BRT) project with planned station construction primarily along Lake Street, including a station with platforms on two corners of the CSAH 3 (Lake Street) and CSAH 152 (Cedar Ave) intersection. The project is currently fully funded with construction planned for 2023-2024. We appreciate Hennepin County's ongoing partnership around the B Line project and broader improvements being studied on Lake Street.

It is understood that Hennepin County has received federal funding to support intersection improvements at various intersections along CSAH 152 (Cedar Ave) and CSAH 42 (42nd St), including the intersection of CSAH 3 (Lake Street) and CSAH 152 (Cedar Ave). Such work at this intersection includes addition of curb extensions, pedestrian ramp upgrades, addition of accessible pedestrian signals (APS) and push buttons, and lighting updates at all four quadrants. It is further understood that Hennepin County is seeking to remove this intersection from the overall 2022 Highway Safety Improvement Project, and deliver the work with Metro Transit's B Line project. This will allow agencies to best coordinate the planned improvements, and allow for County decisions anticipated by the end of 2021 to inform the design of both these intersection improvements and B Line stations at Lake Street and Cedar Avenue.

Metro Transit understands that Hennepin County commits to participating in the full cost of those scoped improvements, and intends to enter into agreements with Metro Transit to formalize that commitment for design and construction.

Pending future formal funding participation commitment, Metro Transit supports consolidating Hennepin County's work at the Lake Street and Cedar Ave intersection into B Line project

A service of the Metropolitan Council

delivery. In conjunction with the planned B Line project, Metro Transit commits to partnering with Hennepin County to include those improvements at the CSAH 3 (Lake Street) and CSAH 152 (Cedar Ave) intersection that would have otherwise been delivered as part of Hennepin County's Project No. 2191800. Such consolidation will not only minimize construction impacts to the local community and roadway users; it will also allow for the construction of superior ADA accommodations due to the opportunity to substantially modify curb lines in conjunction with the B Line project.

We look forward to continued coordination with Hennepin County on the B Line project.

Sincerely,



Katie Roth

Assistant Director, Bus Rapid Transit Projects

cc: Nick Thompson, Deputy General Manager
Charles Carlson, Director, BRT Projects
Luke Sandstrom, Principal Engineer

November 10, 2021

Carla Stueve, P.E., P.T.O.E
Director of Transportation Project Delivery and County Engineer
Hennepin County Public Works
1600 Prairie Drive
Medina, MN 55340

Re: CSAH 3 (Lake St) and CSAH 42 (42nd St) Pedestrian Crossing Safety Improvements – Letter of Support

Dear Ms Stueve:

The City of Minneapolis formally presents this letter of support to Hennepin County regarding the county's 2022 Highway Safety Improvement Project (Hennepin County Project No. 2191800), specifically regarding the pedestrian safety improvements at the intersection of CSAH 3 (Lake St) and CSAH 152 (Cedar Ave).

It is understood that Hennepin County has received federal funding via the Highway Safety Improvement Program (HSIP) for pedestrian safety improvements at five intersections, including CSAH 3 (Lake St) and CSAH 152 (Cedar Ave). This work includes construction of curb extensions, pedestrian ramp upgrades, accessible pedestrian signals (APS) and lighting. It is further understood that Hennepin County is seeking to remove this intersection from the overall 2022 HSIP Project and deliver the work as a part of Metro Transit's B Line BRT project.

Furthermore, Metro Transit has full funding to construct the METRO B Line bus rapid transit (BRT) project that is planned for construction in 2023-2024. The METRO B Line is a planned BRT project that will provide faster and more reliable transit service in the Route 21 corridor along Lake Street and Marshall and Selby avenues. At this time, it is anticipated that the METRO B Line BRT project will be delivered in 2023-24 by Metro Transit and will include new BRT stations with curb extensions, pedestrian ramp upgrades, accessible pedestrian signals (APS) and lighting at two corners of the CSAH 3 (Lake St) and CSAH 152 (Cedar Ave) intersection.

In order to promote efficient project delivery, Hennepin County and Metro Transit have indicated it will be in the best interest of the public and all involved agencies to remove this intersection from the HSIP project and have all improvements be delivered with the METRO B Line BRT project. The City of Minneapolis supports this consolidation of work, understanding that Hennepin County commits to participating in the full cost of the scoped improvements and intends to enter into agreements with Metro Transit to formalize that commitment for design and construction. Consolidating the County's work in conjunction with Metro Transit's METRO B Line BRT project will not only minimize construction impacts to the local community and roadway users, but will also allow for construction of superior ADA accommodations due to the opportunity to substantially modify curb lines to support BRT service and improved conditions for people walking and rolling as originally outlined in the HSIP application.

The City of Minneapolis looks forward to continued coordination with Hennepin County on the HSIP project, as well as advancing the improvements at CSAH 3 (Lake St) and CSAH 152 (Cedar Ave) with Metro Transit.

Sincerely,



Jenifer Hager
Director of Transportation Planning & Programming
Minneapolis Public Works

Please amend the 2022-2025 Transportation Improvement Program (TIP) to amend this project in program year 2022. This project is being submitted with the following information:

PROJECT IDENTIFICATION:

Seq #	State Fiscal Year	ATP/ Dist	Route System	Project Number	Agency	Description
1447	2022	M	CSAH 42	027-030-050	Hennepin County	Various locations on CSAH 3 (Lake St) and CSAH 42 (42nd St) in Mpls- Ped crossing safety improvements: curb extensions, raised medians, crossing beacons , signal, ADA, pavement markings, signage. Two bus rapid transit stations underground and flatwork

Miles	Prog	Type of Work	Prop Funds	Total \$	FHWA \$	Other \$
0	SH	Pedestrian Ramps	HSIP	1,193,600 <u>1,030,000</u>	828,000	365,600 <u>202,000</u>

PROJECT BACKGROUND:

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

This amendment is needed to update the project description and costs due to an approved scope change.

2. How is Fiscal Constraint Maintained as required by 23 CFR 450.216 (check all that apply)?
 - New Money
 - Anticipated Advance Construction
 - ATP or MPO or MnDOT Adjustment by deferral of other projects
 - Earmark or HPP not affecting fiscal constraint
 - X Other

No additional federal funds are being added to the project. Therefore, fiscal constraint is maintained.

CONSISTENCY WITH MPO LONG RANGE PLAN:

This amendment is consistent with the Metropolitan Council Transportation Policy Plan, adopted by the Metropolitan Council on November 18, 2020 with FHWA/FTA conformity determination established on December 4, 2020.

AIR QUALITY CONFORMITY:

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

*Exempt Project Category AQ-2. Bicycle and pedestrian facilities per Section 93.126 of the Conformity Rules.

Scope Change Policy

Projects awarded federal funds by the Transportation Advisory Board (TAB) as part of the Regional Solicitation or Highway Safety Improvement Program (HSIP) are often concepts that are further developed in the period from project application to implementation. Project sponsors work on activities after funds are awarded such as preliminary and final design, environmental studies, and public involvement. Sometimes during this project development process, the project sponsor wants to make changes to the scope of the project. Changes to a project's scope could affect its benefits to the region. It is important to the TAB that any change in a project's scope does not substantially reduce these benefits.

Scope Changes

A scope change is any revision that changes the physical characteristics of the project and has the potential to add to or detract from the project's benefits to the region. The project description in the original funding application serves as the project's scope for the purpose of determining whether a scope change is needed.

Three Levels of Scope Changes

There are three types of scope changes described below. The TAB Coordinator, the MnDOT Metro District Federal Aid Program Coordinator (for Federal Highway Administration-administered projects), and the Transit Federal Grants Manager (for Federal Transit Administration-administered projects) will determine the type of scope change.

Administrative scope changes:

Minor changes that typically occur when projects move into detailed design or minor additions such as project amenities or aesthetic items do not need TAB Coordinator/Metropolitan Council staff review. The MnDOT Metro District Federal Aid Program Coordinator or Metropolitan Council Transit Federal Grants Manager can review and approve minor changes including, but not limited to:

- Removing or adding of minor items, such as benches, waste receptacles, signage, etc.
- Changing the design of aesthetic items, such as lighting, railings, benches, etc.
- Adding items due to normal detailed design of a project such as noise walls, retaining walls, storm sewers, bike racks, wi-fi, etc.
- Adding new project elements/improvements funded through another source (e.g., a change to a more fuel-efficient bus) or combining a TAB-funded project with one or more separate non-TAB funded projects to improve efficiency and reduce construction impacts (e.g., combining a roadway project with an adjacent mill and overlay project). These changes should not detract from the original scope.
- Changing the width of a bike path (must still meet standards).

Informal scope changes:

Scope changes that exceed the standards of administrative scope changes are brought for a consultation between the TAB Coordinator; the MnDOT Metro District Federal Aid Program Coordinator or Metropolitan Council Transit Federal Grants Manager; and Council staff. The consultation will determine if the scope change can be approved through an informal process or if a formal scope change request is needed due to the potential negative impacts of the changes. An informal scope change may include, but is not limited to:

- Slightly changing a bike or pedestrian trail route alignment while still making the major connections.

- Combining two separate TAB-funded projects, provided this does not threaten to negatively impact either project.
- Changing the termini of a project, provided this does not threaten to negatively impact the project.
- Changing a pedestrian overpass to an underpass; or an underpass to an overpass.
- Changing an intersection treatment (e.g., a traffic signal to a roundabout) or an interchange design.
- Changing bus length, fuel source, type, or number, provided there is no resulting decrease in transit service.
- Reversion to the original scope (or a previously approved scope change). Note that any federal funds taken away in a previous scope change cannot be returned; the entire scope would need to be completed with the reduced federal contribution.

Formal scope changes:

Any change that may significantly alter the estimated benefits to the region (particularly if altered to the degree where the revised scope may not have justified its original selection) must go through the formal committee process and be approved by TAB. A formal scope change request process is likely to be needed in instances including, but not limited to:

- Removing significant elements such as a trail, sidewalk, pedestrian bridge, traffic signal, transit stop, transit vehicle, etc.
- Adding elements that detract from the value or intent of the original application.
- Removing proposed access closures, if the closures are described in the project description and used to score points in the application.
- Reducing the frequency or hours of transit service.
- Reducing the number of parking spaces in a park-and-ride facility.
- Changing the number of travel lanes.
- Shifting from a bridge replacement project to a bridge rehabilitation project.
- Changing designs from an off-road trail to on-road bicycle route.

Ineligible Requests

The TAB Coordinator may inform the project sponsor that the proposed revisions exceed the limits of a scope change and that the proposed change constitutes a new project. Such requests will not be processed through the TAC and TAB and that the original project should either be completed or withdrawn. If the project is to be withdrawn, the project sponsor should submit a formal letter to the TAB Coordinator stating that the project is being withdrawn and federal funds are being returned to the region for reallocation. A proposed change will be considered a new project and therefore not eligible for a scope change if it is:

- Relocating the project away from the defined problem, need, or location, such as switching transit start-up service from one market area to another
- Moving funding from one project to another, such as moving funds awarded to a project on County Road A to the same, similar, or different work on County Road Z.
- Eliminating the primary improvement proposed in the project description (e.g., a bridge will not be improved for a project submitted in the bridge application category or a trail will not be improved in the multiuse trails application category).

Steps and Requirements to Determine Scope Change Type and Request a Formal Scope Change

The following steps must be followed to determine a scope change type and whether the proposed change needs to go through the formal scope change request process. It should be noted that once a MnDOT Metro District State Aid project has been authorized, the project scope cannot change.

1. The project sponsor informs the TAB Coordinator and the MnDOT Metro District Federal Aid Program Coordinator or the Metropolitan Council Transit Grants Manager that it wants to change a project. At this time, the MnDOT Metro District Federal Aid Program Coordinator or the Metropolitan Council Transit Federal Grants Manager may determine that the change is minor in scope and no further action is needed. If the requested change is more substantial, the project sponsor will be asked to provide a written description of the proposed scope change and a map or schematics showing how the proposed scope change affects the project.
2. Upon this submittal, the TAB Coordinator will consult with the MnDOT Metro District Federal Aid Program Coordinator or the Metropolitan Council Grants Manager to discuss the extent of the changes and whether the scope change will require a formal scope change request. The TAB Coordinator will contact the project sponsor and inform them whether the proposed modification can be accomplished administratively or whether it will trigger a formal scope change request and/or TIP amendment¹ request.
3. For a formal scope change request, the project sponsor must provide data on the revised project scope to the TAB Coordinator, including a complete project description; location map; project layout, sketches, or schematics; and a discussion of project benefits being retained, gained, or lost. Applicants must provide a cost breakdown of the TAB-eligible items proposed for removal and addition (in the year of costs used in the original application) using the attached project cost worksheet. Failure to do so can result in the request not being included on the TAC Funding & Programming Committee's agenda.
4. Council staff and will conduct an analysis of the requested change, including the background information provided by the project sponsor for consideration by the TAC Funding & Programming Committee. The Committee will discuss the staff analysis and recommend one the following to TAC and TAB (see detailed sections below and on the following page about determining scope change and federal funding amount recommendations):
 - Approval of the scope change as requested;
 - Approval of the scope change request with modifications to the scope and/or a recommended reduction of federal funds; or
 - Denial of the requested change

Determining the Scope Change Approval Recommendation

To determine whether the scope change request should be approved, the TAC Funding & Programming Committee will discuss the merits of the proposed changes and weigh the overall

¹ A TIP amendment request is only required to accompany a scope change request if the project is in the current fiscal year and either the project description changes in the TIP, the project termini change by 0.3-mile or greater, or the funding amount changes enough to meet federal TIP amendment thresholds.

benefits or reduction of benefits to the region. Council staff will provide a written analysis regarding the potential impacts of the proposed changes. The affected scoring measures, except for cost-effectiveness (any cost increases are paid for by the local agency and not federal funds), will be analyzed by Council staff to determine if each sub-score would have likely increased, decreased, or stayed the same with the scope change (a precise rescoring of the application is not possible since applications were scored against each other at a specific moment in time). Council staff will then evaluate whether the total score would have likely increased, decreased, or stayed roughly the same based on the summation of the sub-score changes. This relative change in the total score will be compared to the scoring gap between the project's original score and the highest unfunded project in the same application category. The TAC Funding & Programming Committee may consider recommending denial of the scope change request if it is clear that the project would have scored fewer points than the highest-scoring unfunded project (i.e., the project would have been undoubtedly below the funding line). Council staff may confirm their findings with the original scorer of the measure and/or request additional information of the applicant, if necessary. Project sponsor must attend TAC Funding & Programming, TAC, and TAB meetings, where the item is on the agenda.

Determining the Federal Funding Amount Recommendation

To determine whether federal funds should be recommended to be removed from a project, Council staff will assess the project elements being reduced or removed and provide this information to the TAC Funding & Programming Committee. While adding eligible project elements is permitted, federal funds cannot be shifted away from any removed elements to new project elements unless the removed elements are being done as part of some other programmed project. Federal funds cannot be added to a project beyond the original award.

Applicants must provide a revised cost estimate including a cost breakdown of the items proposed for removal using the attached project cost worksheet. Any removed or added items should use the costs in the year requested in the original application instead of the year of construction costs. Regional Solicitation projects must continue to maintain at least a 20% non-federal match, while HSIP projects must continue to maintain at least a 10% non-federal match.

Staff may recommend funding reduction options, if applicable, based on the federal share of the cost of the project elements being removed or the proportionate reduction of project benefits in cases in which that is discernable (e.g., number of parking spaces or length of sidewalk) and/or another method developed by staff or the TAC Funding & Programming Committee. A recommendation will move from TAC Funding & Programming Committee to the TAC and TAB for approval. If applicable, a TIP amendment request will also be moved for approval through the Metropolitan Council.

ATTACHMENT 1: FUNDING DATA FOR SCOPE CHANGE REQUEST

Original Application:

Regional Solicitation Year	
Application Funding Category	
HSIP Solicitation?	Yes No
Application Total Project Cost	
Federal Award	
Application Federal Percentage of Total Project Cost	

Project Elements Being Removed:

	Original Application Cost

New Project Elements:

	Cost (Based on Year of Costs in Original Application)