

Federal CMAQ Funding Application – Transit Expansion

INSTRUCTIONS: Return the completed application to Kevin Roggenbuck, Transportation Coordinator, Transportation Advisory Board, 390 North Robert St., St. Paul, Minnesota 55101. (651) 602-1728. Form 1 needs to be filled out electronically. Please go to Metropolitan Council's website for instructions. **Applications must be received by 5:00 PM at the Metropolitan Council FTP site or postmarked on July 18, 2011. *Be sure to complete and attach the Project Information form. (Form 2)**

Office Use Only

I. GENERAL INFORMATION

1. APPLICANT:

2. JURISDICTIONAL AGENCY (IF DIFFERENT):

3. MAILING ADDRESS:

CITY:

STATE:

ZIP CODE:

4. COUNTY:

5. CONTACT PERSON:

TITLE:

PHONE NO.
()

6. CONTACT E-MAIL ADDRESS:

II. PROJECT INFORMATION

7. PROJECT NAME:

8. BRIEF PROJECT DESCRIPTION (Include location, road name, type of improvement, etc...):

9. INDICATE PROJECT OR PROGRAM CONSTRUCTION LETTING, COMPLETION, OR FULLY OPERATIONAL DATES.:

III. PROJECT FUNDING

10. Are you applying for funds from another source(s) to implement this project? Yes No

If yes, please identify the source(s):

10. FEDERAL AMOUNT: \$

15. REQUESTED PROGRAM YEAR: 2015 2016

11. MATCH AMOUNT: \$

16. SIGNATURE

12. PROJECT TOTAL: \$

13. MATCH % OF PROJECT TOTAL:

17. TITLE:

14. SOURCE OF MATCH FUNDS:

Federal CMAQ Funding Application – System Management

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9. INDICATE PROJECT OR PROGRAM CONSTRUCTION LETTING, COMPLETION, OR FULLY OPERATIONAL DATES.:

III. PROJECT FUNDING

10. Are you applying for funds from another source(s) to implement this project? Yes No

If yes, please identify the source(s):

10. FEDERAL AMOUNT: \$

15. REQUESTED PROGRAM YEAR: 2015 2016

11. MATCH AMOUNT: \$

16. SIGNATURE

12. PROJECT TOTAL: \$

17. TITLE:

13. MATCH % OF PROJECT TOTAL:

14. SOURCE OF MATCH FUNDS:

PROJECT INFORMATION

(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. **Do not send this form to the State Aid Office. For project solicitation package only.**

COUNTY, CITY, OR LEAD AGENCY _____

FUNCTIONAL CLASS OF ROAD _____

ROAD SYSTEM _____ (TH, CSAH, MSAS, CO. RD., TWP. RD., CITY STREET)

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) _____

LOCATION: From: _____

To: _____

(DO NOT INCLUDE LEGAL DESCRIPTION)

TYPE OF WORK _____

Examples: GRADE, AGG BASE, BIT BASE, BIT SURF, SIDEWALK, CURB AND GUTTER,
STORM SEWER, SIGNALS, LIGHTING, GUARDRAIL, BIKE PATH, PED RAMPS, BRIDGE,
PARK AND RIDE, ETC.

BRIDGE/CULVERT PROJECTS

OLD BRIDGE /CULVERT NO. _____ NEW BRIDGE/CULVERT NO. _____

STRUCTURE IS OVER _____

Maps and other required documents

All applications must include the following:

1. A map of the project location. If it is a facility or on a facility, highlight the location of the facility (roadway, park & ride lot etc.) on a city or county roadway map. If it is for transit service or buses, highlight the transit route that will be expanded with the proposed investment.
2. A 2030 Land Use Map(s) for all cities to be served by the project with TAZs identified. These can be obtained from the city's local comprehensive plan.
3. For transit projects only: A transit service plan that includes number of trips, stop locations and travel time.

IV. CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT PROGRAM

PURPOSE OF CMAQ: CMAQ provides flexible funding to state and local governments for transportation projects and programs to help meet the requirements in the Clean Air Act of 1990. Funding is available in areas that do not meet the National Ambient Air Quality Standards (nonattainment areas) for ozone, carbon monoxide (CO) and small particulate matter (PM-10), as well as former nonattainment areas that are now in compliance (CO maintenance areas), such as the Twin Cities region.

CMAQ Purpose/Vision

The Regional Development Framework cites critical policy directions for the region including preservation of the natural environment. CMAQ funds provide the resources for a variety of transportation services and facilities to help meet the requirements in the Clean Air Act Amendments of 1990. Funding decisions must benefit the carbon monoxide maintenance area, which is somewhat smaller than the seven-county metropolitan region (see Appendix M for the CO maintenance area).

GENERAL INFORMATION AND RESTRICTIONS

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: a Legacy for Users, (SAFETEA-LU) was passed in 2005. It provides a source of flexible funds to state and local governments for the Congestion Mitigation Air Quality (CMAQ) Program. The seven-county region expects to utilize a significant portion of these funds that come to the state. The region has programmed approximately \$350 million in CMAQ funds for projects since the Intermodal Surface Transportation Efficiency Act (ISTEA) was passed in 1991. SAFETEA-LU expired on September 30, 2009, but Congress has extended the Act several times through September 30, 2011. A new federal transportation Act is expected to be passed during the summer of 2011, during this regional solicitation. At the start of this regional solicitation in May, 2011, the region does not know what the new Act could mean for CMAQ project eligibility or funding. Therefore, the region is unable to provide a target amount of CMAQ funds available in the 2011 regional solicitation. When the new Act is passed, the region will move quickly to determine how it impacts project eligibility as defined in this solicitation.

Federal guidance issued by the FHWA in October 2008 describes how these funds can be spent. The portion of federal guidance regarding project eligibility is included as Appendix L. Links to supplemental CMAQ program guidance documents released by FHWA since the April 1999 guidance are included at the beginning of Appendix L. The TAB and Council have chosen to modify the potential uses of CMAQ funds described in the federal guidance. A set of qualifying and prioritizing criteria have been developed that evaluates projects based on the regional adopted plans and strategies to address congestion and air quality issues. The principal focus of that effort as recorded in the regional transportation plan is to encourage high-occupant vehicle use, encourage ridesharing and transit use and to coordinate land use and transportation services. The region strongly supports management of the highway system to encourage high occupancy vehicle use and to utilize the existing facilities in the most productive manner. The Metropolitan Council's Transportation Policy Plan describes specific regional transit and paratransit needs that address the region's major strategy to reduce carbon monoxide and other mobile source pollutants. The region is also committed to improving traffic flows using transportation system management technology thereby reducing congestion and air pollution.

Although the TAB may award STP funds to transit capital and transportation system management projects, the TAB does not solicit for those projects within the STP funding program. Those projects should be submitted under the CMAQ criteria in this solicitation package.

All proposed projects will be subject to a U. S. Department of Transportation review for eligibility prior to a final selection by the TAB.

GENERAL POLICIES

1. The regional solicitation process is open to all seven metro area counties and all cities and townships within the seven metro area counties, all Minnesota state agencies, the Metropolitan Council, other transit providers, Indian tribal governments, and the ten Regional Park System implementation agencies. Other local nonprofit agencies or parties and special governmental agencies may also apply for funding.

Although many organizations may apply for CMAQ funds through the regional solicitation, only certain ones can enter into an Agency Agreement with and set up an account to spend the CMAQ funds to implement the project. The seven metro area counties, cities with population over 5,000 and state agencies can enter into an Agency Agreement directly with MN/DOT. All other applicants must find an eligible public agency sponsor.

The public agency sponsor is the local unit of government of record and is responsible for working with the applicant to ensure that all project requirements are met. An Agency Agreement is written between MN/DOT and the local unit of government of record. The local unit of government will administer the project using the State Aid for Local Transportation (SALT) Delegated Contract Process (DCP) for federal aid projects.

2. CMAQ funds are available for a variety of projects and programs. All projects and programs that are eligible for CMAQ are eligible in the Regional Solicitation except Planning and Project Development in Section VII, sub-section A-4. Although eligibility is broad, not all eligible projects fit well within the CMAQ prioritizing criteria adopted by the TAB. The TAB has developed criteria to evaluate two types of eligible projects: transit expansion and traffic control measures. These two project categories include many different specific project types, but do not lend themselves to evaluating a diesel retrofit project, for example. The final guidance dated October 2008 can be accessed through: <http://www.fhwa.dot.gov/environment/cmaqpgs/08guide.htm>. The project eligibility provisions of the final guidance is also provided in Appendix L. The eligible activities in the final guidance are similar to those in previous solicitations with two notable exceptions. CMAQ funds are now available for value or congestion pricing projects, and the prohibition on using CMAQ funds for New Starts operating assistance has been lifted. All projects must comply with the requirements of the Americans with Disabilities Act.

The Clean Air Act requires that the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) give priority to the implementation of transportation portions of applicable State Implementation Programs (SIPs), and Transportation Control Measures (TCMs) from applicable SIPs are provided the highest priority for funding under the CMAQ Program.

Transportation activities in approved SIPs are generally considered to be eligible activities and must be given the highest priority for CMAQ funding. Their air quality benefits will generally have already been documented. If not, such documentation is necessary before CMAQ funding can be approved. Further, the transportation activity must contribute to emission reductions necessary to bring the area into attainment.

3. Operating costs for existing transit service and maintenance costs are not eligible for CMAQ funds under the TAB process.

Construction projects that will add new capacity for single-occupant vehicles are not eligible under this program unless the project consists of a HOV facility available to single-occupant vehicles only at off-peak travel times. For purposes of this program, construction of added capacity for single-occupant vehicles means the addition of general purpose through lanes to existing facilities, which are not HOV lanes, or a highway on new location.

4. A CMAQ construction or reconstruction project must be a permanent improvement having independent utility. The term “independent utility” means the project provides benefits described in the application by itself and does not depend on any construction elements of the project being funded from other sources outside the regional solicitation, excluding the required non-federal match. must be a permanent improvement. Temporary construction is defined as work that must be essentially replaced in the immediate future (within 5 years). Staged construction is considered permanent rather than temporary so long as future stages build on, rather than replace, previous work. A project required for traffic management during construction is excluded from this provision.
5. For construction or reconstruction projects, studies, preliminary engineering, design, construction engineering, etc. are not eligible for CMAQ funding. These costs are eligible for System Management projects that do not involve construction such as signal re-timing. Noise barriers, drainage projects, fences, landscaping, etc., are not eligible for CMAQ funding unless included as part of a larger project which is otherwise eligible or specifically defined as eligible under an individual funding category. Right-of-way cost is not eligible as a stand-alone proposal, but is eligible when included in a proposal to build or expand transit hubs, transit terminals, park-and-ride or pool-and-ride lots, and to build system management projects and bicycle and walkway projects. The cost of reconstructing or constructing a replacement bridge deck is eligible but the remainder of the superstructure and all elements of the substructure are not eligible. Projects to improve or replace bridges are solicited separately.
6. The CMAQ program may be used to fund projects/programs that are owned, operated or under the primary control of the public sector, including public/private joint ventures. A state may use CMAQ funds for initiatives that are privately owned and/or operated, including efforts developed and implemented by transportation management associations, as long as the activity is one which:
 - a) normally is a public sector responsibility (such as facility development for enhanced I/M programs in test-only networks);
 - b) private ownership or operation is shown to be cost-effective; and
 - c) the state is responsible for protecting the public interest and public investment inherent in the use of federal funds.
7. Roadway improvement projects, including staged projects, must be structurally capable of handling all applicable legal load limits. Roadway projects must meet statutory load limits.
8. In the 2011 Solicitation, the TAB will not fund more than one transit capital project in each of the following Transitway Corridors: Hiawatha, Central, Southwest, Cedar Avenue, Bottineau, I-35W and Northstar Corridors.
9. Projects will be added to the TIP only as a result of the TAB approval in response to this and subsequent solicitations.
10. Projects with independent utility* (see Appendix A for definition) at separate locations cannot be combined into a single application. This policy does not apply to bus shoulder lane corridors or signal timing projects.
11. The construction cost of projects listed in the region’s draft or adopted TIP is assumed to be fully-funded and to have independent utility from other projects. TAB will not consider projects already listed in the draft or adopted TIP, nor the payback of Advanced Construction funds for those projects, for funding through the solicitation process. Projects submitted that are related to projects listed in the draft or adopted TIP but that have independent utility from those projects are eligible for consideration.

* a project with *independent utility* is defined in FHWA guidance as one that is usable and would be a reasonable expenditure even if no additional transportation improvements in the area are made.

12. The fundable amount of a project is based on the original submittal. An approved project may not be changed significantly in scope without approval of the TAB and may be subject to a re-analysis of the project's air quality benefits. The CMAQ federal fund participation for each project will be updated and reported in the Annual Implementation Report as the federal cost cap. The federal cost cap will be based on an inflation adjustment set by the Transportation Advisory Board upon inclusion in the Transportation Improvement Program.
13. MN/DOT and the Technical Advisory Committee shall prepare an annual report on the implementation of regionally solicited CMAQ projects for the review and acceptance of the TAB. This report, the Annual Implementation Report, shall include updated program, system and project information. MN/DOT and TAC shall include such findings, recommendations and additional information, as it deems appropriate.
14. If a project is added to the CMAQ program, the entire project is included even though a portion of that work may extend beyond the period for which submittals were requested provided that a significant portion of the work is scheduled for letting within the request period.
15. Projects in the CMAQ element of the TIP are specifically limited to the federal funding caps identified in the Metropolitan Council's Annual Implementation Report on regionally solicited and federally funded transportation improvement projects and programs. The federal funding will be capped as follows: federal funds shall not exceed the dollar limit identified in the Implementation Report and shall not exceed 80% of the project costs. The federal fund amount listed for each project may be used to fund 80% of any identifiable useable element of the project and is the total that shall be authorized as plan specification and estimate (PS&E) approval for all advertisements of the project described. All eligible extra work and supplemental agreements will be federally funded if the total project costs remain under the cost cap. Any proposed change by the local agency to the federal cost cap will have to be presented to MN/DOT and the Transportation Advisory Board. If the project exceeds the federal cost cap, the agency will be responsible to fund all additional work regardless if it is justifiable as an eligible expense. Any federal fund amounts authorized at PS&E approval in years prior to the current year shall be deducted from the amount identified in the TIP at the time of approval.
16. Applicants can request up to a cap of \$7,000,000 in CMAQ funds for a specific project. Other federal funds may be combined with the requested CMAQ funds, but the source(s) must be identified in the application. The cost of preparing a project for funding authorization can be substantial. For that reason, the minimum federal amount for CMAQ projects is \$500,000.
17. A CMAQ project will be eliminated from the program if it does not meet its sunset date. The sunset date for projects is March 31 of the year following the original program year established by the TAB. Meeting the sunset date established for a project shall be governed by the TAB-adopted Criteria for Meeting Sunset Date requirements, attached as Appendix D.

If the Criteria for Meeting Sunset Date requirements (as noted above) for a project have been met, but CMAQ funds are not presently available, that particular project will be placed on a waiting list for funds, listed in order of date of approval, and the sunset date would not apply.

If a project has met the sunset date requirements, the project contract should be let as soon as possible since the project will not be included in the next revision of the Transportation Improvement Program (TIP) and, therefore, will not be able to access federal funds.

18. CMAQ funds awarded in the regional solicitation must be matched with non-federal funds. The non-federal match for any CMAQ project must be at least 20% of the total cost. The applicant must state that it is responsible for the local (nonfederal) share. If the applicant expects any other agency to provide all or part of the local match, the applicant must include a letter or resolution from the other

agency agreeing to participate financially in construction of the project. Higher criteria scores are not awarded for providing a match in excess of 20%.

19. The FHWA requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement, and not change the use of any right-of-way acquired without prior approval from the FHWA. TAB has determined that this requirement will be applied to the project applicant. FHWA considers most physical constructions and total reconstructions to have a useful design life of 10 years or more, depending on the nature of the project. Bridge constructions and total reconstructions are considered to have useful lives of 50 years. The useful life of the project will be defined in the inter-agency maintenance agreement that must be prepared and signed prior to project letting.

CMAQ PROJECTS - QUALIFYING CRITERIA

The applicant must show that the project meets all the following criteria to qualify for priority evaluation. Answer each criterion in a numbered sequence. **Failure to respond to any of the qualifying criteria will result in a recommendation to disqualify your project.**

1. The project must be consistent with the policies in the Metropolitan Council's officially adopted Metropolitan Development Guide, which includes the Transportation Policy Plan (TPP) (2009) and the Regional Development Framework (2004). Consistency with the TPP includes its appendix, which contains the regional functional classification criteria. The applicant must list the documents and corresponding policy numbers or portions of text that help illustrate the project's consistency.

RESPONSE:

2. The project must be included in, be part of, or address a transportation ~~relate to a problem or need or direction discussed~~ identified in one of the following: 1) an approved local or county comprehensive plan found to be consistent with Metropolitan Council plans; 2) a locally approved capital improvement program; 3) an officially adopted corridor study reflected in the local plan; or 4) the official plan or program of the applicant agency. It also must not conflict with the goals and policies in these adopted regional plans; the 2030 Transportation Policy Plan (2010), the 2030 Regional Framework (2004), and the 2030 Regional Parks Policy Plan (2010). The applicant must reference the appropriate comprehensive plan, CIP, corridor study document, or other plan or program and provide copies of the applicable pages.

RESPONSE:

3. Applicants can request up to a cap of \$7,000,000 in CMAQ funds for a specific project. Other federal funds may be combined with the requested CMAQ funds, but the source(s) must be identified in the application. For transit expansion projects, the federal cost must exceed \$500,000. For System Management projects, the federal cost must exceed \$100,000. The reason for this is that the cost of preparing a project for funding authorization can be substantial. The applicant must show the requested federal amount and total project cost on the cover page.

RESPONSE:

4. CMAQ funds awarded in the regional solicitation must be matched with non-federal funds. The non-federal match for any CMAQ project must be at least 20% of the total cost. The applicant must state that it is responsible for the local (nonfederal) share. If the applicant expects any other agency to provide all or part of the local match, the applicant must include a letter or resolution from the other agency agreeing to participate financially in the project's construction.

RESPONSE:

5. The applicant must include a letter from the agency with jurisdiction over the facility assuring it will operate and maintain the property and facility of the project for the useful life of the improvement, and not change the use of any right-of-way acquired without prior approval from the Minnesota Department of Transportation and the Federal Highway Administration.

RESPONSE:

6. The applicant must show that the project is physically located within the seven-county Twin Cities Metropolitan Area carbon monoxide maintenance area (see Appendix M for boundaries of the area) or that the air quality benefits provided by the project will be overwhelmingly within the carbon monoxide maintenance area.

RESPONSE:

7. The applicant must show that the project is consistent with one of the eligible categories described in Appendix L.

RESPONSE:

8. The applicant must show that the project will result in reduced carbon monoxide (CO), nitrogen oxides (NOx) and/or volatile organic compounds (VOC) emissions.

RESPONSE:

9. Operating costs for existing transit service and maintenance costs are not eligible for CMAQ funds. Applicants in the Transit Expansion category must demonstrate that their project is clearly a new service or service expansion. System expansion is the addition of a new transit route; service expansion can include an increase or new addition of peak, off-peak, express, limited stop service on an existing route, reverse commute service or dial-a-ride.

RESPONSE:

10. For public/private joint-use parking facilities to be eligible through CMAQ, the applicant must submit 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 through CMAQ be available exclusively to transit users during the hours of transit service. 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 application.

RESPONSE:

11. Proposals for service expansion must clearly identify the transit provider that will provide the service or manage the contract for the service. Applicants must provide a letter of support for the project from this provider.

RESPONSE:

12. Transit expansion applications for either capital or operating funds are not allowed if the corresponding capital or operating costs have been previously funded in a CMAQ grant.

RESPONSE:

13. Any Intelligent Transportation System (ITS) project (such as signal synchronization) must demonstrate consistency with the regional ITS architecture plan.

RESPONSE:

CMAQ/STP TRANSIT EXPANSION - PRIORITIZING CRITERIA

Applicants must respond to each of the following prioritizing criteria. Label your responses clearly. If a criterion is not applicable to your project, explain why.

Any transit expansion proposal involving added transit service should include a **service description summary** in the prelude or summary of the application describing the overall nature of the service, calculation of annual platform hours of new service, new annual ridership, and average passengers per trip. This may include but not be limited to category of service, such as peak, off-peak, express, local, reverse commute, dial-a-ride, limited stop, etc., frequency and time span of service, days of service, and vehicle size, type, or capacity. A discussion of preferred routing, traffic generators, connections, and other proposal advantages is also encouraged.

The actual calculation of new annual ridership must be shown and supporting documentation for the estimate must be provided, including market area maps. Applications for transit operating, vehicle or capital funds must estimate demand for the 3rd or final year (if less than 3) of the grant. Regionally accepted data (e.g., population, labor force, downtown commuter, and transit rider forecasts) and methodology (e.g., the five-step demand estimation process for park-and-ride facilities) must be used to calculate the estimate. Alternate data and methodology may be submitted as supplement but not as a replacement. This estimate will be basis for completing various calculations found throughout the prioritizing criteria.

The same benefits cannot be claimed in separate applications within the same solicitation. For example, an application for new buses cannot claim the same benefits of a separate application for a new park and ride lot that those buses would serve in this solicitation round.

I. Regional Transit Priorities 375 points

A. Location Suitability & Market Area Demand 0-200 points

1. For all projects involving a park-and-ride facility construction (new or expanded), transit vehicle purchase, or transit operations, the applicant must complete the following:

a. Using Table 3.3 or Table 3.4, in Chapter 3 or the 2030 Park and Ride Plan describe which travel corridor(s) will be served by the project and the unmet need in the travel corridor(s) for Years 2020, and 2030.

RESPONSE:

b. Using Chapter 3 (Sections 3.1 through 3.9), state whether or not the location that the park-and-ride will be constructed or expanded or that the bus or rail vehicles will be used falls within any of the programmed or planned site location areas.

RESPONSE:

If the project involves the construction of a new or expanded facility, the applicant must complete the following:

c. Using Section 5.3 of Chapter 5 of the 2030 Park and Ride Plan and Appendix A (TAZ map) and B (TAZ park and demand model), demonstrate the benefit for the 3rd or final year (if less than 3) of the grant need for the new location and/or proposed size of the facility.

RESPONSE:

d. Using the Site Selection and Design Criteria listed in Section 5.4 of Chapter 5 of the 2030 Park and Ride Plan or a comparable site evaluation checklist, complete a site suitability evaluation of the project site.

RESPONSE:

If the project involves the purchase of transit vehicles, the applicant must complete one of the following:

e. For fleet expansion for existing routes: Current average boardings per trip on the routes that the vehicle would operate and an analysis of the additional transit market in the area to be served.

RESPONSE:

f. For fleet expansion for new routes: An analysis of projected average boardings per trip based on the boardings of similar routes, surveys of potential customers in the geographic area to be served, an analysis of transit markets in the area to be served such as the park and ride demand estimation methodology above, or other supporting data.

RESPONSE:

Scoring will be based on siting of proposed park and ride lots compared to target areas identified in Chapter 3 of the 2030 Park and Ride Plan, suitability of the site according to the site location criteria in Chapter 5 (Section 5.4), and evaluation of the project's proposed size compared to demand/unmet need identified in Tables 3.3 and 3.4 and Section 5.3.

2. Other transit facility projects (such as stations or transit centers) must demonstrate basis for need including an estimate of ridership at the facility and location suitability. Methodology and supporting documentation, including accepted transitway studies, must be provided. Scoring will be based on appropriateness of siting comparable to the park and ride facility approach.

RESPONSE:

B. Integration with existing transit, pedestrian and bicycle infrastructure 0-175 points

This criterion addresses how the proposed project integrates with the existing transit infrastructure and the region's vision for transit service. Applicants must describe the transit service proposed by responding to the following questions:

- Does the project build on other transit infrastructure (like existing transit stations) and transit services? Priority will be given to projects that complement existing infrastructure.

RESPONSE:

- Describe how the proposed facility or proposed transit service will be accessible by multiple modes of transportation (pedestrians, bicyclists) and any measures that will be taken to improve the ease of commuting to the transit service by those modes as part of this project (pathways or sidewalks, bike racks and lockers etc.). If the project is for transit service or bus purchases, provide this information for the locations that will be served by the project such as a park-and-ride lot. Priority will be given to projects that are well-connected to non-motorized routes.

RESPONSE:

- Does the project leverage other highway investments like bus shoulder lanes, HOV lanes, or queue jump lanes?

RESPONSE:

- Does the project build on proven transit strategies or is it an untested strategy? If it is a proven strategy, where are similar services or facilities in place?

RESPONSE:

- Are investments appropriate given other transit infrastructure in the area?

RESPONSE:

- List the existing transit infrastructure and routes that this service will connect with or complement. Priority will be given to projects that connect a higher number of transit facilities and routes.

RESPONSE:

- List the destinations that this service will connect. Priority will be given to routes that connect a higher number of locations above and beyond those in the downtowns.

RESPONSE:

II. Service Efficiency & Productivity **250 points**

Applicants should respond to II-A and II-B using cost expressed in 2011 dollars. Applicants must complete the worksheet in Appendix P to receive points under criterion II-A.

A. Service Efficiency **0-150 points**

The applicant must calculate projected net annual operating cost per projected new annual passenger for the third or final year, if less than three, of the operating funding grant. The actual calculation of net operating cost divided by the number of passengers carried must be shown. The net operating cost must be taken from Appendix P. The projected number of new passengers must be based on the projected new passenger trips per vehicle platform hour (garage pull-out to garage pull-in) times the annual number of new platform hours as calculated in Appendix P. The projected number of new annual passengers should match the new annual ridership estimate found in service description summary.

RESPONSE:

B. Productivity **0-100 points**

Productivity is defined as the total annualized cost of the project divided by the projected new annual passenger trips generated by the project. The proposal must show the actual calculation of this figure. The projected new annual passenger trips generated by the project must be supported in the Service Description Summary documentation and supported by the following information that must also be submitted in the response:

- * For fleet expansion for existing routes: Current average boardings per trip on the routes that the vehicle would operate and an analysis of the additional transit market in the area to be served.

RESPONSE:

- * For fleet expansion for new routes: An analysis of projected average boardings per trip based on the boardings of similar routes, surveys of potential customers in the geographic area to be served, an analysis of transit markets in the area to be served, or other supporting data.

RESPONSE:

* For all projects: A description of the type of service that these vehicles will be used in (i.e., weekday all day only, express only, weekday and weekend, owl, etc.)

RESPONSE:

Total project cost refers to the total cost of the CMAQ-eligible components of the project, not just the federal share being requested.

The total project cost is to be annualized for this calculation. Annualized project cost is the lump sum total project cost (Line 13 on application cover sheet) divided by the FTA “years of useful life” as listed below. If the project has two or more components with differing years of useful life, annualize the components (see examples below). If the project type is not listed below, use most similar project type or provide supporting documentation on useful life value used.

<u>Project Type</u>	<u>Years of Useful Life</u>
Operating funds	3
Buses	12
Park & Ride – surface lot	20
Park & Ride – structured	50
Transit Center/Station/Platform	70
Light Rail Vehicles	25
Commuter Rail Vehicles	25
Land Purchase	100

RESPONSE:

Example 1: Operating and Capital Project

<u>Component</u>	<u>Cost</u>	<u>Useful Life</u>	<u>Annualized Cost</u>
Operating/Service	\$750,000	3 years	\$250,000
Standard buses	\$2,000,000	12 years	\$166,667
Total Project	\$2,750,000	n/a	\$416,667

The annualized total project cost is \$416,667.
 The new annual passenger trips: 65,240.
 Service Productivity is \$416,667/65,240 = \$6.39

Example 2: Park and Ride Capital Project with two components of different useful life values

<u>Component</u>	<u>Cost</u>	<u>Useful Life</u>	<u>Annualized Cost</u>
Land Acquisition	\$1,000,000	100 years	\$10,000
250-space Structure	\$5,000,000	50 years	\$100,000
Total Project	\$6,000,000	n/a	\$110,000

The annualized total project cost is \$110,000.
 The new annual passenger trips: 22,180.
 Service Productivity is \$110,000/22,180 = \$4.96

III. Congestion Mitigation 200 points

For purposes of congestion mitigation, the definition of Project Benefit Area (PBA) is the area within ½ mile of the transit route from terminal (e.g., park-and-ride) to terminal (e.g., downtown).

A. Addressing Congested Roadways

0-50 points

The applicant must demonstrate that the project will benefit congested roadways. More points will be awarded for reducing congestion on a congested segment(s) identified in the 2008 Congestion Report (<http://www.dot.state.mn.us/trafficeng/otepubl/CongestionReport-2008.pdf>) or Congested Arterials maps (see Appendix O) compared to non-congested roadway segments. If the applicant elects to show that the project will reduce congestion on a roadway segment that is not designated as congested in the documents referenced in Appendix O, supporting documentation must be provided showing that the roadway has a peak hour volume/capacity ratio greater than 0.85.Reduction in SOV trips and/or VMT.

RESPONSE:

B. Reduction in SOV trips and/or VMT

0-50 points

The applicant must explain how the project will accomplish both of the following within the project benefit area and provide calculations of each.

1. Daily SOV Trip Reduction

(New Daily Transit Riders multiplied by 2) divided by Average Auto Occupancy

RESPONSE:

2. Daily VMT Reduction

(New Daily Transit Riders multiplied by 2) multiplied by Distance from Terminal to Terminal

RESPONSE:

Applications for transit operating, vehicle or capital funds must calculate the benefit for the 3rd or final year (if less than 3) of the grant. The calculation should be supported by the new ridership estimate found in service description summary and supported by the response in Criteria I.B.

C. Hourly Person Throughput Improvement

0-100 points

The applicant must explain how the project will reduce congestion/increase hourly person throughput within the project benefit area and provide the calculations.

The applicant must estimate the increase in hourly person throughput provided in the project benefit area. The applicant must use the methodology found in Section B of Appendix N.

Applications for transit operating, vehicle or capital funds must calculate the benefit for the 3rd or final year (if less than 3) of the grant The calculation should be supported by the new ridership estimate found in service description summary and supported by the response in Criteria I.B.

RESPONSE:

IV. Emissions Reduction

475 points

Points under this criterion are assigned based on the reduction of factors that contribute to CO, NO_x, and VOC emissions or increase factors that reduce CO, NO_x and VOC emissions. For example, when single occupant vehicle (SOV) trips are reduced, CO, NO_x and VOC emissions are reduced. When VMT are reduced, CO, NO_x and VOC emissions go down. A sub-element of this criterion gives high levels of points for the projects that reduce CO emission levels at low costs.

There are four methods to reduce CO, NO_x and VOC emissions that this solicitation is attempting to bring about. A project may attempt one or more of the following:

- reduce the total number of daily SOV trips;
- reduce daily VMT;
- increase peak period travel speed; and/or
- reduce congestion/increase hourly person throughput.

Applications for transit operating, vehicle or capital funds must calculate the benefit for the 3rd or final year (if less than 3) of the grant. The calculation should be supported by the new annual ridership estimate found in service description summary.

A. Reduction of Vehicle Emissions 0-175 points

The applicant must show that the project will reduce CO, NOx and/or VOC.

Using the estimated reduction in SOV trips (if applicable), the reduction in VMT (if applicable) and the increase in peak period speed (if applicable) within the project benefit area calculated above in criterion III, the applicant must fill out the vehicle emissions reduction worksheet in Appendix G to calculate the reduction in CO, NOx and VOC emissions (in KILOGRAMS/DAY). The applicant must use the sample methodologies with appropriate supporting documentation provided in Appendix G in order to get the maximum points. The Scoring Committee will take into consideration situations where the proposed project is unique and supporting evidence does not exist.

RESPONSE:

B. Measure of Project Effectiveness 0-300 points

The applicant must calculate the cost effectiveness of the project by dividing the total project cost (Line 13 on application cover sheet) by the KILOGRAM/DAY value calculated in criterion IV-A. Cost effectiveness calculations must be based on the total cost of the project, not just the portion of the project eligible for federal funding.

Cost Effectiveness = \$____/KG/DAY reduction in CO, NOx and VOC emissions.

V. Project Readiness 100 points

Projects selected through this solicitation will be programmed for construction in 2015 or 2016. That is a fairly long time but it takes several years to complete preliminary engineering, environmental studies and acquire right-of-way. The region must manage the federal funds in each year of the TIP. Projects that are not implemented in their original program year are carried over to the next program year, or the funding sunset date. This requires other projects to shift program years to maintain fiscal balance in the TIP and STIP. Proposed projects that have already completed some of the work are more likely to be ready for funding authorization in their program year. A schedule is important to know what kind of work might be needed. Large projects that need right-of-way require more work than those that do not.

For applications involving new or expanded transit service implementation and/or new or expanded transit facility construction, the applicant must complete the respective project readiness worksheet found in Appendix K. For applications involving transit vehicle purchase, the applicant must include a detailed discussion of the timeframes involved for initiating and completing each phase of planned activities. Points under this criterion are assigned based on how many steps have been taken toward implementation of the project. These steps reflect a federally funded project development path.

RESPONSE: See Schedule in Appendix K.

VI. Development Framework Implementation

200 points

A. Development Framework Planning Area Objectives

The Metropolitan Development Guide is comprised of the *2030 Regional Development Framework* and system plans for transportation, including highways, transit and aviation; water resources management; and regional parks and trails. Together, the Development Framework and system plans create a vision for the region and are intended to help ensure the orderly, economical development of the seven-county area. The *Framework* is organized around four overall goals:

- **Efficient Growth.** Work with local communities to accommodate growth in a flexible, connected and efficient manner.
- **Multi-modal Transportation.** Plan and invest in multi-modal transportation choices, based on full range of costs and benefits, to slow the growth of congestion and serve the region's economic needs.
- **Housing Choices.** Encourage expanded choices in housing locations and types, and improved access to jobs and opportunities
- **Natural Resource protection.** Work with local and regional partners to conserve, protect and enhance the region's natural resources.

Under the Metropolitan Land Planning Act, local communities must prepare and submit to the Council local comprehensive plans that are consistent with the Council's regional systems plans. Local communities have submitted plans for 2030 and these have been reviewed by the Council.

1. Development Framework Planning Area Objectives

0-100 points

Strategies for regional development relate directly to growth patterns within the region. The *Framework* communities are identified according to their regional planning area designation which is based on its geographic location, existing development patterns, forecast growth, planned land uses, and the availability of infrastructure. The project's relationship to **Framework** and **TPP** are addressed in the qualifying criteria.

The objective of this section is to address the land use and transportation linkages and how the project supports development and the accommodation of growth for the communities affected.

What are the 2030 land uses proposed in the community(ies) adopted plan for the project area/corridor affected? Identify the TAZs that lie partially or wholly within the project limits.

RESPONSE:

How does the project support this 2030 land use plan in the project area? Refer to the land use map and provide the land use categories and their description from the adopted local comprehensive plan.¹

¹ Future Land Use map (planned land use 2030) and description for example: "low density residential—Mostly single-family homes with some two-family homes and open space within or related to a residential development at a gross density of 2 to 4 units per acre." "residential mixed use—Residential at a gross density of 7 to 30 units per acre, neighborhood commercial uses may be appropriate." "General Commercial—Broad range of businesses, generally highway-oriented, serving other businesses and City residents and requiring buffering from surrounding residential areas." "Agriculture—primarily agricultural purpose, including farming and horticulture, including farmstead or rural residence." [Examples from City of Coon Rapids Comprehensive Plan]

RESPONSE:

How does the project support 2030 forecasts for the project area? [Council staff will evaluate this criterion and will provide the following information to assist in the evaluation of this criterion: TAZ Project Area demographic profile population, household, employment and retail employment. The applicant does not need to provide a response.]

2. Progress Towards Affordable Housing Goals

0-100 points

NOTE: Information and analysis in this section will be provided by Council staff

Methodology for Evaluating Progress Made Towards Affordable Housing Goals

Up to 100 points can be awarded to a project, based upon a community's or group of communities' progress in addressing their affordable housing goals for 1996-2010.

For communities that participate in the Livable communities Local Housing Incentives Program, data from their 1996-2010 negotiated housing goals was used to determine the progress they have made toward providing opportunities to address their affordable housing goals.

For communities that do not participate in the Local Housing Incentives Program, progress will be measured against what the benchmarks were for their community in the Council's LCA goal setting methodology used in determining goals for 1996 to 2010.

Communities negotiated goals for both ownership and rental housing. Analysis consisted of comparing the goal, progress made to date and determining the percentage of the goal achieved for both ownership and rental combined.

Example of Analysis:

	Negotiated Goal	Progress to Date	Overall Progress Made - %
Rental Units	900	200	
Ownership Units	200	125	
Total Housing Units	1,100	325	30%

Scoring: One point per percentage of progress made.

Percent of Progress Made: Points Awarded:

For projects with 2 or more communities, scores are averaged and then applied to the project.

TOTAL: 1,600 POINTS

CMAQ SYSTEM MANAGEMENT - PRIORITIZING CRITERIA

Applicants must respond to each of the following prioritizing criteria. Label your responses clearly. If a criterion is not applicable to your project, explain why.

This sub-category is intended to evaluate all eligible proposals that are associated with system management, such as arterial traffic signal coordination projects, freeway management, incident management, bicycle and pedestrian projects and other projects aimed at decreasing congestion, improving traffic flow and reducing emissions.. No transit expansion projects such as park and ride lots or ramps will be considered in the “CMAQ System Management” category. All transit expansion projects must respond to the prioritizing criteria included in the CMAQ/Transit Expansion category above. No System Management projects will be evaluated in the Transit Expansion category.

I. Congestion Mitigation 350 points

A. Addressing Congested Roadways 0-150 points

The applicant must demonstrate that the project will benefit congested roadways, and reduce the duration of the existing congestion. More points will be awarded for reducing congestion on the most congested segments identified in the 2008 Congestion Report (<http://www.dot.state.mn.us/trafficeng/otepubl/CongestionReport-2008.pdf>) – or Congested Arterials maps (see Appendix O) compared to non-congested roadway segments. The applicant must show the hours per day of congestion based on these documents. If the project will reduce congestion on a roadway segment that is not designated as congested in the documents referenced in Appendix O, supporting documentation must be provided showing that the roadway has a peak hour volume/capacity ratio greater than 0.85 and must identify the number of hours/day of that condition.

RESPONSE:

B. Reduction in SOV trips and/or VMT 0-100 points

If applicable, the applicant must explain how the project will accomplish both of the following within the project benefit area and provide calculations of each.

3. Daily SOV Trip Reduction

(New Daily Transit Riders or bicyclists multiplied by 2) divided by Average Auto Occupancy

RESPONSE:

4. Daily VMT Reduction

(New Daily Transit Riders or bicyclists multiplied by 2) multiplied by Distance from Terminal to Terminal

RESPONSE:

C. Hourly Person Throughput Improvement 0-100 points

The applicant must explain how the project will reduce congestion/increase hourly person throughput within the project benefit area and provide the calculations.

The applicant must estimate the increase in hourly person throughput provided in the project benefit area. The applicant must use the methodology found in Section A of Appendix N.

RESPONSE:

II. Emissions Reduction

400 points

Points under this criterion are assigned based on the reduction of factors that contribute to CO, NO_x, and VOC emissions or increase factors that reduce CO, NO_x and VOC emissions. For example, when VMT are reduced, CO, NO_x and VOC emissions are reduced. When congestion and stop-and-go conditions are reduced and travel speeds are increased, emissions are reduced. A sub-element of this criterion gives high levels of points for the projects that reduce emission levels at low costs.

There are two methods to reduce CO, NO_x and VOC emissions that this solicitation measures. A project may attempt one or both of the following:

- reduce daily VMT (primarily through reduction in SOV trips), and/or
- increase peak period travel speed (by reducing stops and controlling delay).

A. Reduction of Vehicle Emissions

0-200 points

The applicant must show that the project will reduce CO, NO_x and/or VOC.

Using the estimated reduction in SOV trips (if applicable), the reduction in VMT (if applicable) and the increase in peak period speed (if applicable) within the project benefit area calculated above in criterion III, the applicant must fill out the vehicle emissions reduction worksheet in Appendix G to calculate the reduction in CO, NO_x and VOC emissions (in KILOGRAMS/DAY). The applicant must use the sample methodologies with appropriate supporting documentation provided in Appendix G in order to get the maximum points. The Scoring Committee will take into consideration situations where the proposed project is unique and supporting evidence does not exist.

RESPONSE:

B. Measure of Project Effectiveness

0-200 points

The applicant must calculate the cost effectiveness of the project by dividing the total project cost (Line 12 on application cover sheet) with the KILOGRAM/DAY value calculated in criterion II-A). Cost effectiveness calculations must be based on the total cost of the project, not just the portion of the project eligible for federal funding.

Cost Effectiveness = \$ /KG/DAY reduction in CO, NO_x and VOC

III. Integration and Coordination

250 points

A. Integration

0-150 Points

This criterion addresses how the proposed project integrates with the existing system management infrastructure and the region's vision for congestion management. (Examples of systems include traffic signal systems, freeway management systems and incident management systems). Applicants must describe the proposed system management improvement by responding to the following:

- How does the project build on other infrastructure and management systems? Priority will be given to projects that complement existing infrastructure and management methods.

RESPONSE:

- Does the project benefit transit, bicycle, or pedestrian mobility or safety? If so, how?

RESPONSE:

B. Coordination

0-100 Points

- Demonstrate how the project provides or enhances coordination among operational and management systems and/or jurisdictions.

RESPONSE:

IV. Maturity of Project Concept.

100 points

Projects selected through this solicitation will be programmed for construction in 2015 or 2016. That is a fairly long time but it takes several years to complete preliminary engineering, environmental studies and acquire right-of-way. The region must manage the federal funds in each year of the TIP. Projects that are not implemented in their original program year create problems. Proposed projects that have already completed some of the work is a plus. A schedule is important to know what kind of work might be needed. Large projects that need right-of-way require more work than others that do not.

0-100 points Applications involving construction must complete the project implementation schedule found in Appendix K. A detailed schedule of events is expected for all phases of the project. Applications involving non-construction projects must include a detailed discussion of the timeframes involved for initiating and completing each phase of planned activities. Points under this criterion are assigned based on how many steps have been taken toward implementation of the project. These steps reflect a federally funded project development path.

TOTAL: 1,100 POINTS