

Action Transmittal

Transportation Advisory Board



Committee meeting date: May 20, 2026

Date: May 7, 2026

Action Transmittal: 2026-25

Scope Change Request – City of Richfield 73rd Street Pedestrian Facilities

To: Transportation Advisory Board
From: Technical Advisory Committee
Prepared by: Joe Widing, Senior Transportation Planner, 651-602-1822

Requested action

The City of Richfield requests a scope change to adjust the proposed pedestrian facilities from the south side to the north side of 73rd Street/Diagonal Boulevard and remove the proposed sidewalk on the south side of Diagonal Boulevard and replace with the improvement of an existing multiuse trail, including ADA upgrades, on the north side of Diagonal Boulevard.

Recommended motion

Recommend that the Transportation Advisory Board approve the City of Richfield's scope change request to adjust the proposed pedestrian facilities from the south side to the north side of 73rd Street/Diagonal Boulevard; remove new sidewalk construction on the south side of Diagonal Boulevard between Bloomington Avenue and Cedar Avenue; improve the existing multiuse trail on the north side of Diagonal Boulevard, including bituminous path reclamation and ADA upgrades; and reduce grant funding by \$144,840 to account for the change in scope.

Background and purpose

The City of Richfield was awarded \$1,046,040 in Regional Transportation Sales and Use Tax Revenue as part of the 2024 Active Transportation pilot projects selected from the 2024 Regional Solicitation to begin before the end of 2026. [The application](#) was awarded to fund construction of new pedestrian infrastructure along 73rd Street and Diagonal Boulevard from CSAH 35 (Portland Avenue) to MSAS 369 (Cedar Avenue S) including upgrades to ADA compliant facilities along the entire route.

The original approved concept scope of the project was to construct a 10-foot sidewalk on the south side of 73rd Street between Portland Avenue and 12th Avenue, and a 6-foot sidewalk on the south side of Diagonal Boulevard from 12th Avenue to Cedar Avenue. After being awarded the funding for these improvements, the City conducted public engagement and moved into advanced design work for the project.

Through this phase of work, the City identified issues with the concept layout which necessitated revisions to the concept project scope. Existing right-of-way was not sufficient to construct a sidewalk on the south side of Diagonal Boulevard without purchasing easements from multiple private properties, which would have inflated the project cost and potentially delayed the project. Additionally, locating the sidewalk on the south side of 73rd Street would have required the removal of 60 street trees. Considering this, the project design team proposed to move facilities to the north

side of 73rd Street. Community engagement preferred to maintain street trees and continuous pedestrian facilities.

This feedback and information led to a preferred design which locates the sidewalk on the north side of 73rd Street and Diagonal Boulevard to 72nd Street. to maintain a continuous path and better connect to the D Line station at 73rd Street and Portland Avenue. This also led to the elimination of the proposed southern sidewalk along Diagonal Boulevard in favor of a full reconstruction of the existing multiuse path on the north side of the street from 72nd Street to Cedar Avenue which will include the installation of ADA compliant curb ramps.

The requested scope change maintains new pedestrian facilities along 73rd Street and Diagonal Boulevard to 72nd Street, moved from the south side of the street to the north side and removes a proposed new sidewalk along Diagonal Boulevard from 72nd Street to Cedar Avenue to be replaced by improvements to the existing multiuse trail on the north side of the street to maintain a continuous pedestrian path along the corridor.

Relationship to regional policy

Projects that receive funding through the Regional Solicitation processes are subject to the regional solicitation [Scope Change Policy](#). For the pilot process for Active Transportation funded projects, the TAB maintained the existing policy for these selected projects. 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:

The approved project included sidewalks to provide a continuous pedestrian connection along the 73rd Street and Diagonal Boulevard corridor between Portland Avenue and Cedar Avenue. The approved project included an early concept layout to show how this connection was planned to be constructed. The engagement and advanced design work led the project team to make changes to the project scope to avoid right-of-way impacts on private property, excessive street tree impacts, and to ensure a continuous facility connection along the corridor. The updated scope would construct a sidewalk along the north side of 73rd Street instead of on the south side of the roadway which would connect to the existing multiuse trail along the north side of Diagonal Boulevard, which would be reconstructed and improved to create a continuous connection between Portland Avenue and Cedar Avenue along the corridor. Moving the sidewalk along 73rd from the south to the north would not necessitate TAB action. However, removing the southern sidewalk along Diagonal Boulevard and replacing this improvement with a proposed reconstruction of an existing multiuse trail requires review before being approved for a scope change. This review is to determine if the proposed replacement is still sufficient to receive regional funding.

Scoring and Ranking:

For the removal of the southern sidewalk in favor of reconstruction and improvement of the existing northern multiuse trail along Diagonal Boulevard, a rescoring analysis was completed. In the 2024 Regional Solicitation, with additional funds from the Regional Sales and Use tax, 12 of the 17 projects that applied in the Pedestrian Facilities category were awarded funding. This project originally received a score of 746, which ranked it 7th of the 17 projects. The score difference between this project and highest scored unfunded project was 65 points (746 to 681).

A rescoring analysis was conducted to understand how the proposed scope change may have been scored. The change in the portion of the project along Diagonal Boulevard from new sidewalk on the south side of the roadway to reconstruction and ADA improvements to the existing multiuse trail on the northside of the roadway is likely to have reduced the project's

score in the barriers and gaps measure and the deficiencies addressed measure. The revised score for the project is 701, lower than the initial score due to the reduction in new pedestrian facilities proposed to be constructed along a portion of the project. The new score would lower the project rank to 10th out of 17, but still 20 points higher than the highest scoring unfunded project. This means that the scope change proposal would still have been ranked high enough to be funded. Staff do not see a rationale to deny the request based on scoring. The table below details staff's scoring analysis.

Table 1. Scoring Analysis

Measure	Max Score	Original Score	Scope Change	Notes
1A. Jobs and Education	150	7	7	Scope Change will not impact this score.
2A. Existing Population	150	31	31	Scope Change will not impact this score.
3A. Engagement	36	24	24	Scope Change will not impact this score.
3B. Benefits/Impacts	48	28	28	Scope Change will not impact this score.
3C. Housing	36	36	36	Scope Change will not impact this score.
4A. Barriers/Gaps	170	147	137	Score reduction with removal of portion of new sidewalk replaced with multiuse trail reconstruction and ADA improvements.
4B. Deficiencies	230	208	178	Score reduction with removal of portion of new sidewalk replaced with multiuse trail reconstruction and ADA improvements.
5A. Transit/ Bike/ Connections	150	150	145	Score reduction with removal of portion of new sidewalk replaced with multiuse trail reconstruction and ADA improvements.
6A. Risk assessment	130	86	86	Scope Change will not impact this score.
7A. Cost Effectiveness	100	29	29	Scope Change will not impact this score.
Total score	1200	746	701	Minor score decrease; less than what would result in project not being selected.

New Project:

Aside from scoring, the other consideration for whether a request should be denied is whether the change would create a new project, as opposed to a scope change. For example, if an applicant asked to move an approved project location to a different roadway corridor or change project elements substantially from the approved project scope this may constitute a new project. The Scope Change Policy designates staff as responsible for this determination if a request 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).

Applying these guidelines to this scope change, staff did not interpret any of these as being violated.

In this analysis, staff determined that the project would have been funded as applied for with the proposed scope change and the scope change does not constitute a new project. Therefore, staff recommended approval of the request.

Funding:

Table 2 below details the original project application budget as compared with the updated cost estimate for the scope changed elements.

Table 2. Project Cost Estimate Comparison

Cost Estimate Items from Application	Original Cost Estimate	Scope Change Cost Estimate
Mobilization	\$75,000	\$75,000
Removals	\$65,000	\$80,000
Roadway (grading, borrow, etc.)	\$82,500	\$82,500
Roadway (aggregates and paving)	\$87,000	\$241,229
Storm Sewer	\$134,000	\$134,000
Concrete Items	\$562,250	\$211,885
Traffic Control	\$15,000	\$15,000
Signing	\$6,300	\$6,300
Lighting	\$60,000	\$60,000
Turf	\$100,500	\$100,500
Contingencies	\$120,000	\$120,000
Total	\$1,307,550	\$1,126,414

The City included an updated cost estimate of the project considering a full reconstruction of the existing multiuse trail to replace new sidewalk facilities along a portion of the project scope. This updated estimate reduced the overall cost of the project by \$181,136 and reduced total grant funding request by \$144,840. Therefore, staff recommends an updated award amount of \$901,200, if the scope change request is approved.

Committee comments and actions

At its April 16, 2026, meeting TAC Funding and Programming Committee recommended that the Technical Advisory Committee recommend approval of the City of Richfield’s scope change request to adjust the proposed pedestrian facilities from the south side to the north side of 73rd Street/Diagonal Boulevard and remove the proposed sidewalk on the south side of Diagonal Boulevard and replace with the improvement of an existing multiuse trail, including ADA upgrades, on the north side of Diagonal Boulevard with a \$144,840 reduction in Active Transportation funds. Members asked if the multiuse trail reconstruction was included in the initial project scope, which it was not. Members also clarified the motion language to ensure the reduced grant funding was in the voted-on motion. Staff clarified that the unused funds from the initial award would return to the account to be used for future projects.

At its May 6, 2026, meeting, the Technical Advisory Committee voted to recommend approval of the City of Richfield’s scope change request to adjust the proposed pedestrian facilities from the south side to the north side of 73rd Street/Diagonal Boulevard and remove the proposed sidewalk on the south side of Diagonal Boulevard and replace with the improvement of an existing multiuse trail, including ADA upgrades, on the north side of Diagonal Boulevard with a \$144,840 reduction in Active Transportation funds. In response to member questions, the city clarified that ADA ramp improvements still remain, the updated path will remain at eight feet, and that the south side was meant to have a sidewalk but will not per this proposal.

Routing

To	Action Requested	Date Completed (Scheduled)
TAC Funding and Programming Committee	Review and recommend	April 16, 2026
Technical Advisory Committee	Review and recommend	May 6, 2026
Transportation Advisory Board	Review and Adopt	<i>May 20, 2026</i>



Memorandum

Date: April 2nd, 2026

MAYOR

MARY SUPPLE

To: Jim Kosluchar, Chair, TAC Funding and Programming Committee

CITY COUNCIL

WALTER BURK

From: Matt Hardegger, Transportation Engineer, City of Richfield Public Works

SHARON CHRISTENSEN

RORI A. COLEMAN-
WOODS

SEAN HAYFORD OLEARY

CC: Joe Widing, Senior Transportation Planner, Metropolitan Transportation Services
Joe Barbeau, Planning Analyst, Metropolitan Transportation Services
Arin Knutson, Senior Grant Administrator, Metropolitan Transportation Services
Kristin Asher, Public Works Director, City of Richfield
Joe Powers, City Engineer, City of Richfield
Ryan Peterson, Municipal Senior Project Manager, Bolton & Menk, Inc.

CITY MANAGER

KATIE RODRIGUEZ

Subject: Scope Change Request for City of Richfield 73rd Street Sidewalk Project

Dear Mr. Kosluchar,

The City of Richfield respectfully requests that the Metropolitan Council's Funding and Programming Committee consider the below change request for the city's 73rd Street Sidewalk Project, which was awarded Active Transportation funding in the 2024 Regional Solicitation.

Application and Funding Award

The City of Richfield was awarded \$1,046,040 in Regional Transportation Sales and Use Tax Revenue funding through the 2024 Regional Solicitation to construct a sidewalk along 73rd Street and Diagonal Boulevard from Portland Avenue to Cedar Avenue. The project application was to fill an identified sidewalk gap in the City's Pedestrian Master Plan, improving pedestrian safety and comfort along a collector route. The scope of the project also included new ADA-compliant curb ramps for the length of the project.

Public Engagement and Project Development

The original scope of the project was to construct a 10' back of curb sidewalk on the south side of 73rd Street between Portland Avenue and 12th Avenue, and a 6' walk with a 6' boulevard from 12th Avenue to Cedar Avenue. This scope was developed

with the understanding that there was at least 12' of right of way available on the south side of the road for the entire project corridor.

After award, the city began public engagement and outreach, along with preliminary design activities. Through meetings with the public, the city's Transportation Commission, and consultant engineering staff, several design challenges with the original scope presented:

- There was a public preference for a continuous sidewalk, and the blocks of 73rd Street/Diagonal Boulevard with existing facilities had them on the north side of the roadway
- West of 12th Avenue, there is an existing 60-foot wide public right of way, and the existing roadway section is 44 feet wide from curb to curb.
 - Survey revealed that the south side of the road had less right of way than expected between 73rd Street and 12th Avenue, and the original design would have required purchasing sidewalk easements from 16 properties
- After further site review, it was determined that much more extensive tree removals and private utility relocation would be required to locate the sidewalk on the south side of 73rd Street
 - Installation of the sidewalk on the south side would negatively change the character of the neighborhood for decades.
 - Locating the sidewalk on the north side of 73rd Street only requires 22 trees to be removed
 - Completing the sidewalk the original length on the south side would require approximately 60 tree removals, many of them are high quality
 - Most longitudinal private utilities are located on the south side of 73rd Street
- The sidewalk on the south side of Diagonal Boulevard (east of Bloomington Avenue) was seen as redundant due to the existing path on the north side of the road

This information led to a preferred design that locates the sidewalk on the north side of the road to maintain the continuous path and provide better connectivity to the D Line station at the 73rd Street/Portland Avenue intersection. This design includes reconstructing the north curb line in this stretch to remove the parking lane, providing space for a 6-foot walk with a 6-foot boulevard without needing additional right of way. This is an improvement from the south side sidewalk as that was planned to be immediately adjacent to the curb line leaving no room for snow storage, trees, signs, or private utilities. Removal of the parking lane on the north side will also improve the

corridor for bicyclists as they will not have to worry about parked cars along that stretch of roadway. The curb line modification does increase the total cost of this segment of the project.

East of 12th Avenue, the preferred design is to build a new 8' wide bituminous path to connect to the existing path at 72nd Street. The design still includes a new east-west walk connection from Diagonal Boulevard to Bloomington Avenue along 72nd Street.

Because the originally proposed walk east of Bloomington Avenue was considered redundant to the existing path, and due to the deteriorating condition of the existing path and its non-ADA-compliant pedestrian ramps, the city proposes a full depth reclamation of the existing bituminous path and replacement of the pedestrian ramps to provide a fully ADA compliant facility connected to the new sidewalk.

The city acknowledges that we will not be providing an additional/redundant pedestrian facility east of Bloomington Avenue but the proposed revised scope fulfills the initial project application intent of creating an east-west pedestrian connection between Portland Avenue and Cedar Avenue.

Cost Estimate (2023 dollars)

The total project cost from the 2024 Regional Solicitation was \$1,307,550 with \$1,046,040 coming from the Active Transportation funding and the remainder to be provided by city funds.

While scoping the application, the city prepared two cost estimates for potential concepts. One concept constructed a new sidewalk between Portland Avenue and Bloomington Avenue, and the other concept continued the sidewalk to Cedar Avenue. The proposed removal of the new sidewalk represents a subtraction of \$350,365 from the original project cost.

The bituminous path reclamation and ADA work project additions add approximately \$169,229 of estimated cost to the total project costs.

The current project estimate is \$1,126,500, including a 10% contingency (\$1,200,000 in 2026 dollars¹).

¹ Calculated using Bureau of Labor Statistics inflation calculator using December 2023 and February 2026 (https://www.bls.gov/data/inflation_calculator.htm)

Summary

The City of Richfield is requesting that the original grant amount be reduced and the following scope changes be made to implement the community-supported changes in the project scope:

- Remove new sidewalk construction between Bloomington Avenue and Cedar Avenue from the project scope.
- Add bituminous path reclamation between Bloomington Avenue and Cedar avenue to the project scope.
- Update the total STIP cost estimate from \$1,307,550 to \$1,200,000 to reflect the updated project scope.
- Reduce grant funding by \$144,840 (from \$1,046,040 to \$901,200) to account for the change in scope

These changes will allow the City of Richfield to provide the community-desired pedestrian connectivity improvements, while avoiding redundant work that was not supported by the community.

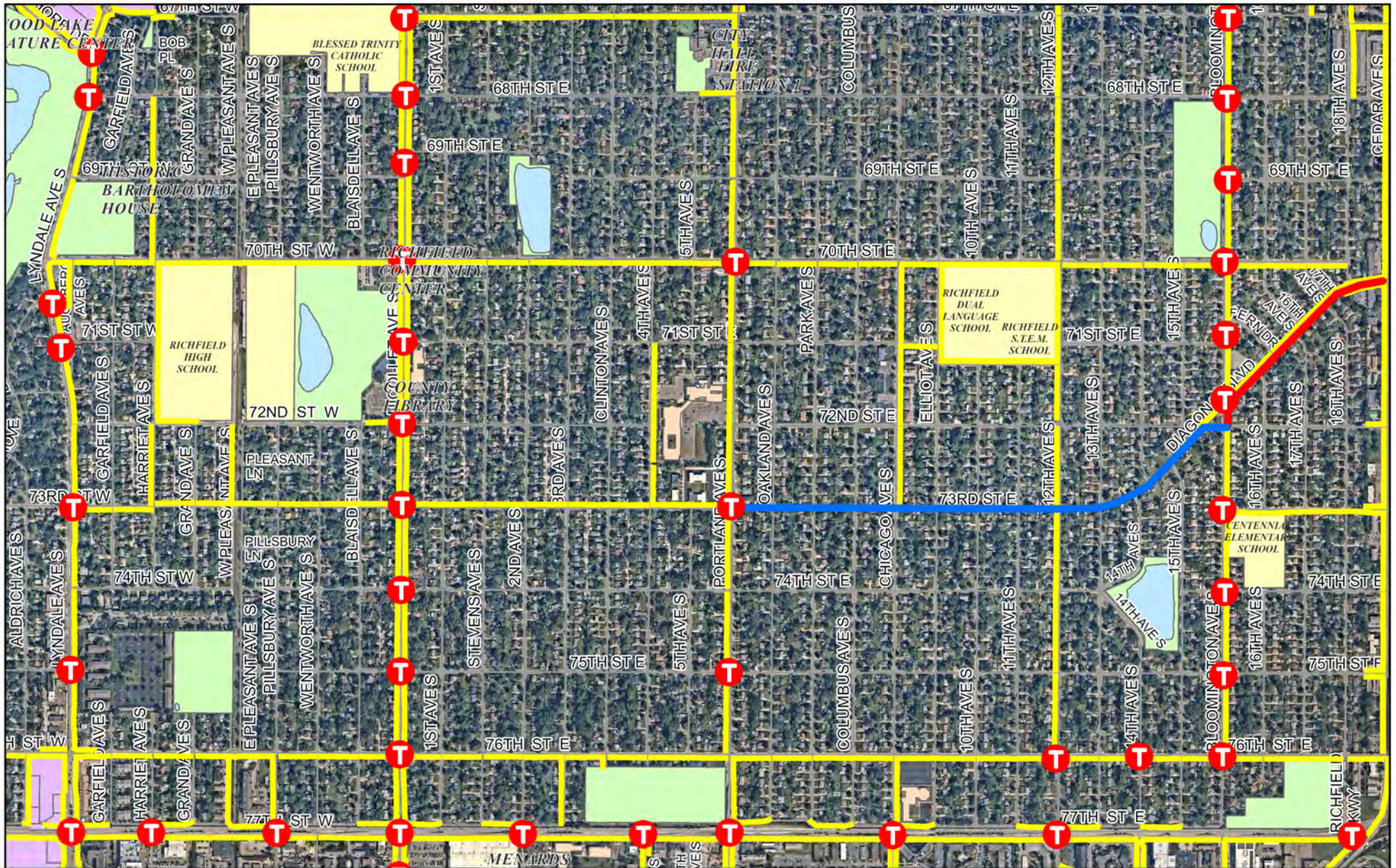
We look forward to your committee's deliberation and discussion. I can be reached at mhardegger@richfieldmn.gov with any questions.

Sincerely,



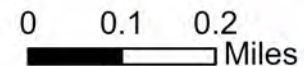
Matt Hardegger, PE
Transportation Engineer
City of Richfield Public Works

Richfield - 73rd Street Sidewalk Location Map



- Proposed Scope Change
- No Proposed Scope Change
- Existing Sidewalks
- Lakes/Ponds
- Parks
- Commercial Areas

- Church/House of Worship
- T Bus Stops
- Schools



SCOPE CHANGE POLICY

Projects awarded funds through the Transportation Advisory Board (TAB) as part of the Regional Solicitation, Highway Safety Improvement Program (HSIP) or Active Transportation Solicitation 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 Metropolitan Council Grants Managers (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 Grants Managers 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 Grants Managers; 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.
- Changing transit project from purchasing vehicle to leasing vehicles.
- 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.
- Moving elements such as a trail, sidewalk, pedestrian bridge, traffic signal, transit stop, transit vehicle, etc., to another project, provided that the on-the-ground result does not change, and the value being removed is less than 10% of the awarded amount up to \$500,000. The project absorbing these project elements must be included in the existing Transportation Improvement Program (TIP) or in the case of non-federal projects, an agency-approved capital program within the next four years. A letter of commitment from staff representing the recipient project sponsor is also required. Because the entire applied-for project is being completed, federal funds will be fully retained. Any resulting projects must meet the federally required minimum non-awarded match. Subsequent requests of this nature will be considered formal requests if the cumulative movement of project elements is over 10% of the awarded amount or over \$500,000.

Some informal changes lead to project cost reductions. Any scope change request that a) otherwise meets the definition of informal and b) does not move all removed elements to another project and includes a cost reduction¹ above \$100,000 is a formal scope change.

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.

¹ Cost reduction is calculated by estimating the value, at the time of application, of any project elements being removed. While project elements may be allowed to be added to the scope, their costs do not offset the costs of removed elements.

- Shifting from a bridge replacement project to a bridge rehabilitation project.
- Changing designs from an off-road trail to on-road bicycle route or eliminating/reducing separation or protection from roadways.

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, staff representing 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 Metropolitan Council Grants Managers that it wants to change a project. At this time, the MnDOT Metro District Federal Aid Program Coordinator or Metropolitan Council Grants Managers 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 Metropolitan Council Grants Managers 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 amendment² 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 awarded 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 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 awarded 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

² 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.

applicant, if necessary. Project sponsor must attend TAC Funding & Programming, TAC, and TAB meetings, where the item is on the agenda.

Staff will recommend approval of requests moving elements such as a trail, sidewalk, pedestrian bridge, traffic signal, transit stop, transit vehicle, etc., to another project. The project absorbing these project elements must be included in the existing Transportation Improvement Program (TIP) or in the case of non-federal projects, an agency-approved capital program within the next four years. A letter of commitment from staff representing the recipient project sponsor is also required.

NOTE: for project requests that result in the on-the-ground project not changing (i.e., project elements being moved directly to another project), this analysis is not necessary.

Determining the Awarded Funding Amount Recommendation

To determine whether awarded 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, awarded 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. Awarded funds cannot be added to a project beyond the original award as part of a scope change.

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.

For requests moving elements such as a trail, sidewalk, pedestrian bridge, traffic signal, transit stop, transit vehicle, etc., to another project, federal funds will be fully retained. Any resulting projects must meet the federally required minimum non-federal match.

Staff may recommend awarded funding reduction options, if applicable, based on the awarded 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. Any awarded funding reduction determined to be less than \$50,000 will be retained by the applicant. 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.

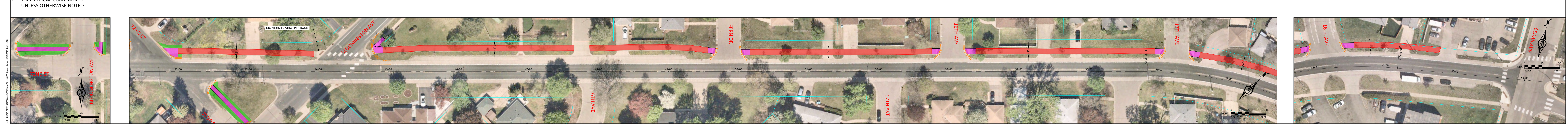
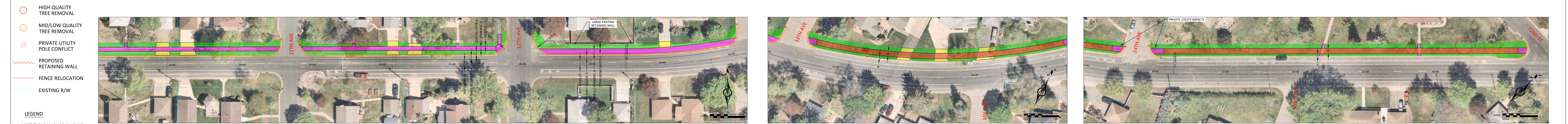
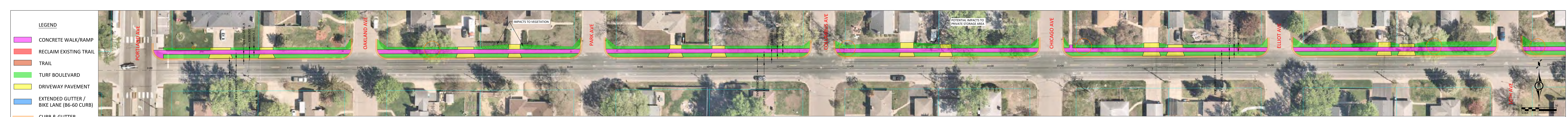
ATTACHMENT 1: FUNDING DATA FOR SCOPE CHANGE REQUEST

Original Application:

Regional Solicitation Year	2024
Application Funding Category	Pedestrian Facilities
Application Total Project Cost	\$1,307,550
TAB Award	\$1,046,040
Application Federal Percentage of Total Project Cost	80%

Project Elements Being Removed:	Original Application Cost
New sidewalk from Bloomington Ave to Cedar Ave	\$350,365

New Project Elements:	Cost (Based on Year of Costs in Original Application)
Bituminous path full depth reclamation and pedestrian ramp replacement from Bloomington Ave to Cedar Ave	\$117,815



- LEGEND**
- CONCRETE WALK/RAMP
 - RECLAIM EXISTING TRAIL
 - TRAIL
 - TURF BOULEVARD
 - DRIVEWAY PAVEMENT
 - EXTENDED GUTTER / BIKE LANE (B6-60 CURB)
 - CURB & GUTTER

- HIGH QUALITY TREE REMOVAL
- MID/LOW QUALITY TREE REMOVAL
- PRIVATE UTILITY POLE CONFLICT
- PROPOSED RETAINING WALL
- FENCE RELOCATION
- EXISTING R/W

LEGEND

1. 15FT TYPICAL CURB RADIUS UNLESS OTHERWISE NOTED

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