

# T Transportation Committee

**Meeting date: November 9, 2009**

**Council Meeting: November 18, 2009**

## ADVISORY INFORMATION

|                                 |                                                                                                                                                                                                                                                                                                             |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Date:</b>                    | November 2, 2009                                                                                                                                                                                                                                                                                            |
| <b>Subject:</b>                 | Authorization to Award Contract for Hennepin County Transit Link Service                                                                                                                                                                                                                                    |
| <b>District(s), Member(s):</b>  | All                                                                                                                                                                                                                                                                                                         |
| <b>Policy/Legal Reference:</b>  | Council Policy 3-3 Expenditures - Procurement of Goods and Services Over \$250,000                                                                                                                                                                                                                          |
| <b>Staff Prepared/Presented</b> | Arlene McCarthy, Director MTS (651)602-1754<br>Chris Gran, Director Metro Transit Purchasing (612) 349-5060<br>Gerri Sutton, Asst. Dir. Contracted Transit Services (651)602-1672<br>John Harper, Supervisor Contracted Transit Services (651)602-1744<br>Bruce Dreier, Project Administrator (651)602-1708 |
| <b>Division/Department:</b>     | Metropolitan Transportation Services (MTS)                                                                                                                                                                                                                                                                  |

## Proposed Action/Motion

That the Metropolitan Council authorize the Regional Administrator to execute a five year contract with Midwest Paratransit Services Inc. to provide Transit Link dial-a-ride service in Hennepin County beginning February 2010 in an amount not to exceed \$ 5,428,178.

## Background

The Council authorized the restructuring of regional dial-a-ride services on February 25, 2009. The new service, called Transit Link, will be delivered on a county basis and utilize private contractors for service delivery in Hennepin, Ramsey, Anoka, Dakota and Washington Counties while Carver County and Scott County will directly operate service.

Council and county staff formed a committee called the Coordination Advisory Committee (CAC) to develop program parameters, implement the new service and monitor and evaluate the program on an ongoing basis.

Anoka County, Carver County and Scott County will implement the new service on January 1, 2010. Hennepin County service implementation is scheduled to begin on February 1, 2010. The new service is expected to start in Ramsey County and Washington County beginning March 1, 2010 and Dakota County will follow on May 1, 2010.

## Rationale

Requests for proposals were advertised in the State Register and in Passenger Transport. The opportunity to participate in the Request for Proposals was also posted on the Council's website. Three proposals were received and evaluated by a five-member evaluation panel consisting of Metropolitan Council Transportation Services staff, Anoka County Transit staff and Hennepin County's CAC representative. The panel evaluated the proposals on the following criteria: experience; size and scope of experience related to the required service; driver training and selection; management, administrative, financial, and technical capabilities; vehicle maintenance practices; reporting capabilities; compliance with RFP requirements; and cost.

The evaluation panel evaluated and ranked all technical proposals and deemed all three proposers qualified. The panel then evaluated the cost proposals.

The results of the cost evaluation are as follows.

| <b>Proposing Firm</b>             | <b>*Weighted Total 5-Year Cost</b> |
|-----------------------------------|------------------------------------|
| First Transit Inc.                | \$ 6,391,314                       |
| Transit Team Inc.                 | \$ 5,302,616                       |
| Midwest Paratransit Services Inc. | \$ 4,450,115                       |

\* Proposers provide rates for 3 potential service levels.

Rate 1 = Base hours plus or minus 10% receives an evaluation weighting of 70%.

Rate 2 = Base hours minus >10% to 20% receives an evaluation weighting of 20%.

Rate 3 = Base hours plus >10% to 25% receives an evaluation weighting of 10%.

The Evaluation Panel concluded that the proposal submitted by Midwest Paratransit Inc. with a good technical ranking and lowest proposed cost is the most advantageous to the Council.

The requested not to exceed contract amount of \$5,428,178 allows for up to a 25% increase in service hours compared to the base scope of work valued at \$4,468,628. The base hours with a plus/minus service level pricing structure allows the Council to adjust service hours, both up and down, during the five-year contract term using competitively procured rates.

## **Funding**

Funding for this service is budgeted in the annual operating budget.

## **Known Support / Opposition**

No known opposition.