

Transportation Committee

For the Metropolitan Council meeting of November 29, 2017

Subject: Gold Line BRT Office Lease Agreement

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute a Gold Line Bus Rapid Transit (GBRT) Project Office lease agreement between the Metropolitan Council and Ramsey County Department of Property Management for a 9,578 square foot space in the Metro Square Building in St. Paul, Minnesota for the seven-year (84-month) period from February 1, 2018 through January 31, 2025 in an amount not to exceed \$1,320,864.

Summary of Committee Discussion/Questions

Chris Beckwith, Senior Project Manager from the Gold Line Project Office, presented this item. There were no questions or comments from Council members.

Motion by Letofsky, seconded by Elkins and passed. CONSENT to Council.

Transportation Committee

Meeting date: November 13, 2017

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Subject: Gold Line BRT Office Lease Agreement

District(s), Member(s): District 11 (Rummel), District 12 (Melander), District 13 (Kramer)

Policy/Legal Reference: Council Policy 3-3 Expenditures, Federal Transit Administration Circular 4220.1F Third Party Contracting Guidance

Staff Prepared/Presented: Brian Lamb, General Manager, 612-349-7510
Charles Carlson, Sr. Manager, BRT/Small Starts, 612-349-7639
Chris Beckwith, Senior Project Manager, Gold Line BRT, 651-602-1994

Division/Department: Metro Transit BRT/Small Starts – METRO Gold Line Project Office

Proposed Action

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Background

Metropolitan Council is responsible for the overall project management and delivery of the GBRT Project and is assembling a team of staff members from Metro Transit, partner agencies and consultants to form the Gold Line Project Office (GPO). The co-located GPO team will require a project office location by early Q1 2018 that will centralize project activities and is accessible to the public and stakeholders.

Metro Transit and Washington County staff toured six potential project office sites in the Summer 2017 along the GBRT alignment and narrowed the list to two finalist sites for which it requested and received proposals. The criteria that distinguish the Metro Square Building option include:

- Competitive lease costs per square foot and a tenant improvement allowance
- Modular office furniture owned by Ramsey County provided at no charge
- Lease termination options are included if project does not receive FTA approvals
- Located two blocks away from existing Metropolitan Council Robert Street offices
- Accessible by several Metro Transit bus routes and connected to the St. Paul skyway network
- Ample parking available in nearby parking ramps and metered on-street parking
- First-floor location will allow maximum visibility for the project and will make it accessible to the public and other stakeholders

Rationale

Organizational benefits are gained by co-locating staff from the public agencies and the consultants in one location with technology that supports collaborative communication among engineering disciplines to resolve complex design issues, and in a location that is easily accessed by the public and stakeholders.

Five previous New Starts transitway projects have demonstrated the benefit of a project office for increased productivity and cost-efficiencies making the Gold Line BRT Project Office is a cost-effective investment.

Thrive Lens Analysis

The GPO will provide synergy and collaboration to the project through a cost-effective use of public resources (Stewardship) by investing in a project office space owned and managed by GBRT funding partner Ramsey County, funded at a competitive lease rate, that will contribute to greater productivity and avoid additional costs from not having a central office location.

Funding

The GBRT's two-year Project Development phase is fully funded at \$25 million with funding commitments from CTIB, Washington County, Ramsey County/RCRRA, and the State of Minnesota. All funding commitments are currently reflected in the Council's Authorized Capital Budget in project 61402. The costs of the GPO lease as well as the costs for early termination of the lease are included in the \$25 million, should the GBRT not advance into or past the Project Development phase.

Known Support / Opposition

No known opposition.



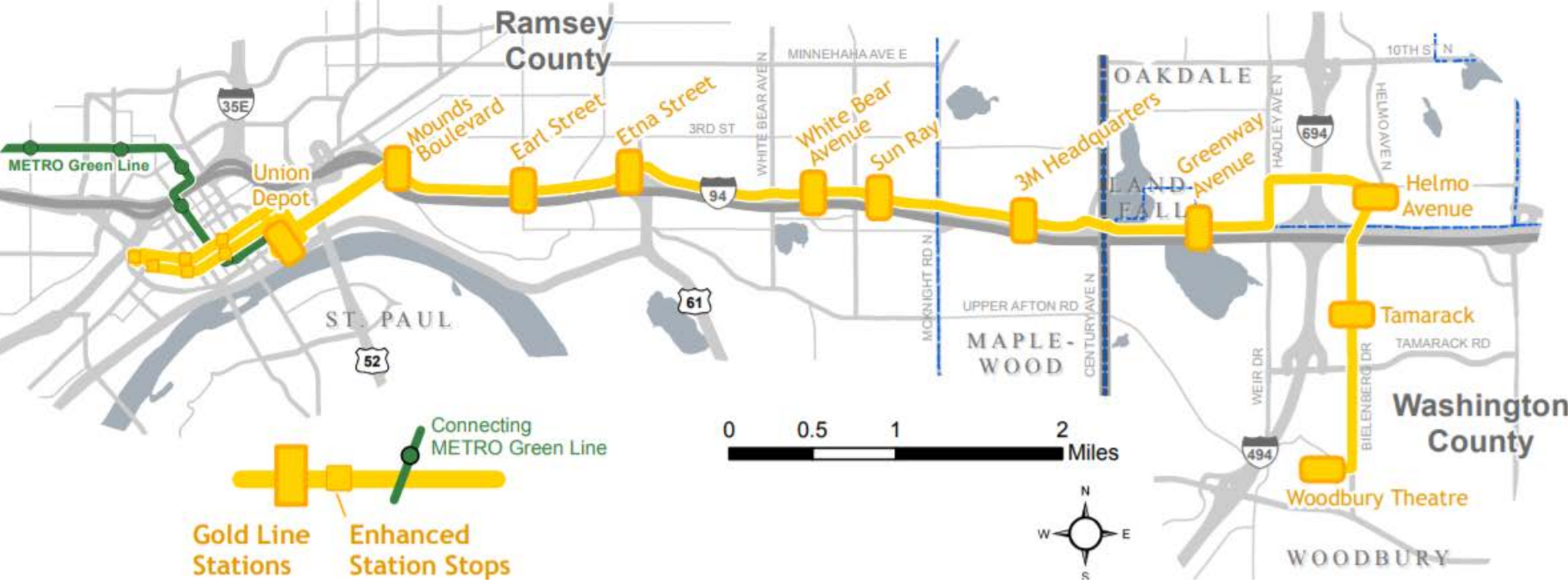
METRO Gold Line BRT

Transportation Committee

November 13, 2017

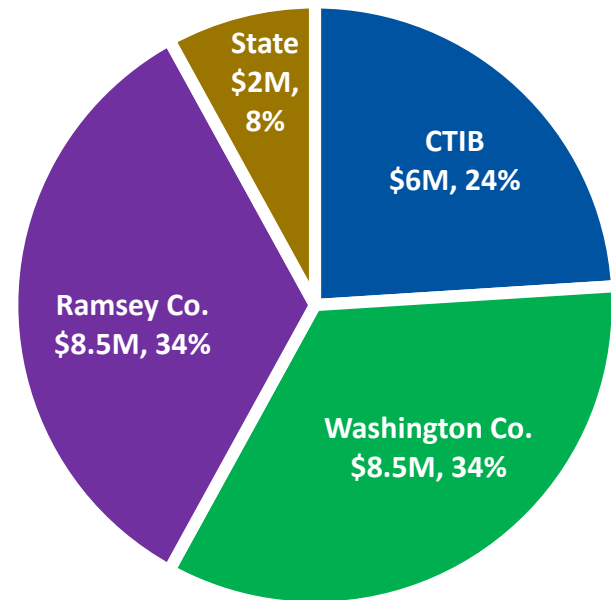
Gold Line BRT Overview

- 8,000 Est. Daily Riders (2040)
- \$420M Est. Capital Cost (YOE)
- \$5.1M Annual Operating Cost
- Opening 2024
- Advances Thrive 2040:
 - Coordinating: 2 counties, 5 cities
 - Prosperity: 301,000 jobs (2040)
 - Livability: 522,000 people (2040)
 - Equity: 1/5 of zero car households in Twin Cities in cities along route



- Project Development Phase Funding (\$25M) fully in place
 - \$2M state bonds awarded 2014
 - \$17M local funding agreement, Met Council, Ramsey, Washington Co.
 - \$6M CTIB via assignment agreements
 - All funding agreements fully executed
 - Funds authorized by Council in Q3 2017
- Project Development (PD) is a federally defined phase of implementing a project
 - Project expenditures during PD count toward local match of planned future federal grant
 - 2-year window to complete all PD activities and to apply and enter New Starts Engineering

Project Development Funding



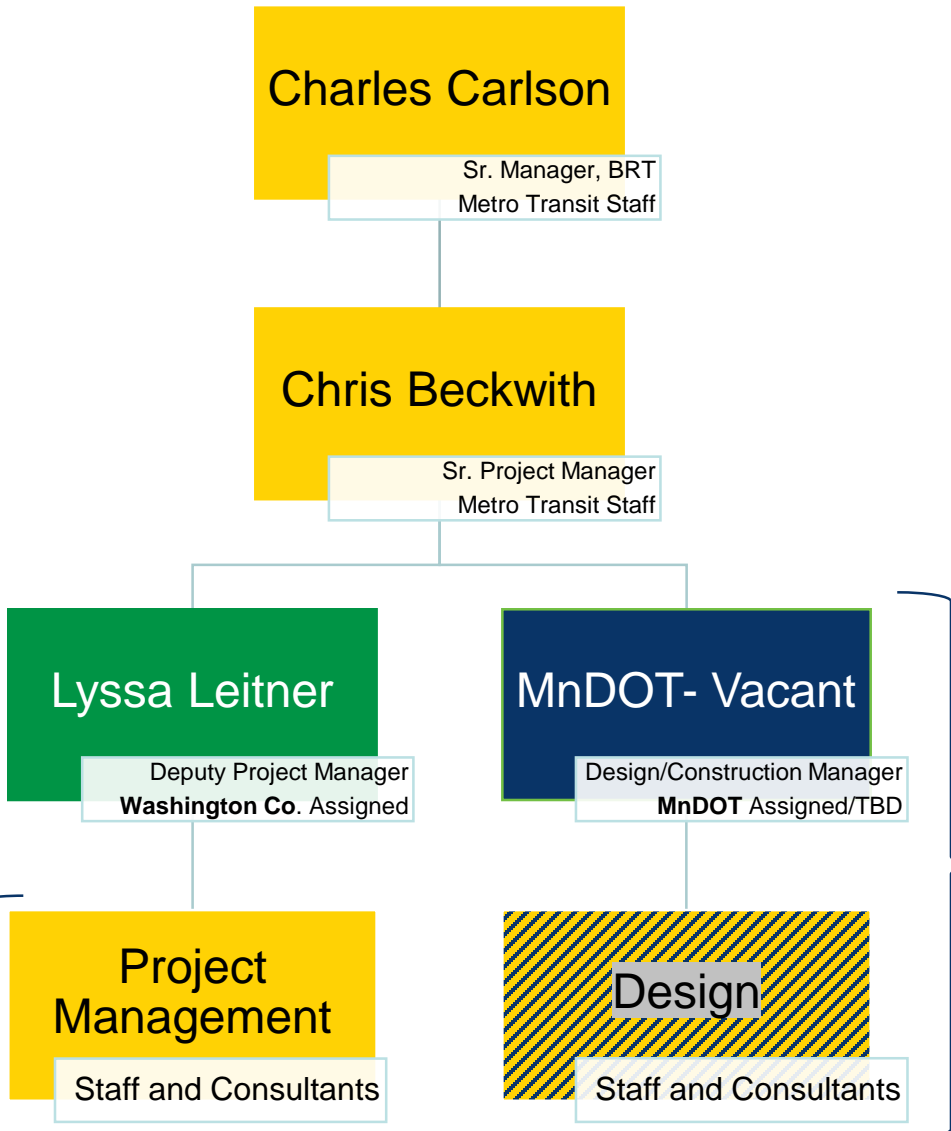
Project Office- Partnership Approach



Co-Location
via
Office Lease
Item
2017-258

PMC
Contract
Item
2017-241

MnDOT
SFA
Item
2017-231



2017-231 Subordinate Funding Agreement with MnDOT

Associated Met Council Actions	<ul style="list-style-type: none"> • Authorization to execute Cooperative Agreement and Master Funding Agreement with MnDOT for GBRT, August 2017 • Similar historical annual authorizations for Green Line Extension (SWLRT), Blue Line Extension (BLRT), and Green Line (CCLRT)
Cost and Timeline	<ul style="list-style-type: none"> • Not to exceed \$909,461 • Calendar Year 2018 only
Funding	<ul style="list-style-type: none"> • SFA #1 is within the fully-funded Project Development Phase

Proposed Action:

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute a METRO Gold Line BRT Subordinate Funding Agreement (SFA) No. 01 to the Master Funding Agreement (MFA) with the Minnesota Department of Transportation (MnDOT) in the total amount not to exceed \$909,461 for calendar year 2018.

2017-241 Project Management/Environmental Contract

Associated Met Council Actions	<ul style="list-style-type: none"> • Authorizations for contract awards including similar scope were approved for Orange Line, Blue Line Extension, Green Line Extension and Green Line
Cost and Timeline	<ul style="list-style-type: none"> • Not to exceed \$19,490,885 • 7 year contract • Phased Notices to Proceed
Funding	<ul style="list-style-type: none"> • The first two Notices to Proceed are fully funded with Pre-Project and Project Development local funding commitments

Proposed Action:

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute the Project Management and Environmental Services Consultant (PMC) consultant contract with HNTB Corporation for consultant services for the METRO Gold Line Bus Rapid Transit Project (Gold Line) in an amount not to exceed \$19,490,885.

2017-258 Gold Line Project Office Lease

Associated Met Council Actions	<ul style="list-style-type: none"> • Authorization for similar project office leases were approved for the Southwest Project Office, Blue Line Project Office and Central Corridor Project Office
Cost and Timeline	<ul style="list-style-type: none"> • Not to exceed \$1,320,864 • 7 year lease • Lease terms allow for termination at any time
Funding	<ul style="list-style-type: none"> • The costs for the first two years are within the fully-funded Project Development Phase

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Metro Transit BRT/Small Starts Project Office
www.metrotransit.org/gold-line-project

Charles Carlson
Senior Manager
(612) 349-7639
charles.carlson@metrotransit.org

Chris Beckwith, PE
Senior Project Manager
(651) 602-1994
Christine.Beckwith@metrotransit.org