

### Transportation Committee

For the Metropolitan Council meeting of May 10, 2017

**Subject:** Authorization for 7<sup>th</sup> Amend for contact of leased space for the Minneapolis Service Center (CAA 86-065-165)

#### **Proposed Action**

The Metropolitan Council authorize the Regional Administrator to negotiate and execute the 7<sup>th</sup> amendment to contract MPO6984 with St. Paul Fire and Marine Insurance Equity Transwestern, LLC for a one year lease, with the option for four more years, of office space at 719 Marquette Ave, Minneapolis MN in an amount not to exceed \$280,000.

#### **Summary of Committee Discussion/Questions**

Metro Transit Revenue Operations Supervisor Mary Capistrant presented this item. There were no questions from committee members.

Motion by Elkins, seconded by Schreiber and passed.

CONSENT to Council.

## Transportation Committee

Meeting: April 24, 2017

For the Metropolitan Council meeting of May 10, 2017

**Subject:** Authorization for 7th Amendment to Contract for Leased Space for the Minneapolis Service Center (CAA 86-065-165)

**District(s), Member(s):** All

**Policy/Legal Reference:** Council Policy 3-3 Expenditures – Procurement of Goods and Services over \$500,000

**Staff Prepared/Presented:** Brian J Lamb, General Manager, (612-349-7510); Edwin D. Petrie, Director Finance, (612-349-7624); Nick Eull, Senior Manager- Revenue Operation (612-349-7634); Mary Capistrant, Supervisor Revenue Operations (612-349-7631)

**Division/Department:** Metro Transit

### Proposed Action

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute the 7<sup>th</sup> amendment to contract MPO6984 with St. Paul Fire and Marine Insurance Equity Transwestern, LLC for a one-year lease, with the option for four more years, for office space at 719 Marquette Ave, Minneapolis, MN, in an amount not to exceed \$280,000

### Background

The Minneapolis Service Center's 6<sup>th</sup> lease amendment expires on May 31, 2017. The Minneapolis Service Center has been at this location since August 12, 1986.

In 2016 a lease amendment was approved for a seven-month, short-term lease extension. Part of the reasoning for a short-term extension was to explore partnership opportunities with the Minneapolis TMO, Move Minneapolis, which was going through a reorganization and realignment.

To date, retail services have remained unchanged with the TMO. Move Minneapolis has recently announced the placement of a permanent director. Metro Transit has also been carefully reviewing the needs from its growing base of customers and the need for additional customer services. That process is ongoing but unfinished pending continued discussions with the new TMO director, the City of Minneapolis, Metro Mobility and other potential stakeholders/partners.

### Rationale

The Minneapolis Service Center is visited by an average of 400 customers per day seeking help to buy fares, gather route information or get assistance in resolving transportation issues. The Service Center is a "human face" of Metro Transit which customers can visit to get information regarding their transportation needs.

### Thrive Lens Analysis

The Service Center offers services to all types of people. Staff can provide written and spoken translation services in four languages, giving customers the opportunity to communicate with knowledgeable personnel regardless of their background.

### Funding

Funding is available for this contract in the 2017 operating funds in project 59973

### Known Support / Opposition

There is no known opposition.