

Committee Report

Transportation Committee



Committee Meeting Date: September 23, 2024

For the Metropolitan Council: October 9, 2024

Business Item: 2024-181

Management and Administration of Metro Vanpool, Contract 23P152

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute contract 23P152 with Enterprise Leasing Company of Minnesota, LLC for the management and administration of Metro Vanpool in an amount not to exceed \$4,635,285.

Summary of Transportation Committee Discussion/Questions

Metropolitan Transportation Services Contracted Transit Services Manager John Harper presented this item. Significant discussion followed presentation of the item.

Carter, Tyronne asked for clarification on whether the program is open to the general public. Harper stated this is a public transit program and staff work with business and groups of employees that can ride together for their work commute. Harper specifically referenced the MN Air National Guard and the 934th Airlift Wing Air Force Reserve as large participants in the program today. Carter, Tyronne asked for the projected active vanpools in the next 5 years. Harper stated the vanpool program has consistently been 50-75 vanpools and that the market for the program is relatively small regionwide. He stated that he hopes the program increases to approximately 100 vanpools over the next few years.

Chamblis asked whether business subsidize the participant expenses. Harper stated yes, typically vanpools that participate are not only receiving Metropolitan Council subsidy but also employer subsidy. The TIP (Transportation Incentive Program) program offered to federal employees is one such program. Best Buy has historically participated financially. Cameron asked if the program is exclusively for employers and if this was open for those commuting to/from a day service location. Harper stated Metro Vanpool is a commuter vanpool program and trips are limited to home-based work trips. He mentioned that the Council worked on a pilot program to fill the niches of day service locations and referred further discussion to Exec. Dir. Carlson. Carter, Toni requested a summary of the growth of the program over the years. Harper summarized the history of the program since its inception in 2001 including the ebb and flow of vanpools due to external variables including fuel price, employment rates, etc. He reiterated the desire to increase program participation with the streamlined structure and procedures.

Item was moved by Cameron, seconded by Chamblis. Motion carried, consent to Council.

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District(s), Member(s):	All
Policy/Legal Reference:	FM 14-2 - Expenditures for the Procurement of Goods, Services, and Real Estate Policy
Staff Prepared/Presented:	Charles Carlson, Executive Director MTS (651) 602-1761 Gerri Sutton, Director, Contracted Services (651-602-1672) John Harper, Manager, Facility and Fleet Management Planner (651-602-8281) Becky McBride, Senior Project Administrator (651-602-1722)
Division/Department:	Metropolitan Transportation Services (MTS)

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute contract 23P152 with Enterprise Leasing Company of Minnesota, LLC for the management and administration of Metro Vanpool in an amount not to exceed \$4,635,285.

Background

Metro Vanpool is a Council sponsored program designed to decrease the number of single-occupancy vehicles on the road during peak travel periods. The program develops partnerships with commuters, employers, and consortiums of employers to encourage shared ride transportation. The program provides economic incentives to attract vanpool riders and provide alternative transportation for work commutes within the region and longer distance commutes to and from the greater metro area. The Council procures management and administration of day-to-day operation of the program through a multi-year agreement.

A Request for Proposals was issued on May 13, 2024. A pre-proposal meeting was hosted by Council staff on May 23, 2024, outlining the solicitation requirements, discussing project specifications, and responding to plan holder inquiries. There were seven registered plan holders, two prime proposers, two subcontractors, one supplier, one plan room, and two of plan holders identified as minority, woman, veteran, small or disadvantaged business enterprises. On June 13, 2024, the Council received one proposal to be evaluated for the consideration of award. Procurement staff did not find any indication that the Council's specifications were restrictive and determined there was adequate competition for this project.

The proposal was evaluated using the quality of the proposal, qualifications and experience of the proposer, service delivery plan, key personnel, qualification and experience of sub-contractors, and price. The evaluation panel reached a consensus on August 16, 2024, that the proposal submitted by Enterprise Leasing Company of Minnesota, LLC is most advantageous to the Council and recommends for award.

Rationale

The execution of a professional service contract exceeding \$500,000 requires Council Approval.

Thrive Lens Analysis

This item supports several Thrive Outcomes. This service is provided in portions of the region otherwise not served by transit, which furthers Stewardship by increasing the average number of jobs reachable by transit and Equity by connecting additional residents to opportunities. Financial Stewardship is also furthered because this contract provides a lower cost solution for a lower productivity transit service.

Funding

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

Small Business Inclusion

The Office of Equity and Equal Opportunity (OEEO) thoroughly reviewed this procurement for Disadvantaged Business Enterprise (DBE) opportunities in accordance with federal and state laws and regulations as well as contract specifications. Upon conclusion of OEEO's research and analysis, no DBE goal was set.

