

Committee Report

Transportation Committee



Committee Meeting Date: February 24, 2025

For the Metropolitan Council: March 12, 2025

Business Item: 2025-56

Master Contracts for Zero Emission Bus Transition Plan (ZEBTP) Advisory Services, Contract 24P095

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to award and execute contract 24P095 with Hatch Associates Consultants, Inc. to provide zero emission bus transition plan (ZEBTP) advisory services that will support Metro Transit Engineering and Facilities in an amount not to exceed \$3,000,000.

Summary of Transportation Committee Discussion/Questions

Metro Transit Senior Project Administrator Julie Brenny presented this item. There were no comments or questions from Council members.

It was motioned by Morales, seconded by Carter, Toni. Motion carried, consent to Council.



Business Item

Transportation Committee



Committee Meeting Date: February 24, 2025

For the Metropolitan Council: March 12, 2025

Business Item: 2025-56

Master Contract for Zero Emission Bus Transition Plan (ZEBTP) Advisory Services, Contract 24P095

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:	Lesley Kandaras, General Manager, 612-349-7513 Brian Funk, Deputy General Manager, COO, 612-349-7514 Marilyn Porter, Director of Engineering and Facilities, 612-349-7689 Julie Brenny, Senior Project Administrator, 612-349-7444
Division/Department:	Metro Transit/Engineering and Facilities

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute contract 24P095 with Hatch Associates Consultants, Inc, to provide zero emission bus transition plan (ZEBTP) advisory services that will support Metro Transit Engineering and Facilities in an amount not to exceed \$3,000,000.

Background

The Engineering and Facilities 2025 – 2030 Capital Improvement Program (CIP) includes approximately \$288 million for capital improvements, including new construction as well as rehabilitation of aging facilities and systems. Zero emission services are a part of the capital plan. The ZEBTP advisory services are required for assisting with ZEBTP implementation and plan updates.

Advisory services may include, but are not limited to the following types of tasks to assist with ZEBTP program implementation:

- Zero Emission Bus Transition Plan Updates
- Master Program Schedule
- Program Funding Assistance
- Performance Measurement and Annual Reporting
- Communications and Engagement

A Request for Proposal was issued on July 11, 2024. A pre-proposal meeting was hosted by Council staff that outlined the solicitation requirements, discussed project specifications, and responded to plan holder inquiries. There were thirty-one plan holders, twenty consultants, eight subcontractors, three plan rooms, and nine of the plan holders identified as minority, woman, small, veteran, or disadvantaged business enterprises. On September 5, 2024, the Council received five proposals to be evaluated for the consideration of award.

In accordance with the Brooks Act, the evaluation of proposals followed a two-step process. The evaluation panel ranked and selected the most technically qualified proposers. Following approval of the evaluation panel findings, conclusions, and recommendation, the costing data of the highest ranked proposers were reviewed by a negotiation panel that negotiated pricing and agreed that the final prices have been determined to be fair and reasonable.

The panel recommends the proposal submitted by Hatch Associates Consultants, Inc. as the most advantageous to the Council. Work orders for specific projects under this master contracts will be awarded on an as-needed basis.

Rationale

The execution of an engineering contract that exceeds \$500,000 requires Council approval.

Thrive Lens Analysis

This master contract will be used to support ongoing implementation of the Zero Emission Bus Transition Plan. The Zero Emission Bus Transition Plan will advance all five Thrive 2040 Outcomes.

- Stewardship is addressed by the Guiding Principles of Technical Viability and Fiscal Impact to ensure that we are responsibly managing our region's finite resources and leveraging transit investments
- Prosperity is addressed by the Guiding Principle of Equity and Environmental Justice to ensure we are fostering the conditions for shared economic vitality.
- Equity is addressed by the Guiding Principle of Equity and Environmental Justice by working to build a more equitable region, creating choices for all and engaging the community in decision-making.
- Livability is addressed by all aspects of the plan to promote healthy communities.
- Sustainability is addressed by all aspects of the plan to provide leadership in climate change mitigation.

Funding

Funding will be included in future Council authorized capital and operating budgets. Work orders will only be executed after Council budget authority has been approved.

Small Business Inclusion

The Office of Equity and Equal Opportunity (OEEO) assigned a Disadvantaged Business Enterprise (DBE) goal of 7% for this solicitation. OEEO determined that the firm being recommended for award has met the DBE requirements of this contract.

