

Transportation Committee

Meeting date: April 12, 2021

For the Metropolitan Council meeting of April 28, 2021

Subject:	Amendment for Contract of Leased Spaced for the St. Paul Transit Service Center
District(s), Member(s):	All Council Members
Policy/Legal Reference:	Council Policy 14-2 Expenditures for the Procurement of Goods and Services
Staff Prepared/Presented:	Wes Kooistra, General Manager (612-349-7510) Edwin Petrie, Director of Finance (612-349-7624) Greg Ewig, Director of Real Estate (651-602-1556) Nick Eull, Senior Manager of Revenue Operations (612-349-7364) Kevin Davis, Supervisor (Acting) of Revenue Operations (612-349-7654)
Division/Department:	Metro Transit

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute the 6th amendment to continue CAA-13P075 with US Bank Center LLC for a 3-year lease extension of skyway-level storefront space at 505 E 5th Street, St. Paul MN 55144 in an amount not to exceed \$97,100, to include rent and supplementary cleaning and maintenance costs. The total cost with this amendment exceeds \$500,000 over the life of the lease.

Background

The St. Paul Transit Service Center lease expires on July 31, 2021. The proposed 6th Amendment will continue the lease from August 1, 2021 – July 31, 2024 and will contain an option to extend for an additional 3-year term. There is no increase in rent costs over this three-year agreement, with prices increasing 3% each year under option years four through six.

The St. Paul Transit Service Center has been at its current location since August 1988 serving riders with sales, fare-tool support, and route information. The Service Center preforms a critical role in providing face-to-face customer service. It is also a location where low-income customers can visit and enroll in the Transit Assistance Program (TAP). The proposed 3-year cost has been reviewed and determined to be fair and reasonable.

Rationale

The St. Paul Transit Service Center supports an average of 150 customers (pre-covid) per day during seeking help to buy fares, gather route information or receive assistance in resolving transportation issues. The Service Center did nearly \$650K in transit fare sales in 2019. Staff looked at additional locations in St. Paul as part of the lease renewal process, and this location remained very competitive against other locations and provided easier access to area transit locations, without additional costs to relocate.

Thrive Lens Analysis

The St. Paul Transit Service Center is in an ideal location to serve all regional transit customers, including those served by Metro Transit bus and light rail, as well as other regional providers. The Service Center is a important distribution

site for the TAP program and its location in downtown St. Paul near the Green Line and several key bus stops is key to providing convenient access to all transit riders.

Funding

Funding is including in the 2021-2023 operating budgets.

Known Support / Opposition

There is no known opposition.