

# Business Item

Transportation Committee



Committee Meeting Date: January 8, 2024

For the Metropolitan Council: January 24, 2024

## Business Item: 2024-11

Airport Employee Dial-a-Ride Service, 23P201

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| <b>District(s), Member(s):</b>   | All  |
| <b>Policy/Legal Reference:</b>   | FM 14-2 - Expenditures for the Procurement of Goods, Services, and Real Estate Policy  |
| <b>Staff Prepared/Presented:</b> | Charles Carlson, Executive Director, MTS, 651-602-1761<br>Gerri Sutton, Director, Contracted Transit Services, 651-602-1672<br>John Harper, Manager of Contracted Transit Services, 651-602-1744 |
| <b>Division/Department:</b>      | Metropolitan Transportation Services (MTS)   |

### Proposed Action

That the Council authorize the Regional Administrator to award and execute contract 23P201 with Transportation Plus, Inc. to provide Airport Employee Dial-a-Ride Service in an amount not to exceed \$3,165,000.

### Background

The Airport Employee Dial-a-Ride Service is a shared ride public transportation service for employees of airport-related employers located at or adjacent to MSP International Airport. The service provides trips to employees who have no reasonable fixed-route transit option available because their shift either starts or ends late at night or early in the morning.

The service is offered to employees of airport-related employers who agree to pay the employees fare for each trip and play a role in facilitating efficient service delivery. Any airport-related employer can enter into an agreement with the Council, obligating them to pay the employee fare and take responsibility for managing service changes and communications on behalf of their employees, many with limited English proficiency.

The service began in 2016 as a joint effort with Ramsey County Workforce Solutions to connect new immigrants and other targeted residents of the region with entry-level jobs at the airport. Service is delivered primarily in St. Paul, south Minneapolis, and south metro suburbs.

This small-scale program serves an important transportation niche in the region and plays a role in keeping airport jobs filled.

A Request for Proposals was issued on November 2, 2023. 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 twelve registered plan holders, eight prime proposers, two subcontractors, two plan rooms, and four of the plan holders identified as minority, woman, veteran, small or disadvantaged business enterprises.

On November 27, 2023, the Council received one proposal to be evaluated for the consideration of award. Procurement staff conducted an adequate competition analysis and determined the solicitation was open, fair, and there was no indication that the service specifications were restrictive and there was adequate competition for this project.

An evaluation panel consisting of staff from MTS and Metro Transit Service Development evaluated the proposal using the following criteria: the quality of the proposal, the proposer's qualifications and experience, service delivery plan, key personnel, and the price of the proposal as the criteria for evaluation. The panel reached consensus and recommended Transportation Plus, Inc., as the proposer most advantageous to the Council.

### **Rationale**

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

### **Thrive Lens Analysis**

This contract advances several Thrive Outcomes. First, regional Prosperity is enhanced both by providing access to jobs for immigrants and other targeted residents of the region and by improving service delivery at a critical regional facility. Next, Equity is enhanced by connecting underserved residents to employment opportunities. Ultimately, these improvements enhance the overall Livability of and quality of life in the region.

### **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 Metropolitan Council Underutilized Business (MCUB) opportunities in accordance with federal and state laws and regulations as well as contract specifications. Upon conclusion of OEEO's research and analysis, no MCUB goal was set.

