

To: MVTA Board

Date: April 20, 2010

From: Lois Spear

Re: Award Contract for AV Layover Project

Requested Action

Approve awarding a contract for the Apple Valley Layover Project to LSA at a cost not to exceed \$35,000.

Background

In January 2010, the Board approved conducting an analysis to determine a layover location for buses in Apple Valley at a cost not to exceed \$30,000. An ad was placed in the State Register on Monday, March 29, 2010 with proposals received on Wednesday, April 14. Five proposals were received on that date and ranged in price from \$26,075 to \$59,900. These proposals were evaluated by a committee comprised of a City of Apple Valley staff member, a Dakota County staff member and 2 staff from MVTA and two firms were short-listed (TKDA and LSA).

Interviews were conducted with these firms on Tuesday, April 27. Based on the proposals and the results of the interviews, the Evaluation Committee unanimously selected LSA for the project. LSA along with Nelson/Nygaard (their subconsultant) have completed prior layover and siting projects. Most recently, they have led the Downtown Minneapolis Layover Study and the Cedar Avenue BRT Station Siting (Lakeville) project. They will evaluate current and future layover needs, prioritize layover sites based on pre-determined criteria such as distance and travel time from layover location to the route starting point, land use designations and traffic patterns and present a recommendation to affected Boards. LSA's cost estimate is reasonable and in the middle of the estimates received.

Impact

Met Council has agreed to fund this project with State Bond funds though funding, in the form of a grant agreement, has not been received yet.

Recommendation

It is recommended that the Board approve awarding a contract for the Apple Valley Layover Project to LSA at a cost not to exceed \$35,000.