

MINNESOTA VALLEY TRANSIT AUTHORITY

Regular Board Meeting
May 22, 2019 – 4:30 p.m.
Burnsville Bus Garage

Board Members Present:

William Droste, Rosemount
Bob Coughlen, Savage
Gary Hansen, Eagan
Dan Kealey, Burnsville
Clint Hooppaw, Apple Valley
Chris Gerlach, Dakota County
Lisa Freese, Scott County
Jay Whiting, Shakopee
Kevin Burkart, Prior Lake

Others Present:

Heidi Scholl, MVTA
Richard Crawford, MVTA
Steve LaFrance, MVTA
Matthew Rosenbloom-Jones, MVTA
John Miller, MVTA
Jason Francis, MVTA
Dawn McGuire, MVTA
Eric Molinari, MVTA
Britney Tsasse, MVTA
Tom Lovelace, Apple Valley
Joe Morneau, Dakota County
Connie Massengale, Schmitt and Sons
Bill Forbord, Schmitt and Sons
Jim Strommen, legal counsel

I. Call to Order

The meeting was called to order at 4:31 p.m. by Chair William Droste. A quorum was present.

II. Approval of Agenda

Chair William Droste noted that two walk-on items were added under New Business and memos had been distributed to commissioners.

A motion by Jay Whiting and seconded by Gary Hansen to approve the agenda. The Agenda was approved unanimously.

III. Public Comments

There were no public comments.

IV. Consent Agenda

Droste requested that the Quarter 1 Balance Sheet be brought back to the next Board Meeting to provide additional context.

A Motion by Chris Gerlach and seconded by Clint Hooppaw to approve the Consent Agenda. A roll call vote was taken.

Hooppaw – Aye	Whiting – Aye	Gerlach – Aye
Hansen – Aye	Coughlen – Aye	Droste – Aye
	Burkart – Aye	

V. Old Business

None.

VI. New Business

A. Approval of Contract No. C-10130 for Burnsville Bus Garage Facility Improvements Phase 1.

Heidi Scholl, MVTA Contracts and Personnel Manager, presented a contract request with Paragon Restoration II, Inc. for Burnsville Bus Garage Facility Improvements Phase 1. She noted that the project had been rebid and bids were received on May 22.

MVTA received three bids and Paragon Restoration II was found to be the lowest responsive – responsible bidder with a base bid total of \$185,410 and a per block cost of \$95.

Commissioner Jay Whiting asked how much oversight there would be of the Phase 1 facility improvements. Facilities Manager Steve LaFrance said there would be oversight by MVTA staff and MVTA’s consultant on the project and any change orders would be pre-approved.

A Motion by Kevin Burkart and seconded by Dan Kealey to approve the contract. A roll call vote was taken.

Hooppaw – Aye	Whiting – Aye	Gerlach – Aye
Hansen – Aye	Coughlen – Aye	Freese – Aye
Kealey – Aye	Burkart – Aye	Droste – Aye

B. Approval of Contract No. C-10132; Burnsville Transit Station Parking Structure 2019 Repairs.

Heidi Scholl, MVTA Contracts and Personnel Manager, presented a contract request with Merit Construction Services, Inc., for repairs at the Burnsville Transit Station parking structure.

MVTA received five bids and Merit was found to be the lowest responsive – responsible bidder with a base bid total of \$160,675.60. In addition to the base bid, MVTA included Add Alternate No. 3 – removing and replacing a floor drain. The total bid including Alternate No. 3 was \$165,025.60, which was within MVTA’s amount budgeted for the project.

A Motion by Clint Hooppaw and seconded by Kealey to approve the contract. A roll call vote was taken.

Hooppaw – Aye	Whiting – Aye	Gerlach – Aye
Hansen – Aye	Coughlen – Aye	Freese – Aye
Kealey – Aye	Burkart – Aye	Droste – Aye

VII. Committee Reports

A. STA Report

1. May 6 meeting

Clint Hooppaw provided an STA update in place of Executive Director Luther Wynder, who was not in attendance because he was attending a Transportation Conference Committee meeting at the State Capitol.

Hooppaw said transportation legislation being considered would likely include re-authorization of a .35 percent floor for RA-MVST funds as well as \$200,000 for continuation of Route 495. He didn't anticipate any additional funding being included for STA providers this legislative session.

B. Management Committee

1. Approval of Contract No. C-10129 – AVTS Modernization Project (AP Midwest, LLC).

Heidi Scholl, MVTA Contracts and Personnel Manager, presented a contract request with Adolfson & Person Construction (dba AP Midwest LLC), for the Apple Valley Transit Station (AVTS) Modernization Project.

She noted that the project had been rebid and bids were received on April 23. MVTA announced a pre-determined not to exceed project dollar amount of \$8,521,800 for the construction prior to bid opening. MVTA received two bids and AP Midwest LLC was found to be the lowest responsive – responsible bidder.

AP Midwest's base bid was \$7,779,000. There were four add alternate items included in the bid:

Add Alternate No. 1 – Provide all materials and labor for installation of the ornamental “swoop” of MVTA's logo on the ramp's façade and color change LED lighting on the ramp façade.

Add Alternate No. 2 – Provide all materials and labor for the replacement of light fixtures on levels 1 and 2 of the ramp.

Add Alternate No. 3 – Provide all materials and labor for the complete replacement of lighting controls on levels 1 and 2.

Add Alternate No. 4 – Provide all materials and labor for the replacement of “MVTA” signage on the northbound and southbound transit stations as indicated on the project drawings.

The four Add Alternates increased AP Midwest's bid from the base bid of \$7,779,000 to \$8,392,200. MVTA staff recommended including the Add Alternates in the project because they were within the project's not to exceed dollar amount for construction.

Commissioner Gerlach inquired about the cost-benefit analysis of installing LED lighting at the ramp. Facilities Manager Steve LaFrance said the LED lighting is more reliable, requires less staff time, reduces MVTA's carbon footprint and generally recovers initial costs after two to three years by requiring less energy.

Commissioner Kealey asked whether the MVTA signage could include color branding rather than just be tints of black and white as shown on the rendering. Staff indicated that would be reviewed.

Commissioner Alternate Lisa Freese questioned whether a cap should be included on change order amounts that may be part of the project.

Scholl explained that staff wanted the executive director to have the ability to approve change orders so that the project could proceed on schedule. Board members agreed to that change order authority for the executive director not exceed \$50,000 and be capped at \$250,000.

A Motion by Burkart and seconded by Kealey to approve the contract. A roll call vote was taken.

Hooppaw – Aye	Whiting – Aye	Gerlach – Aye
Hansen – Aye	Coughlen – Aye	Freese – Aye
Kealey – Aye	Burkart – Aye	Droste – Aye

IX. Board and Staff Reports

A. Customer Service Department

1. 2019 Parade Update -- Public Information Manager Richard Crawford notified the board about the upcoming parade schedule for the region and indicated MVTA's wrapped "We got this" buses would be participating in the community outreach events.

2. Marketing intern Britney Tsasse was introduced to the board. She will be working for Customer Service this summer.

B. Planning Department

1. First Quarter Ridership Report – Transit Planner Matthew Rosenbloom-Jones provide the first quarter ridership report.

Total ridership for the quarter was 646,688 (down 5.9 percent compared to 2018). Rosenbloom-Jones noted that severe winter weather and the federal government shutdown were contributing factors.

Commissioner Droste expressed an interest in getting historical ridership data for routes serving the Burnsville Mall.

2. Eric Molinari was introduced to the board. He's working as an intern in the Planning Department this summer.

C. Transportation Department

1. Jason Francis was introduced as the new MVTA Transportation Administrator. He has a business management degree from Dakota County Technical College and previously held a variety of positions with Schmitt and Sons. His most recent position with Schmitt and Sons was as Dispatch Manager.

D. Finance Department

1. Grant Management Analyst Nene Israel provided an update on MVTA's pursuit of an Innovations in Transit Public Safety Grant.

Board reports

1. Commissioner Droste commended Executive Director Luther Wynder for all his efforts educating legislators and promoting the interests of the Suburban Transit Association this legislative session.

2. Commissioner Burkart thanked Commissioner Hooppaw for his leadership of the Suburban Transit Association during the year. Burkart also noted that he'd like to see STA continue to work on branding initiatives to better inform the public about its mission.

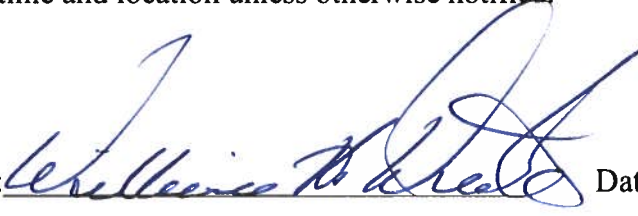
X. Adjournment

A Motion was made by Kealey and seconded by Hooppaw to adjourn the meeting at 5:21 p.m. The motion passed unanimously

Minutes Prepared by: Richard Crawford

Next Regular Meeting Scheduled Wednesday, June 26, 4:30 p.m., at Burnsville Bus Garage, 11550 Rupp Drive, Burnsville, MN.

All regularly scheduled Board meetings will be held on the **FOURTH** Wednesday of the month at the posted time and location unless otherwise notified.

Approved by:  Date: 6/26/12