

TO: MVTA Board

Date: May 20, 2015

FROM: Jen Lehmann, Planning Manager
Jane Kansier, Senior Project Manager

SUBJECT: Northern Scott County Service Analysis and Evaluation Recommendation

Requested Action

Approve a contract with SRF to perform Northern Scott County Transit Service Analysis and Evaluation in an amount not to exceed \$40,000.

Background

As part of the merger with Prior Lake and Shakopee in 2014, MVTA agreed to conduct a study of local service improvements for Northern Scott County in 2015. The study will provide a comprehensive review of existing local service, unmet needs, and opportunities for additional service or improved connections. The final recommendations are expected to be available by December 31, 2015.

On April 22, 2015, MVTA made the scope of work publicly available. Three consultants on MVTA's master list of consultants, and one additional firm with transit expertise, were individually notified of the project. Proposals were due May 13, 2015. MVTA received one proposal from SRF Consulting Group, Inc. Of the three other firms, one notified staff that they were unable to take on the project, one firm was unresponsive, and the other submitted questions but did not submit a proposal.

MVTA staff has evaluated the SRF proposal and conducted an interview with the proposed project team. MVTA is confident that SRF understands the scope of work, can complete the project on time and within budget, and will provide deliverables that meet or exceed expectations.

Impact

MVTA staff has identified the funds available to cover the costs of the project as part of the Merger Start Up costs.

Recommendation

Staff recommends the Board approve a contract with SRF to perform the Northern Scott County Transit Service Analysis and Evaluation in an amount not to exceed \$40,000.

MINNESOTA VALLEY TRANSIT AUTHORITY
RESOLUTION NO. 15-_____

APPROVE CONTRACT WITH SRF CONSULTING GROUP, INC., FOR NORTHERN SCOTT
COUNTY TRANSIT SERVICE ANALYSIS AND EVALUATION STUDY

WHEREAS, MVTA issued a Request for Proposals for consultant services to complete the Northern Scott County Transit Service Analysis and Evaluation Study; and

WHEREAS, SRF Consulting Group, Inc., submitted a proposal to complete the work; and

WHEREAS, MVTA staff has evaluated the proposal and is confident SRF understands the scope of work, can complete the project on time and within budget, and will provide deliverables that meet or exceed expectations.

NOW, THEREFORE, BE IT RESOLVED, that the MVTA approve a contract with SRF Consulting Group, Inc., to perform the Northern Scott County Transit Service Analysis and Evaluation in an amount not to exceed \$40,000.

ADOPTED by the Minnesota Valley Transit Authority this 20^h day of May, 2015.

Chair

Attest:
