

SOUTHWEST TRANSIT COMMISSION MINUTES

April 23, 2015 – 6:30 PM
SouthWest Station
Commission Chambers

COMMISSION MEMBERS

Jerry McDonald
Jay Rohe
Brad Aho
Nancy Tyra-Lukens
Dan Wilczek
Jody Collis King
Bob Roepke

GENERAL COUNSEL

Ric Rosow, Attorney

EXECUTIVE STAFF

Len Simich, Chief Executive Officer
Dave Jacobson, Chief Operating Officer
Steve LaFrance, Maintenance & Facilities Director
Matt Fyten, Manager of Planning & Customer Experience

I. CALL TO ORDER

The meeting was called to order by Chair McDonald at 6:45 p.m.

II. PUBLIC COMMENT

III. APPROVAL OF AGENDA

Motion: Tyra-Lukens motioned, seconded by Collis King to approve the agenda as presented. The motion carried 4-0-0.

IV. EMPLOYEE RECOGNITION

V. PAYMENT OF CLAIMS (motion and roll call vote)

Motion: McDonald motioned, seconded by Collis King to approve the payment of claims. The motion carried 4-0-0. Roll Call Vote: McDonald, yes; Tyra-Lukens, yes; Collis King, yes; Wilczek, yes.

VI. CONSENT

- A. Approve Minutes of 3/19/15 Meeting
- B. Accept Current Financial Statements
- C. Accept Ridership Report
- D. Approve Change in Resolution 15-13 Resolution Relating to Financing of Certain Proposed Projects to be Undertaken by the Southwest Transit Commission; Establishing Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code.

Motion: Tyra-Lukens motioned, seconded by Collis King to approve the Consent items. The motion carried 4-0-0.

VII. NEW BUSINESS

A. Approve RideCell Demand Response Scheduling Software

Chief Operating Officer Jacobson stated SouthWest Transit is planning an upscale Demand Response type local system for its customers. The service will use smaller bus/vans to provide a curb to curb pickup for passengers. The RideCell software is a completely automatic scheduling system that allows for passengers to use one of the following means to book a ride: Webpage; Smartphone App; Mobile Webpage; and Automated Phone System or Standard phone call. The system will then automatically assign the ride to the best route. Our passengers will be given an estimated time of arrival and be notified when the driver arrives. After the ride, the passenger has the option of giving the driver a star rating and add any comments about the service for internal use.

Motion: McDonald motioned, seconded by Wilczek to adopt Resolution 15-10 approving Chief Executive Officer to execute an agreement with RideCell, Inc. in the amount not to exceed \$30,000.00 for annual subscription of the RideCell Demand Response Scheduling Software including one-time setup and equipment charges not to exceed \$4,800.00 for a total request of \$34,800.00.

Motion: McDonald motioned, seconded by Tyra-Lukens to adopt Resolution 15-10 approving the RideCell Demand Response Scheduling Software. The motion carried 4-0-0.

B. Approve Garage Financing Resolution – Annual Appropriation

Request that the commission adopt Resolution #15-13 declaring SWT's official intent to reimburse itself for prior expenditures in relation to the named projects.

Maximum Amount of Bonds expected to be issued for the project is \$2,504,000.00. Ric Rossow offered new resolution with the amount of \$2,332,000.

Motion: McDonald motioned, seconded by Collis King to adopt Resolution 15-13 approving SWT Garage Financing Resolution. The motion carried 4-0-0.

C. Approve Bond Counsel and Request for Proposals

Request that the Commission adopt Resolution 15-12 retaining Dorsey & Whitney as Bond Counsel and Ehlers and Associates as financial advisor and approving the issuance of a request for proposals for the issuance of bonds in relation to the Eden Prairie Garage Renovation Project.

Motion: Collis King motioned, seconded by McDonald to adopt Resolution 15-12 approving the Bond Counsel and Request for Proposals. The motion carried 4-0-0.

D. Approve 2015 Eden Prairie Garage Remodel Project

Request that the SouthWest Transit Commission adopt Resolution 15-14 receiving the bids and awarding the contract to Ebert Construction for the bid amount of \$1,588,000. Also, authorize a contingency of approximately 10% (\$160,000).

Two companies submitted bids: Ebert Construction \$1,588,000 and McFarlane Construction Company \$1,792,000.

Motion: McDonald motioned, seconded by Tyra-Lukens to adopt the Resolution 15-14 Accepting the Bid and Approving an Agreement for 2015 Eden Prairie Garage Remodel. Motion carried 4-0-0.

E. Approve Buy American Pre-Certification for Procurement of a Double Deck Bus.

Request that the SouthWest Transit Commission adopt Resolution 15-11 authorizing its Chief Executive Officer (CEO) to release the attached Buy America Pre-Certification for Double Decker Bus Purchase for the purpose of identifying any Buy America Certified double deck bus manufacturers in the United States.

It was noted that a double deck bus cannot run to U of M, which was the original target audience, due to clearance issues. McDonald asked for pros vs. cons for a double desk bus. SWT agreed to provide such a list.

Motion: Wilczek motioned, seconded by Collis King to adopt Resolution 15-11 Buy America Pre-Certification for Procurement of a Double Deck Bus. Motion carried 4-0-0.

VIII. UPDATES

IX. ADJOURNMENT

Motion: McDonald motioned, seconded by Collis King to adjourn the meeting. The motion carried 4-0-0. The meeting adjourned at 8:10 pm.

April 23, 2015 SouthWest Transit Commission Minutes Prepared By: Virginia Stowers

Approved by: _____

Date: _____