



**TO:** Mayor Thomas Ross  
Members of the City Council

**FROM:** Jason Sorenson, Utilities Director

**DATE:** January 2, 2024

**SUBJECT: ADA PARATRANSIT SERVICES AGREEMENT WITH SOURIS BASIN  
TRANSIT**

**I. RECOMMENDED ACTION**

1. Recommend Council ratify the agreement with Souris Basin Transit for Paratransit ADA services for 2024.
2. Recommend authorizing the mayor to sign the agreement with Souris Basin Transit.

**II. DEPARTMENT CONTACT PERSONS**

Jason Sorenson, Director of Public Works	857-4140
Brian Horinka, Transit Supt.	857-4140

**III. DESCRIPTION**

A. Background

The City has had ongoing yearly agreements with Souris Basin Transit to supplement the ADA services provided in conjunction with our transit system. Our contracts have been in place with them on a yearly basis since 2008. Funding for the cost of Souris Basin Transit providing the service is included in our budget for transit each year which in turn is approved by the Council.

B. Proposed Project

The City agrees to provide SBT with three (3) ADA accessible vans for the ADA services. The City shall be responsible for insuring the vans, maintenance, fuel and all expenses. SBT shall be responsible for providing labor and drivers.

In exchange for the ADA services provided, the City provides a payment to SBT in the amount of \$33,000.00 per year. This amount may only be adjusted by consent of the City Council and the SBT Board of Directors. Changes in funding request must be completed by June 1st, the year prior to the requested funding change so that it may be approved and incorporated into the City of Minot budget. Funding for 2024 was approved in the preparation of the 2024 budget in fiscal year 2023. This amount shall be full payment for the ADA services provided under this Agreement.

C. Consultant Selection

N/A

**IV. IMPACT:**

A. Strategic Impact:

This provides enhanced ADA to resident's service outside of the transit systems normal operating hours

B. Service/Delivery Impact:

N/A

C. Fiscal Impact:

\$33,000 per year.

**V. CITY COUNCIL ASPIRATIONS**

This project will be able to meet all of the council's aspirations.

**VI. ALTERNATIVES**

N/A

**VII. TIME CONSTRAINTS**

N/A

**VIII. LIST OF ATTACHMENTS**

A. 2024 Souris Basin Tran