

MINUTES
Siouxland Regional Transit System (SRTS) Board of Directors
****Special Meeting Minutes****
Thursday, July 9, 2026, 10:00 a.m.
Held In-Person & via Teams originating from the
SRTS/SIMPCO Office at 6401 Gordon Drive, Sioux City, IA

MEMBERS PRESENT:

Vince Phillips, Chairman	Monona County, Iowa
Shane Bellefy	Cherokee County, Iowa
Doug Manley	Plymouth County, Iowa

STAFF PRESENT:

Brian Pearson, Transit Director	SIMPCO/SRTS
Michelle Bostinelos, Executive Director	SIMPCO
Joshua Bush, Finance Director	SIMPCO
Emily Guthrie, Executive Assistant	SIMPCO

The Siouxland Regional Transit System (SRTS) Board of Directors met on Thursday, July 9, 2026, at 10:00 a.m. in person at 6401 Gordon Drive, Sioux City and via Teams. A quorum was present.

Chairman, Vince Phillips called the meeting to order at 10:00 a.m. A quorum was present.

- I. Approval of the Agenda** –Chairman, Vince Phillips, asked if there were any additions or corrections to the July 9, 2026, included in the meeting packet.

Doug Manley moved to approve the agenda as presented, motion seconded by Shane Bellefy. Motion carried all ayes.

- II. Approval of the Minutes** –Chairman, Vince Phillips asked if there were any additions or corrections to the June 26, 2026, regular meeting minutes included in the meeting packet.

Shane Bellefy moved to approve the meeting minutes as presented, motion seconded by Doug Manley. Motion carried all ayes.

III. Low or No Emission Grant Project for Sioux City and New Le Mars Facility –

- a. Request for Qualifications (RFQ) Scoring Results of Architects – Information Item**
Brian presented an overview of the RFQ process that took place from April 30 to June 10. During this period, four proposals were received. Two proposals, from CMBA and another architecture firm based in Des Moines, were rejected due to not following the RFQ process properly, despite an addendum that had been issued.
The two qualified proposals from Neumann Monson Architects and Stone Group Architects, both scored over 90%. The scoring was conducted by Michelle Bostinelos, Joshua Bush, and DOT, as part of the concurrence process required for procurement.

b. Bid Award – Action Item

Brian recommended moving forward with the bid from Stone Group Architects, primarily due to their slightly higher score and their local availability.

Shane Bellefy moved to proceed with awarding the bid to Stone Group Architects as presented, seconded by Doug Manley. Motion carried all ayes.

c. Notice to Proceed – Action Item

Brian presented that before engaging in contract negotiations with Stone Group Architects, an independent cost estimate (ICE) must be completed with FEH Design in Sioux City. FEH will treat this as if managing the entire project, including architectural and engineering services, task orders, and quantities over a five-year period. Once the ICE is finished, it will be sent to DOT for review. The next step involves comparing Stone's proposal to the ICE during negotiations. Brian highlighted that any difference exceeding 10% between the proposal and the estimate should prompt questions. If Stone Group's bid is significantly higher and they refuse to negotiate, a revised bid from Neumann Monson may be considered. Brian requested board approval to complete the ICE, obtain DOT concurrence, and proceed with contract negotiations.

Vince Phillips moved to approve complete the ICE, obtain DOT concurrence, and proceed with contract negotiations as presented, seconded by Doug Manley. Motion carried all ayes.

IV. Training Room Rental Contract Agreements – Action Item

Brian requested board approval to grant the authority to engage in contracts for the training room rental, ensuring that proper procedures are followed. SRTS and SIMPCO collaborated to develop a joint training room rental agreement, which includes review of rates, particularly for external businesses primarily for meetings. A formal agreement has also been reviewed by legal to confirm that all necessary information is included and accurate. This approval covers the current training room and the other training room as well.

Doug Manley moved to grant the authority to engage in contracts for the training room rental as presented, seconded by Shane Bellefy. Motion carried all ayes.

V. Other Comments –

- Brian mentioned that FTA Regions 7, based out of Kansas and covering Iowa, Nebraska, Missouri, and Kansas, will be visiting the SRTS facility for a triangle review with Sioux City.
- Next Meeting – Thursday, September 24, 2026, 10:00 a.m. (Hybrid)

VI. Adjournment -

Chairman, Vince Phillips adjourned the meeting at 10:26 a.m.

Minutes prepared by Tonia Abell (not in attendance)