

Staff Report

To: Board of Directors
From: Colin Woodrow/Frank Kuhl
Date: October 23, 2025

Agenda Item: 5.1 Transfer Center Update

Attachments:

To review the RFP and the design documents, visit the [Current Solicitations](#) page on Mountain Line's website.

Recommendation:

Informational item—discussion only

Discussion:

Agency staff and OZ Architecture finalized the transfer center renovation design and published a request for proposals that will close on November 5, 2025. The board discussed the project delivery method at its September 23, 2025, meeting. Pursuant to the board's recommendation, the renovation is structured as a design-bid-build project. The staff anticipate submitting a general contractor contract for approval at the November board meeting. OZ submitted the permit application October 6, 2025, and anticipates receiving the permit in December. Demolition and construction will commence shortly thereafter, and the scheduled completion date is June 2026.

The timeline for this solicitation is as follows:

RFP Issued:	October 10, 2025
Site Walkthrough:	October 23, 2025 – 3:00 pm
Clarifications/Questions Due:	October 30, 2025
MUTD Responses to Clarifications/Questions:	October 31, 2025
Proposals Due:	November 5, 2025 – 12:00 pm
Interview invitations:	November 6, 2025
Interviews:	November 10, 2025 – 12pm – 2pm
Notification of Selected Supplier:	November 14, 2025
Board Approval:	November 20, 2025
Notice to Proceed:	November 21, 2025

Financial Impact and Funding Source:

NA

DBE Certified:

NA