

E Environment Committee

Meeting date: March 13, 2007

For the Metropolitan Council Meeting of March 28, 2007

ADVISORY INFORMATION

Date:	February 27, 2007
Subject:	Authorization to Award Contract for Strategic Workforce Analysis
District(s), Member(s):	All
Policy/Legal Reference:	Council Policy 3-3 Expenditures-Procurement of Goods and Services over \$250,000
Staff Prepared/Presented:	Leisa Thompson, 651-602-8101
Division/Department:	MCES c/o William G. Moore, 651-602-1162

Proposed Action/Motion

That the Metropolitan Council authorizes its Regional Administrator to execute a contract with EMA, Inc. to conduct a comprehensive workforce analysis of the operations staff located at the eight wastewater treatment facilities and the operations and maintenance staff for Interceptor Services.

Issue(s)

- Procurement of goods and services for amounts exceeding \$250,000 requires Council approval.

Overview and Funding

A formal Request for Proposals (RFP) was advertised and issued for these services. Proposals were submitted by three vendors: BearingPoint, EMA, and Quality Culture Institute.

The proposals were evaluated by an Evaluation Panel based on the overall quality of the proposal, proposer qualifications, proposer experience, and price.

The proposal submitted by EMA was judged by the Evaluation Panel to be the proposal most advantageous to the Council. It was ranked highest in all evaluation factors and the total price was 5.7% lower than the highest bidder. The lowest priced proposal (Quality Culture Institute) was rated unsatisfactory by all seven evaluators.

The total cost for EMA's services is \$454,680. Funds are available from the MCES Annual Operating Budget.

Final awarding of this contract is contingent on the budget amendment approval.