

M Management Committee

Meeting date: May 14, 2008

ADVISORY INFORMATION

Date:	April 18, 2008
Subject:	Summary of Procurements for First Quarter 2008
District(s), Member(s):	All
Policy/Legal Reference:	Council Policy 3-3 Expenditures
Staff Presented:	Micky Gutzmann, 651-602-1741 Christopher Gran, 651-349-5060
Division/Department:	Contracts and Procurement

Council *Policy 3-3 – Expenditures* authorizes the Regional Administrator to approve awards not exceeding \$250,000 for all purchases of budgeted goods and services. In addition, the Regional Administrator is authorized to approve construction contracts where

- (a) the value of the contract does not exceed \$1,000,000;
- (b) the construction project was included in the Council-adopted capital budget;
- (c) the cost of the project is less than the Engineer's Probable Construction Costs plus 10%; and
- (d) sufficient funds available in the capital budget to complete the project.

The delegation authority of the Regional Administrator to approve awards for all purchases of budgeted goods and services was increased from \$100,000 to \$250,000 in August of 1999. Related to this increase in authority, the Council requested a report on any contracts valued between \$100,001 and \$250,000.

To satisfy this requirement a report that summarizes procurements for the preceding quarter is presented to the Council through the Management Committee at the end of each quarter. The report gives a breakdown of the number of procurements executed during the reporting period grouped by value, and details of all procurements which have a value greater than \$100,000 but less than or equal to \$250,000.

Procurements valued at greater than \$250,000 are generally approved individually by the Council, except for those construction contracts that meet the criteria given above. The Management Committee requested a quarterly summary of contracts over \$250,000.

The First Quarter 2008 Procurement Information is attached.

First Quarter 2008 Procurement Summary Information

Summary of Procurements

Dollar Amount Range	Number of Procurements	Percent of Value	Total Value
Up to \$2,500	3,955	2.3%	\$2,279,022
\$2,501 – \$50,000	801	8.6%	\$8,450,936
\$50,001 – \$100,000	16	1.2%	\$1,218,503
\$100,001 – \$250,000	25	4.8%	\$4,684,780
Greater than \$250,000	22	83.1%	\$81,556,448
Total	4,821	100%	\$98,198,689

Details of Procurements Valued Between \$100,001 and \$250,000

Contracts awarded based on a formal invitation for bids				
	Contractor	Amount	Division	Description
1	New Mech Companies	\$221,000	MCES	Blue Lake HVAC Improvements
2	All City Elevator	\$235,056	RA & MCES	Elevator Maintenance and Repair
3	Allen's Building Maintenance	\$164,200	Metro Transit	Maintenance of 7 P&R Facilities along I-394
4	Meisinger Construction Co.	\$208,000	Metro Transit	LRT Shelter Retrofit
Contracts awarded based on a formal request for proposals				
	Contractor	Amount	Division	Description
1	Toltz, King, Duvall & Anderson	\$200,000	MCES	Master Contract for Independent Technical Review
2	EMA, Inc.	\$200,000	MCES	Master Contract for A/E Services
3	Howard R. Green	\$200,000	MCES	Master Contract for A/E Services
4	Sebesta Blomberg	\$200,000	MCES	Master Contract for A/E Services
5	Toltz, King, Duvall & Anderson	\$200,000	MCES	Master Contract for A/E Services
6	Lake State Realty	\$200,000	MCES	Master Contract for Land Acquisition Services
7	Patchin, Messner & Dodge	\$200,000	MCES	Master Contract for Land Acquisition Services
8	ProSource Technologies	\$200,000	MCES	Master Contract for Land Acquisition Services
9	SRF Consulting Group	\$200,000	MCES	Master Contract for Land Acquisition Services
10	ArchWing Innovations	\$102,000	RA	Website Programming Services

Contracts awarded based on other processes

Contractor		Amount	Division	Description
1	Mitel	\$228,340	RA	Annual Maintenance for Telephone System – Sole Source Council Item #2007-385
2	Alfa Laval Separation	\$157,834	MCES	Sole Source for Centrifuge Repair
3	MN State Auditor	\$215,000	RA	Audit Services as Required by State Statute
4	Toshiba Corp.	\$101,845	TRANSIT	Rail Propulsion Parts – Sole Source
5	Laidlaw Transit	\$208,500	MTS	Purchase 15 used Buses – Sole Source
6	City of Hopkins	\$101,522	MTS	Demand Response Transit Service
7	Hoglund Bus	\$145,000	MTS	Purchase 2 Buses – Cooperative Purchase
8	Northeast Suburban	\$177,000	MTS	Demand Response Transit Service
9	Digital Data Voice	\$213,860	Metro Transit	Interactive Voice Response System Replacement – Sole Source
10	Midwest Paratransit Services	\$218,623	MTS	Demand Response Transit Service
11	PRISM	\$187,000	MTS	Demand Response Transit Service

First Quarter 2008 Procurement Summary Information

**Summary of Procurements Valued at Greater Than \$250,000
(These are contracts executed the first quarter 2008.)**

Contractor		Amount	Division	Description	Council Action
1	Minnesota Life	\$6,225,000	RA	Employee Life Insurance	Council Business Item 2007-367 Management Committee 10/24/07 Council Approval 11/14/07
2	S.M. Hentges	\$11,832,173	MCES	Elko New Market Interceptor	Council Business Item 2008-12 Environment Committee 1/8/08 Council Approval 1/23/08
3	G.L. Contracting, Inc.	\$394,729	MCES	Edina/Richfield Interceptor Improvements	Construction Contract - Delegated Authority to MCES General Manager
4	City of Hastings	\$250,841	MTS	Demand Response Transit Service	Council Business Item 2007-351 Transportation Committee 10/22/07 Council Approval 11/14/07
5	Lake Area Bus	\$280,000	MTS	Demand Response Transit Service	Council Business Item 2007-351 Transportation Committee 10/22/07 Council Approval 11/14/07
6	Anoka County	\$319,491	MTS	Demand Response Transit Service	Council Business Item 2007-351 Transportation Committee 10/22/07 Council Approval 11/14/07
7	Penn Machine Company	\$325,000	TRANSIT	Rail Truck Tire Kits	Council Business Item 2007-392 Transportation Committee 11/26/07 Council Approval 12/12/07

Contractor		Amount	Division	Description	Council Action
8	Carver County	\$342,904	MTS	Demand Response Transit Service	Council Business Item 2007-351 Transportation Committee 10/22/07 Council Approval 11/14/07
9	Human Services Inc.	\$391,024	MTS	Demand Response Transit Service	Council Business Item 2007-351 Transportation Committee 10/22/07 Council Approval 11/14/07
10	DARTS	\$451,995	MTS	Demand Response Transit Service	Council Business Item 2007-351 Transportation Committee 10/22/07 Council Approval 11/14/07
11	Safe Travel	\$482,891	MTS	Metro Mobility Travel Instruction Services	Council Business Item 2007-393 Transportation Committee 11/26/07 Council Approval 12/12/07
12	LSA Design	\$485,600	TRANSIT	Design Services for Rail Support Facility	Council Business Item 2007-378 Transportation Committee 11/26/07 Council Approval 12/12/07
13	Scott County	\$512,854	MTS	Demand Response Transit Service	Council Business Item 2007-351 Transportation Committee 10/22/07 Council Approval 11/14/07
14	Lorenz Bus	\$706,128	MTS	Forest Lake Express Transit Service	Council Business Item 2007-272 Transportation Committee 8/13/07 Council Approval 8/22/07
15	Anoka County	\$929,780	MTS	Anoka County Traveler Service	Council Business Item 2007-351 Transportation Committee 10/22/07 Council Approval 11/14/07
16	VPSI, Inc.	\$2,900,000	MTS	Van-GO! Vanpool Service	Council Business Item 2007-383 Transportation Committee 11/26/07 Council Approval 12/12/07
17	Michelin Tire	\$8,000,000	TRANSIT	Transit Vehicle Tire Lease and Service	Council Business Item 2007-379 Transportation Committee 11/26/07 Council Approval 12/12/07
18	Bombardier Transit Corp	\$43,950,123	TRANSIT	Commuter Rail Passenger Coaches and Cab Cars	Council Business Item 2008-25 Transportation Committee 1/14/08 Council Approval 1/23/08
19	Factory Mutual Insurance	\$1,026,022	RA	Commercial Property Insurance	Council Business Item 2007-395 Management Committee 12/12/07 Council Approval 12/12/07
20	Lametti & Sons	\$700,000	MCES	Emergency Declaration for Gravity Sewer Repairs	Council Business Item 2008-56 Environment Committee 2/26/08 Council Approval 3/12/08
21	Construction Results	\$358,500	TRANSIT	Sand Storage and Dispensing System for LRVs	Construction Contract - Delegated Authority to Transit General Manager
22	AFS Systems, Inc.	\$700,393	TRANSIT	Metro Transit Fire Alarm System Upgrade	Construction Contract - Delegated Authority to Regional Administrator