

M Management Committee

Meeting date: November 12, 2008

ADVISORY INFORMATION

Date:	October 21, 2008
Subject:	Summary of Procurements for 3rd 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 has also requested a quarterly summary of contracts over \$250,000.

The Third Quarter 2008 Procurement Information is attached.

Third Quarter 2008 Procurement Summary Information

Summary of Procurements

Dollar Amount Range	Number of Procurements	Percent of Value	Total Value
Up to \$2,500	3700	5.4%	\$2,168,912
\$2,501 – \$50,000	573	13.8%	\$5,522,472
\$50,001 – \$100,000	29	5.1%	\$2,114,828
\$100,001 – \$250,000	17	6.9%	\$2,766,706
Greater than \$250,000	12	68.8%	\$23,508,798
Total	4331	100%	\$36,081,716

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

Contracts awarded based on a formal invitation for bids					
Contractor		Amount	Division	Description	Type & Term
1	Intereum, Inc.	\$108,344	Metro Transit	Office Furniture	One-Time Purchase
2	Minnesota Petroleum Service	\$165,715	Metro Transit	Removal/Replacement of Waste Oil Tanks	Three-Month Term
3	Vehicle Maintenance Program	\$188,441	Metro Transit	Bearings and Bearing Axles	One-Time Purchase
4					
5					

Contracts awarded based on a formal request for proposals					
Contractor		Amount	Division	Description	Type & Term
1	Wilbur Smith Associates	\$237,500	MTS	Twin Cities Aviation System Plan 2030 Update	17-Month Term
2	AMS Associates	\$200,000	MCES	Master Contract for Asset Management Support, Classical Reliability Centered Maintenance Pilots	Master Contract Through January 31, 2010
3	MN Pipe Equipment Company	\$171,264	MCES	Double Barrel Interceptor Remote Inspection Services	Through September 30, 2008
4	Selam Hospitality Services, Inc.	\$120,240	MCES	Janitorial Services for RMF, Regional Plants and Lift Stations	Through January 31, 2011
5	Loffler Companies	\$166,181	RA	Copier Replacement for various Metro Transit locations	Through March 9, 2009
6					
Contracts awarded based on other processes					
Contractor		Amount	Division	Description	Type & Term
1	Schunk Graphite Technology	\$106,038	Metro Transit	Sole Source - Pantograph Parts for LRV Overhauls	One-Time Purchase
2	Secheron SA	\$122,201	Metro Transit	Sole Source - Propulsion, Camshafts Parts for LRV Overhauls	One-Time Purchase
3	Dellner Couplers Inc	\$134,193	Metro Mobility	Sole Source - Coupler Parts for LRV Overhauls	One-Time Purchase
4	Gerken	\$135,421	Metro Transit	Sole Source - Motor Truck Parts for LRV Overhauls	One-Time Purchase
5	Goodin Company	\$134,988	MCES	Stainless Steel Pipe and Parts to Repair Scrubber Water Drain Lines	Emergency Declaration – One Time Purchase
6	U of MN/Bioproducs Department	\$250,000	MCES	Algae/Biodiesel Research Project	Funding Agreement Business Item 2008-195 One Time Purchase

Contracts awarded based on other processes

	Contractor	Amount	Division	Description	Type & Term
7	CDWG Computer Centers	\$228,184	MCES	Metro Plant PCG Core Switch Replacement – Security Upgrade	Cooperative Purchase Agreement w/State of MN One Time Purchase
8	Giro, Inc.	\$129,531	RA	HASTUS Maintenance Agreement	Sole Source – Business Item 2007-385
9	CS STARS, LLC	\$168,465	RA	Software License and Services Agreement	Through July 31, 2011

Third Quarter 2008 Procurement Summary Information

Summary of Procurements Valued at Greater Than \$250,000

(These are contracts executed in the 3rd Quarter 2008)

Contractor		Amount	Division	Description	Type & Term	Council Action
1	Root-O-Matic Inc.	\$361,500	Metro Transit	Sump and Drain Cleaning and Disposal	Three-Year Term	Council Business Item 2008-178 Transportation Committee 7/14/08 Council Approval 7/23/08
2	PMI Construction	\$430,643	Metro Transit	LRT Paint Booth Modifications	Five-Month Term	Construction Contract – Delegated Authority to Regional Administrator
3	Palanisami & Associates	\$607,587	Metro Transit	Design and Construction Support Services for I35W and 95 th Ave. Parking Structure	18-Month Term	Council Business Item 2008-49 Transportation Committee 2/25/08 Council Approval 3/12/08
4	HKC	\$625,414	Metro Transit	Design and Construction Support Services for Hiawatha Signal System for Platform Extension	22-Month Term	Council Business Item 2008-205 Transportation Committee 7/28/08 Council Approval 8/13/08
5	Bonestroo, Rosene, Anderlik & Associates	\$1,349,807	Metro Transit	Design and Construction Support Services for I35 in Lakeville and Twin Lakes Parking Structures	17-Month Term	Council Business Item 2008-166SW Transportation Committee 6/23/08 Council Approval 6/25/08
6	Vulcanite	\$799,512	Metro Transit	Sole Source Purchase of Rail Parts	One-Time Purchase	Council Business Item 2008-159 Transportation Committee 6/9/08 Council Approval 6/25/08
7	Oracle	\$840,452	RA	Annual Maintenance Agreement	One-Year Term	Council Business Item 2007-385 Management Committee 12/05/07 Council Approval 12/12/07
8	Brown & Caldwell	\$1,000,000	MCES	A/E Master Contracts for Interceptor Rehab Projects	Through August 31, 2011	Council Business Item 2008-174 Environment Committee 6/24/08 Council Approval 7/23/08
9	HDR Engineering	\$1,000,000	MCES	A/E Master Contracts for Interceptor Rehab Projects	Through August 31, 2011	Council Business Item 2008-222 Environment Committee 8/12/08 Council Approval 8/27/08
10	Lametti & Sons	\$9,537,072	MCES	Construction of Brooklyn Park Interceptor Improvements	Construction Through February 28, 2011	Council Business Item 2008-165 Environment Committee 6/10/08 Council Approval 6/25/08

Contractor		Amount	Division	Description	Type & Term	Council Action
11	Ames Construction	\$6,540,085	MCES	1-MN-302 Relocation – Miscellaneous Connections	Construction Through February 29, 2009	Council Business Item 2008-175 Environment Committee 6/24/08 Council Approval 7/23/08
12	State of MN	\$416,726	RA	2008 Special Comp Fund Assessment by State of MN	Annual Payment per State Statute	