

M Management Committee

Meeting date: November 14, 2007

ADVISORY INFORMATION

Date:	November 7, 2007
Subject:	Summary of Procurements for Third Quarter 2007
District(s), Member(s):	All
Policy/Legal Reference:	Council Policy 3-3 Expenditures
Staff Presented:	Richard Halsted, 651-602-1038
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 at between \$100,001 and \$250,000.

At the end of each quarter a report that summarizes procurements for the preceding quarter is presented to the Council through the Management Committee to satisfy this requirement. 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 Third *Quarter 2007 Procurement Summary Information* is attached.

Third Quarter 2007 Procurement Summary Information

Summary of Procurements

Dollar Amount Range	Number of Procurements	Percent of Value	Total Value
Up to \$2,500	3796	1.5%	\$2,076,774
\$2,501 – \$50,000	575	4.0%	\$5,637,016
\$50,001 – \$100,000	26	1.4%	\$2,004,054
\$100,001 – \$250,000	10	1.1%	\$1,575,471
Greater than \$250,000	222	91.9%	\$128,376,652
Total	4429	100%	\$139,669,967

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

Contracts awarded based on a formal invitation for bids				
Contractor		Amount	Division	Description
1	Northern Battery	\$125,000	Metro Transit	Bus Batteries
2	Duo-Gard Industries	\$209,515	Metro Transit	Passenger Waiting Shelters
3	SPE – Amerex	\$176,415	MCES	FBR #2 & #3 Baghouse Bag Filter Replacement
4	I-State Truck Center	\$174,430	MCES	Procurement of 5,200 Gallon Tank Truck
5	En Pointe Technologies	\$194,237	RA	Procurement of Computer Workstations
Contracts awarded based on a formal request for proposals				
Contractor		Amount	Division	Description
1	Brown & Caldwell	\$200,000	MCES	Independent Technical Review
2	Brown & Caldwell	\$150,000	MCES	Energy Engineering Services
3				
Contracts awarded based on other processes				
Contractor		Amount	Division	Description
1	SKB Environmental	\$130,000	MCES	Removal & Disposal of Alkaline Stabilized Sludge – Emergency Declaration
2	Software House International	\$113,058	RA	Novell Maintenance Agreement for July 2007 – June 2008 – Cooperative Purchasing Agreement with State of MN
3	IBM Corporation	\$102,816	RA	Maintenance agreement for IBM equipment – IS Sole Source List – Executive Summary 2006-360

Third Quarter 2007 Procurement Summary Information

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

Contractor		Amount	Division	Description	Council Action
1	Intereum	\$370,097	Metro Transit	CCPO Office Furniture	Council Business Item 2007-267 Committee 8/13/07 Council Approval 8/22/07
2	American Liberty Construction	\$634,420	Metro Transit	Parallel Bus Hoist for Heywood Facility	Construction Contract - Delegated Authority to Regional Administrator
3	Pearson Mechanical SVC	\$712,746	Metro Transit	HVAC Modification at Heywood Facility	Construction Contract - Delegated Authority to Regional Administrator
4	Siemens VDO	\$1,142,490	Metro Transit	Three-Year Equipment and Software Maintenance Agreement	Council Business Item 2007-216 Transportation Committee 6/11/07 Council Approval 6/13/07
5	Verint Video Solutions	\$1,173,360	Metro Transit	240 Bus Security Camera Systems	Council Business Item 2007-211 Transportation Committee 6/11/07 Council Approval 6/27/07
6	Hill-Rom Co.	\$2,583,415	Metro Transit	Hospital Beds in Exchange for Permanent Easement	Council Business Item 2007-146 Transportation Committee 6/11/07 Council Approval 6/27/07
7	Griggs-Midway Corporation	\$2,710,000	Metro Transit	Lease Agreement for Central Corridor Project Office	Council Business Item 2007-190 Committee of The Whole 5/16/07 Council Approval 5/16/07
8	Midwest Paratransit Services	\$2,833,857	MTS	Minnetonka Dial-A-Ride Service	Council Business Item 2007-128 Transportation Committee 5/14/07 Council Approval 5/23/07
9	HDR Engineering	\$3,091,345	Metro Transit	Environmental Services for Central Corridor LRT	Council Business Item 2007-184 Committee of The Whole 5/16/07 Council Approval 5/16/07
10	Lorenz Bus	\$4,635,586	MTS	Roseville Area Public Transit Service	Council Business Item 2007-171 Transportation Committee 5/14/07 Council Approval 5/23/07
11	Transit Team	\$14,179,258	MTS	BE-Line/I-494 Area Transit Services	Council Business Item 2007-171 Transportation Committee 5/14/07 Council Approval 5/23/07
12	Western Petroleum	\$26,480,000	Metro Transit/ MTS	Diesel Fuel Supply Contract	Council Business Item 2007-137 Transportation Committee 4/23/07 Council Approval 5/9/07
13	DMJM Harris	\$35,497,976	Metro Transit	Engineering Services for Central Corridor LRT	Council Business Item 2007-213 Transportation Committee 6/11/07 Council Approval 6/27/07
14	Brown & Caldwell	\$3,646,385	MCES	Wayzata Area Interceptor Improvements	Council Business Item 2006-379 Environment Committee 11/14/06 Council Approval 12/13/06
15	CNA Consulting	\$1,000,000	MCES	Interceptor Sewer Tunneling	Council Business Item 2007-232 Environment Committee 6/26/07 Council Approval 7/11/07
16	Park Construction	\$3,315,443	MCES	Lake Elmo East Sanitary Sewer Connection	Council Business Item 2007- 230 Environment Committee 6/26/07 Council Approval 7/11/07
17	Madsen-Johnson	\$15,078,600	MCES	Seneca Disinfection and Phosphorus	Council Business Item 2007-273 Environment Committee 8/15/07

					Council Approval 8/22/07
18	Madsen-Johnson	\$7,138,600	MCES	Blue Lake Bio-P Improvements	Council Business Item 2007-260 Environment Committee 8/1/07 Council Approval 8/8/07
19	Rachel Contracting	\$347,650	MCES	L-14 Demolition and Forcemain Abandonment	Construction Contract - Delegated Authority to General Manager
20	Border States Electric	\$938,192	MCES	Blue Lake & Seneca Integrated Controls	Council Business Item 2007-178 Environment Committee 5/8/07 Council Approval 5/23/07
21	Engineering & Construction Innovations	\$540,230	MCES	M102 Capacity Restoration	Construction Contract - Delegated Authority to Regional Administrator
22	DLT Solutions	\$327,002	RA	AutoCAD Software and Licenses for Central Corridor	Council Business Item 2007-293SW Trans. & Mgmt Comm 9/10 & 9/12/07 Council Approval 9/12/07