

# M Management Committee

Meeting date: May 26, 2010

## ADVISORY INFORMATION

<b>Date:</b>	May 18, 2010
<b>Subject:</b>	Summary of Procurements for First Quarter 2010
<b>District(s), Member(s):</b>	All
<b>Policy/Legal Reference:</b>	Council Policy 3-3 Expenditures
<b>Staff Presented:</b>	Micky Gutzmann, 651-602-1741 Christopher Gran, 651-349-5060
<b>Division/Department:</b>	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 2010 Procurement Summary Information is attached.

# First Quarter 2010 Procurement Summary Information

## Summary of Procurements

Dollar Amount Range	Number of Procurements	Percent of Value	Total Value
Up to \$2,500	3468	5.2%	\$2,233,948
\$2,501 – \$50,000	641	13.6%	\$5,876,433
\$50,001 – \$100,000	34	3.9%	\$1,665,989
<b>\$100,001 – \$250,000</b>	<b>23</b>	<b>7.6%</b>	<b>\$3,299,731</b>
Greater than \$250,000	16	69.7%	\$30,148,633
<b>Total</b>	<b>4182</b>	<b>100%</b>	<b>\$43,224,734</b>

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

<b>Contracts awarded based on a formal Invitation for Bids</b>					
<b>Contractor</b>		<b>Amount</b>	<b>Division</b>	<b>Description</b>	<b>Type &amp; Term</b>
1	Reliakor Services	\$125,000	Metro Transit	Northstar Elk River P&R Lot Snow Removal	Two-Year Term
2	Rytec Corporation	\$173,930	Metro Transit	Overhead Door Replacements	One-Time Purchase
3	Minger Construction, Inc.	\$214,760	MCES	Forcemain 7508 Barrel Repair	One-Time Purchase
4	Zahl Petroleum Maintenance	\$123,678	MCES	RMF E-85/Biodiesel Tank Upgrade	One-Time Purchase
5	North Star Pump Services	\$191,250	MCES	Electrical Motor Repair Services	Three-Year Term
6	Cummins NPower LLC	\$170,913	MCES	Effluent Pumping Generator Rental	Two-Year Term
<b>Contracts awarded based on a formal Request for Proposals</b>					
<b>Contractor</b>		<b>Amount</b>	<b>Division</b>	<b>Description</b>	<b>Type &amp; Term</b>
1	SEH	\$100,000	Metro Transit	2009 Master Contracts – Traffic Engineering	Three-Year Term
2	Westwood Professional Services	\$100,000	Metro Transit	2009 Master Contracts – Traffic Studies and Traffic Engineering Services	Three-Year Term
3	Wenck Associates Inc.	\$100,000	Metro Transit	Engineering Services for HLRT Paint Booth Air Permit Issuance	One-Time Purchase
4	TKDA	\$150,000	Metro Transit	2009 Master Contracts – Electrical Services	Three-Year Term

Contractor		Amount	Division	Description	Type & Term
5	Braun Intertec	\$200,000	Metro Transit	2009 Master Contracts – Construction Support Services	Three-Year Term
6	Wenck Associates, Inc.	\$157,283	MCES	Engineering Services for Air Emissions Permit	Three-Year Term
7	Eagle Mountain Scientific	\$125,000	MCES	Sewage Sludge Stack Testing Services	One-Year Term
8	e-Builder, Inc.	\$243,715	RA	Project Mgmt Software and Consulting Services	Two-Year Term
9	Barnes and Thornburg	\$125,000	RA/MCES	Combined Sewer Overflow Legal Services	Two-Year Term
10	Barnes and Thornburg	\$125,000	RA/MCES	Total Maximum Daily Load Legal Services	Two-Year Term
11	Iverson Reuvers	\$125,000	RA	St. Paul NAACP v. Metropolitan Council	18-Month Term
12	Hammargran & Meyer, PA	\$125,000	RA	Waldorf Corp dba Rock Tenn Co. v. Metropolitan Council	18-Month Term
13	Lockridge, Grindal, Nauen, PLLP	\$125,000	RA	MN Public Radio v. Metropolitan Council	18-Month Term

**Contracts awarded based on other processes**

Contractor		Amount	Division	Description	Type & Term
1	GS Systems	\$115,535	MCES	SCADA-Process Control	Sole Source One-Time Purchase
2	Workers Compensation Reinsurance Assn	\$144,462	RA	Insurance	Statutory Requirement MN 79.34-79.40

**Emergency Declarations**

Reason	Date Signed	Amount Requested	Date Ratified	Amount Ratified	PO Amount to Date	Council Action
1 Blue Lake Plant Flood Preparation and Protection - Complete	3/4/10	\$400,000	3/24/10	\$400,000	Northern Dewatering \$198,170 - Final	Council Business Item 2010-97 Environment Committee 3/9/10 Council Approval 3/24/10
2 Interceptor 1-PM-466 Manhole and Pipe Repair – In Progress	3/18/10	\$220,000	4/28/10	\$220,000 - \$350,000	American Engineering Testing \$10,035 Bonestroo, Inc. \$31,000	Council Business Item 2010-135 Environment Committee 4/15/10 Council Approval 4/28/10

## First Quarter 2010 Procurement Summary Information

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

Contractor		Amount	Division	Description	Type & Term	Council Action
1	Elk River Ford	\$415,000	MTS	18 Passenger Sedans for Metro Mobility	State Contract - One-Time Purchase	Council Business Item 2010-87 Transportation Committee 3/08/10 Council Approval 3/09/10
2	MVTA	\$650,000	MTS	Lakeville Cedar Ave. Route 477 BRT Extension	Two-Year Term with option for third year	Council Business Item 2009-313 Transportation Committee 9/14/09 Council Approval 9/15/09
3	Yocum Oil Co.	\$2,800,000	Metro Transit	Diesel Fuel Supply for Northstar Commuter Rail Service	Two-Year Term with option to extend two more years	Council Business Item 2009-383 Transportation Committee 10/26/09 Council Approval 11/04/09
4	Cambridge Systematics	\$3,999,233	MTS	2010 Travel Behavior Inventory	Two-Year Term	Council Business Item 2009-311 Transportation Committee 9/28/09 Council Approval 10/14/09
5	Midwest Paratransit Services	\$5,428,178	MTS	Hennepin County Transit Link Dial-a-Ride Service	Five-Year Term	Council Business Item 2009-398 Transportation Committee 11/09/09 Council Approval 11/10/09
6	Midwest Paratransit Services	\$5,943,430	MTS	Washington County Transit Link Dial-a-Ride Service	Five-Year Term	Council Business Item 2009-432 Transportation Committee 12/14/09 Council Approval 1/13/10
7	TKDA Inc.	\$1,613,777	MCES	East Bethel Water Reclamation Plant Design	Three-Year Term	Council Business Item 2009-406 Environment Committee 11/10/09 Council Approval 11/18/09
8	AECOM	\$1,500,000	MCES	Construction Inspection and Support Services	Four-Year Term	Council Business Item 2010-24 Environment Committee 1/13/10 Council Approval 1/27/10
9	Bonestroo	\$1,500,000	MCES	Construction Inspection and Support Services	Four	Council Business Item 2010-24 Environment Committee 1/13/10 Council Approval 1/27/10
10	Foth Infrastructure	\$1,500,000	MCES	Construction Inspection and Support Services	Four	Council Business Item 2010-24 Environment Committee 1/13/10 Council Approval 1/27/10
11	TKDA Inc.	\$1,500,000	MCES	Construction Inspection and Support Services	Four	Council Business Item 2010-24 Environment Committee 1/13/10 Council Approval 1/27/10

Contractor		Amount	Division	Description	Type & Term	Council Action
12	Qwest	\$299,015	MCES	Qwest Frame Relay Acknowledgement	Five-Year Term	Council Business Item 2009-67 Environment Committee 2/11/09 Council Approval 2/25/09
13	Medtox Scientific	\$1,000,000	RA	Drug and Alcohol Testing	Five-Year Term	Council Business Item 2010-29 Management Committee 1/13/10 Council Approval 1/27/10
14	Health Activation Services	\$600,000	RA	Occupational Health and Medical Services	Three-Year Term	Council Business Item 2010-30 Management Committee 1/13/10 Council Approval 1/27/10
15	DOR and Associates	\$275,000	RA	Employee Assistance Program Services	Four-Year Term	Council Business Item 2010-28 Management Committee 1/13/10 Council Approval 1/27/10
16	Kingwood Management	\$1,125,000	RA	Property Mgmt Services for HRA	One-Year w/option to renew for 4 One-Year terms	Council Business Item 2009-355 Community Development 12/2/09 Council Approval 12/9/10

**End of First Quarter Procurement Summary Information**