

M Management Committee

Meeting date: September 8, 2010

ADVISORY INFORMATION

Date:	August 25, 2010
Subject:	Summary of Procurements for Second Quarter 2010
District(s), Member(s):	All
Policy/Legal Reference:	Council Policy 3-3 Expenditures
Staff Presented:	Christopher Gran, 651-349-5060 Micky Gutzmann, 651-602-1741
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 Second Quarter 2010 Procurement Summary Information is attached.

Second Quarter 2010 Procurement Summary Information

Summary of Procurements

Dollar Amount Range	Number of Procurements	Percent of Value	Total Value
Up to \$2,500	3616	2.8%	\$1,297,101
\$2,501 – \$50,000	642	13.1%	\$6,000,799
\$50,001 – \$100,000	26	4.5%	\$2,046,111
\$100,001 – \$250,000	12	3.9%	\$1,769,087
Greater than \$250,000	15	75.7%	\$34,624,738
Total	4311	100%	\$45,737,836

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	The Green Guardian	\$125,000	Metro Transit	Northstar Fridley P&R Lot Snow Removal	Two-Year Term
2	American Liberty Construction	\$179,600	Metro Transit	Furnish and Install Diesel Exhaust Fluid Tanks at Metro Transit Garages	One-Time Purchase
3	Premier Electric Corporation	\$117,865	Metro Transit	Security System at 65 th and Brooklyn Boulevard Park & Ride	One-Time Purchase
4	GARDA	\$155,264	Metro Transit	Revenue Collection Service	Two-Year Term
5	Don Harstad Co.	\$222,896	Metro Transit	Signage for Marquette & 2 nd	One-Time Purchase
Contracts awarded based on a formal Request for Proposals					
Contractor		Amount	Division	Description	Type & Term
1	TKDA	\$123,900	Metro Transit	Recommissioning Nicollet, OHB, South Garages	One-Time Purchase
2	Iron Mountain	\$205,000	RA	Off-Site record Storage	Three-Year term
3	SDK Software, Inc.	\$129,965	MTS	Project Management for the Anoka County Transit, DARTS and H.S.I. implementation.	Through 2/28/11

Contracts awarded based on other processes

Contractor		Amount	Division	Description	Type & Term
1	Best & Flanagan, LLP	\$125,000	RA	Gonyea Development LLC and Prominence Creek LLC v. Met Council and Lametti & Sons, Inc.	Legal Services – As Required
2	Best & Flanagan, LLP	\$125,000	RA	CCLRT Condemnation and Related Real Estate Matters	Legal Services – As Required
3	Insight Public Sector	\$138,785	Metro Transit	Transit Police Squad DVR Systems	MN State Contract – One Time Purchase
4	Fishnet Security	\$120,812	Metro Transit	PCI Compliance Hardware and Software	MN State Contract – One Time Purchase

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 AECOM, Inc. \$10,330	Council Business Item 2010-97 Environment Committee 3/9/10 Council Approval 3/24/10

Second Quarter 2010 Procurement Summary Information

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

Contractor	Amount	Division	Description	Type & Term	Council Action
1 New Flyer	\$6,799,562	Metro Transit	11 Articulated Transit Buses	One-Time Purchase	Council Business Item 2010-114SW Transportation Committee 3/22/10 Council Approval 3/24/10
2 Graham Construction	\$3,616,440	Metro Transit	CCLRT Advanced Traffic Improvements	One-Time Purchase	Council Business Item 2010-69SW Transportation Committee 3/22/10 Council Approval 3/24/10
3 Human Services, Inc.	\$665,875	MTS	ADA Paratransit Service in Washington County	18 Months	Council Business Item 2009-395 Transportation Committee 11/9/09 Council Approval 11/18/09
4 Hoglund Bus	\$1,040,000	MTS	9 Hybrid Buses for Metro Mobility	One-Time Purchase	Council Business Item 2010-47 Transportation Committee 2/8/10 Council Approval 2/24/10

Contractor		Amount	Division	Description	Type & Term	Council Action
5	Hoglund Bus	\$560,000	MTS	9 Small Buses	One-Time Purchase	Council Business Item 2010-39 Transportation Committee 1/25/10 Council Approval 2/24/10
6	North Central Bus Sales	\$1,040,000	MTS	9 Small Buses	One-Time Purchase	Council Business Item 2010-39 Transportation Committee 1/25/10 Council Approval 2/24/10
7	DARTS	\$5,467,534	MTS	Transit Link Dial-a-Ride Service in Dakota County	Five-Year Term	Council Business Item 2010-67 Transportation Committee 2/22/10 Council Approval 3/10/10
8	Stanley Consultants	\$420,000	Metro Transit	Design and Construction Support Services for Storage Tanks	20 Months	Council Business Item 2010-49 Transportation Committee 2/8/10 Council Approval 2/24/10
9	TKDA	\$1,590,000	Metro Transit	Design Hiawatha Operations and Maintenance Facility Expansion	18 Months	Council Business Item 2009-392 Transportation Committee 11/9/10 Council Approval 11/18/10
10	PMI Construction	\$255,600	Metro Transit	I-394 Facility Rehabilitation	One-Time Purchase	Construction Contract - Delegated Authority to GM Metro Transit
11	Braun Intertec	\$1,000,000	MCES	Master Contract for Geotechnical Testing Services	Five-Year Term	Council Business Item 2010-139 Environment Committee 4/13/10 Council Approval 4/28/10
12	American Engineering Testing, Inc.	\$1,000,000	MCES	Master Contract for Geotechnical Testing Services	Five-Year Term	Council Business Item 2010-139 Environment Committee 4/13/10 Council Approval 4/28/10
13	EMA, Inc.	\$2,005,026	MCES	A/E Support Services for MWWTP Electrical Projects	Five-Year Term	Council Business Item 2010-138 Environment Committee 4/13/10 Council Approval 4/28/10
14	TKDA	\$4,164,701	MCES	A/E Support Services for MWWTP General Plant Projects	Five-Year Term	Council Business Item 2010-137 Environment Committee 4/13/10 Council Approval 4/28/10
15	Polydyne, Inc.	\$5,000,000	MCES	Polymer for the Blue Lake & Seneca WWTP's	Two-Year Term	Council Business Item 2010-31 Environment Committee 1/12/10 Council Approval 1/27/10

End of Second Quarter Procurement Summary Information