

# M Management Committee

Meeting date:

## ADVISORY INFORMATION

<b>Date:</b>	
<b>Subject:</b>	Summary of Procurements for Fourth Quarter 2011
<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
<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 are 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 Fourth Quarter 2011 Procurement Summary Information is attached.

## Fourth Quarter 2011 Procurement Summary Information

### Summary of Procurements

Dollar Amount Range	Number of Procurements	Percent of Value	Total Value
Up to \$2,500	3369	4.6%	\$2,206,203
\$2,501 – \$50,000	695	14.3%	\$6,894,947
\$50,001 – \$100,000	19	2.9%	\$1,413,534
\$100,001 – \$250,000	21	7.3%	\$3,494,469
Greater than \$250,000	23	70.9%	\$34,088,232
<b>Total</b>	<b>4127</b>	<b>100.0%</b>	<b>\$48,097,385</b>

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

Procurements Awarded Based on a Formal Invitation for Bids					
Contractor		Amount	Division	Description	Type & Term
1	American Liberty Construction,	\$113,175	Metro Transit	MJ Ruter Exterior Preservation Maintenance	One Time Non-Construction Services
2	FBG Services Corp	\$117,754	MCES	Janitorial Services for MCES Facilities	Non-Construction- 3 year term
3	Midwest Landscapes	\$125,000	Metro Transit	Snow Removal at Foley Park and Ride	Non-Construction- 1 year term
4	Corval Constructors Inc	\$186,789	MCES	MWWTP City Water Improvements - Phase 1	Construction
5	Stertil-Koni	\$198,774	Metro Transit	PO 165210 for 2011 Vehicle Hoist Procurement for OHB	One Time Goods Procurement
6	Knutson Construction Services	\$212,717	MCES	Blue Lake Site and Levee Remediation	Construction
7	Midwest Landscapes	\$250,000	Metro Transit	Snow Hauling at Various Metro Transit Locations	Non-Construction- 1 year term

### Procurements Awarded Based on a Formal Request for Proposals

Contractor		Amount	Division	Description	Type & Term
1	Total Administrative Services Corp	\$111,000	RA	COBRA, FMLA, Retiree Billing, D & A Administration	PTS- 3 year term
2	Donna Law Firm P.C.	\$125,000	RA	Legal Defense for Risk Management and Legal in Railroad Liability Claim Administration	Legal Services Through 11/30/14
3	SRF Consulting Group, Inc.	\$212,927	MTS	"A" Minor Arterial System Evaluation	PTS- 2 year term

**Procurements Awarded Based on Other Processes**

<b>Contractor</b>		<b>Amount</b>	<b>Division</b>	<b>Description</b>	<b>Type &amp; Term</b>
1	Foley & Lardner	\$250,000	RA	Advice and representation relating to State of Minnesota v. 3M Company - PFOS in the waste water	Legal Services through 12/31/13
2	SAP Public Services	\$247,050	RA	SAP Business Objects Enterprise License (CVU) and one year maintenance	On IS Sole Source Master List, Business Item 2010-379 approved 11/10/10
3	En Pointe Technologies	\$116,800	RA	Renewal subscription for Websense Web Security Gateway for 3 years	Request for Quotes
4	Compar	\$119,580	RA	Replace Citrix Netscaler for DMZ	One-Time Goods Procurement, State Contract
5	Polydyne Inc	\$129,500	ES	Purchase 2 months supply of emulsion polymer to support transition to anaerobically digested sludge at Blue Lake.	Goods Purchase, Sole Source
6	State of MN-Auditor	\$210,000	RA	Annual Audit RA-010	Required by State Statute
7	GS Systems	\$130,470	RA	Wonderware Customer First Renewal	On IS Sole Source Master List, Business Item 2010-379 approved 11/10/10
8	Verint Systems	\$168,484	MTS	Verint Camera systems for 45 metro mobility buses	One-Time Goods Purchase, Sole Source
9	Standard and Poors	\$312,500	RA	Analytical Services 2011 General Obligation Grant Anticipation Notes	Sole Source Approved by Council Action 2011-170 on June 22, 2011
10	Moody's Investors Service	\$312,500	RA	Analytical Services 2011 General Obligation Grant Anticipation Notes	Sole Source Approved by Council Action 2011-170 on June 22, 2011
11	Oracle America, Inc	\$504,738	RA	Annual Maintenance and Support for Oracle products	On IS Sole Source Master List, Business Item 2010-379 approved 11/10/10
12	Roseville Midway Ford	\$130,924	Metro Transit	5x Ford 350 Pickup Trucks	One-Time Goods Procurement, State Contract
13	Strettil-Koni	\$198,774	Metro Transit	Purchase of Vehicle Hoist	One-Time Goods Procurement, State Contract

**Emergency Declarations**

	<b>Reason</b>	<b>Date Signed</b>	<b>Amount Requested</b>	<b>Date Ratified</b>	<b>Amount Ratified</b>	<b>PO Amount to Date</b>	<b>Council Action</b>
1	Water Main Break at Heywood Office Building	10//20/11	\$20,000	N/A	N/A	\$10,988.37	None required

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

	<b>Contractor</b>	<b>Amount</b>	<b>Division</b>	<b>Description</b>	<b>Type &amp; Term</b>	<b>Council Action</b>
1	EF Johnson	\$314,381	Metro Transit	Council Supplied Radio Equipment for LRVs	One Time Goods Procurement	Business Item 2011-284 Transportation Comm. 10/24/11 Council Approval 09/09/11
2	Veolia ES - Vasko Rubbish	\$332,220	MCES	Solid Waste Disposal Services -MCES Facilities	Non-Construction- 3 year term	Business Item 2011-250 Environment Comm. 09/14/11 Council Approval 09/28/11
3	American Liberty Construction,	\$407,400	Metro Transit	MJ Ruter Training and Conference Addition	Construction	Delegated Authority to General Manager
4	Dahn Construction Co.	\$564,484	MCES	Rosemount WWTP Ponds 1 & 2	Construction	Delegated Authority to Regional Administrator
5	T.A. Schifsky & Sons, Inc.	\$586,231	MCES	Paving Maintenance at Metro and Regional Plants	Construction	Delegated Authority to Regional Administrator
6	Amerex Environmental Services	\$992,951	MCES	Upgrade MWWTP Baghouse Covers	One Time Non-Construction Services	Business Item 2011-291 Environment Comm. 10/28/11 Council Approval 11/9/11
7	Allied Waste Services of North America	\$1,013,129	MCES	Solid Waste Disposal Services -MCES Facilities	Non-Construction- 3 year term	Business Item 2011-250 Environment Comm. 09/14/11 Council Approval 09/28/11
8	Engineering & Construction Innovations	\$1,499,600	MCES	1-MN-310 - Tunnel Rehabilitation at West River Pkwy	Construction	Business Item 2011-289 Environment Comm. 10/25/11 Council Approval 11/9/11
9	Enterprise Leasing Company of MN	\$2,798,000	MTS	Commuter Vanpool Program	PTS- 5 year term	Business Item 2011-275 Transportation Comm. 10/10/11 Council Approval 10/26/11
10	Geislinger & Sons Inc	\$3,585,301	ES	Carver Interceptor-Segment B	Construction	Business Item 2011-194 Environment Comm. 7/12/11 Council Approval 8/24/11
11	Lametti and Sons	\$3,953,700	ES	Interceptor Rehabilitation - Phase 1	Construction	Business Item 2011-249 Environment Comm. 09/14/11 Council Approval 09/28/11
12	North Central Bus	\$300,000	MTS	Metro Mobility Bus Purchase - MnDOT Contract 444441	Cooperative Purchasing Venture Procurement	Business Item 2011-336 Transportation Comm. 11/28/11 Council Approval 12/14/11

Contractor		Amount	Division	Description	Type & Term	Council Action
13	Hoglund Bus	\$434,000	MTS	Metro Mob Bus Purchase 2011 - Hoglund Bus Sales. MnDOT Contract 444438	Cooperative Purchasing Venture Procurement	Business Item 2011-277 Transportation Comm. 10/10/11 Council Approval 10/26/11
14	Utah Transit Authority	\$3,104,851	Metro Transit	Purchase One MP36PH-3C Locomotive	Sole Source	Business Item 2011-234 Transportation Comm. 8/23/11 Council Approval 9/14/11
15	North Central Bus	\$3,286,000	MTS	Metro Mob Bus Purchase 2011 - North Central Bus Sales. MnDOT Contract 444441	Cooperative Purchasing Venture Procurement	Business Item 2011-277 Transportation Comm. 10/10/11 Council Approval 10/26/11
16	Hoglund Bus	\$3,348,000	MTS	Metro Mobility Bus Purchase - MnDOT Contract 444438	Cooperative Purchasing Venture Procurement	Business Item 2011-336 Transportation Comm. 11/28/11 Council Approval 12/14/11
17	EIDorado National, Inc	\$3,658,000	MTS	Metro Mobility Bus Purchase - MnDOT Contract 444437	Cooperative Purchasing Venture Procurement	Business Item 2011-336 Transportation Comm. 11/28/11 Council Approval 12/14/11
18	Masterson Personnel	\$450,000	RA	Temporary Staffing Services	PTS- 3 year term	Business Item 2011-261 Mgmt Comm. 9/21/11 Council Approval 10/12/11
19	Julie Snow Architects Inc. (JSA)	\$898,046	Metro Transit	Highway 610 and Noble Parkway Park and Ride	A/E- 2 year term	Business Item 2011-293 Transportation Comm. 10/24/11 Council Approval 11/9/11
20	American Financial Printing Inc.	\$1,432,200	Metro Transit	Pocket Schedule Printing and Warehousing Services	PTS- 5 year term	Business Item 2011-239 Transportation Comm. 9/12/11 Council Approval 9/28/11

### End of Fourth Quarter 2011 Procurement Summary

## 2011 Procurement Summary 1<sup>st</sup>-4<sup>th</sup> Quarters

<b>Dollar Amount Range</b>	<b>Number of Procurements</b>	<b>Percent of Value</b>	<b>Total Value</b>
Up to \$2,500	81.6%	2.5%	\$8,984,191
\$2,501 – \$50,000	16.9%	7.4%	\$26,518,240
\$50,001 – \$100,000	0.6%	1.8%	\$6,517,257
\$100,001 – \$250,000	0.5%	3.6%	\$12,843,195
Greater than \$250,000	0.4%	84.7%	\$303,691,825
<b>Total</b>	<b>100.0%</b>	<b>100.0%</b>	<b>\$358,554,707</b>