

M Management Committee

Meeting date: February 13, 2008

ADVISORY INFORMATION

Date:	February 4, 2008
Subject:	Summary of Procurements for Fourth Quarter and Year-end 2007
District(s), Member(s):	All
Policy/Legal Reference:	Council Policy 3-3 Expenditures
Staff Presented:	Christopher Gran, 612-349-5060
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) there are 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, summarizing the preceding quarter's procurement activity, 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.

At its meeting on 11/14/07, the Management Committee also requested to see a report showing the year-end cumulative breakdown of procurements at an upcoming meeting.

The Fourth Quarter 2007 Procurement Information and year-end summaries are attached.

Fourth Quarter 2007 Procurement Summary Information

Summary of Procurements

Dollar Amount Range	Number of Procurements	Percent of Value	Total Value
Up to \$2,500	3799	1.0%	\$2,080,910
\$2,501 – \$50,000	576	3.0%	\$6,298,378
\$50,001 – \$100,000	18	0.6%	\$1,303,787
\$100,001 – \$250,000	16	1.3%	\$2,788,113
Greater than \$250,000	23	94.1%	\$200,698,620
Total	4432	100%	\$213,169,808

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

Contracts awarded based on a formal invitation for bids

	Contractor	Amount	Division	Description
1	PMI Construction	\$139,805	Metro Transit	LRT Warehouse Station Tactile Warning Edge Repairs
2	Allied Waste	\$200,000	Metro Transit	Solid Waste Pickup and Disposal
3	Electrowatchman	\$250,000	Metro Transit	Security and Fire Alarm Monitoring
4	Reliacor	\$250,000	Metro Transit	Snow Removal at I-394 & CR73 Park & Ride Lots
5	K&J Contracting	\$250,000	Metro Transit	Snow Removal at I-35W & 95 th Ave. Park & Ride Lots
6	Reliacor	\$250,000	Metro Transit	Snow Removal at Fort Snelling Park & Ride Lot
7	Automated Access Solutions	\$155,852	MCES	Auto Scale System for Septage Disposal Stations
8	Hawkins, Inc.	\$155,350	MCES	Procurement of Potassium Permanganate
9	Ziegler Power Systems	\$190,278	MCES	Generator Rental at Metro WWTP
10	Cool Air Mechanical	\$127,000	MCES	Empire Headworks Ventilation Modifications

Contracts awarded based on a formal request for proposals

	Contractor	Amount	Division	Description
1	NEOGOV	\$108,500	RA	Employee Recruiting Tool
2	Bolton & Menk	\$200,000	MCES	Master Contract for Independent Technical Review
3	Benesyst	\$102,808	RA	FSA Administrator
4	Ellert & Associates	\$175,000	RA	Computer Skills Training

Contracts awarded based on other processes

	Contractor	Amount	Division	Description
1	Polydyne, Inc.	\$113,520	MCES	Empire Plant Polymer – Sole Source
2	Alfa Laval	\$120,000	MCES	Repairs to Alfa Laval Centrifuges – Sole Source

Fourth Quarter 2007 Procurement Summary Information

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

Contractor		Amount	Division	Description	Council Action
1	CM Construction	\$299,270	Metro Transit	MOA Police Substation Renovation	Construction Contract - Delegated Authority to General Manager
2	Veit & Con	\$410,626	Metro Transit	Construction of I-35W/Industrial Blvd Park & Ride Lot	Construction Contract - Delegated Authority to General Manager
3	American Liberty Construction	\$897,000	Metro Transit	Install 3 Storage Tanks at Ruter Garage	Construction Contract - Delegated Authority to Regional Administrator
4	Office Max	\$476,000	Council	Office Supplies	Council Business Item 2007-251 Management Committee 8/22/07 Council Approval 9/12/07
5	Siemens VDO	\$293,686	Metro Transit	22 radio communications systems	Council Business Item 2007-272 Revised Transportation Committee 8/13/07 Council Approval 8/22/07
6	Bombardier	\$842,731	Metro Transit	Light rail vehicle parts	Council Business Item 2007-326 Transportation Committee 10/8/07 Council Approval 10/24/07
7	Voith	\$946,695	Metro Transit	Light rail vehicle parts	Council Business Item 2007-326 Transportation Committee 10/8/07 Council Approval 10/24/07
8	LTK Engineering	\$750,000	Metro Transit	On-Call Engineering Services	Council Business Item 2007-213 Transportation Committee 6/11/07 Council Approval 6/27/07
9	Gillig Corporation	\$9,057,735	Metro Transit	Purchase 19 Hybrid Buses	Council Business Item 2007-272 Revised Transportation Committee 8/13/07 Council Approval 8/22/07
10	New Flyer	\$8,598,000	Metro Transit	Purchase 15 Articulated Buses	Council Business Item 2007-272 Revised Transportation Committee 8/13/07 Council Approval 8/22/07
11	Gillig Corporation	\$148,342,290	Metro Transit	Purchase 314 Buses	Council Business Item 2007-331 Transportation Committee 10/8/07 Council Approval 10/10/07
12	Rice Lake Contracting	\$893,900	MCES	Installation of Metro WWTP Gravity Thickening Pumps	Construction Contract - Delegated Authority to Regional Administrator
Contractor		Amount	Division	Description	Council Action
13	Total Mechanical	\$693,700	MCES	Installation of Metro WWTP Centrifuge #8	Construction Contract - Delegated Authority to Regional Administrator
14	Camp Dresser McKee	\$5,228,963	MCES	Hopkins Lift Station and Meter Improvements	Council Business Item 2006-381 Environment Committee 11/14/16 Council Approval 12/13/06
15	S.M. Hentges	\$5,193,903	MCES	Smithtown Road Interceptor Improvements	Council Business Item 2007-300 Environment Committee 9/11/07 Council Approval 9/26/07

16	Orange Tree Employment Screening	\$600,000	RA	Background Investigation Services	Council Business Item 2007-366 Management Committee 10/24/07 Council Approval 11/14/07
17	Engineering and Construction Innovations	\$1,524,100	MCES	Brooklyn Park Interceptor Improvements	Council Business Item 2007-360 Environment Committee 10/23/07 Council Approval 11/14/07
18	Lametti & Sons	\$5,493,700	MCES	Riverview Siphon Improvements	Council Business Item 2007-363 Environment Committee 10/23/07 Council Approval 11/14/07
19	Veit & Company	\$2,784,895	MCES	Blue Lake Site Preparation	Council Business Item 2007-362 Environment Committee 10/23/07 Council Approval 10/24/07SW
20	Lametti & Sons	\$1,819,700	MCES	L-76 Construction of Dayton-Champlain Lift Station	Council Business Item 2007-289 Environment Committee 8/28/07 Council Approval 9/12/07
21	SKB Environmental	\$404,000	MCES	Metro Solids Processing Contingency Plan	Council Business Item 2007-259 Environment Committee 7/24/07 Council Approval 8/8/07
22	Vessco, Inc.	\$287,726	MCES	Empire Digester Valve Replacement	Council Business Item 2007-337 Management Committee 10/10/07 Council Approval 10/24/07
23	Star Environmental	\$4,900,000	MCES	Purchase Agreement for Fridley Septage Facility	Council Business Item 2007-274 Environment Committee 8/14/07 Council Approval 8/22/07

2007 Procurement Summary Information

Dollar Amount Range	Number of Procurements	Percent of Value	Total Value
Up to \$2,500	15,326	1.9%	\$8,447,712
\$2,501 – \$50,000	2,414	5.3%	\$23,893,975
\$50,001 – \$100,000	79	1.3%	\$5,856,080
\$100,001 – \$250,000	46	1.8%	\$7,882,925
Greater than \$250,000	77	89.7%	\$401,777,913
Total	17,942	100%	\$447,858,605