

## Management Committee

Meeting date:

**ADVISORY INFORMATION**

<b>Date:</b>	9/25/2013
<b>Subject:</b>	Summary of Procurements for Second Quarter 2013
<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 Second Quarter 2013 Procurement Summary Information is attached.

**Second Quarter 2013 Procurement Summary Information**

**Summary of Procurements**

<b>Dollar Amount Range</b>	<b>Number of Procurements</b>	<b>Percent of Value</b>	<b>Total Value</b>
Up to \$2,500	3993	5.58%	\$2,432,014.79
\$2,501 - \$50,000	750	16.11%	\$7,022,823.18
\$50,000 - \$100,000	27	4.55%	\$1,982,738.97
<b>\$100,001 - \$250,000</b>	<b>21</b>	<b>7.99%</b>	<b>\$3,485,805.50</b>
Greater Than \$250,000	13	65.78%	\$28,682,774.00
<b>Grand Total</b>	<b>4804</b>	<b>100.00%</b>	<b>\$43,606,156.44</b>

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

<b>Procurements Awarded Based on Formal Request for Proposals</b>						
<b>#</b>	<b>Contractor</b>	<b>Amount</b>	<b>Division</b>	<b>Description</b>	<b>Type &amp; Term</b>	<b>Location of Contractor</b>
1	TKDA	\$246,431	MT	Downtown St. Paul Transit Hub Refurb	A/E – 1 Year	St. Paul, MN

<b>Procurements Awarded Based on Invitation for Bids</b>						
<b>#</b>	<b>Contractor</b>	<b>Amount</b>	<b>Division</b>	<b>Description</b>	<b>Type &amp; Term</b>	<b>Location of Contractor</b>
1	Tousley Ford	\$125,000	MTS	Small Bus Transmission	Purchase Order – 2 Years	White Bear Lake, MN

<b>Procurements Awarded Based on Invitation for Bids</b>						
<b>#</b>	<b>Contractor</b>	<b>Amount</b>	<b>Division</b>	<b>Description</b>	<b>Type &amp; Term</b>	<b>Location of Contractor</b>
2	C&C Lawns, Inc.	\$150,000	MT	Mowing and Landscaping Maintenance at I-394 Facilities	Non-Construction Services – 1 Year	Excelsior, MN
3	Sun Building Cleaning Inc.	\$151,490	ES	Janitorial Services for MCES Facilities	Non-Construction Services – 1.5 Years	Savage, MN
4	National Power Rodding Corp.	\$226,101	ES	Interceptor CCTV Inspection - Northeast Area	Non-Construction Services – 1 Year	Chicago, IL
5	Ryan Companies US, Inc.	\$228,000	RA	Building Maintenance Engineer	Non-Construction Services – 1 Year	Minneapolis, MN
6	Pioneer Power, Inc.	\$238,563	ES	Pipefitting technical services for ES	Non-Construction Services – 2 Years	St. Paul, MN

<b>Procurements Awarded Based on Other Processes</b>						
<b>#</b>	<b>Contractor</b>	<b>Amount</b>	<b>Division</b>	<b>Description</b>	<b>Type &amp; Term</b>	<b>Location of Contractor</b>
1	Shi International Corp	\$110,109	RA	R2013-089 Annual True-up for Microsoft Enterprise Agreement	Purchase Order	Bloomington, MN
2	Nelson Auto Center	\$112,691	MT	2013 Ford Police Interceptor SUV AWD	Purchase Order	Fergus Falls, MN
3	Trapeze Software Group, Inc.	\$114,515	MT	Second Data Channel for City Center Tower Site	PTS	Cedar Rapids, IA
4	Tri-State Bobcat Inc	\$115,804	MT	Bobcat Track & Skid-Steer Loaders	Purchase Order	Burnsville, MN
5	Health Partners	\$120,000	RA	Wellness Coach	PTS – 3 Years	Minneapolis, MN

<b>Procurements Awarded Based on Other Processes</b>						
<b>#</b>	<b>Contractor</b>	<b>Amount</b>	<b>Division</b>	<b>Description</b>	<b>Type &amp; Term</b>	<b>Location of Contractor</b>
6	CH2M Hill, Inc.	\$125,000	ES	Environmental Services Strategic Plan	Other (P) – 8 Months	Mendota Heights, MN
7	Dynamic Fastener	\$158,385	ES	Fall Protection Equipment for Interceptor Services	Purchase Order – 2 Months	St. Paul, MN
8	Egan Company	\$160,000	MT	Transit Technology Master Contract - TTS/TCIS System Support	PTS – 9 Months	Brooklyn Park, MN
9	Insight Public Sector	\$166,620	RA	Annual Support renewal for Check Point Software and Hardware support	Purchase Order	Bloomington, IL
10	Burlington Northern Santa Fe	\$172,200	MT	Flagging Services for Southwest Corridor Design & Environment Work	Purchase Order	Minneapolis, MN
11	Ana Laboratories Inc	\$180,000	MT	Kit Oil Analysis	Purchase Order	Bellmawr, NJ
12	State of MN/Auditor	\$210,000	RA	Annual Audit RA-010	Purchase Order	St. Paul, MN
13	Xcel Energy	\$224,896	MT	Xcel Energy Service At The Traction Power Substation (TPSS 12)	Purchase Order	St. Paul, MN

<b>Emergency Declarations</b>						
<b>#</b>	<b>Reason</b>	<b>Date Signed</b>	<b>Amount Requested</b>	<b>PO Amount to Date</b>	<b>Council Action</b>	<b>Contractor/Location</b>
1	Emergency Repair of L13 Forcemain	3/1/2013	\$150,000	\$150,000	Business Item 2013-86 Envir. Comm. 3/12/2013 Council Approval 3/27/2013	Geislinger & Sons Inc Watkins, MN

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

<b>#</b>	<b>Contractor</b>	<b>Amount</b>	<b>Division</b>	<b>Description</b>	<b>Type &amp; Term</b>	<b>Council Action</b>	<b>Location of Contractor</b>
1	Electronic Data Magnetics, Inc.	\$263,560	MT	Magnetic Transfers for GFI TRiM Units	Purchase Order – 3 Years	Business Item No. 2013-96 Trans. Comm. 3/25/2013 Council Approval 4/10/2013	High Point, NC
2	Peoples Electric Co., Inc.	\$271,360	MT	Lighting Retrofit at EMTF, HLRT O&M, & Nstar O&M	Major Construction – 6 Months	Signature Authority Delegated to the General Manager	St. Paul, MN
3	EIDorado National (Kansas), Inc.	\$281,250	MTS	Purchase of Five Buses for Metro Mobility	Other (P) – 1 Year	Business Item No. 2013-111 SW Trans. Comm. 4/8/2013 Council Approval 4/10/2013	Salina, KS
4	MacQueen Equipment Inc	\$367,838	ES	2013 Vector – Diesel	Purchase Order	Business Item No. 2013-125 Envir. Comm. 4/23/2013 Council Approval 5/8/2013	St. Paul, MN
5	Egan Company	\$384,700	MT	Washing Avenue Bridge Lighting	Non-Construction Services – 1 Year	Signature Authority Delegated to the General Manager	New Hope, MN
6	Minnesota Valley Transit Authority	\$585,000	MTS	MTVA Cedar Ave BRT Express Service & Public Facilities Maintenance.	PTS – 3 Years	Business Item No. 2013-85 Trans. Comm. 3/11/2013 Council Approval 3/27/2013	Burnsville, MN
7	American Liberty Construction, Inc.	\$695,000	MT	Southdale Relocation	Major Construction – 1 Year	Signature Authority Delegated to the Regional Administrator	Rockford, MN
8	North Central Bus Sales	\$1,633,048	MTS	Purchase of 29 Buses for Metro Mobility	Other (P) – 1 Year	Business Item No. 2013-111 SW Trans. Comm. 4/8/2013 Council Approval 4/10/2013	St. Cloud, MN

#	Contractor	Amount	Division	Description	Type & Term	Council Action	Location of Contractor
9	Hoglund Bus Company	\$2,076,552	MTS	Purchase of 36 Buses for Metro Mobility	Other (P) – 1 Year	Business Item No. 2013-111 SW Trans. Comm. 4/8/2013 Council Approval 4/10/2013	Monticello, MN
10	Lametti & Sons, Inc.	\$2,327,700	ES	Southwest Mpls Interceptor Improvements	Major Construction – 5 Months	Business Item No. 2013-77 Envir. Comm. 2/26/2013 Council Approval 3/6/2013	Hugo, MN
11	CH2M Hill, Inc.	\$3,385,670	MT	Environmental Impact Statement - Completion Phase	A/E – 2 Years	Business Item No. 2013-119 Trans. Comm. 4/22/2013 Council Approval 5/1/2013	Mendota Heights, MN
12	S.R. Weidema, Inc.	\$8,048,056	ES	Excelsior Area Improvements-7017 Forcemain Improvements Segment One	Major Construction – 1 Year	Business Item No. 2013-141 Envir. Comm. 5/14/2013 Council Approval 5/22/2013	Maple Grove, MN
13	Knutson Construction Services	\$8,363,040	MT	Hwy 610 & Noble Pkwy Re-Bid	Major Construction – 1 Year	Business Item No. 2013-132 Trans. Comm. 5/13/2013 Council Approval 5/22/2013	Minneapolis, MN

**End of Second Quarter 2013 Procurement Summary**