

Management Committee

Meeting date: 2-22-2017

Subject: Summary of Fourth Quarter 2016 Procurements

District(s), Member(s): All

Policy/Legal Reference: Council Policy 3-3 Expenditures

Staff Prepared/Presented: Micky Gutzmann, 651-602-1741

Division/Department: Procurement

Council *Policy 3-3 – Expenditures* authorizes the Regional Administrator to approve awards not exceeding \$500,000 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 \$2,500,000;
- (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%
- (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 \$250,000 to \$500,000 in October of 2013. Related to this increase in authority, the Council requested a report on any contracts valued between \$100,000 and \$250,000 and \$250,000 and \$500,000.

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 \$500,000.

Procurements valued at greater than \$500,000 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 \$500,000.

The Fourth Quarter 2016 Procurement Summary Information is attached.



Metropolitan Council

Procurement Summary Information - Fourth Quarter, 2016

Dollar Amount Range	Number of procurements		Percent Value		Total Value	
	Fourth Quarter	2016	Fourth Quarter	2016	Fourth Quarter	2016
Up to \$2,500	3,893	12,662	1.10%	8.89%	2,066,008.24	6,351,697.02
\$2,501 - \$5,000	497	1,536	0.98%	7.88%	1,840,401.69	5,651,588.58
\$5,001 - \$50,000	463	1,308	3.52%	25.69%	6,580,906.84	18,113,055.25
\$50,001 - \$100,000	28	64	1.05%	8.31%	1,966,383.78	5,955,694.02
100,001 - \$250,000	22	43	2.17%	12.66%	4,056,934.78	8,929,506.11
\$250,001 - \$500,000	9	33	1.69%	25.82%	3,169,132.36	17,809,679.26
Greater than \$500,000	18	23	89.48%	210.74%	167,409,867.28	157,226,067.17
Grand Total	4,930	15,669	100.00%	300.00%	187,089,634.97	220,037,287.41

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

Award Based on Formal Invitation for Bids

#	Contractor	Amount	Division	Description	Procurement Method	Term	Contractor Location	Procurement Number
1	JACON LLC	\$141,000	Metro Transit	Reissued - Snow Removal at Maplewood Mall Park and Ride lot and sidewalks	Non Construction Services	5 Years,	Vadnais Heights, MN	16P189A
2	CERES TECHNOLOGIES INC	\$186,419	Metro Transit	Upgrade existing fluorescent lights to LED's.	Bid	1 Year, 5 Months	Saugerties, NY	16P167
3	JPMI CONSTRUCTION CO	\$222,000	Metro Transit	Roofing work, Removal of a chiller and an RTU, installation of new packaged RTU	Major Construction	3 Months	St Paul, MN	16P217

Details of Procurement Valued Between \$250,001 and \$500,000

Award Based on Formal Invitation for Bids

#	Contractor	Amount	Division	Description	Procurement Method	Term	Contractor Location	Procurement Number
1	ALLSTATE PETERBILT	\$270,446	ES	Procurement of 6,000 gallons, 7 tandem axle cab and chassis tank truck	Bid	1 Year, 1 Month	St Paul, MN	16P218

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

Award Based on Request for Proposals

#	Contractor	Amount	Division	Description	Procurement Method	Term	Contractor Location	Procurement Number
1	WSB & ASSOCIATES	\$150,000	MT	Materials testing, testing and inspection services. Environmental firms, Engineering firms.	Master Contract PTS	3 Years, 5 Months	St Paul, MN	16P011C
2	NORTHERN TECHNOLOGIES LLC	\$150,000	MT	Materials testing, testing and inspection services. Environmental firms, Engineering firms.	Master Contract PTS	3 Years, 5 Months	Inver Grove Heights, MN	16P011D
3	NCC GROUP ESCROW ASSOCIATES LLC	\$150,000	RA	Software Escrow	PTS	3 Years	Atlanta, GA	16P074

Details of Procurement Valued Between \$250,001 and \$500,000

Award Based on Request for Proposals

#	Contractor	Amount	Division	Description	Procurement Method	Term	Contractor Location	Procurement Number
1	INFORMATION SYSTEMS CORP	\$312,903	RA	Maintenance and support for the Application Xtender system	PTS	3 Years	Fargo, ND	16P196
2	AMERICAN ENGINEERING TESTING INC	\$350,000	MT	Materials testing, testing and inspection services. Environmental firms, Engineering firms. *CL BI 2016 - 204	Master Contract PTS	3 Years, 4 Months	St Paul, MN	16P011A
3	BRAUN INTERTEC	\$350,000	MT	Materials testing, testing and inspection services. Environmental firms, Engineering firms. *BI 2016 - 204	PTS	3 Years, 5 Months	St Paul, MN	16P011B
4	121 BENEFITS	\$375,000	RA	Cobra administration and retiree health care billing	Master Contract PTS	3 Years, 2 Months	Minneapolis, MN	16P017
5	CAMP DRESSER AND MCKEE INC	\$400,000	ES	Engineering services that will support regional efforts to achieve water supply reliability and sustainability. Possible services include, but are not limited to, studies, reports, tools, and outreach. *DI 2016 - 236	Master Contract PTS	3 Years	Woodbury, MN	16P135A
6	SHORT ELLIOTT HENDRICKSON INC	\$400,000	ES	Engineering services that will support regional efforts to achieve water supply reliability and sustainability. Possible services include, but are not limited to, studies, reports, tools, and outreach. *DI 2016 - 236	Master Contract PTS	3 Years	St Paul, MN	16P135E
7	HNTB CORPORATION	\$449,483	MT	Construct a drop table with an additional inside maintenance track and pit at Northstar VMF facility	A/E	1 Year	Golden Valley, MN	16P071
8	HCA ASSET MANAGEMENT LLC	\$261,300	RA	Conduct physical inventory of the fixed assets owned by the Council, and annual appraisals of fixed assets.	PTS	4 Years, 6 Months	Bradenton, FL	16P134

Details of Procurement Valued between \$100,000 and \$250,001

Award Based on Other Processes

#	Contractor	Amount	Division	Description	Procurement Method	Term	Contractor Location	Procurement Number
1	TRAPEZE SOFTWARE GROUP INC	\$106,584	RA	Annual Renewal for Trapeze ATIS software	Sole Source	1 Year	Scottsdale, AZ	PO 16010022
2	LUBE-TECH & PARTNERS LLC	\$126,978	MT	Labor for OHB brake shop vehicle hoist repairs	Emergency Declaration	1 Year	Golden Valley, MN	PO 0000218509
3	WORKS COMPUTING INC	\$130,876	RA	Replace VMware servers for Environmental Services.	MN State Contract	1 Year	Bloomington, MN	PO 16011137
4	MERAK NORTH AMERICA	\$139,221	MT	LRV Board Control Electronic ACCU	Sole Source	1 Year	Westminster, MD	PO 0000219380
5	STATE OF MN	\$140,000	MT	Purchase ice melt product for use at Public and Support Facilities	MN State Contract	1 Year	ST Paul, MN	16P269
6	GS SYSTEMS INC DBA WONDERWARE	\$156,714	RA	Environmental services plant wide Wonderware upgrade to System Platform	Sole Source	1 Year	Brookfield, WI	PO 16010614
7	PENN MACHINE COMPANY	\$168,544	MT	LRV Wheel Tire Center Idler	Sole Source	1 Year	Johnstown, PA	PO 0000218492
8	NORTH CENTRALBUS & EQUIPMENT	\$190,218	MT	Purchase of 2 Expansion and 1 Replacement small bus from North Central Bus for Maple Grove Transit	Rolling Stock	6 Months	Minneapolis, MN	16P312

9	KNORR BRAKE COMPANY	\$193,811	MT	LRV disc brakes	Sole Source	1 Year	Westminster, MD	PO 000219627
10	Electric Pump	\$200,000	ES	As-needed service contract for pumps currently used in plant and facility operations.	Sole Source	5 Years	New Prague, MN	16P280
11	GS SYSTEMS INC DBA WONDERWARE	\$205,935	RA	Wonderware GS Systems Version Upgrades and Support Renewal	Sole Source	1 Year	Brookfield, WI	PO 16011407
12	WORKS COMPUTING INC	\$217,699	RA	Upgrade VMware servers for Metro Transit applications	MN State Contract	1 Year	Bloomington, MN	PO 16011137
13	HP INC	\$225,652	RA	Computer refresh for Metro Transit	MN State Contract	1 Year	Palo Alto, CA	PO 16010618
14	GKG LAW PC	\$250,000	MT	Advice and Representation regarding Surface Transportation Board Matters	Legal	2 Months	Wayzata, MN	16P243
15	BEST & FLANAGAN	\$250,000	MT	Legal Services	Legal	2 Months	Minneapolis, MN	16P296
16	LITTLER MENDELSON	\$250,000	RA	Legal services.	Legal	2 Months	Minneapolis, MN	16P340

Details of Procurement Valued Over \$500,000

Award Based on All Processes

#	Contractor	Amount	Division	Description	Procurement Method	Term	Contractor Location	Procurement Number	Business Item #	Council Action
1	BRASCO INTERNATIONAL INC	\$598,950	MT	Transit is in a multi-year process of replacing advertising shelters that were inherited when CBS Outdoor left. This CIM is to order 70 shelters and install. New CIM is for 100 shelters	PTS	7 Months	Madison Heights, MI	14P194A	2016-214	11/9/2016
2	CONTACT SOLUTIONS	\$675,000	MT	The software that runs the IVR must be replaced and the IVR applications (NexTrip, Go-To Card, and Park and Ride) must be rewritten to operate with the new software.	PTS	1 Year, 4 Months	Reston, VA	15P186	2016-118	N/A
3	RACHEL CONTRACTING	\$768,898	MT	Demolition/Hazardous Materials Abatement.	Major Construction	6 Months	St Michael, MN	16P204	N/A	N/A
4	AMERICAN FINANCIAL PRINTING INC	\$794,275	MT	Printing, warehousing, and distribution services for Metro Transit pocket schedules and other printed materials.	Non-Construction Services	5 Years	Minneapolis, MN	16P166	2016-212	N/A
5	METLIFE INSURANCE	\$800,000	RA	Long Term Disability Benefits Administration	PTS	3 Years	Burnsville, MN	16P010	2016-145	8/10/2016
6	KNOOR BRAKE COMPANY	\$829,694	MT	LRV Rotor Split Ring Friction	Sole Source	N/A	Westminster, MD	PO 000219958	N/A	N/A

7	VOESTALPINE NORTRAK INC	\$975,902	MT	Replacing the crossovers at Warehouse and Park on Metro Transits LRT Blue Line. Metro Transit has been maintaining and rebuilding these two crossings since the Blue Line was operational in 2004	Non-Construction Services	8 Months	Indianapolis, Indiana	16P240	2016-233	11/30/2016
8	RAILWORKS TRACK SYSTEMS INC	\$1,100,000	MT	Provide preventative track maintenance, track failure repairs and emergency track failure repairs. Also, winter snow removal service.	Non-Construction Services	3 Years, 9 Months	Lakeville, MN	16P024A	2016-209	11-9-2016
9	BERWALD ROOFING CO INC	\$1,257,075	ES	Roof replacement, stairway addition, HVAC unit removal.	Major Construction	1 Year, 2 Months	St Paul, MN	16P159	N/A	N/A
10	GEISLINGER & SONS INC	\$5,702,756	ES	Construction services for rehabilitation of interceptor 3-BN-499.2016.	Major Construction	1 Year, 5 Months	Minneapolis, MN	16P079	2016-170	9-14-2016
11	MINGER CONSTRUCTION INC	\$7,153,612	ES	New interceptor construction, abandonment of L25. Trucking, temporary conveyance, pile driving.	Major Construction	1 Year, 5 Months	Jordan, MN	16P156	2016-223	11-9-2016
12	MINGER CONSTRUCTION INC	\$11,162,907	ES	CIPP Lining, Manhole Rehabilitation, and Meter Improvement. Maintenance hole rehabilitation, heavy civil, coating, earthwork/utility, seeding/sodding,	Major Construction	2 Year, 5 Months	Jordan, MN	16P075	2016-171	9-14-2016

- PTS = Professional Technical Services
- AE = Architectural & Engineering Services