

Management Committee

Meeting date: May 9, 2018

Subject: Summary of First Quarter 2018 Procurements

District(s), Member(s): All

Policy/Legal Reference: Council Policy 3-3 Expenditures

Staff Prepared/Presented: Jody Jacoby, 651-602-1144

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 First Quarter 2018 Procurement Summary Information is attached.



Metropolitan Council

Procurement Summary Information - First Quarter, 2018

Dollar Amount Range	Number of Procurements		Percent Value		Total Value	
	First Quarter	YTD	First Quarter	YTD	First Quarter	YTD
Up to \$2,500	4,335	4,335	79.41%	79.41%	2,175,469.51	2,175,469.51
\$2,501 - \$5,000	578	578	10.59%	10.59%	2,164,634.29	2,164,634.29
\$5,001 - \$50,000	481	481	8.81%	8.81%	6,329,091.64	6,329,091.64
\$50,001 - \$100,000	23	23	0.42%	0.42%	1,692,034.55	1,692,034.55
100,001 - \$250,000	16	16	0.29%	0.29%	2,844,274.06	2,844,274.06
\$250,001 - \$500,000	13	13	0.24%	0.24%	4,568,242.27	4,568,242.27
Greater than \$500,000	10	10	0.18%	0.18%	72,165,273.74	72,165,273.74
Grand Total	5,459	5,459	100.00%	100.00%	91,939,020.06	91,939,020.06

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

Award Based on Formal Invitation for Bids

#	Contractor	Amount	Division	Description	Type	Term	Contractor Location	Procurement Number
1	OER SERVICES INC	\$111,800.00	MT	Scissors lifts and aerial lift replacement	Purchase Order	1 Month	Palatine, IL	17P361
2	HY CONSTRUCTION COM	\$133,300.00	MT	Cantilever Rack at Rail Support Facility	Construction Services	7 Months	St Paul, MN	17P178
3	APADANA LLC	\$187,777.00	MT	Blue Line South & Downtown Stations Lighting Retrofit	Construction Services	7 Months	Minneapolis, MN	17P235
4	FBG SERVICE CORP	\$221,892.00	ES	Janitorial Services for MCES Facilities	Non-Construction Services	2 Years	St Paul, MN	17P251

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

Award Based on Formal Invitation for Bids

#	Contractor	Amount	Division	Description	Type	Term	Contractor Location	Procurement Number
1	MAGNETIC TICKET & LABEL CORP	\$303,750.00	MT	Go To Card Procurement 2018 & 2019	Purchase Order	2 Years	Dallas, TX	17P390
2	CR-BUILDING PERFORMANCE SPECIALISTS INC	\$315,410.00	MT	Asset Condition Assessment	PTS	1 Year	Minneapolis, MN	17P169
3	STONEPROS LLC	\$394,000.00	MT	Snow Removal and Relocation at Metro Transit Locations	Non-Construction Services	1 Year, 2 Months	Minneapolis, MN	17P259

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

Award Based on Request for Proposals

#	Contractor	Amount	Division	Description	Type	Term	Contractor Location	Procurement Number
1	TOLTZ KING DUVALL ANDERSON & A	\$200,000.00	MT	2018-2020 Metro Transit Bridge and Structures Inspection	PTS	3 Years	St Paul, MN	17P090A
2	KIMLEY-HORN ASSOCIATES INC	\$200,000.00	MT	2018-2020 Metro Transit Bridge and Structures Inspection	PTS	3 Years	St Paul, MN	17P090B

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

Award Based on Request for Proposals

#	Contractor	Amount	Division	Description	Type	Term	Contractor Location	Procurement Number
1	HDR ENGINEERINGINC	\$400,000.00	ES	Master Contract for Plant Engineering Services	PTS	2 Years, 8 Months	Golden Valley, MN	17P070A
2	ADVANCED ENGINEERING & ENVIROMENTAL SERVICE	\$400,000.00	ES	Master Contract for Plant Engineering Services	PTS	2 Years, 8 Months	Maple Grove, MN	17P070B

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

Award Based on Other Processes

#	Contractor	Amount	Division	Description	Type	Term	Contractor Location	Procurement Number
1	PENN MACHINE CO	\$129,688.32	MT	Wheel Tire, LRV	Sole Source	3 Months	Blairsville, PA	PO 235306
2	TIERNEY BROTHERS INC	\$133,163.44	RA	Video Conferencing equipment for Robert Street	MN State Contract	1 Month	Minneapolis, MN	PO 18000907
3	INTERSTATE POWERSYSTEMS	\$151,223.22	MT	Module Dual Power Inverter (DPIMS)	Sole Source	4 Days	Lakeville, MN	PO 234037
4	FRESHWATER SOCIETY	\$165,500.00	ES	Water Conservation Advisor Training Program	PTS	3 Years, 8 Months	St Paul, MN	17P386
5	CONSTRUCTION POLYMER TECH	\$168,300.00	MT	LVT Support-Low Profile Concrete Block	Sole Source	3 Months	Welford, PA	PO 232991
6	SAP PUBLIC SERVICES	\$187,215.08	RA	Annual support renewal for Business Intelligence	Sole Source	1 YR	Washington, DC	PO 180001816
7	LEGACY SERVICES CORPORATION	\$187,490.00	ES	Soot and Smoke mitigation of the main room, mechanical room, boiler room, and lower level of building #15 at the St. Croix Valley WWTP following the fire on January 7, 2018.	Emergency Declaration	N/A	Elk River, MN	PO 18000552
8	E-BUILDER	\$202,560.00	RA	Annual support renewal for E- Builder	Sole Source	1 YR	Plantation, FL	PO 18001803
9	STATE OF MN/AUDITOR	\$225,000.00	RA	Audit Fees	OTHER	N/A	St. Paul, MN	PO 18000714
10	ENVIRONMENTAL EQUIPMENT	\$239,365.00	MT	Tymco 600 Street Sweeper	MN State Contract	2 Months	Elko, MN	PO 234565

Details of Procurement Valued Over \$500,000

Award Based on All Processes

#	Contractor	Amount	Division	Description	Type	Term	Contractor Location	Procurement Number	Business Item #	Council Action Date
1	TRAPEZE SOFTWARE GROUP INC	\$598,376.00	ES	Support Renewal for Trapeze PASS software	Sole Source	1 Year	Scottsdale, AZ	PO 18000714	N/A	N/A
2	SUBURBAN ELEVATOR OF MN	\$648,900.00	RA	Robert St Elevator Modernization	Major Construction	1 Year	Elk River, MN	17P009A	N/A	N/A
3	MORCON CONSTRUCTION INC	\$947,589.56	MT	C Line Transit Center and Fiber Project	Construction Services	7 Months	Fridley, MN	17P173	N/A	N/A
4	MERJENT INC	\$1,320,140.57	MT	Phase III Archaeological Data Recovery	A/E	1 Year, 3 Months	Minneapolis, MN	16P278	2017-233	10/23/2017
5	SHORT ELLIOTT HENDRICKSON INC	\$2,145,606.00	MT	Construction Monitoring for Contaminated Materials	A/E	4 Years, 8 Months	St Paul, MN	16P298	2018-34	2/28/2018
6	SHANK CONSTRUCTORS INC	\$2,484,900.00	ES	WWTP GRT Area Rehabilitation Phase 2	Major Construction	1 year	Brooklyn Park, MN	17P265	N/A	N/A
7	RESOURCE SYSTEMS GROUP INC	\$3,800,000.00	MT	2018 TBI Household Travel Survey	PTS	5 Years	Hartford, VT	17P073	2017-219	9/27/2017
8	FIRST TRANSIT INC	\$12,082,146.00	MT	Two Rivers Transit Service	Other (P)	5 Years	Cincinnati, OH	17P037	2017-274	12/13/2017

9	THOMAS AND SONS CONSTRUCTION INC	\$12,976,109.61	MT	C Line BRT and Penn Avenue Road Construction	Major Construction	10 Months	Rogers, MN	17P256	2018-39 SW	2/14/2018
10	KIMLEY-HORN ASSOCIATES INC	\$35,161,506.00	MT	METRO Gold Line - Engineering Services	PTS	7 Years	St Paul, MN	17P058	2017-289	12/13/2017

- PTS – Professional and Technical Services
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Details of Procurement Valued Between \$100,001 and \$250,000

Award Based on Formal Invitation for Bids

#	Contractor	Amount	Division	Description	Type	Term	Contractor Location	Procurement Number	DBE/MCUB Goal	DBE/MCUB Commitment
1	OER SERVICES INC	\$111,800.00	MT	Scissors lifts and aerial lift replacement	Goods	1 Month	Palatine, IL	17P361	-	-
2	HY CONSTRUCTION COM	\$133,300.00	MT	Cantilever Rack at Rail Support Facility	Construction Services	7 Months	St Paul, MN	17P178	-	-
3	APADANA LLC	\$187,777.00	MT	Blue Line South & Downtown Stations Lighting Retrofit	Construction Services	7 Months	Minneapolis, MN	17P235	15%	15.98%

4	FBG SERVICE CORP	\$221,892.00	ES	Janitorial Services for MCES Facilities	Non-Construction Services	2 Years	St Paul, MN	17P251	-	-
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1	MAGNETIC TICKET & LABEL CORP	\$303,750.00	MT	Go To Card Procurement 2018 & 2019	Goods	2 Years	Dallas, TX	17P390	-	-
2	CR-BUILDING PERFORMANCE SPECIALISTS INC	\$315,410.00	MT	Asset Condition Assessment	PTS	1 Year	Minneapolis, MN	17P169	MCUB: 10%	MCUB: 100%
3	STONEPROS LLC	\$394,000.00	MT	Snow Removal and Relocation at Metro Transit Locations	Non-Construction Services	1 Year, 2 Months	Minneapolis, MN	17P259	-	-

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2	KIMLEY-HORN ASSOCIATES INC	\$200,000.00	MT	2018-2020 Metro Transit Bridge and Structures Inspection	PTS	3 Years	St Paul, MN	17P090B	-	-

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1	HDR ENGINEERING INC	\$400,000.00	ES	Master Contract	PTS	2 Years, 8 Months	Golden Valley, MN	17P070A	WBE – 5% MBE – 5%	WBE – 5% MBE – 5%
2	ADVANCED ENGINEERING & ENVIRONMENTAL SERVICE	\$400,000.00	ES	Master Contract for Plant Engineering Services	PTS	2 Years, 8 Months	Maple Grove, MN	17P070B	WBE – 5% MBE – 5%	WBE: 10% MBE: %%

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2	TIERNEY BROTHERS INC	\$133,163.44	RA	Video Conferencing equipment for Robert Street	MN State Contract	1 Month	Minneapolis, MN	PO 18000907	-	-
3	INTERSTATE POWERSYSTEMS	\$151,223.22	MT	Module Dual Power Inverter (DPIIMS)	Sole Source	4 Days	Lakeville, MN	PO 234037	-	-
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1	UBISENSE	\$260,809.65	MT	Dual Mode Tag with DC Supply	Sole Source	6 Months	Denver, CO	PO 234395	-	-
2	NATL POWER RODDING CORP	\$267,519.22	ES	CCTV - North Metro	PTS	1 Year	Chicago, IL	17P281	-	-
3	GIRO INC	\$301,387.00	RA	Support Renewal for Giro	Sole Source	1 Year	Montreal, QB	PO 18000907	-	-
4	APOLLO VIDEO TECHNOLOGY	\$323,721.00	MT	DVR Retrofit	Goods	2 Months	Bothell, WA	17P379	-	-
5	LOGIS	\$351,959.00	RA	Support Renewal for LOGIS	Sole Source	1 Year	Golden Valley, MN	PO 18001816	-	-
6	INTERSTATE POWERSYSTEMS	\$362,614.00	MT	Energy Storage System Advanced Lithium-ION	Sole Source	1 Month	Lakeville, MN	PO 234378	-	-
7	CUBIC TRANSPORTATION	\$414,595.00	MT	Smart Card Validators	Sole Source	7 Months	Tullahoma, TN	PO 233592	-	-
8	GREAT NORTHERN ENVIRONMENTAL LLC	\$472,477.40	RA	Stock goods	Sole Source	1 Month	Oakdale, MN	PO 18001803	-	-

Details of Procurement Valued Over \$500,000

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4	MERJENT INC	\$1,320,140.57	MT	Phase III Archaeological Data Recovery	A/E	1 Year, 3 Months	Minneapolis, MN	16P278	2017-233	10/23/2017	DBE: 17%	17%
5	SHORT ELLIOTT HENDRICKSON INC	\$2,145,606.00	MT	Construction Monitoring for Contaminated Materials	A/E	4 Years, 8 Months	St Paul, MN	16P298	2018-34	2/28/2018	DBE: 15%	15.5%
6	SHANK CONSTRUCTORS INC	\$2,484,900.00	ES	WWTP GRT Area Rehabilitation Phase 2	Major Construction	1 year	Brooklyn Park, MN	17P265	N/A	N/A	MCUB: 15%	19.83%
7	RESOURCE SYSTEMS GROUP INC	\$3,800,000.00	MT	2018 TBI Household Travel Survey	PTS	5 Years	Hartford, VT	17P073	2017-219	9/27/2017	DBE: 15%	35.3%

8	FIRST TRANSIT INC	\$12,082,146.00	MT	Two Rivers Transit Service	Transportation Services	5 Years	Cincinnati, OH	17P037	2017-274	12/13/2017	-	-
9	THOMAS AND SONS CONSTRUCTION INC	\$12,976,109.61	MT	C Line BRT and Penn Avenue Road Construction	Major Construction	10 Months	Rogers, MN	17P256	2018-39 SW	2/14/2018	DBE: 20%	20.7%
10	KIMLEY-HORN ASSOCIATES INC	\$35,161,506.00	MT	METRO Gold Line - Engineering Services	PTS	7 Years	St Paul, MN	17P058	2017-289	12/13/2017	DBE: 20%	25.8%

- PTS – Professional and Technical Services
- A/E – Architectural and Engineering