

# Business Item

Metropolitan Council



**Committee Meeting Date:** December 13, 2023

**For the Metropolitan Council:** December 13, 2023

## Business Item: 2023-278 SW

E-Builder Software Maintenance Agreement, Contract 18M120 – Amendment One

**District(s), Member(s):** All

**Policy/Legal Reference:** FM 14-2, Expenditures for the Procurement of Goods, Services, and Real Estate Policy

**Staff Prepared/Presented:** Sue Hauge, Interim Chief Information Officer, 651-602-1443, and Jody Jacoby Chief Procurement Officer

**Division/Department:** Regional Administration/Information Services

### Proposed Action

That the Metropolitan Council authorize the Regional Administrator to execute an amendment for contract 18M120 with E-Builder Inc. that will increase the maximum not-to-exceed amount to \$4,870,001.

### Background

E-Builder is an internet-based project management system that standardizes and improves communication, and increases accountability between the offices, consultants, contractors and other project stakeholders by providing a single location to submit, review, approve and access project documents.

Since competitively procuring the e-Builder system for the Central Corridor Project Office in 2010, Metro Transit has used e-Builder with outstanding results. Metropolitan Council personnel, contractors, consultants, and project stakeholders have realized many benefits during the design and construction phases of projects as a result of the e-Builder enterprise system, including the following.

- Streamlined construction review and change authorization processes.
- Facilitated project documentation archival.
- Increased collaboration between all project participants.

A second competitive procurement for the Green Line Extension (SWLRT) Project in 2012 also resulted in the selection of the e-Builder system. Metro Transit/Transit Systems Development extended the SWLRT contract in 2014 to all of the Project Offices. In 2015, the Metro Transit Engineering and Facilities Department procured a sole source contract with e-Builder which expired at the end of 2018.

In September 2018, the Met Council approved a sole-source procurement contract with e-Builder Inc. in the amount \$1,819,374.90 over a five-year period with cost divided between Environmental Services (ES) and Metro Transit (MT). This e-Builder current contract is expiring on December 31, 2023. ES and Metro Transit continue to expand the use of the system.

This contract adds the use of e-Builder for the Metropolitan Transportation Services (MTS) division. MTS also has a need to manage service contracts in the same manner that ES and MT manage construction projects/contracts. MTS needs to monitor contractor performance, improve process flows, communication about on-street and virtual service contract observations which include photos and specific observations

linked to each contract. MTS reviews properties for condition and accessibility, as well as customer-related issues and have a need to share, track and report on these issues in collaboration with contractors in a succinct and efficient manner. The e-Builder modules needed by MTS are already used by the other divisions. Implementation services will be required to roll out the functionality.

ES and MTS have a need for additional part-time consulting support for up to 80 hours each month. The contract provides for either or both of the divisions to end technical support services if needed.

Procurement of the e-Builder system as an enterprise solution provides a comprehensive construction and contracts project management software with benefits to most of the Metropolitan Council divisions. The project team agrees that the proposed amendment price is fair and reasonable and is requesting an additional \$3,050,626.10 to add part-time consulting and add services for MTS.

### **Rationale**

The amendment of a professional services contract greater than \$500,000 and exceeding 10% of the original authorized value requires Council approval.

### **Thrive Lens Analysis**

This contract amendment will further advance the Thrive outcomes of Stewardship and Sustainability by ensuring reliability, resilience, security, and cost-effectiveness by expanding the use of the enterprise e-Builder tool to MTS which will prevent duplicative costs and prevent unacceptable delays in carrying out Metropolitan Council projects. The modules being utilized by MTS will provide for more efficient project management, reporting capabilities, and security reviews. By expanding the use of e-Builder, the Council will be able to build upon and improve project management functions across the Council through the utilization of tools tailored to the Council's business units. This enterprise tool is critical to the Council's daily efficient operation.

### **Funding**

The current Agreement is included in the Information Services, Metro Transit, Environmental Services and MTS operating budgets using local funds.

### **Small Business Inclusion**

The original solicitation was procured using a Sole Source. The Office of Equity and Equal Opportunity does not establish small business goals on sole source procurements as they offer no subcontracting opportunities.

