

Transportation Committee

Meeting date: January 14, 2013

For the Council Meeting of January 23, 2013

ADVISORY INFORMATION

Date:	January 4, 2013
Subject:	Project Manager Contract Recommendation (Solicitation #12P197)
District(s), Member(s):	All Council Members
Policy/Legal Reference:	Council Policy 3-3 Expenditures – Procurement of Goods and Services over \$250,000
Staff Prepared/Presented:	Arlene McCarthy, Director MTS (651-602-1754) Micky Gutzmann, Director of Purchasing (651-602-1741) Larry Howieson, IS Manager 2 (651-602-1558) Gerri Sutton, Assistant Director MTS (651-602-1672) Paul Colton, Senior Manager Metro Mobility (651-602-1668)
Division/Department:	Metropolitan Transportation Services (MTS) / Metro Mobility

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute a contract with Elert and Associates to provide Project Management Services in an amount not to exceed \$352,000 for a two-year period.

Background

Through a Request for Proposal (RFP) process, MTS is procuring the services of a project manager to oversee the implementation and coordination of technologies for Metro Mobility and Transit Link which include: electronic fare collection system, automated vehicle location/mobile data computer (AVL/MDC) system and interactive voice recognition (IVR) system. In addition, this project manager may support the Council's Information Services department as needed on other special projects.

The Metropolitan Council issued a RFP on October 5, 2012 and two proposals were received on November 2, 2012. Both proposals received were found to be non-responsive so a second RFP was issued by the Council on November 20, 2012; four proposals were received on December 11, 2012. The four proposers were Elert & Associates, SDK Software Inc., SEH Inc. and Ambient Consulting.

Rationale

A three-person evaluation panel independently evaluated and ranked the four proposals that were submitted based on the following criteria:

1. Quality of the proposal
2. Qualifications of the proposer
3. Experience of the proposer
4. Price proposal

Based on the review of proposals by the evaluation panel, three proposers demonstrated the ability and knowledge to manage the projects successfully. The two proposers whose proposals were ranked highest by the evaluation panel were interviewed on December 26, 2012. The interview process demonstrated that both proposers possess the knowledge and ability to successfully manage the Council's projects. Elert & Associates provided the lowest hourly rate which was 23% lower than the SDK Software Inc. hourly rate.

Therefore, the combination of technical proposal and price offered by Elert & Associates was deemed the most advantageous to the Council

Funding

Funding for this contract is split between MTS and Information Services in the following manner:

- 40% for the MTS AVL/MDC project (2013 Capital Budget)
- 30% for the MTS Cubic electronic fare payment project (2013 Capital Budget)
- 30% for other Information Services support (2013 IS Operating Budget)

Known Support / Opposition

No known opposition.