


# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>Horizons, Incorporated.</b>		CFMS Contract Number: <b>A-87490</b>
Project Name (if applicable): <b>Photogrammetric Aerial Services</b>	Mn/DOT Agreement No.: <b>89507</b>	Project Duration (Dates): <b>04/05/06 to 06/20/06</b>
<p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to provide photogrammetric Aerial Vertical Photography services in Districts 6, 7, 8 &amp; Metro, for mapping and other purposes. This project was contracted out as MN/DOT does not own an aerial photogrammetric camera and equipment necessary for this type of work.</b></p>		
Billable Hours (if applicable): <b>No.</b>	Total Contract Amount: <b>\$95,930.00</b>	Source of Funding: <b>District's Consultant</b>
<p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>		
<p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>		
<p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>		
 Carol Molnau, Lt. Governor/Commissioner		<b>7-6-06</b> Date

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 89507 Type of work Photogrammetry Aerial  
 District/Office 6, 7, 8 & M Work Type Code 10.2 mp Services.  
 S.P. Numerous T.H. Numerous Location Dist's 6, 7, 8 & Metro  
 Contractor Horizons Inc  
 Subcontractor —  
 Subcontractor —  
 Contract Period: 4-5-06 : 6-20-06 : 7-31-06  
                     Work Start Date                      Work Completion Date                      Expiration Date  
 Total Contract Cost: \$95,930 = Orig Cost: \$95,930 + Amended Cost: \$ 0  
 Amended cost for: ~ Overrun    ~ Additional Work    Number of Amendments       

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality		✓		
2. Work Performance	✓			
3. Conformance with Mn/DOT Standards/Requirements		✓		
4. Deliverables Complete and on time	✓			
5. Project related cooperation	✓			
6. QA/QC plan conformance		✓		
7. Contract administration cooperation	✓			
8. Invoices and progress reports	✓			
9. Cost estimation/budget management	✓			

Contractor's rating for this contract:

Total Points 33  
(Maximum points 36)

Project Manager:

Lloyd O Davis

Print Name

Contract Administrator:

Mehrtash Mehran

Print Name


Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

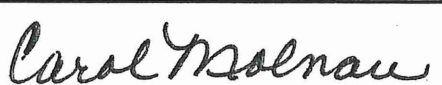
Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>GRW Aerial Surveys, Inc.</b>		CFMS Contract Number: <b>A-87489</b>
Project Name (if applicable): <b>Photogrammetric Aerial Services</b>	Mn/DOT Agreement No.: <b>89503</b>	Project Duration (Dates): <b>04/10/06 to 6/26/06</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>The Purpose of this contract was for the Contractor to provide photogrammetric Aerial Vertical Photography and Remote Sensing services for mapping and other purposes. This project was contracted out as MN/DOT does not own an aerial photogrammetric camera and equipment necessary for this type of work.</b>		
Billable Hours (if applicable): <b>No.</b>	Total Contract Amount: <b>\$99,500.00</b>	Source of Funding: <b>District's Consultant</b>
Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:  <b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b>		
If this was a single source contract, explain why the agency determined there was only a single source for the services:  <b>No.</b>		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  <b>Please see the attached evaluation form.</b>		
 Carol Molnau, Lt. Governor/Commissioner		<b>7-5-06</b> Date

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.


Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>GRW Aerial Surveys, Inc.</b>		CFMS Contract Number: <b>A-87484</b>
Project Name (if applicable): <b>Photogrammetric Aerial Services</b>	Mn/DOT Agreement No.: <b>89504</b>	Project Duration (Dates): <b>4/10/06 to 6/26/06</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>The Purpose of this contract was for the Contractor to provide photogrammetric Aerial Vertical Photography services in Districts 1, 2, 3, 4 &amp; Metro &amp; Airports for mapping and other purposes. This project was contracted out as MN/DOT does not own an aerial photogrammetric camera and equipment necessary for this type of work.</b>		
Billable Hours (if applicable): <b>No.</b>	Total Contract Amount: <b>\$98,767.50</b>	Source of Funding: <b>District's Consultant</b>
Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:  <b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b>		
If this was a single source contract, explain why the agency determined there was only a single source for the services:  <b>No.</b>		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  <b>Please see the attached evaluation form.</b>		
 Carol Molnau, Lt. Governor/Commissioner		<b>7-5-06</b> Date

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>GRW Aerial Surveys, Inc.</b>		CFMS Contract Number: <b>A-87489</b>
Project Name (if applicable): <b>Photogrammetric Aerial Services</b>	Mn/DOT Agreement No.: <b>89503</b>	Project Duration (Dates): <b>04/10/06 to 6/26/06</b>
<p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to provide photogrammetric Aerial Vertical Photography and Remote Sensing services for mapping and other purposes.</b> <b>This project was contracted out as MN/DOT does not own an aerial photogrammetric camera and equipment necessary for this type of work.</b></p>		
Billable Hours (if applicable): <b>No.</b>	Total Contract Amount: <b>\$99,500.00</b>	Source of Funding: <b>District's Consultant</b>
<p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>		
<p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>		
<p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>		
 Carol Molnau, Lt. Governor/Commissioner		<b>7-5-06</b> Date

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 89503 Type of work: Photogrammetric Aerial  
 District/Office 3, 6, 7 & 8 Work Type Code 10.2 & 10.3 MAR Remote Sensing  
 S.P. Numerous T.H. Numerous Location Dist., 3, 6, 7 & 8  
 Contractor GRW Inc.  
 Subcontractor —  
 Subcontractor —  
 Contract Period: 4-10-06; 6-26-06; 7-31-06  
                             Work Start Date                      Work Completion Date                      Expiration Date  
 Total Contract Cost: \$ 99,500- = Orig Cost: \$ 99,500- + Amended Cost: \$ 0

Amended cost for: ~ Overrun    ~ Additional Work    Number of Amendments       

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality		✓		
2. Work Performance		✓		
3. Conformance with Mn/DOT Standards/Requirements		✓		
4. Deliverables Complete and on time		✓		
5. Project related cooperation		✓		
6. QA/QC plan conformance		✓		
7. Contract administration cooperation	✓			
8. Invoices and progress reports		✓		
9. Cost estimation/budget management	✓			

Contractor's rating for this contract:

Total Points 29  
(Maximum points 36)

Project Manager:  
Frank Kromer  
 (Frank Kromer)  
 Print Name

Contract Administrator:  
Mehrtash Mehran  
 (MEHRTASH MEHRAN)  
 Print Name


Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>GRW Aerial Surveys, Inc.</b>		CFMS Contract Number: <b>A-87484</b>
Project Name (if applicable): <b>Photogrammetric Aerial Services</b>	Mn/DOT Agreement No.: <b>89504</b>	Project Duration (Dates): <b>4/10/06 to 6/26/06</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>The Purpose of this contract was for the Contractor to provide photogrammetric Aerial Vertical Photography services in Districts 1, 2, 3, 4 &amp; Metro &amp; Airports for mapping and other purposes. This project was contracted out as MN/DOT does not own an aerial photogrammetric camera and equipment necessary for this type of work.</b>		
Billable Hours (if applicable): <b>No.</b>	Total Contract Amount: <b>\$98,767.50</b>	Source of Funding: <b>District's Consultant</b>
Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:  <b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b>		
If this was a single source contract, explain why the agency determined there was only a single source for the services:  <b>No.</b>		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  <b>Please see the attached evaluation form.</b>		
 Carol Molnau, Lt. Governor/Commissioner		<b>7-5-06</b> Date

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File



Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Work Start Date	Work Completion Date	Expiration Date
-----------------	----------------------	-----------------

Total Contract Cost: \$98,767<sup>50</sup> = Orig Cost: \$98,767<sup>50</sup> + Amended Cost: \$ 0

Amended cost for:  $\sim$  Overrun  $\sim$  Additional Work Number of Amendments

<b>Item Rating</b> 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	<b>Rating</b>			
	<b>Above Average 4 Points</b>	<b>Average 3 Points</b>	<b>Below Average 2 Points</b>	<b>Poor 1 Point</b>
1. Product Quality		✓		
2. Work Performance	✓			
3. Conformance with Mn/DOT Standards/Requirements		✓		
4. Deliverables Complete and on time		✓		
5. Project related cooperation	✓			
6. QA/QC plan conformance	✓			
7. Contract administration cooperation	✓			
8. Invoices and progress reports		✓		
9. Cost estimation/budget management	✓			

Contractor's rating for this contract:

Total Points 32  
(Maximum points 36)

Project Manager:

Lloyd O Davis

Print Name

Contract Administrator

MEHRIASH MEHRAN


Print Name \_\_\_\_\_

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Kadrmas, Lee and Jockson Inc.		CFMS Contract Number: A85525
Project Name (if applicable): HARN Observation – Phase III	Mn/DOT Agreement No.: 89202	Project Duration (Dates): 2/16/06 – 5/06/06
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <p>The purpose of the contract is to provide a National Geodetic Survey in Detroit Lakes</p>		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$98,000.00	Source of Funding: OLM Consultant Budget
If this was a single source contract, explain why the agency determined there was only a single source for the services:  		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>		
 Carol Molnau, Lt. Governor/Commissioner		6-20-06 Date

cc: File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 89202

Type of work: Harn Observations Detroit Lakes-Phase III

District/Office: Detroit Lakes

Work Type Code: **SR**

S.P. NA T.H.: NA

Location:

Contractor: Kadrmas, Lee and Jackson Inc.

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 2/16/06

5/6/06

6/30/06

Work Start Date

Work Completion Date

Expiration Date

Total Contract Cost: \$98,000.00 = Orig Cost: \$98,000.00

+ Amended Cost: \$


Amended cost for: ~ Overrun ~ Additional Work Number of Amendments \_\_\_\_\_

<b>Item Rating</b> 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	<b>Rating</b>			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality	X			
2. Work Performance	X			
3. Conformance with Mn/DOT Standards/Requirements	X			
4. Deliverables Complete and on time	X			
5. Project related cooperation	X			
6. QA/QC plan conformance	X			
7. Contract administration cooperation	X			
8. Invoices and progress reports	X			
9. Cost estimation/budget management	X			


Contractor's rating for this contract:

Total Points 36  
(Maximum points 36)

Project Manager:

 5/31/2006  
( John Barke )  
Print Name

Contract Administrator:

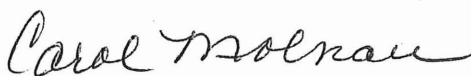
  
( Cathie Ashlin )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

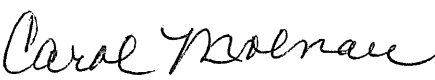
Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Cook Research and Consulting		CFMS Contract Number: A85273
Project Name (if applicable): TH36 Closing Study	Mn/DOT Agreement No.: 89248	Project Duration (Dates): 1/18/06-8/30/06
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  The study was designed to understand public opinion regarding the re-construction of TH36 between Century and White Bear Avenues.  It was necessary to enter into a contract to complete 1000 general public and 75 business interviews.		
Billable Hours (if applicable):	Total Amount Spent on Contract: \$63,594.00	Source of Funding: Metro Consultant Funds
If this was a single source contract, explain why the agency determined there was only a single source for the services:		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
 Carol Molnau, Lt. Governor/Commissioner		6-20-06 Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Kadrmas, Lee and Jackson Inc.		CFMS Contract Number: A85525
Project Name (if applicable): HARN Observation – Phase III	Mn/DOT Agreement No.: 89202	Project Duration (Dates): 2/16/06 – 5/06/06
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <p>The purpose of the contract is to provide a National Geodetic Survey in Detroit Lakes</p>		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$98,000.00	Source of Funding: OLM Consultant Budget
If this was a single source contract, explain why the agency determined there was only a single source for the services:  		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>		
 Carol Molnau, Lt. Governor/Commissioner		6-20-06 Date

cc: File



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		JUN 20 2006	
Contractor Name: Cook Research and Consulting		CFMS Contract Number: A85273 OFFICE OF THE COMMISSIONER	
Project Name (if applicable): TH36 Closing Study	Mn/DOT Agreement No.: 89248	Project Duration (Dates): 1/18/06-8/30/06	
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  The study was designed to understand public opinion regarding the re-construction of TH36 between Century and White Bear Avenues.  It was necessary to enter into a contract to complete 1000 general public and 75 business interviews.			
Billable Hours (if applicable):	Total Amount Spent on Contract: \$63,594.00	Source of Funding: Metro Consultant Funds	
If this was a single source contract, explain why the agency determined there was only a single source for the services:			
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION			
Carol Molnau Carol Molnau, Lt. Governor/Commissioner		6-20-06 Date	

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 89248 Type of work Market Research Study

District/Office Communications Work Type Code MR

S.P. \_\_\_\_\_ T.H. 36 Location \_\_\_\_\_

Contractor Cook Research

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 1/18/06 ; 5/26/06 ; 8/30/06  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$63,594 \_\_\_\_\_ = Orig Cost: \$63,594 + Amended Cost: \$0

Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 0

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality	4			
2. Work Performance	4			
3. Conformance with Mn/DOT Standards/Requirements	4			
4. Deliverables Complete and on time	<u>3</u>	<u>3</u>		
5. Project related cooperation	4			
6. QA/QC plan conformance	4			
7. Contract administration cooperation	<u>4</u>			
8. Invoices and progress reports	<u>4</u>			
9. Cost estimation/budget management	<u>4</u>			

Contractor's rating for this contract:

Total Points 35  
 (Maximum points 36)

Project Manager:

Lori Laflin \_\_\_\_\_  
 ( \_\_\_\_\_ )  
 Print Name

Contract Administrator:

Melissa McGinnis  
 (Melissa McGinnis)  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: University of Minnesota		CFMS Contract Number: A57565
Project Name (if applicable): Design and Safety Implications for ATIS Use with Cell Phones	Mn/DOT Agreement No.: 81655, WO 41	Project Duration (Dates): 11/1/3003 – 10/31/2005
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  This research project will estimate the relative risk of cell phone use while driving compared with other common secondary tasks. The study will be completed in the Virtual Environment for Surface Transportation Research. A high resolution PC-based simulator with 210-degree forward field of view, rear and side views, surround sound system, and a three axis motion base. Two groups of subjects will be established who will drive a standard route (with traffic scenarios representative of common driving contexts and trip purposes). During each drive, subjects will complete a number of scripted in-vehicle tasks using a cell phone and performing other high frequency secondary tasks such as operating a CD/radio. One group of subjects will complete the task set sober; the other group will complete the task set impaired, under conditions determined to be practical and approved by the University of Minnesota's Institutional Review Board.		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$120,000.00	Source of Funding: Federal & Trunk Highway
If this was a single source contract, explain why the agency determined there was only a single source for the services:  N/A		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
Carol Molnau, Lt. Governor/Commissioner <i>Carol Molnau</i>		Date <i>6-20-06</i>

# CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

Agreement No. 81655, WO 41

Type of work Research

District/Office Investment Management

Contractor University of Minnesota

Contract Period: 11/1/2003 ; 10/31/2005  
                                     Start Date                                      Expiration Date

Original Contract Cost                      Amendment Cost(s)                      Final Cost:  
\$120,000.00                      +      \$ N/A                      =      \$120,000.00

Item Rating	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality	X			
2. Work Performance	X			
3. Conformance with Mn/DOT Standards/Requirements		X		
4. Deliverables Complete and on time		X		
5. Project related cooperation		X		
6. QA/QC plan conformance (N/A)	N/A			
7. Contract administration cooperation		X		
8. Invoices and progress reports		X		
9. Cost estimation/budget management		X		

Contractor's rating for this contract:

Total Points 26  
 (Maximum points ~~36~~ 32)

Project Manager:

Contract Administrator:

  
 Todd Kramascz

  
 James Klessig

Above Average:

- Average

- Below Average:

- Poor:

- Comments:**



This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. In the upper central portion of the page, there is a faint, rectangular stamp or mark that appears to contain some illegible text or a logo. The rest of the page is blank except for the ruling lines.



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: University of Minnesota		CFMS Contract Number: A48293
Project Name (if applicable): Impact of Alternative Storm-Water Management Approaches on Highway Infrastructure	Mn/DOT Agreement No.: 81655 WO 75	Project Duration (Dates): 5/20/2003 – 2/28/2006
<p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <ol style="list-style-type: none"><li>1. Complete an annotated bibliography of research related to the impact of alternative storm-water control facilities on transportation infrastructures.</li><li>2. Assess the degree to which existing alternative storm-water control facilities meet design recommendations.</li><li>3. Assess possible positive and/or negative impacts of alternative storm-water control facilities on transportation infrastructures.</li><li>4. Determine the long-term maintenance costs of roadway infrastructures and of storm-water control practices, and assess how the storm-water practice affects the long-term costs of the infrastructure.</li><li>5. Assess the level of acceptance of alternative storm-water control practices among public works directors, land developers, and private property owners.</li><li>6. Develop a resource that provides criteria for making decisions on the use of alternative storm- water control practices.</li></ol>		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$121,896.00	Source of Funding: State Aid
<p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p>N/A</p>		
<p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>		
 Carol Molnau, Lt. Governor/Commissioner		 Date

# CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

Agreement No. 81655 WO 75

Type of work Research

District/Office Investment Management

Contractor University of Minnesota

Contract Period: 5/20/2003; 2/28/2006  
                             Start Date                              Expiration Date

Original Contract Cost

Amendment Cost(s)

Final Cost:

\$ 121,896.00

+

\$ 0

=

\$ 121,896.00

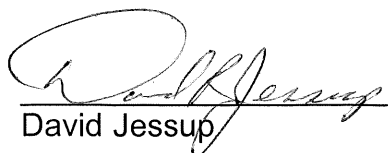
Item Rating	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality		3		
2. Work Performance		3		
3. Conformance with Mn/DOT Standards/Requirements		3		
4. Deliverables Complete and on time			2	
5. Project related cooperation	4			
6. QA/QC plan conformance (N/A)	N/A	3		
7. Contract administration cooperation		3		
8. Invoices and progress reports		3		
9. Cost estimation/budget management		3		

Contractor's rating for this contract:

Total Points 27  
 (Maximum points 36 32)

Project Manager:

Contract Administrator:

  
 David Jessup

  
 Sue Lodahl (for Barb Loida)

Above Average:


- Comments:**

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>Martinez Corporation</b>		CFMS Contract Number: <b>A-70679</b>
Project Name (if applicable): <b>Photogrammetric Mapping</b>	Mn/DOT Agreement No.: <b>89347</b>	Project Duration (Dates): <b>22 Feb. 2006 to 8 June 2006</b>
<p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The purpose of this contract was for the consultant to complete Aero-Triangulation, compile Planimetric Features and create a Digital Terrain Model to detail design standards for this project.</b></p> <p><b>This Photogrammetric Mapping project is for I-94, from the Crow River to the Fish Lake Interchange, also known as SP 2780-64.</b></p> <p><b>The Photogrammetric Unit is staffed to complete approximately 10,000 Mapping Model Units (MMU) per year and we consult out approximately that same amount. This mapping project was a good candidate for a consultant due to its size and complexity. Time constraints on the delivery of this mapping product was also a large factor in deciding to consult out this project.</b></p>		
Billable Hours (if applicable):	Total Amount Spent on Contract: <b>\$97,000.00</b>	Source of Funding: <b>Consultant Mapping</b>
<p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>		
<p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b></p>		
 Carol Molnau, Lt. Governor/Commissioner		<b>6-15-06</b> Date

cc: **Paul Stembler, Dept. of Administration**  
**Jeff Brunner, Consultant Services Section**  
**File**

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>Martinez Corporation</b>		CFMS Contract Number: <b>A-70679</b>
Project Name (if applicable): <b>Photogrammetric Mapping</b>	Mn/DOT Agreement No.: <b>89347</b>	Project Duration (Dates): <b>22 Feb. 2006 to 8 June 2006</b>
<p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The purpose of this contract was for the consultant to complete Aero-Triangulation, compile Planimetric Features and create a Digital Terrain Model to detail design standards for this project.</b></p> <p><b>This Photogrammetric Mapping project is for I-94, from the Crow River to the Fish Lake Interchange, also known as SP 2780-64.</b></p> <p><b>The Photogrammetric Unit is staffed to complete approximately 10,000 Mapping Model Units (MMU) per year and we consult out approximately that same amount. This mapping project was a good candidate for a consultant due to its size and complexity. Time constraints on the delivery of this mapping product was also a large factor in deciding to consult out this project.</b></p>		
Billable Hours (if applicable):	Total Amount Spent on Contract: <b>\$97,000.00</b>	Source of Funding: <b>Consultant Mapping</b>
<p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>		
<p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b></p>		
 Carol Molnau, Lt. Governor/Commissioner		<b>6-15-06</b> Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 89347

Type of work: Photogrammetric Mapping

District/Office: OLM

Work Type Code: ~~401~~ **MP**

S.P. 2780-64

T.H. 94

Location: Crow River to Fish Lake Interchange

Contractor: Martinez Corporation

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 22 Feb. 2006  
Work Start Date

8 June 2006  
Work Completion Date

31 July 2006  
Expiration Date

Total Contract Cost: \$ 97,000.00 = Orig Cost: \$ 97,000.00 + Amended Cost: \$ 0.00


Amended cost for: ~ Overrun ~ Additional Work Number of Amendments \_\_\_\_\_

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality		X		
2. Work Performance		X		
3. Conformance with Mn/DOT Standards/Requirements		X		
4. Deliverables Complete and on time			X	
5. Project related cooperation	X			
6. QA/QC plan conformance		X		
7. Contract administration cooperation		X		
8. Invoices and progress reports		X		
9. Cost estimation/budget management		X		

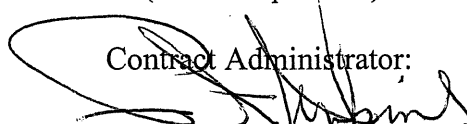
Contractor's rating for this contract:

Total Points: 30  
(Maximum points 36)

Project Manager:

(  )  
Mike Elasky  
Print Name

Contract Administrator:

(  )  
FOR Mehrtash Mehran  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

**Definitions:****Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

**Average**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

**Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

**Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

**Comments:**

The contract called for a delivery date of 31 May 2006 and the actual delivery date was 8 June 2006. Due to Mehrtash being out of the country, I have no idea if any agreement was made with regards to extending the due date. However, according to the contract language it is late and the contractor understands that no matter who is at fault, they accept the burden of some blame.

---

---

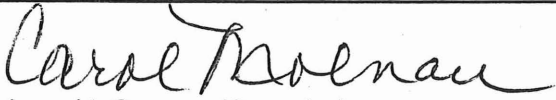
---

---

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

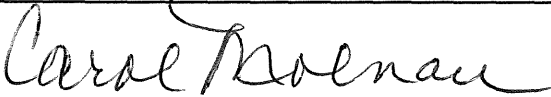
Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>Stanley Consultants, Inc.</b>		CFMS Contract Number: <b>A55917</b>
Project Name (if applicable): <b>I-494 Stormwater Tunnel Feasibility Study</b>	Mn/DOT Agreement No.: <b>85093</b>	Project Duration (Dates): <b>November 17, 2003 – June 30, 2005</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>The purpose of this project was to build upon a previous limited feasibility study that indicated a stormwater tunnel extending under I-494 from the Minnesota River to Penn Avenue (with the potential for a future extension to Trunk Highway 169) is the most cost effective drainage system for future I-494. Work included updating the corridor hydrologic and hydraulics data, providing a surface storm sewer layout with connections, conducting a subsurface investigation, and performing a detailed economic analysis to compare alternative tunnel layouts and conventional drainage designs.</b>  <b>This project required expertise in a number of disciplines. The expertise needed to conduct the various aspects of this project was not available within Mn/DOT. In order to complete the project within the timeframe necessary to meet the overall I-494 reconstruction schedule, the work needed to be outsourced.</b>		
Billable Hours (if applicable): <b>2302.7</b>	Total Contract Amount: <b>\$236,880.42</b>	Source of Funding: <b>Trunk Highway</b>
If this was a single source contract, explain why the agency determined there was only a single source for the services:  <b>N/A</b>		
Attach a copy of the performance evaluation prepared for this contract.		
 Carol Molnau, Lt. Governor/Commissioner		<b>6-7-06</b> Date

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>Stanley Consultants, Inc.</b>		CFMS Contract Number: <b>A55917</b>
Project Name (if applicable): <b>I-494 Stormwater Tunnel Feasibility Study</b>	Mn/DOT Agreement No.: <b>85093</b>	Project Duration (Dates): <b>November 17, 2003 – June 30, 2005</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>The purpose of this project was to build upon a previous limited feasibility study that indicated a stormwater tunnel extending under I-494 from the Minnesota River to Penn Avenue (with the potential for a future extension to Trunk Highway 169) is the most cost effective drainage system for future I-494. Work included updating the corridor hydrologic and hydraulics data, providing a surface storm sewer layout with connections, conducting a subsurface investigation, and performing a detailed economic analysis to compare alternative tunnel layouts and conventional drainage designs.</b>  <b>This project required expertise in a number of disciplines. The expertise needed to conduct the various aspects of this project was not available within Mn/DOT. In order to complete the project within the timeframe necessary to meet the overall I-494 reconstruction schedule, the work needed to be outsourced.</b>		
Billable Hours (if applicable): <b>2302.7</b>	Total Contract Amount: <b>\$236,880.42</b>	Source of Funding: <b>Trunk Highway</b>
If this was a single source contract, explain why the agency determined there was only a single source for the services:  <b>N/A</b>		
Attach a copy of the performance evaluation prepared for this contract.		
 Carol Molnau, Lt. Governor/Commissioner		<b>6-7-06</b> Date

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 85093 Type of work Feasibility Study  
 District/Office Metro Work Type Code SS  
 S.P. 2785-261 T.H. 494 Location Penn Ave to Minnesota River  
 Contractor Stanley Consultants, Inc.  
 Subcontractor Wenck Associates  
 Subcontractor Lyman Henn  
 Subcontractor Braun Intertec  
 Contract Period: 11/27/2003; 6/23/2005; 6/30/2005  
 Work Start Date Work Completion Date Expiration Date  
 Total Contract Cost: \$ 236,880.42 = Orig Cost: \$ 214,654.54 + Amended  
 Cost: \$ 22,225.88




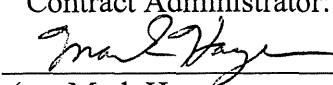
Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 1

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality		X		
2. Work Performance		X		
3. Conformance with Mn/DOT Standards/Requirements		X		
4. Deliverables Complete and on time		X		
5. Project related cooperation		X		
6. QA/QC plan conformance		X		
7. Contract administration cooperation	X			
8. Invoices and progress reports		X		
9. Cost estimation/budget management	X	<del>X</del>		

Contractor's rating for this contract:

Total Points 29  
(Maximum points 36)

Project Manager:  
  
 Julie Whitcher  
 Print Name

Contract Administrator:  
  
 ( Mark Hagen )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

**Definitions:****Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

**Average**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

**Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

**Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

**Comments:**

---

---

---

---

---

---

---

---



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Yaggy Colby Associates		CFMS Contract Number: A48196
Project Name (if applicable): TH 34 Pre-Design	Mn/DOT Agreement No.: 78469 W.O. 3	Project Duration (Dates): 5-6-2003 to 3-1-2005
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  The purpose of the contract was to provide preliminary engineering design for the reconstruction of TH 34 in Park Rapids, MN. The pre-design work included the geometric layout and the required Environmental Assessment. This pre-design work is extensive because the project involved reconstructing TH 34 from a 3 lane road to 5 lane road. The existing District 2 staff did not have adequate time to devote to this project and still deliver the other design projects in the program.		
Billable Hours (if applicable): 6,112 hours	Total Amount Spent on Contract: \$462,884.78	Source of Funding: District 2 Consultant Set-Aside
If this was a single source contract, explain why the agency determined there was only a single source for the services:  NA		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
Carol Molnau Carol Molnau, Lt. Governor/Commissioner		6-6-06 Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>URS Corporation</b>		CFMS Contract Number: <b>A84795</b>
Project Name (if applicable): <b>Phase I Environmental Site Assessment and Drilling Investigation</b>	Mn/DOT Agreement No.: <b>89153</b>	Project Duration (Dates): <b>January 6, 2006 to May 10, 2006</b>
<p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p>The purpose of the contract was to complete a Phase I Environmental Site Assessment and drilling investigation of proposed highway right of way that is known to be contaminated. This work identified possible sources of contamination that could impact soil and groundwater in the project area, thereby allowing Mn/DOT to identify contamination problems early in project development, reduce potential liability, and avoid construction delays.</p> <p>The identification of known and suspected contaminated properties requires specialized knowledge and experience, safety training, and field equipment. While state employees in Mn/DOT, Minnesota Pollution Control Agency, Minnesota Department of Health, and Minnesota Department of Agriculture have much of the knowledge and experience to do this work, they are not available to be on-call to work on Mn/DOT projects. In addition, the state does not own the required specialized field equipment, and state employees do not have the required specific safety training for work on contaminated sites. It is not cost-effective for Mn/DOT to hire, train, and equip a workforce to do this highly specialized type of work.</p>		
Billable Hours (if applicable):	Total Amount Spent on Contract: <b>\$52,771.25</b>	Source of Funding: <b>Metro Consultant Services</b>
<p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p>		
<p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p style="text-align: center;"><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b></p>		
 Carol Molnau, Lt. Governor/Commissioner		<b>6-6-06</b> Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>URS Corporation</b>		CFMS Contract Number: <b>A84795</b>
Project Name (if applicable): <b>Phase I Environmental Site Assessment and Drilling Investigation</b>	Mn/DOT Agreement No.: <b>89153</b>	Project Duration (Dates): <b>January 6, 2006 to May 10, 2006</b>
<p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p>The purpose of the contract was to complete a Phase I Environmental Site Assessment and drilling investigation of proposed highway right of way that is known to be contaminated. This work identified possible sources of contamination that could impact soil and groundwater in the project area, thereby allowing Mn/DOT to identify contamination problems early in project development, reduce potential liability, and avoid construction delays.</p> <p>The identification of known and suspected contaminated properties requires specialized knowledge and experience, safety training, and field equipment. While state employees in Mn/DOT, Minnesota Pollution Control Agency, Minnesota Department of Health, and Minnesota Department of Agriculture have much of the knowledge and experience to do this work, they are not available to be on-call to work on Mn/DOT projects. In addition, the state does not own the required specialized field equipment, and state employees do not have the required specific safety training for work on contaminated sites. It is not cost-effective for Mn/DOT to hire, train, and equip a workforce to do this highly specialized type of work.</p>		
Billable Hours (if applicable):	Total Amount Spent on Contract: <b>\$52,771.25</b>	Source of Funding: <b>Metro Consultant Services</b>
<p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p>		
<p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p style="text-align: center;"><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b></p>		
 Carol Molnau, Lt. Governor/Commissioner		<b>6-6-06</b> Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 89153      Type of work Level I—Drilling Investigation

District/Office Metro      Work Type Code 5.41 *EA*

S.P. 6285-125    T.H. I-694    Location Rice Street, Shoreview, MN

Contractor URS Corporation

Subcontractor Thein Well Company

Subcontractor Environmental Science Corporation

Contract Period: January 6, 2006;    May 10, 2006 ;    July 31, 2006

Work Start Date      Work Completion Date    Expiration Date

Total Contract Cost: \$76,646.57 = Orig Cost: \$84,076.57 + Amended Cost: \$(7,430.00)

**Amended cost for:    Change in subcontractor and resulting reduction in project cost.**

Amended cost for:    ~ Overrun      ~ Additional Work      Number of Amendments 1

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality	X			
2. Work Performance	X			
3. Conformance with Mn/DOT Standards/Requirements	X			
4. Deliverables Complete and on time	X			
5. Project related cooperation	X			
6. QA/QC plan conformance	X			
7. Contract administration cooperation		X		
8. Invoices and progress reports		X		
9. Cost estimation/budget management		X		

Contractor's rating for this contract:

Total Points 23  
(Maximum points 36)

Project Manager:

*Karlene A. French*  
( Karlene French )  
Print Name

Contract Administrator:

*Anthony Huffer* 5/25/06  
( Anthony Huffer )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

Product delivered without need for corrections and with little assistance from Mn/DOT. Report clearly provided rationale for investigation decisions and data evaluation. Project manager routinely was informed of project status. Contractor resolved all problems with field operations with minimal direction from Mn/DOT. Product was delivered in a timely fashion and project came in under budget.



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Yaggy Colby Associates		CFMS Contract Number: A48196
Project Name (if applicable): TH 34 Pre-Design	Mn/DOT Agreement No.: 78469 W.O. 3	Project Duration (Dates): 5-6-2003 to 3-1-2005
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  The purpose of the contract was to provide preliminary engineering design for the reconstruction of TH 34 in Park Rapids, MN. The pre-design work included the geometric layout and the required Environmental Assessment. This pre-design work is extensive because the project involved reconstructing TH 34 from a 3 lane road to 5 lane road. The existing District 2 staff did not have adequate time to devote to this project and still deliver the other design projects in the program.		
Billable Hours (if applicable): 6,112 hours	Total Amount Spent on Contract: \$462,884.78	Source of Funding: District 2 Consultant Set-Aside
If this was a single source contract, explain why the agency determined there was only a single source for the services:  NA		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
Carol Molnau Carol Molnau, Lt. Governor/Commissioner		6-6-06 Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: University of Minnesota		CFMS Contract Number: A49852
Project Name (if applicable): Preliminary Laboratory Investigation of a Commercial Enzyme Solution as a Soil Stabilizer	Mn/DOT Agreement No.: 81655, WO 79	Project Duration (Dates): 7/1/2003 – 7/31/2005
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <ol style="list-style-type: none"><li>1. Investigate the stabilization mechanism of the commercial enzyme solution to better understand the potential value for road construction.</li><li>2. Perform laboratory experiments to determine if this product improves the control material properties</li><li>3. Perform laboratory experiments to determine if this product offers superior mechanical properties compared to another product for which comprehensive laboratory and field performance data already exists.</li></ol>		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$58,996.00	Source of Funding: Trunk Highway
If this was a single source contract, explain why the agency determined there was only a single source for the services:  N/A		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
Carol Molnau, Lt. Governor/Commissioner		Date 6-6-06

## CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

Agreement No. 81655, WO 79

Type of work \_\_\_\_\_

District/Office Investment Management

Contractor University of Minnesota

Contract Period: 7/1/2003 ;  
Start Date

7/31/2005  
Expiration Date

Original Contract Cost

Amendment Cost(s)

Final Cost:

\$58,996.00

+

\$N/A

=

\$58,996.00

Item Rating	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality		3		
2. Work Performance		3		
3. Conformance with Mn/DOT Standards/Requirements		3		
4. Deliverables Complete and on time		3		
5. Project related cooperation		3		
6. QA/QC plan conformance (N/A)	N/A	3		
7. Contract administration cooperation		3		
8. Invoices and progress reports		3		
9. Cost estimation/budget management		3		

Contractor's rating for this contract:

Total Points 27  
(Maximum points ~~36~~ 32)

Project Manager:

  
Duane A. Blanck & Greg Johnson

Contract Administrator:

  
Cory Johnson





**From:** Cory Johnson  
**To:** Duane Blanck  
**Date:** 5/18/06 7:42AM  
**Subject:** Re: Fwd: Evaluation for Agreement 81655, WO 79 - Preliminary Laboratory Investigation of a Commercial

Duane - Any luck getting this thing wrapped up?  
Thanks  
Cory

>>> "Duane Blanck" <Duane.Blanck@co.crow-wing.mn.us> 05/12/06 11:00 AM >>>  
Cory:

I will try to get at things over the weekend - I have been very busy and quite frankly this is not a priority, but I did make the commitment to be involved and I will follow-up accordingly.

Duane

>>> "Cory Johnson" <Cory.Johnson@dot.state.mn.us> 05/12/06 10:29 AM >>>  
Duane and/or Greg- I have not heard anything from either of you guys. Are you still working on this evaluation?

Cory

Duane and/or Greg-

My information indicates that you guys are the TL for this old research project. I believe that this project is completely done and the report is on the web but we need to complete the attached evaluation before any final payments can be executed. Please complete this evaluation form and return it to me ASAP.

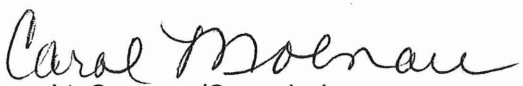
Thanks  
Cory

Cory Johnson, P.E.  
Research Management Engineer  
First Floor North, MS 330  
395 John Ireland Blvd  
St. Paul MN 55155  
Ph. 651-205-4698  
Fax. 651-297-2354  
[cory.johnson@dot.state.mn.us](mailto:cory.johnson@dot.state.mn.us)

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>SRF Consulting Group, Inc.</b>		CFMS Contract Number: <b>A64492</b>
Project Name (if applicable): <b>Right of Way Acquisition for TH 52 Design-Build in Oronoco, Olmsted County</b>	Mn/DOT Agreement No.: <b>86595</b>	Project Duration (Dates): <b>8/05/04 – 3/31/06</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>The State contracted with SRF Consulting Group, Inc. to provide assistance in the acquisition of right of way for the construction of State Project (SP) 5508-84 on TH 52 in Oronoco. The State did not have sufficient staff available with the expertise required to complete this work within the necessary timeline.</b>		
Billable Hours (if applicable): <b>1900.3</b>	Total Amount Spent on Contract: <b>\$271,211.02</b>	Source of Funding: <b>State and Federal Funds</b>
If this was a single source contract, explain why the agency determined there was only a single source for the services:  <b>Not Applicable</b>		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
 Carol Molnau, Lt. Governor/Commissioner		<b>6-5-06</b> Date

cc: **Paul Stembler, Dept. of Administration**  
**Jeff Brunner, Consultant Services Section**  
**File**

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**


Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Kadrmas, Lee and Jockson Inc.		CFMS Contract Number: A83822
Project Name (if applicable): HARN Observation – Phase II	Mn/DOT Agreement No.: 89001	Project Duration (Dates): 12/05 – 5/30/06
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <p>The purpose of the contract is to provide a National Geodetic Survey in Detroit Lakes</p>		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$98,000.00	Source of Funding: OLM Consultant Budget
If this was a single source contract, explain why the agency determined there was only a single source for the services:  		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>		
 Carol Molnau, Lt. Governor/Commissioner		6-5-06  Date

c: File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>SRF Consulting Group, Inc.</b>		CFMS Contract Number: <b>A64492</b>
Project Name (if applicable): <b>Right of Way Acquisition for TH 52 Design-Build in Oronoco, Olmsted County</b>	Mn/DOT Agreement No.: <b>86595</b>	Project Duration (Dates): <b>8/05/04 – 3/31/06</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>The State contracted with SRF Consulting Group, Inc. to provide assistance in the acquisition of right of way for the construction of State Project (SP) 5508-84 on TH 52 in Oronoco. The State did not have sufficient staff available with the expertise required to complete this work within the necessary timeline.</b>		
Billable Hours (if applicable): <b>1900.3</b>	Total Amount Spent on Contract: <b>\$271,211.02</b>	Source of Funding: <b>State and Federal Funds</b>
If this was a single source contract, explain why the agency determined there was only a single source for the services:  <b>Not Applicable</b>		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
 Carol Molnau, Lt. Governor/Commissioner		<b>6-5-06</b> Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Mn/DOT Contract No.: 86595 District/Office: District 6

Type of work: Right of Way Acquisition for TH 52 Design-Build in Oronoco, Olmsted County

Work Type Code: DB - Design-Build

S.P.: 5508-84 T.H.: 52

Location: TH 52: from the Junction of 59<sup>th</sup> Avenue NW to the Junction of 85<sup>th</sup> Street in Oronoco

Contractor: SRF Consulting Group, Inc.

Subcontractors: Springer Appraisal Associates, Inc. and Conworth, Inc.

Contract Period: August 5, 2004 ; March 31, 2006 ; March 31, 2006

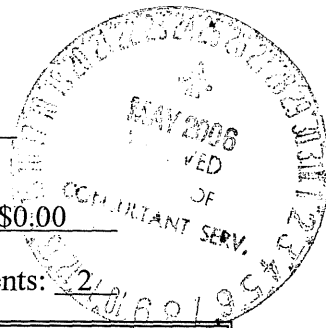
Work Start Date

Work Completion Date

Expiration Date

Total Contract Cost: \$271,211.02 Orig Cost: \$329,993.20 Amended Cost: \$0.00

Amended for:        Overrun   X   Additional Time Number of Amendments: 2



Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality		X		
2. Work Performance		X		
3. Conformance with Mn/DOT Standards/Requirements		X		
4. Deliverables Complete and on time		X		
5. Project related cooperation		X		
6. QA/QC plan conformance		X		
7. Contract administration cooperation		X		
8. Invoices and progress reports		X		
9. Cost estimation/budget management		X		

Contractor's rating for this contract:

Total Points: 27  
(Maximum points 36)

Project Manager:

Jai Kalsy  
(Jai Kalsy)  
Print Name

Contract Administrator:

Craig Lenz  
(Craig Lenz)  
Print Name



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direct from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:


Actual costs came in under budget. When proposing to work with 40+ property owners' assumptions were made as to the number of visits each particular owner may require in order to reach a settlement. SRF Right of Way Specialists were very conscious of their productive time and on this particular project were very successful in scheduling visits with multiple owners on each of the trips made to Oronoco.

Project Manager recommends that Contractor's fixed fee be reduced to reflect the agreed upon fixed fee % (15%) based on actual hours expended rather than budgeted amount.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: University of Minnesota		CFMS Contract Number: A79906
Project Name (if applicable): Instrumentation of a Full Depth Precast Concrete Bridge Deck System	Mn/DOT Agreement No.: 81655 WO 187	Project Duration (Dates): 9/1/2005-12/30/2005
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  The objective of this project is to instrument a precast concrete bridge developed for rapid replacement/construction. Data collection and analysis will be done as part of a separate project.		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$67,305.50	Source of Funding: Federal & Trunk Highway
If this was a single source contract, explain why the agency determined there was only a single source for the services:  N/A		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
 Carol Molnau, Lt. Governor/Commissioner		6-5-06 Date

cc: File

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Kadrmas, Lee and Jockson Inc.		CFMS Contract Number: A83822
Project Name (if applicable): HARN Observation – Phase II	Mn/DOT Agreement No.: 89001	Project Duration (Dates): 12/05 – 5/30/06
Summarize the purpose of the contract, including why it was necessary to enter into a contract:		
The purpose of the contract is to provide a National Geodetic Survey in Detroit Lakes		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$98,000.00	Source of Funding: OLM Consultant Budget
If this was a single source contract, explain why the agency determined there was only a single source for the services:		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:		
SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
Carol Molnau Carol Molnau, Lt. Governor/Commissioner		Date 6-5-06

cc: File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 89001

Type of work: Harn Observations Detroit Lakes-Phase II

District/Office: Detroit Lakes

Work Type Code: SU

S.P. NA

T.H.: NA

Location:

Contractor: Kadrmas, Lee and Jackson Inc.

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period:

12-16-05

4-01-06

5-30-06

Work Start Date

Work Completion Date

Expiration Date

Total Contract Cost: \$98,000.00 = Orig Cost: \$98,000.00

+ Amended Cost: \$

Amended cost for: ~ Overrun ~ Additional Work Number of Amendments \_\_\_\_\_



Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality	X			
2. Work Performance	X			
3. Conformance with Mn/DOT Standards/Requirements	X			
4. Deliverables Complete and on time	X			
5. Project related cooperation	X			
6. QA/QC plan conformance	X			
7. Contract administration cooperation	X			
8. Invoices and progress reports	X			
9. Cost estimation/budget management	X			

Contractor's rating for this contract:

Total Points 36  
(Maximum points 36)

Project Manager:

John Barke  
Print Name

Contract Administrator:



Cathie Ashlin  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: University of Minnesota		CFMS Contract Number: A79906
Project Name (if applicable): Instrumentation of a Full Depth Precast Concrete Bridge Deck System	Mn/DOT Agreement No.: 81655 WO 187	Project Duration (Dates): 9/1/2005-12/30/2005
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  The objective of this project is to instrument a precast concrete bridge developed for rapid replacement/construction. Data collection and analysis will be done as part of a separate project.		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$67,305.50	Source of Funding: Federal & Trunk Highway
If this was a single source contract, explain why the agency determined there was only a single source for the services:  N/A		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
 Carol Molnau, Lt. Governor/Commissioner		 Date

cc: File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 81655 WO 187 Type of work Research

District/Office Investment Management Work Type Code RE

S.P. N/A T.H. N/A Location \_\_\_\_\_

Contractor University of Minnesota

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 09/01/2005 8/31/05 12/30/2005 ; 12/30/2005  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 67,305.50 = Orig Cost: \$ 67,305.50 + Amended Cost: \$ NA

Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 0

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality	X			
2. Work Performance	X			
3. Conformance with Mn/DOT Standards/Requirements		X		
4. Deliverables Complete and on time		X		
5. Project related cooperation		X		
6. QA/QC plan conformance		X		
7. Contract administration cooperation		X		
8. Invoices and progress reports		X		
9. Cost estimation/budget management		X		

Contractor's rating for this contract:

Total Points 29  
 (Maximum points 36)

Project Manager:

Erik Molnau  
 Keith Molnau - Erik Wolhowe

Contract Administrator:

Jim Klessig  
 Jim Klessig

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

*Ashley Hankin*  
6/23/06



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---

---

---

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Commonwealth Cultural Resources Group, Inc.		CFMS Contract Number:
Project Name (if applicable): Development of a Deep Site Testing Protocol for Pre-Historic Archaeological Sites	Mn/DOT Agreement No.: 85878	Project Duration (Dates): 3/17/2004 – 2/28/2006
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  The project tested the cost effectiveness of several available methods for detecting the presence of deeply buried (> 1 meter) pre-historic archaeological sites. From the results of these investigations, the consultants developed a protocol for Mn/DOT to follow when there is a potential that Mn/DOT projects might impact places (such as river valley deposits) where archaeological sites might be present at some depth. This protocol will help Mn/DOT save both time and money in compliance with Section 106 in such instances. The consultant contract was necessary because Mn/DOT does not have the staff or the specific expertise to conduct such studies.		
Billable Hours (if applicable):3402	Total Amount Spent on Contract:\$349,995.99	Source of Funding:
If this was a single source contract, explain why the agency determined there was only a single source for the services:  		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
Carol Molnau Carol Molnau, Lt. Governor/Commissioner		Date 5-23-06

cc: Paul Stember, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Short Elliott Hendrickson Inc. (SEH)		CFMS Contract Number: A75503
Project Name (if applicable): The Regional Transportation Management Center (RTMC) Emergency Operations Center Operations Plan	Mn/DOT Agreement No.: 88026	Project Duration (Dates): May 16, 2005 – March 31, 2006
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  The above referenced contract was necessary to prepare an Emergency Operations Center (EOC) plan for Mn/DOT using the Regional Transportation Management Center (RTMC) as the primary location for the EOC. The EOC is directly related to the development of Mn/DOT's Emergency Response Plan (ERP) as it will serve as the physical location for Mn/DOT to carry out the emergency responsibilities specified in the ERP. For purposes of completing the EOC plan, the Contractor reviewed emergency management documents applicable to Mn/DOT, including the draft ERP. Additional services were needed, and an amendment to the original contract was written, to assist in completion of the Mn/DOT Emergency Response Plan (ERP). The Mn/DOT staff member who was originally responsible for completion of the ERP took on a new role within Mn/DOT prior to the completion of the ERP. As such, the Contractor was able to step in with knowledge of what was needed to complete the ERP with minimal effort to get up-to-speed and ensure a smooth transition of staff in Mn/DOT's Office of Homeland Security and Emergency Management.		
Billable Hours (if applicable): 580	Total Amount Spent on Contract: \$95,713.46	Source of Funding: Consultant
If this was a single source contract, explain why the agency determined there was only a single source for the services:  		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
Carol Molnau Carol Molnau, Lt. Governor/Commissioner		5-23-06 Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>Cambridge Systematics</b>		CFMS Contract Number: <b>A42586</b>
Project Name (if applicable): <b>Mileage Based User Fees Demonstration</b>	Mn/DOT Agreement No.: <b>83110</b>	Project Duration (Dates): <b>November 1, 2002 – April 30, 2006</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  To develop and conduct a demonstration project that tested price elasticities of driving behavior by offering financial incentives and/or by simulating the replacement of fixed costs of ownership/leasing and operation with fees or charges based on mileage or time-of-day travel.		
Billable Hours (if applicable): <b>NA</b>	Total Amount Spent on Contract: <b>\$950,034.00</b>	Source of Funding: <b>Federal and Pooled Funds</b>
If this was a single source contract, explain why the agency determined there was only a single source for the services:  <b>NA</b>		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
 Carol Molnau, Lt. Governor/Commissioner		<b>5-23-06</b> Date

cc: File



# CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

**Agreement No.** 83110

**Type of work** Research

**District/Office:** Office of Investment Mangement

**Contractor:** Cambridge Systematics

**Contract Period:** November 1, 2002; April 30, 2006  
Start Date Expiration Date

**Original Contract Cost**      **Amendment Cost(s)**      **Final Cost:**  
\$950,034.00      +      \$0      =      \$950,034.00

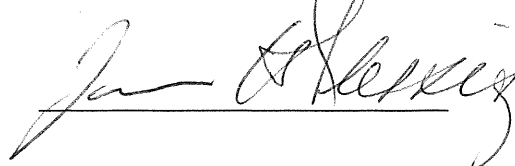
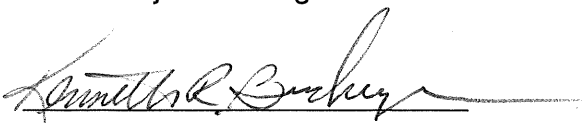
Item Rating	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality	✓			
2. Work Performance	✓			
3. Conformance with Mn/DOT Standards/Requirements		✓		
4. Deliverables Complete and on time		✓		
5. Project related cooperation	✓			
6. QA/QC plan conformance (N/A)	N/A			
7. Contract administration cooperation		✓		
8. Invoices and progress reports		✓		
9. Cost estimation/budget management		✓		

Contractor's rating for this contract:

Total Points 27  
(Maximum points ~~36~~ 32)

Project Manager:

Contract Administrator:



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

Cambridge Systemation provided a high quality research product in their study. The research was extremely challenging and they met most of my expectations. The personnel assigned to this project were highly professional and capable. One reservation I have is with the quality of their final recommendations. I think more time and energy could have been given to the "next steps" portion of the project.



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Commonwealth Cultural Resources Group, Inc.		CFMS Contract Number:
Project Name (if applicable): Development of a Deep Site Testing Protocol for Pre-Historic Archaeological Sites	Mn/DOT Agreement No.: 85878	Project Duration (Dates): 3/17/2004 – 2/28/2006
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  The project tested the cost effectiveness of several available methods for detecting the presence of deeply buried (> 1 meter) pre-historic archaeological sites. From the results of these investigations, the consultants developed a protocol for Mn/DOT to follow when there is a potential that Mn/DOT projects might impact places (such as river valley deposits) where archaeological sites might be present at some depth. This protocol will help Mn/DOT save both time and money in compliance with Section 106 in such instances. The consultant contract was necessary because Mn/DOT does not have the staff or the specific expertise to conduct such studies.		
Billable Hours (if applicable):3402	Total Amount Spent on Contract:\$349,995.99	Source of Funding:
If this was a single source contract, explain why the agency determined there was only a single source for the services:  		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
Carol Molnau Carol Molnau, Lt. Governor/Commissioner		Date 5-23-06

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 85878 Type of work Cultural Resources Consulting

District/Office Environmental Services Work Type Code CR

S.P. \_\_\_\_\_ T.H. \_\_\_\_\_ Location \_\_\_\_\_

Contractor Commonwealth Cultural Resources Group, Inc.

Subcontractor Hayes and Monaghan, Geoarchaeologists

Subcontractor Strata Morph Geoexploration, Inc.

Subcontractor Glenn A. Black Laboratory of Archaeology, Indiana University

Contract Period: 5/17/2004 ; 2/28/2006 ; 7/31/2006  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$349,995.99 = Orig Cost: \$349,995.99 + Amended Cost: \$0

Amended cost for: ☐ Overrun ☐ Additional Work Number of Amendments 1 (time extension)

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality	4			
2. Work Performance	4			
3. Conformance with Mn/DOT Standards/Requirements	4			
4. Deliverables Complete and on time			2	
5. Project related cooperation	4			
6. QA/QC plan conformance	4			
7. Contract administration cooperation		X		
8. Invoices and progress reports		X		
9. Cost estimation/budget management		X		

Contractor's rating for this contract:

Total Points 31  
(Maximum points 36)

Project Manager:

Elizabeth Hobbs  
(Elizabeth Hobbs)  
Print Name

Contract Administrator:

Ashley Hartfield 5/16/06  
(Ashley Hartfield)  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.


## Comments:

The Consultant did excellent quality work. However, they fell behind schedule during the field work phase of the project and never caught up. Consequently, the Consultant had to request a time extension to complete the final report. I should point out that this was a very ambitious project. This consultant proposed more field work than anyone else who bid on the project, and for a lower cost. We got excellent value from them, despite the slightly longer time frame (they delivered the final report three months later than the original deadline). Moreover, the quality of their work on this project was much higher than I've seen in my previous experience with Mn/DOT consultants.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>Retrofit Recycling, Inc.</b>		CFMS Contract Number: <b>A76052</b>
Project Name (if applicable): <b>Regulated Waste Removal on SP5508-84 (TH 52) and SP 5509-62 (TH 63)</b>	Mn/DOT Agreement No.: <b>88117</b>	Project Duration (Dates): <b>May 31, 2005 – Feb. 28, 2006</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>The State contracted with Retrofit Recycling, Inc. to provide assistance in the removal and disposal of regulated waste from right of way for the construction of State Projects (SP) 5508-84 on TH 52 in Oronoco and SP 5509-62 on TH 63 in Rochester. The State did not have sufficient staff available with the expertise required to complete this work within the necessary timeline.</b>		
Billable Hours (if applicable): <b>Not Applicable</b>	Total Amount Spent on Contract: <b>\$63,671.38</b>	Source of Funding: <b>District 6 Allocation, State Funds</b>
If this was a single source contract, explain why the agency determined there was only a single source for the services: <b>Not Applicable</b>		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
 Carol Molnau, Lt. Governor/Commissioner		<b>5-19-06</b> Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Mn/DOT Contract No.: 88117 District/Office: District 6

Type of work: Regulated Waste Removal

Work Type Code: AB - Asbestos Abatement

S.P.: 5508-84 & 5509-62 T.H.: 52 & 63

Location: Along TH 63 in Rochester and Along TH 52 in Oronoco

Contractor: Retrofit Recycling, Inc.

Subcontractor: None

Contract Period: May 31, 2005 ; February 28, 2006 ; March 31, 2006  
                                     Work Start Date                      Work Completion Date                      Expiration Date

Total Contract Cost: \$63,671.38    Orig Cost: \$45,750.00    Amended Cost: \$17,921.38

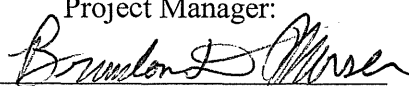
Amended for: X Overrun           Additional Work    Number of Amendments: 1

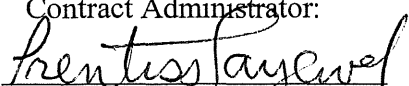


Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality	X			
2. Work Performance	X			
3. Conformance with Mn/DOT Standards/Requirements	X			
4. Deliverables Complete and on time	X			
5. Project related cooperation	X			
6. QA/QC plan conformance	X			
7. Contract administration cooperation	X			
8. Invoices and progress reports	X			
9. Cost estimation/budget management		X		

Contractor's rating for this contract:

Total Points: 35  
 (Maximum points 36)

Project Manager:  
  
 for (Craig Hansen)  
 Print Name

Contract Administrator:  
  
 for (Craig Lenz)  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:


The Contractor was very responsive to requests by the Right of Way Office in District 6, and timely in scheduling and delivering the required products. The Contractor's Project Manager (Dan Harrington) did a good job of coordinating with the District Office, and always clarified concerns before proceeding with work. They also did a good job of supplying documents and reports. . The State's Project Manager recommends full payment for services provided by the Contractor with high rating of performance.



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Short Elliott Hendrickson Inc. (SEH)		CFMS Contract Number: A75503
Project Name (if applicable): The Regional Transportation Management Center (RTMC) Emergency Operations Center Operations Plan	Mn/DOT Agreement No.: 88026	Project Duration (Dates): May 16, 2005 – March 31, 2006
<p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p>The above referenced contract was necessary to prepare an Emergency Operations Center (EOC) plan for Mn/DOT using the Regional Transportation Management Center (RTMC) as the primary location for the EOC. The EOC is directly related to the development of Mn/DOT's Emergency Response Plan (ERP) as it will serve as the physical location for Mn/DOT to carry out the emergency responsibilities specified in the ERP. For purposes of completing the EOC plan, the Contractor reviewed emergency management documents applicable to Mn/DOT, including the draft ERP. Additional services were needed, and an amendment to the original contract was written, to assist in completion of the Mn/DOT Emergency Response Plan (ERP). The Mn/DOT staff member who was originally responsible for completion of the ERP took on a new role within Mn/DOT prior to the completion of the ERP. As such, the Contractor was able to step in with knowledge of what was needed to complete the ERP with minimal effort to get up-to-speed and ensure a smooth transition of staff in Mn/DOT's Office of Homeland Security and Emergency Management.</p>		
Billable Hours (if applicable): 580	Total Amount Spent on Contract: \$95,713.46	Source of Funding: Consultant
<p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p>		
<p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>		
 Carol Molnau, Lt. Governor/Commissioner		5-23-06 Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 88026

Type of work Professional Technical

*Planning Study*

District/Office: Homeland Security Emergency Management

Work Type Code PS

S.P. N/A T.H. N/A

Location \_\_\_\_\_

Contractor Short Elliott Hendrickson Inc (SEH)

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: May 16, 2005;  
Work Start Date

March 31, 2006;  
Work Completion Date

March 31, 2006  
Expiration Date

Total Contract Cost: \$95,713.46 = Orig Cost: \$57,879.46 + Amended Cost: \$37,384.00

Amended cost for: ~ Overrun    ξ Additional Work    Number of Amendments 2

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality		X		
2. Work Performance	X			
3. Conformance with Mn/DOT Standards/Requirements	X			
4. Deliverables Complete and on time		X		
5. Project related cooperation	X			
6. QA/QC plan conformance			X	
7. Contract administration cooperation	X			
8. Invoices and progress reports	X			
9. Cost estimation/budget management		X		

Contractor's rating for this contract:

Total Points 31  
(Maximum points 36)

Project Manager:

Contract Administrator:

Cathy Clark

Print Name

*Melissa McInnis*  
(Melissa McInnis)

Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

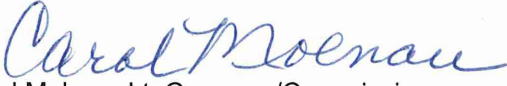
We were very happy with the product delivered by the consultant under the original contract,  
which was for the development of the Regional Transportation Management Center (RTMC)  
Emergency Operations Center Operations Plan. The comments and the scoring for ratings below *above*  
*average* address the amended work process involving Mn/DOT's Emergency Response Plan document.

The contractor requested additional time for document development and preparation, which resulted in a delay affecting the internal agency internal review process. After the final project meeting, the consultant delivered a final work product containing many typographical errors, requiring an unexpected and additional internal document review.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>Veit Environmental, Inc.</b>		CFMS Contract Number: <b>A65482</b>
Project Name (if applicable): <b>Asbestos Abatement for TH 63 in Rochester</b>	Mn/DOT Agreement No.: <b>83116 WO4</b>	Project Duration (Dates): <b>July 27, 2004 to December 16, 2005</b>
<p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The State contracted with Veit Environmental, Inc. to provide assistance in the removal and disposal of asbestos containing materials from right-of-way for the construction of State Project (SP) 5509-62 on TH 63 in Rochester. The State did not have sufficient staff available with the expertise required to complete this work within the necessary timeline.</b></p>		
Billable Hours (if applicable): <b>Not Applicable</b>	Total Amount Spent on Contract: <b>\$83,637.63</b>	Source of Funding: <b>District 6 Allocation, State Funds</b>
<p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>Not Applicable</b></p>		
<p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b></p>		
 Carol Molnau, Lt. Governor/Commissioner		<b>5-23-06</b> Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Mn/DOT Contract No.: 83116 WO4 District/Office: District 6

Type of work: Asbestos Abatement

Work Type Code: AB – Asbestos Abatement

S.P.: 5509-62 T.H.: 63

Location: Along TH 63 in Rochester

Contractor: Veit Environmental, Inc.

Subcontractor: None

Contract Period: July 27, 2004 ; December 16, 2005 ; March 31, 2006  
Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$83,637.63      Orig Cost: \$48,830.00      Amended Cost: \$34,807.63

Amended for:   X    Overrun       X           Additional Work       Number of Amendments:   4

<b>Item Rating</b> 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	<b>Rating</b>			
	<b>Above Average 4 Points</b>	<b>Average 3 Points</b>	<b>Below Average 2 Points</b>	<b>Poor 1 Point</b>
1. Product Quality	X			
2. Work Performance	X			
3. Conformance with Mn/DOT Standards/Requirements	X			
4. Deliverables Complete and on time	X			
5. Project related cooperation	X			
6. QA/QC plan conformance	X			
7. Contract administration cooperation		X		
8. Invoices and progress reports	X			
9. Cost estimation/budget management		X		

Contractor's rating for this contract:

Total Points: 34  
(Maximum points 36)

Project Manager:  
Brandon D. Munser  
for (Craig Hansen)  
Print Name

Contract Administrator:  
Prentiss Paycwell  
(Craig Lenz)  
for \_\_\_\_\_  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:


The Contractor produced a work product that is satisfactory to State's staff. The Contractor's Project Manager (Mr. Scott Lodico) was responsive and timely to the District 6 Right of Way Office's requests and timeline for asbestos abatement on SP 5509-62. The Contractor was willing to do extra work as required when unidentified asbestos materials were discovered. The Contract was amended for additional costs and time extension for the Contractor to complete the extra work discovered during the project. The State's Project Manager recommends full payment for services provided by the Contractor with high rating of performance.



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>Veit Environmental, Inc.</b>		CFMS Contract Number: <b>A65482</b>
Project Name (if applicable): <b>Asbestos Abatement for TH 63 in Rochester</b>	Mn/DOT Agreement No.: <b>83116 WO4</b>	Project Duration (Dates): <b>July 27, 2004 to December 16, 2005</b>
<p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The State contracted with Veit Environmental, Inc. to provide assistance in the removal and disposal of asbestos containing materials from right-of-way for the construction of State Project (SP) 5509-62 on TH 63 in Rochester. The State did not have sufficient staff available with the expertise required to complete this work within the necessary timeline.</b></p>		
Billable Hours (if applicable): <b>Not Applicable</b>	Total Amount Spent on Contract: <b>\$83,637.63</b>	Source of Funding: <b>District 6 Allocation, State Funds</b>
<p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>Not Applicable</b></p>		
<p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b></p>		
 Carol Molnau, Lt. Governor/Commissioner		<b>5-23-06</b> Date

cc: **Paul Stembler, Dept. of Administration**  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c),

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.


<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> READEX RESEARCH, INC.		<b>CFMS Contract Number:</b> A84379
<b>Project Name (if applicable):</b> COMMUNITY CONSTRUCTION EVALUATION STUDY	<b>Mn/DOT Contract No.:</b> 89111	<b>Project Duration (Dates):</b> 12/13/05 – 4/28/06
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b> The State feels that different highway construction projects throughout the state garner different reactions from the public, regardless of project scope. It is believed that in some cases, public reaction (positive or negative) remains consistent throughout the project, while in other cases, public reaction shifts during the course of the project. By using the evaluation of several projects throughout the state to represent different project types and situations, the State wants to understand the differences in opinion resulting from certain construction projects in order to improve public opinion on future projects.  The State would like to understand how best to ensure positive public experience throughout the course of a project. Specifically, the State would like to understand: <ul style="list-style-type: none"><li>• Initial public reaction to the project and whether that reaction changed by the end of the project;</li><li>• If initial public reaction to the project was negative, why it was;</li><li>• What steps, taken before the onset of a project, are more likely to lead to positive initial reaction;</li><li>• What steps, taken during a project, can change public opinion from negative to positive; and,</li><li>• Evaluation of various highway construction projects from the public's point of view, concerning different aspects of construction such as managing traffic, adherence to schedules and feelings of safety. This may include evaluation criteria specific to an individual project.</li></ul>		
<b>Billable Hours (if applicable):</b> N/A	<b>Total Amount Spent on Contract:</b> \$81,020.00	<b>Source of Funding:</b> TRUNK HIGHWAY
<b>If this was a single source Contract, explain why the agency determined there was only a single source for the services:</b>  N/A		
<b>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost and overall performance in meeting the terms and objectives of the Contract:</b>  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
 Carol Molnau, Lt. Governor/Commissioner		5-19-06 Date

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: HDR Engineering, Inc		CFMS Contract Number: A78935
Project Name (if applicable): <b>Bridge 27V74</b>	Mn/DOT Agreement No.: <b>87993</b>	Project Duration (Dates): <b>8/01/05 thru 4/01/06</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:		
Final design services for Bridge 27V74. This bridge is included in the \$250,000,000 Crosstown Renovation Project. Mn/DOT designers were not available to provide the necessary design services to meet the scheduled construction letting, consequently consultant services were required.		
Billable Hours (if applicable): <b>1367.5</b>	Total Amount Spent on Contract: <b>\$116,960.52</b>	Source of Funding: <b>Trunk Highway</b>
If this was a single source contract, explain why the agency determined there was only a single source for the services:		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:		
<b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
 Carol Molnau, Lt. Governor/Commissioner		<b>5-19-06</b> Date


cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: URS Corporation		CFMS Contract Number: A81302
Project Name (if applicable): Bridge 27V87	Mn/DOT Agreement No.: 87995	Project Duration (Dates): 9/21/05 thru 3/17/06
Summarize the purpose of the contract, including why it was necessary to enter into a contract:		
<p>Contractor provided final design services for Bridge 27V87, T.H. 35W under 50<sup>th</sup> St in Minneapolis. This bridge is included in the Crosstown Renovation Project. State design personnel were not available to provide the required design services in time to meet the construction letting. Contractor services were required to avoid jeopardizing the project schedule.</p>		
Billable Hours (if applicable): 1,782	Total Amount Spent on Contract: \$111,871.89	Source of Funding: State Funds
If this was a single source contract, explain why the agency determined there was only a single source for the services:		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:		
SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
 Carol Molnau, Lt. Governor/Commissioner		5-19-06 Date

cc: Paul Stember, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 87995

Type of work: Final Bridge Design

District/Office Bridge Office

Work Type Code: BD

S.P. 2782-27V87

T.H. 35W

Location: T.H. 35W under 50<sup>th</sup> St., Minneapolis

Contractor: URS Corporation

Subcontractor: NA

Contract Period: Sept. 21, 2005;  
Work Start Date

March 17, 2006;  
Work Completion Date

Oct. 30, 2006  
Expiration Date

Total Contract Cost: \$111,871.89 = Orig Cost: \$111,871.89 + Amended Cost: \$0.00

Amended cost for: ~ Overrun ~ Additional Work Number of Amendments: None

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality		X		
2. Work Performance		X		
3. Conformance with Mn/DOT Standards/Requirements		X		
4. Deliverables Complete and on time		X		
5. Project related cooperation		X		
6. QA/QC plan conformance		X		
7. Contract administration cooperation		X		
8. Invoices and progress reports		X		
9. Cost estimation/budget management		X		

Contractor's rating for this contract:

Total Points 27  
(Maximum points 36)

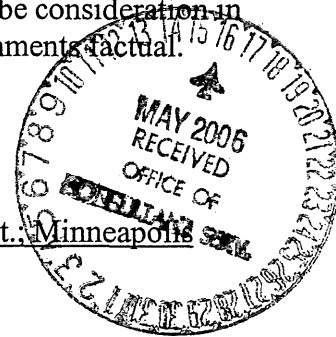
Project Manager:

Manjula Louis  
(Manjula Louis)  
Print Name

Contract Administrator:

Robert J. Miller  
(Robert J. Miller)  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

At 30% plan review, the flange plate thickness was large. We provided the optimum plate thickness.

60% plan was not delivered


The 95% plan was delivered two weeks later than the contract date.



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

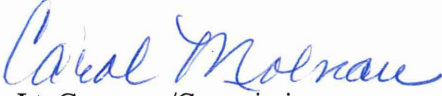

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: URS Corporation		CFMS Contract Number: A81302
Project Name (if applicable): Bridge 27V87	Mn/DOT Agreement No.: 87995	Project Duration (Dates): 9/21/05 thru 3/17/06
<p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p>Contractor provided final design services for Bridge 27V87, T.H. 35W under 50<sup>th</sup> St in Minneapolis. This bridge is included in the Crosstown Renovation Project. State design personnel were not available to provide the required design services in time to meet the construction letting. Contractor services were required to avoid jeopardizing the project schedule.</p>		
Billable Hours (if applicable): <b>1,782</b>	Total Amount Spent on Contract: \$111,871.89	Source of Funding: State Funds
<p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p>		
<p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>		
 Carol Molnau, Lt. Governor/Commissioner		<b>5-19-06</b> Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c),

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> READEX RESEARCH, INC.		<b>CFMS Contract Number:</b> A84379
<b>Project Name (if applicable):</b> COMMUNITY CONSTRUCTION EVALUATION STUDY	<b>Mn/DOT Contract No.:</b> 89111	<b>Project Duration (Dates):</b> 12/13/05 – 4/28/06
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b> The State feels that different highway construction projects throughout the state garner different reactions from the public, regardless of project scope. It is believed that in some cases, public reaction (positive or negative) remains consistent throughout the project, while in other cases, public reaction shifts during the course of the project. By using the evaluation of several projects throughout the state to represent different project types and situations, the State wants to understand the differences in opinion resulting from certain construction projects in order to improve public opinion on future projects.  The State would like to understand how best to ensure positive public experience throughout the course of a project. Specifically, the State would like to understand: <ul style="list-style-type: none"><li>• Initial public reaction to the project and whether that reaction changed by the end of the project;</li><li>• If initial public reaction to the project was negative, why it was;</li><li>• What steps, taken before the onset of a project, are more likely to lead to positive initial reaction;</li><li>• What steps, taken during a project, can change public opinion from negative to positive; and,</li><li>• Evaluation of various highway construction projects from the public's point of view, concerning different aspects of construction such as managing traffic, adherence to schedules and feelings of safety. This may include evaluation criteria specific to an individual project.</li></ul>		
<b>Billable Hours (if applicable):</b> N/A	<b>Total Amount Spent on Contract:</b> \$81,020.00	<b>Source of Funding:</b> TRUNK HIGHWAY
<b>If this was a single source Contract, explain why the agency determined there was only a single source for the services:</b>  N/A		
<b>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost and overall performance in meeting the terms and objectives of the Contract:</b>  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
 Carol Molnau, Lt. Governor/Commissioner		 Date

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 89111 Type of work Market Research Study  
 District/Office OIM Work Type Code MR  
 S.P. \_\_\_\_\_ T.H. \_\_\_\_\_ Location \_\_\_\_\_

Contractor Readex Research  
 Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 12/13/05 ; 4/28/06 ; 7/31/06  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$81,020 \_\_\_\_\_ = Orig Cost: \$81,020 + Amended Cost: \$0

Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 0\_

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality	4			
2. Work Performance	4			
3. Conformance with Mn/DOT Standards/Requirements	4			
4. Deliverables Complete and on time	4			
5. Project related cooperation	4			
6. QA/QC plan conformance	4			
7. Contract administration cooperation	X			
8. Invoices and progress reports	X			
9. Cost estimation/budget management	X			

Contractor's rating for this contract:

Total Points 36  
 (Maximum points 36)

Project Manager:  
 Lori Laflin \_\_\_\_\_  
 ( \_\_\_\_\_ )  
 Print Name

Contract Administrator:  
Melissa McGinnis  
 (Melissa McGinnis)  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

Note: final report delayed due to unforeseen circumstances. This delay was approved by the Project Manager. However, the deliverables themselves were excellent and met our needs completely. In addition, the contractor continued to answer ad hoc questions following the delivery of the final report. These two things, together, moved the rating on 'Deliverables Complete and on Time' from a 3 to a 4.

---

---

---

---

---

---


---



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>HDR Engineering, Inc</b>		CFMS Contract Number: <b>A78935</b>
Project Name (if applicable): <b>Bridge 27V74</b>	Mn/DOT Agreement No.: <b>87993</b>	Project Duration (Dates): <b>8/01/05 thru 4/01/06</b>
<p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p>Final design services for Bridge 27V74. This bridge is included in the \$250,000,000 Crosstown Renovation Project. Mn/DOT designers were not available to provide the necessary design services to meet the scheduled construction letting, consequently consultant services were required.</p>		
Billable Hours (if applicable): <b>1367.5</b>	Total Amount Spent on Contract: <b>\$116,960.52</b>	Source of Funding: <b>Trunk Highway</b>
<p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p>		
<p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>		
 Carol Molnau, Lt. Governor/Commissioner		<b>5-19-06</b> Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 87993

Type of work: Final Design Bridge 27V74

District/Office: Bridge Office

Work Type Code: BD

S.P. 2782-27V74

T.H. 35W

Location: TH 35W & TH 62 over RR in Minneapolis

Contractor: HDR Engineering, Inc

Subcontractor: NA

Contract Period: Aug 1, 2005;

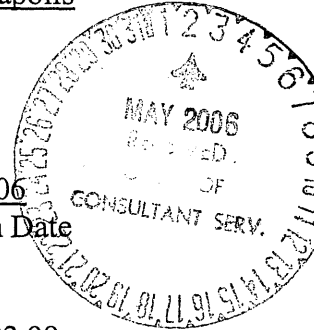
April 1, 2006;

Oct. 1, 2006

Work Start Date

Work Completion Date

Expiration Date



Total Contract Cost: \$122,384.18 = Orig Cost: \$104,981.19 + Amended Cost: \$17,402.99

Amended cost for: ☐ Overrun ☒ Additional Work Number of Amendments: 1

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality		X		
2. Work Performance		X		
3. Conformance with Mn/DOT Standards/Requirements		X		
4. Deliverables Complete and on time		X		
5. Project related cooperation	X			
6. QA/QC plan conformance		X		
7. Contract administration cooperation		X		
8. Invoices and progress reports		X		
9. Cost estimation/budget management		X		

Contractor's rating for this contract:

Total Points: 28  
(Maximum points 36)

Project Manager:  
Duane M Green Jr.  
( Duane M Green )  
Print Name

Contract Administrator:  
Robert J Miller  
( Robert J. Miller )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.


## Comments:

Just prior to plan submittal for 95% review the Department required the bridge to be lengthened 5 ft because existing utilities that were expected to be relocated could not be relocated. Contractor acted immediately to revise the bridge plans and as a result the overall project schedule was maintained.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>University of Minnesota</b>		CFMS Contract Number: <b>A47146</b>
Project Name (if applicable): <b>Identification of Causal Factors and Potential Countermeasures for Fatal (and Severe) Rural Crashes</b>	Mn/DOT Agreement No.: <b>81655, WO 39</b>	Project Duration (Dates): <b>January 20, 2002 – October 30, 2005</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>The primary objective of this project was to identify plausible causal factors and, associated with these, possible countermeasures, for fatal and severe rural crashes.</b>		
Billable Hours (if applicable): <b>N/A</b>	Total Amount Spent on Contract: <b>\$60,000.00</b>	Source of Funding: <b>Federal/STIP</b>
If this was a single source contract, explain why the agency determined there was only a single source for the services:  <b>N/A</b>		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
 Carol Molnau, Lt. Governor/Commissioner		<b>5-19-06</b> Date

cc: File



# CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

**Agreement No.** 81655, WO 39

**Type of work:** Research

**District/Office:** Office of Investment Management

**Contractor:** University of Minnesota

**Contract Period:** January 20, 2003;      October 30, 2005  
Start Date                                      Expiration Date

**Original Contract Cost**

**Amendment Cost(s)**

**Final Cost:**

\$60,000.00

+

\$0

=

\$60,000.00

Item Rating	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality		3		
2. Work Performance		3		
3. Conformance with Mn/DOT Standards/Requirements		3		
4. Deliverables Complete and on time			2	
5. Project related cooperation	4			
6. QA/QC plan conformance (N/A)	N/A			
7. Contract administration cooperation		3		
8. Invoices and progress reports		3		
9. Cost estimation/budget management			2	

Contractor's rating for this contract:

Total Points 23  
(Maximum points ~~36~~ 32)

Project Manager:

Contract Administrator:

  
Marc Briese

  
Jim Klessig

**Definitions:****Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

**Average**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

**Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

**Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

**Comments:**


Gary Davis was willing to modify the work plan to better accommodate Mn/DOT's wishes. This was in the form of adding the expert panel discussion to the project. This was perhaps the most useful portion of the study to Mn/DOT.

The schedule for this project slid several times. I believe the project finished well over a year later than originally scheduled. There were many reasons that certain tasks could not be completed in the time period in the work plan (modifications to PC Crash for example), nonetheless it was disappointing that a one year project turned into a two and a half year project.

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**


Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Bolton & Menk Inc.		CFMS Contract Number: A81899
Project Name (if applicable): HARN Observation	Mn/DOT Agreement No.: 88792	Project Duration (Dates): 10/19/05 – 6/30/06
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <p>The purpose of the contract is to provide a National Geodetic Survey in Mankato.</p>		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$98,000.00	Source of Funding: OLM Consultant Budget
If this was a single source contract, explain why the agency determined there was only a single source for the services:  		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>		
 Carol Molnau, Lt. Governor/Commissioner		5-16-06 Date

cc: File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>Retrofit Recycling, Inc.</b>		CFMS Contract Number: <b>A76052</b>
Project Name (if applicable): <b>Regulated Waste Removal on SP5508-84 (TH 52) and SP 5509-62 (TH 63)</b>	Mn/DOT Agreement No.: <b>88117</b>	Project Duration (Dates): <b>May 31, 2005 – Feb. 28, 2006</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>The State contracted with Retrofit Recycling, Inc. to provide assistance in the removal and disposal of regulated waste from right of way for the construction of State Projects (SP) 5508-84 on TH 52 in Oronoco and SP 5509-62 on TH 63 in Rochester. The State did not have sufficient staff available with the expertise required to complete this work within the necessary timeline.</b>		
Billable Hours (if applicable): <b>Not Applicable</b>	Total Amount Spent on Contract: <b>\$63,671.38</b>	Source of Funding: <b>District 6 Allocation, State Funds</b>
If this was a single source contract, explain why the agency determined there was only a single source for the services: <b>Not Applicable</b>		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
 Carol Molnau, Lt. Governor/Commissioner		<b>5-19-06</b> Date


cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Bolton & Menk Inc.		CFMS Contract Number: A81899
Project Name (if applicable): HARN Observation	Mn/DOT Agreement No.: 88792	Project Duration (Dates): 10/19/05 – 6/30/06
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <p>The purpose of the contract is to provide a National Geodetic Survey in Mankato.</p> <div style="text-align: right; border: 1px solid black; padding: 5px; margin: 10px auto; width: fit-content;"> <p><b>RECEIVED</b></p> <p><b>MAY 25 2006</b></p> <p>DEPARTMENT OF ADMINISTRATION OFFICE OF THE COMMISSIONER</p> </div>		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$98,000.00	Source of Funding: OLM Consultant Budget
If this was a single source contract, explain why the agency determined there was only a single source for the services:  <div style="height: 150px; border: 1px solid black;"></div>		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  <p style="text-align: center;">SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>		
 Carol Molnau, Lt. Governor/Commissioner		5-16-06 Date

cc: File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 88792

Type of work: NGS Survey in Mankato

District/Office: Mankato

Work Type Code: SU

S.P. T.H.:

Location:

Contractor: Boltin & Menk Inc..

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 10/05 10/19/05

4/06 4/30/06

6/30/06  
6/06

Work Start Date

Work Completion Date

Expiration Date

Total Contract Cost: \$98,000.00 = Orig Cost: \$ + Amended Cost: \$

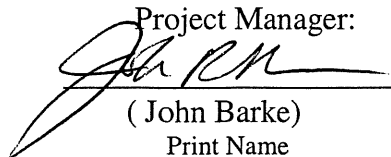
Amended cost for: ~ Overrun ~ Additional Work Number of Amendments \_\_\_\_\_

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality	X			
2. Work Performance	X			
3. Conformance with Mn/DOT Standards/Requirements	X			
4. Deliverables Complete and on time	X			
5. Project related cooperation	X			
6. QA/QC plan conformance	X			
7. Contract administration cooperation	X			
8. Invoices and progress reports	X			
9. Cost estimation/budget management	X			

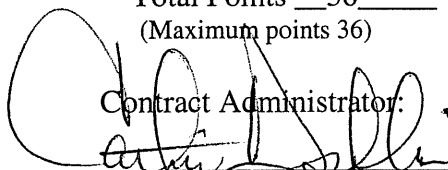
Contractor's rating for this contract:

Total Points 36  
(Maximum points 36)

Project Manager:

  
( John Barke )  
Print Name

Contract Administrator:

  
( Cathie Ashlin )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

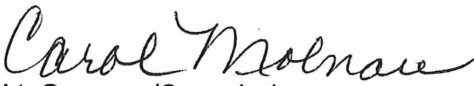

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Environmental Troubleshooters, Inc.		CFMS Contract Number: A71993
Project Name (if applicable): S.P. 4912-48 (TH 371) Environmental Assessment / Oversight	Mn/DOT Agreement No.: 87464	Project Duration (Dates): 12/15/04 To 03/07/06
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  The purpose of this agreement was to provide Environmental Assessment and Abatement Oversight Services on S.P. 4912-48 (TH 371), as directed by the State Project Manager. It was necessary to enter into this agreement because the department did not have the necessary expertise on staff to do the contracted work.		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$100,000.00	Source of Funding: Consultant Services Budget Allotment for District 3
If this was a single source contract, explain why the agency determined there was only a single source for the services:  N/A		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
Carol Molnau Carol Molnau, Lt. Governor/Commissioner		5-11-06 Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: STS Consultants, LTD		CFMS Contract Number: A79779
Project Name (if applicable): TH35W/62, Crosstown Bridge Asbestos/Regulated Materials Assessments	Mn/DOT Agreement No.: 88629	Project Duration (Dates): 8/22/05 – 2/10/06
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  To meet MPCA requirements/regulations of assessing bridges for asbestos and other regulated materials prior to demolition. A total of 20 bridges were assessed.		
Billable Hours (if applicable):	Total Amount Spent on Contract: \$58,848.64	Source of Funding: Metro Consultant Allocation
If this was a single source contract, explain why the agency determined there was only a single source for the services:		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
 Carol Molnau, Lt. Governor/Commissioner		 Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: LHB Corporation		CFMS Contract Number: A76077
Project Name (if applicable): Bridges 27V78, 27V85 and 27V86	Mn/DOT Agreement No.: 87634	Project Duration (Dates): June 7, 2005 to March 31, 2006
Summarize the purpose of the contract, including why it was necessary to enter into a contract:		
The Contract was for final construction plans preparation for Bridge 27V78, T.H. 62 Eastbound over Nicollet Avenue, Bridge 27V85, T.H. 35W Southbound over Nicollet Avenue and Bridge 27V86, T.H. 35W Northbound over Nicollet Avenue in the City of Richfield. Work on the bridges is part of the Crosstown revitalization project. A Contractor was used because Mn/DOT did not have design personnel available and it enabled Mn/DOT to meet scheduled construction letting date.		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$154,292.41	Source of Funding: Consultant Services Budget allotment for Bridge Office.
If this was a single source contract, explain why the agency determined there was only a single source for the services:		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:		
SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
 Carol Molnau, Lt. Governor/Commissioner		5-11-06  Date

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Iowa State University		CFMS Contract Number: A67369
Project Name (if applicable): Cost Effectiveness of Design-Build, and A+B Contracting Techniques	Mn/DOT Agreement No.: 82617, WO 7	Project Duration (Dates): 9/9/2004 – 3/31/2006
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  The purpose of this research project is to investigate the effectiveness of using alternative contracting techniques for transportation projects. Specifically, the objectives are to compare performance, cost and value implications of design-build contracts, A+B contracts and lane rental contracts. Specific performance measures will be determined after a thorough literature review, consultation with Dr. Molenaar, and meetings with Mn/DOT managers and engineers. However, prior research in this area, along with Table 5-1 "Performance Framework and Measures" from the Minnesota Statewide Transportation Plan suggest that at a minimum, first cost, cost variation, schedule, safety, project quality, overall value and administrative expenditures should be considered. This research will also identify critical success factors required to maximize the effectiveness of each contracting techniques and compare the three alternative contracting techniques to traditional contracting on relevant performance factors.		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$86,203.00	Source of Funding: Trunk Highway
If this was a single source contract, explain why the agency determined there was only a single source for the services:  N/A		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
Carol Molnau Carol Molnau, Lt. Governor/Commissioner		5-11-06 Date



## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 82617 WO 7 Type of work - Research

District/Office - Investment Management Work Type Code RE

S.P. 88 016 00670 T.H. - N/A Location \_\_\_\_\_

Contractor - Iowa State University

Subcontractor \_\_\_\_\_

Subcontractor 9/21/04

Contract Period: 9/9/2004; 3/31/2006 3/31/2006  
Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$86,203.00 = Orig Cost: \$86,203.00 + Amended Cost: \$0.00

Amended cost for: ☐ Overrun ☐ Additional Work Number of Amendments

1

Item Rating 1 - 6 by Project Manager 7 - 9 by Agreement Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality		X		
2. Work Performance		X		
3. Conformance with Mn/DOT Standards/Requirements		X		
4. Deliverables Complete and on time		X		
5. Project related cooperation		X		
6. QA/QC plan conformance		X		
7. Contract administration cooperation		X		
8. Invoices and progress reports		X		
9. Cost estimation/budget management		X		

Contractor's rating for this contract:

Total Points 27  
(Maximum points 36)

Project Manager:

Thomas D. Ravn  
Tom Ravn

Contract Administrator:

Ann McLellan  
Ann McLellan

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



*Ashley H. [Signature]*  
5/30/06

### Definitions:

#### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

#### Average:

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

#### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

#### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

### Comments:

*AL comments: Tom Ravn + I both came in on the project right at the end; therefore, we don't have any comments. The only thing I could tell was the project was on time when I got it.*

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: Iowa State University		CFMS Contract Number: A67369
Project Name (if applicable): Cost Effectiveness of Design-Build, and A+B Contracting Techniques	Mn/DOT Agreement No.: 82617, WO 7	Project Duration (Dates): 9/9/2004 – 3/31/2006
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  The purpose of this research project is to investigate the effectiveness of using alternative contracting techniques for transportation projects. Specifically, the objectives are to compare performance, cost and value implications of design-build contracts, A+B contracts and lane rental contracts. Specific performance measures will be determined after a thorough literature review, consultation with Dr. Molenaar, and meetings with Mn/DOT managers and engineers. However, prior research in this area, along with Table 5-1 "Performance Framework and Measures" from the Minnesota Statewide Transportation Plan suggest that at a minimum, first cost, cost variation, schedule, safety, project quality, overall value and administrative expenditures should be considered. This research will also identify critical success factors required to maximize the effectiveness of each contracting techniques and compare the three alternative contracting techniques to traditional contracting on relevant performance factors.		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$86,203.00	Source of Funding: Trunk Highway
If this was a single source contract, explain why the agency determined there was only a single source for the services:  N/A		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
Carol Molnau Carol Molnau, Lt. Governor/Commissioner		5-11-06 Date

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.**

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: University of Minnesota		CFMS Contract Number: A57115
Project Name (if applicable): Motor Grader and Gravel Road Maintenance Techniques, Training Video and Suggested Instructional Guide	Mn/DOT Agreement No.: 81655 WO 80	Project Duration (Dates): 1/2/2004 – 12/30/2005
Summarize the purpose of the contract, including why it was necessary to enter into a contract:		
The objective of the training video and suggested instructional guide is to provide training in performing basic motor grader and gravel road maintenance techniques to staff responsible for these activities. Topics addressed will be: routine surface smoothing, removing shoulder berms, removing washboarding, spreading new gavel, and ditching and back sloping. Incorporating this information into the training video will produce a video that will educate equipment operators on proper motor grader and gravel road maintenance techniques. Better understanding of these techniques by maintenance worker should help insure safer roadways and less gravel lost during this maintenance operation, which should result in an economic savings.		
Billable Hours (if applicable): N/A	Total Amount Spent on Contract: \$77,000.00	Source of Funding: State Aid
If this was a single source contract, explain why the agency determined there was only a single source for the services:		
Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:		
SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION		
Carol Molnau Lt. Governor/Commissioner		Date 5-11-06

cc: File

50

# CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

Agreement No. 81655 WO 80 Type of work Research

District/Office Investment Management

Contractor University of Minnesota

Contract Period: 1/2/2004; 12/30/2005  
Start Date Expiration Date

Original Contract Cost      Amendment Cost(s)      Final Cost:  
\$ 68,000.00      +      \$ 9,000.00      =      \$ 77,000.00

Item Rating	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality	X			
2. Work Performance	X			
3. Conformance with Mn/DOT Standards/Requirements	X			
4. Deliverables Complete and on time	X			
5. Project related cooperation	X			
6. QA/QC plan conformance (N/A)	N/A			
7. Contract administration cooperation		X		
8. Invoices and progress reports		X		
9. Cost estimation/budget management		X		

Contractor's rating for this contract:

Total Points 29  
(Maximum points ~~36~~ 32)

Project Manager:

Contract Administrator:

Richard West (for West)  
Richard West

Clark Moe  
Clark Moe

Above Average:

Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

## Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

**Comments:**

5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100. 101. 102. 103. 104. 105. 106. 107. 108. 109. 110. 111. 112. 113. 114. 115. 116. 117. 118. 119. 120. 121. 122. 123. 124. 125. 126. 127. 128. 129. 130. 131. 132. 133. 134. 135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158. 159. 160. 161. 162. 163. 164. 165. 166. 167. 168. 169. 170. 171. 172. 173. 174. 175. 176. 177. 178. 179. 180. 181. 182. 183. 184. 185. 186. 187. 188. 189. 190. 191. 192. 193. 194. 195. 196. 197. 198. 199. 200. 201. 202. 203. 204. 205. 206. 207. 208. 209. 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 222. 223. 224. 225. 226. 227. 228. 229. 230. 231. 232. 233. 234. 235. 236. 237. 238. 239. 240. 241. 242. 243. 244. 245. 246. 247. 248. 249. 250. 251. 252. 253. 254. 255. 256. 257. 258. 259. 260. 261. 262. 263. 264. 265. 266. 267. 268. 269. 270. 271. 272. 273. 274. 275. 276. 277. 278. 279. 280. 281. 282. 283. 284. 285. 286. 287. 288. 289. 290. 291. 292. 293. 294. 295. 296. 297. 298. 299. 300. 301. 302. 303. 304. 305. 306. 307. 308. 309. 310. 311. 312. 313. 314. 315. 316. 317. 318. 319. 320. 321. 322. 323. 324. 325. 326. 327. 328. 329. 330. 331. 332. 333. 334. 335. 336. 337. 338. 339. 340. 341. 342. 343. 344. 345. 346. 347. 348. 349. 350. 351. 352. 353. 354. 355. 356. 357. 358. 359. 360. 361. 362. 363. 364. 365. 366. 367. 368. 369. 370. 371. 372. 373. 374. 375. 376. 377. 378. 379. 380. 381. 382. 383. 384. 385. 386. 387. 388. 389. 390. 391. 392. 393. 394. 395. 396. 397. 398. 399. 400. 401. 402. 403. 404. 405. 406. 407. 408. 409. 410. 411. 412. 413. 414. 415. 416. 417. 418. 419. 420. 421. 422. 423. 424. 425. 426. 427. 428. 429. 430. 431. 432. 433. 434. 435. 436. 437. 438. 439. 440. 441. 442. 443. 444. 445. 446. 447. 448. 449. 450. 451. 452. 453. 454. 455. 456. 457. 458. 459. 460. 461. 462. 463. 464. 465. 466. 467. 468. 469. 470. 471. 472. 473. 474. 475. 476. 477. 478. 479. 480. 481. 482. 483. 484. 485. 486. 487. 488. 489. 490. 491. 492. 493. 494. 495. 496. 497. 498. 499. 500. 501. 502. 503. 504. 505. 506. 507. 508. 509. 510. 511. 512. 513. 514. 515. 516. 517. 518. 519. 520. 521. 522. 523. 524. 525. 526. 527. 528. 529. 530. 531. 532. 533. 534. 535. 536. 537. 538. 539. 540. 541. 542. 543. 544. 545. 546. 547. 548. 549. 550. 551. 552. 553. 554. 555. 556. 557. 558. 559. 560. 561. 562. 563. 564. 565. 566. 567. 568. 569. 570. 571. 572. 573. 574. 575. 576. 577. 578. 579. 580. 581. 582. 583. 584. 585. 586. 587. 588. 589. 590. 591. 592. 593. 594. 595. 596. 597. 598. 599. 600. 601. 602. 603. 604. 605. 606. 607. 608. 609. 610. 611. 612. 613. 614. 615. 616. 617. 618. 619. 620. 621. 622. 623. 624. 625. 626. 627. 628. 629. 630. 631. 632. 633. 634. 635. 636. 637. 638. 639. 640. 641. 642. 643. 644. 645. 646. 647. 648. 649. 650. 651. 652. 653. 654. 655. 656. 657. 658. 659. 660. 661. 662. 663. 664. 665. 666. 667. 668. 669. 670. 671. 672. 673. 674. 675. 676. 677. 678. 679. 680. 681. 682. 683. 684. 685. 686. 687. 688. 689. 690. 691. 692. 693. 694. 695. 696. 697. 698. 699. 700. 701. 702. 703. 704. 705. 706. 707. 708. 709. 710. 711. 712. 713. 714. 715. 716. 717. 718. 719. 720. 721. 722. 723. 724. 725. 726. 727. 728. 729. 730. 731. 732. 733. 734. 735. 736. 737. 738. 739. 740. 741. 742. 743. 744. 745. 746. 747. 748. 749. 750. 751. 752. 753. 754. 755. 756. 757. 758. 759. 760. 761. 762. 763. 764. 765. 766. 767. 768. 769. 770. 771. 772. 773. 774. 775. 776. 777. 778. 779. 780. 781. 782. 783. 784. 785. 786. 787. 788. 789. 790. 791. 792. 793. 794. 795. 796. 797. 798. 799. 800. 801. 802. 803. 804. 805. 806. 807. 808. 809. 810. 811. 812. 813. 814. 815. 816. 817. 818. 819. 820. 821. 822. 823. 824. 825. 826. 827. 828. 829. 830. 831. 832. 833. 834. 835. 836. 837. 838. 839. 840. 841. 842. 843.



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br>University of Minnesota  |   | CFMS Contract Number:<br>A57388                   |
| Project Name (if applicable):<br>Research Publication and Outreach<br>Services (2004-2006)   | Mn/DOT Agreement No.:<br>81655, WO 111          | Project Duration (Dates):<br>2/2/2002 – 2/28/2006 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The objective of this project is to provide assistance to Mn/DOT's Research Services Section with focused efforts in the areas of publishing and disseminating research results and management of the research contracting process. |   |   |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on<br>Contract: \$111,048.00 | Source of Funding:<br>Trunk Highway               |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |   |
| Carol Molnau, Lt. Governor/Commissioner  |   | Date<br>5-2-06                                    |

cc: File

JC

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 81655, WO 111      Type of work   Research

District/Office: OIM      Work Type Code \_\_\_\_\_

S.P. N/A      T.H. N/A      Location N/A

Contractor University of Minnesota

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 2/2/2002 ; 2/28/2006 ; 2/28/2006  
Work Start Date      Work Completion Date      Expiration Date

Total Contract Cost: \$111,048.00 = Orig Cost: \$157,800.00 + Amended Cost: \$-46,752.00

Amended cost for:   ~ Overrun   ~ Additional Work      Number of Amendments 1

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | X                            |                     |                              |                 |
| 2. Work Performance   | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        | X                            |                     |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | X                            |                     |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   | X                            |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   | X                            |                     |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     | X                            |                     |                              |                 |

Contractor's rating for this contract:

Total Points 35  
(Maximum points 36)

Project Manager:

Sue Lodahl  
Sue Lodahl

Contract Administrator:

Sandra McCully  
Sandra McCully

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---

---


---

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

|  |   |  |
|--|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name:<br>University of Minnesota  |   | CFMS Contract Number: A66880                     |
| Project Name (if applicable): Investigation of Deterioration of Stainless Steel Dowel Tubes Under Repeated Loading   | Mn/DOT Agreement No.:<br>81655 WO 133       | Project Duration (Dates): 8/16/2004 – 12/31/2005 |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract: The University will confirm long-term bearing capacity of a doweled joint constructed using 316L stainless steel schedule 40 pipes that are fitted with end caps. This will allow Mn/DOT and the Federal Highway Administration (FHWA) to make a rational decision of approval or rejection of this type of dowel bar as a design alternative for high performance concrete pavements. If schedule 40 pipe is approved for use, any State may adopt Mn/DOT's specifications, as has been the case in similar dowel bar designs.</p> |   |  |
| Billable Hours (if applicable):  | Total Amount Spent on Contract: \$74,997.00 | Source of Funding:<br>Federal and Trunk          |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p>  |   |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>   |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | 5-2-06<br>Date                                   |

cc: File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

|   |   |  |
|---|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |  |
| Contractor Name:<br>University of Minnesota   |   | CFMS Contract Number: A66880                     |
| Project Name (if applicable): Investigation of Deterioration of Stainless Steel Dowel Tubes Under Repeated Loading  | Mn/DOT Agreement No.:<br>81655 WO 133       | Project Duration (Dates): 8/16/2004 – 12/31/2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract: The University will confirm long-term bearing capacity of a doweled joint constructed using 316L stainless steel schedule 40 pipes that are fitted with end caps. This will allow Mn/DOT and the Federal Highway Administration (FHWA) to make a rational decision of approval or rejection of this type of dowel bar as a design alternative for high performance concrete pavements. If schedule 40 pipe is approved for use, any State may adopt Mn/DOT's specifications, as has been the case in similar dowel bar designs. |   |  |
| Billable Hours (if applicable):   | Total Amount Spent on Contract: \$74,997.00 | Source of Funding:<br>Federal and Trunk          |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |  |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |   | 5-2-06<br>Date                                   |

cc: File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 81655 WO 133 Type of work Research

District/Office Investment Management Work Type Code RE

S.P. 8801600662 T.H. \_\_\_\_\_ Location \_\_\_\_\_

Contractor University of Minnesota

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 8/16/2004 8/18/04 12/31/2005 ; 12/31/2005  
Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 74,997.00 = Orig Cost: \$ 74,997.00 + Amended Cost: \$ 0

Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 1 - Time

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | x                            |                     |                              |                 |
| 2. Work Performance   | x                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | x                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | x                   |                              |                 |
| 5. Project related cooperation  |                              | x                   |                              |                 |
| 6. QA/QC plan conformance   |                              | x                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | x                   |                              |                 |
| 8. Invoices and progress reports  |                              | x                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | x                   |                              |                 |

Contractor's rating for this contract:

Total Points 29  
(Maximum points 36)

Project Manager:

Bernard Izevbekhai

Contract Administrator:

Jim Kllessig

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



**Definitions:****Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

**Average**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

**Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

**Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

**Comments:**

---

---

---

---

---

---

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

|  |   |  |
|--|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name:<br>University of Minnesota  |   | CFMS Contract Number: A57574                       |
| Project Name (if applicable): Section Travel-Time Measurement Using Inductance Signatures of Loop Detectors  | Mn/DOT Agreement No.:<br>81655 WO 40        | Project Duration (Dates):<br>11/1/2003 – 2/28/2006 |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p>This research will study a new way of measuring the average section travel time by tracing inductance signatures of the vehicles from two points, the section entrance and exit. The basic methodology will extract the features of the inductance signatures generated by each vehicle passing through the upstream station, and then re-identify them at the downstream station by matching the features of both ends. For signal processing of vehicle inductance, several blind de-convolution approaches will be studied to develop an algorithm that will lead to clearer discrimination of the inductance signatures. Another important issue in the feature extraction process is normalization of the signatures so that each signature found is independent of the vehicle speed. An adaptive optimization approach will be developed for this normalization process. During the vehicle identification process, the features will be time shaped with the arrival time and used to compute the travel time.</p> |   |  |
| Billable Hours (if applicable):  | Total Amount Spent on Contract: \$51,000.00 | Source of Funding:<br>Federal and Trunk            |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p>N/A</p>   |   |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>   |   |  |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |   | 5-2-06<br>Date                                     |

cc: File

JC

# CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

Agreement No. 81655 WO 40 Type of work Research

District/Office Investment Management

Contractor University of Minnesota

Contract Period: 11/01/2003; 2/28/2006  
                             Start Date                              Expiration Date


Original Contract Cost                      Amendment Cost(s)                      Final Cost:  
\$ 51,000.00                      +                      \$ 0                      =                      \$ 51,000.00

| Item Rating                                       | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality                                | X                            |                     |                              |                 |
| 2. Work Performance                               | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT Standards/Requirements | X                            |                     |                              |                 |
| 4. Deliverables Complete and on time              |                              | X                   |                              |                 |
| 5. Project related cooperation                    | X                            |                     |                              |                 |
| 6. QA/QC plan conformance (N/A)                   | N/A                          |                     |                              |                 |
| 7. Contract administration cooperation            | +                            |                     |                              |                 |
| 8. Invoices and progress reports                  |                              | +                   |                              |                 |
| 9. Cost estimation/budget management              |                              | +                   |                              |                 |


Contractor's rating for this contract:

Total Points 29  
 (Maximum points ~~36~~ 32)

Project Manager:

  
 Jose (Tony) Fischer

Contract Administrator:

  
 Dan Warzala

Above Average:

- Comments:**

The image shows a document page with extremely faint, illegible text. A large, dark, irregular shape, possibly a stamp or a large mark, is visible in the upper right quadrant. The rest of the page contains scattered, unreadable characters and lines, suggesting a form or a report that has been scanned with very low contrast or is heavily faded.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

|  |  |   |
|--|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |   |
| Contractor Name:<br>University of Minnesota  |  | CFMS Contract Number:                               |
| Project Name (if applicable):<br>Use of Adhesives to Repair Out of Plane<br>Bending at Stiffener to Web Connection   | Mn/DOT Agreement No.:<br>74708, WO 133       | Project Duration (Dates):<br>11/15/1999 – 9/29/2004 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The objective of the project is to develop and test adhesively bonded retrofit for connection plates that are not attached to girder flanges. |  |   |
| Billable Hours (if applicable): N/A  | Total Amount Spent on Contract: \$150,000.00 | Source of Funding:<br>Trunk Highway                 |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION        |  |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |  | 5-2-06<br>Date                                      |

cc: File

JC

## 3

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 74708, WO 133      Type of work : Research

District/Office of Investment Management      Work Type Code \_\_\_\_\_

S.P. N/A T.H. N/A Location \_\_\_\_\_

Contractor University of Minnesota

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 8/16/2004; 12/31/2005; 12/31/2005  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$150,000.00 = Orig Cost: \$150,000.00 + Amended Cost: \$ N/A


Amended cost for:    ~ Overrun       ~ Additional Work       Number of Amendments \_\_\_\_\_

| <b>Item Rating</b><br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | <b>Rating</b>                         |                             |                                       |                         |
|--|---------------------------------------|-----------------------------|---------------------------------------|-------------------------|
|  | <b>Above<br/>Average<br/>4 Points</b> | <b>Average<br/>3 Points</b> | <b>Below<br/>Average<br/>2 Points</b> | <b>Poor<br/>1 Point</b> |
| 1. Product Quality   |                                       | X                           |                                       |                         |
| 2. Work Performance  |                                       | X                           |                                       |                         |
| 3. Conformance with Mn/DOT Standards/Requirements                                  |                                       | X                           |                                       |                         |
| 4. Deliverables Complete and on time   |                                       | X                           |                                       |                         |
| 5. Project related cooperation   |                                       | X                           |                                       |                         |
| 6. QA/QC plan conformance  |                                       | X                           |                                       |                         |
| 7. Contract administration cooperation   | X                                     |                             |                                       |                         |
| 8. Invoices and progress reports   |                                       | X                           |                                       |                         |
| 9. Cost estimation/budget management   | X                                     |                             |                                       |                         |


Contractor's rating for this contract:

Total Points 29  
(Maximum points 36)

Project Manager:

  
Todd Niemann

~~Contract Administrator:~~

  
Dan Warzala

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---


---

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br>Foth and Van Dyke and Associates, Inc.   |   | CFMS Contract Number: A78198                    |
| Project Name (if applicable):<br>TH 12 Cemetery  | Mn/DOT Agreement No.:<br>88499            | Project Duration (Dates):<br>8-30-05 to 6-30-06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>This contract was necessary for the project to receive federal funding. Since the project is receiving federal funding, Mn/DOT CRU (on behalf of FHWA) needs to ensure that the effects of the project on cultural resources is being taken into account as per the requirements of 36 CFR 800 (Section 106 of the National Historic Preservation Act). It is necessary to use a contract on this project since no state-employed personnel who meet the Secretary of Interior's Professional Standards for cultural resource investigations on FHWA-funded projects were available to complete the work in a timely manner due to work load. |   |   |
| Billable Hours (if applicable): 1,912  | Total Amount Spent on Contract: 55,495.43 | Source of Funding:<br>Metro District            |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>The single source contract was used as part of Mn/DOT's Pre-Qualified system. All projects under \$100,000 can be direct selected from the list of pre-qualified individuals for cultural resources work. This project fell into that category.  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | 5 2 06<br>Date                                  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 88499 Type of work: Geomorphology

District/Office Metro Work Type Code CR

S.P. 2713-75 T.H. 12 Location Long Lake

Contractor Foth and Van Dyke

Subcontractor N/A

Subcontractor \_\_\_\_\_

Contract Period: 8-30-05; 12-30-05; 6-30-06  
Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$55,495.43 = Orig Cost: \$55,495.43 + Amended Cost: \$0.00

Amended cost for: ☐ Overrun ☐ Additional Work Number of Amendments 0

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | X                            |                     |                              |                 |
| 2. Work Performance   | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | X                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | X                   |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   | X                            |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | X                   |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 31  
(Maximum points 36)

Project Manager:  
Kristen Zschomler  
(Kristen Zschomler)  
Print Name

Contract Administrator:  
Anthony H. H. 4/28/06  
(Anthony H. H.)  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

The consultant mobilized quickly, responded to the needs of the District in terms of schedules and needed data, performed the work well, and produced a solid report. The overall project and results were very good.

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|  |  |  |
|--|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |  |
| Contractor Name:<br>Bloom Consultants, LLC   |  | CFMS Contract Number:<br>A81515  |
| Project Name (if applicable):<br>Final Design Temporary Bridges 99194 and<br>99195.  | Mn/DOT Agreement No.:<br>87997                     | Project Duration (Dates):<br>October 5, 2005 to March 9, 2006                    |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:  |  |  |
| The Contract was for final construction plans preparation for Temporary Bridge 99194 for Bridge 27V76 and Temporary Bridge 99195, Northbound Exit to TH 121 in Hennepin County. Works on these bridges are part of the Crosstown revitalization project. A Contractor was used because Mn/DOT did not have design personnel available and it enabled Mn/DOT to meet scheduled construction letting date. |  |  |
| Billable Hours (if applicable):<br><br>591.75  | Total Amount Spent on<br>Contract:<br>\$102,061.75 | Source of Funding:<br>Consultant Services Budget allotment for<br>Bridge Office. |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  |  |  |
| SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |  |
| Carol Molnau<br>Lt. Governor/Commissioner  |  | Date<br>5 2 06   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 87997

Type of work: Bridge Design

District/Office: Bridge Office

Work Type Code BD

S.P. 6280-99194 T.H. 35W

Location: Temporary Bridge 99194 for Bridge 27V76

Contractor: Bloom Consultants, LLC.

and Bridge 99195, NB I35 to TH 121 in

Subcontractor: N/A

Hennepin County.

Subcontractor: N/A

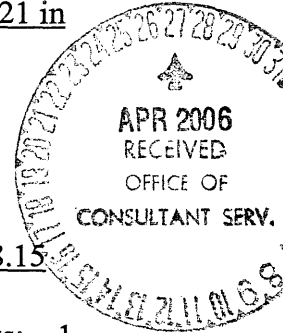
Contract Period: October 5, 2005;  
Work Start Date

March 9, 2006;  
Work Completion Date

November 30, 2006  
Expiration Date

Total Contract Cost: \$102,061.75 = Orig Cost: \$94,023.60 + Amended Cost: \$8,038.15

Amended cost for: ~ Overrun X~ Additional Work Number of Amendments: 1



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              |                     | 2                            |                 |
| 2. Work Performance   |                              | 3                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              |                     | 2                            |                 |
| 4. Deliverables Complete and<br>on time                                     |                              |                     | 2                            |                 |
| 5. Project related cooperation  |                              | 3                   |                              |                 |
| 6. QA/QC plan conformance   |                              |                     | 2                            |                 |
| 7. Contract administration<br>cooperation                                   |                              | 3                   |                              |                 |
| 8. Invoices and progress reports  |                              | 3                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | 3                   |                              |                 |

Contractor's rating for this contract:

Total Points 23  
(Maximum points 36)

Project Manager:

Manjula Louis  
(Manjula Louis)  
Print Name

Contract Administrator:

Victor E. Crabbe  
(Victor E. Crabbe)  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

1. The beam lengths on Preliminary plan were not correct. I really appreciate the consultant working around this problem.
2. Errors in Working point layout.
3. The roadway centerline is on a horizontal curve, the interference of railing anchorages with the beam top flange was not taken into consideration.
4. Bridge substructures on a skew, Glulam panels were not laid out parallel with substructure.
5. Variation in Bituminous Wearing course to account for super elevation was not considered.
6. More than normal amount of time spent on review.
7. Temporary bridges are unusual and hopefully the consultant will do better on future projects.
8. Project Manager Mary Sue was very cooperative.

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

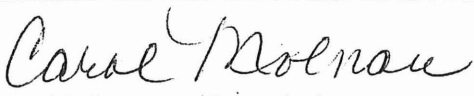
|  |  |  |
|--|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |  |
| Contractor Name:<br>Bloom Consultants, LLC   |  | CFMS Contract Number:<br>A81515  |
| Project Name (if applicable):<br>Final Design Temporary Bridges 99194 and 99195.   | Mn/DOT Agreement No.:<br>87997                     | Project Duration (Dates):<br>October 5, 2005 to March 9, 2006                    |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:  |  |  |
| The Contract was for final construction plans preparation for Temporary Bridge 99194 for Bridge 27V76 and Temporary Bridge 99195, Northbound Exit to TH 121 in Hennepin County. Works on these bridges are part of the Crosstown revitalization project. A Contractor was used because Mn/DOT did not have design personnel available and it enabled Mn/DOT to meet scheduled construction letting date. |  |  |
| Billable Hours (if applicable):<br><br>591.75  | Total Amount Spent on<br>Contract:<br>\$102,061.75 | Source of Funding:<br>Consultant Services Budget allotment for<br>Bridge Office. |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  |  |  |
| SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |  |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |  | Date<br>5 2 06   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

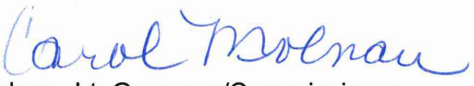
|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br>Foth and Van Dyke and Associates, Inc.   |   | CFMS Contract Number: A78198                    |
| Project Name (if applicable):<br>TH 12 Cemetery  | Mn/DOT Agreement No.:<br>88499            | Project Duration (Dates):<br>8-30-05 to 6-30-06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>This contract was necessary for the project to receive federal funding. Since the project is receiving federal funding, Mn/DOT CRU (on behalf of FHWA) needs to ensure that the effects of the project on cultural resources is being taken into account as per the requirements of 36 CFR 800 (Section 106 of the National Historic Preservation Act). It is necessary to use a contract on this project since no state-employed personnel who meet the Secretary of Interior's Professional Standards for cultural resource investigations on FHWA-funded projects were available to complete the work in a timely manner due to work load. |   |   |
| Billable Hours (if applicable): 1,912  | Total Amount Spent on Contract: 55,495.43 | Source of Funding:<br>Metro District            |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>The single source contract was used as part of Mn/DOT's Pre-Qualified system. All projects under \$100,000 can be direct selected from the list of pre-qualified individuals for cultural resources work. This project fell into that category.  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | 5 2 06<br>Date                                  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |  |
|---|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |  |
| Contractor Name:<br>Retrofit Recycling, Inc.  |   | CFMS Contract Number:<br>A68745                |
| Project Name (if applicable):<br>Regulated Waste Removal  | Mn/DOT Agreement No.:<br>87149              | Project Duration (Dates):<br>9/24/04 – 3/16/06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br>The purpose of this contract was to remove regulated waste from buildings prior to demolition or moving. State does not have staff certified in regulated waste removal or ability to transport. |   |  |
| Billable Hours (if applicable):<br>N/A  | Total Amount Spent on Contract: \$98,723.46 | Source of Funding:<br>State                    |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | 4-24-06<br>Date                                |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Contract No. 87149 Type of work Remove Regulated Waste

District/Office One Work Type Code AB

S.P. 8821-130 T.H. 999 Location Districtwide

Contractor Retrofit Recycling

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: September 24, 2004 ; March 16, 2006 : April 30, 2006  
                             Work Start Date                      Work Completion Date                      Expiration Date

Total Contract Cost: \$ 98,723.46 = Orig Cost: \$ 90,000.00 + Amended Cost: \$ 9,000.00

Amended cost for: ☐ Overrun ☒ Additional Work    Number of Amendments 1

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | X                            |                     |                              |                 |
| 2. Work Performance   | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        | X                            |                     |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | X                            |                     |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   | X                            |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   | X                            |                     |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 34  
(Maximum points 36)

Project Manager:

Roberta Dwyer  
(Roberta Dwyer)  
Print Name

Contract Administrator:

Roberta Dwyer  
( )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

Retrofit was very cooperative and able to meet tight schedules.


Did not always follow proper invoicing procedures.



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |  |
|--|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name:<br><b>Evergreen Land Services</b>   |   | CFMS Contract Number:<br><b>A47745</b>               |
| Project Name (if applicable):<br><b>Bovey Bypass R/W</b>   | Mn/DOT Agreement No.:<br><b>82070, WO 3</b>         | Project Duration (Dates):<br><b>4/18/03 – 5/9/05</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br>The purpose of this contract was to provide right of way services for the reconstruction of T.H. 169 near Bovey. The work items included field title reports, authorization map, appraisals and direct purchase. This work could not be done by state personnel in time to meet the letting due to a peak workload. |   |  |
| Billable Hours (if applicable):<br><b>N/A</b>  | Total Amount Spent on Contract: <b>\$215,169.34</b> | Source of Funding:<br><b>State</b>                   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>   |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <b>4-24-06</b><br>Date                               |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |  |   |
|--|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |   |
| Contractor Name:<br>Evergreen Land Services  |  | CFMS Contract Number:<br>A47745               |
| Project Name (if applicable):<br>Bovey Bypass R/W  | Mn/DOT Agreement No.:<br>82070, WO 3         | Project Duration (Dates):<br>4/18/03 – 5/9/05 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br>The purpose of this contract was to provide right of way services for the reconstruction of T.H. 169 near Bovey. The work items included field title reports, authorization map, appraisals and direct purchase. This work could not be done by state personnel in time to meet the letting due to a peak workload. |  |   |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on Contract: \$215,169.34 | Source of Funding:<br>State                   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |  |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |  | 4-24-06<br>Date                               |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Contract No. 82070 WO 3

Type of work Right of WayDistrict/Office OneWork Type Code RW

S.P. 3116-106 T.H. 169

Location Bovey Bypass

Contractor Evergreen Land Services

Subcontractor Bonestroo, Rosene, Anderlik & Associates

Subcontractor Norell on Real Property

Contract Period: April 18, 2003 ; May 9, 2005 : April 30, 2006  
Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 215,169.34 = Orig Cost: \$ 260,798.33 + Amended Cost: \$ (-49,612.00)


Amended cost for: ☐ Overrun ☐ Additional Work Number of Amendments 1

| <b>Item Rating</b><br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | <b>Rating</b>                         |                             |                                       |                         |
|--|---------------------------------------|-----------------------------|---------------------------------------|-------------------------|
|  | <b>Above<br/>Average<br/>4 Points</b> | <b>Average<br/>3 Points</b> | <b>Below<br/>Average<br/>2 Points</b> | <b>Poor<br/>1 Point</b> |
| 1. Product Quality   |                                       | X                           |                                       |                         |
| 2. Work Performance  |                                       | X                           |                                       |                         |
| 3. Conformance with Mn/DOT Standards/Requirements                                  |                                       | X                           |                                       |                         |
| 4. Deliverables Complete and on time   |                                       | X                           |                                       |                         |
| 5. Project related cooperation   | X                                     |                             |                                       |                         |
| 6. QA/QC plan conformance  |                                       | X                           |                                       |                         |
| 7. Contract administration cooperation   |                                       | X                           |                                       |                         |
| 8. Invoices and progress reports   |                                       | X                           |                                       |                         |
| 9. Cost estimation/budget management   |                                       | X                           |                                       |                         |

Contractor's rating for this contract:

Total Points 28  
(Maximum points 36)

Project Manager:  
Derek Fredrickson  
( Derek Fredrickson )  
Print Name

Contract Administrator:  
  
 ( Roberta Dwyer )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:


Evergreen Land Services was thorough in their courthouse investigation and field title reports. When the parcel packages were received in District One, a couple of documents were missing. Once Evergreen was notified of the missing documents, they quickly rectified the situation. Bonestroo Rosene Anderlik & Associates needed some assistance from Mn/DOT staff in producing the authorization map and parcel sketches. Although changes were made in the design, both consultant firms were receptive to making these changes in a timely manner.



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |  |  |
|--|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |  |
| Contractor Name: <b>City of Lindstrom</b>  |  | CFMS Contract Number: <b>A79429</b>                                    |
| Project Name (if applicable): <b>Lindstrom<br/>T.H. 8 Corridor Transportation Study</b>  | Mn/DOT Agreement No.:<br><b>85542</b>              | Project Duration (Dates): <b>December 3,<br/>2003 to June 25, 2005</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The purpose of this contract was to provide a safety and capacity study of T.H. 8 in Lindstrom from west of 302nd Street to the east city limits.</b></p> <p><b>This project is part of a larger land use study to be done by Lindstrom. The study included local city streets as well as T.H. 8. Because of the city's ownership stake and familiarity with the area and their needs, Lindstrom was the logical choice to manage the study. Mn/DOT's participation was limited to T.H. 8. In addition, the expertise required to complete this project was not available within Mn/DOT when needed.</b></p>  |  |  |
| Billable Hours (if applicable): <b>552</b>   | Total Amount Spent on Contract: <b>\$50,929.80</b> | Source of Funding: <b>Trunk Highway</b>                                |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>The City of Lindstrom requested Mn/DOT's participation in this transportation study within the Lindstrom city limits. The study includes T.H. 8 through Lindstrom. This will be included as part of a larger study being conducted by Lindstrom to include city streets impacted by T.H. 8. Mn/DOT's contract with Lindstrom was confined to T.H. 8; Lindstrom will act on its own under a separate agreement with their consultant for work done off the trunk highway system. The City was the lead agency, rather than Mn/DOT hiring a consultant on its own, in order to better coordinate the T.H. 8 portion into the City-wide study. The City of Lindstrom was considered a single source because of their familiarity with the area, their stake in the outcome of the T.H. 8 study, and their ability to facilitate meshing the deliverables from this contract into their own study of the surrounding city streets.</b></p> |  |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b></p>  |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | <b>4-24-06</b><br>Date   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 85542      Type of work Concept Development

District/Office Metro Work Type Code SS

S.P. 1380-66    T.H. 8    Location From West of 302nd Street to the Lindstrom East City Limits

Contractor City of Lindstrom

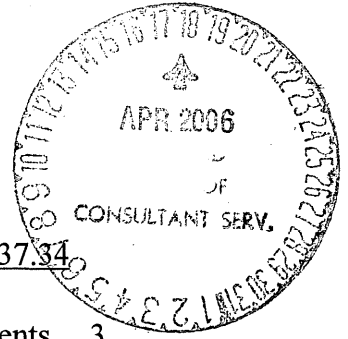
Subcontractor TKDA

Subcontractor \_\_\_\_\_

|  |                      |                 |
|--|----------------------|-----------------|
| Contract Period: <u>December 3, 2003;</u> <u>June 25, 2005;</u> <u>December 31, 2005</u> |                      |                 |
| Work Start Date  | Work Completion Date | Expiration Date |

Total Contract Cost: \$43,109.32 = Orig Cost: \$43,109.32 + Amended Cost: \$14,537.34

Amended cost for: ~ Overrun    X Additional Work    Number of Amendments 3



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | 3                   |                              |                 |
| 2. Work Performance   |                              | 3                   |                              |                 |
| 3. Conformance with Mn/DOT Standards/Requirements                           |                              | 3                   |                              |                 |
| 4. Deliverables Complete and on time  |                              |                     | 2                            |                 |
| 5. Project related cooperation  |                              | 3                   |                              |                 |
| 6. QA/QC plan conformance   |                              | 3                   |                              |                 |
| 7. Contract administration cooperation                                      |                              |                     | X                            |                 |
| 8. Invoices and progress reports  |                              |                     | X                            |                 |
| 9. Cost estimation/budget management  |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 24  
(Maximum points 36)

**Project Manager:**

Contract Administrator:

( Tod Sherman )  
Print Name

( Mark Hagen )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

This project was a real challenge. There was a great deal of disagreement among various groups within and outside the City about how to handle improvements to TH 8 through Lindstrom. TKDA had to work with local businesses, politicians, schools, Mn/DOT, the County, TH 8 Task Force, local interest groups, etc. and each entity had their own idea of how to address the situation. Because of the difficulty of the task, the time frame was significantly underestimated. TKDA did a good job working with Mn/DOT and did well in their effort to obtain consensus, and we are close to obtaining consensus, but we're still not quite there yet and a new contract between the City and TKDA (without a City/Mn/DOT Joint Powers Agreement) will be developed. Also, the change in personnel near the completion of the contract was fairly difficult. With Rick Arnebeck, John Powell (TKDA), and I no longer involved with the project, a great deal of historical knowledge was lost which added to the difficulties.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

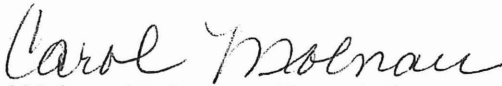
|   |   |  |
|---|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |  |
| Contractor Name:<br>Retrofit Recycling, Inc.  |   | CFMS Contract Number:<br>A68745                |
| Project Name (if applicable):<br>Regulated Waste Removal  | Mn/DOT Agreement No.:<br>87149              | Project Duration (Dates):<br>9/24/04 – 3/16/06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br>The purpose of this contract was to remove regulated waste from buildings prior to demolition or moving. State does not have staff certified in regulated waste removal or ability to transport. |   |  |
| Billable Hours (if applicable):<br>N/A  | Total Amount Spent on Contract: \$98,723.46 | Source of Funding:<br>State                    |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |  |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |   | 4-24-06<br>Date                                |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |  |
|--|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name: <b>City of Lindstrom</b>  |   | CFMS Contract Number: <b>A79429</b>                                    |
| Project Name (if applicable): <b>Lindstrom<br/>T.H. 8 Corridor Transportation Study</b>  | Mn/DOT Agreement No.:<br><b>85542</b>                 | Project Duration (Dates): <b>December 3,<br/>2003 to June 25, 2005</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The purpose of this contract was to provide a safety and capacity study of T.H. 8 in Lindstrom from west of 302nd Street to the east city limits.</b></p> <p><b>This project is part of a larger land use study to be done by Lindstrom. The study included local city streets as well as T.H. 8. Because of the city's ownership stake and familiarity with the area and their needs, Lindstrom was the logical choice to manage the study. Mn/DOT's participation was limited to T.H. 8. In addition, the expertise required to complete this project was not available within Mn/DOT when needed.</b></p>  |   |  |
| Billable Hours (if applicable): <b>552</b>   | Total Amount Spent on<br>Contract: <b>\$50,929.80</b> | Source of Funding: <b>Trunk Highway</b>                                |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>The City of Lindstrom requested Mn/DOT's participation in this transportation study within the Lindstrom city limits. The study includes T.H. 8 through Lindstrom. This will be included as part of a larger study being conducted by Lindstrom to include city streets impacted by T.H. 8. Mn/DOT's contract with Lindstrom was confined to T.H. 8; Lindstrom will act on its own under a separate agreement with their consultant for work done off the trunk highway system. The City was the lead agency, rather than Mn/DOT hiring a consultant on its own, in order to better coordinate the T.H. 8 portion into the City-wide study. The City of Lindstrom was considered a single source because of their familiarity with the area, their stake in the outcome of the T.H. 8 study, and their ability to facilitate meshing the deliverables from this contract into their own study of the surrounding city streets.</b></p> |   |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b></p>  |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <b>4-24-06</b><br>Date   |


cc: **Paul Stembler, Dept. of Administration**  
**Jeff Brunner, Consultant Services Section**  
**File**



# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.


|   |   |  |
|---|---|--|
| Agency: <b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name: <b>Optimal Geomatics Inc.</b> , (formerly known as MD Atlantic Technologies, Incorporated, a subsidiary of MacDonald, Dettwiler and Associates, Ltd.   |   | CFMS Contract Number: <b>A-84313</b>                 |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>   | Mn/DOT Contract No.: <b>89077</b>         | Project Duration (Dates): <b>12/19/05 to 2/15/06</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to produce an Aero-triangulation, Compile Planimetric Features and create a Digital Terrain Model, (DTM) for this project.</b></p> <p><b>This Photogrammetric Mapping project is for Trunk Highway 169 (from Elk River to County Rd. 74), District 3 / Project number 7106-73.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b></p> |   |  |
| Billable Hours (if applicable): <b>No.</b>  | Total Contract Amount: <b>\$98,200.00</b> | Source of Funding: <b>District 3 Consultant.</b>     |
| <p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>   |   |  |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>   |   |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>   |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>4-13-06</b><br>Date                               |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name:<br><b>MAVO Systems, Inc.</b>   |   | CFMS Contract Number:<br><b>A66783</b>                                  |
| Project Name (if applicable):<br><b>Asbestos Abatement for Projects in Preston, Oronoco, and Northfield</b>   | Mn/DOT Agreement No.:<br><b>83120 WO3</b>           | Project Duration (Dates):<br><b>August 9, 2004 to February 28, 2004</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The State contracted with MAVO Systems, Inc. to provide assistance in the removal and disposal of asbestos containing materials from right-of-way for the construction of State Project (SP) 2310-22 on TH 52 in Preston, SP 5508-84 on TH 52 in Oronoco, and SP 6612-82 on TH 3 in Northfield. The State did not have sufficient staff available with the expertise required to complete this work within the necessary timeline.</b></p> |   |   |
| Billable Hours (if applicable):<br><b>Not Applicable</b>  | Total Amount Spent on Contract: <b>\$186,593.95</b> | Source of Funding:<br><b>District 6 Allocation, State Funds</b>         |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>Not Applicable</b></p>  |   |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b></p>   |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>4-13-06</b><br>Date  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |  |   |
|--|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |   |
| Contractor Name:<br><b>MAVO Systems, Inc.</b>  |  | CFMS Contract Number:<br><b>A66783</b>                                  |
| Project Name (if applicable):<br><b>Asbestos Abatement for Projects in Preston, Oronoco, and Northfield</b>  | Mn/DOT Agreement No.:<br><b>83120 WO3</b>              | Project Duration (Dates):<br><b>August 9, 2004 to February 28, 2004</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>The State contracted with MAVO Systems, Inc. to provide assistance in the removal and disposal of asbestos containing materials from right-of-way for the construction of State Project (SP) 2310-22 on TH 52 in Preston, SP 5508-84 on TH 52 in Oronoco, and SP 6612-82 on TH 3 in Northfield. The State did not have sufficient staff available with the expertise required to complete this work within the necessary timeline.</b> |  |   |
| Billable Hours (if applicable):<br><b>Not Applicable</b>   | Total Amount Spent on Contract:<br><b>\$186,593.95</b> | Source of Funding:<br><b>District 6 Allocation, State Funds</b>         |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><b>Not Applicable</b>  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>   |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | <b>4-13-06</b><br>Date  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Mn/DOT Contract No.: 83120 WO3 District/Office: District 6

Type of work: Asbestos Abatement

**AB**

Work Type Code: AB – Asbestos Abatement

S.P.: 2310-22, 5508-84, & 6612-82

T.H.: 3 & 52

Location: Preston (TH 52), Oronoco (TH 52), and Northfield (TH 3)

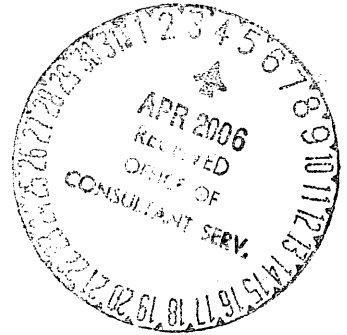
Contractor: MAVO Systems, Inc.

Subcontractor: None

Contract Period: August 9, 2004 ; February 28, 2006 ; March 31, 2006  
                                     Work Start Date                      Work Completion Date                      Expiration Date

Total Contract Cost: \$186,593.95    Orig Cost: \$124,600.00    Amended Cost: \$61,993.95

Amended for: X Overrun    X Additional Work    Number of Amendments: 2



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | X                            |                     |                              |                 |
| 2. Work Performance   | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT Standards/Requirements                           | X                            |                     |                              |                 |
| 4. Deliverables Complete and on time  | X                            |                     |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   | X                            |                     |                              |                 |
| 7. Contract administration cooperation                                      | X                            |                     |                              |                 |
| 8. Invoices and progress reports  | X                            |                     |                              |                 |
| 9. Cost estimation/budget management  |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points: 35

(Maximum points 36)

Project Manager:

Craig Hansen  
 (Craig Hansen)  
 Print Name

Contract Administrator:

Prentiss Sayeweh  
 (Prentiss Sayeweh)  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.


## Comments:

The Contractor produced a work product that is satisfactory to State's staff. The Contractor was very cooperative in responding to State's needs. The Contract was amended for additional costs and time extension for the Contractor to complete the extra work identified during the project. The Project Manager recommends full payment for services provided by the Contractor with a high rating of performance.

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|   |   |  |
|---|---|--|
| Agency: <b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name: <b>Optimal Geomatics Inc.</b> , (formerly known as MD Atlantic Technologies, Incorporated, a subsidiary of MacDonald, Dettwiler and Associates, Ltd.   |   | CFMS Contract Number: <b>A-84313</b>                 |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>   | Mn/DOT Contract No.: <b>89077</b>         | Project Duration (Dates): <b>12/19/05 to 2/15/06</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to produce an Aero-triangulation, Compile Planimetric Features and create a Digital Terrain Model, (DTM) for this project.</b></p> <p><b>This Photogrammetric Mapping project is for Trunk Highway 169 (from Elk River to County Rd. 74), District 3 / Project number 7106-73.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b></p> |   |  |
| Billable Hours (if applicable): <b>No.</b>  | Total Contract Amount: <b>\$98,200.00</b> | Source of Funding: <b>District 3 Consultant.</b>     |
| <p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>   |   |  |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>   |   |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>   |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>4-13-06</b><br>Date                               |

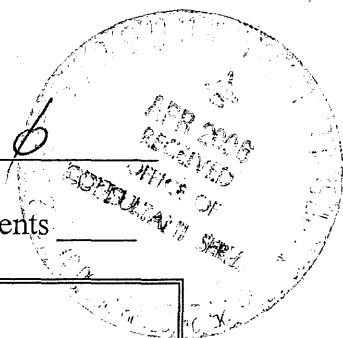
cc: P.Stembler, 112 Admin  
J. Brunner, MS 680

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 89077 Type of work 10.1 Photogrammetric Mapping  
 District/Office D-3 Work Type Code 10.1 MP  
 S.P. 7106-73 T.H. 169 Location (Eck River to Cord 74)  
 Contractor Optimal Geomatics (formerly known as Atlantic Tech)  
 Subcontractor — (Contractor # 20008404400)  
 Subcontractor —  
 Contract Period: 12-19-05 ; Feb. 15-06 ; 7-31-06  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 98,200 = Orig Cost: \$ 98,200 + Amended Cost: \$ 0  
 Amended cost for: ~ Overrun ~ Additional Work Number of Amendments —



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                    |                     |                           |                 |
|---|---------------------------|---------------------|---------------------------|-----------------|
|   | Above Average<br>4 Points | Average<br>3 Points | Below Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | ✓                         |                     |                           |                 |
| 2. Work Performance   | ✓                         |                     |                           |                 |
| 3. Conformance with Mn/DOT Standards/Requirements                           | ✓                         |                     |                           |                 |
| 4. Deliverables Complete and on time  | ✓                         |                     |                           |                 |
| 5. Project related cooperation  | ✓                         |                     |                           |                 |
| 6. QA/QC plan conformance   | ✓                         |                     |                           |                 |
| 7. Contract administration cooperation                                      | ✓                         |                     |                           |                 |
| 8. Invoices and progress reports  |                           | ✓                   |                           |                 |
| 9. Cost estimation/budget management  |                           | ✓                   |                           |                 |

Contractor's rating for this contract:

Total Points 34  
 (Maximum points 36)

Project Manager:  
Barry Schlauwiler  
 BARRY SCHLAUWILER  
 Print Name

Contract Administrator:  
MEIR TASH MEIRAN  
 MEIR TASH MEIRAN  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name: Widseth Smith Nolting, Inc.   |   | CFMS Contract Number:<br><i>A80336</i>            |
| Project Name (if applicable):<br>Final Design Bridge 27V84   | Mn/DOT Agreement No.:<br>87994                | Project Duration (Dates):<br>9/12/05 thru 2/11/06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br>This bridge is part of the I35W & TH 62 Crosstown Renovation. Mn/DOT design personnel were unable to provide design services due to other Mn/DOT design needs. Consultant services were required to insure the scheduled construction letting date was met. |   |   |
| Billable Hours (if applicable):<br><i>1585.25</i>  | Total Amount Spent on Contract: \$ 128,830.00 | Source of Funding:<br>Trunk Highway               |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |   |
| <i>Carol Molnau</i><br>Carol Molnau, Lt. Governor/Commissioner   |   | <i>4-10-06</i><br>Date                            |


cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.


|  |  |  |
|--|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |  |
| Contractor Name: <b>SRF Consulting Group, Inc.</b>   |  | CFMS Contract Number: <b>A73682</b>                                  |
| Project Name (if applicable): <b>Oak Park Heights Design Alternative</b>   | Mn/DOT Agreement No.:<br><b>87816</b>        | Project Duration (Dates):<br><b>March 18, 2004 – August 31, 2005</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The purpose of the contract was to provide preliminary design and environmental analysis services for the Trunk Highway (T.H.) 36 (Osgood to T.H. 5 segment) 1995 design alternative. The 1995 option, which previously received municipal consent from the cities of Stillwater and Oak Park Heights, is the proposed interim solution for T.H. 36 within the St. Croix River Crossing Environmental Impact Statement. In order to be integrated into the project, the design needed to be converted from metric to English, integrated into the preferred alternative design and information regarding environmental impacts updated.</b></p> <p><b>The work was contracted because personnel with the necessary expertise were not available to provide this one-time service when needed.</b></p> |  |  |
| Billable Hours (if applicable): <b>1096.3</b>  | Total Contract Amount:<br><b>\$79,552.61</b> | Source of Funding:<br><b>Trunk Highway</b>                           |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>N/A</b></p>  |  |  |
| <b>Attach a copy of the performance evaluation prepared for this contract.</b>   |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | <b>4-10-06</b><br>Date   |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|  |  |   |
|--|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |   |
| Contractor Name:<br>Braun Intertec Corporation   |  | CFMS Contract Number:<br>A79610                   |
| Project Name (if applicable):<br>Soil boring for the Paynesville bypass.   | Mn/DOT Agreement No.:<br>88146                     | Project Duration (Dates):<br>8/22/2005 - 4/1/2006 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>This contract provided soil borings needed for highway design on the State Project 3408-15, on highway 23 for the future Paynesville bypass.<br><br>This contract was required to perform work that the State's staff would not have been able to perform in time to keep the project design on schedule. |  |   |
| Billable Hours (if applicable):  | Total Amount Spent on Contract:\$101,925.00 (est.) | Source of Funding:<br><i>TRUNK Highway</i>        |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | <i>4-10-06</i><br>Date                            |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>Bolton & Menk Inc.  |  | CFMS Contract Number:<br>A75682                     |
| Project Name (if applicable):   | Mn/DOT Agreement No.:<br>87873               | Project Duration (Dates):<br>5/20/2005 to 2/10/2006 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>Final Design is needed for the portion of TH 22 between Blue Earth County Road 90 and Adams Street. The Final Design needs to be completed in order to correct deteriorated pavement, poor sight distance, and traffic issues. Temporary or student workers were considered; however, due to the schedule, it does not allow for adequate time for plan completion. No other state personnel are available to design the project according to the programmed schedule. |  |   |
| Billable Hours (if applicable):<br>1380   | Total Amount Spent on Contract: \$100,000.00 | Source of Funding:<br>District 7 Consultant Budget  |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>NA  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |  | 4-10-06<br>Date                                     |

cc: Paul Stembler Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


|   |   |  |
|---|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |  |
| Contractor Name:<br>ADV Document Systems Inc.   |   | CFMS Contract Number: A 61198                      |
| Project Name (if applicable):<br>Electronic Document Management System  | Mn/DOT Agreement No.:<br>86249            | Project Duration (Dates): May 2004 – February 2006 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>Design, plan, direct and support the implementation of the document management system (EDMS) within MnDOT.                             |   |  |
| Billable Hours (if applicable): 3076  | Total Amount Spent on Contract: \$299,910 | Source of Funding:<br>Trunk Highway Fund           |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>Not Applicable  |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION |   |  |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |   | 4-10-06<br>Date                                    |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|  |  |   |
|--|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |   |
| Contractor Name: Bonestroo Rosene Anderlik & Associates  |  | CFMS Contract Number: A76074                                  |
| Project Name (if applicable): Bridge 27V88   | Mn/DOT Agreement No.: 87638                  | Project Duration (Dates): June 7, 2005 thru February 11, 2006 |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p>Final design services for Bridge 27V88. This bridge is part of the I35W &amp; TH62 Crosstown Renovation Project. In-house personnel were not available to provide the required design services to meet construction schedules consequently consultant services were necessary.</p> |  |   |
| Billable Hours (if applicable): 1977   | Total Amount Spent on Contract: \$164,101.87 | Source of Funding: Bridge Office Consultant Budget            |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p>  |  |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>   |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | 4-10-06<br>Date   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.


## Comments:

- Jerry Pertzsch took the initiative to set up the kick off meeting with our office before starting the design.
- Jerry worked with John Griffith (Mn/DOT) & Pat Jones (Metro Transit) to finalize the bus pull out section on the bridge.
- Jerry worked with SEH & Metro Transit & kept me informed of on future metro transit station.
- Notified Jeremy West (SRF) & Dave Hall in a timely manner when there was discrepancy in the corner tie in coordinates & elevations of railing on retaining wall & bridge.
- It was a great pleasure to work with Jerry & look forward to working with him in the future.

## Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|  |  |   |
|--|--|---|
| Agency:<br>DEPARTMENT OF TRANSPORTATION  |  |   |
| Contractor Name: Bonestroo Rosene Anderlik & Associates  |  | CFMS Contract Number: A76074                                  |
| Project Name (if applicable): Bridge 27V88   | Mn/DOT Agreement No.: 87638                  | Project Duration (Dates): June 7, 2005 thru February 11, 2006 |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p>Final design services for Bridge 27V88. This bridge is part of the I35W &amp; TH62 Crosstown Renovation Project. In-house personnel were not available to provide the required design services to meet construction schedules consequently consultant services were necessary.</p> |  |   |
| Billable Hours (if applicable): 1977   | Total Amount Spent on Contract: \$164,101.87 | Source of Funding: Bridge Office Consultant Budget            |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p>  |  |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>   |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | 4-10-06<br>Date   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name:<br>Short Elliot Hendrickson, Inc.  |   | CFMS Contract Number:<br>A24592   |
| Project Name (if applicable):<br>S.P. 8606-46 (TH 55) R/W Turnkey Project   | Mn/DOT Agreement No.:<br>81286              | Project Duration (Dates):<br>From 08/02/01 To 02/15/06                    |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The Contractor was to perform all engineering, technical, surveying and real estate work tasks needed for the acquisition of all of the parcels associated with the proposed new construction of TH 55 through the City of Buffalo. The Contractor performed all of the duties typically handled by the District. Office of Land Management functions remained with Mn/DOT.<br><br>This contract was necessary because Mn/DOT did not have available the needed qualified personnel to conduct the services described above. |   |   |
| Billable Hours (if applicable):<br><b>3954.1</b>  | Total Amount Spent on Contract:\$614,078.88 | Source of Funding: Consultant Services<br>Budget Allotment for District 3 |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |   | 4-10-06<br>Date   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|  |  |   |
|--|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |   |
| Contractor Name:<br>Braun Intertec Corporation   |  | CFMS Contract Number:<br>A79610                   |
| Project Name (if applicable):<br>Soil boring for the Paynesville bypass.   | Mn/DOT Agreement No.:<br>88146                     | Project Duration (Dates):<br>8/22/2005 - 4/1/2006 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>This contract provided soil borings needed for highway design on the State Project 3408-15, on highway 23 for the future Paynesville bypass.<br><br>This contract was required to perform work that the State's staff would not have been able to perform in time to keep the project design on schedule. |  |   |
| Billable Hours (if applicable):  | Total Amount Spent on Contract:\$101,925.00 (est.) | Source of Funding:<br><i>TRUNK Highway</i>        |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | <i>4-10-06</i><br>Date                            |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 88146

Type of work: Soil borings

District/Office: 8 - Willmar

Work Type Code \_\_\_\_\_

S.P. : 3408 - 15 T.H. : 23 Location: Paynesville (future Paynesville bypass)

Contractor: Braun Intertec Corporation

Subcontractor : N/A

Contract Period: August 22, 2005; February 24, 2006; April 1, 2006

Work Start Date      Work Completion Date      Expiration Date

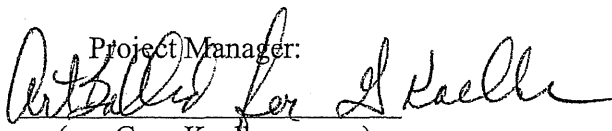
Total Contract Cost: \$ 130,511.68 = Orig Cost: \$130,511.68 + Amended Cost: N/A

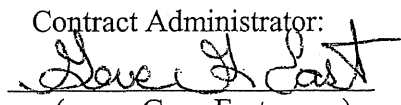
Amended cost for: ~ ~~Overrun~~ ~ ~~Additional Work~~      Number of Amendments: 0

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | X                   |                              |                 |
| 2. Work Performance   |                              | X                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | X                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | X                   |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration<br>cooperation                                   | X                            |                     |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points: 29  
(Maximum points 36)

Project Manager:  
  
 ( Gary Kaetke )  
 Print Name

Contract Administrator:  
  
 ( Gene East )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## **Definitions:**

### **Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### **Average**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### **Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### **Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## **Comments:**

Project Manager's comments: Paul Martin, project manager for Braun Intertec, did a very good job of coordinating the drilling for the Paynesville Bypass, Contract No. 88146. Paul was very easy to work with and we were able to resolve issues quickly to keep the crew on task.

The data was collected using an electronic format and all the information required was provided.


We made two field visits and the crew was helpful, providing us with updated information as to what they were finding. The field crew did an excellent job of field identification as verified by Lab Classification conducted according to the consultant contract.

Agreement Administrator's comments: The contractor was very cooperative in helping establish the contract, and also in addressing an invoice issue (the only issue with the contract) that came up on the contract. Average ratings given for cost estimation/budget management reflect some difficulty in reaching agreement on the initial budget for the contract. Overall, the contractor's cooperation was excellent.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name:<br>Short Elliot Hendrickson, Inc.  |   | CFMS Contract Number:<br>A24592   |
| Project Name (if applicable):<br>S.P. 8606-46 (TH 55) R/W Turnkey Project   | Mn/DOT Agreement No.:<br>81286                  | Project Duration (Dates):<br>From 08/02/01 To 02/15/06                    |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The Contractor was to perform all engineering, technical, surveying and real estate work tasks needed for the acquisition of all of the parcels associated with the proposed new construction of TH 55 through the City of Buffalo. The Contractor performed all of the duties typically handled by the District. Office of Land Management functions remained with Mn/DOT.<br><br>This contract was necessary because Mn/DOT did not have available the needed qualified personnel to conduct the services described above. |   |   |
| Billable Hours (if applicable):<br><i>3954.1</i>  | Total Amount Spent on Contract:<br>\$614,078.88 | Source of Funding: Consultant Services<br>Budget Allotment for District 3 |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <i>4-10-06</i><br>Date  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 81286 Type of work R/W Professional Assistance

District/Office 3/Right-of-Way Work Type Code 0109

S.P. 8606-46 T.H. 55 Location In the City of Buffalo

Contractor Short Elliot Hendrickson, Inc.

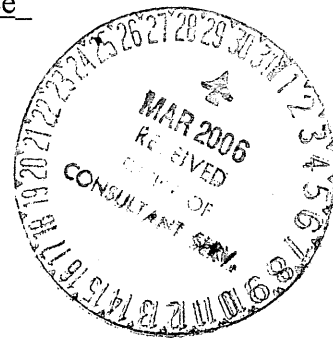
Subcontractor N/A

Subcontractor N/A

Contract Period: August 2, 2001 ; February 15, 2006 ; April 8, 2006  
Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 614,078.88 = Orig Cost: \$ 443,200.06 + Amended Cost: \$ 170,878.82

Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 4



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | 3                   |                              |                 |
| 2. Work Performance   |                              | 3                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | 3                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | 3                   |                              |                 |
| 5. Project related cooperation  |                              | 3                   |                              |                 |
| 6. QA/QC plan conformance   |                              | 3                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | 3                   |                              |                 |
| 8. Invoices and progress reports  |                              | 3                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | 3                   |                              |                 |

Contractor's rating for this contract:

Total Points 27  
(Maximum points 36)

Project Manager:

( Brett Stark )  
Print Name

Contract Administrator:

( Gregory J. Thompson )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name: Widseth Smith Nolting, Inc.   |   | CFMS Contract Number:<br><i>A80336</i>            |
| Project Name (if applicable):<br>Final Design Bridge 27V84   | Mn/DOT Agreement No.:<br>87994                | Project Duration (Dates):<br>9/12/05 thru 2/11/06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br>This bridge is part of the I35W & TH 62 Crosstown Renovation. Mn/DOT design personnel were unable to provide design services due to other Mn/DOT design needs. Consultant services were required to insure the scheduled construction letting date was met. |   |   |
| Billable Hours (if applicable):<br><i>1585.25</i>  | Total Amount Spent on Contract: \$ 128,830.00 | Source of Funding:<br>Trunk Highway               |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |   |
| <i>Carol Molnau</i><br>Carol Molnau, Lt. Governor/Commissioner   |   | <i>4-10-06</i><br>Date                            |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

Manjula Louis

---

All the deliverables were on time.

Jeff Rensch was the main designer on this project and the calculations submitted were easy to follow and Jeff did an excellent job of following through AASHTO Interim changes for Steel beam design.

---

The designer in the future should coordinate with roadway, abutment and wing wall tie in points with adjacent retaining walls as soon as the bridge layout is finalized.

---

The pier footings were much larger than required.

---

:\user\consult\forms\evaluation.898


Bob Miller

The footing issue was resolved during the 60% review resulting in an economical design. The Contractor now understands they must coordinate with the preliminary designers when required. Overall good work on a tight schedule.

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|  |  |  |
|--|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |  |
| Contractor Name: <b>SRF Consulting Group, Inc.</b>   |  | CFMS Contract Number: <b>A73682</b>                                  |
| Project Name (if applicable): <b>Oak Park Heights Design Alternative</b>   | Mn/DOT Agreement No.:<br><b>87816</b>        | Project Duration (Dates):<br><b>March 18, 2004 – August 31, 2005</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The purpose of the contract was to provide preliminary design and environmental analysis services for the Trunk Highway (T.H.) 36 (Osgood to T.H. 5 segment) 1995 design alternative. The 1995 option, which previously received municipal consent from the cities of Stillwater and Oak Park Heights, is the proposed interim solution for T.H. 36 within the St. Croix River Crossing Environmental Impact Statement. In order to be integrated into the project, the design needed to be converted from metric to English, integrated into the preferred alternative design and information regarding environmental impacts updated.</b></p> <p><b>The work was contracted because personnel with the necessary expertise were not available to provide this one-time service when needed.</b></p> |  |  |
| Billable Hours (if applicable): <b>1096.3</b>  | Total Contract Amount:<br><b>\$79,552.61</b> | Source of Funding:<br><b>Trunk Highway</b>                           |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>N/A</b></p>  |  |  |
| <b>Attach a copy of the performance evaluation prepared for this contract.</b>   |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | <b>4-10-06</b><br>Date   |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 87816 Type of work Oak Park Heights Design Alternative

District/Office Metro Work Type Code PD

S.P. 8214-114 T.H. 36 Location Osgood to T.H. 5 in Oak Park Heights

Contractor SRF Consulting Group, Inc.

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: March 18, 2005; May 31, 2005; June 30, 2005  
                                     Work Start Date      Work Completion Date      Expiration Date

Total Contract Cost: \$ 79,552.61 = Orig Cost: \$ 79,552.61 + Amended Cost: \$ 0.00

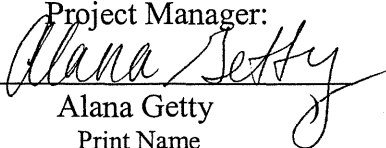



Amended cost for: ~ Overrun    ~ Additional Time    Number of Amendments 0

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | X                   |                              |                 |
| 2. Work Performance   |                              | X                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              |                     | X                            |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | X                   |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration<br>cooperation                                   | X                            |                     |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 28  
(Maximum points 36)

Project Manager:  
  
 ( Alana Getty  
   Print Name )

Contract Administrator:  
  
 ( Mark Hagen  
   Print Name )

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

*- work completed quickly*

---

*- problems with CADD Standards*

---

*& effort of MnDOT staff to convert/use.*

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>Bolton & Menk Inc.  |  | CFMS Contract Number:<br>A75682                     |
| Project Name (if applicable):   | Mn/DOT Agreement No.:<br>87873               | Project Duration (Dates):<br>5/20/2005 to 2/10/2006 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>Final Design is needed for the portion of TH 22 between Blue Earth County Road 90 and Adams Street. The Final Design needs to be completed in order to correct deteriorated pavement, poor sight distance, and traffic issues. Temporary or student workers were considered; however, due to the schedule, it does not allow for adequate time for plan completion. No other state personnel are available to design the project according to the programmed schedule. |  |   |
| Billable Hours (if applicable):<br>1380   | Total Amount Spent on Contract: \$100,000.00 | Source of Funding:<br>District 7 Consultant Budget  |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>NA  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |  | 4-10-06<br>Date                                     |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 87873 Type of work Final Design Construction Plan

District/Office 7 Work Type Code DD

S.P. 0704-81 T.H. 22 Location Mankato

Contractor Bolton & Menk Inc.

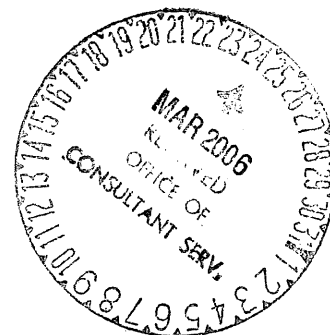
Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: May 20,2005 ; February 10,2006 ; March 28,2007  
                             Work Start Date                      Work Completion Date      Expiration Date

Total Contract Cost: \$ 100,000.00 = Orig Cost: \$ 99,208.49 + Amended Cost: \$ 791.51

Amended cost for:    ~ Overrun       ~ Additional Work       Number of Amendments 1



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | X                   |                              |                 |
| 2. Work Performance   |                              | X                   |                              |                 |
| 3. Conformance with Mn/DOT Standards/Requirements                           |                              | X                   |                              |                 |
| 4. Deliverables Complete and on time  |                              | X                   |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration cooperation                                      | X                            |                     |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget management  |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 29  
(Maximum points 36)

Project Manager:  
Mary Dieken  
 ( Mary Dieken )  
 Print Name

Contract Administrator:  
Craig Felber  
 ( Craig Felber )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

**Definitions:****Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

**Average**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

**Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

**Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

**Comments:**

---

---

---

---

---

---

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |  |
|---|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |  |
| Contractor Name:<br>ADV Document Systems Inc.   |   | CFMS Contract Number: A 61198                      |
| Project Name (if applicable):<br>Electronic Document Management System  | Mn/DOT Agreement No.:<br>86249            | Project Duration (Dates): May 2004 – February 2006 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>Design, plan, direct and support the implementation of the document management system (EDMS) within MnDOT.                             |   |  |
| Billable Hours (if applicable): 3076  | Total Amount Spent on Contract: \$299,910 | Source of Funding:<br>Trunk Highway Fund           |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>Not Applicable  |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION |   |  |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |   | 4-10-06<br>Date                                    |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File





**Definitions:****Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

**Average**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

**Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

**Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

**Comments:**

---

---

---

---

---

---

---

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.


|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name: <b>Martinez Corporation</b>   |   | CFMS Contract Number: <b>A-82833</b>                  |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>  | Mn/DOT Agreement No.:<br><b>88894</b>     | Project Duration (Dates): <b>11/04/05 to 02/15/06</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>The Purpose of this contract was for the Contractor to complete Aero-Triangulation, compile Planimetric Features and create a Digital Terrain Model for this project.</b><br><br><b>This Photogrammetric Mapping project is for TH 55 from Buffalo to Rockford in District 3 / Project number 8607-53.</b><br><br><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b> |   |   |
| Billable Hours (if applicable): No.  | Total Contract Amount: <b>\$83,500.00</b> | Source of Funding: <b>Consultant Mapping</b>          |
| Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:<br><br><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b>   |   |   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>No.</b>   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>Please see the attached evaluation form.</b>   |   |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>4-10-06</b><br>Date                                |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|  |   |  |
|--|---|--|
| Agency: <b>DEPARTMENT OF TRANSPORTATION</b>  |   |  |
| Contractor Name: <b>Optimal Geomatics Inc.</b> , (formerly known as MD Atlantic Technologies, Incorporated, a subsidiary of MacDonald, Dettwiler and Associates, Ltd.  |   | CFMS Contract Number: <b>A-82835</b>                 |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>  | Mn/DOT Contract No.: <b>88891</b>         | Project Duration (Dates): <b>11/14/05 to 2/15/06</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to produce an Aero-triangulation, Compile Planimetric Features and create a Digital Terrain Model, (DTM) for this project.</b></p> <p><b>This Photogrammetric Mapping project is for Trunk Highway 55 (from Annandale to Buffalo), District 3 / Project number 8606-53.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b></p> |   |  |
| Billable Hours (if applicable): <b>No.</b>   | Total Contract Amount: <b>\$79,850.00</b> | Source of Funding: <b>L/M, Consultant Mapping</b>    |
| <p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>  |   |  |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>  |   |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>  |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <b>4-10-06</b><br>Date                               |


cc: P. Stembler, 112 Admin  
J. Brunner, MS 680



# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name: <b>Martinez Corporation</b>  |   | CFMS Contract Number: <b>A-82833</b>                  |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>   | Mn/DOT Agreement No.:<br><b>88894</b>     | Project Duration (Dates): <b>11/04/05 to 02/15/06</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to complete Aero-Triangulation, compile Planimetric Features and create a Digital Terrain Model for this project.</b></p> <p><b>This Photogrammetric Mapping project is for TH 55 from Buffalo to Rockford in District 3 / Project number 8607-53.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b></p> |   |   |
| Billable Hours (if applicable): <b>No.</b>  | Total Contract Amount: <b>\$83,500.00</b> | Source of Funding: <b>Consultant Mapping</b>          |
| <p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>   |   |   |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>   |   |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>   |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>4-10-06</b><br>Date                                |


cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File



Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | ✓                   |                              |                 |
| 2. Work Performance   | ✓                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | ✓                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | ✓                   |                              |                 |
| 5. Project related cooperation  | ✓                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | ✓                   |                              |                 |
| 7. Contract administration<br>cooperation                                   | ✓                            |                     |                              |                 |
| 8. Invoices and progress reports  |                              | ✓                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | ✓                   |                              |                 |

Total Points 30  
(Maximum points 36)


Contract Administrator:  
  
(MEHRTASH) MEHRAN  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|  |   |  |
|--|---|--|
| Agency: <b>DEPARTMENT OF TRANSPORTATION</b>  |   |  |
| Contractor Name: <b>Optimal Geomatics Inc.</b> , (formerly known as MD Atlantic Technologies, Incorporated, a subsidiary of MacDonald, Dettwiler and Associates, Ltd.  |   | CFMS Contract Number: <b>A-82835</b>                 |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>  | Mn/DOT Contract No.: <b>88891</b>         | Project Duration (Dates): <b>11/14/05 to 2/15/06</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to produce an Aero-triangulation, Compile Planimetric Features and create a Digital Terrain Model, (DTM) for this project.</b></p> <p><b>This Photogrammetric Mapping project is for Trunk Highway 55 (from Annandale to Buffalo), District 3 / Project number 8606-53.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b></p> |   |  |
| Billable Hours (if applicable): <b>No.</b>   | Total Contract Amount: <b>\$79,850.00</b> | Source of Funding: <b>L/M, Consultant Mapping</b>    |
| <p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>  |   |  |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>  |   |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>  |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <b>4-10-06</b><br>Date                               |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 88891 Type of work Photogrammetric Mapping  
District/Office D-3 Work Type Code 10.1 **MP**  
S.P. 8606-53 T.H. 55 Location from Annandale to Buffalo  
Contractor Optimal Geomatics (formerly known as Atlantic Te  
Subcontractor —  
Subcontractor —  
Contract Period: 11-14-05 ; 2-15-06 ; 6-30-06  
Work Start Date Work Completion Date Expiration Date  
Total Contract Cost: \$79,850 = Orig Cost: \$79,850 + Amended Cost: \$ 0

Amended cost for: ~ Overrun ~ Additional Work Number of Amendments

| <b>Item Rating</b><br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | <b>Rating</b>                         |                             |                                       |                         |
|--|---------------------------------------|-----------------------------|---------------------------------------|-------------------------|
|  | <b>Above<br/>Average<br/>4 Points</b> | <b>Average<br/>3 Points</b> | <b>Below<br/>Average<br/>2 Points</b> | <b>Poor<br/>1 Point</b> |
| 1. Product Quality   | ✓                                     |                             |                                       |                         |
| 2. Work Performance  | ✓                                     |                             |                                       |                         |
| 3. Conformance with Mn/DOT Standards/Requirements                                  | ✓                                     |                             |                                       |                         |
| 4. Deliverables Complete and on time   | ✓                                     |                             |                                       |                         |
| 5. Project related cooperation   | ✓                                     |                             |                                       |                         |
| 6. QA/QC plan conformance  | ✓                                     |                             |                                       |                         |
| 7. Contract administration cooperation   | ✓                                     |                             |                                       |                         |
| 8. Invoices and progress reports   |                                       | ✓                           |                                       |                         |
| 9. Cost estimation/budget management   | ✓                                     |                             |                                       |                         |

Contractor's rating for this contract:

Total Points 35  
(Maximum points 36)

Project Manager:

Barry Schladweiler  
(BARRY SCHLADWEILER)  
Print Name

~~Contract Administrator:~~

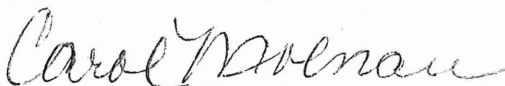
(MEHRTASH MEHRANI  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br>ADDCO, Inc.  |   | CFMS Contract Number:<br>A63115                 |
| Project Name (if applicable):<br>Duluth TOCC Expansion   | Mn/DOT Agreement No.:<br>86389                  | Project Duration (Dates):<br>6/22/04 – 12/31/05 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:  |   |   |
| There was need for additional cameras on the I-535 (Blatnik) and T.H.2 bridge for traffic and security monitoring. Two variable message signs and a communications link between Duluth and the Wisconsin Department of Transportation was needed. This type of expertise did not exist and a contract was necessary for design and installation. |   |   |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on<br>Contract: \$464,715.61 | Source of Funding:<br>State and Federal         |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  |   |   |
| SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <b>3 27-06</b><br>Date                          |



cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>Toltz, King, Duvall, Anderson & Associates, Inc.  |  | CFMS Contract Number:<br>A75612   |
| Project Name (if applicable):<br>Bridges 27V80 and 27V81  | Mn/DOT Agreement No.:<br>87636               | Project Duration (Dates):<br>May 23, 2005 to February 25, 2006                                |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:   |  |   |
| The Contract was for final construction plans preparation for Bridge 27V80, Ramp (35S62E) & Ramp (35S62W) over 60 <sup>TH</sup> Street and Bridge 27V81, T.H. 35W over 60 <sup>TH</sup> Street. Both bridges are part of the Crosstown renovation project in the City of Richfield. A Contractor was used because Mn/DOT did not have design personnel available and it enabled Mn/DOT to meet scheduled construction letting date. |  |   |
| Billable Hours (if applicable):<br>N/A  | Total Amount Spent on Contract: \$187,306.13 | Source of Funding:<br>Consultant Services Budget as allocated to Bridge Office.               |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:   |  |   |
| SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <br>Date |


cc: Paul Stember, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**


|  |   |  |
|--|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name:<br>Edwards and Kelcey, Inc.   |   | CFMS Contract Number:<br>A77073  |
| Project Name (if applicable): Final Design<br>Bridges 27V67 and 27V69  | Mn/DOT Agreement No.:<br>87637                  | Project Duration (Dates):<br>July 15, 2005 to February 22, 2006                    |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:  |   |  |
| <p>The Contract was for final construction plans preparation for Bridge 27V67, T.H. 62 westbound over T.H. 121 and Bridge 27V69, Ramp from T.H. 121 northbound to T.H. 62 westbound over T.H. 121. Both bridges are part of the Crosstown renovation project in the City of Richfield. A Contractor was used because Mn/DOT did not have design personnel available and it enabled Mn/DOT to meet scheduled construction letting date.</p> |   |  |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on<br>Contract: \$205,091.75 | Source of Funding:<br>Consultant Services Budget as allocated<br>to Bridge Office. |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  |   |  |
| SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | 3-27-06<br>Date  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br>Environmental Systems Research Institute, Inc.  |  | CFMS Contract Number:<br>A75015                |
| Project Name (if applicable):<br>P701 Spatial Index User Interface for Right of Way Maps  | Mn/DOT Agreement No.:<br>87834               | Project Duration (Dates):<br>5/2/05 – 12/31/06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>ArcIMS is a software product within Mn/DOT's standard family of GIS products for delivering data via a map interface through a web browser. There have been eleven requests for web-mapping capabilities over the past year through the Department. Phase 1 of this project will build the ArcIMS infrastructure and an ArcIMS enterprise web interface template. This infrastructure will be the foundation for other business areas to deliver their own data via the enterprise web interface template. This will ensure a consistent e-government look and feel for Mn/DOT's data delivery via a map interface through a web browser. Phase 1 of this project will also deliver an enterprise spatial data warehouse that will supply data to ArcGIS clients throughout the Department, in addition to providing data sources for ArcIMS web services. An understanding of the ArcIMS suite of tools and technology and being able to make modifications and minor enhancements to applications is required for this project.  |  |  |
| Billable Hours (if applicable):<br>660.25   | Total Amount Spent on Contract: \$122,082.50 | Source of Funding:<br>Trunk Highway            |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>ArcIMS is ESRI's proprietary product for delivering maps and spatial data via the Web. The Transportation Engineering Application Development Unit of the Office of Information Technology has undertaken a ArcIMS feasibility & scoping study, which includes recommendations from ESRI, to effectively determine the infrastructure required to support Mn/DOT's projected level of web mapping activities. ArcIMS was ranked highest in the project team's selection evaluation matrix as the best for serving maps and spatial data, and for our project requirements solution.<br><br>Mn/DOT has owned several licenses of ArcIMS software since it was first made available in the late 1990's. Mn/DOT developed some internet-based mapping applications with early versions of ArcIMS. In April of 2004, business areas met with staff from the Office of Information Technology to discuss their common needs.<br><br>It was felt that a centralized development of infrastructure for web mapping would yield benefits to the entire enterprise and increase the efficiency of business areas building their services. It was also agreed that while long term web mapping development may be based on a platform other than ArcIMS, the availability of ArcIMS software, the development already taking place with it, and ArcIMS being part of the same product line as Mn/DOT's standard GIS software all suggested it would be an excellent starting point for immediate development of web mapping capabilities within the department. |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | 3-27-06<br>Date                                |


cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**


|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br>EVS, Inc.   |  | CFMS Contract Number:<br>A62220                    |
| Project Name (if applicable):<br>BAP 101 – Conversion to Freeway  | Mn/DOT Agreement No.:<br>86309               | Project Duration (Dates):<br>6/15/2004 – 1/31/2006 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>This contract was necessary to deliver the preliminary design engineering (including geometric layouts, hydraulics analysis, environmental documents, etc.) for the high priority Bonding Accelerated Project on Trunk Highway (TH) 101 in Wright County because there were not sufficient internal staff resources available to deliver the project within the legislated time constraints. |  |  |
| Billable Hours (if applicable):<br><b>5895</b>  | Total Amount Spent on Contract: \$612,761.20 | Source of Funding:<br>BAP Funds                    |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <b>3-27-06</b><br>Date                             |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|  |  |   |
|--|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |   |
| Contractor Name: Short Elliot Hendrickson, Inc.  |  | CFMS Contract Number:<br>A74386   |
| Project Name (if applicable):<br>Bridge 27V68  | Mn/DOT Agreement No.:<br>87176               | Project Duration (Dates):<br>April 14, 2005 to January 15, 2006               |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The Contract was for final construction plans preparation for Bridge 27V68, Eastbound T.H 62 over T.H. 35W and ramp from Westbound T.H. 62 to Southbound T.H. 35W, at the junction of Eastbound T.H. 62 and T.H. 121, in the City of Richfield. Work on Bridge 27V68 is part of the Crosstown revitalization project. A Contractor was used because Mn/DOT did not have design personnel available and it enabled Mn/DOT to meet scheduled construction letting date. |  |   |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on Contract: \$492,125.41 | Source of Funding:<br>Consultant Services Budget allotment for Bridge Office. |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | Date 3-27-06  |

cc: Paul Stember, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|   |   |  |
|---|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |  |
| Contractor Name: Short Elliot Hendrickson, Inc.   |   | CFMS Contract Number:<br>A74386  |
| Project Name (if applicable):<br>Bridge 27V68   | Mn/DOT Agreement No.:<br>87176                  | Project Duration (Dates):<br>April 14, 2005 to January 15, 2006                  |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:   |   |  |
| The Contract was for final construction plans preparation for Bridge 27V68, Eastbound T.H 62 over T.H. 35W and ramp from Westbound T.H. 62 to Southbound T.H. 35W, at the junction of Eastbound T.H. 62 and T.H. 121, in the City of Richfield. Work on Bridge 27V68 is part of the Crosstown revitalization project. A Contractor was used because Mn/DOT did not have design personnel available and it enabled Mn/DOT to meet scheduled construction letting date. |   |  |
| Billable Hours (if applicable):<br>N/A  | Total Amount Spent on<br>Contract: \$492,125.41 | Source of Funding:<br>Consultant Services Budget allotment for<br>Bridge Office. |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:   |   |  |
| SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |  |
| Carol Molnau<br>Lt. Governor/Commissioner   |   | Date: 3-27-06  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 87176

Type of work Final Design

District/Office: Bridge Office

Work Type Code BD

S.P. 2782-27V68 T.H. 35W

Location \_\_\_\_\_

Contractor: Short Elliot Hendrickson, Inc.

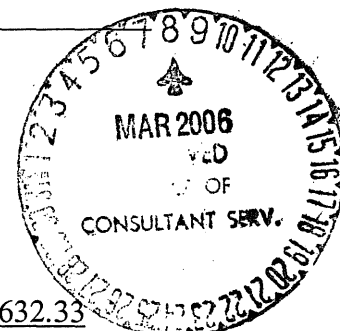
Subcontractor: N/A

Subcontractor: N/A

Contract Period: April 14, 2005;  
Work Start Date

January 15, 2006;  
Work Completion Date

October 1, 2006  
Expiration Date



Total Contract Cost: \$492,125.41 = Orig Cost: \$444,493.08 + Amended Cost: \$47,632.33

Amended cost for: ☐ Overrun ☒ Additional Work Number of Amendments: 2

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | X                   |                              |                 |
| 2. Work Performance   |                              | X                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | X                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | X                   |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   | X                            |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | X                   |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 29  
(Maximum points 36)

Project Manager:  
Arlen M. Ottman  
for ( Arlen Ottman )  
Print Name

Contract Administrator:  
Victor E. Crabbe  
( Victor E. Crabbe )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---


---

---

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br>EVS, Inc.   |  | CFMS Contract Number:<br>A62220                    |
| Project Name (if applicable):<br>BAP 101 – Conversion to Freeway  | Mn/DOT Agreement No.:<br>86309               | Project Duration (Dates):<br>6/15/2004 – 1/31/2006 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>This contract was necessary to deliver the preliminary design engineering (including geometric layouts, hydraulics analysis, environmental documents, etc.) for the high priority Bonding Accelerated Project on Trunk Highway (TH) 101 in Wright County because there were not sufficient internal staff resources available to deliver the project within the legislated time constraints. |  |  |
| Billable Hours (if applicable):<br>5895   | Total Amount Spent on Contract: \$612,761.20 | Source of Funding:<br>BAP Funds                    |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><br><br><br><br><br><br><br><br>  |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><p style="text-align: center;">SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>  |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | 3-27-06<br>Date                                    |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 86309 Type of work Preliminary Design Engineering

District/Office 3 Work Type Code ~~11&12~~ PD

S.P. 8608-21 T.H. 101 Location Crow River to Mississippi River in Wright

County

Contractor EVS, Inc.

Subcontractor

Subcontractor

Contract Period: 6/15/2004 ; 2/25/2006 ; 4/28/2006  
 Work Start Date Work Completion Date Expiration Date



Total Contract Cost: \$613,577.28 = Orig. Cost: \$583,602.35 + Amended Cost: \$29,974.93

Amended cost for: Additional Work Number of Amendments 1

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | X                            |                     |                              |                 |
| 2. Work Performance   | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | X                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | X                            |                     |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration<br>cooperation                                   | X                            |                     |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 32  
 (Maximum points 36)

Project Manager:  
Craig Robinson  
 (Craig Robinson)

Contract Administrator:  
Tony Hughes  
 (Tony Hughes)

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---

---


---



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br>Environmental Systems Research Institute, Inc.  |  | CFMS Contract Number:<br>A75015                |
| Project Name (if applicable):<br>P701 Spatial Index User Interface for Right of Way Maps  | Mn/DOT Agreement No.:<br>87834               | Project Duration (Dates):<br>5/2/05 – 12/31/06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>ArcIMS is a software product within Mn/DOT's standard family of GIS products for delivering data via a map interface through a web browser. There have been eleven requests for web-mapping capabilities over the past year through the Department. Phase 1 of this project will build the ArcIMS infrastructure and an ArcIMS enterprise web interface template. This infrastructure will be the foundation for other business areas to deliver their own data via the enterprise web interface template. This will ensure a consistent e-government look and feel for Mn/DOT's data delivery via a map interface through a web browser. Phase 1 of this project will also deliver an enterprise spatial data warehouse that will supply data to ArcGIS clients throughout the Department, in addition to providing data sources for ArcIMS web services. An understanding of the ArcIMS suite of tools and technology and being able to make modifications and minor enhancements to applications is required for this project.  |  |  |
| Billable Hours (if applicable):<br>660.25   | Total Amount Spent on Contract: \$122,082.50 | Source of Funding:<br>Trunk Highway            |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>ArcIMS is ESRI's proprietary product for delivering maps and spatial data via the Web. The Transportation Engineering Application Development Unit of the Office of Information Technology has undertaken a ArcIMS feasibility & scoping study, which includes recommendations from ESRI, to effectively determine the infrastructure required to support Mn/DOT's projected level of web mapping activities. ArcIMS was ranked highest in the project team's selection evaluation matrix as the best for serving maps and spatial data, and for our project requirements solution.<br><br>Mn/DOT has owned several licenses of ArcIMS software since it was first made available in the late 1990's. Mn/DOT developed some internet-based mapping applications with early versions of ArcIMS. In April of 2004, business areas met with staff from the Office of Information Technology to discuss their common needs.<br><br>It was felt that a centralized development of infrastructure for web mapping would yield benefits to the entire enterprise and increase the efficiency of business areas building their services. It was also agreed that while long term web mapping development may be based on a platform other than ArcIMS, the availability of ArcIMS software, the development already taking place with it, and ArcIMS being part of the same product line as Mn/DOT's standard GIS software all suggested it would be an excellent starting point for immediate development of web mapping capabilities within the department. |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | 3-27-06<br>Date                                |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 87834 Type of work IT Computer Services

District/Office Central Office Work Type Code N/A CP

S.P. N/A T.H. N/A Location N/A

Contractor Environmental Systems Research Institute, Inc.

Subcontractor N/A

Subcontractor N/A

Contract Period: May 2, 2005 ; December 31, 2006; December 31, 2006  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 122,082.50 Orig Cost: \$ 133,701.00 + Amended Cost: \$ \*

\*This project came in under budget at \$122,082.50. The contact amount was not amended.

Amended cost for: ~ Overrun ~ Additional Work Number of Amendments       

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | 4                            |                     |                              |                 |
| 2. Work Performance   | 4                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | 3                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | 3                   |                              |                 |
| 5. Project related cooperation  | 4                            |                     |                              |                 |
| 6. QA/QC plan conformance   | 4                            |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | 3                   |                              |                 |
| 8. Invoices and progress reports  |                              | 3                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | 3                   |                              |                 |

Contractor's rating for this contract:

Total Points 31  
 (Maximum points 36)

Project Manager:

Crystal Phillips-Mustain

Print Name

Contract Administrator:

Melissa Mubinnis

Print Name

3/21/06

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

**Definitions:****Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

**Average**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

**Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

**Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

**Comments:**

---

---

---

---

---

---

---

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br>ADDSCO, Inc.   |   | CFMS Contract Number:<br>A63115                 |
| Project Name (if applicable):<br>Duluth TOCC Expansion   | Mn/DOT Agreement No.:<br>86389                  | Project Duration (Dates):<br>6/22/04 – 12/31/05 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:  |   |   |
| There was need for additional cameras on the I-535 (Blatnik) and T.H.2 bridge for traffic and security monitoring. Two variable message signs and a communications link between Duluth and the Wisconsin Department of Transportation was needed. This type of expertise did not exist and a contract was necessary for design and installation. |   |   |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on<br>Contract: \$464,715.61 | Source of Funding:<br>State and Federal         |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  |   |   |
| SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| Carol Molnau, Lt. Governor/Commissioner  |   | Date<br>3-27-06                                 |

cc: Paul Stember, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Contract No. 86389 Type of work ITS

District/Office One Work Type Code MC

S.P. 8821-118 T.H. 999 Location Blatnik & Bong Bridges in Duluth

Contractor ADDCO, Inc.

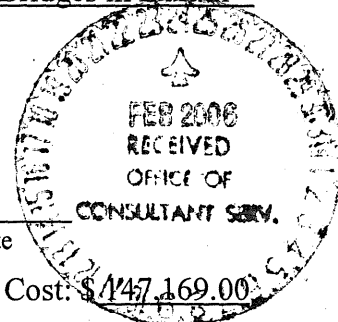
Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 6/22/04 ; 12/31/05 : 12/31/05  
                                     Work Start Date      Work Completion Date      Expiration Date

Total Contract Cost: \$ 464,715.61 = Orig Cost: \$ 352,546.61 + Amended Cost: \$ 112,169.00

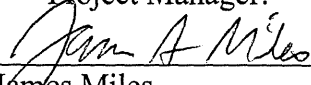
Amended cost for: ☐ Overrun ☐ Additional Work      Number of Amendments 2




| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | X                   |                              |                 |
| 2. Work Performance   |                              | X                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | X                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              |                     |                              | X               |
| 5. Project related cooperation  |                              | X                   |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | X                   |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              |                     |                              | X               |

Contractor's rating for this contract:

Total Points 23  
(Maximum points 36)

Project Manager:  
  
 ( James Miles )  
 Print Name

Contract Administrator:  
  
 ( Roberta Dwyer )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

\\user\consult\forms\evaluation.898

### Deliverables Complete and on time

This project had an initial project expiration date of June 30, 2005. A contract amendment was executed to change the project expiration date to December 31, 2005. When the contract expired on December 31, not all of the deliverables required by the Contract had been completed. Consequently only 40% of the final Video Sharing item was paid for on the final invoice.

There are specific instances during the project where work was not completed in a timely manner. Five cameras to be installed under this project had an initial completion date of September 2004. The cameras were not operational until midsummer of 2005. A changeable message sign that was reconfigured had a requirement that the sign could not be out of service for more than two weeks and not during a legal holiday. The sign ended up being out of service for an extended length of time including a legal holiday. There are other instances similar to this that occurred during the duration of the project.



### Cost estimation/budget management

The original contract was for \$352,546.61. According to ADDCO, one of the assumptions this figure was based on was using bridge navigation lights or decorative lights as the power source for the cameras. Mn/DOT did not permit this on the final design and required routing power from another location increasing costs. This final design was completed early in 2005. ADDCO notified Mn/DOT of the cost overruns in early August 2005. The cost overrun resulted in a contract amendment increasing the total cost of the project to \$499,715.61. This overrun should have been presented to Mn/DOT immediately after the assumptions used for budgeting changed.

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>Toltz, King, Duvall, Anderson & Associates, Inc.  |  | CFMS Contract Number:<br>A75612   |
| Project Name (if applicable):<br>Bridges 27V80 and 27V81  | Mn/DOT Agreement No.:<br>87636               | Project Duration (Dates):<br>May 23, 2005 to February 25, 2006                                |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:   |  |   |
| The Contract was for final construction plans preparation for Bridge 27V80, Ramp (35S62E) & Ramp (35S62W) over 60 <sup>TH</sup> Street and Bridge 27V81, T.H. 35W over 60 <sup>TH</sup> Street. Both bridges are part of the Crosstown renovation project in the City of Richfield. A Contractor was used because Mn/DOT did not have design personnel available and it enabled Mn/DOT to meet scheduled construction letting date. |  |   |
| Billable Hours (if applicable):<br>N/A  | Total Amount Spent on Contract: \$187,306.13 | Source of Funding:<br>Consultant Services Budget as allocated to Bridge Office.               |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:   |  |   |
| SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <br>Date |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 87636

Type of work: Bridge Design

District/Office: Bridge Office

Work Type Code BD

S.P. 2782-27V80 T.H. 35W

Location: Bridge 27V80, Ramp (35S62E) & Ramp (35S62W)

2782-27V81

over 60<sup>TH</sup> Street. Bridge 27V81, T.H. 35W over 60<sup>TH</sup> Street.

Contractor: Toltz, King, Duvall, Anderson & Associates, Inc.

Subcontractor: N/A

Subcontractor: N/A

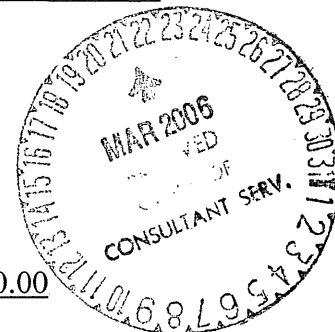
Contract Period: May 23, 2005;  
Work Start Date

February 25, 2006;  
Work Completion Date

October 1, 2006.  
Expiration Date

Total Contract Cost: \$187,306.13 = Orig Cost: \$187,306.13 + Amended Cost: \$0.00

Amended cost for: ☐ Overrun ☐ Additional Work Number of Amendments 0



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | ✓                   |                              |                 |
| 2. Work Performance   |                              | ✓                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | ✓                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | ✓                   |                              |                 |
| 5. Project related cooperation  | ✓                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | ✓                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | ✓                   |                              |                 |
| 8. Invoices and progress reports  |                              | ✓                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | ✓                   |                              |                 |

Contractor's rating for this contract:

Total Points 28  
(Maximum points 36)

Project Manager:

Jihshya J. Lin  
( Jihshya Lin )  
Print Name

Contract Administrator:

Victor E. W. Crabbe  
( Victor E. Crabbe )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

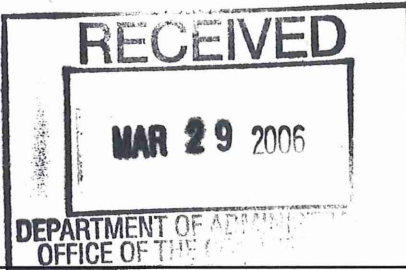

## Comments:

*Worked very professionally w/ great efficiency,  
Cooperated w/ PM very nicely to get job done.  
Need to work on time control a little bit. Jihshya L.*

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|   |   |  |
|---|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |  |
| Contractor Name:<br>Edwards and Kelcey, Inc.  |   | CFMS Contract Number:<br>A77073  |
| Project Name (if applicable): Final Design<br>Bridges 27V67 and 27V69   | Mn/DOT Agreement No.:<br>87637                  | Project Duration (Dates):<br>July 15, 2005 to February 22, 2006                    |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:   |   |  |
| <p>The Contract was for final construction plans preparation for Bridge 27V67, T.H. 62 westbound over T.H. 121 and Bridge 27V69, Ramp from T.H. 121 northbound to T.H. 62 westbound over T.H. 121. Both bridges are part of the Crosstown renovation project in the City of Richfield. A Contractor was used because Mn/DOT did not have design personnel available and it enabled Mn/DOT to meet scheduled construction letting date.</p> <div style="text-align: right;">  </div> |   |  |
| Billable Hours (if applicable):<br>N/A  | Total Amount Spent on<br>Contract: \$205,091.75 | Source of Funding:<br>Consultant Services Budget as allocated<br>to Bridge Office. |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:   |   |  |
| SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | 3-27-06<br>Date  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No.: 87637

Type of work: Bridge Design

District/Office: Bridge Office

Work Type Code BD

S.P. 2782-27V67 T.H. 35W

Location: Bridge 27V67, T.H. 62 westbound over T.H. 121

2782-27V69

Bridge 27V69, Ramp from T.H. 121 northbound

Contractor: Edwards and Kelcey, Inc.

to T.H. 62 westbound over T.H. 121

Subcontractor: N/A

Contract Period: July 15, 2005;  
Work Start Date

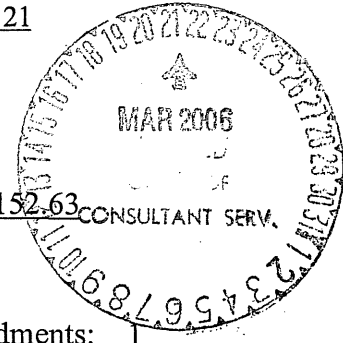
February 22, 2006;  
Work Completion Date

October 1, 2006  
Expiration Date

Total Contract Cost: \$205,091.75 = Orig Cost: \$169,482.07 + Amended Cost: \$30,152.63

+ Overrun Cost: \$5,457.05

Amended cost for: ☒ Overrun ☒ Additional Work Number of Amendments: 1



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | ✓                   |                              |                 |
| 2. Work Performance   |                              | ✓                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        | ✓                            |                     |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | ✓                   |                              |                 |
| 5. Project related cooperation  | ✓                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | ✓                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | ✓                   |                              |                 |
| 8. Invoices and progress reports  |                              | ✓                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | ✓                   |                              |                 |

Contractor's rating for this contract:

Total Points 29  
(Maximum points 36)

Project Manager:

Jishya Lin  
( Jishya Lin )  
Print Name

Contract Administrator:

Victor E. H. Crabbe  
( Victor E. Crabbe )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.


## Comments:

*Pointed out problems in the preliminary design plans early and worked closely with PM.*  
*Put extra effort in design to save construction costs in piles and footings w/ great suggestions to Bridge Office.*  
*Need to use drafting technicians to draw plans to lower cost to Mn/DOT.* *Jibshya J. L.*

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


|  |  |  |
|--|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |  |
| Contractor Name: <b>City of Monticello</b>   |  | CFMS Contract Number: <b>A75206</b>  |
| Project Name (if applicable): <b>CSAH 18 Interchange</b>   | Mn/DOT Agreement No.:<br><b>87877 Work Order (1)</b> | Project Duration (Dates):<br><b>May 9<sup>th</sup>, 2005 to October 3<sup>rd</sup>, 2005</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The City of Monticello was the lead agency on designing a new interchange on I94. Mn/DOT requested additional work. The most efficient way to design the additional work was to include it with the City of Monticello's work.</b></p>                          |  |  |
| Billable Hours (if applicable):  | Total Amount Spent on Contract: <b>\$190,366.50</b>  | Source of Funding:<br><b>State Funds</b>   |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>The City of Monticello was the lead agency on designing a new interchange on I94. Mn/DOT requested additional work. The most efficient way to design the additional work was to include it with the City of Monticello's work.</b></p> |  |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b></p>  |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | <b>3-23-06</b><br>Date   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>Kadramas Lee and Jackson Inc.   |  | CFMS Contract Number:A81895               |
| Project Name (if applicable):<br>HARN Observations  | Mn/DOT Agreement No.:<br>88791             | Project Duration (Dates):<br>10/05 – 6/06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>High Accuracy Reference Networking was needed in Detroit Lakes.  |  |   |
| Billable Hours (if applicable):   | Total Amount Spent on Contract:\$98,000.00 | Source of Funding:<br>OLM Budget          |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | 3-23-06<br>Date                           |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br>Precision Appraisals of Minnesota, Inc.  |   | CFMS Contract Number:<br>A72960   |
| Project Name (if applicable):<br>S.P. 8611-18 (TH 24) Appraisal Services   | Mn/DOT Agreement No.:<br>87720              | Project Duration (Dates):<br>02/28/05 To 01/25/06                         |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this agreement was to provide Right-of-Way Appraisal assistance on the above named State Project, as directed by the State Project Manager. It was necessary to enter into this agreement because there was insufficient appraisal staff available within the district. In addition, it was found that no appraisal staff was available in any other district, including the Metro District, or within the Central Office. |   |   |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on Contract: \$99,750.00 | Source of Funding: Consultant Services<br>Budget Allotment for District 3 |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |   | 3-23-06<br>Date   |


cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>Kadramas Lee and Jackson Inc.   |  | CFMS Contract Number:A81895               |
| Project Name (if applicable):<br>HARN Observations  | Mn/DOT Agreement No.:<br>88791             | Project Duration (Dates):<br>10/05 – 6/06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>High Accuracy Reference Networking was needed in Detroit Lakes.  |  |   |
| Billable Hours (if applicable):   | Total Amount Spent on Contract:\$98,000.00 | Source of Funding:<br>OLM Budget          |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | 3-23-06<br>Date                           |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. ~~88~~791

Type of work: Surveying

District/Office: Detroit Lakes

Work Type Code: **SR**

S.P. ~~0000~~ T.H.:

Location:

Contractor: Kadrmas Lee & Jackson

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 10/05

2/06

6/06

Work Start Date

Work Completion Date

Expiration Date

Total Contract Cost: \$98,000.00 = Orig Cost: \$98,000.00

+ Amended Cost: \$

Amended cost for: ~ Overrun ~ Additional Work Number of Amendments \_\_\_\_\_



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | X                            |                     |                              |                 |
| 2. Work Performance   | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        | X                            |                     |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | X                            |                     |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   | X                            |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   | X                            |                     |                              |                 |
| 8. Invoices and progress reports  | X                            |                     |                              |                 |
| 9. Cost estimation/budget<br>management                                     | X                            |                     |                              |                 |

Contractor's rating for this contract:

Total Points 36  
(Maximum points 36)

Project Manager:

Contract Administrator:

(John Barke)

(Cathie Ashlin)

Print Name

Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---


---

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |  |   |
|--|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |   |
| Contractor Name:<br>Precision Appraisals of Minnesota, Inc.  |  | CFMS Contract Number:<br>A72960   |
| Project Name (if applicable):<br>S.P. 8611-18 (TH 24) Appraisal Services   | Mn/DOT Agreement No.:<br>87720                 | Project Duration (Dates):<br>02/28/05 To 01/25/06                         |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this agreement was to provide Right-of-Way Appraisal assistance on the above named State Project, as directed by the State Project Manager. It was necessary to enter into this agreement because there was insufficient appraisal staff available within the district. In addition, it was found that no appraisal staff was available in any other district, including the Metro District, or within the Central Office. |  |   |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on Contract:<br>\$99,750.00 | Source of Funding: Consultant Services<br>Budget Allotment for District 3 |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | 3-23-06<br>Date   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

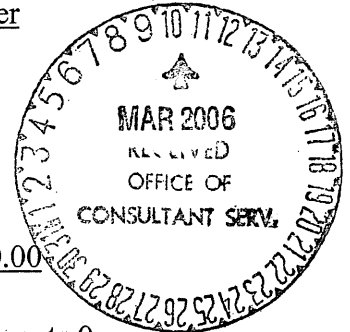
Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 87720 Type of work Appraisal Services  
 District/Office District 3 – Baxter Work Type Code ~~854~~ AP  
 S.P. 8611-18 T.H. 24 Location Annandale to I-94 in Clearwater  
 Contractor Precision Appraisals of Minnesota, Inc.  
 Subcontractor \_\_\_\_\_

Contract Period: February 28, 2005 ; January 25, 2006 ; December 1, 2006  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$100,000.00 = Orig Cost: \$100,000.00 + Amended Cost: \$0.00

Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 0



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | 3                   |                              |                 |
| 2. Work Performance   |                              | 3                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | 3                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | 3                   |                              |                 |
| 5. Project related cooperation  |                              | 3                   |                              |                 |
| 6. QA/QC plan conformance   |                              |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | 3                   |                              |                 |
| 8. Invoices and progress reports  |                              | 3                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | 3                   |                              |                 |

Contractor's rating for this contract:

Total Points 27  
 (Maximum points 36)

Project Manager:

( Skip Pitzen )  
 Print Name

Contract Administrator:

*Gregory J. Thompson*  
 ( Gregory J. Thompson )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---


---

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name: <b>City of Monticello</b>  |  | CFMS Contract Number: <b>A75206</b>  |
| Project Name (if applicable): <b>CSAH 18 Interchange</b>  | Mn/DOT Agreement No.:<br><b>87877 Work Order (1)</b> | Project Duration (Dates):<br><b>May 9<sup>th</sup>, 2005 to October 3<sup>rd</sup>, 2005</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>The City of Monticello was the lead agency on designing a new interchange on I94. Mn/DOT requested additional work. The most efficient way to design the additional work was to include it with the City of Monticello's work.</b>                          |  |  |
| Billable Hours (if applicable):   | Total Amount Spent on Contract: <b>\$190,366.50</b>  | Source of Funding:<br><b>State Funds</b>   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>The City of Monticello was the lead agency on designing a new interchange on I94. Mn/DOT requested additional work. The most efficient way to design the additional work was to include it with the City of Monticello's work.</b> |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>  |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <b>3-23-06</b><br>Date   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---


---

---

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name: <del>Horizons, Incorporated</del><br><i>Martinez Corporation</i>  |   | CFMS Contract Number: <b>A-82940</b>                  |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>  | Mn/DOT Agreement No.:<br><b>89002</b>     | Project Duration (Dates): <b>11/23/05 to 02/26/06</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to compile Planimetric Features and create a Digital Terrain Model for this project.</b></p> <p><b>This Photogrammetric Mapping project is for TH 494, from TH 100 to Minnesota River in Metro West / Project number 2785E.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b></p> |   |   |
| Billable Hours (if applicable): <b>No.</b>   | Total Contract Amount: <b>\$86,500.00</b> | Source of Funding: <b>Consultant Mapping</b>          |
| <p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>  |   |   |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>  |   |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <b>3-22-06</b><br>Date                                |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File




Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.


|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name: <del>Horizons, Incorporated</del><br><i>Martinez Corporation</i>  |   | CFMS Contract Number: <b>A-82940</b>                  |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>  | Mn/DOT Agreement No.:<br><b>89002</b>     | Project Duration (Dates): <b>11/23/05 to 02/26/06</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to compile Planimetric Features and create a Digital Terrain Model for this project.</b></p> <p><b>This Photogrammetric Mapping project is for TH 494, from TH 100 to Minnesota River in Metro West / Project number 2785E.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b></p> |   |   |
| Billable Hours (if applicable): <b>No.</b>   | Total Contract Amount: <b>\$86,500.00</b> | Source of Funding: <b>Consultant Mapping</b>          |
| <p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>  |   |   |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>  |   |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <b>3-22-06</b><br>Date                                |

cc: P. Stembler, 112 Admin  
J. Brunner, MS 680  
File

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|   |   |  |
|---|---|--|
| Agency: <b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name: <b>Aero Metric (d/b/a) Markhurd Inc.</b>   |   | CFMS Contract Number: <b>A-84298</b>                 |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>   | Mn/DOT Agreement No.: <b>89078</b>        | Project Duration (Dates): <b>12/22/05 to 2/15/06</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to complete Aerial Triangulations, Compile Planimetric Features, create a Digital Terrain Model for this project.</b></p> <p><b>This Photogrammetric Mapping project is for Trunk Highway 169, (from 227<sup>th</sup>. Ave. NW. to TH 95, Princeton), District 3. Project number 7106-73F.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b></p> |   |  |
| Billable Hours (if applicable): <b>No.</b>  | Total Contract Amount: <b>\$88,715.00</b> | Source of Funding: <b>Consultant Mapping</b>         |
| <p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>   |   |  |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>   |   |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>   |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>3-22-06</b><br>Date                               |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File


Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|   |   |  |
|---|---|--|
| Agency: <b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name: <b>Aero Metric (d/b/a) Markhurd Inc.</b>   |   | CFMS Contract Number: <b>A-84298</b>                 |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>   | Mn/DOT Agreement No.: <b>89078</b>        | Project Duration (Dates): <b>12/22/05 to 2/15/06</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to complete Aerial Triangulations, Compile Planimetric Features, create a Digital Terrain Model for this project.</b></p> <p><b>This Photogrammetric Mapping project is for Trunk Highway 169, (from 227<sup>th</sup>. Ave. NW. to TH 95, Princeton), District 3. Project number 7106-73F.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b></p> |   |  |
| Billable Hours (if applicable): <b>No.</b>  | Total Contract Amount: <b>\$88,715.00</b> | Source of Funding: <b>Consultant Mapping</b>         |
| <p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>   |   |  |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>   |   |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>   |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>3-22-06</b><br>Date                               |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File



## Sandy Lueth

---

**From:** Steve.Gustafson@state.mn.us  
**Sent:** Monday, March 20, 2006 7:51 AM  
**To:** Steve.Gustafson@state.mn.us; Sandy.Lueth@state.mn.us  
**Subject:** Vendor Evaluation Form

Below is the result of your feedback form. It was submitted by  
(steve.gustafson@state.mn.us) on Monday, March 20, 2006 at 07:51:29

---

\_config: ot/vendeval2  
\_project: Development and Implementation of Data Maintenance and Tools  
id\_part1: T79  
id\_part2: 1368  
cfms: A58226  
\_vendor: SDK Software  
\_agency: TRANSPORTATION DEPT  
\_evaluator: Dan Ross  
\_eval\_date: 4/30/2005  
\_purpose: Minnesota Department of Transportation (Mn/DOT) currently had multiple tool/report development needs that required technical expertise and support. These development needs were part of Mn/DOT's Information Technology (IT) investment plan. To ensure the continued implementation and support for enterprise tools for data maintenance and reporting, Mn/DOT sought assistance with the technical design, development, testing, and documentation for tools and reports that allows business areas within Mn/DOT to maintain and report against data stored in the current enterprise environment. Business offices relying on these tools include Transportation Data and Analysis (Traffic Forecasting and Analysis, Geographic Information and Mapping, Roadway Data), Traffic Engineering, Pavement Management, Bridge, Freight Rail and Waterways, Maintenance, Construction, and Districts. Mn/DOT entered into a contract as there were not internal expertise or resources available to perform the the tasks needs to produce the deliverables.  
\_accomplished: Yes  
\_contract\_date: 12/31/2004  
\_amended\_date: 4/30/2005  
\_actual\_date: 4/30/2005  
\_contract\_cost: \$200,000  
\_amended\_cost: \$80,000  
\_actual\_cost: \$280,000  
\_cost\_effective: Bringing a vendor in to assist Mn/DOT allowed staff to gain knowledge needed to enhance and maintain the deliverables provided as part of this project. Knowledge they did not have prior to the contract. The contract also allowed the project requirements to be delivered in a manner consistent with defined project timelines and design.  
\_amended: Yes  
\_amended\_e: Not all of the needed deliverables were able to be provided in the estimated time provided in the original contract.  
\_terminated: No  
\_engage: Yes  
\_engage\_e: The contractor provided very qualified and knowledgeable staff who were flexible in their approach to delivering the needed software. They delivered components as requested and made sure Mn/DOT staff understood what was delivered and how to maintain it.

---

## Sandy Lueth

---

**From:** Steve.Gustafson@state.mn.us  
**ent:** Friday, March 17, 2006 12:34 PM  
**fo:** Steve.Gustafson@state.mn.us; Sandy.Lueth@state.mn.us  
**Subject:** Vendor Evaluation Form

Below is the result of your feedback form. It was submitted by  
(steve.gustafson@state.mn.us) on Friday, March 17, 2006 at 12:34:12

---

\_config: ot/vendeval2  
project: Location Data Manager (LDM) User Training  
id\_part1: T79  
id\_part2: 1511  
cfms: A67616  
vendor: Bentley Systems  
agency: TRANSPORTATION DEPT  
evaluator: Dan Ross  
eval\_date: 06/30/2005  
purpose: Provide technical training to Mn/DOT users so they have the skills to operate the Location Data Manager software efficiently and effectively, including best practice methods for using features and applying functionality. A contract was entered for this service as Mn/DOT did not have the expertise to provide the training.  
accomplished: Yes  
contract\_date: 06/30/2005  
actual\_date: 06/30/2005  
contract\_cost: \$24,950  
actual\_cost: \$24,950  
cost\_effective: This was cost effective as Mn/DOT was able to have the training in-house with the software running in our environment. Having the training onsite also reduced the cost as we could have up to 15 people in the class at no additional charge. There were also no additional travel costs involved.  
amended: No  
terminated: No  
engage: Yes  
engage\_e: Customized training and materials met agency needs.

---

## Sandy Lueth

---

**From:** Steve.Gustafson@state.mn.us  
**Sent:** Friday, March 17, 2006 12:14 PM  
**To:** Steve.Gustafson@state.mn.us; Sandy.Lueth@state.mn.us  
**Subject:** Vendor Evaluation Form

Below is the result of your feedback form. It was submitted by  
(steve.gustafson@state.mn.us) on Friday, March 17, 2006 at 12:14:15

---

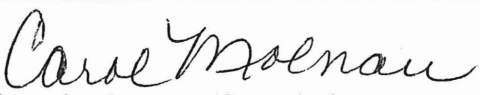
\_config: ot/vendeval2  
project: Design of a Transactional Database  
id\_part1: T79  
id\_part2: 1572  
cfms: A-67615  
vendor: Environmental Systems Research Institute  
agency: TRANSPORTATION DEPT  
evaluator: Dan Ross  
eval\_date: 06/30/2005  
purpose: ConTract was to provide assistance with the technical configuration design and documentation for a spatial database that will allow business areas within the Mn/DOT to maintain and report against data stored in the developed enterprise spatial database environment.  
A contract was necessary as Mn/DOT did not have the resource or expertise available to deliver the required functionality.  
accomplished: Yes  
contract\_date: 06/30/2005  
actual\_date: 06/30/2005  
contract\_cost: \$25,000  
actual\_cost: \$24788  
cost\_effective: Vendor had the resources and the expertise available to provide the need functionality in the required time frame. If Mn/DOT had done this it would have taken much longer.  
amended: No  
terminated: No  
engage: Yes  
engage\_e: They provided quality work and it was completed on time.

---

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>Short Elliot Hendrickson, Inc.  |  | CFMS Contract Number:<br>A 71436                |
| Project Name (if applicable):<br>Miller Trunk EA  | Mn/DOT Agreement No.:<br>87372                 | Project Duration (Dates):<br>12/22/04 - 1/31/06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>This contract was to provide an environmental assessment, public involvement and traffic modeling. State needed assistance in preparing documents, meetings and with traffic modeling for future developments. This expertise did not exist in the area. |  |   |
| Billable Hours (if applicable):<br><b>984.49</b>  | Total Amount Spent on Contract:<br>\$91,684.74 | Source of Funding:<br>State                     |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><br><br><br><br><br><br><br><br><br><br>  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><p style="text-align: center;">SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>  |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <b>3-9-06</b><br>Date                           |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>Service Environmental & Engineering Group   |  | CFMS Contract Number:<br>A48069                 |
| Project Name (if applicable):<br>Contaminated soil corrective action  | Mn/DOT Agreement No.:<br>81339 W.O. 10 | Project Duration (Dates):<br>4-29-03 to 6-30-05 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this contract was to provide assistance to Mn/DOT in designing and completing corrective actions for treatment of contaminated soil encountered during highway construction.  |  |   |
| Billable Hours (if applicable):   | Total Contract Amount:<br>\$84,093.00  | Source of Funding:<br>Trunk Highway             |
| Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:<br><br>There are state employees in Mn/DOT and the MPCA that have much of the knowledge and experience to do this work, but they are not available to be on-call to work on a Mn/DOT construction project. Also, this work requires specific OSHA safety training which many state employees do not have. It is most cost effective to hire an outside Contractor for this type of work which does not occur frequently enough on highway projects to have a trained and equipped team within Mn/DOT. |  |   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br>N/A   |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>Attached   |  |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |  | 3-9-06<br>Date                                  |

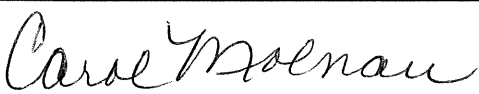
cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

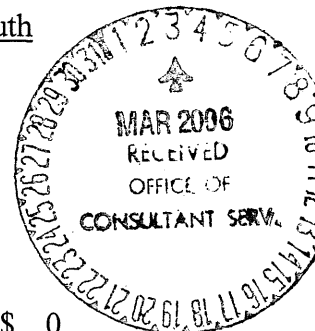
|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name:<br>Short Elliot Hendrickson, Inc.  |   | CFMS Contract Number:<br>A 71436                |
| Project Name (if applicable):<br>Miller Trunk EA  | Mn/DOT Agreement No.:<br>87372              | Project Duration (Dates):<br>12/22/04 - 1/31/06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>This contract was to provide an environmental assessment, public involvement and traffic modeling. State needed assistance in preparing documents, meetings and with traffic modeling for future developments. This expertise did not exist in the area. |   |   |
| Billable Hours (if applicable):<br><b>984.49</b>  | Total Amount Spent on Contract: \$91,684.74 | Source of Funding:<br>State                     |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>3-9-06</b><br>Date                           |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Contract No 87372 Type of work Pre-Design  
 District/Office One Work Type Code PD  
 S.P. 8821-48 T.H. 53 Location Miller Trunk in Duluth  
 Contractor SEH  
 Subcontractor \_\_\_\_\_  
 Subcontractor \_\_\_\_\_  
 Contract Period: 12/22/04; 1/31/06; 6/30/06  
                     Work Start Date      Work Completion Date      Expiration Date  
 Total Contract Cost: \$ 91,684.74 = Orig Cost: \$ 91,684.74 + Amended Cost: \$ 0



Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 0

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | X                            |                     |                              |                 |
| 2. Work Performance   | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT Standards/Requirements                           | X                            |                     |                              |                 |
| 4. Deliverables Complete and on time  | X                            |                     |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   | X                            |                     |                              |                 |
| 7. Contract administration cooperation                                      | X                            |                     |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget management  | X                            |                     |                              |                 |

Contractor's rating for this contract:

Total Points 35  
(Maximum points 36)

Project Manager:

Roberta P. Dwyer  
( Roberta P. Dwyer )  
Print Name

Contract Administrator:

Roberta Dwyer  
( Roberta Dwyer )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

SEH performed superbly in meeting deadlines and working with private developers and the public. They earned the trust of the public and met Mn/DOT needs. Cooperation and products exceeded expectations.

---

---

---


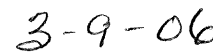
---

---

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>Service Environmental & Engineering Group   |  | CFMS Contract Number:<br>A48069   |
| Project Name (if applicable):<br>Contaminated soil corrective action  | Mn/DOT Agreement No.:<br>81339 W.O. 10 | Project Duration (Dates):<br>4-29-03 to 6-30-05   |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this contract was to provide assistance to Mn/DOT in designing and completing corrective actions for treatment of contaminated soil encountered during highway construction.  |  |   |
| Billable Hours (if applicable):   | Total Contract Amount:<br>\$84,093.00  | Source of Funding:<br>Trunk Highway   |
| Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:<br><br>There are state employees in Mn/DOT and the MPCA that have much of the knowledge and experience to do this work, but they are not available to be on-call to work on a Mn/DOT construction project. Also, this work requires specific OSHA safety training which many state employees do not have. It is most cost effective to hire an outside Contractor for this type of work which does not occur frequently enough on highway projects to have a trained and equipped team within Mn/DOT. |  |   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br>N/A   |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>Attached   |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <br>Date |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 81339 w.o. 10 Type of work Contaminated soil corrective action

District/Office 2 Work Type Code EI

S.P. 3509-18 T.H. 75 Location Hallock

Contractor Service Environmental & Eng. Group

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: Apr 29, 2003 ; 1.1.05 ; Jun 30, 2005  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 84,093.00 = Orig Cost: \$ 84093.00 + Amended Cost: \$ 0.00

Amended cost for: ~ Overrun ~ Additional Work ~ Number of Amendments 1  
- TIME

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | X                            |                     |                              |                 |
| 2. Work Performance   | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        | X                            |                     |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | X                            |                     |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   | X                            |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | X                   |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 33  
 (Maximum points 36)

Project Manager:

Nancy Radle  
 ( Nancy Radle )  
 Print Name

Contract Administrator:

Anthony Radle 3/7/06  
 ( )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---


---

---

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.


|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name: <b>Horizons, Incorporated.</b>   |   | CFMS Contract Number: <b>A-82838</b>                  |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>   | Mn/DOT Agreement No.:<br><b>88893</b>     | Project Duration (Dates): <b>11/09/05 to 02/15/06</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>The Purpose of this contract was for the Contractor to produce Aerial Triangulations, compile Planimetric Features and create a Digital Terrain Model for this project.</b><br><br><b>This Photogrammetric Mapping project is for TH 71, (JCT of TH 71 &amp; CR 90), District 8 / Project number 3412-70.</b><br><br><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b> |   |   |
| Billable Hours (if applicable): <b>No.</b>  | Total Contract Amount: <b>\$70,125.00</b> | Source of Funding: <b>Consultant Mapping</b>          |
| Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:<br><br><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b>  |   |   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>No.</b>  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>Please see the attached evaluation form.</b>  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>3-7-06</b><br>Date                                 |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name: <b>Horizons, Incorporated.</b>  |   | CFMS Contract Number: <b>A-82838</b>                  |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>  | Mn/DOT Agreement No.:<br><b>88893</b>     | Project Duration (Dates): <b>11/09/05 to 02/15/06</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to produce Aerial Triangulations, compile Planimetric Features and create a Digital Terrain Model for this project.</b></p> <p><b>This Photogrammetric Mapping project is for TH 71, (JCT of TH 71 &amp; CR 90), District 8 / Project number 3412-70.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b></p> |   |   |
| Billable Hours (if applicable): <b>No.</b>   | Total Contract Amount: <b>\$70,125.00</b> | Source of Funding: <b>Consultant Mapping</b>          |
| <p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>  |   |   |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>  |   |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <b>3-7-06</b><br>Date                                 |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Type of work Photogrammetric Mapping

Work Type Code **MP**

Location JCS TH 719 CR 90

Subcontractor —

Subcontractor \_\_\_\_\_

Work Start Date

Work Completion Date

Expiration Date

Total Contract Cost: \$70,125 = Orig Cost: \$70,125 + Amended Cost: \$0

Amended cost for:    ~ Overrun       ~ Additional Work       Number of Amendments

| Item Rating<br>1 - 6 by Project Manager *<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | ✓                   |                              |                 |
| 2. Work Performance   |                              | ✓                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                          |                              | ✓                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                       |                              | ✓                   |                              |                 |
| 5. Project related cooperation  |                              | ✓                   |                              |                 |
| 6. QA/QC plan conformance   |                              | ✓                   |                              |                 |
| 7. Contract administration<br>cooperation                                     | ✓                            |                     |                              |                 |
| 8. Invoices and progress reports  |                              | ✓                   |                              |                 |
| 9. Cost estimation/budget<br>management                                       |                              | ✓                   |                              |                 |

Total Points 28  
(Maximum points 36)

Contract Administrator:

Contract Administrator:  
MEHRASH MEHRAN  
Print Name


Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|  |                                       |  |
|--|---------------------------------------|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |                                       |  |
| Contractor Name:<br>EnecoTech Midwest, Inc.  |                                       | CFMS Contract Number:<br>A60178                  |
| Project Name (if applicable):<br>Contaminated soil monitoring for TH 14  | Mn/DOT Agreement No.:<br>86402        | Project Duration (Dates):<br>3-24-04 to 12-30-05 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this contract was to provide assistance to Mn/DOT in properly monitoring the excavation, handling, treatment and disposal of contaminated soil and regulated waste materials encountered during the TH14 construction project.   |                                       |  |
| Billable Hours (if applicable):  | Total Contract Amount:<br>\$83,726.00 | Source of Funding:<br>Trunk Highway              |
| Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:<br><br>There are state employees in Mn/DOT and the MPCA, MDH and DOA that have much of the knowledge and experience to do this work, but they are not available to be on-call to work on a Mn/DOT construction project. Also, this work requires specific OSHA safety training which many state employees do not have. It is most cost effective to hire an outside Contractor for this type of work which does not occur frequently enough on highway projects to have a trained and equipped team within Mn/DOT. |                                       |  |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br>N/A  |                                       |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>Attached  |                                       |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |                                       | <b>3-7-06</b><br>Date                            |


cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


|  |  |  |
|--|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |  |
| Contractor Name:<br><b>Foth &amp; Van Dyke</b>   |  | CFMS Contract Number:<br><b>A81048</b>                 |
| Project Name (if applicable):<br><b>TH 169 Identification</b>  | Mn/DOT Agreement No.:<br><b>82692 WO 3</b>         | Project Duration (Dates):<br><b>4/14/03 – 12/30/05</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>This contract was for the identification of archaeological resources in the area of potential effect. It is necessary to consider the effects on cultural resources of any project with FHWA funding according to Section 106 of the National Historic Preservation Act. The first step in this process is to identify archaeological resources.</b> |  |  |
| Billable Hours (if applicable):<br><b>921.1</b>  | Total Amount Spent on Contract: <b>\$60,611.04</b> | Source of Funding:<br><b>Trunk Highway</b>             |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>The contractor was selected because of on-going work on the TH 169 project and because the results of this project were integrated into the report on another aspect of the project conducted under another contract.</b>   |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>   |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | <b>3-7-06</b><br>Date                                  |

cc: **Paul Stembler, Dept. of Administration**  
**Jeff Brunner, Consultant Services Section**  
**File**

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.



|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name: Two Pines Resource Group   |   | CFMS Contract Number: A69128                        |
| Project Name (if applicable): TH 14   | Mn/DOT Agreement No.:<br>86891                  | Project Duration (Dates): 10/4/2004 –<br>12/31/2005 |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract: The contract was to identify and evaluate any archaeological and architectural resources within the area of potential effect of the project. Section 106 of the National Historic Preservation Act requires that this be done in order to secure FHWA funding for the project.</p> |   |   |
| Billable Hours (if applicable):<br><b>5,313.75</b>  | Total Amount Spent on<br>Contract: \$385,744.72 | Source of Funding:<br><b>Trunk Highway</b>          |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services: A single source was chosen because it is more efficient, faster, and requires less coordination than if multiple contractors are used. The consultant was chosen in a competition among four other firms.</p>   |   |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>3-7-06</b><br>Date                               |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|  |                                       |   |
|--|---------------------------------------|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |                                       |   |
| Contractor Name:<br>EnecoTech Midwest, Inc.  |                                       | CFMS Contract Number:<br>A60178   |
| Project Name (if applicable):<br>Contaminated soil monitoring for TH 14  | Mn/DOT Agreement No.:<br>86402        | Project Duration (Dates):<br>3-24-04 to 12-30-05  |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this contract was to provide assistance to Mn/DOT in properly monitoring the excavation, handling, treatment and disposal of contaminated soil and regulated waste materials encountered during the TH14 construction project.   |                                       |   |
| Billable Hours (if applicable):  | Total Contract Amount:<br>\$83,726.00 | Source of Funding:<br>Trunk Highway   |
| Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:<br><br>There are state employees in Mn/DOT and the MPCA, MDH and DOA that have much of the knowledge and experience to do this work, but they are not available to be on-call to work on a Mn/DOT construction project. Also, this work requires specific OSHA safety training which many state employees do not have. It is most cost effective to hire an outside Contractor for this type of work which does not occur frequently enough on highway projects to have a trained and equipped team within Mn/DOT. |                                       |   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br>N/A  |                                       |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>Attached  |                                       |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |                                       | <br>Date |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 86402 Type of work Construction Exc. Monitoring  
 District/Office 7 Work Type Code EI  
 S.P. 8103-47 T.H. 14 Location Waseca, Janesville  
 Contractor Groundwater Environmental Services, Inc.  
 Subcontractor N/A  
 Subcontractor N/A  
 Contract Period: Apr 8, 2004; Dec. 30, 2005 Dec. 30, 2005  
                     Work Start Date                      Work Completion Date                      Expiration Date  
 Total Contract Cost: \$ 83,726.00 = Orig Cost: \$ 43,272.04 Amended Cost: \$ 40,454.00  
 Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 01

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | X                            |                     |                              |                 |
| 2. Work Performance   | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        | X                            |                     |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | X                            |                     |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   | X                            |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   | X                            |                     |                              |                 |
| 8. Invoices and progress reports  | X                            |                     |                              |                 |
| 9. Cost estimation/budget<br>management                                     | X                            |                     |                              |                 |

Contractor's rating for this contract:

Total Points 36  
(Maximum points 36)

Project Manager:  
Nancy Radle  
 (Nancy Radle)  
 Print Name

Contract Administrator:  
Calvin C. Robinson 02 Mar 06  
 (Calvin C. Robinson)  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---

---


---



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |  |  |
|--|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |  |
| Contractor Name:<br><b>Foth &amp; Van Dyke</b>   |  | CFMS Contract Number:<br><b>A81048</b>                 |
| Project Name (if applicable):<br><b>TH 169 Identification</b>  | Mn/DOT Agreement No.:<br><b>82692 WO 3</b>         | Project Duration (Dates):<br><b>4/14/03 – 12/30/05</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>This contract was for the identification of archaeological resources in the area of potential effect. It is necessary to consider the effects on cultural resources of any project with FHWA funding according to Section 106 of the National Historic Preservation Act. The first step in this process is to identify archaeological resources.</b> |  |  |
| Billable Hours (if applicable):<br><b>921.1</b>  | Total Amount Spent on Contract: <b>\$60,611.04</b> | Source of Funding:<br><b>Trunk Highway</b>             |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>The contractor was selected because of on-going work on the TH 169 project and because the results of this project were integrated into the report on another aspect of the project conducted under another contract.</b>   |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>   |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | <b>3-7-06</b><br>Date                                  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.


## Comments:

The consultant completed all of their work within the time and budget limits. They did not need much direction for Mn/DOT in performing their work. They kept the project manager informed of progress through monthly reports and other communication. The reason that much of their budget went unspent was because they did not get private landowner permission to survey their land for archaeological resources.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name: Two Pines Resource Group   |  | CFMS Contract Number: A69128                     |
| Project Name (if applicable): TH 14   | Mn/DOT Agreement No.: 86891                  | Project Duration (Dates): 10/4/2004 – 12/31/2005 |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract: The contract was to identify and evaluate any archaeological and architectural resources within the area of potential effect of the project. Section 106 of the National Historic Preservation Act requires that this be done in order to secure FHWA funding for the project.</p> |  |  |
| Billable Hours (if applicable):<br><b>5,313.75</b>  | Total Amount Spent on Contract: \$385,744.72 | Source of Funding:<br><b>Trunk Highway</b>       |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services: A single source was chosen because it is more efficient, faster, and requires less coordination than if multiple contractors are used. The consultant was chosen in a competition among four other firms.</p>   |  |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>  |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <b>3-7-06</b><br>Date                            |

Stembler, Dept. of Administration  
Manager, Consultant Services Section

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 86891      Type of work    Archaeology and Architectural History.

District/Office 7      Work Type Code *CR*

S.P. 5200-03    T.H. 14    Location Nicollet County

Contractor Two Pines Resource Group

Subcontractor HDR Engineering, Inc.

Subcontractor      Strata Morph

Contract Period: 10/4/2004

12/31/2005

7/31/2006

Work Start Date

Work Completion Date

Expiration Date

Total Contract Cost: ~~\$385,744.72~~ 419,039.00      Orig Cost: \$271,920.00 + Amended Cost: ~~\$113,824.72~~ 147,119.00

Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 4

| <b>Item Rating</b><br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | <b>Rating</b>                         |                             |                                       |                         |
|--|---------------------------------------|-----------------------------|---------------------------------------|-------------------------|
|  | <b>Above<br/>Average<br/>4 Points</b> | <b>Average<br/>3 Points</b> | <b>Below<br/>Average<br/>2 Points</b> | <b>Poor<br/>1 Point</b> |
| 1. Product Quality   |                                       | X                           |                                       |                         |
| 2. Work Performance  |                                       | X                           |                                       |                         |
| 3. Conformance with Mn/DOT Standards/Requirements                                  |                                       | X                           |                                       |                         |
| 4. Deliverables Complete and on time   |                                       | X                           |                                       |                         |
| 5. Project related cooperation   |                                       | X                           |                                       |                         |
| 6. QA/QC plan conformance  |                                       | X                           |                                       |                         |
| 7. Contract administration cooperation   |                                       | X                           |                                       |                         |
| 8. Invoices and progress reports   |                                       | X                           |                                       |                         |
| 9. Cost estimation/budget management   |                                       | X                           |                                       |                         |

Contractor's rating for this contract:

Total Points 27  
(Maximum points 36)

Project Manager:

( Craig Johnson )  
Print Name

Contract Administrator:

Ashley Bailey 3/1/06  
( )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.


## Comments:

Two Pines Resource Group did a good job of completing their archaeology report and integrating it with the geomorphology within their schedule and under budget. They coordinated the work between them and the consultants in an efficient manner and kept the project manager informed of project progress. However, the architectural historian from HDR, Daniel Pratt, did not adequately establish the criteria for evaluation. As a result, their contract obligations in the form of a final report were not completed and another firm, Gemini Research, was hired at additional cost and delay to complete the Phase II architectural history evaluations. The Two Pines contract was amended to reflect the removal of their obligations to evaluate the architectural properties. Due to these and other problems beyond their control, Two Pines was given average scores on their performance evaluation and was not penalized.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>Cook County   |  | CFMS Contract Number:<br>A84641               |
| Project Name (if applicable):<br>Cook County Thin Overlay   | Mn/DOT Agreement No.:<br>87659 W.O. 2        | Project Duration (Dates):<br>8/1/05 – 2/16/06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br>The purpose of the contract was to have Cook County inspect and make payments to a contractor for a thin bituminous overlay on a mile of T.H. 61. State had no other work in the area and County was able to provide these services. |  |   |
| Billable Hours (if applicable):   | Total Amount Spent on Contract: \$128,969.11 | Source of Funding:<br>State                   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <b>3-6-06</b><br>Date                         |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Contract No. 87659 W.O. 2 Type of work Field Inspection and Contractor  
Payments

District/Office One Work Type Code IN

S.P. 1601-61 T.H. 61 Location R.P. 86 - 87 in Cook County

Contractor Cook County

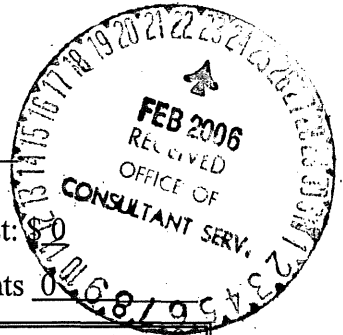
Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 8/1/05 ; 2/16/06 : 5/31/06  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 128,969.11 = Orig Cost: \$ 132,969.28 + Amended Cost: \$ 0

Amended cost for: ☐ Overrun ☐ Additional Work Number of Amendments 0



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | X                            |                     |                              |                 |
| 2. Work Performance   | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        | X                            |                     |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | X                            |                     |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   | X                            |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   | X                            |                     |                              |                 |
| 8. Invoices and progress reports  | X                            |                     |                              |                 |
| 9. Cost estimation/budget<br>management                                     | X                            |                     |                              |                 |

Contractor's rating for this contract:

Total Points 36  
 (Maximum points 36)

Project Manager:

Roberta Dwyer  
 (Roberta Dwyer)  
 Print Name

Contract Administrator:

Roberta Dwyer  
 ( )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

Cook County was able to provide a thin overlay and inspection on a remote section of T.H. 61. This resulted in an improved driving surface at a reasonable cost. The work was completed in a very timely manner.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>Cook County   |  | CFMS Contract Number:<br>A84641               |
| Project Name (if applicable):<br>Cook County Thin Overlay   | Mn/DOT Agreement No.:<br>87659 W.O. 2        | Project Duration (Dates):<br>8/1/05 – 2/16/06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br>The purpose of the contract was to have Cook County inspect and make payments to a contractor for a thin bituminous overlay on a mile of T.H. 61. State had no other work in the area and County was able to provide these services. |  |   |
| Billable Hours (if applicable):   | Total Amount Spent on Contract: \$128,969.11 | Source of Funding:<br>State                   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |  | 3-6-06<br>Date                                |


cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|   |   |   |
|---|---|---|
| Agency: <b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name: <b>Aero Metric (d/b/a) Markhurd Inc.</b>   |   | CFMS Contract Number: <b>A-82840</b>                |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>   | Mn/DOT Agreement No.:<br><b>88892</b>     | Project Duration (Dates): <b>11/9/05 to 2/15/06</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to complete Aerial Triangulations, Compile Planimetric Features, create a Digital Terrain Model and also produce an Ortho-Photo for this project.</b></p> <p><b>This Photogrammetric Mapping project is for Trunk Highway 94, (from TH 694 to Lowery Tunnel), Metro West District / Project number 2781.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b></p> |   |   |
| Billable Hours (if applicable): <b>No.</b>  | Total Contract Amount: <b>\$89,877.00</b> | Source of Funding: <b>Consultant Mapping</b>        |
| <p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>   |   |   |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>   |   |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>   |   |   |
| <br><b>Carol Molnau, Lt. Governor/Commissioner</b>   |   | <b>3-1-06</b><br>Date                               |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 88892 Type of work Photogrammetric Mapping  
District/Office Metro West Work Type Code 40.1 MP  
S.P. 2781 T.H. 94 Location From TH 694 to Lowery Tunnel  
Contractor Mark Hurd Eng  
Subcontractor —

Subcontractor: \_\_\_\_\_  
Contract Period: 11-9-05; 2-15-06; 6-30-06  
Work Start Date      Work Completion Date      Expiration Date

Total Contract Cost: \$89,877 = Orig Cost: \$89,877 + Amended Cost: \$ 0

Amended cost for:    ~ Overrun       ~ Additional Work       Number of Amendments

| <b>Item Rating</b><br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | <b>Rating</b>                         |                             |                                       |                         |
|--|---------------------------------------|-----------------------------|---------------------------------------|-------------------------|
|  | <b>Above<br/>Average<br/>4 Points</b> | <b>Average<br/>3 Points</b> | <b>Below<br/>Average<br/>2 Points</b> | <b>Poor<br/>1 Point</b> |
| 1. Product Quality   | ✓                                     |                             |                                       |                         |
| 2. Work Performance  | ✓                                     |                             |                                       |                         |
| 3. Conformance with Mn/DOT Standards/Requirements                                  | ✓                                     |                             |                                       |                         |
| 4. Deliverables Complete and on time   |                                       | ✓                           |                                       |                         |
| 5. Project related cooperation   | ✓                                     |                             |                                       |                         |
| 6. QA/QC plan conformance  | ✓                                     |                             |                                       |                         |
| 7. Contract administration cooperation   | ✓                                     |                             |                                       |                         |
| 8. Invoices and progress reports   | ✓                                     |                             |                                       |                         |
| 9. Cost estimation/budget management   | ✓                                     |                             |                                       |                         |


Contractor's rating for this contract:

Total Points 35  
(Maximum points 36)

Project Manager:

BARRY SCHWADWEILER  
(BARRY SCHWADWEILER)  
Print Name

Contract Administrator:


Contract Administrator:  
  
 \_\_\_\_\_  
 Print Name MEHREZASH MEHRAN

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|   |   |   |
|---|---|---|
| Agency: <b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name: <b>Aero Metric (d/b/a) Markhurd Inc.</b>   |   | CFMS Contract Number: <b>A-82840</b>                |
| Project Name (if applicable):<br><b>Photogrammetric Mapping</b>   | Mn/DOT Agreement No.:<br><b>88892</b>     | Project Duration (Dates): <b>11/9/05 to 2/15/06</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract was for the Contractor to complete Aerial Triangulations, Compile Planimetric Features, create a Digital Terrain Model and also produce an Ortho-Photo for this project.</b></p> <p><b>This Photogrammetric Mapping project is for Trunk Highway 94, (from TH 694 to Lowery Tunnel), Metro West District / Project number 2781.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are already too busy with work. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel capacity constraints require us to contract out.</b></p> |   |   |
| Billable Hours (if applicable): <b>No.</b>  | Total Contract Amount: <b>\$89,877.00</b> | Source of Funding: <b>Consultant Mapping</b>        |
| <p>Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:</p> <p><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b></p>   |   |   |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p><b>No.</b></p>   |   |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>Please see the attached evaluation form.</b></p>   |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>3-1-06</b><br>Date                               |

cc: **P.Stembler, 112 Admin**  
J. Brunner, MS 680  
File



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


|  |   |   |
|--|---|---|
| Agency:<br>Department of Transportation  |   |   |
| Contractor Name:<br>Insight Public Sector  |   | CFMS Contract Number:<br>A68099                   |
| Project Name (if applicable):<br>LAN/WAN Development and Tech support  | Mn/DOT Agreement No.:<br>86390              | Project Duration (Dates):<br>9/7/2005 – 6/30/2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>Needed expertise was not present among staff. Entered into contract to accomplish necessary tasks and to mentor staff, improving skill set. |   |   |
| Billable Hours (if applicable):<br>885.25  | Total Amount Spent on Contract:\$132,787.50 | Source of Funding:<br>Trunk Highway               |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION      |   |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |   | 2-27-06<br>Date                                   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name:<br><b>HNTB Corporation</b>   |   | CFMS Contract Number:<br><b>A69408</b>                |
| Project Name (if applicable):<br><b>Revisions to Design-Build Templates</b>   | Mn/DOT Agreement No.:<br><b>83591 WO#10</b>           | Project Duration (Dates):<br><b>10/2004 – 09/2005</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>There were three major tasks associated with this work order:</b><br><br><ol style="list-style-type: none"><li><b>1) Participation in the completion of the design-build white papers</b></li><li><b>2) Completion of new sections of the design-build template for specialty bridge types</b></li><li><b>3) Completion of a design-build pre-letting users guide</b></li></ol> |   |   |
| Billable Hours (if applicable):<br><b>572.75</b>  | Total Amount Spent on Contract:<br><b>\$80,781.27</b> | Source of Funding:<br><b>Trunk Highway</b>            |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>N/A</b>  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>2-27-06</b><br>Date                                |


cc: **Paul Stembler, Dept. of Administration**  
Jeff Brunner, Consultant Services Section  
File



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.



|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br>Parsons Brinkerhoff   |  | CFMS Contract Number:<br>A73637                |
| Project Name (if applicable):<br>Tunnel Alarm Systems   | Mn/DOT Agreement No.:<br>87416               | Project Duration (Dates):<br>3/18/05 – 1/31/06 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of the contract was to provide a design plan for upgrading the fire alarm system in three highway tunnels and to upgrade navigation lights for a major bridge. It was necessary to enter into a contract due to the highly specialized nature of the work. |  |  |
| Billable Hours (if applicable):<br>1.716  | Total Amount Spent on Contract: \$197,252.37 | Source of Funding:<br>State                    |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A   |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | 2-27-06<br>Date                                |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |   |
|--|---|---|
| Agency:<br>Department of Transportation  |   |   |
| Contractor Name:<br>Insight Public Sector  |   | CFMS Contract Number:<br>A68099   |
| Project Name (if applicable):<br>LAN/WAN Development and Tech support  | Mn/DOT Agreement No.:<br>86390              | Project Duration (Dates):<br>9/7/2005 – 6/30/2005   |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>Needed expertise was not present among staff. Entered into contract to accomplish necessary tasks and to mentor staff, improving skill set. |   |   |
| Billable Hours (if applicable):<br>885.25  | Total Amount Spent on Contract:\$132,787.50 | Source of Funding:<br>Trunk Highway   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION      |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <br>Date |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 86390 Type of work Computer Services LAN/WAN Network Consulting

District/Office OIT Work Type Code CP

S.P. N/A T.H. N/A Location C.O.

Contractor Insight Public Sector

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 9/7/04 : 6/30/05 : 6/30/05  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 132,787.50 = Orig Cost: \$ 126,000 + Amended Cost: \$ 6787.50

Amended cost for: ☒ Overrun ☒ Additional Work Number of Amendments \_\_\_\_\_

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | 4                            |                     |                              |                 |
| 2. Work Performance   | 4                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        | 4                            |                     |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | 4                            |                     |                              |                 |
| 5. Project related cooperation  | 4                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | 3                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              |                     | 2                            |                 |
| 8. Invoices and progress reports  |                              |                     | 2                            |                 |
| 9. Cost estimation/budget<br>management                                     |                              | 3                   |                              |                 |

Contractor's rating for this contract:

Total Points 30  
(Maximum points 36)

Project Manager:

Bob Bennett  
( Bob Bennett )  
Print Name

Contract Administrator:

Melissa McGinnis  
(Melissa McGinnis)  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

**Definitions:****Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

**Average**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

**Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

**Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

**Comments:**

Consultant's time reports were very good. Insight only sent me an invoice once and only after  
loud complaints. Mary Prudhomme would contact me for invoice approval for invoices I had  
never seen. Mary was kind enough to make copies for me (thank you).

Actual work performed was excellent.

---

---

---

---


---

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br><b>HNTB Corporation</b>  |   | CFMS Contract Number:<br><b>A69408</b>                |
| Project Name (if applicable):<br><b>Revisions to Design-Build Templates</b>  | Mn/DOT Agreement No.:<br><b>83591 WO#10</b>           | Project Duration (Dates):<br><b>10/2004 – 09/2005</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>There were three major tasks associated with this work order:</b><br><br><ul style="list-style-type: none"><li>1) Participation in the completion of the design-build white papers</li><li>2) Completion of new sections of the design-build template for specialty bridge types</li><li>3) Completion of a design-build pre-letting users guide</li></ul> |   |   |
| Billable Hours (if applicable):<br><b>572.75</b>   | Total Amount Spent on Contract:<br><b>\$80,781.27</b> | Source of Funding:<br><b>Trunk Highway</b>            |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>N/A</b>   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>   |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <b>2-27-06</b><br>Date                                |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 83591 Work Order 10

Type of work Design Build

District/Office Construction and Innovative Contracting

Work Type Code DB

S.P. N/A T.H. N/A Location N/A

Contractor HNTB Corporation

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 10/15/04 09/30/05 09/30/05  
Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$80,781.27 = Orig Cost: \$145,467.84 + Amended Cost: -\$53,353.99

Amended cost for: ☐ Overrun ☐ Additional Work ☒ Decrease Work Number of Amendments 2

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | X                   |                              |                 |
| 2. Work Performance   |                              | X                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | X                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | X                   |                              |                 |
| 5. Project related cooperation  |                              | X                   |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | X                   |                              |                 |
| 8. Invoices and progress reports  |                              |                     | X                            |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 26  
(Maximum points 36)

Project Manager:

\_\_\_\_\_  
(Joseph Gladke)

Contract Administrator: - -

Melissa McGinnis  
(Melissa McGinnis)

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average:

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

Invoice processing/documentation needs major improvement.

---

---

---

---

---

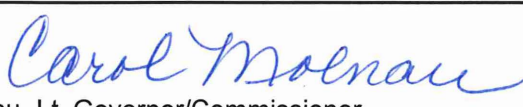
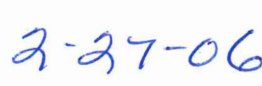
---

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name:<br>Parsons Brinkerhoff   |   | CFMS Contract Number:<br>A73637   |
| Project Name (if applicable):<br>Tunnel Alarm Systems   | Mn/DOT Agreement No.:<br>87416                  | Project Duration (Dates):<br>3/18/05 – 1/31/06  |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of the contract was to provide a design plan for upgrading the fire alarm system in three highway tunnels and to upgrade navigation lights for a major bridge. It was necessary to enter into a contract due to the highly specialized nature of the work. |   |   |
| Billable Hours (if applicable):<br>1.716  | Total Amount Spent on<br>Contract: \$197,252.37 | Source of Funding:<br>State   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <br>Date |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Contract No. 87416

Type of work Detail DesignDistrict/Office One

Work Type Code DD

S.P. 8821-111 T.H. 999

Location D1 Tunnels

Contractor Parsons Brinckerhoff

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 3/18/05; 1/31/06; 3/31/06  
Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 197,252.37 = Orig Cost: \$ 165,639.04 + Amended Cost: \$ 35,741.15

Amended cost for: ☐ Overrun ☒ Additional Work      Number of Amendments 1

| <b>Item Rating</b><br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | <b>Rating</b>                         |                             |                                       |                         |
|--|---------------------------------------|-----------------------------|---------------------------------------|-------------------------|
|  | <b>Above<br/>Average<br/>4 Points</b> | <b>Average<br/>3 Points</b> | <b>Below<br/>Average<br/>2 Points</b> | <b>Poor<br/>1 Point</b> |
| 1. Product Quality   | X                                     |                             |                                       |                         |
| 2. Work Performance  | X                                     |                             |                                       |                         |
| 3. Conformance with Mn/DOT Standards/Requirements                                  | X                                     |                             |                                       |                         |
| 4. Deliverables Complete and on time   | X                                     |                             |                                       |                         |
| 5. Project related cooperation   | X                                     |                             |                                       |                         |
| 6. QA/QC plan conformance  | X                                     |                             |                                       |                         |
| 7. Contract administration cooperation   | X                                     |                             |                                       |                         |
| 8. Invoices and progress reports   | X                                     |                             |                                       |                         |
| 9. Cost estimation/budget management   | X                                     |                             |                                       |                         |

Contractor's rating for this contract:

Total Points 36  
(Maximum points 36)

Project Manager:

Roberta P Dwyer  
(Roberta Dwyer)  
Print Name

Contract Administrator:

Roberta Dwyer  
( )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:



PB delivered an excellent product. The design of the tunnel alarms is highly specialized. They provided a detailed design for the electrical systems and also conformed well to Mn/DOT Standards. The CADD work was excellent. Even after bridge lighting was added to the contract, work was completed on time.



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name:<br>Barr Engineering Company  |   | CFMS Contract Number:<br>A39401   |
| Project Name (if applicable):<br>I-35W Pipe Monitoring/Analysis of Hydraulic Surges.  | Mn/DOT Agreement No.:<br>83335              | Project Duration (Dates):<br>8/20/02 – 11/30/05   |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br>The purpose of the contract was to provide storm water pipe monitoring and analysis of hydraulic surges occurring from intense rainfall events at tunnel drop-shafts under I-35W at 35 <sup>th</sup> and 39 <sup>th</sup> Streets in Minneapolis. It was necessary to enter into a contract in order to obtain additional pressure, velocity, and video data of surge events to, as much as feasible, confirm or refute the design basis of the proposed surge diffuser structures to be constructed as part of the I35W/TH 62 project.  |   |   |
| Billable Hours (if applicable):<br>209.90   | Total Amount Spent on Contract: \$66,690.24 | Source of Funding:<br>Trunk Highway   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>The proposed data collection effort was an extension of previous data collection performed by Barr Engineering at these sites. The existing data collection and video equipment at these sites had been inoperative for a while and needed to be inspected and repaired as necessary to return it to intended operation. Whereas, Barr Engineering, which is a recognized regional authority in hydrology, originally installed this equipment and is very familiar with the difficulties of maintaining equipment in the demanding tunnel environment, they were singularly qualified to undertake this work. Furthermore, the area of expertise of Barr Engineering's sub-consultants was ideally matched to the installation of hydraulic sensors in a tunnel that was included in this work. Charles Nelson Associates specializes in tunnel construction and evaluation. The University of Minnesota St Anthony Falls Laboratory (SAFL) is a hydraulics research center with unique capabilities and expertise in hydraulic sensors and monitoring hydraulic surges in large, pressurized, urban storm sewers. The specialized facilities and staff at SAFL have resulted in the development of expertise and publication of a number of technical papers about hydraulic surges and other complex hydraulic phenomena (for example, refer to SAFL Technical Paper 296-A "Surging in Urban Storm Drainage Systems" by Q. Guo and C. Song in <u>Journal of Hydraulic Engineering, American Society of Civil Engineers</u> , Vol. 116 no.12, December 1990). Measurements of the magnitude and time duration of pressure surges made possible by instrumentation provided by SAFL was to be used to confirm the capacity of the proposed diffuser structure to resist the thrust imposed on it during a surge event. |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <br>Date |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 83335 Type of work Water Resource Engineering

District/Office Metro Work Type Code HY

S.P. 2782-281 T.H. I-35W Location Under I-35W at 35<sup>th</sup> and 39<sup>th</sup> Streets in Minneapolis

Contractor Barr Engineering Company

Subcontractor CNA Consulting Engineering

Subcontractor St. Anthony Falls Laboratory (SAFL)

Contract Period: August 20, 2002; November 30, 2005; November 30, 2005  
Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \* \$92,881.44 = Orig Cost: \$92,881.44 + Amended Cost: \$N/A

\* Actual Cost was \$66,690.24 less than contract cost due to less runoff events than anticipated.

Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 0

| Item Rating<br>1 – 6 by Project Manager<br>7 – 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | x                            |                     |                              |                 |
| 2. Work Performance   | x                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | x                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | x                            |                     |                              |                 |
| 5. Project related cooperation  | x                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | x                   |                              |                 |
| 7. Contract administration<br>cooperation                                   | x                            |                     |                              |                 |
| 8. Invoices and progress reports  | x                            |                     |                              |                 |
| 9. Cost estimation/budget<br>management                                     | x                            |                     |                              |                 |

Contractor's rating for this contract:

Total Points 30  
(Maximum points 36)

Project Manager:

( Bruce Irish )  
Print Name

Contract Administrator:

( Rod Koehn )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

Barr Engineering did a good job of administering the contract and compiling the final report.

The University of Minnesota St Anthony Falls Laboratory staff made significant efforts to keep monitoring equipment operational and download data after storm events in a timely manner.

Although there were not as many intense storms to produce hydraulic surge event data within the study period as was hoped (which is the cause of the study not using all budgeted funds), data from the storm events that did occur was captured and did not indicate an approach to the I35W geyser problem different from the previous evaluation.



\\user\consult\forms\evaluation.898

Paul Schiller met with me to go over invoicing & progress reporting to make sure their payment requests were correct. I appreciate his efforts and it paid off in later processing of invoices. The invoices were correct & provided in a timely manner. Invoicing was much better quality than what we normally receive from Contractors.  
Rod Koehn

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br>Veit Environmental, Inc.   |   | CFMS Contract Number:<br>A74755   |
| Project Name (if applicable):<br>S.P. 3002-09 (TH 47) Asbestos Abatement   | Mn/DOT Agreement No.:<br>87845              | Project Duration (Dates):<br>04/22/05 To 10/22/05   |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this agreement was to provide Asbestos Abatement Services on S.P. 3002-09 (TH 47), as directed by the State Project Manager. It was necessary to enter into this agreement because the department did not have the necessary expertise on staff to do the contracted work. |   |   |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on Contract: \$60,710.20 | Source of Funding: Consultant Services Budget Allotment for District 3                        |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <br>Date |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 87845 Type of work Asbestos Abatement Services

District/Office 3-Baxter Work Type Code ~~0110~~ AB

S.P. 3002-09 T.H. 47 Location Parcels 15 and 94

Contractor Veit Environmental, Inc.

Subcontractor N/A

Subcontractor N/A

Contract Period: 04/22/2005 ; 10/22/2005 ; 03/01/2006  
                     Work Start Date                      Work Completion Date                      Expiration Date

Total Contract Cost: \$100,000.00 = Orig Cost: \$100,000.00 + Amended Cost: \$0.00

Amended cost for:    ~ Overrun       ~ Additional Work       Number of Amendments 0


| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | X                   |                              |                 |
| 2. Work Performance   |                              | X                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | X                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | X                   |                              |                 |
| 5. Project related cooperation  |                              | X                   |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | 3                   |                              |                 |
| 8. Invoices and progress reports  |                              | 3                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | 3                   |                              |                 |

Contractor's rating for this contract:

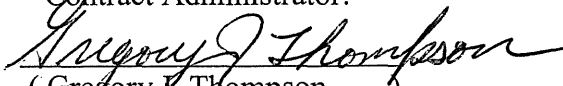
Total Points 27  
(Maximum points 36)

1/24/06

Project Manager:

  
 ( Mark Vogel )  
 Print Name

Contract Administrator:

  
 ( Gregory J. Thompson )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---

---

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |  |  |
|--|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |  |
| Contractor Name:<br>Liesch Associates, Inc.  |  | CFMS Contract Number:<br>A57849  |
| Project Name (if applicable):<br>S.P. 3002-09 & 10 (TH 47) Asbestos Abatement  | Mn/DOT Agreement No.:<br>83115 WO2           | Project Duration (Dates):<br>01/23/04 To 12/31/05                      |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this agreement was to provide Asbestos Abatement Services on S.P. 3002-09 and 3002-10 (TH 47), as directed by the State Project Manager. It was necessary to enter into this agreement because the department did not have the necessary expertise on staff to do the contracted work. |  |  |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on Contract: \$182,459.94 | Source of Funding: Consultant Services Budget Allotment for District 3 |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A  |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |  |  |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |  | 2-21-06<br>Date  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 83115 WO #2 Type of work Asbestos Abatement

District/Office 3 - Baxter Work Type Code 5470 AB

S.P. 3002-09 & 10 T.H. 47 Location Isanti County

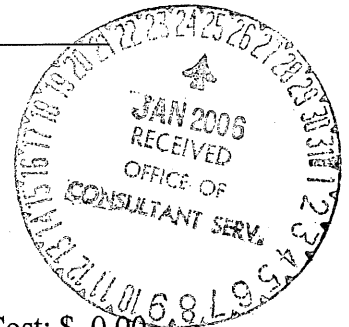
Contractor Liesch Associates, Inc.

Subcontractor Veit Environmental

Subcontractor N/A

Contract Period: January 23, 2004 ; December 31, 2005 ; January 1, 2006  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$200,000.00 = Orig Cost: \$ 200,000.00 + Amended Cost: \$ 0.00



Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 1

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | 3                   |                              |                 |
| 2. Work Performance   |                              | 3                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | 3                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | 3                   |                              |                 |
| 5. Project related cooperation  | 4                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | 3                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | 3                   |                              |                 |
| 8. Invoices and progress reports  |                              | 3                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | 3                   |                              |                 |

Contractor's rating for this contract:

Total Points 28  
 (Maximum points 36)

Project Manager:

Kevin Schmidt  
 ( Kevin Schmidt )  
 Print Name

Contract Administrator:

Gregory J. Thompson  
 ( Gregory J. Thompson )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.


## Comments:

*The Contractor was cautious and exacting. However some judgement needs to be taken into consideration when an existing hazardous waste report is on hand. If a cost effective solution to a problem is evident, such as encapsulating lead paint, then confirm with Central Office and move forward. When a subcontractor is on-board, make sure they secure their work tools and remove the manifested waste. Finally, complete all reports in the Central Office format.*

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br><b>University of Minnesota - CTS</b>  |  | CFMS Contract Number: <b>A79248</b>   |
| Project Name (if applicable):   | Mn/DOT Agreement No.:<br><b>81655 W.O. 183</b>     | Project Duration (Dates):<br><b>8/15/05 – 12/31/05</b>  |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The purpose of this conference is to bring together Minnesota's traffic safety stakeholders to provide the latest information on traffic safety initiatives and strategies, and to provide training on traffic safety topics.</b></p> <p><b>There was no state employee with the expertise or agency with the lab facilities necessary to conduct this research.</b></p> |  |   |
| Billable Hours (if applicable):   | Total Amount Spent on Contract: <b>\$70,000.00</b> | Source of Funding:<br><b>Trunk Highway</b>  |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p>   |  |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b></p>   |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <br>Date |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# CONSULTANT PERFORMANCE EVALUATION

\*Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 81655 W.O. 183 Type of work Training

District/Office Traffic Work Type Code TR

S.P. \_\_\_\_\_ T.H. \_\_\_\_\_ Location \_\_\_\_\_

Contractor University of Minnesota - CTS

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 8/15/05 ; 12/31/05 ; 4/28/06  
                             Work Start Date                      Work Completion Date      Expiration Date

Total Contract Cost: \$ 70,000.00 = Orig Cost: \$ \_\_\_\_\_ + Amended Cost: \$ \_\_\_\_\_

Amended cost for:    ~ Overrun    ~ Additional Work    Number of Amendments 0

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | X                            |                     |                              |                 |
| 2. Work Performance   | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        | X                            |                     |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | X                            |                     |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   | X                            |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | X                   |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 33  
 (Maximum points 36)

Project Manager:

Loren Hill  
 ( \_\_\_\_\_ )

Print Name

Contract Administrator:

Ashley H. [Signature] 2/16/06  
 ( \_\_\_\_\_ )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---

---


---

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.



|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br><b>University of Minnesota - CTS</b>  |  | CFMS Contract Number: <b>A79248</b>                    |
| Project Name (if applicable):   | Mn/DOT Agreement No.:<br><b>81655 W.O. 183</b>     | Project Duration (Dates):<br><b>8/15/05 – 12/31/05</b> |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The purpose of this conference is to bring together Minnesota's traffic safety stakeholders to provide the latest information on traffic safety initiatives and strategies, and to provide training on traffic safety topics.</b></p> <p><b>There was no state employee with the expertise or agency with the lab facilities necessary to conduct this research.</b></p> |  |  |
| Billable Hours (if applicable):   | Total Amount Spent on Contract: <b>\$70,000.00</b> | Source of Funding:<br><b>Trunk Highway</b>             |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p>   |  |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b></p>   |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <b>2-21-06</b><br>Date                                 |

cc: **Paul Stembler, Dept. of Administration**  
**Jeff Brunner, Consultant Services Section**  
**File**

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |  |   |
|--|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |   |
| Contractor Name:<br>Liesch Associates, Inc.  |  | CFMS Contract Number:<br>A57849   |
| Project Name (if applicable):<br>S.P. 3002-09 & 10 (TH 47) Asbestos Abatement  | Mn/DOT Agreement No.:<br>83115 WO2           | Project Duration (Dates):<br>01/23/04 To 12/31/05   |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this agreement was to provide Asbestos Abatement Services on S.P. 3002-09 and 3002-10 (TH 47), as directed by the State Project Manager. It was necessary to enter into this agreement because the department did not have the necessary expertise on staff to do the contracted work. |  |   |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on Contract: \$182,459.94 | Source of Funding: Consultant Services Budget Allotment for District 3                        |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | <br>Date |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br>Veit Environmental, Inc.   |   | CFMS Contract Number:<br>A74755   |
| Project Name (if applicable):<br>S.P. 3002-09 (TH 47) Asbestos Abatement   | Mn/DOT Agreement No.:<br>87845              | Project Duration (Dates):<br>04/22/05 To 10/22/05                         |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this agreement was to provide Asbestos Abatement Services on S.P. 3002-09 (TH 47), as directed by the State Project Manager. It was necessary to enter into this agreement because the department did not have the necessary expertise on staff to do the contracted work. |   |   |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on Contract: \$60,710.20 | Source of Funding: Consultant Services<br>Budget Allotment for District 3 |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>N/A  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |   | 2-21-06<br>Date   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name:<br>Barr Engineering Company  |   | CFMS Contract Number:<br>A39401                 |
| Project Name (if applicable):<br>I-35W Pipe Monitoring/Analysis of Hydraulic Surges.  | Mn/DOT Agreement No.:<br>83335              | Project Duration (Dates):<br>8/20/02 – 11/30/05 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br>The purpose of the contract was to provide storm water pipe monitoring and analysis of hydraulic surges occurring from intense rainfall events at tunnel drop-shafts under I-35W at 35 <sup>th</sup> and 39 <sup>th</sup> Streets in Minneapolis. It was necessary to enter into a contract in order to obtain additional pressure, velocity, and video data of surge events to, as much as feasible, confirm or refute the design basis of the proposed surge diffuser structures to be constructed as part of the I35W/TH 62 project.  |   |   |
| Billable Hours (if applicable):<br>209.90   | Total Amount Spent on Contract: \$66,690.24 | Source of Funding:<br>Trunk Highway             |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>The proposed data collection effort was an extension of previous data collection performed by Barr Engineering at these sites. The existing data collection and video equipment at these sites had been inoperative for a while and needed to be inspected and repaired as necessary to return it to intended operation. Whereas, Barr Engineering, which is a recognized regional authority in hydrology, originally installed this equipment and is very familiar with the difficulties of maintaining equipment in the demanding tunnel environment, they were singularly qualified to undertake this work. Furthermore, the area of expertise of Barr Engineering's sub-consultants was ideally matched to the installation of hydraulic sensors in a tunnel that was included in this work. Charles Nelson Associates specializes in tunnel construction and evaluation. The University of Minnesota St Anthony Falls Laboratory (SAFL) is a hydraulics research center with unique capabilities and expertise in hydraulic sensors and monitoring hydraulic surges in large, pressurized, urban storm sewers. The specialized facilities and staff at SAFL have resulted in the development of expertise and publication of a number of technical papers about hydraulic surges and other complex hydraulic phenomena (for example, refer to SAFL Technical Paper 296-A "Surging in Urban Storm Drainage Systems" by Q. Guo and C. Song in <u>Journal of Hydraulic Engineering, American Society of Civil Engineers</u> , Vol. 116 no.12, December 1990). Measurements of the magnitude and time duration of pressure surges made possible by instrumentation provided by SAFL was to be used to confirm the capacity of the proposed diffuser structure to resist the thrust imposed on it during a surge event. |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |   | 2-21-06<br>Date                                 |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.**



|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>University of Minnesota   |  | CFMS Contract Number:<br>A62899                     |
| Project Name (if applicable):<br>INV 668: 2004 Minnesota Technology Transfer (T2) LTAP Program  | Mn/DOT Agreement No.:<br>81655, WO 119       | Project Duration (Dates):<br>4/22/2004 – 12/30/2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>To provide funding for the 2004 LTAP/LRRB Technology Transfer Program managed by the Center for Transportation Studies, University of Minnesota. |  |   |
| Billable Hours (if applicable):<br>N/A  | Total Amount Spent on Contract: \$384,000.00 | Source of Funding:<br>Trunk Highway                 |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION           |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | 2-21-06<br>Date                                     |

cc: File

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.**

|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name:<br>University of Minnesota   |   | CFMS Contract Number:<br>A62899   |
| Project Name (if applicable):<br>INV 668: 2004 Minnesota Technology<br>Transfer (T2) LTAP Program   | Mn/DOT Agreement No.:<br>81655, WO 119          | Project Duration (Dates):<br>4/22/2004 – 12/30/2005   |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>To provide funding for the 2004 LTAP/LRRB Technology Transfer Program managed by the Center for Transportation Studies, University of Minnesota. |   |   |
| Billable Hours (if applicable):<br>N/A  | Total Amount Spent on<br>Contract: \$384,000.00 | Source of Funding:<br>Trunk Highway   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION           |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <br>Date |

cc: File

## CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

Agreement No. 81655, WO 119

Type of work Research - RE

District/Office Investment Management

Contractor University of Minnesota

Contract Period: 4/22/2004 ; 12/30/05 12/30/2005  
Start Date Expiration Date

Original Contract Cost

Amendment Cost(s)

**Final Cost:**

\$ 334,000.00

+

**\$ 50,000.00**

=====

\$ 384,000.00

| Item Rating                                       | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality                                | x                            |                     |                              |                 |
| 2. Work Performance                               |                              | x                   |                              |                 |
| 3. Conformance with Mn/DOT Standards/Requirements |                              | x                   |                              |                 |
| 4. Deliverables Complete and on time              |                              | x                   |                              |                 |
| 5. Project related cooperation                    | x                            |                     |                              |                 |
| 6. QA/QC plan conformance (N/A)                   | N/A                          |                     |                              |                 |
| 7. Contract administration cooperation            |                              | X                   |                              |                 |
| 8. Invoices and progress reports                  |                              | X                   |                              |                 |
| 9. Cost estimation/budget management              |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 26  
(Maximum points 32)

Project Manager:

Contract Administrator:

Julie Skallman  
Julie Skallman

Clark Moe  
Clark Moe

2/23/06



## Sandy Lueth

---

**From:** Steve.Gustafson@state.mn.us  
**Sent:** Thursday, February 16, 2006 9:35 AM  
**To:** Steve.Gustafson@state.mn.us; Sandy.Lueth@state.mn.us  
**Subject:** Vendor Evaluation Form

Below is the result of your feedback form. It was submitted by  
(steve.gustafson@state.mn.us) on Thursday, February 16, 2006 at 09:34:51

---

\_config: ot/vendeval2  
project: 701 - Spatial Index User Interface for Right of Way Maps  
id\_part1: T79  
id\_part2: 1605  
cfms: A75015  
vendor: Environmental Systems Research Institute  
agency: TRANSPORTATION DEPT  
evaluator: Crystal Phillips-Mustain  
eval\_date: 02/16/2006  
purpose: ArcIMS is a software product within Mn/DOT's standard family of GIS products for delivering data via a map interface through a web browser. There has been eleven requests for web-mapping capabilities over the past year through the Department. Phase 1 of this project will build the ArcIMS infrastructure and an ArcIMS enterprise web interface template. This infrastructure will be the foundation for other business areas to deliver their own data via the enterprise web interface template. This will ensure a consistent e-government look and feel for Mn/DOT's data delivery via a map interface through a web browser. Phase 1 of this project will also deliver an enterprise spatial data warehouse that will supply data to ArcGIS clients throughout the Department, in addition to providing data sources for ArcIMS web services. An understanding of the ArcIMS suite of tools and technology and being able to make modifications and minor enhancements to applications is required for this project.  
accomplished: Yes  
contract\_date: 08/31/2005  
amended\_date: 12/31/2005  
actual\_date: 12/31/2005  
contract\_cost: 133701.00  
actual\_cost: 122082.50  
cost\_effective: At the time of contract, OIT did not have support positions for developing, maintaining, and deploying ArcIMS. During this contract, we had staff shadow the consultants and ensured knowledge transfer.  
amended: Yes  
amended\_e: The contract was amended to for additional time only. We had lost time during the government shutdown. Additional time was also needed to complete a large raster data set with an lengthy load time.  
terminated: No  
engage: Yes  
engage\_e: The contractors are very professionally and produced quality deliverables. The contractors worked well with our staff and helped to build our in-house technical expertise.

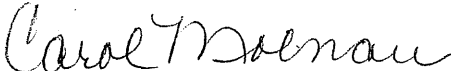
---



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.**


|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br>University of Minnesota  |   | CFMS Contract Number:<br>A57989                     |
| Project Name (if applicable):<br>INV 816: Low Temperature Cracking of<br>Flexible Pavement Due to Thermal Fatigue<br>and Combined Effects Temp/Load  | Mn/DOT Agreement No.:<br>81655, WO 114          | Project Duration (Dates):<br>2/27/2004 – 12/30/2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The new equipment will allow performing advanced laboratory characterization of asphalt materials used in pavements to better understand the role played by the mixture components, the mix design and the mixture preparation with respect to the material resistance to low temperature cracking. |   |   |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on<br>Contract: \$154,998.00 | Source of Funding:<br>Trunk Highway                 |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | 2-15-06<br>Date                                     |

cc: File

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.**

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br>University of Minnesota  |   | CFMS Contract Number:<br>A57989                     |
| Project Name (if applicable):<br>INV 816: Low Temperature Cracking of<br>Flexible Pavement Due to Thermal Fatigue<br>and Combined Effects Temp/Load  | Mn/DOT Agreement No.:<br>81655, WO 114          | Project Duration (Dates):<br>2/27/2004 – 12/30/2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The new equipment will allow performing advanced laboratory characterization of asphalt materials used in pavements to better understand the role played by the mixture components, the mix design and the mixture preparation with respect to the material resistance to low temperature cracking. |   |   |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on<br>Contract: \$154,998.00 | Source of Funding:<br>Trunk Highway                 |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | 2-15-06<br>Date                                     |

cc: File

# CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

Agreement No. 81655, WO 114

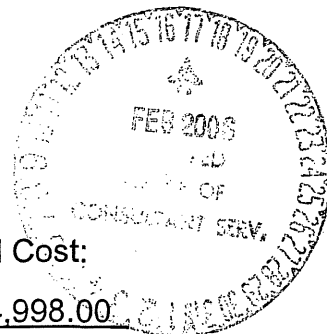
Type of work Research

District/Office Investment Management

RE

Contractor University of Minnesota

Contract Period: 2/27/2004 ; 12/30/05  
Start Date Expiration Date



Original Contract Cost

Amendment Cost(s)

Final Cost:

\$ 154,998.00

+ \$ N/A =

\$ 154,998.00

| Item Rating                                       | Rating                    |                     |                           |                 |
|---|---------------------------|---------------------|---------------------------|-----------------|
|   | Above Average<br>4 Points | Average<br>3 Points | Below Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality                                |                           | X                   |                           |                 |
| 2. Work Performance                               |                           | X                   |                           |                 |
| 3. Conformance with Mn/DOT Standards/Requirements |                           | X                   |                           |                 |
| 4. Deliverables Complete and on time              |                           |                     | X                         |                 |
| 5. Project related cooperation                    |                           | X                   |                           |                 |
| 6. QA/QC plan conformance (N/A)                   | N/A                       |                     |                           |                 |
| 7. Contract administration cooperation            |                           |                     | X                         |                 |
| 8. Invoices and progress reports                  |                           | X                   |                           |                 |
| 9. Cost estimation/budget management              |                           | X                   |                           |                 |

Contractor's rating for this contract:

Total Points 27  
(Maximum points 32)

Project Manager:

Contract Administrator:

Shongtao Dai  
Shongtao Dai

James Klessig  
James Klessig

Shongtao Dai  
3/8/06

Per project manager: Professor Marasteanu is continually late in providing deliverables as contractually required. This applies to most of his projects. Repeated attempts to secure the contractually required documents, be they reports or other materials, are usually met with reasons for the delay and a new promised date, which usually goes unmet. Hence the low rating.

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>Bolton and Menk Inc.  |  | CFMS Contract Number:<br>A57774                           |
| Project Name (if applicable):<br>Final Design Plans - TH22/7 at Hutchinson  | Mn/DOT Agreement No.:<br>85553                                     | Project Duration (Dates):<br>Jan. 22, 2004 - Feb. 1, 2006 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>This Contract provided complete Final Design Plans and specifications needed for letting of State Project 4302-44. The State did not have sufficient resources to complete this work in time to meet the scheduled construction contract letting date for the improvement project. |  |   |
| Billable Hours (if applicable):<br><br><b>8213.50</b>   | Total Amount Spent on Contract: \$743,459.61<br>(subject to audit) | Source of Funding:<br>Trunk Highway                       |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |  | 2-15-06<br>Date   |


cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|  |   |  |
|--|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name:<br><b>Barr Engineering Company</b>  |   | CFMS Contract Number:<br><b>A62000</b>                 |
| Project Name (if applicable):<br><b>SPCC Plans</b>   | Mn/DOT Agreement No.:<br><b>86645</b>                 | Project Duration (Dates):<br><b>6/22/04 – 11/15/05</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>To provide Spill Prevention and Countermeasures (SPCC) Plans for fuel and oil tanks to meet Federal EPA requirements.</b>  |   |  |
| Billable Hours (if applicable):<br><b>850.9</b>  | Total Amount Spent on Contract:<br><b>\$87,644.74</b> | Source of Funding:<br><b>Trunk Highway</b>             |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>   |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><p style="text-align: center;">SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p> |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | 2-15-06<br>Date  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 86645 Type of work Develop spill plans  
 District/Office MT Work Type Code E1

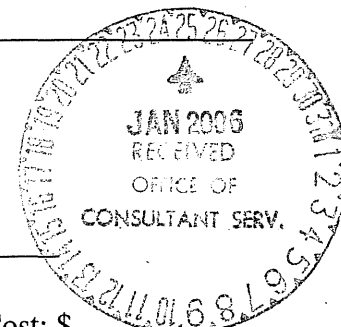
S.P.        T.H.        Location       

Contractor Barr Engineering Co.  
 Subcontractor       

Subcontractor       

Contract Period: 6-22-04 ; 11-15-05 ; 11-15-05  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 87,644.74 = Orig Cost: \$        + Amended Cost: \$       



Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 3 (time)

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | 3                   |                              |                 |
| 2. Work Performance   |                              | 3                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | 3                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | 3                   |                              |                 |
| 5. Project related cooperation  |                              | 3                   |                              |                 |
| 6. QA/QC plan conformance   |                              | 3                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | 3                   |                              |                 |
| 8. Invoices and progress reports  |                              | 3                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | 3                   |                              |                 |

Contractor's rating for this contract:

Total Points 27  
 (Maximum points 36)

Project Manager:  
Ronald P. Sinner  
 (Print Name)

Contract Administrator:  
Ashley Handli  
 (Print Name)

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

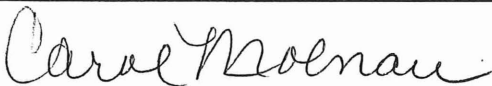
## Comments:

This Contract Required 3 time extensions.

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|  |  |  |
|--|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |  |
| Contractor Name:<br><b>Barr Engineering Company</b>  |  | CFMS Contract Number:<br><b>A62000</b>                 |
| Project Name (if applicable):<br><b>SPCC Plans</b>   | Mn/DOT Agreement No.:<br><b>86645</b>              | Project Duration (Dates):<br><b>6/22/04 – 11/15/05</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>To provide Spill Prevention and Countermeasures (SPCC) Plans for fuel and oil tanks to meet Federal EPA requirements.</b>  |  |  |
| Billable Hours (if applicable):<br><b>850.9</b>  | Total Amount Spent on Contract: <b>\$87,644.74</b> | Source of Funding:<br><b>Trunk Highway</b>             |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>   |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><p style="text-align: center;">SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p> |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | 2-15-06<br>Date  |

cc: Paul Stember, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br>Bolton and Menk Inc.   |   | CFMS Contract Number:<br>A57774                           |
| Project Name (if applicable):<br>Final Design Plans - TH22/7 at Hutchinson   | Mn/DOT Agreement No.:<br>85553  | Project Duration (Dates):<br>Jan. 22, 2004 - Feb. 1, 2006 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:  |   |   |
| This Contract provided complete Final Design Plans and specifications needed for letting of State Project 4302-44. The State did not have sufficient resources to complete this work in time to meet the scheduled construction contract letting date for the improvement project. |   |   |
| Billable Hours (if applicable):<br><br>8213.50   | Total Amount Spent on<br>Contract: \$743,459.61<br>(subject to audit) | Source of Funding:<br>Trunk Highway                       |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  |   |   |
| SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |   | 2-15-06<br>Date   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No.: 85553

Type of work: Detailed design

District/Office: 8 - Willmar

Work Type Code: DD

S.P.: 4302 - 44 T.H.: 7 and 22 Location: At Hutchinson

Contractor: Bolton and Menk Inc.

Subcontractor: LHB, Inc

Subcontractor: Isthmus Engineering

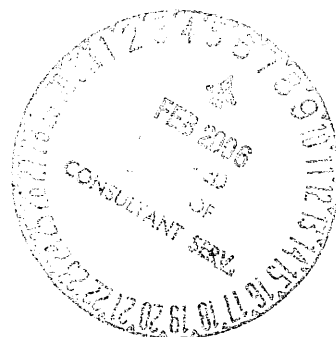
Contract Period: Jan 22, 2004;  
Work Start Date

November 30, 2005;  
Work Completion Date

February 1, 2006  
Expiration Date

Total Contract Cost: \$743,459.61 = Orig Cost: \$668,315.61 + Amended Cost: \$75,144.00

Amended cost for: Additional Work Number of Amendments: 3



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | X                   |                              |                 |
| 2. Work Performance   |                              | X                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | X                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | X                   |                              |                 |
| 5. Project related cooperation  |                              | X                   |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | X                   |                              |                 |
| 8. Invoices and progress reports  | X                            |                     |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |


Contractor's rating for this contract:

Total Points 28  
(Maximum points 36)

Project Manager:

Contract Administrator:

  
( Paul Jurek )

  
( Gene East )

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

### Project Manager(s):

This was a very complex urban detailed design project.

Jon Huseby was Bolton & Menk's Project Manager. Brett Benzkofer was a key person in the design, and the key contact person for the contractor.

The project required a lot of coordination with the City of Hutchinson, various Mn/DOT offices, an aesthetics committee and various utility companies. The contractor did a good job, and was very accessible, by phone and in person, throughout the projects issues

Mn/DOT's survey data required additional work. The contractor did a good job supplying the extra void areas needed and supplying some Digital Terrain Model needed for the design.

Mn/DOT's layout required changes. There were bridge elevation changes, retaining wall modifications, street alignment / profile changes and entrances that needed to be modified. Pond locations could have been identified earlier taking into account the parkland and utility impacts. These issues required that the contract be amended.

The City of Hutchinson provided a comprehensive storm water layout for the drainage area. The storm water plan was outdated and much of the preliminary hydraulics work had to be redone or re-analyzed, requiring an amendment to the contract.

Mn/DOT changed the our project manager in the middle of the design project, the contractor handled this admirably, however, it did cause some delays or confusion at times.

There was a good working relationship between the project managers on the project to try and resolve the issues with the public, the City of Hutchinson's and Mn/DOT's best interests.

The contractor was very open to any changes or comments raised during the 30, 60 and 90 percent reviews; however the contractor could have followed up better, and completed the changes from comments submitted between each review. The complexity and size of the project led to many errors and omissions, and without diligent follow up, the list of corrections became long and difficult to manage. The contract got behind trying to meet these objectives.

The contractor could have done a better job on updating the project schedule as issues occurred. Sometimes scheduling all interested parties became difficult and the time management seemed to get lost or go by quickly and an updated schedule throughout may have helped stay on track.

The conversion from GEOPAK version seven to version eight caused some problems and the Contractors key expert for CADD work was subcontracted out throughout the process.

The subcontractor for walls, LHB Inc., did a nice job on the retaining wall plans. They were very detailed. The aesthetics were taken into account and changes addressed very well.

Mn/DOT changed the letting date on the project due to right of way issues. This made it difficult for the contractor to deliver the plan smoothly. The changes required additional time, leading to another amendment.


Considering everything, the project plan set was very easy to read and met Mn/DOT standards, fulfilling the contract intent.

Agreement Administrator: The contractor's cooperation and skill in the administration aspect of this contract was good, with one exception. This contract required 3 amendments due to additional work at Mn/DOT's request. In the process of getting the amendments in place (establishing that an amendment was actually needed, and establishing cost and/or time needed) the contractor was late and sometimes slow in providing Mn/DOT with input regarding the need for the amendment, and what the details (cost and/or time) of the amendment were to be. In one instance, due to the delays in establishing the need for an amendment, the contract lapsed until the amendment was executed. To their credit, it seemed to be pride in getting the work done on time and on budget that caused their reluctance to accept that additional time or money was needed.

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.


|  |   |   |
|--|---|---|
| Agency: <b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name: <b>Horizons, Incorporated.</b>  |   | CFMS Contract Number: <b>A-82186</b>                  |
| Project Name (if applicable):<br><b>Photogrammetric Aerial Services</b>  | Mn/DOT Agreement No.: <b>88825</b>        | Project Duration (Dates): <b>10/20/05 to 01/31/06</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>The Purpose of this contract was for the Contractor to provide Obstruction Survey for landings and take-offs at Bemidji, Marshall and Anoka Airports, for FAA requirements. This project was contracted out as MN/DOT does not own an aerial photogrammetric camera and LiDAR (Light, Detection &amp; Ranging), equipment necessary for this type of work.</b> |   |   |
| Billable Hours (if applicable): <b>No.</b>   | Total Contract Amount: <b>\$94,000.00</b> | Source of Funding: <b>Office of Aeronautics</b>       |
| Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:<br><br><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b>   |   |   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>No.</b>   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>Please see the attached evaluation form.</b>   |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <b>2-14-06</b><br>Date                                |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|  |   |   |
|--|---|---|
| Agency: <b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name: <b>Horizons, Incorporated.</b>  |   | CFMS Contract Number: <b>A-82186</b>                  |
| Project Name (if applicable):<br><b>Photogrammetric Aerial Services</b>  | Mn/DOT Agreement No.: <b>88825</b>        | Project Duration (Dates): <b>10/20/05 to 01/31/06</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>The Purpose of this contract was for the Contractor to provide Obstruction Survey for landings and take-offs at Bemidji, Marshall and Anoka Airports, for FAA requirements. This project was contracted out as MN/DOT does not own an aerial photogrammetric camera and LiDAR (Light, Detection &amp; Ranging), equipment necessary for this type of work.</b> |   |   |
| Billable Hours (if applicable): <b>No.</b>   | Total Contract Amount: <b>\$94,000.00</b> | Source of Funding: <b>Office of Aeronautics</b>       |
| Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:<br><br><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b>   |   |   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>No.</b>   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>Please see the attached evaluation form.</b>   |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <b>2-14-06</b><br>Date                                |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File



# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 88825 Type of work Photogrammetric Mapping  
 District/Office 2-M18 Work Type Code 10.1 AE Remote Sensing  
 S.P.        T.H.        Location Airports  
 Contractor Horizons  
 Subcontractor         
 Subcontractor         
 Contract Period: 10-20-05 ; 1-31-06 ; 6-30-06  
                     Work Start Date      Work Completion Date      Expiration Date  
 Total Contract Cost: \$ 94,000 = Orig Cost: \$ 94,000 + Amended Cost: \$ 0  
 Amended cost for: ~ Overrun    ~ Additional Work    Number of Amendments       

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | ✓                   |                              |                 |
| 2. Work Performance   |                              | ✓                   |                              |                 |
| 3. Conformance with Mn/DOT Standards/Requirements                           |                              | ✓                   |                              |                 |
| 4. Deliverables Complete and on time  |                              | ✓                   |                              |                 |
| 5. Project related cooperation  |                              | ✓                   |                              |                 |
| 6. QA/QC plan conformance   |                              | ✓                   |                              |                 |
| 7. Contract administration cooperation                                      | ✓                            |                     |                              |                 |
| 8. Invoices and progress reports  |                              | ✓                   |                              |                 |
| 9. Cost estimation/budget management  | ✓                            |                     |                              |                 |

Contractor's rating for this contract:

Total Points 29  
(Maximum points 36)

Project Manager:

Frank Krumer  
(Frank Krumer)  
Print Name

Contract Administrator:

MEHRTASH MEHRAN  
(MEHRTASH MEHRAN)  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

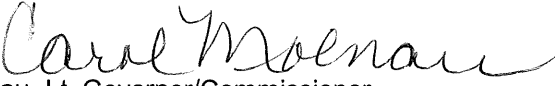
|  |  |  |
|--|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |  |
| Contractor Name:<br>ERES Consultants - ARA   |  | CFMS Contract Number:<br>A69617                      |
| Project Name (if applicable):<br>INV 821: Assess Life-Cycle Costs and<br>Roadway Surfacing Impacts of Increasing<br>Roadway Construction Standards   | Mn/DOT Agreement No.:<br>86953                 | Project Duration (Dates):<br>11/15/2004 – 12/30/2005 |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br/>The primary focus of this study is to compare the current roadway construction and maintenance costs (life-cycle costs) that city budgets must address under the 6 to 7 ton construction standard to the life-cycle costs of a 9 ton construction standard. Life-cycle costs are those costs of initial construction, maintenance i.e., patching, milling, overlays, and reconstruction of pavement, curb and gutter, including additional grading items. The time period for life-cycle costs is estimated at 35 years.</p> <p>The objective of this study is to provide a final report that summarizes the comparison of the life-cycle costs for the two construction standards described above. This document will be used to provide a basis for budgets on future projects and pavement management plans.</p> |  |  |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on<br>Contract: \$88,878.89 | Source of Funding:<br>Trunk Highway                  |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |  |  |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |  | 2-3-06<br>Date                                       |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |  |
|--|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name:<br>ERES Consultants - ARA   |   | CFMS Contract Number:<br>A69617                      |
| Project Name (if applicable):<br>INV 821: Assess Life-Cycle Costs and Roadway Surfacing Impacts of Increasing Roadway Construction Standards   | Mn/DOT Agreement No.:<br>86953              | Project Duration (Dates):<br>11/15/2004 – 12/30/2005 |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br/>The primary focus of this study is to compare the current roadway construction and maintenance costs (life-cycle costs) that city budgets must address under the 6 to 7 ton construction standard to the life-cycle costs of a 9 ton construction standard. Life-cycle costs are those costs of initial construction, maintenance i.e., patching, milling, overlays, and reconstruction of pavement, curb and gutter, including additional grading items. The time period for life-cycle costs is estimated at 35 years.</p> <p>The objective of this study is to provide a final report that summarizes the comparison of the life-cycle costs for the two construction standards described above. This document will be used to provide a basis for budgets on future projects and pavement management plans.</p> |   |  |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on Contract: \$88,878.89 | Source of Funding:<br>Trunk Highway                  |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | 2-3-06<br>Date                                       |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

Agreement No. 86953

Type of work Research - RE

District/Office Investment Management

Contractor ERES Consultants - ARA

Contract Period: 11/15/2004 11/30/05 12/30/2005  
Start Date Expiration Date

Original Contract Cost

Amendment Cost(s)

Final Cost:

\$ 88,878.79

+

\$ N/A

=


\$ 88,878.89

| Item Rating  | Rating                       |                     |                              |                 |
|--|------------------------------|---------------------|------------------------------|-----------------|
|  | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality                                   | X                            |                     |                              |                 |
| 2. Work Performance                                  | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements | X                            |                     |                              |                 |
| 4. Deliverables Complete and<br>on time              | X                            |                     |                              |                 |
| 5. Project related cooperation                       | X                            |                     |                              |                 |
| 6. QA/QC plan conformance<br>(N/A)                   | X                            |                     |                              |                 |
| 7. Contract administration<br>cooperation            | X                            |                     |                              |                 |
| 8. Invoices and progress<br>reports                  | X                            |                     |                              |                 |
| 9. Cost estimation/budget<br>management              | X                            |                     |                              |                 |

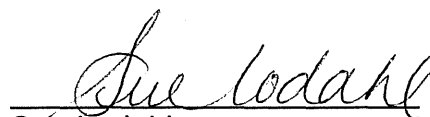
Contractor's rating for this contract:

Total Points 36  
(Maximum points 36)

Project Manager:

  
Tom Mathisen 1-28-06

Contract Administrator:

  
Sue Lodahl

  
2/21/06

**Definitions:****Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

**Average**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

**Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

**Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

**Comments:**

Contractor did an excellent job on a difficult project; was very adaptable to changes in direction and timeframe of project; had great communication skills w/ all involved; presented results at Annual MOWA Conference. Would hire again.

T. Matheson  
Crystal City Engineer  
1-28-06



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |  |
|---|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |  |
| Contractor Name:<br>Confluence International Inc  |   | CFMS Contract Number: A70403                         |
| Project Name (if applicable):<br>Financial Application Support  | Mn/DOT Agreement No.:<br>87151            | Project Duration (Dates):<br>12/01/2004 – 12/31/2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The contractor provided technical assistance to complete complex enhancements in three major financial systems: the State Automated Materials Management System (SAMMS), Resource Consumption Application (RCA), and Cash Forecasting Information Tool (CFIT). In addition, the contractor assisted with resolving a variety of technical problems with these systems that were not identified as enhancements. The contractor also provided consultation to the key developers of another financial system that is undergoing a major enhancement for the State Aid Accounting System (SAAS).<br><br>Mn/DOT did not have the resources with the required skills available to complete these enhancements in-house and within a reasonable timeframe. However, Mn/DOT does have the skilled resources to maintain the enhancements developed and will be able to continue supporting these systems in-house. |   |  |
| Billable Hours (if applicable):<br>1809   | Total Amount Spent on Contract: \$153,765 | Source of Funding:<br>Trunk Highway                  |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>This contractor was hired through a competitive RFP process.  |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |  |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |   | 1-30-06<br>Date                                      |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 87151 Type of work IT Development

District/Office Finance Work Type Code CP

S.P. \_\_\_\_\_ T.H. \_\_\_\_\_ Location \_\_\_\_\_

Contractor Confluence International Inc.

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 12/01/2004 \_\_\_\_\_; \_\_\_\_\_ 12/31/2005 \_\_\_\_\_; \_\_\_\_\_ 12/31/2005 \_\_\_\_\_  
 Work Start Date Work Completion Date Expiration Date

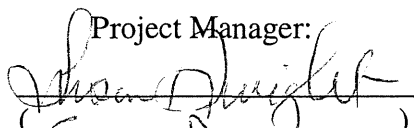
Total Contract Cost: \$153,765.00= Orig Cost: \$85,000 + Amended Cost: \$68,765

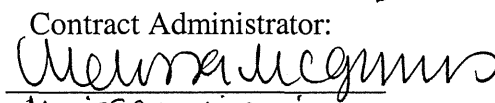
Amended cost for: ~ Overrun ☒ Additional Work Number of Amendments 3

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | X                            |                     |                              |                 |
| 2. Work Performance   | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        | X                            |                     |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | X                            |                     |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   | X                            |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   | X                            |                     |                              |                 |
| 8. Invoices and progress reports  | X                            |                     |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 35  
 (Maximum points 36)

Project Manager:  
  
 Susan Dwight  
 Print Name

Contract Administrator:  
  
 (Melissa McGinnis)  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

This is a top-notch firm for IT development. They quickly learned the how the business worked and understood the needs and then programmed the requirements to work within our business rules. Their project task estimates were accurate and products were delivered on time and accurately developed according to the specifications. I highly recommend this group and would hire them again for another project should the need arise.

---

---

---

---


---

---

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>North Star Land Services Company, Inc.  |  | CFMS Contract Number:<br>A28746                                     |
| Project Name (if applicable):<br>District-wide  | Mn/DOT Agreement No.:<br>82069 WO1     | Project Duration (Dates):<br>10/18/2001 To 03/31/2003               |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this agreement was to provide district-wide Right-of-Way (R/W) acquisition assistance as directed by the State Project Manager. The projects were assigned within State District 3 by District R/W personnel. It was necessary to enter into this agreement because no personnel with the necessary expertise were available.   |  |   |
| Billable Hours (if applicable): N/A   | Total Contract Amount:<br>\$100,000.00 | Source of Funding: Dist. 3 Allotment of Consultant Services Budget. |
| Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:<br><br>This contract was utilized during a period of extremely high workload. Staff professionals were being required to deliver the districts normal program together with the additional IRC project demands. District staff was stretched to the limit and program delivery deadlines were not being permitted to slide. It was not reasonably possible to increase the workload on the district's professional staff any further; no other State personnel with the necessary skills were available; and there was no chance of increasing staff to accommodate the district's needs. The only acceptable option available to the district to deliver the IRC program as well as our normal program was to utilize consultants. The alternative would have been to miss a letting, thus delaying jobs. The resulting efficiencies were factors of time. |  |   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | 1-30-06<br>Date   |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 82069WO#1 Type of work R/W Professional Assistance

District/Office 3/Right-of-Way Work Type Code RW

S.P. District-Wide T.H. N/A Location District-Wide

Contractor North Star Land Services, Inc.

Subcontractor N/A

Subcontractor N/A

Contract Period: October 18, 2001 ; March 31, 2003 ; June 30, 2005  
Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 100,000.00 = Orig Cost: \$ 50,000.00 + Amended Cost: \$ 50,000.00


Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 1

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | 4                            |                     |                              |                 |
| 2. Work Performance   | 4                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        | 4                            |                     |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | 4                            |                     |                              |                 |
| 5. Project related cooperation  | 4                            |                     |                              |                 |
| 6. QA/QC plan conformance   | 4                            |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | ✓                   |                              |                 |
| 8. Invoices and progress reports  |                              | ✓                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | ✓                   |                              |                 |

Contractor's rating for this contract:

Total Points 33  
(Maximum points 36)

Project Manager:  
  
( Greg Thompson )  
Print Name

Contract Administrator:  
 - Brad Hamilton  
( Jeff Brunner )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

Contractor provided R/W professional assistance on several jobs in the district over the last 4 years. They have handled field title reports and direct purchase negotiations. All of the work that they have performed for the district has been handled in a timely fashion, and they have always provided a superior quality product.

---



---

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |  |   |
|--|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |   |
| Contractor Name:<br>Anoka County & City of Blaine (Subcontractor SEH)  |  | CFMS Contract Number:<br>A42063   |
| Project Name (if applicable):<br>Preliminary Design TH 65 & TH 242/CSAH 14 in Anoka County   | Mn/DOT Agreement No.:<br>83352   | Project Duration (Dates):<br>12/19/02 – 11/30/05  |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br/>Preliminary design services for project to reconstruct TH 65 to a four lane freeway or six lane expressway from just north of TH 10 to Bunker Lake Boulevard/CSAH 116 at 140<sup>th</sup> Ave. The services also included preliminary design services for reconstruction of TH 242/CSAH 14 to a four lane divided highway from TH 10 to Radisson Road /CSAH 52. Specific tasks included preparation of an Environmental Assessment, noise analysis modeling, air quality analysis, preliminary drainage design, geometric layout, cost estimates and Design Study Report. The contract also included reimbursement for project management, meetings and coordination. It was necessary to enter into this contract because it was a partnership project between Anoka County and the City of Blaine and Mn/DOT. All three partners shared equally in the cost of the project.</p> |  |   |
| Billable Hours (if applicable):<br>8911 (Not all hours paid because over contract max)   | Total Amount Spent on Contract: \$696,630.88<br>(State's Share: \$220,000) | Source of Funding:<br>Trunk Highway   |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p>Anoka County was managing the design and construction of two projects on TH 242 west of TH 65. The County also owns the section of roadway (CSAH 14) to the east of TH 65 within the project limits. TH 242 to the west of TH 65 is also a potential turnback candidate roadway to Anoka County. An interchange was needed where TH 65 intersects TH 242. The design of TH 242 has a direct impact on the design of TH 65.</p> <p>The projects of TH 65 and TH 242 are within the cities of Coon Rapids, Blaine and Ham Lake and all within Anoka County. To avoid duplication of the project management efforts already underway on TH 242 by Anoka County and to keep continuity of the projects, it was in the best interest of the State to have Anoka County manage the preliminary design for TH 65 and TH 242.</p>                             |  |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>   |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | <br>Date |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 83352

Type of work Preliminary Design

District/Office Metro District

Work Type Code PD

S.P. 0218-118, 0212-44 T.H. 65 & 242/CSAH 14 Location TH 65 just north of TH 10 to Bunker Lake Blvd. /CSAH 116 at 140<sup>th</sup> Ave. TH 242 /CSAH 14 from TH 10 to Radisson Road/CSAH 52

Contractor Anoka County (Joint Powers Agreement)

Subcontractor SEH

Subcontractor SBP Associates, Inc.

Contract Period: December 19, 2002;  
Work Start Date

November 30, 2005 ;  
Work Completion Date

November 30, 2005  
Expiration Date

Total Contract Cost: \$696,630.88 = Orig Cost: \$375,000.00 + Amended Cost: \$321,630.88

State's Share: \$220,000.00 = Orig Cost: \$125,000.00 + Amended Cost: \$ 95,000.00

Amended cost for: ~ Overrun

~ Additional Work

Number of Amendments 1

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | 3                   |                              |                 |
| 2. Work Performance   |                              | 3                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | 3                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | 3                   |                              |                 |
| 5. Project related cooperation  | 4                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | 3                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | 3                   |                              |                 |
| 8. Invoices and progress reports  |                              |                     | 2                            |                 |
| 9. Cost estimation/budget<br>management                                     |                              |                     | 2                            |                 |

Contractor's rating for this contract:

Total Points 28  
(Maximum points 36)

Project Manager:

Beth Neuendorf  
( Beth Neuendorf )  
Print Name

Contract Administrator:

Rod Koehn  
( Rod Koehn )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

Project staff were very helpful & good to work with.  
A few problems with the EA, but we worked through them.

Also, some confusion regarding standards for TH242, but these were also worked through.

Only 3 invoices & Progress reports Submitted over 2 year period and they were wrong: had to be resubmitted. Anoka  
STAT were slow in getting back to me with phone  
Calls & Amendments

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |  |
|--|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name:<br>Mead and Hunt, Inc.  |   | CFMS Contract Number:  |
| Project Name (if applicable):<br>S.P. 104-139-05 (Oakland Ave<br>Reconstruction)   | Mn/DOT Agreement No.:<br>87778              | Project Duration (Dates):<br>4-21-05 to 12-30-05                 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>This contract was necessary for the project to receive federal funding. Since the project is receiving federal funding, Mn/DOT CRU (on behalf of FHWA) needs to ensure that the effects of the project on cultural resources is being taken into account as per the requirements of 36 CFR 800 (Section 106 of the National Historic Preservation Act). It is necessary to use a contract on this project since no state-employed personnel who meet the Secretary of Interior's Professional Standards for cultural resource investigations on FHWA-funded projects were available to complete the work in a timely manner due to work load. |   |  |
| Billable Hours (if applicable): 678  | Total Amount Spent on Contract: \$65,227.48 | Source of Funding: 80-20 Split with City of Austin, Mower County |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>The single source contract was used as part of Mn/DOT's Pre-Qualified system. All projects under \$100,000 can be direct selected from the list of pre-qualified individuals for cultural resources work. This project fell into that category.  |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |  |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |   | 1-30-06<br>Date  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 87778 Type of work architectural history  
 District/Office 6 Work Type Code CR  
 S.P. 104-139-05 T.H. NA Location City of Austin, Mower County  
 Contractor Mead and Hunt  
 Subcontractor ARCH<sup>3</sup>, LLC (Photography)  
 Subcontractor \_\_\_\_\_

Contract Period: 4-21-05; 12-30-05; 12-30-05  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$65,227.48 = Orig Cost: \$65,227.48 + Amended Cost: \$0.00

Amended cost for: ☐ Overrun ☐ Additional Work Number of Amendments 0

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | X                            |                     |                              |                 |
| 2. Work Performance   |                              | X                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | X                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | X                   |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | X                   |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 29  
 (Maximum points 36)

Project Manager:  
Kristen Zschomler  
 (Kristen Zschomler)  
 Print Name

Contract Administrator:  
Whitney Haller 1/24/06  
 ( )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

The consultant performed all the tasks for this project very well. Products were on-time and well done. The above average scores were given because the end product was a type of analysis and evaluation that had not been previously performed for cultural resources work (alternatives analysis to help systematically identified an avoidance alternative). The consultant worked well to address the requests and concerns of our office and the city, and produced a good end product that can serve as a model for future projects.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name:<br>Emmons and Olivier Resources, Inc.  |   | CFMS Contract Number:<br>A48197                             |
| Project Name (if applicable):<br>Shingle Creek Chloride Study   | Mn/DOT Agreement No.:<br>84061                  | Project Duration (Dates):<br>May 6, 2003 – October 31, 2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of the contract was to determine the effect of salt from highway runoff, state facilities and other contributors on the environment in the jurisdictional area of the Shingle Creek Water Management Commission. The reason why it was necessary to enter into a contract was that Mn/DOT did not have the resources (staff and equipment) to complete the required tasks. |   |   |
| Billable Hours (if applicable):<br>2001   | Total Amount Spent on Contract:<br>\$231,596.40 | Source of Funding:<br>Trunk Highway                         |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>Not Applicable  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |   | 1-30-06<br>Date   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 84061 Type of work Shingle Creek Chloride Study

District/Office Metro Work Type Code SS

S.P. N/A T.H. N/A Location Shingle Creek Water Shed

Contractor Emmons & Olivier Resources, Inc.

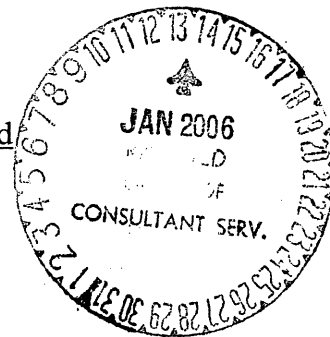
Subcontractor Pace Analytical Laboratories

Subcontractor University of Minnesota

Contract Period: May 6, 2003; October 31, 2005; October 31, 2005  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$231,596.40 = Orig Cost: \$486,144.58 + Amended Cost: \$(254,548.18)

Amended cost for: ~ Overrun ~ Reduction in Work Number of Amendments 2



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  | 4                            |                     |                              |                 |
| 2. Work Performance   | 4                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        | 4                            |                     |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | 4                            |                     |                              |                 |
| 5. Project related cooperation  | 4                            |                     |                              |                 |
| 6. QA/QC plan conformance   | 4                            |                     |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | 3                   |                              |                 |
| 8. Invoices and progress reports  |                              | 3                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | 3                   |                              |                 |

Contractor's rating for this contract:

Total Points 33  
 (Maximum points 36)

Project Manager:

Cory Johnson  
 ( Cory Johnson )  
 Print Name

Contract Administrator:

Rod Koehn  
 ( Rod Koehn )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

I was the project manager since May 2005. During that time the DOT decided to close out this contract before the expected 2008 timeframe. E and O was a pleasure to work with during this phase of the contracting process. Jodi Polzin (E and O's project manager) was very responsive to all of my requests and even suggested several improvements to their deliverables and the DOT approach for future TMDL studies. Overall I was very satisfied with this consultant.

---

---



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>Emmons and Olivier Resources, Inc.  |  | CFMS Contract Number:<br>A48197                             |
| Project Name (if applicable):<br>Shingle Creek Chloride Study   | Mn/DOT Agreement No.:<br>84061               | Project Duration (Dates):<br>May 6, 2003 – October 31, 2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of the contract was to determine the effect of salt from highway runoff, state facilities and other contributors on the environment in the jurisdictional area of the Shingle Creek Water Management Commission. The reason why it was necessary to enter into a contract was that Mn/DOT did not have the resources (staff and equipment) to complete the required tasks. |  |   |
| Billable Hours (if applicable):<br>2001   | Total Amount Spent on Contract: \$231,596.40 | Source of Funding:<br>Trunk Highway                         |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>Not Applicable  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |  | 1-30-06<br>Date   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |  |
|--|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name:<br>Mead and Hunt, Inc.  |   | CFMS Contract Number:  |
| Project Name (if applicable):<br>S.P. 104-139-05 (Oakland Ave<br>Reconstruction)   | Mn/DOT Agreement No.:<br>87778              | Project Duration (Dates):<br>4-21-05 to 12-30-05                 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>This contract was necessary for the project to receive federal funding. Since the project is receiving federal funding, Mn/DOT CRU (on behalf of FHWA) needs to ensure that the effects of the project on cultural resources is being taken into account as per the requirements of 36 CFR 800 (Section 106 of the National Historic Preservation Act). It is necessary to use a contract on this project since no state-employed personnel who meet the Secretary of Interior's Professional Standards for cultural resource investigations on FHWA-funded projects were available to complete the work in a timely manner due to work load. |   |  |
| Billable Hours (if applicable): 678  | Total Amount Spent on Contract: \$65,227.48 | Source of Funding: 80-20 Split with City of Austin, Mower County |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>The single source contract was used as part of Mn/DOT's Pre-Qualified system. All projects under \$100,000 can be direct selected from the list of pre-qualified individuals for cultural resources work. This project fell into that category.  |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | 1-30-06<br>Date  |


cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br>Anoka County & City of Blaine (Subcontractor SEH)   |  | CFMS Contract Number:<br>A42063                  |
| Project Name (if applicable):<br>Preliminary Design TH 65 & TH 242/CSAH 14 in Anoka County  | Mn/DOT Agreement No.:<br>83352   | Project Duration (Dates):<br>12/19/02 – 11/30/05 |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p>Preliminary design services for project to reconstruct TH 65 to a four lane freeway or six lane expressway from just north of TH 10 to Bunker Lake Boulevard/CSAH 116 at 140<sup>th</sup> Ave. The services also included preliminary design services for reconstruction of TH 242/CSAH 14 to a four lane divided highway from TH 10 to Radisson Road /CSAH 52. Specific tasks included preparation of an Environmental Assessment, noise analysis modeling, air quality analysis, preliminary drainage design, geometric layout, cost estimates and Design Study Report. The contract also included reimbursement for project management, meetings and coordination. It was necessary to enter into this contract because it was a partnership project between Anoka County and the City of Blaine and Mn/DOT. All three partners shared equally in the cost of the project.</p> |  |  |
| Billable Hours (if applicable):<br>8911 (Not all hours paid because over contract max)  | Total Amount Spent on Contract: \$696,630.88<br>(State's Share: \$220,000) | Source of Funding:<br>Trunk Highway              |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p>Anoka County was managing the design and construction of two projects on TH 242 west of TH 65. The County also owns the section of roadway (CSAH 14) to the east of TH 65 within the project limits. TH 242 to the west of TH 65 is also a potential turnback candidate roadway to Anoka County. An interchange was needed where TH 65 intersects TH 242. The design of TH 242 has a direct impact on the design of TH 65.</p> <p>The projects of TH 65 and TH 242 are within the cities of Coon Rapids, Blaine and Ham Lake and all within Anoka County. To avoid duplication of the project management efforts already underway on TH 242 by Anoka County and to keep continuity of the projects, it was in the best interest of the State to have Anoka County manage the preliminary design for TH 65 and TH 242.</p>                                |  |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>  |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | 1-30-06<br>Date                                  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section

## Report on Professional/Technical Contracts Over \$50,000

**Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.**

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br>North Star Land Services Company, Inc.  |  | CFMS Contract Number:<br>A28746  |
| Project Name (if applicable):<br>District-wide  | Mn/DOT Agreement No.:<br>82069 WO1     | Project Duration (Dates):<br>10/18/2001 To 03/31/2003                  |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this agreement was to provide district-wide Right-of-Way (R/W) acquisition assistance as directed by the State Project Manager. The projects were assigned within State District 3 by District R/W personnel. It was necessary to enter into this agreement because no personnel with the necessary expertise were available.   |  |  |
| Billable Hours (if applicable): N/A   | Total Contract Amount:<br>\$100,000.00 | Source of Funding: Dist. 3 Allotment of<br>Consultant Services Budget. |
| Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:<br><br>This contract was utilized during a period of extremely high workload. Staff professionals were being required to deliver the districts normal program together with the additional IRC project demands. District staff was stretched to the limit and program delivery deadlines were not being permitted to slide. It was not reasonably possible to increase the workload on the district's professional staff any further; no other State personnel with the necessary skills were available; and there was no chance of increasing staff to accommodate the district's needs. The only acceptable option available to the district to deliver the IRC program as well as our normal program was to utilize consultants. The alternative would have been to miss a letting, thus delaying jobs. The resulting efficiencies were factors of time. |  |  |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><br><br><br><br><br><br><br><br><br><br>  |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | 1-30-06<br>Date  |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |  |
|---|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |  |
| Contractor Name:<br>Confluence International Inc  |   | CFMS Contract Number: A70403                         |
| Project Name (if applicable):<br>Financial Application Support  | Mn/DOT Agreement No.:<br>87151            | Project Duration (Dates):<br>12/01/2004 – 12/31/2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The contractor provided technical assistance to complete complex enhancements in three major financial systems: the State Automated Materials Management System (SAMMS), Resource Consumption Application (RCA), and Cash Forecasting Information Tool (CFIT). In addition, the contractor assisted with resolving a variety of technical problems with these systems that were not identified as enhancements. The contractor also provided consultation to the key developers of another financial system that is undergoing a major enhancement for the State Aid Accounting System (SAAS).<br><br>Mn/DOT did not have the resources with the required skills available to complete these enhancements in-house and within a reasonable timeframe. However, Mn/DOT does have the skilled resources to maintain the enhancements developed and will be able to continue supporting these systems in-house. |   |  |
| Billable Hours (if applicable):<br>1809   | Total Amount Spent on Contract: \$153,765 | Source of Funding:<br>Trunk Highway                  |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>This contractor was hired through a competitive RFP process.  |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |  |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |   | 1-30-06<br>Date                                      |

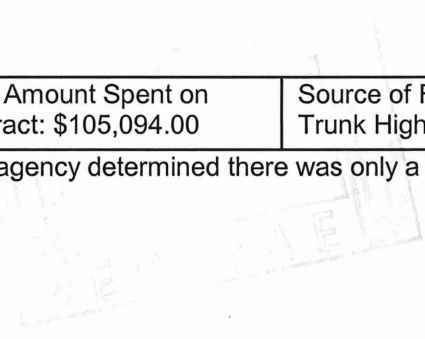
cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

|  |   |  |
|--|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |  |
| Contractor Name:<br>University of Minnesota  |   | CFMS Contract Number:<br>A46402                      |
| Project Name (if applicable):<br>Adaptability and DNA Fingerprinting of<br>Native Plant Populations from Diverse Eco-<br>Regions   | Mn/DOT Agreement No.:<br>81655, WO 58           | Project Duration (Dates):<br>11/11/2002 – 12/31/2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>To determine the amount and distribution of genetic diversity throughout Minnesota within and between native plant populations of species of interest to Mn/DOT using DNA fingerprinting with AFLP molecular markers. This information will provide Mn/DOT with pertinent information about the geographical range of adaptation of four native species and with a method to verify the origin of purchased ecotype seed. |   |  |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on<br>Contract: \$105,094.00 | Source of Funding:<br>Trunk Highway                  |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>  |   |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |  |
| Carol Molnau, Lt. Governor/Commissioner  |   | Date<br>1-24-06                                      |

cc: File

16

# CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

Agreement No. 81655, WO 58

Type of work Research

District/Office Investment Management

Contractor University of Minnesota

Contract Period: 11/11/2002 ;  
Start Date

12/31/2005  
Expiration Date

Original Contract Cost

Amendment Cost(s)

Final Cost:

\$105,094.00

+ \$ N/A =

\$ 105,094.00

| Item Rating  | Rating                       |                     |                              |                 |
|--|------------------------------|---------------------|------------------------------|-----------------|
|  | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality                                   | x                            |                     |                              |                 |
| 2. Work Performance                                  | x                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements |                              | x                   |                              |                 |
| 4. Deliverables Complete and<br>on time              |                              | x                   |                              |                 |
| 5. Project related cooperation                       | x                            |                     |                              |                 |
| 6. QA/QC plan conformance<br>(N/A)                   | N/A                          |                     |                              |                 |
| 7. Contract administration<br>cooperation            | X                            |                     |                              |                 |
| 8. Invoices and progress<br>reports                  | X                            |                     |                              |                 |
| 9. Cost estimation/budget<br>management              | X                            |                     |                              |                 |

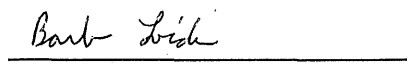
Contractor's rating for this contract:

Total Points 30  
(Maximum points 32)

Project Manager:

Contract Administrator:

  
Robert Jacobson

  
Barb Loida

**Definitions:****Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

**Average**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

**Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

**Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.


**Comments:**

PROJECT WENT SMOOTHLY - PI AND GRADUATE STUDENT DID A  
GOOD JOB KEEPING PROJECT MOVING FORWARD.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br><b>City of St Paul Park</b>  |   | CFMS Contract Number:<br><b>A43394</b>                |
| Project Name (if applicable):<br><b>Wakota</b>   | Mn/DOT Agreement No.:<br><b>83302</b>               | Project Duration (Dates):<br><b>7/29/02 – 9/27/05</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>To assist the City of St. Paul Park in obtaining preliminary and final design services on Marathon Road in the vicinity of TH 61 from St Paul Park to the North City Limits.</b>   |   |   |
| Billable Hours (if applicable):  | Total Amount Spent on Contract: <b>\$313,151.01</b> | Source of Funding:<br><b>Trunk Highway</b>            |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>This project is within the design responsibilities of the City of St Paul Park. The State assistance with funds expedites construction of the Wakota project on TH 61.</b><br><br><b>The City will own and maintain the local street. The City requested that they design their local street project. The City has unique knowledge concerning the design, the affected business interests, and the needs of the citizens. The City utilized their City engineering firm for provide the required services.</b> |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>   |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner   |   | <b>1-19-06</b><br>Date                                |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 83302 Type of work Prelim and Final Design

District/Office Metro Work Type Code DD

S.P. 194-080-02 T.H. 61 (near) Location St Paul Park

Contractor City of St. Paul Park

Subcontractor MFRA and SRF

Subcontractor American Engineering Testing Inc.

Contract Period: 7/29/02; 9/27/05; 6/30/06  
                             Work Start Date                      Work Completion Date                      Expiration Date

Total Contract Cost: \$ 473,110 = Orig Cost: \$ 473,110 + Amended Cost: \$ 0

Amended cost for:    ~ Overrun    ~ Additional Work    Number of Amendments 1 (no cost)

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | 3                   |                              |                 |
| 2. Work Performance   |                              | 3                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | 3                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | 4                            |                     |                              |                 |
| 5. Project related cooperation  | 4                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | 3                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | ✓                   |                              |                 |
| 8. Invoices and progress reports  |                              | ✓                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | ✓                   |                              |                 |

Contractor's rating for this contract:

Total Points 29  
(Maximum points 36)

Project Manager:

via email  
 ( Adam Josephson )  
                     Print Name

Contract Administrator:

Kinn Moline  
 ( Kinn Moline )  
                     Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---

---

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br><b>City of St Paul Park</b>  |   | CFMS Contract Number:<br><b>A43394</b>                |
| Project Name (if applicable):<br><b>Wakota</b>   | Mn/DOT Agreement No.:<br><b>83302</b>               | Project Duration (Dates):<br><b>7/29/02 – 9/27/05</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>To assist the City of St. Paul Park in obtaining preliminary and final design services on Marathon Road in the vicinity of TH 61 from St Paul Park to the North City Limits.</b>   |   |   |
| Billable Hours (if applicable):  | Total Amount Spent on Contract: <b>\$313,151.01</b> | Source of Funding:<br><b>Trunk Highway</b>            |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>This project is within the design responsibilities of the City of St Paul Park. The State assistance with funds expedites construction of the Wakota project on TH 61.</b><br><br><b>The City will own and maintain the local street. The City requested that they design their local street project. The City has unique knowledge concerning the design, the affected business interests, and the needs of the citizens. The City utilized their City engineering firm for provide the required services.</b> |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>   |   |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>1-19-06</b><br>Date                                |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.**

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>University of Minnesota   |  | CFMS Contract Number:<br>A57563                     |
| Project Name (if applicable):<br>Deployment of a Tracking-Based Monitoring System for Traffic Safety and Operation Analysis at Intersections  | Mn/DOT Agreement No.:<br>81655, WO 42          | Project Duration (Dates):<br>11/1/2003 – 10/30/2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>To develop and deploy a monitoring and data collection system for both rural and urban intersections.                                  |  |   |
| Billable Hours (if applicable):<br>N/A  | Total Amount Spent on Contract:<br>\$90,000.00 | Source of Funding:<br>Trunk Highway & Federal       |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION |  |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | 1-19-06<br>Date                                     |

cc: File

# CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

Agreement No. 81655, WO 42 Type of work Research

District/Office Investment Management

Contractor University of Minnesota


Contract Period: 11/1/2003 ; 10/30/2005  
                                     Start Date                                      Expiration Date

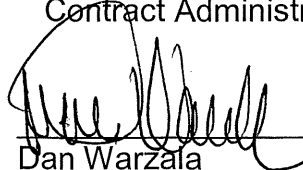
Original Contract Cost                      Amendment Cost(s)                      Final Cost:  
 \$ 90,000.00                      +                      \$ N/A                      =                      \$ 90,000.00

| Item Rating                                       | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality                                |                              | X                   |                              |                 |
| 2. Work Performance                               |                              | X                   |                              |                 |
| 3. Conformance with Mn/DOT Standards/Requirements |                              | X                   |                              |                 |
| 4. Deliverables Complete and on time              |                              |                     | X                            |                 |
| 5. Project related cooperation                    | X                            |                     |                              |                 |
| 6. QA/QC plan conformance (N/A)                   | N/A                          |                     |                              |                 |
| 7. Contract administration cooperation            | X                            |                     |                              |                 |
| 8. Invoices and progress reports                  |                              | X                   |                              |                 |
| 9. Cost estimation/budget management              | X                            |                     |                              |                 |

Contractor's rating for this contract:

Total Points 26  
 (Maximum points 32)

Project Manager:  
  
 Ray Starr

Contract Administrator:  
  
 Dan Warzala

Above Average:

- |                |  |
|----------------|--|
| ●              | Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT. |
| ●              | Contractor performs beyond expectations.   |
| ●              | Deliverables exceed standards.   |
| ●              | Project Manager is informed of project status regularly.   |
| ●              | Contractor resolves any problems that occurred.  |
| ●              | Contractor needs little or no direction.   |
| ●              | Contractor responsive to requests.   |
| ●              | Contractor suggests improvements.  |
| Average        |  |
| ●              | Contractor fulfills terms of contract; no more, no less.   |
| ●              | Deliverables meet standards.   |
| ●              | Project is on time and budget.   |
| ●              | Project Manager is informed of key milestones.   |
| Below Average: |  |
| ●              | Contractor Minimally or does not meet contract terms.  |
| ●              | Deliverables below standard or needs rework to comply.   |
| ●              | Project is behind schedule or over budget.   |
| ●              | Product/service required direction or assistance by Mn/DOT to produce.   |
| Poor:          |  |
| ●              | Contractor requires excessive guidance or direction.   |
| ●              | Contractor is unresponsive to requests.  |
| ●              | Contractor unable or unwilling to resolve minor setbacks.  |
| ●              | Deliverables do not follow standards or does not meet requirements or expectations.                                  |
| ●              | Project is not on time or budget through no fault of Mn/DOT.   |


**Comments:**This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.**

|  |  |  |
|--|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |  |
| Contractor Name:<br>University of Minnesota  |  | CFMS Contract Number:<br>A56166                  |
| Project Name (if applicable):<br>Right of way preservation for future development of highways  | Mn/DOT Agreement No.:<br>81655, WO 93    | Project Duration (Dates)<br>1/2/2004 – 9/30/2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:  |  |  |
| To identify circumstances under which it is optimal to purchase ROW in advance, and those in which it is not. Parcel sale prices for a sample of rights of way where land was purchased over a period of time (by Mn/DOT or private parties) will be analyzed. This will provide understanding of how the prices changed over time, how this depended on other factors such as development patterns, and whether and how prices paid by Mn/DOT were different from those on the private market. From this information implicit rate(s) of return on land purchased can be deduced. (This analysis must also consider cases where ROW has been purchased and never used, or used only after a very long delay.) |  |  |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on Contract: \$50,000 | Source of Funding:<br>Trunk Highway              |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  |  |  |
| SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner   |  | 1-19-06<br>Date                                  |

cc: File

# CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

Agreement No. 81655, WO 93 Type of work Research

District/Office Investment Management

Contractor University of Minnesota

Contract Period: 1/2/2004; 9/30/2005  
Start Date Expiration Date

Original Contract Cost      Amendment Cost(s)      Final Cost:  
\$50,000.00      +      \$ N/A      =      \$ 50,000.00

| Item Rating                                       | Rating                    |                     |                           |                 |
|---|---------------------------|---------------------|---------------------------|-----------------|
|   | Above Average<br>4 Points | Average<br>3 Points | Below Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality                                |                           | 3                   |                           |                 |
| 2. Work Performance                               |                           | 3                   |                           |                 |
| 3. Conformance with Mn/DOT Standards/Requirements |                           | 3                   |                           |                 |
| 4. Deliverables Complete and on time              |                           | 3                   |                           |                 |
| 5. Project related cooperation                    |                           | 3                   |                           |                 |
| 6. QA/QC plan conformance (N/A)                   | N/A                       |                     |                           |                 |
| 7. Contract administration cooperation            | <del>X</del>              | X                   |                           |                 |
| 8. Invoices and progress reports                  |                           | X                   |                           |                 |
| 9. Cost estimation/budget management              | <del>X</del>              | X                   |                           |                 |

Contractor's rating for this contract:

Total Points 24  
(Maximum points 32)

Project Manager:

Rabinder Bains  
Rabinder Bains

Contract Administrator:

Dan Warzala  
Dan Warzala

Above Average:

- Comments:**

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.**

|   |  |   |
|---|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |   |
| Contractor Name:<br>University of Minnesota   |  | CFMS Contract Number:<br>A57559                     |
| Project Name (if applicable):<br>Adequacy of Future Road Funding  | Mn/DOT Agreement No.:<br>81655, WO 89          | Project Duration (Dates):<br>11/15/2003 – 6/30/2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>To examine the adequacy of the state motor fuels tax, vehicle registration tax, and vehicle sales tax to fund road system needs.       |  |   |
| Billable Hours (if applicable):<br>N/A  | Total Amount Spent on Contract:<br>\$89,100.00 | Source of Funding:<br>Trunk Highway                 |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION |  |   |
| Carol Molnau, Lt. Governor/Commissioner   |  | Date  |

cc: File

# CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

Agreement No. 81655, WO 89 Type of work Research

District/Office Investment Management

Contractor University of Minnesota

Contract Period: 11/15/2003 6/30/2005  
Start Date Expiration Date

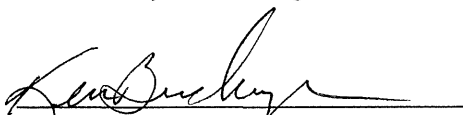
Original Contract Cost      Amendment Cost(s)      Final Cost:  
\$ 89,100.00      +      \$ N/A      =      \$ 89,100.00

| Item Rating                                       | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality                                | 4 ✓                          |                     |                              |                 |
| 2. Work Performance                               | 4 ✓                          |                     |                              |                 |
| 3. Conformance with Mn/DOT Standards/Requirements | 4 ✓                          |                     |                              |                 |
| 4. Deliverables Complete and on time              | 4 ✓                          |                     |                              |                 |
| 5. Project related cooperation                    | 4 ✓                          |                     |                              |                 |
| 6. QA/QC plan conformance (N/A)                   | N/A                          |                     |                              |                 |
| 7. Contract administration cooperation            | X                            |                     |                              |                 |
| 8. Invoices and progress reports                  |                              | X                   |                              |                 |
| 9. Cost estimation/budget management              | X                            |                     |                              |                 |

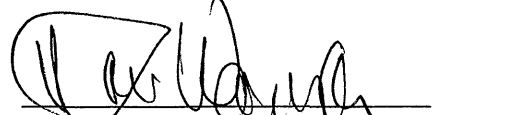
Contractor's rating for this contract:

Total Points 31  
(Maximum points 32)

Project Manager:

  
Ken Buckeye

Contract Administrator:

  
Dan Warzala



Above Average:


- |                |  |
|----------------|--|
| ●              | Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT. |
| ●              | Contractor performs beyond expectations.   |
| ●              | Deliverables exceed standards.   |
| ●              | Project Manager is informed of project status regularly.   |
| ●              | Contractor resolves any problems that occurred.  |
| ●              | Contractor needs little or no direction.   |
| ●              | Contractor responsive to requests.   |
| ●              | Contractor suggests improvements.  |
| Average        |  |
| ●              | Contractor fulfills terms of contract; no more, no less.   |
| ●              | Deliverables meet standards.   |
| ●              | Project is on time and budget.   |
| ●              | Project Manager is informed of key milestones.   |
| Below Average: |  |
| ●              | Contractor Minimally or does not meet contract terms.  |
| ●              | Deliverables below standard or needs rework to comply.   |
| ●              | Project is behind schedule or over budget.   |
| ●              | Product/service required direction or assistance by Mn/DOT to produce.   |
| Poor:          |  |
| ●              | Contractor requires excessive guidance or direction.   |
| ●              | Contractor is unresponsive to requests.  |
| ●              | Contractor unable or unwilling to resolve minor setbacks.  |
| ●              | Deliverables do not follow standards or does not meet requirements or expectations.                                  |
| ●              | Project is not on time or budget through no fault of Mn/DOT.   |

**Comments:**This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br>Bonestroo, Rosene, Anderlik & Associates, Inc.  |  | CFMS Contract Number:<br>A49268                            |
| Project Name (if applicable):<br>Grade Lowering at the Jct. of TH 169 &<br>Mille Lacs CSAH 11   | Mn/DOT Agreement No.:<br>83171 (W.O. # 2)      | Project Duration (Dates):<br>June 20, 2003 – July 31, 2004 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this contract was to provide for construction administration and management, including the services necessary to assure that proper coordination and management of construction inspection, materials testing, and contract administration activities were coordinated with all parties involved in accomplishing completion of this Mn/DOT construction project. It was necessary to enter into this contract because Mn/DOT did not have the personnel available to provide construction administration, inspection, and testing on this project. |  |  |
| Billable Hours (if applicable):<br><b>1102.5</b>  | Total Amount Spent on<br>Contract: \$86,964.83 | Source of Funding:<br>District 3 Consultant Budget         |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>This was not a single source contract.  |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <b>1-12-06</b><br>Date                                     |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 83171 (W.O. # 2) Type of work Contract Admin. & Const. Inspection

District/Office District 3A - Baxter Work Type Code CS

S.P. 4812-73 T.H. 169 Location At the Int. of TH 169 and Mille Lacs CSAH 11

Contractor Bonestroo, Rosene, Anderlik & Associates

Subcontractor American Engineering and Testing and Consulting

Subcontractor \_\_\_\_\_

Contract Period: June 20, 2003 ; December 1, 2005 ; July 31, 2004  
Work Start Date Work Completion Date Expiration Date

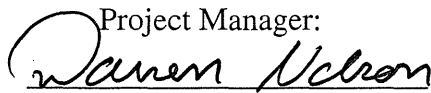
Total Contract Cost: \$ 86,964.83 = Orig Cost: \$ 86,964.83 + Amended Cost: \$ 0.00

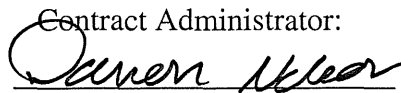
Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 1

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              |                     | X                            |                 |
| 2. Work Performance   |                              |                     | X                            |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              |                     | X                            |                 |
| 4. Deliverables Complete and<br>on time                                     |                              |                     | X                            |                 |
| 5. Project related cooperation  |                              | X                   |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | X                   |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 23  
(Maximum points 36)

Project Manager:  
  
( Darren Nelson )  
Print Name

Contract Administrator:  
  
( Darren Nelson )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

The on-site staff that was present was qualified but inexperienced.

Mn/DOT was required to provide substantial direction in regards to contract admin. decisions.

The Schedule of Materials Control testing rates were not met.


Timeliness of final documentation was lacking, as the December 1, 2005 completion date shows.

The addition of Mark Daly to the project team resulted in a marked improvement in project organization and management.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br><b>City of Newport</b>  |  | CFMS Contract Number:<br><b>A42430</b>                 |
| Project Name (if applicable):<br><b>Wakota</b>  | Mn/DOT Agreement No.:<br><b>83301</b>            | Project Duration (Dates):<br><b>2/11/02 – 11/10/05</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>Preliminary design service for five local Federal Aid projects in connection with the TH 61 Wakota project.</b>   |  |  |
| Billable Hours (if applicable):   | Total Amount Spent on Contract: <b>\$574,257</b> | Source of Funding:<br><b>Trunk Highway</b>             |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>This project is within the design responsibilities of the City of Newport. The State assistance with funds expedites construction of the Wakota project on TH 61.</b><br><br><b>The City will own and maintain the local street. The City requested that they design their local street project. The City has unique knowledge concerning the design, the affected business interests, and the needs of the citizens. The City utilized their City engineering firm for provide the required services.</b> |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>  |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <b>1-12-06</b><br>Date                                 |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 83301 Type of work Design  
District/Office Metro Work Type Code DD  
S.P. 98-080-15 T.H. 61 Location Newport (Wakota Br)  
Contractor City of Newport  
Subcontractor BDM  
Subcontractor \_\_\_\_\_  
Contract Period: 2/11/02 ; 11/10/05 ; 2/10/07  
Work Start Date Work Completion Date Expiration Date  
Total Contract Cost: \$ 574,257 = Orig Cost: \$ 574,257 + Amended Cost: \$ 0  
Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 0

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | 3                   |                              |                 |
| 2. Work Performance   |                              | 3                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | 3                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | 3                   |                              |                 |
| 5. Project related cooperation  |                              |                     | 2                            |                 |
| 6. QA/QC plan conformance   |                              |                     | 2                            |                 |
| 7. Contract administration<br>cooperation                                   |                              | X                   |                              |                 |
| 8. Invoices and progress reports  |                              |                     | X                            |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 24  
(Maximum points 36)

Project Manager:  
Via email  
( Adam Josephson )  
Print Name

Contract Administrator:  
Linn Moline  
( Linn Moline )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

All deliverables were completed for detail design services. Project Coordination was expected to extend into 2007, however bulk of needed coordination occurred prior to 11/05. Contract is being closed because state portion of contract was fully used.

---

---

---

---

---

---

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br>Bonestroo, Rosene, Anderlik & Associates, Inc.  |  | CFMS Contract Number:<br>A49268                            |
| Project Name (if applicable):<br>Grade Lowering at the Jct. of TH 169 &<br>Mille Lacs CSAH 11   | Mn/DOT Agreement No.:<br>83171 (W.O. # 2)      | Project Duration (Dates):<br>June 20, 2003 – July 31, 2004 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this contract was to provide for construction administration and management, including the services necessary to assure that proper coordination and management of construction inspection, materials testing, and contract administration activities were coordinated with all parties involved in accomplishing completion of this Mn/DOT construction project. It was necessary to enter into this contract because Mn/DOT did not have the personnel available to provide construction administration, inspection, and testing on this project. |  |  |
| Billable Hours (if applicable):<br>1102.5   | Total Amount Spent on<br>Contract: \$86,964.83 | Source of Funding:<br>District 3 Consultant Budget         |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>This was not a single source contract.  |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |  |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |  | 1-12-06<br>Date  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br><b>City of Newport</b>  |  | CFMS Contract Number:<br><b>A42430</b>                 |
| Project Name (if applicable):<br><b>Wakota</b>  | Mn/DOT Agreement No.:<br><b>83301</b>            | Project Duration (Dates):<br><b>2/11/02 – 11/10/05</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>Preliminary design service for five local Federal Aid projects in connection with the TH 61 Wakota project.</b>   |  |  |
| Billable Hours (if applicable):   | Total Amount Spent on Contract: <b>\$574,257</b> | Source of Funding:<br><b>Trunk Highway</b>             |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>This project is within the design responsibilities of the City of Newport. The State assistance with funds expedites construction of the Wakota project on TH 61.</b><br><br><b>The City will own and maintain the local street. The City requested that they design their local street project. The City has unique knowledge concerning the design, the affected business interests, and the needs of the citizens. The City utilized their City engineering firm for provide the required services.</b> |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>  |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <b>1-12-06</b><br>Date                                 |

cc: **Paul Stembler, Dept. of Administration**  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to EEO/Contract Management, Mail Stop 130, within 30 days of final completion of a contract.

|  |   |   |
|--|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name:<br>University of Minnesota  |   | CFMS Contract Number:<br>A59559                   |
| Project Name (if applicable):<br>INV 645 (2003-2005) (RIC Task 10): Truck<br>Weight Compliance Education Program   | Mn/DOT Agreement No.:<br>81655, WO 73         | Project Duration (Dates):<br>6/9/2003 – 9/30/2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>Education program for freight shippers, over-the-road freight carriers, and public agency personnel on the proper application of Minnesota Commercial Vehicle Weight Laws and Enforcement Policies. |   |   |
| Billable Hours (if applicable):<br>N/A   | Total Amount Spent on<br>Contract: 270,000.00 | Source of Funding:<br>Trunk Highway               |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |   |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |   | 1-12-06<br>Date                                   |

cc: File

JC



# CONTRACTOR PERFORMANCE EVALUATION

Retain the original of this document in your contract file and submit a copy of this form with the final invoice. This rating may be considered in future consultant selections. Address comments on the next page keep comments factual. Contractors are entitled to review and respond in writing to this evaluation. Retain Contractor's written comments in file along with this document.

Agreement No. 81655, WO 73 Type of work Research

District/Office Investment Management

Contractor University of Minnesota

Contract Period: 6/9/2003 ; 9/30/2005  
                                     Start Date                                      Expiration Date

|                        |                         |                      |
|------------------------|-------------------------|----------------------|
| Original Contract Cost | Amendment Cost(s)       | Final Cost:          |
| <u>\$120,000.00</u>    | <u>+ \$150,000.00</u> = | <u>\$ 270,000.00</u> |

| Item Rating                                       | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality                                | X                            |                     |                              |                 |
| 2. Work Performance                               | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT Standards/Requirements |                              | X                   |                              |                 |
| 4. Deliverables Complete and on time              |                              | X                   |                              |                 |
| 5. Project related cooperation                    | X                            |                     |                              |                 |
| 6. QA/QC plan conformance (N/A)                   | N/A                          |                     |                              |                 |
| 7. Contract administration cooperation            |                              | X                   |                              |                 |
| 8. Invoices and progress reports                  |                              | X                   |                              |                 |
| 9. Cost estimation/budget management              | X                            |                     |                              |                 |

Contractor's rating for this contract:

Total Points 28  
 (Maximum points 32)

Project Manager:

Contract Administrator:


Clark Moe (for Rick KJonaas)  
 Rick KJonaas *as per 1/11/05 email*

Clark Moe  
 Clark Moe

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |  |
|---|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |  |
| Contractor Name: City of Bird Island  |   | CFMS Contract Number: A69535                             |
| Project Name (if applicable): Hydraulics pre-design for storm sewer system through the City of Bird Island.   | Mn/DOT Agreement No.: 87191                 | Project Duration (Dates): Oct. 21, 2004 - Sept. 30, 2005 |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p>This contract provided preliminary design, and some final design, for storm sewer construction related to a city-wide sewer and water re-construction project and State Project 6511-37 on highway 212.</p> <p>This work was performed under this contract due to the need to have this work done in conjunction with the city-wide (City of Bird Island) sewer and water improvement project. The State did not have resources available to meet the "out-of-sequence" timing of the work, therefore requiring the work be done under this contract.</p>   |   |  |
| Billable Hours (if applicable):<br><b>1,027</b>   | Total Amount Spent on Contract: \$77,730.00 | Source of Funding:                                       |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p>The City of Bird Island had started a complete redesign of their sanitary sewer and water systems. The State's planned highway construction project (2007) includes reconstruction of the State's storm sewer system, and will follow the City's primary construction work.</p> <p>Due to the City's need for hydraulics analysis for their work, and their dependence on the State's requirements for storm sewer drainage on the upcoming highway project, it was deemed prudent to enter into this contract with the City to conduct the hydraulics pre-design for the City and State's work in conjunction with each other. Conducting the work under this contract allowed the City project to stay on schedule, and also provided the storm sewer pre-design work that the State needed for its highway project.</p> |   |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>  |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>1-3-06</b><br>Date                                    |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No.: 87191      Type of work: Storm sewer pre-design

District/Office: 8 - Willmar

Work Type Code: **PD**

S.P. : 6511 - 37    T.H. : 212

Location: At Bird Island

Contractor: City of Bird Island

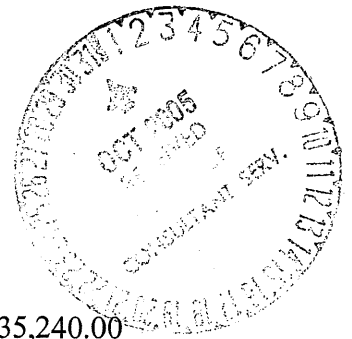
Subcontractor: N/A

Contract Period:    Oct. 21, 2004  
                            Work Start Date

Sept. 9, 2005  
Work Completion Date

Sept. 30, 2005  
Expiration Date

Total Contract Cost: \$77,730.00 = Orig Cost: \$42,490.00 + Amended Cost: \$35,240.00



Amended cost for:    ~ ~~Overrun~~    ~ Additional Work    Number of Amendments: 1

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | X                   |                              |                 |
| 2. Work Performance   |                              | X                   |                              |                 |
| 3. Conformance with Mn/DOT Standards/Requirements                           |                              | X                   |                              |                 |
| 4. Deliverables Complete and on time  |                              | X                   |                              |                 |
| 5. Project related cooperation  |                              | X                   |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration cooperation                                      |                              |                     | X                            |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget management  |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 26  
(Maximum points 36)

Project Manager:

Paul Jurek  
( Paul Jurek )

Contract Administrator:

Gene East  
( Gene East )

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## **Definitions:**

### **Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### **Average:**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### **Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### **Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## **Comments:**

\* This contract provided alternatives for a storm sewer system outlet and storm water pond for the City of Bird Island, and for the State's SP6511-37. It also provided the preliminary hydraulics report for the alternatives.

\* The contract was amended at the State's request to include detailed design of the State's portion of the preferred alternative.

\* David Palm, an employee of Bolton & Menk Inc., and the City Engineer was the contractor's project manager.

\* The Contractor provided good cost estimates that were needed for the cooperative agreement work and for PPMS. Project turn-in was not handled well, but as a whole, the work was well done. The partial government shutdown during this contract period created some stress. Overall the contractor did a satisfactory job, and met the requirements of the contract.

\* Getting detailed information for creating the initial scope of services, and the associated budget, from the contractor's Project Manager was difficult. The same was true as we assembled the amendment and its budget. Communications took extra effort, and there seemed to be regular misunderstandings of the State's requirements for consultant contracts.

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |  |   |
|--|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |   |
| Contractor Name:<br>City of Osakis   |  | CFMS Contract Number:<br>A68095                 |
| Project Name (if applicable):<br>Water Detention Pond in Osakis  | Mn/DOT Agreement No.:<br>86694               | Project Duration (Dates):<br>8-1-02 to 12-31-05 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this contract was to provide MnDOT with detailed design comps that the City completed for the design of a water control pond as well as obtaining R/W for construction of the pond.<br><br>The contract was needed as the result of an action with the MPCA on a project administered by the City for MnDOT. |  |   |
| Billable Hours (if applicable):  | Total Amount Spent on Contract: \$139,633.36 | Source of Funding:<br>District Allocation       |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>The project takes place within the City limits. The City will be the owner and maintainer of the designed pond after construction. No other City or entity would be interested in the work.  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |  |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |  | 1-3-06<br>Date                                  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 86694 Type of work Design Services and Land Aquisition

District/Office 4- Detroit Lakes Work Type Code DD

S.P. 2106-36 T.H. 27 Location City of Osakis

Contractor City of Osakis

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: August 1, 2002 ; \_\_\_\_\_ ; December 31, 2005  
                             Work Start Date                      Work Completion Date                      Expiration Date


Total Contract Cost: \$141,342.88 = Orig Cost: \$ 76,151.00 + Amended Cost: \$ 65,92.88

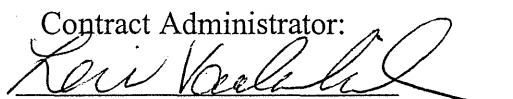
Amended cost for: ☒ Overrun    ~Additional Work    Number of Amendments 2

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              |                     | 2.5                          |                 |
| 2. Work Performance   |                              |                     | 2.5                          |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | 3                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              |                     | 2.5                          |                 |
| 5. Project related cooperation  |                              | 3                   |                              |                 |
| 6. QA/QC plan conformance   |                              | 3                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | 3                   |                              |                 |
| 8. Invoices and progress reports  |                              | 3                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | 3                   |                              |                 |

Contractor's rating for this contract:

Total Points 25.5  
(Maximum points 36)

Project Manager:  
  
 ( Lori Vanderhider )  
 Print Name

Contract Administrator:  
  
 (Lori Vanderhider )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## **Definitions:**

### **Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### **Average**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### **Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### **Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## **Comments:**

This project was taken over from the City at the request of the MPCA. The design work the City provided was in AutoCAD. It required extensive rework. However there had not been a contract in place defining project expectations.

The City struggled with making the R/W offer. The District's R/W supervisor had to step in to make contact with the land owner in order to obtain a permit to construct in time for the letting.

There were minor problems with invoicing.

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br>Bolton & Menk Inc.  |  | CFMS Contract Number:<br>A74246                                |
| Project Name (if applicable):<br>Land surveying for PLS corners in the Marshall area.   | Mn/DOT Agreement No.:<br>87719               | Project Duration (Dates):<br>April 6, 2005 - September 5, 2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:   |  |  |
| <p>The State required Land Surveying services to provide Public Land Survey information needed for the acquisition of right-of-way for several future highway construction projects near Marshall Minnesota. State staff was not able to perform this work in time to keep the right-of-way acquisition process on schedule.</p> <p>This contract provided land surveying for PLS corners in the Marshall area. PLS corner coordinates and the related surveying and documentation are required for right-of-way acquisition on various State Projects on highways 19, 23 and 68 in and around the Marshall area.</p> |  |  |
| Billable Hours (if applicable):<br>1,714  | Total Amount Spent on Contract: \$124,598.30 | Source of Funding:<br>Trunk Highway                            |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:   |  |  |
| SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |  |  |
| Carol Molnau<br>Lt. Governor/Commissioner   |  | Date<br>1-3-06   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No.: 87719      Type of work Land Surveying for PLS Corners near Marshall

District/Office: 8 - Willmar      Work Type Code: **SR**

S.P.: various      T.H.: various      Location: Near Marshall      Contractor: Bolton & Menk Inc.

Contract Period: April 6, 2005      September 5, 2005      October 1, 2005  
Work Start Date      Work Completion Date      Expiration Date

Total Contract Cost: \$136,01.85 = Orig Cost: \$136,01.85 + Amended Cost: \$ 0.00

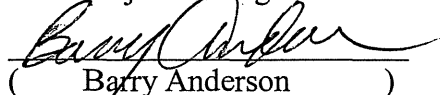
Amended cost for: ~ Overrun      ~ Additional Work      Number of Amendments: None

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | 3                   |                              |                 |
| 2. Work Performance   | 4                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | 3                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     | 4                            |                     |                              |                 |
| 5. Project related cooperation  | 4                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | 3                   |                              |                 |
| 7. Contract administration<br>cooperation                                   | 4                            |                     |                              |                 |
| 8. Invoices and progress reports  |                              | 3                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | 3                   |                              |                 |

Contractor's rating for this contract:

Total Points: 31  
(Maximum points 36)

Project Manager:

  
( Barry Anderson )

Contract Administrator:

  
( Gene East )

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

**Definitions:****Above Average:**

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

**Average**

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

**Below Average:**

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

**Poor:**

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.



**Comments:** This contract was for land surveying for PLS corners on several SPs on different highways around Marshall. The work involved all phases of surveying needed to provide land corner information for platting and R/W acquisition. Peter Blethen was the contractors Project Manager. Most of the work was performed from the Sleepy Eye office of Bolton & Menk, under the direction of Larry Zeig. The land corner work was delivered on time with little assistance from Mn/DOT. Bolton & Menk resolved any problems that occurred and needed little or no direction. Bolton & Menk responded to a Mn/DOT request to add 7 additional corners to contract. They were able to perform the extra work without additional money. Bolton & Menk was very good about using email to communicate, which cut down the "phone tag" element. They suggested some good ideas to use in the future. Excellent overall performance.



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name: Braun Intertec Corporation   |   | CFMS Contract Number: A75336  |
| Project Name (if applicable): TH 101<br>Bonding Project Foundation Borings  | Mn/DOT Agreement No.:<br>87784                  | Project Duration (Dates):<br>5/15/2005 – 10/31/2005   |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p>This contract was for subsurface investigation work to be performed for a State Project involving the construction of four new grade separated interchanges on TH 101 between CSAH 36 and CSAH 39 In Wright County. This project was funded as a Bonding Project and includes the construction of 9 bridges and 10 retaining walls.</p> |   |   |
| Billable Hours (if applicable):   | Total Amount Spent on<br>Contract: \$174,511.12 | Source of Funding:<br>BAP Funds   |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p>   |   |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <br>Date |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No.: 87784      Type of work: Subsurface Investigation

District/Office: Office of Materials      Work Type Code: GT

S.P.: 8608-21 T.H.: 101 Location: Wright County

Contractor: Braun Intertec

Subcontractor: Landwehr Construction, Inc.

Subcontractor \_\_\_\_\_

|                  |                   |                      |                   |
|------------------|-------------------|----------------------|-------------------|
| Contract Period: | <u>5/15/2005;</u> | <u>10/31/2005;</u>   | <u>10/31/2005</u> |
|                  | Work Start Date   | Work Completion Date | Expiration Date   |

Total Contract Cost: \$174,198.24 = Orig Cost: \$196,511.12 + Amended Cost:

Amended cost for:     $\sim$  Overrun         $\sim$  Additional Work        Number of Amendments

| <b>Item Rating</b><br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | <b>Rating</b>                         |                             |                                       |                         |
|--|---------------------------------------|-----------------------------|---------------------------------------|-------------------------|
|  | <b>Above<br/>Average<br/>4 Points</b> | <b>Average<br/>3 Points</b> | <b>Below<br/>Average<br/>2 Points</b> | <b>Poor<br/>1 Point</b> |
| 1. Product Quality   |                                       | X                           |                                       |                         |
| 2. Work Performance  |                                       | X                           |                                       |                         |
| 3. Conformance with Mn/DOT Standards/Requirements                                  |                                       | X                           |                                       |                         |
| 4. Deliverables Complete and on time   |                                       | X                           |                                       |                         |
| 5. Project related cooperation   | X                                     |                             |                                       |                         |
| 6. QA/QC plan conformance  |                                       | X                           |                                       |                         |
| 7. Contract administration cooperation   |                                       | X                           |                                       |                         |
| 8. Invoices and progress reports   |                                       | X                           |                                       |                         |
| 9. Cost estimation/budget management   | X                                     |                             |                                       |                         |

Contractor's rating for this contract:

Total Points: 29  
(Maximum points 36)

Project Manager:  
  
 ( Rich Lamb )  
 Print Name

Contract Administrator:  
Rich Lamb 12-5-05  
 ( Rich Lamb )  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

---

---

---

---

---

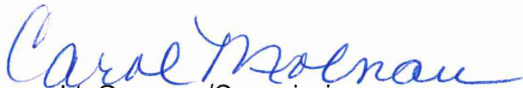
---

---

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

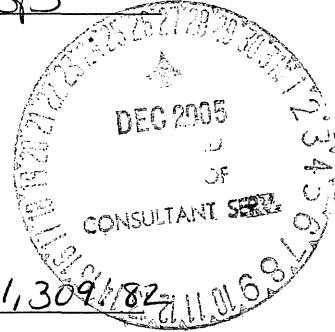
|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name:<br>Short Elliot Hendrickson, Inc   |   | CFMS Contract Number:<br>A69137                 |
| Project Name (if applicable):<br>494/694 Sign replacement   | Mn/DOT Agreement No.:<br>86992              | Project Duration (Dates):<br>10/6/04 – 10/31/05 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of the contract was to provide Mn/DOT with construction plan to replace all signing and delineation over six years old on identified segments of I-494 and I-694 from Rice Street/694 interchange to Carlson Parkway/494 interchange. This is due to a shortage of program delivery resources. |   |   |
| Billable Hours (if applicable):   | Total Amount Spent on Contract: \$82,224.09 | Source of Funding:<br>Trunk Highway             |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | 1-3-06<br>Date                                  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 86992 Type of work Sign Replacement  
 District/Office Metro Traffic Work Type Code SD Construction Plan  
 S.P. 8825-101 T.H. \_\_\_\_\_ Location 494/694 Loop  
 Contractor SEH  
 Subcontractor \_\_\_\_\_  
 Subcontractor \_\_\_\_\_  
 Contract Period: 10/06/04 ; 10/31/05 ; 12/31/05  
                             Work Start Date      Work Completion Date      Expiration Date  
 Total Contract Cost: \$ 82,224.09 = Orig Cost: \$ 80,914.27 + Amended Cost: \$ 1,309.82  
 Amended cost for: ~ Overrun    ~ Additional Work    Number of Amendments /



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | X                   |                              |                 |
| 2. Work Performance   |                              | X                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | X                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | X                   |                              |                 |
| 5. Project related cooperation  |                              | X                   |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | ✓                   |                              |                 |
| 8. Invoices and progress reports  |                              | ✓                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | ✓                   |                              |                 |

Contractor's rating for this contract:

Total Points 27  
(Maximum points 36)

Project Manager:

Heather Lott  
( Heather Lott )  
Print Name

Contract Administrator:

Linn Moline  
( Linn Moline )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name:<br>Cambridge Systematic and SRF Consulting Group   |   | CFMS Contract Number:<br><b>AS6535</b>      |
| Project Name (if applicable):<br>Minnesota Statewide Freight Plan   | Mn/DOT Agreement No.:<br>86688            | Project Duration (Dates):<br>12/04 – 3/05   |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br>The purpose of the contract was to develop Minnesota first comprehensive performance based Statewide Freight Plan.<br>It was necessary to enter into to contract with Cambridge Systematic and SRF Consulting Group to obtain data analysis and forecasting expertise that did not have. |   |   |
| Billable Hours (if applicable): 1,072   | Total Amount Spent on Contract: \$285,850 | Source of Funding:<br>State Consulting Fund |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |   | 1-3-06<br>Date                              |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 85688 Type of work Planning  
 District/Office OFCVO Work Type Code PS

S.P. \_\_\_\_\_ T.H. \_\_\_\_\_ Location \_\_\_\_\_

Contractor Cambridge Systematic

Subcontractor SRF Consulting Group

Subcontractor \_\_\_\_\_

Contract Period: 12-03-03 ; 3-31-05 ; 4-30-05  
 Work Start Date Work Completion Date Expiration Date

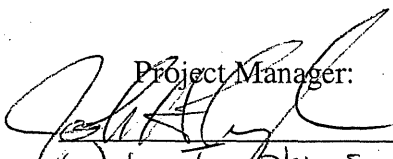
Total Contract Cost: \$285,850 = Orig Cost: \$262,834 + Amended Cost: \$23,016

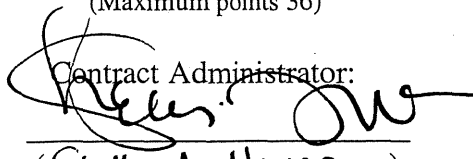
Amended cost for: ~ Overrun ~ Additional Work Number of Amendments 1

| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | X                   |                              |                 |
| 2. Work Performance   | X                            |                     |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | X                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | X                   |                              |                 |
| 5. Project related cooperation  |                              | X                   |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | X                   |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     | X                            |                     |                              |                 |

Contractor's rating for this contract:

Total Points 29  
 (Maximum points 36)

Project Manager:  
  
 (John Tompkins)  
 Print Name

Contract Administrator:  
  
 (Shelly A. Meyer)  
 Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680

## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

Contractors were Accommodating in responding to  
Additional tasks Added (i.e. Freight Leadership Forum)

## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| <b>Contractor Name:</b> HNTB Corporation  |   | <b>CFMS Contract Number:</b> A54390                       |
| <b>Project Name (if applicable):</b><br>Bridges 03007, 03510, & 03X02.  | <b>Mn/DOT Agreement No.</b><br>85687                | <b>Project Duration (Dates):</b><br>9/30/03 thru 10/01/05 |
| <b>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</b><br>Provide preliminary design services for Bridges 03007, 03510, & 03X02, that are included in a T.H. 10 Renovation Project in Detroit Lakes. State's preliminary bridge design personnel were unable to provide the preliminary designs in time to meet contract schedules. The Contractor had been selected by the District to design the project's road plans and were already well under way. They were selected for the preliminary bridge designs because their overall familiarity with the project, including contacts with the many interested agencies such as state, local, and private, made them best suited to provide the necessary project coordination with these agencies and complete the preliminary bridge plans on schedule. |   |   |
| <b>Billable Hours (if applicable):</b><br>1,303   | <b>Total Amount Spent on Contract:</b> \$119,544.04 | <b>Source of Funding:</b> Trunk Highway                   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| Carol Molnau, Lt. Governor/Commissioner   |   | Date 1-3-06   |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 85687

Type of work: Preliminary Bridge Design

District/Office Bridge Office

Work Type Code BD

S.P. 0301-47

T.H. 10

Location: Detroit Lakes

Contractor HNTB Corporation

Subcontractor NA

Contract Period 9/30/03;

10/01/05;

10/01/05;

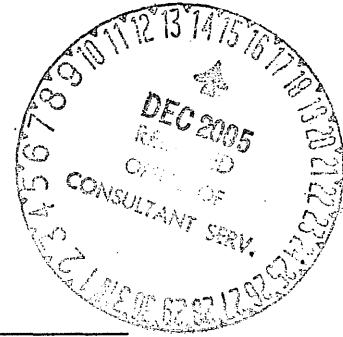
Work Start Date

Work Completion Date

Expiration Date

Total Contract Cost: \$119,544.04 = Orig Cost: \$119,544.04 + Amended Cost: \$

Amended cost for: ☐ Overrun ☐ Additional Work Number of Amendments 0



| Item Rating<br>1 - 6 by Project Manager<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | X                   |                              |                 |
| 2. Work Performance   |                              | X                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                        |                              | X                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                     |                              | X                   |                              |                 |
| 5. Project related cooperation  | X                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | X                   |                              |                 |
| 7. Contract administration<br>cooperation                                   |                              | X                   |                              |                 |
| 8. Invoices and progress reports  |                              | X                   |                              |                 |
| 9. Cost estimation/budget<br>management                                     |                              | X                   |                              |                 |

Contractor's rating for this contract:

Total Points 28  
(Maximum points 36)

Project Manager:

Ray Cekalla  
( Ray Cekalla )  
Print Name

Contract Administrator:

Bob Miller  
( Bob Miller )  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



## Definitions:

### Above Average:

- Products/Service delivered correctly, efficiently, timely and without excessive assistance or direction from Mn/DOT.
- Contractor performs beyond expectations.
- Deliverables exceed standards.
- Project Manager is informed of project status regularly.
- Contractor resolves any problems that occurred.
- Contractor needs little or no direction.
- Contractor responsive to requests.
- Contractor suggests improvements.

### Average

- Contractor fulfills terms of contract; no more, no less.
- Deliverables meet standards.
- Project is on time and budget.
- Project Manager is informed of key milestones.

### Below Average:

- Contractor Minimally or does not meet contract terms.
- Deliverables below standard or needs rework to comply.
- Project is behind schedule or over budget.
- Product/service required direction or assistance by Mn/DOT to produce.

### Poor:

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

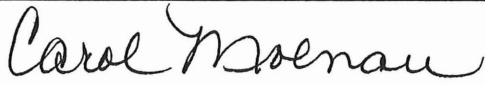
This was a difficult & unusual project requiring a sump & pumping system due to the roadway being below the ground water table. It involved much coordination with the railroad, district, foundations, hydraulics, construction, city & aesthetic committee. The railroad bridge was handled well. There were some problems with the abutment walls on the highway bridge, plans not being complete, & the cost estimate.

---

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.


|   |   |   |
|---|---|---|
| Agency: <b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name: <b>Horizons, Incorporated.</b>   |   | CFMS Contract Number: <b>A-82181</b>                  |
| Project Name (if applicable):<br><b>Photogrammetric Aerial Services</b>   | Mn/DOT Agreement No.: <b>88826</b>        | Project Duration (Dates): <b>10/20/05 to 12/20/05</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>The Purpose of this contract was for the Contractor to provide photogrammetric Aerial Vertical Photography services in Districts 2, 3, 6, 7 &amp; Metro, for mapping and other purposes.<br/>This project was contracted out as MN/DOT does not own an aerial photogrammetric camera and equipment necessary for this type of work.</b> |   |   |
| Billable Hours (if applicable): <b>No.</b>  | Total Contract Amount: <b>\$58,315.00</b> | Source of Funding: <b>District's Consultant</b>       |
| Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:<br><br><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b>  |   |   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>No.</b>  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>Please see the attached evaluation form.</b>  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>1-3-06</b><br>Date                                 |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# Report on Professional/Technical Contracts Over \$50,000

Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

|   |   |   |
|---|---|---|
| Agency: <b>DEPARTMENT OF TRANSPORTATION</b>   |   |   |
| Contractor Name: <b>Horizons, Incorporated.</b>   |   | CFMS Contract Number: <b>A-82181</b>                  |
| Project Name (if applicable):<br><b>Photogrammetric Aerial Services</b>   | Mn/DOT Agreement No.: <b>88826</b>        | Project Duration (Dates): <b>10/20/05 to 12/20/05</b> |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br><b>The Purpose of this contract was for the Contractor to provide photogrammetric Aerial Vertical Photography services in Districts 2, 3, 6, 7 &amp; Metro, for mapping and other purposes.<br/>This project was contracted out as MN/DOT does not own an aerial photogrammetric camera and equipment necessary for this type of work.</b> |   |   |
| Billable Hours (if applicable): <b>No.</b>  | Total Contract Amount: <b>\$58,315.00</b> | Source of Funding: <b>District's Consultant</b>       |
| Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:<br><br><b>Performing this work ourselves would be for more expense. Capital costs for necessary equipment and ongoing costs for personnel for this type of work are prohibitive for the State.</b>  |   |   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br><b>No.</b>  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>Please see the attached evaluation form.</b>  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>1-3-06</b><br>Date                                 |

cc: P.Stembler, 112 Admin  
J. Brunner, MS 680  
File

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Administrator with the final invoice. This rating will be consideration in future consultant selection procedures. Address comments on back, keep comments factual.

Agreement No. 88826 Type of work Photogrammetric Aerial  
 District/Office 2,3,6,7 & Metro Work Type Code 1012 Services.  
 S.P. Numerous SP's T.H. Numerous Location in Dist. 2,3,6,7 & Metro  
 Contractor Horizons, Inc. <sup>TH'S</sup>  
 Subcontractor —  
 Subcontractor —  
 Contract Period: 10-20-05; 12-20-05; 6-30-06  
                     Work Start Date              Work Completion Date      Expiration Date  
 Total Contract Cost: \$58,315 = Orig Cost: \$58,315 + Amended Cost: \$ 0  
 Amended cost for: ~ Overrun    ~ Additional Work    Number of Amendments —

| Item Rating<br>1 - 6 by Project Manager *<br>7 - 9 by Agreement Administrator | Rating                       |                     |                              |                 |
|---|------------------------------|---------------------|------------------------------|-----------------|
|   | Above<br>Average<br>4 Points | Average<br>3 Points | Below<br>Average<br>2 Points | Poor<br>1 Point |
| 1. Product Quality  |                              | ✓                   |                              |                 |
| 2. Work Performance   |                              | ✓                   |                              |                 |
| 3. Conformance with Mn/DOT<br>Standards/Requirements                          |                              | ✓                   |                              |                 |
| 4. Deliverables Complete and<br>on time                                       | ✓                            |                     |                              |                 |
| 5. Project related cooperation  | ✓                            |                     |                              |                 |
| 6. QA/QC plan conformance   |                              | ✓                   |                              |                 |
| 7. Contract administration<br>cooperation                                     | ✓                            |                     |                              |                 |
| 8. Invoices and progress reports  |                              | ✓                   |                              |                 |
| 9. Cost estimation/budget<br>management                                       | ✓                            |                     |                              |                 |

Contractor's rating for this contract:

Total Points 31  
(Maximum points 36)

Project Manager:

Lloyd O. Davis  
(Lloyd O. Davis)  
Print Name

Contract Administrator:

MEHRASH MEHRAN  
(MEHRASH MEHRAN)  
Print Name

Note: Any rating of below average or poor, copy to Jeff Brunner, Director, Consultant Services Section, MS 680



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|  |  |   |
|--|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |   |
| Contractor Name:<br>City of Osakis   |  | CFMS Contract Number:<br>A68095                 |
| Project Name (if applicable):<br>Water Detention Pond in Osakis  | Mn/DOT Agreement No.:<br>86694               | Project Duration (Dates):<br>8-1-02 to 12-31-05 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br><br>The purpose of this contract was to provide MnDOT with detailed design comps that the City completed for the design of a water control pond as well as obtaining R/W for construction of the pond.<br><br>The contract was needed as the result of an action with the MPCA on a project administered by the City for MnDOT. |  |   |
| Billable Hours (if applicable):  | Total Amount Spent on Contract: \$139,633.36 | Source of Funding:<br>District Allocation       |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:<br><br>The project takes place within the City limits. The City will be the owner and maintainer of the designed pond after construction. No other City or entity would be interested in the work.  |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION  |  |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |  | 1-3-06<br>Date                                  |

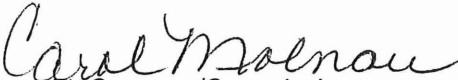
cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

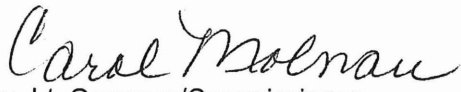
|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name:<br>Bolton & Menk Inc.  |  | CFMS Contract Number:<br>A74246                                |
| Project Name (if applicable):<br>Land surveying for PLS corners in the Marshall area.   | Mn/DOT Agreement No.:<br>87719               | Project Duration (Dates):<br>April 6, 2005 - September 5, 2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:   |  |  |
| The State required Land Surveying services to provide Public Land Survey information needed for the acquisition of right-of-way for several future highway construction projects near Marshall Minnesota. State staff was not able to perform this work in time to keep the right-of-way acquisition process on schedule. |  |  |
| This contract provided land surveying for PLS corners in the Marshall area. PLS corner coordinates and the related surveying and documentation are required for right-of-way acquisition on various State Projects on highways 19, 23 and 68 in and around the Marshall area.   |  |  |
| Billable Hours (if applicable):<br><b>1,714</b>   | Total Amount Spent on Contract: \$124,598.30 | Source of Funding:<br><b>Trunk Highway</b>                     |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:   |  |  |
| <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>   |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <b>1-3-06</b><br>Date  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.


|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name: Braun Intertec Corporation   |   | CFMS Contract Number: A75336                        |
| Project Name (if applicable): TH 101<br>Bonding Project Foundation Borings  | Mn/DOT Agreement No.:<br>87784                  | Project Duration (Dates):<br>5/15/2005 – 10/31/2005 |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p>This contract was for subsurface investigation work to be performed for a State Project involving the construction of four new grade separated interchanges on TH 101 between CSAH 36 and CSAH 39 In Wright County. This project was funded as a Bonding Project and includes the construction of 9 bridges and 10 retaining walls.</p> |   |   |
| Billable Hours (if applicable):   | Total Amount Spent on<br>Contract: \$174,511.12 | Source of Funding:<br>BAP Funds                     |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p>   |   |   |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>  |   |   |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <i>1-3-06</i><br>Date                               |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |  |
|---|---|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |  |
| Contractor Name: City of Bird Island  |   | CFMS Contract Number: A69535                             |
| Project Name (if applicable): Hydraulics pre-design for storm sewer system through the City of Bird Island.   | Mn/DOT Agreement No.: 87191                 | Project Duration (Dates): Oct. 21, 2004 - Sept. 30, 2005 |
| <p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p>This contract provided preliminary design, and some final design, for storm sewer construction related to a city-wide sewer and water re-construction project and State Project 6511-37 on highway 212.</p> <p>This work was performed under this contract due to the need to have this work done in conjunction with the city-wide (City of Bird Island) sewer and water improvement project. The State did not have resources available to meet the "out-of-sequence" timing of the work, therefore requiring the work be done under this contract.</p>   |   |  |
| Billable Hours (if applicable):<br><b>1,027</b>   | Total Amount Spent on Contract: \$77,730.00 | Source of Funding:                                       |
| <p>If this was a single source contract, explain why the agency determined there was only a single source for the services:</p> <p>The City of Bird Island had started a complete redesign of their sanitary sewer and water systems. The State's planned highway construction project (2007) includes reconstruction of the State's storm sewer system, and will follow the City's primary construction work.</p> <p>Due to the City's need for hydraulics analysis for their work, and their dependence on the State's requirements for storm sewer drainage on the upcoming highway project, it was deemed prudent to enter into this contract with the City to conduct the hydraulics pre-design for the City and State's work in conjunction with each other. Conducting the work under this contract allowed the City project to stay on schedule, and also provided the storm sewer pre-design work that the State needed for its highway project.</p> |   |  |
| <p>Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:</p> <p>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</p>  |   |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |   | <b>1-3-06</b><br>Date                                    |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## Report on Professional/Technical Contracts Over \$50,000

**Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).**

**Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.**

|  |  |   |
|--|--|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>   |  |   |
| Contractor Name:<br>Short Elliot Hendrickson, Inc  |  | CFMS Contract Number:<br>A69137                 |
| Project Name (if applicable):<br>494/694 Sign replacement  | Mn/DOT Agreement No.:<br>86992                 | Project Duration (Dates):<br>10/6/04 – 10/31/05 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:  |  |   |
| The purpose of the contract was to provide Mn/DOT with construction plan to replace all signing and delineation over six years old on identified segments of I-494 and I-694 from Rice Street/694 interchange to Carlson Parkway/494 interchange. This is due to a shortage of program delivery resources. |  |   |
| Billable Hours (if applicable):  | Total Amount Spent on<br>Contract: \$82,224.09 | Source of Funding:<br>Trunk Highway             |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:   |  |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:  |  |   |
| SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |  |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner  |  | Date<br>1-3-06                                  |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

|   |   |   |
|---|---|---|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |   |   |
| Contractor Name:<br>Cambridge Systematic and SRF Consulting Group   |   | CFMS Contract Number:<br><b>A 56535</b>     |
| Project Name (if applicable):<br>Minnesota Statewide Freight Plan   | Mn/DOT Agreement No.:<br>86688            | Project Duration (Dates):<br>12/04 – 3/05   |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract:<br>The purpose of the contract was to develop Minnesota first comprehensive performance based Statewide Freight Plan.<br>It was necessary to enter into to contract with Cambridge Systematic and SRF Consulting Group to obtain data analysis and forecasting expertise that did not have. |   |   |
| Billable Hours (if applicable): 1,072   | Total Amount Spent on Contract: \$285,850 | Source of Funding:<br>State Consulting Fund |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |   |   |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION   |   |   |
| Carol Molnau<br>Carol Molnau, Lt. Governor/Commissioner   |   | 1-3-06<br>Date                              |

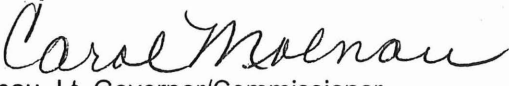
cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section 16C.08, subdivision 4 (c).

Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

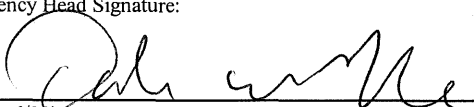
|   |  |  |
|---|--|--|
| Agency:<br><b>DEPARTMENT OF TRANSPORTATION</b>  |  |  |
| Contractor Name: HNTB Corporation   |  | CFMS Contract Number: A54390                       |
| Project Name (if applicable):<br>Bridges 03007, 03510, & 03X02.   | Mn/DOT Agreement No.<br>85687                | Project Duration (Dates):<br>9/30/03 thru 10/01/05 |
| <b>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</b><br>Provide preliminary design services for Bridges 03007, 03510, & 03X02, that are included in a T.H. 10 Renovation Project in Detroit Lakes. State's preliminary bridge design personnel were unable to provide the preliminary designs in time to meet contract schedules. The Contractor had been selected by the District to design the project's road plans and were already well under way. They were selected for the preliminary bridge designs because their overall familiarity with the project, including contacts with the many interested agencies such as state, local, and private, made them best suited to provide the necessary project coordination with these agencies and complete the preliminary bridge plans on schedule. |  |  |
| Billable Hours (if applicable):<br><b>1,303</b>   | Total Amount Spent on Contract: \$119,544.04 | Source of Funding: Trunk Highway                   |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |  |
| Evaluate the performance of the work including an appraisal of the contractor's timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br><b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>  |  |  |
| <br>Carol Molnau, Lt. Governor/Commissioner  |  | <b>1-3-06</b><br>Date                              |

cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File

# Report on Professional/Technical Contracts Over \$50,000

**Minnesota Statutes Section 16C.08, subdivision 4 (c), requires the head of an agency submit a one-page report to the commissioner of Administration upon completion of a professional/technical services contract over \$50,000.00.**

Instructions: Submit this form to your Department's Contract Officer, Office of Fiscal & Administrative Services, 444 Cedar St., Suite 126, Town Square, St. Paul, within 30 days of contract completion. *(A copy of this report will be forward to the MN Dept of Administration & on to the legislative reference library)*

|   |  |  |
|---|--|--|
| Agency: Department of Public Safety, BCA, CrimNET   |  |  |
| Contractor Name: Deloitte & Touche LLP  |  | CFMS Contract Number:<br>A74525                              |
| Project Name (if applicable):<br>Security Architecture  | Project Number (if applicable):        | Project Duration (Dates):<br>May 2, 2005 – November 30, 2005 |
| Summarize the purpose of the contract, including why it was necessary to enter into a contract: The State is in need of professional/technical services to assist the State to create and assist in implementing a plan for statewide criminal justice security architecture.   |  |  |
| Billable Hours (if applicable):   | Total Contract Amount:<br>\$265,000.00 | Source of Funding:   |
| Explain why this amount was a cost effective way for the agency to provide its services or products better or more efficiently:<br><br>The contractor has provided resources, skills and knowledge that was not available internally. This is a specific work for a short period of time.                             |  |  |
| If this was a single source contract, explain why the agency determined there was only a single source for the services:  |  |  |
| Evaluate the performance of the work including an appraisal of the contractor=s timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:<br><br>Very professional work, delivery on time, in budget, to specs. Very good, comprehensive and high quality deliverables. |  |  |
| Agency Head Signature:<br>   | Title:<br>Acting Exec Dir              | Date:<br>01/03/06  |