

## Kelly Heffron

Date sent: Wed, 24 Mar 2010 15:00:02 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 03/24/2010.

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project: Research Services and Local Road Research Board Web Site Hosting and Maintenance 2008 - 2009.

id\_part1: T79

id\_part2: 2052

cfms: B09183

vendor: MIS Sciences

agency: TRANSPORTATION DEPT

evaluator: Jake Akervik

eval\_date: 03/24/2010

email\_list: [carole.wiese@state.mn.us](mailto:carole.wiese@state.mn.us), [rebecca.lein@state.mn.us](mailto:rebecca.lein@state.mn.us)

purpose: Website and database hosting and maintenance. Mn/DOT Research Services administrates the Local Road Research Board (LRRB) program, and they want their website and our shared database hosted outside of Mn/DOT for various reasons.

accomplished: Yes

contract\_date: 01/31/2010

amended\_date: 03/31/2010

actual\_date: 03/31/2010

contract\_cost: 18950

amended\_cost: 2362.50

actual\_cost: 21312.50

cost\_effective: All hosting, support, maintenance, hardware and software was provided by MIS Sciences. It allowed us and our external stakeholder, LRRB, to maintain our websites and shared database while serving the needs of both parties.

amended: Yes

amended\_e: Extension due to unforeseen delay in RFP process for new web hosting and maintenance contract.

terminated: No

engage: Yes

engage\_e: MIS performs all scheduled and requested work and tasks in a timely and professional manner. They are very helpful when it comes to suggesting upgrades intended to improve performance while saving time and money.

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## Kelly Heffron

Date sent: Thu, 11 Feb 2010 11:20:04 -0600 (CST)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 02/11/2010.

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project: NG of ARTS  
id\_part1: T79  
id\_part2: 2118  
cfms: B10633  
vendor: ArchWing Innovations, Inc  
agency: TRANSPORTATION DEPT  
evaluator: James Close  
eval\_date: 02/11/2010  
purpose: design and develop a business application. Agency staff was not  
available  
accomplished: Yes  
contract\_date: 04/30/2009  
amended\_date: 07/31/2009  
actual\_date: 7/31/2009  
contract\_cost: 152,000  
amended\_cost: 171,200  
actual\_cost: 171,200  
cost\_effective: It has required to hire the skills to delivery the  
business need  
amended: Yes  
terminated: No  
engage: Yes

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## Kelly Heffron

Date sent: Thu, 11 Feb 2010 11:09:28 -0600 (CST)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 02/11/2010.

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project: Next Generation of Automated Research Tracking System  
id\_part1: T79  
id\_part2: 2118  
cfms: B10633  
vendor: ArchWing Innovations, LLC  
agency: TRANSPORTATION DEPT  
evaluator: James Close  
eval\_date: 02/11/2010  
purpose: Designer and developer for a new business application  
accomplished: Yes  
contract\_date: 04/30/2009  
amended\_date: 07/31/2009  
actual\_date: 07/31/2009  
contract\_cost: 152,000  
amended\_cost: 171,200  
actual\_cost: 171,200  
cost\_effective: It has required to hire the necessary skilled staff  
amended: Yes  
amended\_e: Addition deliverables were required to complete the business requirements  
terminated: No  
engage: Yes

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## David Schmidtke

Date sent: Wed, 16 Dec 2009 13:01:38 -0600 (CST)  
To: Steve.Gustafson@state.mn.us,  
todd.pierce@state.mn.us,  
periodicals@lrl.leg.mn  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 12/16/2009.

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project: RouteBuilder (RBNT) Enhancements

id\_part1: T79

id\_part2: 2395

cfms: B24144

vendor: Bentley

agency: TRANSPORTATION DEPT

evaluator: Ted Coulianos

eval\_date: 12/16/2009

purpose: Bentley is the sole source vendor for our system that processes and issues permits for the movement of oversized and overweight trucks in MN. We added functionality to the system, primarily as a result of legislative changes. accomplished: Yes contract\_date: 04/25/2009

actual\_date: 04/25/2009 contract\_cost: \$49,975 actual\_cost: \$49,975

cost\_effective: Only vendor who could make changes to system. amended: No terminated: No engage: Yes engage\_e: As long as we maintain this system, this contractor is only one that can update it (proprietary code).

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## Kelly Heffron

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Date sent: Fri, 16 Oct 2009 13:44:31 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 10/16/2009.

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project: Support for Desktop Software Testing

id\_part1: T79

id\_part2: 2245

cfms: B19290

vendor: Benchmark QA

agency: TRANSPORTATION DEPT

evaluator: Sarah Kline-Stensvold

eval\_date: 12/16/2009

purpose: Desktop software testing in preparation for release of software to desktops in MnDOT is a critical service. Highly technical skill in testing and testing problem resolution is required. MnDOT does not have this skill in house and therefore contracts for the skilled resources needed.

accomplished: Yes

contract\_date: 08/01/2009

actual\_date: 08/01/2009

contract\_cost: \$142,023

amended\_cost: \$152,023

actual\_cost: \$152,023

cost\_effective: MnDOT does not have the resources in house to provide this high level testing skill.

amended: Yes

amended\_e: Additional demand for testing services on a tight deadline required additional dollars.

terminated: No

engage: Yes

engage\_e: This contractor provided excellent services.

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## David Schmidtke

Date sent: Fri, 4 Dec 2009 08:21:29 -0600 (CST)  
To: Steve.Gustafson@state.mn.us,  
Todd.Pierce@state.mn.us,  
periodicals@lrl.leg.mn  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 12/04/2009.

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project: US Bank-RouteBuilder Modification

id\_part1: T79

id\_part2: 2401

cfms: A89054

vendor: Bentley

agency: TRANSPORTATION DEPT

evaluator: Shelly Meyer

eval\_date: 12/04/2009

purpose: Mn/DOT's DOA and DOF determined State agencies were no longer allowed to store credit card data on any of their systems. The RouteBuilder application needed to be modified to allow use of the US Bank payment service; and, to meet this new requirement. Mn/DOT did not have the authority to modify the RouteBuilder application since it is a proprietary application, owned by Bentley. accomplished: Yes

contract\_date: 01/31/2007 actual\_date: 01/17/2007 contract\_cost: 249398.44

actual\_cost: 203875.78 cost\_effective: Bentley was the only vendor able to modify the RouteBuilder application, but was able to understand the requirements and perform the work in an efficient and effective manner ...

and, below the original contractual cost estimate. amended: No terminated:

No engage: Yes engage\_e: Bentley understands our needs and our permitting environment. We have worked with this vendor for many years and they are very responsive to our requirements.

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## David Schmidtke

Date sent: Thu, 3 Dec 2009 14:00:42 -0600 (CST)  
To: Steve.Gustafson@state.mn.us,  
Todd.Pierce@state.mn.us,  
periodicals@lrl.leg.mn,  
Susan.Bousquet@state.mn.us,  
Dan.Ross@state.mn.us,  
Nancy.Melvin@state.mn.us,  
Kathy.Hofstedt@state.mn.us  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 12/03/2009.

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project: EDMS Technology Assessment & Migration Strategy

id\_part1: T79

id\_part2: 2305

cfms: B25101

vendor: Blackburn Consulting, Inc.

agency: TRANSPORTATION DEPT

evaluator: Susan Bousquet

eval\_date: 12/03/2009

email\_list: Susan.Bousquet@state.mn.us, Dan.Ross@state.mn.us,  
Nancy.Melvin@state.mn.us, Kathy.Hofstedt@state.mn.us purpose: The purpose  
of this contract was to obtain consultant technical expertise to evaluate  
the following three options for document management and provide a  
recommendation: Open Text with Bentley ProjectWise for CADD files and  
related project documents, IBM FileNet with Bentley ProjectWise for CADD  
files and related project documents, and ProjectWise for all documents.

After preliminary research with Gartner and Forrester analysts  
(technical research firms) coupled with experience in designing,  
delivering and operating Mn/DOT s EDMS Program since 2003, the EDMS  
Manager concluded that an external industry-experienced contractor would  
provide the best outcome for Mn/DOT. The results of the work will be used  
to assist Mn/DOT in determining whether (or when) the department should  
migrate from Open Text to IBM FileNet or Bentley ProjectWise for EDMS.  
accomplished: Yes contract\_date: 6/30/2009 actual\_date: 6/26/2009  
contract\_cost: 153,000 actual\_cost: 153,000 cost\_effective: There were no  
Mn/DOT staff with sufficient knowledge of all three products and no  
resources would have been able to acquire this knowledge and complete the  
project in the time frame required. amended: No terminated: No engage: Yes  
engage\_e: The contractor completed all deliverables on schedule, within  
budget, and at a level of quality satisfactory to Mn/DOT.

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## David Schmidtke

Forwarded by: "Kelly Heffron" <kellyh.LRL>  
Forwarded to: david Schmidtke <davids.LRL>  
Date forwarded: Fri, 04 Dec 2009 14:03:58 -0600  
Date sent: Wed, 2 Dec 2009 11:56:56 -0600 (CST)  
To: Steve.Gustafson@state.mn.us,  
Todd.Pierce@state.mn.us,  
periodicals@lrl.leg.mn  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 12/02/2009.

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project: BMC Magic Application Technical Support

id\_part1: T79

id\_part2: 2178

cfms: B15410

vendor: Meritide

agency: TRANSPORTATION DEPT

evaluator: Sarah Kline-Stensvold

eval\_date: 12/02/2009

purpose: BMC Magic application is used by the Department for both user incident management and IT asset inventory, two critical functions for efficient management of user issues and IT hardware. MnDOT does not have the technical resources needed to support the rapidly expanding use of this application. This contract provides essential technical support.

accomplished: Yes contract\_date: 09/30/2009 actual\_date: 09/30/2009

contract\_cost: \$125,000 actual\_cost: \$123,410 cost\_effective: BMC Magic

application is used for both user incident management and IT asset inventory, two critical functions for efficient management of user issues and IT hardware. MnDOT does not have the technical resources needed to support the rapidly expanding use of this application. This contract provides essential technical support. amended: No terminated: No engage:

Yes -----

## David Schmidtke

Forwarded by: "Kelly Heffron" <kellyh.LRL>  
Forwarded to: david Schmidtke <davids.LRL>  
Date forwarded: Fri, 04 Dec 2009 14:03:58 -0600  
Date sent: Wed, 2 Dec 2009 11:55:03 -0600 (CST)  
To: Steve.Gustafson@state.mn.us,  
Todd.Pierce@state.mn.us,  
periodicals@lrl.leg.mn  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 12/02/2009.

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project: Staff Augmentation for Support of the IT Service Management  
Project id\_part1: T79 id\_part2: 2320 cfms: B24756 vendor: Aeritae  
Consulting Group agency: TRANSPORTATION DEPT evaluator: Jim Close  
eval\_date: 12/02/2009 purpose: It was necessary to aquire staff with ITIL  
process analysis, design and faciliation skills. accomplished: Yes  
contract\_date: 08/31/2009 actual\_date: 08/31/2009 contract\_cost: 55620  
actual\_cost: 55620 cost\_effective: Service Management is a key initiative  
to improve services. amended: No terminated: No engage: Yes engage\_e: They  
completed the deliverables required for the project.

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## David Schmidtke

Date sent: Mon, 14 Dec 2009 21:52:57 -0600 (CST)  
To: Steve.Gustafson@state.mn.us,  
todd.pierce@state.mn.us,  
periodicals@lrl.leg.mn,  
bshasbh@jhsjhas.com  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 12/14/2009.

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project: abc  
id\_part1: 123  
id\_part2: 456  
cfms: 123423  
vendor: xyz  
agency: TRANSPORTATION DEPT  
evaluator: hgi  
eval\_date: 11/22/2009  
email\_list: bshasbh@jhsjhas.com  
purpose: a  
accomplished: Yes  
accomplished\_e: b  
contract\_date: 02/11/2009  
amended\_date: 05/11/2009  
actual\_date: 03/10/2009  
contract\_cost: 10000  
amended\_cost: 1000  
actual\_cost: 11000  
cost\_effective: c  
amended: Yes  
amended\_e: d  
terminated: No  
terminated\_e: nil  
engage: Yes  
engage\_e: klm reasons  
comments: hgkhsghksgfkf

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## Kelly Heffron

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Date sent: Thu, 8 Oct 2009 09:31:02 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 10/08/2009.

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project: Right of Way (ROW) Mapping Services, Phase II

id\_part1: T79

id\_part2: 2282

cfms: B22384

vendor: ProWest

agency: TRANSPORTATION DEPT

evaluator: Karen Scott

eval\_date: 10/08/2009

purpose: This project had three objectives: 1. Improve and streamline the process for creating and maintaining final right of way map data in a dynamic mapping system. 2. Develop a process and guidelines for converting existing maps (including both CADD and Raster data) to a GIS format. 3. Begin the work to eliminate Mn/DOT's backlog of final right of way maps requiring conversion to digital format. It was determined to be more beneficial to employ a 3rd party to review our complex right of way process and recommend specific courses of action. In addition, there was no state employee available to perform the services required in the length of time necessary. It was necessary to hire a consultant with expert knowledge in both CADD and GIS and the integration of the two in order to meet the needs of the project.

accomplished: Yes

contract\_date: 07/31/2009

actual\_date: 07/31/2009

contract\_cost: \$300,000

amended\_cost: \$380,000

actual\_cost: 380,000

cost\_effective: The consultant brought knowledge of both CADD and GIS technology and was about to create a process to convert OLM's CADD and Raster data to GIS. The consultant was able to review a very complex process, gather input from Central Office and District staff, and create a process and technology in a timely manner.

amended: Yes

amended\_e: OLM added an additional \$80,000 in order to complete more map conversion than the original contract amount allowed for.

terminated: No

engage: Yes

engage\_e: This contractor has a good understanding of Mn/DOT and the right of way process and is knowledgeable in both CADD and GIS technologies. The work included business process re-engineering and was not popular with all

staff within the business and the contractor dealt professionally with negative attitudes and criticism of the new process. The contractor was very flexible about changes in scope and provided some additional deliverables at no extra cost.

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## Kelly Heffron

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Date sent: Thu, 6 Aug 2009 14:03:07 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 08/06/2009.

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project: Electronic Plans Distribution System (P840)

id\_part1: T79

id\_part2: 1793

cfms: A94840

vendor: Quest Construction Data Network, LLC

agency: TRANSPORTATION DEPT

evaluator: Steven C. Sorensen

eval\_date: 08/06/2009

purpose: The contract's purpose was to implement a system to enable Mn/DOT to distribute all plans, proposals, and addenda electronically in a way that will provide the greatest benefit for all stakeholders including Mn/DOT, contractors, and subcontractors. Project costs would not have required that a contract be used. Mn/DOT used a contract because of certain legal issues such as whether or not Mn/DOT could grant a third-party service provider exclusive access to Mn/DOT plans.

accomplished: Yes

contract\_date: 01/30/2009

actual\_date: 01/30/2009

contract\_cost: \$38,400.00

amended\_cost: \$8,000.00

actual\_cost: \$46,400.00

cost\_effective: The project purchased on-going services from the contractor. The contractor maintained a plans/proposals database and software at their site. Mn/DOT had to pay only for modifications to the contractor's software needed to meet Mn/DOT's requirements. If Mn/DOT had built a similar application and database the cost would have been many times greater.

amended: No

amended\_e: Increased costs to amend the contractor's software to meet Mn/DOT's requirements.

terminated: No

engage: Yes

engage\_e: Contractor was very professional and competent. They have provided a valuable, high-quality service at minimal cost to Mn/DOT. The service has been very worthwhile to Mn/DOT.

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## Kelly Heffron

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Date sent: Thu, 6 Aug 2009 08:03:59 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 08/06/2009.

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project: Office O7 Desktop Software Upgrade

id\_part1: T79

id\_part2: 2257

cfms: B24128

vendor: Caveo

agency: TRANSPORTATION DEPT

evaluator: Sarah Kline-Stensvold

eval\_date: 08/06/2009

purpose: Provide project management, implementation and training services.  
Expertise with leading project to migrate to Office 2007 required....

MnDOT did not have this experience/expertise.

accomplished: No

accomplished\_e: The plans required for the migration were completed.  
However, at that point OET determined that MnDOT would need to move to Outlook in October 2009. This meant that MnDOT would need to roll out both Office 2007 and Outlook at the same time along with several other software products that integrate with Office/Outlook. Work on this contract was stopped by MnDOT recognizing that a new contract would be needed to provide management, implementation and training for Outlook and Office 2007 together.

contract\_date: 07/31/2009

actual\_date: 03/31/2009

contract\_cost: \$208,210

actual\_cost: \$120,364\*

cost\_effective: \* Note for #4 above.... there is retainage on this contract that has not yet been paid - actual cost will be somewhat higher than shown above.....

amended: No

terminated: No

engage: Yes

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## Kelly Heffron

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Date sent: Thu, 30 Jul 2009 14:07:01 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 07/30/2009.

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project: Enterprise Program Management Consulting

id\_part1: T79

id\_part2: 2005

cfms: B04693

vendor: Trissential LLC

agency: TRANSPORTATION DEPT

evaluator: Tim Leister / James Close

eval\_date: 07/30/2009

purpose: The Minnesota Department of Transportation (Mn/DOT) Office of Information Technology (OIT) - Enterprise Program Management (EPM) Section has a need for program and project management consulting support for projects that are underway. Mn/DOT's OIT - Enterprise Program Management (EPM) Section also needs to build on the processes, procedures, and controls for Project Management Office Functions within Mn/DOT that have been developed over the past few years. Part of the State Project Management Office's Mission is to, Encourage adherence to repeatable project management processes with established standards and measurement criteria. This is also part of Mn/DOT's Strategic Direction in the sense that Mn/DOT's plan is to be more efficient and innovative. By improving Project Management processes and by keeping projects on schedule, Mn/DOT will be able to produce consistent quality within IT Projects to support the overall plan for helping Minnesotans travel safer, smarter, and more efficiently. Project Managers and Developers often require expert advice or assistance to keep the projects on track for time and performance. Mn/DOT has a number of projects underway at any one time. The need for assistance is an unknown at the time of project kickoff and only arises during the project. The assistance required is usually only a few hours time yet the need for assistance can be immediate. It is difficult and time consuming to locate the correct type of assistance and write a contract to get the proper assistance for just those few hours, yet this assistance can be very valuable in keeping a project on schedule and capable of producing the desired result. Mn/DOT OIT would therefore like to develop a relationship with a vendor to be on-call for Project advice and assistance when problems arise.

accomplished: Yes

contract\_date: 08/06/2007

amended\_date: 04/30/2009

actual\_date: 04/30/2009

contract\_cost: \$200,000

amended\_cost: \$200,000

actual\_cost: \$139283.10

cost\_effective: Refer to Item 1 above.

amended: Yes

amended\_e: Amended for time only.

terminated: No

engage: Yes

engage\_e: We did have to make a staffing change due to poor performance.  
The consultant was very responsive to our request.

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## Kelly Heffron

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Date sent: Thu, 30 Jul 2009 14:31:36 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 07/30/2009.

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project: Enterprise Program Management Consulting

id\_part1: T79

id\_part2: 2005

cfms: B04692

vendor: AERITAE CONSULTING GROUP, LTD.

agency: TRANSPORTATION DEPT

evaluator: Tim Leister

eval\_date: 07/30/2009

purpose: The Minnesota Department of Transportation (Mn/DOT) Office of Information Technology (OIT) - Enterprise Program Management (EPM) Section has a need for program and project management consulting support for projects that are underway. Mn/DOT s OIT - Enterprise Program Management (EPM) Section also needs to build on the processes, procedures, and controls for Project Management Office Functions within Mn/DOT that have been developed over the past few years. Part of the State Project Management Office s Mission is to, Encourage adherence to repeatable project management processes with established standards and measurement criteria. This is also part of Mn/DOT s Strategic Direction in the sense that Mn/DOT s plan is to be more efficient and innovative. By improving Project Management processes and by keeping projects on schedule, Mn/DOT will be able to produce consistent quality within IT Projects to support the overall plan for helping Minnesotans travel safer, smarter, and more efficiently. Project Managers and Developers often require expert advice or assistance to keep the projects on track for time and performance. Mn/DOT has a number of projects underway at any one time. The need for assistance is an unknown at the time of project kickoff and only arises during the project. The assistance required is usually only a few hours time yet the need for assistance can be immediate. It is difficult and time consuming to locate the correct type of assistance and write a contract to get the proper assistance for just those few hours, yet this assistance can be very valuable in keeping a project on schedule and capable of producing the desired result. Mn/DOT OIT would therefore like to develop a relationship with a vendor to be on-call for Project advice and assistance when problems arise.

accomplished: Yes

contract\_date: 07/31/2008

actual\_date: 07/31/2008

contract\_cost: \$200,000

amended\_cost: \$200,000

actual\_cost: \$55,730  
cost\_effective: See Item 1 above.  
amended: No  
terminated: No  
engage: Yes

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## Kelly Heffron

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Date sent: Thu, 30 Jul 2009 14:42:21 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 07/30/2009.

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project: Location Data Manager  
id\_part1: T79  
id\_part2: 1850  
cfms: A89623  
vendor: Bently Stystems, Inc  
agency: TRANSPORTATION DEPT  
evaluator: Tim Leister / Virginia Carlson  
eval\_date: 07/30/2009

purpose: The Minnesota Department of Transportation (Mn/DOT) Office of Information Technology (OIT) has a need for a consultant with expert knowledge of the Location Data Manager (LDM) database schema, data dictionary and application and how they work together to write scripts to import and export data to and from the LDM database and validation scripts. The consultant will perform Oracle support tasks on-site at a Mn/DOT facility as directed by the Mn/DOT Project Manager with an anticipated focus on the following functions. This support will be provided for a continuous 3 week period. A. Create PL SQL scripts to import the TIS data into the LDM database and provide the validation of those scripts/data. B. Support Mn/DOT on all aspects of the LDM database schema and data dictionary including verification of the work completed by Mn/DOT staff. Ensure that Mn/DOT enhancements to the database schema and data dictionary will continue to work with future enhancements made to the system and revised documentation for enhancements will be provided to Mn/DOT. C. Provide knowledge transfer to Mn/DOT staff regarding LDM business rules. D. Provide knowledge transfer to Mn/DOT staff regarding the interaction between the LDM client, application server, and the database. Knowledge transfer must be designed and conducted so as to provide such employees with skill and knowledge necessary to perform development and ongoing operation, maintenance, and troubleshooting of the system. E. Test all scripts prior to delivery and provide Mn/DOT with testing results documentation. Due to the lack of availability and expertise of Mn/DOT staff, the Minnesota Department of Transportation currently requires a consultant with expert knowledge of the LDM data, database schema and dictionary, and application and how they work together to provide Oracle support for this system.

accomplished: Yes  
contract\_date: 06/30/2007  
actual\_date: 06/30/2007  
contract\_cost: \$60,000



actual\_cost: \$25,529.51

cost\_effective: Mn/DOT did not have staff with expert knowledge of the LDM database schema, data dictionary and application and how they work together to complete this work. Only the original developer has this expert knowledge and expertise. In-house staff could be trained. However, none are available due to full work loads and this would require the original developer to train them.

amended: No

terminated: No

engage: Yes

engage\_e: ROB GARRY WAS THE DBA RESOURCE THAT PERFORMED THE WORK. HE WAS RESPONSIVE TO MNDOT NEEDS AND DELIVERED THE WORK ON TIME.

comments: CONTRACT UNDER CONTRACT VALUE BECAUSE MNDOT DOES NOT CURRENTLY NEED ADDITIONAL ORACLE SUPPORT FOR LDM.

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## Kelly Heffron

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Date sent: Thu, 30 Jul 2009 15:02:29 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 07/30/2009.

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project: ENTERPRISE PROGRAM MANAGEMENT CONSULTING

id\_part1: T79

id\_part2: 1866

cfms: A94736

vendor: Trissential, LLC

agency: TRANSPORTATION DEPT

evaluator: Tim Leister / John rindal

eval\_date: 07/30/2009

purpose: This contract will assist Mn/DOT in keeping projects on schedule and using best practices as it builds on and becomes more capable in Program and Project Management for IT projects. It is reasonable to use a contract for this purpose because it is difficult if not impossible to obtain short-term help and advice for Project and Program Management for IT projects on a timely and useful manner. The State has developed processes, procedures, and controls to implement Project Management Office Functions within the State. This has been done through a combination of internal resources and coaching from consulting services through previous contracts. Through this process it has become evident that Project Managers and Developers often require expert advice or assistance to keep the projects on track for time and performance. The State has a number of projects underway at any one time. The need for assistance is an unknown at the time of project kickoff and only arises during the project. The assistance required is usually only a few hours time yet the need for assistance can be immediate. It is difficult and time consuming to locate the correct type of assistance and write a contract to get the proper assistance for just those few hours, yet this assistance can be very valuable in keeping a project on schedule and capable of producing the desired result. The Contractor will be on-call for Project advice and assistance when problems arise.

accomplished: Yes

contract\_date: 06/30/2008

actual\_date: 06/30/2008

contract\_cost: \$25,000

amended\_cost: \$44,200

actual\_cost: \$44,200

cost\_effective: The consulting requested under this contract is high-level expert knowledge and experience that will be called upon primarily on an as-needed basis. The help will be utilized to improve performance help out projects that are in trouble. Other agencies are no more likely to

have this expertise than Mn/DOT. If another agency did have the expertise required it would be cumbersome to identify them when needed and unlikely that they would be available for assistance on short notice.

amended: Yes

terminated: No

engage: Yes

engage\_e: TRISSENTIAL WAS EXCELLENT TO WORK WITH AND PROVIDED OUTSTANDING DELIVERABLES. I WOULD RECOMMEND THEM TO ANYONE. MORRIS OSLIN ( TRISSENTIAL CONSULTANT) WAS PRODUCTIVE FROM HIS FIRST DAY ON SITE, EASY TO WORK WITH, AND PROVIDED A HIGH LEVEL OF EXPERTISE AS WELL AS HIGH QUALITY DELIVERABLES

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## Kelly Heffron

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Date sent: Thu, 30 Jul 2009 14:48:46 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 07/30/2009.

---

project: Location Data Manager

id\_part1: T79

id\_part2: 1850

cfms: A89623

vendor: Bentley Systems, Inc.

agency: TRANSPORTATION DEPT

evaluator: Tim Leister / Virginia Carlson

eval\_date: 07/30/2009

purpose: The Minnesota Department of Transportation (Mn/DOT) Office of Information Technology (OIT) has a need for a consultant with expert knowledge of the Location Data Manager (LDM) database schema, data dictionary and application and how they work together to write scripts to import and export data to and from the LDM database and validation scripts. The consultant will perform Oracle support tasks on-site at a Mn/DOT facility as directed by the Mn/DOT Project Manager with an anticipated focus on the following functions. This support will be provided for a continuous 3 week period. A. Create PL SQL scripts to import the TIS data into the LDM database and provide the validation of those scripts/data. B. Support Mn/DOT on all aspects of the LDM database schema and data dictionary including verification of the work completed by Mn/DOT staff. Ensure that Mn/DOT enhancements to the database schema and data dictionary will continue to work with future enhancements made to the system and revised documentation for enhancements will be provided to Mn/DOT. C. Provide knowledge transfer to Mn/DOT staff regarding LDM business rules. D. Provide knowledge transfer to Mn/DOT staff regarding the interaction between the LDM client, application server, and the database. Knowledge transfer must be designed and conducted so as to provide such employees with skill and knowledge necessary to perform development and ongoing operation, maintenance, and troubleshooting of the system. E. Test all scripts prior to delivery and provide Mn/DOT with testing results documentation.

accomplished: Yes

contract\_date: 06/30/2007

actual\_date: 06/30/2007

contract\_cost: \$60,000

actual\_cost: \$25,529.51

cost\_effective: Mn/DOT did not have staff with expert knowledge of the LDM database schema, data dictionary and application and how they work together to complete this work. Only the original developer has this

expert knowledge and expertise. In-house staff could be trained.  
However, none are available due to full work loads and this would require  
the original developer to train them.

amended: No

terminated: No

engage: Yes

engage\_e: ROB GARRY WAS THE DBA RESOURCE THAT PERFORMED THE WORK. HE WAS  
RESPONSIVE TO MNDOT NEEDS AND DELIVERED THE WORK ON TIME.

comments: CONTRACT UNDER CONTRACT VALUE BECAUSE MNDOT DOES NOT CURRENT  
NEED ADDITIONAL ORACLE SUPPORT FOR LDM.



## Kelly Heffron

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Date sent: **Wed, 29 Jul 2009 08:51:29 -0500 (CDT)**  
To: **Steve.Gustafson@state.mn.us,**  
From: **Steve.Gustafson@state.mn.us**  
Subject: **Vendor Evaluation Form**

Web site information request on 07/29/2009.

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project: Public Transit Application

id\_part1: T79

id\_part2: 1529

cfms: A71776

vendor: TCS America

agency: TRANSPORTATION DEPT

evaluator: Timothy C. Leister

eval\_date: 07/29/2009

purpose: The Mission of the Minnesota Department of Transportation, Office of Transit (OT) is to help people and communities meet their mobility needs by supporting safe, responsive, efficient and environmentally sound transit services. This is accomplished through policy development, planning and investments in Transit systems and Transit Operations. OT provides funding to local transit service providers through operating and capital grants. OT administers funds from three sources: The Minnesota Legislature, The Federal Highway Administration (FHWA), and the Federal Transit Authority (FTA). Funds are allocated on a needs-basis that takes into account relative needs throughout Minnesota. Since funds are limited, both short-term and long-term budget planning is undertaken. PTA keeps track of data, resulting from agreements entered into with Minnesota Transit Providers, such as transit services, financial statistics, operational statistics, and capital assets. The application is a planning tool for investments in Greater Minnesota transit systems: It will help estimate funding requirements of service operations; provides input into Transit's 10-Year Capital Plan; and, maintains an inventory of transit service providers and capital assets. This project gives Greater Minnesota Public Transit Systems access to OT's Public Transit Application via the Internet. It allows Transit Systems to directly enter data into PTA and to have access to certain data contained in the database. PTA makes it easier for customers to apply for funds, submit required data, and access certain reports at any time in lieu of submitting paper documents and/or disks and asking for paper reports. Since data is entered closer to its source and duplicate entry is eliminated, the accuracy and timeliness of the data increases significantly. Successful completion of this project was required to improve Mn/DOT's streamlining of business efforts. The Department of Transportation, the Office of Information and Technology Services (OI&TS) did not have the technical resources available to complete this project.

accomplished: Yes

contract\_date: 06/30/2005  
amended\_date: 06/30/2009  
actual\_date: 09/02/2008  
contract\_cost: \$586,930  
amended\_cost: \$586,930  
actual\_cost: \$558,030

cost\_effective: This project gives Greater Minnesota Public Transit Systems access to OT's Public Transit Application via the Internet. It allows Transit Systems to directly enter data into PTA and to have access to certain data contained in the database. PTA makes it easier for customers to apply for funds, submit required data, and access certain reports at any time in lieu of submitting paper documents and/or disks and asking for paper reports. Since data is entered closer to its source and duplicate entry is eliminated, the accuracy and timeliness of the data increases significantly. Successful completion of this project was required to improve Mn/DOT's streamlining of business efforts. The Department of Transportation, the Office of Information and Technology Services (OI&TS) did not have the technical resources available to complete this project.

amended: Yes

amended\_e: This contract was amended 5 times. Amendment 1 and 2 were for time only only because the vendor did not deliver as promised. Amendment 3 was for a proof of concept (POC) on performance of the application before moving on to Phases 2 and 3 of the project. Based on the POC we went ahead with Amendment 4 for the Phases 2 and 3 set of deliverables. Amendment 5 was for a time extension only.

terminated: No

engage: No

engage\_e: Phase 1 was to be done by May 30, 2005. There were multiple issues with requirements, quality and performance. The contract was extended for time. It was then amended for a Proof of Concept (POC) on performance before going ahead with Phase 2/3. In planning for Phase 2/3, the vendor took a long time getting estimates to Mn/DOT for the work requested. After long delays it took the vendor a month to get the amendment signed and returned. Throughout this time period there was a large turnover of staff at TCS that were working with us on estimating and project management. Phase 2/3 was to be completed by Dec. 15, 2007. This date was important because of the Office of Transit's (OT) annual business cycle. TCS knew that Mn/DOT wanted the work done by Dec. 2007 when they signed the contract. When the TCS team showed up to work they did not provide enough staff to meet the deadline. They immediately began asking if the date could be moved a few months. There was only one returning team member from the initial team. Since PTA is a complicated application, this further delayed progress. Once on site, the TCS Team Leader began the hiring process for more staff. This hiring included interviewing people in India who then needed to get Visa's and make arrangements to move. TCS staff did not have enough oversight, leadership and project management skills. TCS staff did not have enough technical skills and were learning on the job under a tight schedule. The TCS Team

Leader took 2 months to put a project plan together and was lax in reporting. TCS made their final deployment to Production on February 25, 2008 and reassigned staff to other projects with other employers. There were multiple reported errors and missing requirements reported to TCS in March 2008. TCS initial stance was that they were done, that Mn/DOT should pay for warranty items, and that items Mn/DOT reported were out of scope. This included overall performance which was an overall prerequisite to having TCS complete Phase 2/3. After numerous phone calls, e-mails, conference calls and meetings, TCS agreed to find staff to work on the items reported and future warranty items. Mn/DOT agreed at that time to give Final acceptance at a point when a certain number of the items had been completed while completing the other items as warranty fixes. This point of final acceptance was reached on September 2, 2008. If 2 people from the previous team had returned immediately in March, the project may have been able to be completed by May 2008. Although Mn/DOT requested that staff familiar with the project return, TCS assigned a new person to work on the project beginning in mid-April. With PTA being a complex application, the learning curve was steep. The previous employees were available by phone call and e-mail to the new staff person but did not provide much help. There has been a continual turnover in contact and Management within TCS during the project with people being reassigned and moving to other jobs and some back to India. TCS's explanation for much of the turmoil and inability to have the team return to finish the project was that they had reorganized and the employees reported to different business units with TCS and were assigned to other clients on projects. We most recently worked with a Manager living in Mississippi who supervised the TCS employee who was on site for the warranty fixes. Once the new employee got up to speed in terms of understanding the application and Mn/DOT's environment, productivity and quality improved. While the previous team was resistant to advice and input from others, the new employee has been ready and willing to learn and do his best to meet Mn/DOT requirements. In order to get some of the Application performance issues resolved it was necessary to include an Application developer from another Consulting firm on staff at Mn/DOT to review code and make recommendations for the TCS developer to implement. The TCS employee also took advice from Mn/DOT's DBA to improve the stored procedures, modify views, and create a temporary table to improve performance. All of these items could have and should have been done by the previous team. In retrospect we probably should have canceled the contract with the vendor for non-performance in August of 2007. We didn't do this because it would have set Mn/DOT's Transit Office back in terms of getting the Application deployed and would have had an adverse affect on the overall operation of the Transit Office. Mn/DOT's experience with TCS has been that they bid with the resumes of experienced staff but then substitute staff with new hires at the time of project kickoff and after. For both Phase 1 and Phase 2/3, they did not get fully staffed until 2 months into the project. In some cases staff were further delayed in reporting for work because they were coming from India and needed to get Visas. During the first phase they did have staff with design, project management, and

documentation skills. During Phase 2/3 they did not. They also had only one returning member from the initial team who was trying to serve in too many roles at one time. Mn/DOT's impression of TCS as an organization is that they tend to over-promise and under-deliver.

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## Kelly Heffron

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Date sent: Wed, 29 Jul 2009 08:09:43 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 07/29/2009.

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project: PPMS / SPMS Gap Report

id\_part1: T79

id\_part2: 2190

cfms: B14874

vendor: InfoTech, Inc.

agency: TRANSPORTATION DEPT

evaluator: James Weingartz

eval\_date: 07/29/2009

email\_list: melissa.mcginis@state.mn.us

purpose: Compare Mn/DOT's application Requirements for a Program & Project Management System against a potential AASHTO Ware product to see how much of a difference there might be (gap).

accomplished: Yes

contract\_date: 11/30/2008

actual\_date: 11/30/2008

contract\_cost: \$34,598.00

actual\_cost: \$30,332.43

cost\_effective: The results of this report will assist with the decision making process. Knowing whether the potential AASHTO Ware product will work for Mn/DOT before agreeing to participate in a endeavor that could cost Mn/DOT approximately \$550,000 is worthwhile.

amended: No

terminated: No

engage: Yes

engage\_e: The Contractor is very knowledgeable and thorough. Completed the report on time and under cost.

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## Kelly Heffron

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Date sent: Thu, 25 Jun 2009 10:57:42 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 06/25/2009.

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project: Enterprise Program Management Consulting  
id\_part1: T79  
id\_part2: 2005  
cfms: B04692 3  
vendor: Trissential, LLC  
agency: TRANSPORTATION DEPT  
evaluator: Kay McDonald  
eval\_date: 06/25/2009  
purpose: Used for staff augmentation.  
accomplished: Yes  
contract\_date: 07/31/2008  
amended\_date: 04/30/2009  
actual\_date: 04/30/2009  
contract\_cost: 200,000  
amended\_cost: 0  
actual\_cost: 136,420  
cost\_effective: Need resources to work on short term projects  
amended: Yes  
amended\_e: It was amended for time only  
terminated: No  
engage: Yes  
engage\_e: Trissential produces good deliverables and does so on time.

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## Kelly Heffron

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Date sent: Thu, 25 Jun 2009 10:38:35 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 06/25/2009.

---

project: Location Data Manager  
id\_part1: T79  
id\_part2: 1850  
cfms: A89623  
vendor: Bentley Systems Inc  
agency: TRANSPORTATION DEPT  
evaluator: Kay McDonald  
eval\_date: 06/25/2009

purpose: Provide data integration/Oracle support for the Location Data Manager (LDM) application to ensure continued implementation and support for this enterprise application.

accomplished: Yes

contract\_date: 06/30/2007

actual\_date: 06/30/2007

contract\_cost: 60,000

actual\_cost: 60,000

cost\_effective: Mn/DOT did not have staff with the expert knowledge of the LDM database schema, data dictionary and application and how they work together required to complete this work. Only the original developer has this expert knowledge.

amended: No

terminated: No

engage: Yes

engage\_e: They were responsive to Mn/DOT needs and delivered the work on time.

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## Kelly Heffron

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Date sent: Thu, 25 Jun 2009 07:01:51 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 06/25/2009.

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project: Spatial Index User Interface for Right of Way Maps-Phase II

id\_part1: T79

id\_part2: 2400

cfms: A89988

vendor: ESRI

agency: TRANSPORTATION DEPT

evaluator: Kay McDonald

eval\_date: 06/24/2009

purpose: To design, build, test, and implement enterprise ARCIMS web interface template customized for final right of way maps with textual indexes. Mn/DOT did not have the necessary skills available to do this.

accomplished: Yes

contract\_date: 03/15/2007

actual\_date: 01/31/2007

contract\_cost: 59,749

amended\_cost: 0

actual\_cost: 59,749

cost\_effective: The consultants were able to perform the work as well as transfer the knowledge to Mn/DOT employees to do the work in the future.

amended: No

terminated: No

engage: Yes

engage\_e: Quality product and good work performance

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## Kelly Heffron

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Date sent: Thu, 18 Jun 2009 12:55:44 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 06/18/2009.

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project: UMATR Enhancement Project

id\_part1: T79

id\_part2: 1905

cfms: A99774

vendor: ArchWing Innovations, LLC

agency: TRANSPORTATION DEPT

evaluator: Jim Close

eval\_date: 06/18/2009

purpose: Hire the contract developer to enhance the UMATR system.

accomplished: Yes

contract\_date: 07/09/2008

amended\_date: 11/28/2008

actual\_date: 10/30/2008

contract\_cost: 201,000

actual\_cost: 201,000

cost\_effective: UMATR is a critical system for our Districts and Central  
Office outsourcing to ArchWing save time and money due to their knowledge  
and experience.

amended: Yes

amended\_e: For time

terminated: No

engage: Yes

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## Kelly Heffron

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Date sent: **Mon, 8 Jun 2009 14:57:43 -0500 (CDT)**  
To: **Steve.Gustafson@state.mn.us,**  
From: **Steve.Gustafson@state.mn.us**  
Subject: **Vendor Evaluation Form**

Web site information request on 06/08/2009.

---

project: GIS Portal  
id\_part1: T79  
id\_part2: 2150  
cfms: B13692  
vendor: Environmental Systems Research Institute, Inc.  
agency: TRANSPORTATION DEPT  
evaluator: Susan Bousquet  
eval\_date: 06/08/2009  
email\_list: [Dan.Ross@dot.state.mn.us](mailto:Dan.Ross@dot.state.mn.us), [Melissa.McGinnis@dot.state.mn.us](mailto:Melissa.McGinnis@dot.state.mn.us),  
[Susan.Bousquet@dot.state.mn.us](mailto:Susan.Bousquet@dot.state.mn.us)  
purpose: To provide a GIS Portal to provide integrated and expanded access  
to data throughout Mn/DOT for improved decision making.  
accomplished: Yes  
contract\_date: 12/31/2008  
actual\_date: 6/30/2009  
contract\_cost: 28,900  
actual\_cost: 28,900  
cost\_effective: Mn/DOT did not have the staff available to obtain the  
knowledge in GIS portals and the time to implement the system.  
amended: No  
terminated: No  
engage: Yes  
engage\_e: Possibly. Contract negotiations for this contract took an  
excessive amount of time (approximately 4 months for a \$28,900 contract)  
before the vendor would agree to contract language acceptable to the  
State. The service provided by the contractor staff working on this  
project was exceptional. We have since tried to obtain their services  
again, but were not able to successfully negotiate a contract with  
language acceptable to the State.

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## Kelly Heffron

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Date sent: **Mon, 8 Jun 2009 12:09:55 -0500 (CDT)**  
To: **Steve.Gustafson@state.mn.us,**  
From: **Steve.Gustafson@state.mn.us**  
Subject: **Vendor Evaluation Form**

Web site information request on 06/08/2009.

---

project: Mn/DOT Safety Rest Area Facilities - Weight Station Facilities -  
Amendment to 90033

id\_part1: T79

id\_part2: 2025

cfms: B00500

vendor: Parsons Commercial Technology Group Inc.

agency: TRANSPORTATION DEPT

evaluator: Gene Halverson

eval\_date: 06/08/2009

purpose: To assist the State in determining whether replacement or repair  
is necessary and the order of priority for investments. The State needs  
to know the condition of the seven weigh scales.

accomplished: Yes

contract\_date: 06/30/2008

amended\_date: 01/31/2009

actual\_date: 01/31/2009

contract\_cost: 179,657.18

amended\_cost: 95,659.56

actual\_cost: 275,316.74

cost\_effective: Knowledge in building codes, labor costs for various  
trades and material costs was needed in order to provide a proper  
assessment of the scale conditions and repair or replacement costs.

amended: Yes

amended\_e: The original contract pertained to the State Rest Areas. The  
State Weigh Scales were amended to the original contract.

terminated: No

engage: Yes

engage\_e: Very thorough. Easy to work with their project manager.  
Assessment results provided in an easily understood format.

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## Kelly Heffron

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Date sent: Mon, 8 Jun 2009 07:20:12 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 06/08/2009.

---

project: EDMS Application Technical Support

id\_part1: T79

id\_part2: 1707

cfms: A85791

vendor: ADV Document Systems Inc

agency: TRANSPORTATION DEPT

evaluator: Sarah Kline-Stensvold

eval\_date: 06/08/2009

purpose: EDMS is a critical business application. MnDOT does not have the technical expertise/experience to support this application so contracted resources were required.

accomplished: Yes

contract\_date: 02/28/2008

actual\_date: 02/28/2009

contract\_cost: 359,999.90

actual\_cost: 359,999.90

cost\_effective: EDMS is a strategic part of the State's streamlining program for improved delivery of the transportation program. It is also a standard for life-cycle management of the State's business documents and records. MnDOT does not have technical staff to support this application in house. This meant that a contract was posted for proposals and this vendor was awarded the contract.

amended: No

terminated: No

engage: Yes

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## Kelly Heffron

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Date sent: Mon, 8 Jun 2009 07:28:04 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 06/08/2009.

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project: P1113 Litigation Hold and Data Practices Support

id\_part1: T79

id\_part2: 2214

cfms: B16468

vendor: DLT Solutions, Inc

agency: TRANSPORTATION DEPT

evaluator: Kim Roberson

eval\_date: 06/08/2009

email\_list: [kim.roberson@dot.state.mn.us](mailto:kim.roberson@dot.state.mn.us)

purpose: This contract is necessary: a) To meet the Minnesota Attorney General's Office requirements for litigation hold and data practices related to the collapsed I35W Bridge 9340 b) To show due care we must ingest GroupWise personal archives into Quest Archive Manager (QAM) c) To upgrade Quest Archive Manager (QAM) from version 3.7 to version 4. This upgrade will maintain support compliance, resolve issues that prevent us from fully archiving approximately 30 Mn/DOT accounts, and improve QAM architecture with multi-instance scalability.

accomplished: Yes

contract\_date: 08/30/2009

actual\_date: 08/07/2009

contract\_cost: 30,380.00

actual\_cost: 24,287.00

cost\_effective: This contract is reasonable: a) Due to resource limitations. Our limited IT staff are focused on vital infrastructure maintenance b) Due to inexperience. Our IT staff have no practiced knowledge with Quest Software's GroupWise Migrator for Exchange (GME) and Quest Archive Manager (QAM) multi-instance architecture version 4 c) This work must be completed by June 30, 2008 due to a limited 120-day license agreement with Quest Software for GroupWise Migrator for Exchange (GME) d) This work must be completed swiftly to ensure Mn/DOT is prepared for litigation which is estimated to begin this summer after the National Transportation Safety Board (NTSB) releases its final report on the collapsed (I35W) Bridge 9340. e) To reduce civil rules of procedure penalty violation risks on court-imposed time constraints f) To reduce spoliation risks of data handling

amended: No

terminated: No

engage: Yes

engage\_e: Customer service and technical implementation performance was

above average.

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## Kelly Heffron

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Date sent: Tue, 10 Mar 2009 12:56:55 -0500 (CDT)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 03/10/2009.

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project: Lexington Bridge Anti-icing System

id\_part1: T17

id\_part2: 1384

cfms: A70323

vendor: Bruce & Merrilees Electric Company

agency: TRANSPORTATION DEPT

evaluator: Linda Moline

eval\_date: 03/10/2009

email\_list: [Steve.Gustafson@state.mn.us](mailto:Steve.Gustafson@state.mn.us)

purpose: Develop software for a Bridge anti-icing system compatible with current system. Furnish and install a fixed automated spray technology for bridge/roadway anti-icing system on I-35E from the ramp of TH 13, across the Lexington Bridge over the Mississippi to the off ramp to Shepard Road in Mendota Heights. Tasks include design, construction, testing, maintenance and training. Mn/DOT personnel do not have the expertise to develop and install this type of software. Specific expertise and experience required for this project is currently being learned by State employees. Such training is also a component of this contract.

accomplished: Yes

contract\_date: 06/30/2007

amended\_date: 11/30/2007

actual\_date: 10/25/2007

contract\_cost: \$1,200,000

amended\_cost: \$1,208,470

actual\_cost: \$1,208,470

cost\_effective: One of the core activities of Mn/DOT is to provide safe highway systems for the traveling public. This system will decrease or remove ice from the bridge deck during winter. This will allow for safer travel conditions. This automated anti-icing project is intended to study the effects of using non-chloride anti-icing agents, in measured amounts, for the purpose of prolonging life expectancies of bridge structures. To greatly reduce the number of vehicle accidents on the bridge and related property damages and threats to public health and safety and further demonstrate the technical, operational, and economic feasibility of fully automated bridge anti-icing technology.

amended: Yes

amended\_e: The Mn/DOT electrician identified the need for more conduit, resulting also in more paving and expansion joints.

terminated: No

engage: No

engage\_e: It's a unique skill, not widely available. Vendor scored 25 of 36 on the Mn/DOT performance evaluation. Comments on the evaluation: THE PRODUCTS AND MOST OF THE MATERIALS USED ON THIS PROJECT WERE OF HIGH QUALITY. THE QUALITY AND TIMELINESS OF THE MANAGEMENT AND LABOR COULD BE IMPROVED. THE CONTRACTOR NEEDED CONSTANT GUIDANCE AND YET WAS SOMEWHAT UNRESPONSIVE TO DIRECTION FROM THE MNDOT MANAGEMENT TEAM

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## Kelly Heffron

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Date sent: Thu, 12 Feb 2009 11:26:17 -0600 (CST)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 02/12/2009.

-----

project: Java Application and Development and Support

id\_part1: T79

id\_part2: 1920

cfms: A97315

vendor: Confluence International, Inc.

agency: TRANSPORTATION DEPT

evaluator: Jean M Parilla

eval\_date: 2/12/2009

purpose: The purpose of the contract was to acquire: 1) technical support and maintenance to existing Java Web-based applications; 2) design, development and implementation for Java Web-based applications; and 3) training and mentoring existing Java development staff in the use of Java technologies and development best practices in Mn/DOT s standard development tool set.

accomplished: Yes

contract\_date: 11/30/2008

actual\_date: 11/30/2008

contract\_cost: 126,493.75

actual\_cost: 126,493.75

cost\_effective: Mn/DOT has been having difficulty hiring qualified Java programmers who are willing to work at the salary the State can offer. As a result, a Grow Your Own philosophy has been adopted. This contract was necessary in order to get a skilled Java programmer who could help to establish a development framework, procedures, best practices and assist junior developers on application development projects to acquire more advanced Java programming skills.

amended: No

terminated: No

engage: Yes

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## Kelly Heffron

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Date sent: Wed, 11 Feb 2009 15:56:58 -0600 (CST)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 02/11/2009.

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project: Pavement management system Modification

id\_part1: T79

id\_part2: 1969

cfms: B00052

vendor: Stantec Consulting

agency: TRANSPORTATION DEPT

evaluator: David Janisch

eval\_date: 02/11/2009

purpose: The purpose of this contract was to make modifications and enhancements to the pavement management software used by Mn/DOT. The pavement management software is proprietary software written by Stantec Consultants. They were hired to make the modifications we desired on a lump sum basis.

accomplished: Yes

contract\_date: 12/31/2008

actual\_date: 12/31/2008

contract\_cost: \$56,896.62

actual\_cost: \$56,896.62

cost\_effective: Since Stantec wrote the original software, they were able to make the modifications without having to learn someone else's code. This resulted in the most cost-efficient way of handling these changes.

amended: No

terminated: No

engage: Yes

engage\_e: The pavement management software is a vital tool in the Department's ability to forecast long term pavement funding needs as well as predict future pavement conditions. If the need arises for more changes to better suite our needs we would likely contract with Stantec again.

comments: All of the desired changes were completed and the program works as desired.

---

## Kelly Heffron

---

Date sent: Thu, 8 Jan 2009 09:02:56 -0600 (CST)  
To: Steve.Gustafson@state.mn.us,  
From: Steve.Gustafson@state.mn.us  
Subject: Vendor Evaluation Form

Web site information request on 01/08/2009.

-----

project: ESRI Version 9.2 Migration

id\_part1: T79

id\_part2: 1990

cfms: B10989

vendor: Environmental Systems Research Institute, Inc.

agency: TRANSPORTATION DEPT

evaluator: Susan Bousquet

eval\_date: 01/08/2009

email\_list: oet.isrm@state.mn.us, Susan.Bousquet@dot.state.mn.us,  
Melissa.McGinnis@dot.state.mn.us

purpose: The State has been using GIS to support numerous business processes and functions for over a decade. The GIS system is an important part of the State's Information Technology (IT) infrastructure with hundreds of internal and external customers. The system was operating at capacity and running old versions of the software. Several of the projects in the current IT program involve a GIS component with some having an immediate need for a current level GIS system. The objective of this work was to obtain assistance in rapidly setting up and configuring a new GIS system using current hardware and software that was recently purchased to address our immediate need. Due to the lack of resource availability and expertise of Mn/DOT staff, the Minnesota Department of Transportation required a consultant with expert knowledge of the ESRI version 9.2 products, of design, set up, configuration, and testing of these products and the supporting GIS architecture.

accomplished: Yes

contract\_date: 12/30/2007

actual\_date: 01/15/2008

contract\_cost: 24,942.00

actual\_cost: 24,940.29

cost\_effective: Mn/DOT did not have staff with expert knowledge of the ESRI version 9.2 products or of design, set up, configuration, and testing of these products and the supporting GIS architecture.

amended: No

terminated: No

engage: Yes

engage\_e: We have had several successful contracts/projects with this vendor using different vendor resources. We would not use the vendor resources assigned to this contract/project again because none of the deliverables were completed on schedule and it took considerable rework

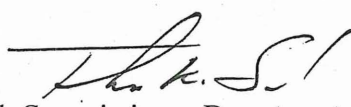
and direction from Mn/DOT to obtain acceptable deliverables.

---



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

Required by Minnesota Statutes Section §16C.08, subdivision 4(c). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> Iteris, Incorporated		<b>CFMS Contract Number:</b> B00328
<b>Project Name:</b> Statewide TOCC Integration and intelligent Roadway Information System (IRIS) Development Sharing Package	<b>Mn/DOT Contract No.:</b> 90668W01	<b>Project Duration (Dates):</b> April 25, 2007 to July 31, 2008
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b> The purpose of this Contract was to provide direction and support for the Mn/DOT Intelligent Transportation Systems TOCC Deployment Project in Districts 2, 3A, 4 and 8. The Contractor provided the following services on the project: <ul style="list-style-type: none"><li>• Project management</li><li>• Technical expertise on architectural and standards issues</li><li>• Systems integration</li><li>• Evaluation of systems integration effort.</li></ul> The Contractor also provided the following services specifically to IRIS: <ul style="list-style-type: none"><li>• Revised and finalized a system document of IRIS design and code</li><li>• Coordinated with cooperating States to refine the cooperation program structure</li><li>• Supported the transition to a working program so that joint IRIS development could occur</li></ul> This Contract was necessary to provide the necessary expertise and personnel to successfully complete the project and to provide outside, unbiased evaluation of the deployment project.		
<b>Billable Hours (if applicable):</b>	<b>Total Amount Spent on Contract:</b> \$99,802.00	<b>Source of Funding:</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:</b>		
<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		
 Tom Sorel, Commissioner, Department of Transportation		Date 1/21/09

c: Paul Stembler, 112 Admin  
Jeff Brunner, Mail Stop 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. 90668 Work Order 01

Type of work: **Statewide TOCC Integration and Intelligent Roadway Information System (IRIS) Development Sharing Package**

District/Office: **OTST**

Work Type Code: ITS

S.P.: 8816-569

T.H. N/A

Location \_\_\_\_\_

Contractor: Iteris, Inc.

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: **April 25, 2007**  
Work Start Date

**July 2008**  
Work Completion Date

**July 31, 2008**  
Expiration Date

Total Contract Cost: **\$99,802.00** = Orig Cost: **\$99,802.00** + Amended Cost:

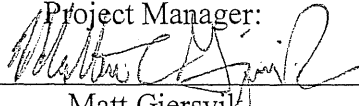
Amended cost for: N/A

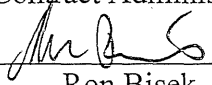
Number of Amendments: 1

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	<del>XX</del>	X		
2. Work Performance		X		
3. Conformance with Mn/DOT Standards/Requirements	<del>XX</del>	X		
4. Deliverables Complete and on time			X	
5. Project related cooperation		<del>XX</del>	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 25  
(Maximum points 36)

Project Manager:  
  
Matt Gjersvik

Contract Administrator:  
  
Ron Bisek

Date:  
1/16/09

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:

- PERSONNEL @ ITERIS WERE CONSISTENTLY DIFFICULT  
TO CONTACT & GET RESPONSES FROM  
- PROJECT WAS DONE BY CONTRACT END, BUT  
MOST DELIVERABLES MISSED DUE DATES

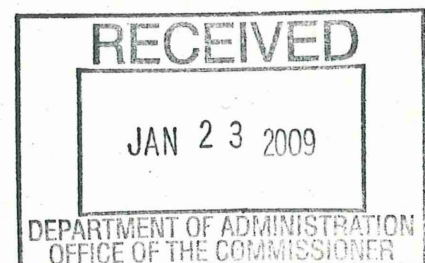
# Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section §16C.08, subdivision 4(c). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> Iteris, Incorporated		<b>CFMS Contract Number:</b> B00328
<b>Project Name:</b> Statewide TOCC Integration and intelligent Roadway Information System (IRIS) Development Sharing Package	<b>Mn/DOT Contract No.:</b> 90668W01	<b>Project Duration (Dates):</b> April 25, 2007 to July 31, 2008
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b> The purpose of this Contract was to provide direction and support for the Mn/DOT Intelligent Transportation Systems TOCC Deployment Project in Districts 2, 3A, 4 and 8. The Contractor provided the following services on the project: <ul style="list-style-type: none"><li>• Project management</li><li>• Technical expertise on architectural and standards issues</li><li>• Systems integration</li><li>• Evaluation of systems integration effort.</li></ul> The Contractor also provided the following services specifically to IRIS: <ul style="list-style-type: none"><li>• Revised and finalized a system document of IRIS design and code</li><li>• Coordinated with cooperating States to refine the cooperation program structure</li><li>• Supported the transition to a working program so that joint IRIS development could occur</li></ul> This Contract was necessary to provide the necessary expertise and personnel to successfully complete the project and to provide outside, unbiased evaluation of the deployment project.		
<b>Billable Hours (if applicable):</b>	<b>Total Amount Spent on Contract:</b> \$99,802.00	<b>Source of Funding:</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:</b>		
<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		
 Tom Sorel, Commissioner, Department of Transportation		Date 1/21/09

cc: Paul Stembler, 112 Admin  
Jeff Brunner, Mail Stop 680  
File

(CSS Reviewed 1/26/2007)





# 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. 90668 Work Order 01

Type of work: **Statewide TOCC Integration and Intelligent Roadway Information System (IRIS) Development Sharing Package**

District/Office: **OTST**

Work Type Code: ITS

S.P.: 8816-569

T.H. N/A

Location \_\_\_\_\_

Contractor: Iteris, Inc.

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: **April 25, 2007**  
Work Start Date

**July 2008**  
Work Completion Date

**July 31, 2008**  
Expiration Date

Total Contract Cost: **\$99,802.00** = Orig Cost: **\$99,802.00** + Amended Cost:

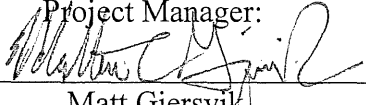
Amended cost for: N/A

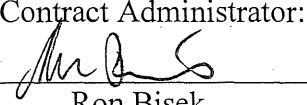
Number of Amendments: 1

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	<del>AA</del>	X		
2. Work Performance		X		
3. Conformance with Mn/DOT Standards/Requirements	<del>AA</del>	X		
4. Deliverables Complete and on time			X	
5. Project related cooperation		<del>AA</del>	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 25  
(Maximum points 36)

Project Manager:  
  
Matt Gjersvik

Contract Administrator:  
  
Ron Bisek

Date:  
1/16/09

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.
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- Project Manager is informed of key milestones.

### Below Average:

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## Comments:

- PERSONNEL @ ITERIS WERE CONSISTENTLY DIFFICULT  
TO CONTACT & GET RESPONSES FROM  
- PROJECT WAS DONE BY CONTRACT END, BUT  
MOST DELIVERABLES MISSED DUE DATES

# 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>UNIVERSITY OF MINNESOTA</b>		CFMS Contract Number: <b>A85031</b>
Project Name (if applicable): <b>DEVELOPMENT OF A TRASH HARVESTER FOR MNDOT PHASE 2</b>	Mn/DOT Agreement No.: <b>81655, WO 174</b>	Project Duration (Dates): <b>JANUARY 20, 2006 – JULY 31, 2008</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>COLLECTION OF TRASH IN THE METRO AREA COST APPROXIMATELY \$2M/YEAR. THE COST IS LARGELY THE LABOR REQUIRED TO GATHER THE TRASH ALONG THE SIDES OF THE MN/DOT RIGHT OF WAY. THE TIDINESS OF THE METRO AREA IS A MATTER OF CIVIC PRIDE. WHAT VISITORS SEE INFLUENCES THEIR OPINION OF THE CITY. WE ANTICIPATE THAT THE TRASH COLLECTION MACHINE WILL BECOME AN INTEGRAL PART OF A RIGHT-OF-WAY MAINTENANCE REGIMEN.</b>		
Billable Hours (if applicable):	Total Amount Spent on Contract: <b>\$146,000.00</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>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:  <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
Thomas K. Sorel, Commissioner		Date <b>11/16/09</b>

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, WO 174

**Type of work** Research

**District/Office** Policy Analysis, Research and Innovation **Work Type Code** RE

**S.P.** 88016 00825 **T.H.** NA

**Location** Statewide

**Contractor** University of Minnesota

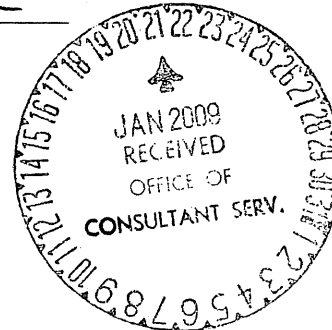
**Subcontractor** \_\_\_\_\_

**Subcontractor** \_\_\_\_\_

**Contract Period:** January 20, 2006; July 31, 2008 ; July 31, 2008  
                                     Work Start Date    Work Completion Date    Expiration Date

**Total Contract Cost:** \$146,000.00 **Orig Cost:** \$160,000.00 **Amended Cost:** -\$14,000.00

**Amended cost for:** ☐ **Overrun** ☐ **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** 33  
 (Maximum points 36)

**Project Manager:**

**Contract Administrator:**

Dewayne E. Jones

*See today*  
*Debbie Forschen*  
*for Ashley Derow*  
*1/29/09*

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).

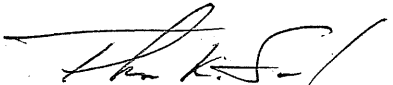
Instructions: Submit this form to Consultant Services Section, Mail Stop 680 along with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
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Project Name (if applicable): <b>DEVELOPMENT OF A TRASH HARVESTER FOR MNDOT PHASE 2</b>	Mn/DOT Agreement No.: <b>81655, WO 174</b>	Project Duration (Dates): <b>JANUARY 20, 2006 – JULY 31, 2008</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>COLLECTION OF TRASH IN THE METRO AREA COST APPROXIMATELY \$2M/YEAR. THE COST IS LARGELY THE LABOR REQUIRED TO GATHER THE TRASH ALONG THE SIDES OF THE MN/DOT RIGHT OF WAY. THE TIDINESS OF THE METRO AREA IS A MATTER OF CIVIC PRIDE. WHAT VISITORS SEE INFLUENCES THEIR OPINION OF THE CITY. WE ANTICIPATE THAT THE TRASH COLLECTION MACHINE WILL BECOME AN INTEGRAL PART OF A RIGHT-OF-WAY MAINTENANCE REGIMEN.</b>		
Billable Hours (if applicable):	Total Amount Spent on Contract: <b>\$146,000.00</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>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:  <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
Thomas K. Sorel, Commissioner		Date <b>1/16/09</b>

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). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> University of Minnesota		<b>CFMS Contract Number:</b> A96930
<b>Project Name:</b> Improving Car Sharing and Transit Services with ITS	<b>Mn/DOT Contract No.:</b> 89261W33	<b>Project Duration (Dates):</b> December 15, 2006 to September 30, 2008
<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 obtain information about car-sharing and transit operations leading to recommendations for improvement. Specifically, this has meant opportunities for new partnerships and users for car-sharing programs and methods for providing transit data over the internet.  The products and end results of this Contract have been more complete information regarding the impacts of car-sharing programs and how they integrate into transportation planning. In addition, Mn/DOT now has a "Start-up" Toolkit available to other potential car-sharing programs. Specific deliverables of this Contract were: <ul style="list-style-type: none"><li>• Evaluation instrument and report documenting results of first year of operation</li><li>• Subtask report discussing effectiveness of car-sharing to serve JARC populations</li><li>• Subtask report on potential use of e-government stylke services to improve ATIS and related services in the Twin Cities</li><li>• Quarterly TAP meeting minutes and presentations made to the annual CTS Research Conferences</li><li>• Draft and Final Reports</li></ul>		
<b>Billable Hours (if applicable):</b>	<b>Total Amount Spent on Contract:</b> \$102,313.00	<b>Source of Funding:</b> Federal and 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>          		
<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		
 Tom Sorel, Commissioner Department of Transportation		 1/15/09 Date

cc: Paul Stembler, 112 Admin  
Jeff Brunner, Mail Stop 680  
File

(CSS Reviewed 1/26/2007)

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.: 89261W33

Type of work: **Improving Car Sharing and Transit Service with ITS**

District/Office: OTST

Work Type Code: ITS

S.P.: 8816-948

T.H. N/A

Location \_\_\_\_\_

Contractor: **University of Minnesota**

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: **December 15, 2006**  
Work Start Date

**June 30, 2008**  
Work Completion Date

**September 30, 2008**  
Expiration Date

Total Contract Cost: **\$102,313.00** = Orig Cost: **\$102,313.00** + Amended Cost: **\$0.00**

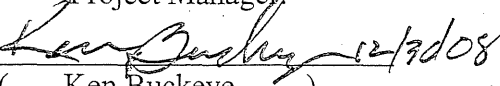
Amended cost for: N/A

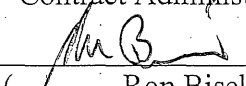
Number of Amendments: 1

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		✓		
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 28  
(Maximum points 36)

Project Manager  
  
( Ken Buckeye )  
Print Name

Contract Administrator:  
  
( Ron Bisek )  
Print Name

Date:  
1/13/09

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

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:

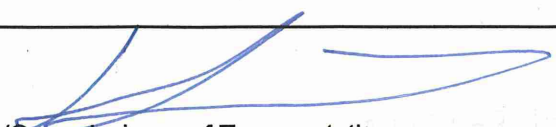
*I have been pleased with most aspects of performance by the HHH at the U of M. This was a difficult project and they did a nice job.*



# 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>University of Minnesota</b>		CFMS Contract Number: <b>A81439</b>
Project Name (if applicable): <b>Design Tool for Controlling Runoff and Sediment from Highway Construction.</b>	Mn/DOT Agreement No.: <b>81655 WO 161</b>	Project Duration (Dates): <b>12/1/2005- 08/31/2008</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>Control of runoff sediment from highway construction sites is an important component of the transportation infrastructure. Numerous experimental studies have been or are being supported by Mn/DOT and the Local Road Research Board (LRRB) to understand erosion processes and to implement best erosion/sediment control practices. Nonetheless, extrapolating results from these studies to the myriad of construction conditions in Minnesota is difficult. It is best accomplished by using a theoretical framework that links together the many factors influencing erosion and sediment transport.</b>  <b>An important first step in linking key processes was the developed of the WATER (Watershed Assessment Tool for Environmental Risk) simulation tool. This model simulates the runoff and erosion for a single roadside construction unit and is limited to on-site erosion control practices. The proposed project expands the WATER model by including algorithms for off-site sediment control practices (such as detention ponds), by linking together multiple construction units and other land uses to simulate the response of watersheds and by improving user friendliness with the use of spatial data sets. These additions are critically important in developing a model that is useful to erosion/sediment control practitioners.</b>  <b>Te overall goal of the proposed effort is to develop a tool for the design of effective sediment control strategies for construction sites. The specific research objectives are:</b> <ul style="list-style-type: none"><li>- To develop and incorporate off-site sediment control practices in the WATER simulation model,</li><li>- To expand the WATER model to include processes at a watershed scale by linking together the responses of different land uses, and</li></ul> <b>To develop user friendly interface routines that allows spatial data sets to be integrated into the WATER model.</b>		
Billable Hours (if applicable):	Total Amount Spent on Contract: <b>\$89,000.00</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:  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:  <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
Thomas K. Sorel / Commissioner of Transportation 		<b>1/15/09</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.** 81655 WO 161

**Type of work** Research

**District/Office:** Policy Analysis, Research & Innovation

**Work Type Code** RE

**S.P.** 88016-00782

**T.H.** \_\_\_\_\_

**Location** Statewide

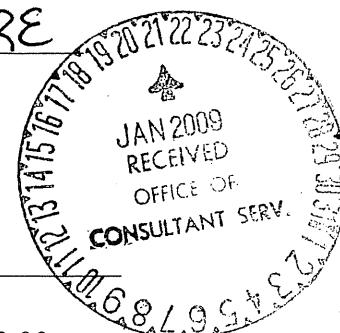
**Contractor** University of Minnesota

**Subcontractor** \_\_\_\_\_

**Contract Period:** 12/1/2005 ; 8/20/2008 ; 8/31/2008  
Work Start Date Work Completion Date Expiration Date

**Total Contract Cost:** \$89,000.00 **Orig Cost:** \$89,000.00 **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	4			
2. Work Performance	4			
3. Conformance with Mn/DOT Standards/Requirements	4			
4. Deliverables Complete and on time		3		
5. Project related cooperation	4			
6. QA/QC plan conformance	4			
7. Contract administration cooperation	4			
8. Invoices and progress reports		3		
9. Cost estimation/budget management		3		

**Contractor's rating for this contract:**

**Total Points** 33  
(Maximum points 36)

**Project Manager:**

**Contract Administrator:**

Beth Taylor 1/13/09  
Signature Date



David Worpell 1/14/09  
Signature Date

*Debbie Forcha  
for  
Ashley  
Durao  
1/29/09*

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

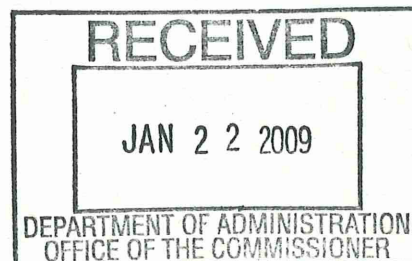
## Report on Professional/Technical Contracts Over \$50,000

Required by Minnesota Statutes Section §16C.08, subdivision 4(c). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> University of Minnesota		<b>CFMS Contract Number:</b> A96930
<b>Project Name:</b> Improving Car Sharing and Transit Services with ITS	<b>Mn/DOT Contract No.:</b> 89261W33	<b>Project Duration (Dates):</b> December 15, 2006 to September 30, 2008
<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 obtain information about car-sharing and transit operations leading to recommendations for improvement. Specifically, this has meant opportunities for new partnerships and users for car-sharing programs and methods for providing transit data over the internet.  The products and end results of this Contract have been more complete information regarding the impacts of car-sharing programs and how they integrate into transportation planning. In addition, Mn/DOT now has a "Start-up" Toolkit available to other potential car-sharing programs. Specific deliverables of this Contract were: <ul style="list-style-type: none"><li>• Evaluation instrument and report documenting results of first year of operation</li><li>• Subtask report discussing effectiveness of car-sharing to serve JARC populations</li><li>• Subtask report on potential use of e-government stylke services to improve ATIS and related services in the Twin Cities</li><li>• Quarterly TAP meeting minutes and presentations made to the annual CTS Research Conferences</li><li>• Draft and Final Reports</li></ul>		
<b>Billable Hours (if applicable):</b>	<b>Total Amount Spent on Contract:</b> \$102,313.00	<b>Source of Funding:</b> Federal and 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>		
<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		
 Tom Sorel, Commissioner Department of Transportation		 Date

cc: Paul Stembler, 112 Admin  
Jeff Brunner, Mail Stop 680  
File

(CSS Reviewed 1/26/2007)



# 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.: **89261W33**

Type of work: **Improving Car Sharing and Transit Service with ITS**

District/Office: **OTST**

Work Type Code: **ITS**

S.P.: **8816-948**

T.H. **N/A**

Location \_\_\_\_\_

Contractor: **University of Minnesota**

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: **December 15, 2006**

**June 30, 2008**

**September 30, 2008**

Work Start Date

Work Completion Date

Expiration Date

Total Contract Cost: **\$102,313.00** = Orig Cost: **\$102,313.00** + Amended Cost: **\$0.00**

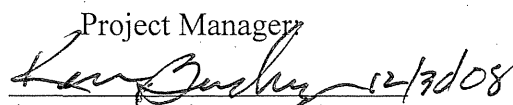
Amended cost for: **N/A**

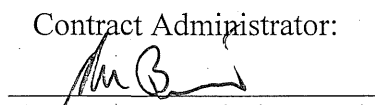
Number of Amendments: **1**

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		✓		
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 28  
(Maximum points 36)

Project Manager  
  
( Ken Buckeye )  
Print Name

Contract Administrator:      Date:  
      1/13/09  
( Ron Bisek )  
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:

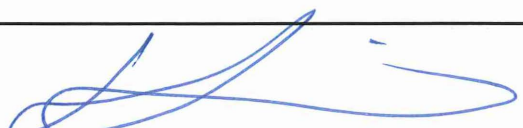

- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

## Comments:

*I have been pleased with most aspects of performance by the HHH at the U of M. This was a difficult project and they did a nice job.*

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

Required by Minnesota Statutes Section §16C.08, subdivision 4(c). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

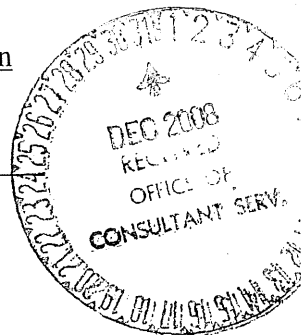
<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> MacDonald & Mack Architects, Ltd.		<b>CFMS Contract Number:</b> A78266
<b>Project Name:</b> Pine River Depot Relocation Project	<b>Mn/DOT Contract No.:</b> 87887	<b>Project Duration (Dates):</b> 6/22/05 – 12/31/08
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b> Historic Architecture design services for the relocation and restoration of a historic railroad depot. This relocation is required mitigation for a Section 106 property as identified in the TH 371 North Final EIS (2005).		
<b>Billable Hours (if applicable):</b> 648	<b>Total Amount Spent on Contract:</b> \$62,255.00	<b>Source of Funding:</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:</b> N/A, an RFP selection process was used.		
<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		
 for Thomas K. Sorel, Commissioner		 Date

cc: Paul Stembler, 112 Admin  
Jeff Brunner, Mail Stop 680  
File

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Contract Administrator with the approved final invoice. This rating may be used in future consultant selection procedures. All completed Performance Evaluations are sent to the Consultant for their information. Address comments on back, keep comments factual.

Contract No. 87887 Type of Work Architectural Final Design  
 District/Office D3A Work Type Code DD  
 SP Number 1116-25 TH Number 371 Location Pine River  
 Contractor MacDonald & Mack Architects, Ltd.  
 Subcontractor Northland Consulting Engineers  
 Subcontractor Paulson and Clark Engineering



Contract Period: June 22, 2005 ; December 15, 2008 ; December 31, 2008  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 62,255.00 = Orig Cost: \$ 42,230.00 + Amended Cost: \$ 20,025.00

Amended for: ~ Overrun Additional Work Time Only Number of Amendments 2

Item Rating 1 - 6 by Project Manager 7 - 9 by Contract 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:

Name

Date

Contract Administrator:

Name

Date

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 challenging project primarily because of a variety of unforeseeable changes. This Contractor was always flexible and willing to go the extra mile to get the job done. I was particularly impressed with Amy M. and her perseverance in the final months of plan preparation.

# 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: <del>Martinez Corporation</del> <b>Aero-Metric, Inc.</b>		CFMS Contract Number: <b>B-19058</b>
Project Name (if applicable): <b>Photogrammetric Mapping.</b>	Mn/DOT Contract No.: <b>93210</b>	Project Duration (Dates): <b>8/25/08 to 12/15/08</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: The Consultant was contracted to provide Photogrammetric Mapping for portion of TH 43 (Winona Bridge and City of Winona), District 6 area. Consultant will, complete Aerial Triangulations (AT), compile Planimetric Features (Plan) and create a Digital Terrain Model (DTM), for this project.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are working at capacity. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel constraints, requires us to contract out to Consultants.</b></p>		
Billable Hours (if applicable): <b>No.</b>	Total Contract Amount: <b>\$63,525.00</b>	Source of Funding: <b>District, Road Construction and Consultant Budget.</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 additional 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>		
Thomas K. Sorel, Commissioner 		Date: <b>1/5/09</b>

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



# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Contract Administrator with the approved final invoice. This rating may be used in future consultant selection procedures. All completed Performance Evaluations are sent to the Consultant for their information. Address comments on back, keep comments factual.

Contract No. 93210

Type of Work Photogrammetric Mapping

District/Office D-6

Work Type Code AE

SP Number 8503-46 TH Number 43

Location \_\_\_\_\_

Contractor Aero-Metric

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 8-25-08 ; 12-15-08 ; 6-30-09  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 63,525 = Orig Cost: \$ 63,525 + Amended Cost: \$ 0

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

Item Rating 1 - 6 by Project Manager 7 - 9 by Contract 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: 31 (Maximum points 36)

Project Manager:

Contract Administrator:

Name

Date

Name

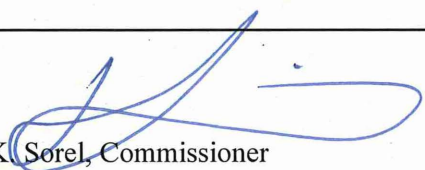
Date

MEHRTASH MEHRAN 1-5-09

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). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> MERGIS GROUP		<b>CFMS Contract Number:</b> B13694
<b>Project Name:</b> Bridge 9340 Data	<b>Mn/DOT Contract No.:</b> 92450	<b>Project Duration (Dates):</b> 4/4/08 – 8/31/08
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b>  To provide legal review of large volume of documents. MN/DOT does not have legal staff to provide review for the large volume (50,000 emails, 7500 efile.) The volume represents approximately 100,000 pages of documentation.		
<b>Billable Hours (if applicable):</b>	<b>Total Amount Spent on Contract:</b> \$100,460.00	<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>  This was a competitive bid project..		
<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		
 Thomas K. Sorel, Commissioner		Date 1/15/09

cc: Paul Stembler, 112 Admin

(CSS Reviewed 3/14/2008)

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Contract Administrator with the approved final invoice. This rating may be used in future consultant selection procedures. All completed Performance Evaluations are sent to the Consultant for their information. Address comments on back, keep comments factual.

Contract No. 92450

Type of Work Legal Review

District/Office CO

Work Type Code mc

SP Number NA

TH Number NA

Location \_\_\_\_\_

Contractor Mergis Group

Subcontractor None

Subcontractor None

Contract Period: 8/4/08 ; 8/31/08 ; 4/30/09  
 Work Start Date      Work Completion Date      Expiration Date

Total Contract Cost: \$ 100,000 = Orig Cost: \$ \_\_\_\_\_ + Amended Cost: \$ \_\_\_\_\_

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

Item Rating 1 - 6 by Project Manager 7 - 9 by Contract 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		3		
4. Deliverables Complete and on time	4			
5. Project related cooperation	4			
6. QA/QC plan conformance	4			
7. Contract administration cooperation		3		
8. Invoices and progress reports			2	
9. Cost estimation/budget management			2	

Contractor's rating for this Contract:

Total Points: 30 (Maximum points 36)

Project Manager:

Barbara Forsland

Name

Date

Contract Administrator:

William M. Mergis

Name

Date

12/31/08

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:**

*Some initial errors were made by Mergis in the invoicing process, but they were cooperative in straightening them out. This confusion led to the mis-tracking of hours, resulting in \$460.00 worth of billable time in excess of \$100,000 contract amount. Because the excess work was performed, I believe it should be paid. Therefore, I request payment to Mergis of the \$460.00. Barbara Forsland*

## 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.

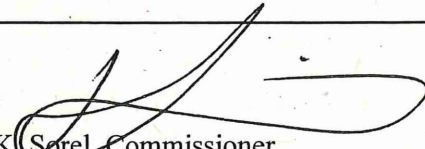
Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>Martinez Corporation</b>		CFMS Contract Number: <b>B-19738</b>
Project Name (if applicable): <b>Photogrammetric Mapping</b>	Mn/DOT Contract No.: <b>93366</b>	Project Duration (Dates): <b>9/18/08 to 1/15/09</b>
<p>Summarize the purpose of the contract, including why it was necessary to enter into a contract:</p> <p><b>The Purpose of this contract: The Consultant was contracted to provide Photogrammetric Mapping for portion of TH 494 (1 mi. North of 394 to TH 5), Metro West District. Consultant will, complete Aerial Triangulations (AT), compile Planimetric Features (Plan) and create a Digital Terrain Model (DTM), for this project.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are working at capacity. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel constraints requires us to contract out to Consultants.</b></p>		
Billable Hours (if applicable): <b>No.</b>	Total Contract Amount: <b>\$79,500.00</b>	Source of Funding: <b>Land Management, 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 additional 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>		
Thomas K. Sorel, Commissioner 		Date <b>1/15/09</b>

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



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

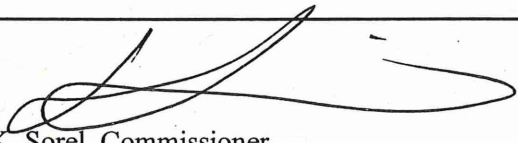
Required by Minnesota Statutes Section §16C.08, subdivision 4(c). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> MERGIS GROUP		<b>CFMS Contract Number:</b> B13694
<b>Project Name:</b> Bridge 9340 Data	<b>Mn/DOT Contract No.:</b> 92450	<b>Project Duration (Dates):</b> 4/4/08 – 8/31/08
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b>  To provide legal review of large volume of documents. MN/DOT does not have legal staff to provide review for the large volume (50,000 emails, 7500 efile.) The volume represents approximately 100,000 pages of documentation.		
<b>Billable Hours (if applicable):</b>	<b>Total Amount Spent on Contract:</b> \$100,460.00	<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>  This was a competitive bid project..		
<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		
 Thomas K. Sorel, Commissioner		Date 1/15/09

cc: Paul Stembler, 112 Admin

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

Required by Minnesota Statutes Section §16C.08, subdivision 4(c). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

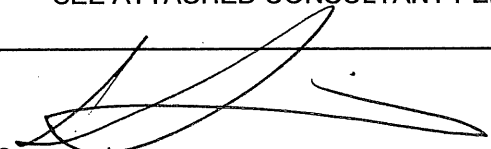
<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> MacDonald & Mack Architects, Ltd.		<b>CFMS Contract Number:</b> A78266
<b>Project Name:</b> Pine River Depot Relocation Project	<b>Mn/DOT Contract No.:</b> 87887	<b>Project Duration (Dates):</b> 6/22/05 – 12/31/08
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b> Historic Architecture design services for the relocation and restoration of a historic railroad depot. This relocation is required mitigation for a Section 106 property as identified in the TH 371 North Final EIS (2005).		
<b>Billable Hours (if applicable):</b> 648	<b>Total Amount Spent on Contract:</b> \$62,255.00	<b>Source of Funding:</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:</b> N/A, an RFP selection process was used.		
<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		
 for Thomas K. Sorel, Commissioner		Date 1/15/09

cc: Paul Stembler, 112 Admin  
Jeff Brunner, Mail Stop 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: <b>UNIVERSITY OF MINNESOTA</b>		CFMS Contract Number: <b>A94503</b>
Project Name (if applicable): <b>REAL TIME ARTERIAL PERFORMANCE</b>	Mn/DOT Agreement No.: <b>89261 WO 19</b>	Project Duration (Dates): <b>OCTOBER 10, 2006 – APRIL 30, 2009</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>THIS PROJECT IS A STARTING POINT OF LONG-TERM RESEARCH EFFORTS TO DEVELOP THE MINNESOTA ARTERIAL TRAFFIC LAB. OUR ULTIMATE GOAL IS TO DEVELOP A SYSTEMATIC APPROACH TO COLLECT, MONITOR, DIAGNOSE, FINE-TUNE AND AUDIT THE STATE OF THE PRACTICE CLOSED LOOP SIGNAL CONTROL SYSTEMS. THE IMMEDIATE GOAL OF THIS PROJECT IS THEREFORE TO DEVELOP AN ONLINE PERFORMANCE MEASUREMENT SYSTEM FOR SIGNALIZED ARTERIALS AND NETWORKS, AND A LOGICAL NEXT STEP IS TO DEVELOP METHODOLOGIES TO UTILIZE THE REAL TIME AND ARCHIVED ARTERIAL DISCUSSED FOR FUTURE TASKS. TO ACHIEVE THIS GOAL, THE PROJECT OBJECTIVES ARE LISTED IN THE FOLLOWING:</b> <b>1. ANALYZE THE DATA REQUIREMENTS FROM THE EXISTING SIGNAL SYSTEM FOR DIFFERENT LEVELS OF ACCURACY OF TRAFFIC CONDITION ESTIMATION;</b> <b>2. DEVELOP A SUITE IF ALGORITHMS FOR THE TRAFFIC CONDITION (SUCH AS TRAVEL TIME AND SPEED MAP) ESTIMATION DEPENDING ON DIFFERENT LEVELS OF DATA RESOLUTION</b>		
Billable Hours (if applicable):	Total Amount Spent on Contract: <b>\$70,000.00</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>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:  <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
 Thomas K. Sorel, Commissioner		Date <b>1/15/09</b>

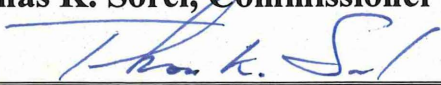
cc: Paul Stembler, Dept. of Administration  
Jeff Brunner, Consultant Services Section  
File



## 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>Martinez Corporation</b>		CFMS Contract Number: <b>B-19738</b>
Project Name (if applicable): <b>Photogrammetric Mapping</b>	Mn/DOT Contract No.: <b>93366</b>	Project Duration (Dates): <b>9/18/08 to 1/15/09</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: The Consultant was contracted to provide Photogrammetric Mapping for portion of TH 494 (1 mi. North of 394 to TH 5), Metro West District. Consultant will, complete Aerial Triangulations (AT), compile Planimetric Features (Plan) and create a Digital Terrain Model (DTM), for this project.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are working at capacity. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel constraints requires us to contract out to Consultants.</b></p>		
Billable Hours (if applicable): <b>No.</b>	Total Contract Amount: <b>\$79,500.00</b>	Source of Funding: <b>Land Management, 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 additional 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>		
Thomas K. Sorel, Commissioner 		Date <b>1/15/09</b>

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

# CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Contract Administrator with the approved final invoice. This rating may be used in future consultant selection procedures. All completed Performance Evaluations are sent to the Consultant for their information. Address comments on back, keep comments factual.

Contract No. 93366 Type of Work Photogrammetry  
 District/Office MetroWest Work Type/Code 10.1 mp  
 SP Number 2785G TH Number 494 Location 494 1 mi N. of 394 + 0 Mapping  
 Contractor Martinez Corp. TH5) MetroWest.  
 Subcontractor \_\_\_\_\_  
 Subcontractor \_\_\_\_\_  
 Contract Period: 9-18-08 ; 1-14-09 6-30-09  
 Work Start Date Work Completion Date Expiration Date  
 Total Contract Cost: \$ 79,500- = Orig Cost: \$ 79,500- + Amended Cost: \$ 0  
 Amended for: ~ Overrun ~ Additional Work ~ Time Only Number of Amendments \_\_\_\_\_

Item Rating 1 - 6 by Project Manager 7 - 9 by Contract 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: 32 (Maximum points 36)

Project Manager:

Name

Date

1/15/09

Contract Administrator:

Name

Date

1-15-09

MEHR TASH 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

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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>UNIVERSITY OF MINNESOTA</b>		CFMS Contract Number: <b>A94503</b>
Project Name (if applicable): <b>REAL TIME ARTERIAL PERFORMANCE</b>	Mn/DOT Agreement No.: <b>89261 WO 19</b>	Project Duration (Dates): <b>OCTOBER 10, 2006 – APRIL 30, 2009</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>THIS PROJECT IS A STARTING POINT OF LONG-TERM RESEARCH EFFORTS TO DEVELOP THE MINNESOTA ARTERIAL TRAFFIC LAB. OUR ULTIMATE GOAL IS TO DEVELOP A SYSTEMATIC APPROACH TO COLLECT, MONITOR, DIAGNOSE, FINE-TUNE AND AUDIT THE STATE OF THE PRACTICE CLOSED LOOP SIGNAL CONTROL SYSTEMS. THE IMMEDIATE GOAL OF THIS PROJECT IS THEREFORE TO DEVELOP AN ONLINE PERFORMANCE MEASUREMENT SYSTEM FOR SIGNALIZED ARTERIALS AND NETWORKS, AND A LOGICAL NEXT STEP IS TO DEVELOP METHODOLOGIES TO UTILIZE THE REAL TIME AND ARCHIVED ARTERIAL DISCUSSED FOR FUTURE TASKS. TO ACHIEVE THIS GOAL, THE PROJECT OBJECTIVES ARE LISTED IN THE FOLLOWING:</b> <b>1. ANALYZE THE DATA REQUIREMENTS FROM THE EXISTING SIGNAL SYSTEM FOR DIFFERENT LEVELS OF ACCURACY OF TRAFFIC CONDITION ESTIMATION;</b> <b>2. DEVELOP A SUITE IF ALGORITHMS FOR THE TRAFFIC CONDITION (SUCH AS TRAVEL TIME AND SPEED MAP) ESTIMATION DEPENDING ON DIFFERENT LEVELS OF DATA RESOLUTION</b>		
Billable Hours (if applicable):	Total Amount Spent on Contract: <b>\$70,000.00</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>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:  <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
Thomas K. Sorel, Commissioner 		Date <b>1/15/09</b>

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.** 89261 WO 19 **Type of work** Research  
**District/Office** Policy Analysis, Research and Innovation **Work Type Code** RE  
**S.P.** NA **T.H.** NA **Location** Statewide

**Contractor** University of Minnesota

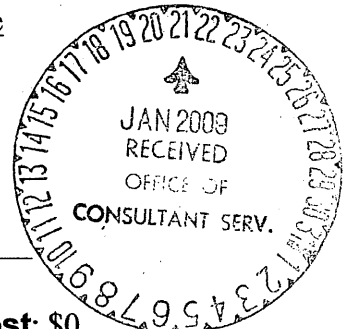
**Subcontractor** \_\_\_\_\_

**Subcontractor** \_\_\_\_\_

**Contract Period:** 10/10/2006 ; 12/31/2008 ; 4/30/2009  
Work Start Date Work Completion Date Expiration Date

**Total Contract Cost:** \$70,000.00 **Orig Cost:** \$70,000.00 **Amended Cost:** \$0

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



<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:**

**Contract Administrator:**

Eric M Drager

Shirlee Sherkow

*Debbie Foxen for  
Ashley Duran*

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

*1/22/09*

## 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:

Dr. Liu's (the PI) project required minimal supervision on my part as the TL. My job involved mostly coordination between different agencies and assisting Dr. Liu with technical specifications and access to equipment. All significant project tasks and reports were supervised and completed by Dr. Liu with no issues whatsoever.

Shirlee Sherkow: Working with Dr. Liu is a pleasant experience. He works well with the TAP and is very conscientious about his work. I enjoy working with him on projects. He is always receptive to any questions and responds to emails and to phone calls.

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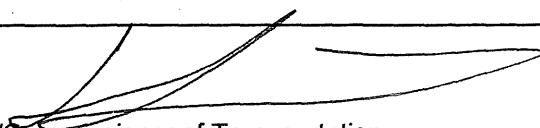
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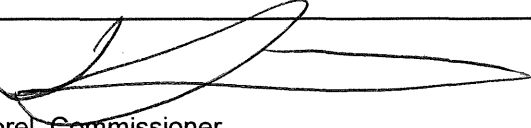
Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>University of Minnesota</b>		CFMS Contract Number: <b>A81439</b>
Project Name (if applicable): <b>Design Tool for Controlling Runoff and Sediment from Highway Construction.</b>	Mn/DOT Agreement No.: <b>81655 WO 161</b>	Project Duration (Dates): <b>12/1/2005- 08/31/2008</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>Control of runoff sediment from highway construction sites is an important component of the transportation infrastructure. Numerous experimental studies have been or are being supported by Mn/DOT and the Local Road Research Board (LRRB) to understand erosion processes and to implement best erosion/sediment control practices. Nonetheless, extrapolating results from these studies to the myriad of construction conditions in Minnesota is difficult. It is best accomplished by using a theoretical framework that links together the many factors influencing erosion and sediment transport.</b>  <b>An important first step in linking key processes was the developed of the WATER (Watershed Assessment Tool for Environmental Risk) simulation tool. This model simulates the runoff and erosion for a single roadside construction unit and is limited to on-site erosion control practices. The proposed project expands the WATER model by including algorithms for off-site sediment control practices (such as detention ponds), by linking together multiple construction units and other land uses to simulate the response of watersheds and by improving user friendliness with the use of spatial data sets. These additions are critically important in developing a model that is useful to erosion/sediment control practitioners.</b>  <b>Te overall goal of the proposed effort is to develop a tool for the design of effective sediment control strategies for construction sites. The specific research objectives are:</b> <ul style="list-style-type: none"><li>- To develop and incorporate off-site sediment control practices in the WATER simulation model,</li><li>- To expand the WATER model to include processes at a watershed scale by linking together the responses of different land uses, and</li></ul> <b>To develop user friendly interface routines that allows spatial data sets to be integrated into the WATER model.</b>		
Billable Hours (if applicable):	Total Amount Spent on Contract: <b>\$89,000.00</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:  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:  <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
Thomas K. Sorel / Commissioner of Transportation 		<b>1/15/09</b> Date

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

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

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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>UNIVERSITY OF MINNESOTA</b>		CFMS Contract Number: <b>A98309</b>
Project Name (if applicable): <b>CY07 PROGRAM LTAP PROGRAM</b>	Mn/DOT Agreement No.: <b>89261 WO 55</b>	Project Duration (Dates): <b>FEBRUARY 23, 2007 – SEPTEMBER 30, 2008</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>THE 2007 MINNESOTA LTAP STRENGTHENED THE SKILLS AND KNOWLEDGE OF LOCAL AND STATE TRANSPORTATION PROVIDERS THROUGH TRAINING PROGRAMS, THE EXCHANGE OF BEST PRACTICES, INFORMATION REFERRAL AND THE IMPLEMENTATION OF TRANSPORTATION RESEARCH RESULTS. THE PROJECT SEEKS TO TRANSFER INNOVATIVE TRANSPORTATION TECHNOLOGIES AND PROVEN SOLUTIONS TO ASSIST LOCAL AND STATE TRANSPORTATION PERSONNEL IN RESOLVING AND MANAGING TRANSPORTATION CHALLENGES. BENEFITS OF THE PROJECT ARE IDENTIFIED THROUGH PARTICIPANT FEEDBACK OF SUCCESSFUL ADOPTION OF NEW INFORMATION AND TECHNOLOGIES RESULTING IN REDUCED COSTS, IMPROVED SAFETY, IMPROVED QUALITY, AND TIME SAVED.</b>		
Billable Hours (if applicable):	Total Amount Spent on Contract: <b>\$440,500.00</b>	Source of Funding: <b>TRUNK HIGHWAY/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>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:  <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
 Thomas K. Sorel, Commissioner		Date <b>1/9/09</b>

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.** 89261 WO 55 **Type of work** Research  
**District/Office** Policy Analysis, Research and Innovation **Work Type Code** RE  
**S.P.** 88016 00657 **T.H.** NA **Location** Statewide  
**Contractor** University of Minnesota  
**Subcontractor** \_\_\_\_\_  
**Subcontractor** \_\_\_\_\_  
**Contract Period:** 2/23/2007 ; 9/30/2008 ; 9/30/2008  
                             Work Start Date      Work Completion Date      Expiration Date  
**Total Contract Cost:** \$440,500.00 **Orig Cost:** \$300,500.00 **Amended Cost:** \$140,000.00  
**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	4			
2. Work Performance		3		
3. Conformance with Mn/DOT Standards/Requirements	4			
4. Deliverables Complete and on time		3		
5. Project related cooperation	4			
6. QA/QC plan conformance		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** 30  
(Maximum points 36)

Project Manager:

Contract Administrator:

Julie Skallman

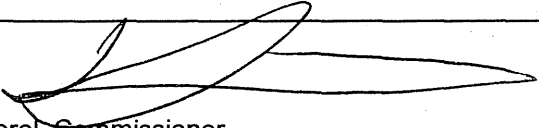
Sue Lodahe Abbie Forscher  
for Ashley Duran  
1/29/09

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

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Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <b>UNIVERSITY OF MINNESOTA</b>		CFMS Contract Number: <b>A98309</b>
Project Name (if applicable): <b>CY07 PROGRAM LTAP PROGRAM</b>	Mn/DOT Agreement No.: <b>89261 WO 55</b>	Project Duration (Dates): <b>FEBRUARY 23, 2007 – SEPTEMBER 30, 2008</b>
Summarize the purpose of the contract, including why it was necessary to enter into a contract:  <b>THE 2007 MINNESOTA LTAP STRENGTHENED THE SKILLS AND KNOWLEDGE OF LOCAL AND STATE TRANSPORTATION PROVIDERS THROUGH TRAINING PROGRAMS, THE EXCHANGE OF BEST PRACTICES, INFORMATION REFERRAL AND THE IMPLEMENTATION OF TRANSPORTATION RESEARCH RESULTS. THE PROJECT SEEKS TO TRANSFER INNOVATIVE TRANSPORTATION TECHNOLOGIES AND PROVEN SOLUTIONS TO ASSIST LOCAL AND STATE TRANSPORTATION PERSONNEL IN RESOLVING AND MANAGING TRANSPORTATION CHALLENGES. BENEFITS OF THE PROJECT ARE IDENTIFIED THROUGH PARTICIPANT FEEDBACK OF SUCCESSFUL ADOPTION OF NEW INFORMATION AND TECHNOLOGIES RESULTING IN REDUCED COSTS, IMPROVED SAFETY, IMPROVED QUALITY, AND TIME SAVED.</b>		
Billable Hours (if applicable):	Total Amount Spent on Contract: <b>\$440,500.00</b>	Source of Funding: <b>TRUNK HIGHWAY/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>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:  <b>SEE ATTACHED CONSULTANT PERFORMANCE EVALUATION</b>		
 Thomas K. Sorel, Commissioner		Date <b>1/9/09</b>

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

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

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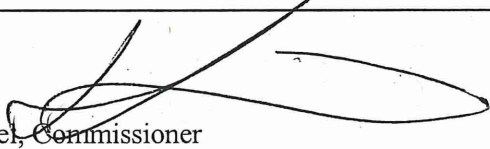

Instructions: Submit this form to Consultant Services, Mail Stop 680, with the final invoice.

Agency: <b>DEPARTMENT OF TRANSPORTATION</b>		
Contractor Name: <del>Marinez Corporation</del> <b>Aero-Metric, Inc.</b>		CFMS Contract Number: <b>B-19058</b>
Project Name (if applicable): <b>Photogrammetric Mapping.</b>	Mn/DOT Contract No.: <b>93210</b>	Project Duration (Dates): <b>8/25/08 to 12/15/08</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: The Consultant was contracted to provide Photogrammetric Mapping for portion of TH 43 (Winona Bridge and City of Winona), District 6 area. Consultant will, complete Aerial Triangulations (AT), compile Planimetric Features (Plan) and create a Digital Terrain Model (DTM), for this project.</b></p> <p><b>"Advances a transportation purpose", we have employees for this purpose but they are working at capacity. In house we run two shifts for Photogrammetric Mapping, but equipment and personnel constraints, requires us to contract out to Consultants.</b></p>		
Billable Hours (if applicable): <b>No.</b>	Total Contract Amount: <b>\$63,525.00</b>	Source of Funding: <b>District, Road Construction and Consultant Budget.</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 additional 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>		
Thomas K. Sorel, Commissioner 		Date: <b>1/5/09</b>

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). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> American Engineering Testing, Inc.		<b>CFMS Contract Number:</b> B17933
<b>Project Name:</b> Hastings Bridge Foundation Borings	<b>Mn/DOT Contract No.:</b> 92917	<b>Project Duration (Dates):</b> 7-23-08 to 10-31-08
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b> This contract is for foundation borings for the Hastings Bridge Design Build Project. Borings are needed to define the subsurface soils/rock.		
<b>Billable Hours (if applicable):</b>	<b>Total Amount Spent on Contract:</b> \$246,234.41	<b>Source of Funding:</b> Office of Materials Consult Budget
<b>If this was a single source Contract, explain why the agency determined there was only a single source for the services:</b>		
<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		
 Thomas K. Sorel, Commissioner		 Date

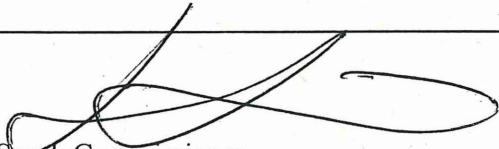
cc: Paul Stembler, 112 Admin  
Jeff Brunner, Mail Stop 680

File



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

Required by Minnesota Statutes Section §16C.08, subdivision 4(c). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> SRF Consulting Group, Inc.		<b>CFMS Contract Number:</b> A86415
<b>Project Name:</b> Wadena IRC	<b>Mn/DOT Contract No.:</b> 88012	<b>Project Duration (Dates):</b> 3-9-06 to 10-20-08
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b> The purpose of this contract was to perform preliminary engineering services for proposed highway reconstruction/capacity expansion for the portion of US 10 from Bluffton to 1.5 miles east of Wadena. It was necessary to enter into this contract because the District lacked the experience and resources to deliver a project of this magnitude.		
<b>Billable Hours (if applicable):</b>	<b>Total Amount Spent on Contract:</b> \$859,157.83	<b>Source of Funding:</b> Ear mark funds in SAFET-LU and TH funds
<b>If this was a single source Contract, explain why the agency determined there was only a single source for the services:</b>		
<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		
 Thomas K. Sorel, Commissioner		11/5/09 Date 11-26-08

cc: Department of Administration



Jeff Brunner, Consultant Services Section, Mail Stop 680  
File

(CSS Reviewed 4/28/2008)



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

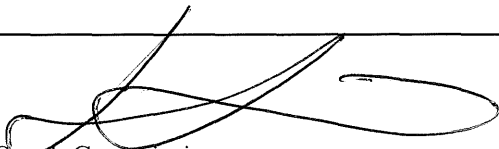
Required by Minnesota Statutes Section §16C.08, subdivision 4(c). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> URS Corporation		<b>CFMS Contract Number:</b> A91902
<b>Project Name:</b> T.H. 101 Elk River to Rogers Critical Path Management	<b>Mn/DOT Contract No.:</b> 89833	<b>Project Duration (Dates):</b> July 28, 2006 to November 30, 2008
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b>  The purpose of this contract was to provide critical path management schedule analysis and recommendations for the construction project on T.H. 101 from Elk River to Rogers.		
<b>Billable Hours (if applicable):</b> N/A	<b>Total Amount Spent on Contract:</b> \$97,634.01	<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		
 Thomas K. Sorel, Commissioner		 Date

cc: Department of Administration  
Jeff Brunner, Consultant Services Section, Mail Stop 680  
File

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

Required by Minnesota Statutes Section §16C.08, subdivision 4(c). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> SRF Consulting Group, Inc.		<b>CFMS Contract Number:</b> A86415
<b>Project Name:</b> Wadena IRC	<b>Mn/DOT Contract No.:</b> 88012	<b>Project Duration (Dates):</b> 3-9-06 to 10-20-08
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b> The purpose of this contract was to perform preliminary engineering services for proposed highway reconstruction/capacity expansion for the portion of US 10 from Bluffton to 1.5 miles east of Wadena. It was necessary to enter into this contract because the District lacked the experience and resources to deliver a project of this magnitude.		
<b>Billable Hours (if applicable):</b>	<b>Total Amount Spent on Contract:</b> \$859,157.83	<b>Source of Funding:</b> Ear mark funds in SAFET-LU and TH funds
<b>If this was a single source Contract, explain why the agency determined there was only a single source for the services:</b>		
<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		
 Thomas K. Sorel, Commissioner		11/5/09 Date 11-26-08

cc: Department of Administration  
Jeff Brunner, Consultant Services Section, Mail Stop 680  
File

(CSS Reviewed 4/28/2008)

## CONSULTANT PERFORMANCE EVALUATION

Submit this form to the Contract Administrator with the approved final invoice. This rating may be used in future consultant selection procedures. All completed Performance Evaluations are sent to the Consultant for their information. Address comments on back, keep comments factual.

Contract No. 88012 Type of Work Preliminary Design  
 District/Office 4 Work Type Code Planning  
 SP Number 5605-18 TH Number 10 Location Bluffton to 1.5 miles E of Wadena  
 Contractor SRF Consulting Group, Inc.  
 Subcontractor Rani Engineering, Inc.  
 Subcontractor Bolton & Menk, Inc.  
 Subcontractor Bloom Consulting, LLC  
 Contract Period: 3-9-2006 ; 10-20-2008 ; 2-28-2011  
                             Work Start Date                      Work Completion Date                      Expiration Date  
 Total Contract Cost: \$1,100,903.41 = Orig Cost: \$936,992.78 + Amended Cost: \$163,910.63  
 Amended for:  $\chi$  Overrun     $\chi$  Additional Work    ~ Time Only    Number of Amendments 2



Item Rating 1 - 6 by Project Manager 7 - 9 by Contract Administrator	Rating			
	Above Average 4 Points	Average 3 Points	Below Average 2 Points	Poor 1 Point
1. Product Quality			2	
2. Work Performance			2	
3. Conformance with Mn/DOT Standards/Requirements				1
4. Deliverables Complete and on time			2	
5. Project related cooperation		3		
6. QA/QC plan conformance			2	
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: 21 (Maximum points 36)

Project Manager:

Ravi Vaidya 11-26-08  
 Name Date

Contract Administrator:

Ravi Vaidya 11-26-08  
 Name Date

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

(CSS Reviewed 1/26/2007)

**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:**


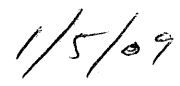
- Contractor requires excessive guidance or direction.
- Contractor is unresponsive to requests.
- Contractor unable or unwilling to resolve minor setbacks.
- Deliverables do not follow standards or does not meet requirements or expectations.
- Project is not on time or budget through no fault of Mn/DOT.

**Comments:**

- Submittals did not appear to have consultant review requiring more time on our part.
- Consultant appeared to function in a very compartmentalized fashion with no one having overall project familiarity to catch when for example the layout and environmental document were out of sync.
- Needed to provide consultant with some fundamental information after product submittal  
e.g. what type of information to include in layout history; info sent was taken directly from HPDP.
- Had difficulty obtaining Type II 20-year traffic forecast, ended up taking the work back.
- Deliverables were slow in arriving at times.
- Overall project related cooperation was adequate.

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

Required by Minnesota Statutes Section §16C.08, subdivision 4(c). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> URS Corporation		<b>CFMS Contract Number:</b> A91902
<b>Project Name:</b> T.H. 101 Elk River to Rogers Critical Path Management	<b>Mn/DOT Contract No.:</b> 89833	<b>Project Duration (Dates):</b> July 28, 2006 to November 30, 2008
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b>  The purpose of this contract was to provide critical path management schedule analysis and recommendations for the construction project on T.H. 101 from Elk River to Rogers.		
<b>Billable Hours (if applicable):</b> N/A	<b>Total Amount Spent on Contract:</b> \$97,634.01	<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		
 Thomas K. Sorel, Commissioner		 Date

cc: Department of Administration  
Jeff Brunner, Consultant Services Section, Mail Stop 680  
File



# CONSULTANT PERFORMANCE EVALUATION

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Contract No. 89833

Type of Work CRITICAL PATH MANAGEMENT

District/Office METRO

Work Type Code CS

SP Number 8608-21 TH Number 101

Location ELK RIVER TO ROUGERS

Contractor URS CORPORATION

Subcontractor \_\_\_\_\_

Subcontractor \_\_\_\_\_

Contract Period: 7/28/06 ; 11/14/08 ; 11/30/08  
 Work Start Date Work Completion Date Expiration Date

Total Contract Cost: \$ 97,634.01 = Orig Cost: \$ 97,634.01 + Amended Cost: \$ \_\_\_\_\_

Amended for: ~ Overrun ~ Additional Work ~ Time Only Number of Amendments 0



Item Rating 1 - 6 by Project Manager 7 - 9 by Contract 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: 34 (Maximum points 36)

Project Manager:

Name

Date

[Signature] 12/4/08

Contract Administrator:

Name

Date

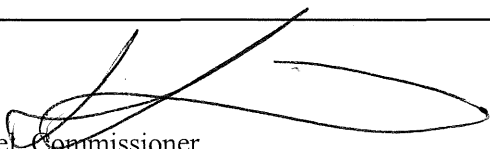
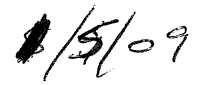
[Signature] 12/9/08

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

(CSS Reviewed 1/26/2007)

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

Required by Minnesota Statutes Section §16C.08, subdivision 4(c). Submit this form to Consultant Services, Mail Stop 680, along with the approved final invoice.

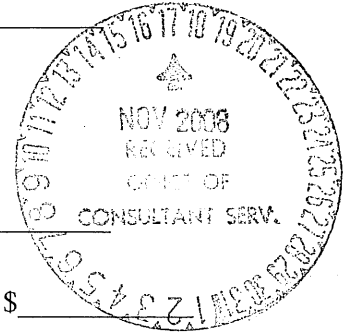
<b>Agency:</b> DEPARTMENT OF TRANSPORTATION		
<b>Contractor Name:</b> American Engineering Testing, Inc.		<b>CFMS Contract Number:</b> B17933
<b>Project Name:</b> Hastings Bridge Foundation Borings	<b>Mn/DOT Contract No.:</b> 92917	<b>Project Duration (Dates):</b> 7-23-08 to 10-31-08
<b>Summarize the purpose of the Contract, including why it was necessary to enter into a Contract:</b> This contract is for foundation borings for the Hastings Bridge Design Build Project. Borings are needed to define the subsurface soils/rock.		
<b>Billable Hours (if applicable):</b>	<b>Total Amount Spent on Contract:</b> \$246,234.41	<b>Source of Funding:</b> Office of Materials Consult Budget
<b>If this was a single source Contract, explain why the agency determined there was only a single source for the services:</b>     		
<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		
 Thomas K. Sorel, Commissioner		 Date

cc: Paul Stembler, 112 Admin  
Jeff Brunner, Mail Stop 680  
File

# CONSULTANT PERFORMANCE EVALUATION

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Contract No. 92917 Type of Work Subsurface Investigation  
 District/Office Materials Work Type Code BT  
 SP Number 1913-64 TH Number 61 Location Hastings  
 Contractor AET  
 Subcontractor Portable Barge Services  
 Subcontractor Star Twin City Testing  
 Contract Period: 7-23-08 ; 10-31-08 ; 12-31-08  
                     Work Start Date              Work Completion Date      Expiration Date  
 Total Contract Cost: \$ 246,234.41 = Orig Cost: \$ 345,998.00 + Amended Cost: \$ \_\_\_\_\_  
 Amended for: ~ Overrun    ~ Additional Work    ~ Time Only    Number of Amendments \_\_\_\_\_



Item Rating 1 - 6 by Project Manager 7 - 9 by Contract 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: 33 (Maximum points 36)

Project Manager:

Rich Lamb  
 Name Rich Lamb Date \_\_\_\_\_

Contract Administrator:

Rich Lamb 11-14-08  
 Name Rich Lamb Date \_\_\_\_\_

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.
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- 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:**

Contract was under-budget because fewer borings were required than originally anticipated.