



### Procurement Form (FOR)

**Effective Date:**  
5/1/2019

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1

**Document Title:**  
Procurement Board Report-RFB

**Document Owner/Department:**  
Procurement Team

**Date:** March 28, 2023  
**To:** Suzanne R. Coffey, P.E., Chief Executive Officer  
**From:** Daniel Edwards, Procurement Manager  
**Re:** Procurement Report

#### General Information

Contract Number:	2202956	Project Owner:	Chandan Sood
CIP #	O&M		
Contract Title:	Professional and Technical Services for Sewer Meter Support		
Vendor:	Process Control & Instrumentation, LLC		
Budget:	Operations and Maintenance		
Federal/State Funded	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

#### Procurement Method

Competitively bid – Request for Bid (RFB) Lowest responsive and responsible vendor			
Advertised:	01/09/23	Addendums released:	1
Buyer:	Carla Smith	Downloaded by:	45
Response due date:	02/24/23	Responses received:	2

#### Cost Summary – Process Control & Instrumentation, LLC

Description	Cost
Please see attached Bid Tab for detailed costing information	
<b>Total</b>	\$10,760,600.00

*Provisionary Allowance is an amount included in the Contract Price to reimburse the Contractor for the cost to furnish and perform Work that is uncertain. Any remaining balance upon Final Completion shall be retained by the GLWA and not paid to the Contractor.*

Benchmarking was completed by comparing the bids for this project. This analysis confirmed that rates are in competitive range. The rate comparisons and allowances (if any) are illustrated in the attached bid tabulation.



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Vendor Name	B.I.D. Plan (Pass/Fail)	Score w/o B.I.D.	State of Michigan (1 pt.)	GLWA Territory Area (1 pt.)	Economically Disadvantaged Territory (1 pt.)	Score w/B.I.D.	Certifications
Process Controls & Instrumentation, LLC	Pass	97.00	1	1	1	100.00	No
Hamlett Engineering	Pass	92.96	1	1	0	94.96	No

**Business Inclusion and Diversity (B.I.D.)**

B.I.D. program required

B.I.D. program not required

The recommended vendor for award submitted a B.I.D. plan per the requirements under this solicitation.

The recommended vendor for award did not submit a B.I.D. plan per the requirements under this solicitation.

The vendor received points for the following scored criteria:

Business presence in State of Michigan

Business presence in GLWA service territory area (list the territory)

Business presence in economically disadvantaged GLWA service territory area (list the territory)



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**Other Data Requested by GLWA Board Members for Recommended Vendor**

Minority Business Enterprise (MBE): No  
Detroit Based Business (DBB): No  
Small Business Enterprise (SBE): No

Sub-Contractor(s) List:

Diversified Engineering LLC – Electrical Engineering Design Services

Vendor Response Survey: Attached

**Litigation**

This vendor is not currently nor has been previously involved in any litigation with the GLWA.

**Financials**

A financial risk assessment was performed by the GLWA via Dun & Bradstreet and was determined that the selected vendor has the financial capacity to perform the tasks under this contract. This information is available for the Board of Directors to review upon request.

**Previous Contract**

Previous contract holder: Process Control & Instrumentation, LLC

The previous contract, GLWA-CON-179, Professional and Technical Services for Sewer Meter Support for the period of 8/14/2017 through 8/14/2023, for \$6,465,841.20 of which \$5,465,842.20 has been spent to date. The contract amount differences between the two contracts are provided in the table below.

<b>Contract Comparison</b>			
<b>Previous Contract PCI LLC 2017-2023</b>		<b>New Proposed Contract PCI, LLC 2023 -2028</b>	
<b>Description</b>	<b>Cost</b>	<b>Description</b>	<b>Cost</b>
Duration 8/14/17 – 8/14/23	\$6,465,841.20	8/15/2023 - 2028	\$10,760,600.00