



**Procurement Form (FOR)**

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

**Document #:**  
FSA\_PRO\_FOR\_0039

**Revision Date:**  
4/5/2023

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2

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

**Document Owner/Department:**  
Procurement Team

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

**General Information**

Contract Number:	2203638	Project Owner:	Christopher Nastally
CIP#:	N/A		
Contract Title:	<b>Engineering Project Management and Inspection</b>		
Vendor:	PMA Consultants		
Budget:	Operations and Maintenance		

**Procurement Method**

Competitively bid – Request for Proposal (RFP) Qualification Based Selection (QBS) – Evaluation Committee			
Advertised:	4/5/2023	Addendums released:	2
Buyer:	Gladys Cannon	Downloaded by:	90
Response due date:	5/26/2023	Responses received:	4

**Cost Summary – PMA Consultants LLC**

Classification	Proposed Hourly Rates			
	Level 1 (Loaded Rate)	Level 2 (Loaded Rate)	Level 3 (Loaded Rate)	Level 4 (Loaded Rate)
Administrative – General	\$75.00	\$125.00	\$175.00	\$200.00
Inspector – Construction	\$100.00	\$150.00	\$200.00	\$250.00
Inspector – General	\$100.00	\$150.00	\$200.00	\$250.00
Resident Project Representative	\$100.00	\$175.00	\$225.00	\$300.00
Project Manager (Task)	\$125.00	\$200.00	\$300.00	\$350.00
Project Manager (Overall)	\$125.00	\$200.00	\$300.00	\$365.00
Other: _____				
Other: _____				
Other: _____				
Rate Escalation per year:	3% fixed escalation to rates after year 1			
Classification Escalation per year:	Team member may only shift by 1 level per year. First year level is fixed.			
<b>Totals</b>				



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**Cost Summary – PMA Consultants LLC**

Classification	Negotiated Hourly Rates			
	Level 1 (Loaded Rate)	Level 2 (Loaded Rate)	Level 3 (Loaded Rate)	Level 4 (Loaded Rate)
Administrative – General	\$72.75	\$121.25	\$169.75	\$194.00
Inspector – Construction	\$97.00	\$145.50	\$194.00	\$242.50
Inspector – General	\$97.00	\$145.50	\$194.00	\$242.50
Resident Project Representative	\$97.00	\$169.75	\$218.25	\$291.00
Project Manager (Task)	\$121.25	\$194.00	\$291.00	\$339.50
Project Manager (Overall)	\$121.25	\$194.00	\$291.00	\$354.05
Other: _____				
Other: _____				
Other: _____				
Rate Escalation per year:	3% fixed escalation to rates after year 1			
Classification Escalation per year:	Team member may only shift by 1 level per year. First year level is fixed.			
<b>Totals</b>				

*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 proposals for this project. This analysis confirmed that rates are in competitive range. The rate comparisons and allowances (if any) are illustrated in the attached cost tabulation.

**Evaluation Committee: (Designation – Organization)**

A – GLWA Director - Engineering

B – GLWA Manager – Special Projects

C – GLWA Manager – Life Cycle Project Management





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

Minority Business Enterprise (MBE): No  
Small Business Enterprise (SBE): No  
Woman Business Enterprise (WBE): No  
Disadvantaged Business Enterprise (DBE): No  
Detroit Based Business (DBB): No  
Other: No

Sub-Contractor(s) List:  
Applied Science Inc.  
FKE Engineering  
Wade Trim Associates

Vendor Response Survey: Not Applicable

**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: Not Applicable