



Procurement Form (FOR)

Effective Date:
5/1/2019

Document #:
FSA_PRO_FOR_0040

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4/5/2023

Revision#:
2

Document Title:
Procurement Board Report-RFB

Document Owner/Department:
Procurement Team

Date: September 8, 2023

To: Suzanne R. Coffey, P.E., Chief Executive Officer

From: Daniel Edwards, Procurement Manager

Re: Procurement Report

General Information

Contract Number:	2204058	Project Owner:	Douglas Atkinson
CIP#:	N/A		
Contract Title:	Grounds Maintenance Services		
Vendor:	Landscape Services, Inc.		
Budget:	Operations and Maintenance		
Federal/State Funded	☐ Yes ☒ No		

Procurement Method

Competitively bid – Request for Bid (RFB) Lowest responsive and responsible vendor			
Advertised:	06/26/23	Addendums released:	1
Buyer:	Carla Smith	Downloaded by:	34
Response due date:	08/07/23	Responses received:	2

Cost Summary – Landscape Services, Inc.

Description	Cost
Please see attached Bid Tab for detailed costing information	
Total	\$8,083,602.50

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.

Note: GLWA Procurement is bringing this item back to the Operations and Resources Committee due to an untimely Bid protest received on Friday, October 20, 2023, from Premier Group Associates. Premier Group Associates protest was rejected by the GLWA's Chief Procurement Officer. The Bid protest and GLWA's response are attached for your review.



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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
Landscape Services, Inc.	Pass	97.00	1	1	0	99.00	No
Premier Group Associates	Pass	85.48	1	1	1	88.48	No
LC							

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 (Macomb County)

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

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: N/A

Vendor Response Survey: Yes



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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:

The previous contract, 1900702, was for the period of 7/15/2019 through 1/14/2024, for \$4,144,404.08. The contract amount differences between the two contracts are provided in the table below.

Contract Comparison			
Previous Contract Premier Group Associates LC		New Proposed Contract Landscape Services, Inc.	
Description	Cost	Description	Cost*
Duration 7/15/19 – 1/14/24	\$4,144,404.08	3 yrs. w/2 optional renewals	\$8,083,602.50

*The new proposed contract is a five-year contract (3 years plus 2 one-year renewals) versus the previous four-year six-month contract (2 years plus 2 one-year renewal options plus a 6-month extension) which will cover 83 GLWA sites across SE Michigan, up from 71 sites in the previous contract. Additionally, there have been significant price increases to fuel and labor over the past several years. This new contract also includes estimated tree trimming, storm damage cleanup, and future property acquisitions.