



**Procurement Form (FOR)**

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

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

**Revision Date:**  
1/18/2022

**Revision#:**  
1

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

**Document Owner/Department:**  
Procurement Team

**Date: May 3, 2022**  
**To: Brian Baker, Audit Committee Chairman**  
**From: Daniel Edwards, Procurement Manager**  
**Re: Procurement Report**

**General Information**

Contract Number:	2200290	Project Owner:	Kim Garland, Financial Services Chief of Staff
Contract Title:	Senior Manager Underwriter Services		
Vendor:	Siebert Williams Shank & Co., LLC		
Budget:	Choose an item. N/A – Vendor paid through bond proceeds		

**Procurement Method**

Pre-Qualified Vendors – Invitation to Quote (ITQ) Request for Proposal (RFP) Qualification Based Selection (QBS) – Evaluation Committee			
Advertised:	3-30-2022	Addendums released:	1
Buyer:	Joan Salwasser	Downloaded by:	3
Response due date:	4-14-2022	Responses received:	3

Description	Proposed Cost
Take Down Fee -	\$2.50/Bond
Reimbursable Expenses -	TBD

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 – Chief Financial Officer/Treasurer
- B – GLWA – Financial Services Chief of Staff
- C – PFM - Financial Advisor

Vendor (Highest to lowest score)	Score
Siebert Williams Shank & Co., LLC	90.00
Goldman Sachs	87.78
Wells Fargo Securities	86.67



**Procurement Form (FOR)**

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

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

**Revision Date:**  
1/18/2022

**Revision#:**  
1

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

**Document Owner/Department:**  
Procurement Team

Vendor (Highest to Lowest Score)	Score	B.I.D. Plan (Pass/Fail)	State of Michigan Presence (Yes/No)	GLWA Territory (Yes/No)	Economically Disadvantaged Territory (Yes/No)	Certifications
Siebert Williams Shank & Co., LLC	90.00	Pass	Yes	Yes	Yes	City of Detroit; NY&NJMSDC; WBENC
Goldman Sachs	87.78	Pass	No	No	No	N/A
Wells Fargo Securities	86.67	Pass	No	No	No	N/A

**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 recommended vendor is acknowledged for the following B.I.D. 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)



**Procurement Form (FOR)**

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

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

**Revision Date:**  
1/18/2022

**Revision#:**  
1

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

**Document Owner/Department:**  
Procurement Team

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

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

Sub-Contractor(s) List: N/A

Vendor Response Survey: N/A

**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.