



**GLWA Procurement**

<b>Effective Date:</b> 7/1/2024	<b>Document #:</b> FSA_PRO_TPL_0024	<b>Revision Date:</b> N/A	<b>Revision#:</b> 0
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<b>Document Title:</b> Procurement Board Report	<b>Document Owner/Department:</b> Procurement Team
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**Date: February 11, 2025**  
**To: Suzanne R. Coffey, P.E., Chief Executive Officer**  
**From: Daniel Edwards, Procurement Manager**  
**Re: Procurement Report**

General Information			
Contract Number:	REQ-0000057	Project Owner:	Brooke Ballard
CIP#:	270010		
Contract Title:	HVAC Improvements to Seven Mile and Puritan Fenkell CSO Facilities		
Vendor:	Osborn Engineering		
Budget:	Capital Project		
Federal/State Funded	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

Procurement Method			
Competitively bid – Request for Proposal (RFP) Qualification Based Selection (QBS)			
Advertised:	November 6, 2024	Addendums released:	7
Buyer:	Dionne Graves	Downloaded by:	59
Response due date:	January 28, 2025	Responses received:	2

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

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

Vendor <i>(In order of highest to lowest)</i>	B.I.D. Plan <i>(Pass/Fail)</i>	Scored Criteria <i>(0 or 1)</i>			Cert.	Score w/o B.I.D.	Score with B.I.D.
		State of Michigan	GLWA Territory	Econ. Territory			
Osborn Engineering	Pass	1	1	1	No	79.28	82.28
Metco Services, Inc.	Pass	1	1	1	No	63.96	69.96

**QBS - Cost Summary – Osborne Engineering**

Description	Proposed Cost	Negotiated Cost
Task A – Project Management	\$146,254.00	\$146,254.00
Task B – Detailed and Related Designs	546,783.00	546,783.00
Task C – Bidding and Negotiation Services	31,255.00	31,255.00
Task D – Construction Assistance/Construction Engineering	303,971.00	303,971.00



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Task E- Asset Turnover Information	9,624.00	9,624.00
Task F – Document Turnover Information	16,189.00	16,189.00
Task G – Owner Training	73,652.00	73,652.00
Provisional Allowance	\$100,000.00	\$100,000.00
<b>Totals</b>	<b>\$1,227,728.00</b>	<b>\$1,227,728.00</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 bids for this project as well as pricing received in response to previous solicitations for this project. The project was initially advertised as a TOES project on 7/14/2023. The lowest responding vendor rescinded their bid after the clarification meeting, which the vendor admitted they were unable to do the work for the amount bid. A second solicitation was initiated on 1/9/2024. The locations were advertised as separate projects. The bids received in response were significantly higher than the TOES budgetary limit resulting in the cancellation of the solicitation. The current proposals returned fell within the range of the engineers’ estimate. Oral interviews were conducted with the respondents. Subsequently, the evaluation team decided that further negotiation on price was not necessary. The highest-ranking vendor provided GLWA with the best technical work plan, the highest quality team, and the best firm experience. In addition, they had the lowest cost, which were the closest to the Engineers’ estimate of \$1.2 million, and their Scope addressed all of GLWA’s needs. The analysis of the available information confirm that costs are in line with the scope of work as anticipated by engineering analysis and budget development. The cost comparisons and allowances are illustrated in the attached cost summary. The individual tasks are lump sum based rather than hourly rates.

<b>QBS Evaluation Committee: (Designation - Organization)</b>
A - GLWA
B - PMA Consultants
C - GLWA
D - GLWA

**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:



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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: N/A