**Procurement Report**

**Date: January 23, 2019**

**To: Sue McCormick, Chief Executive Officer**

**From: Dan Edwards, Procurement Manager**

**Re: Procurement Report**

**General Information**

|  |  |  |  |
| --- | --- | --- | --- |
| Contract Number: | GLWA-CS-282 | Project Owner: | Peter Fromm |
| Contract Title: | Design and Construction Assistance Services for the Springwell’s Administrative Building, Office Build-Out, & Underground Fire Protection Loop Replacement |
| Vendor: | WSP Michigan Inc. |
| Budget: | Capital Project |
| Contract Length: | Three (3) years and Seven (7) months |

**Procurement Method**

|  |
| --- |
| Competitively bid – Request for Proposal (RFP) Qualification Based Selection (QBS) – Evaluation Committee |
| Advertised: | July 24, 2018 | Addendums released: |  3 |
| Distributed to: | 45 | Downloaded by: | 45 |
| Response due date: | September 14, 2018 | Responses received: |  2 |

**Evaluation Committee**

|  |
| --- |
| A – Project Manager - GLWA |
| B – Engineer - GLWA |
| C – Engineer - GLWA |
| D – Engineer - GLWA |

**Scores**

The Evaluation Committee independently reviewed and scored the proposals in accordance with GLWA’s policy. The rankings are below.

|  |
| --- |
| Maximum Score Possible: 100 |
| **Vendor (Highest to lowest score)**  | **Score** | **Proposed Cost before Negotiations** |
| **WSP Michigan** | **76.50** | **$1,607,402.47** |
| **Alfred & Benesch & Company** | **64.63** |  **947,085.00** |

**Negotiation Strategy**

Benchmarking was completed by comparing the proposals for this project. This analysis was used to develop the negotiation strategy which resulted in a savings of $301,250.07.

**Negotiated Cost Schedule**

|  |
| --- |
| Vendor Name: WSP Michigan |
| **Description** | **Original Proposal** | **Negotiated** |
| Task 1 - Project Kickoff Workshop  | $13,827.45 | $7,200.90 |
| Task 2 - Project Management | 70,379.23 | 70,379.23 |
| Task 3 - Preliminary Design Phase  | 309,526.53 | 278,108.99 |
| Task 4 - Final Design Phase  | 221,801.08 | 196,716.44 |
| Task 5 - Bid Phase | 30,670.63 | 18,354.62 |
| Task 6 - Construction Administration | 242,106.58 | 162,059.14 |
| Task 7 - Resident Project Representation | 676,934.16 | 547,104.33 |
| Task 8 - System O&M, SOPs and Training  | 42,156.81 | 26,228.91 |
| Totals |  $ 1,607,402.47 |  $1,306,152.40 |

The variance in pricing is due to specific titles, hours and rates submitted by Alfred Benesch being lower in comparison to the titles, hours and rates submitted by WSP Michigan which meets the required hours and level of effort for this project.

The recommendation for award made by a consensus of the evaluation committee is to WSP Michigan, Inc.

**Other Data Requested by GLWA Board Members**

Minority Business Enterprise (MBE): No

Detroit Based Business (DBB): Yes

Small Business Enterprise (SBE): No

Sub-Contractor(s) List: OHM Advisors, Inc

**Vendor Response Survey**

Surveys forwarded to eight (8) vendors. One statement was received indicating that a response was not provided due to scheduling conflicts.

**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.