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## Memorandum

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**To: The Honorable Board of Directors, Great Lakes Water Authority**

**From: Suzanne Coffey, P.E., Chief Planning Officer**

**CC: GLWA Executive Leadership Team**

**Date: October 21, 2020**

**RE: Long Term CSO Control Plan Consultant Contract (1904197)**

The purpose of this writing is to answer a question posed during the October 15, 2020 Operations and Resources Committee meeting regarding differences in cost between the two proposers for the Long Term CSO Program consultant contract.

Our negotiation team also flagged the difference. They engaged in multiple detailed discussions with LimnoTech regarding the work scope and expectations of quality and Member Partner engagement. The difference is in level of effort, not hourly rates, with the second proposer estimating many more hours to complete the work scope. The costs submitted by the second proposer were higher for the majority of the 11 tasks, however the most significant differences were in the tasks of system optimization, receiving water modeling, and recommended plan. The discussions with LimnoTech focused on the following most likely causes for the differences.

1. ***Understanding of the Work Products:*** The negotiation team reviewed all the required work products such that there was a clear common understanding of the level of detail and quality that is expected for each.
2. ***Detailed Iterative Reviews:*** The negotiation team discussed the expectation of an iterative and detailed review process for technical items. LimnoTech will likely be asked to rework some elements of work products to address concerns prior to final acceptance.
3. ***Addressing Member Partner Concerns:*** At milestones, GLWA's Member Partners will be engaged to review work products and conclusions. They are engaged and knowledgeable of the system, its history, and regulatory requirements. GLWA will expect LimnoTech to provide detailed technical answers to satisfy Member Partner concerns.

In all cases, the LimnoTech team communicated that they understood the expectation and remained firm on their lump sum, not to exceed costs for all the tasks. The negotiation team is satisfied that LimnoTech fully understands the work scope and is prepared to deliver it with high quality, within the negotiated contract amount.