



## Legislation Text

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File #: 2022-563, Version: 1

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**Proposed Amendment No. 3**  
**Contract No. GLWA-CS-216**  
**Third Party Facilitators - Customer Outreach Program**  
**O&M**

Agenda of: December 14, 2022

Item No.: **2022-563**

|         |                          |                     |
|---------|--------------------------|---------------------|
| Amount: | Original Contract        | \$1,280,350.00      |
|         | Amendment No. 1          | 1,300,000.00        |
|         | Amendment No. 2          | 1,400,000.00        |
|         | Proposed Amendment No. 3 | <u>2,700,000.00</u> |
|         | Total Revised Contract   | \$6,680,350.00      |

**TO:** The Honorable  
Board of Directors  
Great Lakes Water Authority

**FROM:** Suzanne R. Coffey, P.E.  
Chief Executive Officer  
Great Lakes Water Authority

**DATE:** December 2, 2022

**RE: Proposed Amendment No. 3**  
**Contract No. GLWA-CS-216**  
**Third Party Facilitators - Customer Outreach Program**  
**Vendor: Bridgeport Consultants, LLC**

### MOTION

Upon recommendation of Jody Caldwell, Chief Planning Officer, the Board of Directors (Board) of the Great Lakes Water Authority (GLWA), authorizes the Chief Executive Officer (CEO) to **enter into Contract No. GLWA-CS-216, Proposed Amendment No. 3, "Third Party Facilitators - Customer Outreach Program" with Bridgeport Consultants, LLC, at an increased cost of \$2,700,000 for a total cost not to exceed \$6,680,350 and an increased duration of (4) four years for a total contract duration of (10) ten years;** and authorizes the CEO to take such other action as may be necessary to accomplish the intent of this vote.

### BACKGROUND

The GLWA Member Outreach Program started under the leadership of Detroit Water and Sewerage Department (DWSD)

in 1997 with a partnering program with Suburban Wholesale Wastewater customers to implement a Combined Sewage Overflow (CSO) Plan and develop a fair and equitable approach for allocating \$1.2 Billion to execute the plan. Based on achieving a court approved CSO funding plan, DWSD initiated a similar partnership process in 2003 with its 80 plus Wholesale Water Customers in conjunction with the development of a 50 Year Comprehensive Water Master Plan. These partnerships, now more than 20 years old, have proven highly effective in decreasing conflict and building momentum toward a progressive and collaborative relationship between GLWA and its members. Bridgeport Consulting was selected as the third-party facilitator for the Member Outreach Program in 2018 through a competitive bid process. Member partner co-chairs, along with the exiting third-party facilitator, participated in bid review and interviews. The contract was established as a two-year contract with two optional two-year extensions, for a total of six-years. Both of the two-year extensions have been exercised with contract expiration in December 2023.

### **JUSTIFICATION**

With a mission, "to collaboratively ensure a One Water system approach to our regional water and wastewater system that will be economically, socially and environmentally responsible and sustainable," the One Water Partnership is predicated on relationships. The Member Outreach third-party facilitation team plays a critical role in fostering and strengthening those relationships between, and among GLWA and Member Partner communities. Given the breadth and diversity of the communities that participate in One Water, building these relationships requires significant time to become familiar with each Member Partners' unique needs, interests, and concerns - and work together on issues of importance such that a strong baseline of mutual trust, credibility, and respect may be established. For this reason, and especially within the context of considerable transitions that have affected not only GLWA but also Member Partners (e.g., the COVID-19 pandemic; multiple leadership transitions within GLWA and many Member Partner communities; operational stressors; etc.), extending the contract with the existing Member Outreach third-party facilitator is essential to providing the continuity necessary to support a thriving Member Outreach program.

The third-party facilitators are rated on the annual scorecard and have received an average rating of 3.4 (out of 4) over the past five years by members. In addition, GLWA undertook a review of Bridgeport Consulting by interviewing GLWA members and member co-chairs in the summer of 2022. Overall performance was rated at meets or exceeds expectations by 96% of the participants.

The third-party facilitators participate in member partner contract negotiations to provide neutrality. Water contracts are scheduled to be renegotiated again in 2026. This 4-year extension to the Bridgeport Consulting contract will allow members to participate in negotiations with known facilitators.

This contract will be competitively bid in year 2 of this 4-year extension to allow adequate procurement and project transition time for the awarded vendor.

### **PROJECT MANAGEMENT STATUS**

|                        |                                    |
|------------------------|------------------------------------|
| Original Contract Time | 2 years (01/01/2018 - 12/31/2019)  |
| Amendment No. 1        | 2 years (01/01/2020 - 12/31/2021)  |
| Amendment No. 2        | 2 years (01/01/2022 - 12/31/2023)  |
| Amendment No. 3        | 4 years (01/01/2024 - 12/31/2027)  |
| New Contract Time      | 10 years (01/01/2018 - 12/31/2027) |

**PROJECT ESTIMATE**

|                         |                     |
|-------------------------|---------------------|
| Original Contract Price | \$ 1,280,350.00     |
| Change Order No. 1      | 1,300,000.00        |
| Change Order No. 2      | 1,400,000.00        |
| Change Order No. 3      | <u>2,700,000.00</u> |
| New Contract Total      | \$ 6,680,350.00     |

**FINANCIAL PLAN IMPACT**

**Summary:** The services outlined under this contract encompasses Operations & Maintenance (O&M) expense only. The value of this contract is less than the current financial plan in total. Potential positive and negative variances of other contractual services as well as the use of this service may vary by year.

**Funding Source:** Operations and Maintenance (5910 - Water)

**Cost Centers:** Systems Planning (886101)

**Expense Type:** Contractual Professional Services - (617903)

**Estimated Financial Plan by Year and Related Estimating Variance:**

| <b><u>Fiscal Year</u></b> | <b><u>Amount</u></b> |
|---------------------------|----------------------|
| FY 2018 Budget (Prorated) | \$100,000.00         |
| FY 2019 Budget            | 700,000.00           |
| FY 2020 Budget            | 864,000.00           |
| FY 2021 Budget            | 650,000.00           |
| FY 2022 Budget            | 700,000.00           |
| FY 2023 Budget            | 700,000.00           |
| FY 2024 Financial Plan    | 700,000.00           |
| FY 2025 Financial Plan    | 750,000.00           |

|                                   |                     |
|-----------------------------------|---------------------|
| FY 2026 Financial Plan            | 750,000.00          |
| FY 2027 Financial Plan            | 800,000.00          |
| FY 2028 Financial Plan (Prorated) | <u>400,000.00</u>   |
| Total Financial Plan              | \$7,114,000.00      |
| Maximum Proposed Contract         | <u>6,680,350.00</u> |
| Variance (positive/(negative))    | \$ 433,650.00       |

### **SAVINGS, COST OPTIMIZATION, AND REVENUE ENHANCEMENT IMPACT**

The award of this contract provides a potential variance of \$433,650.00. Total Financial Plan value of \$7,114,000.00 less contract value of \$6,680,350.00.

### **COMMITTEE REVIEW**

This item was presented to the Operations and Resources Committee at its meeting on December 14, 2022. The Operations and Resources Committee unanimously recommended that the GLWA Board adopt the resolution as presented.

### **SHARED SERVICES IMPACT**

This item does not impact the shared services agreement between GLWA and DWSD.