



Marqaicha Welch, *Procurement Manager*
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TO: The Honorable Board of Water Commissioners
Detroit Water and Sewerage Department
City of Detroit, Michigan

FROM: Marqaicha Welch,
Procurement Manager
Detroit Water and Sewerage Department

RE: DWSD RFB #534440 – Response to Bid Protest from DJ’s Landscape Management

DATE: July 2, 2025

DWSD Procurement received a bid protest regarding Request for Bids (RFB) #534440, for Ground Maintenance Services, via email on Tuesday, June 24, 2025.

DJ’s Landscape Management’s protest contends that they are the lowest responsive bidder for this project. DJ’s submitted a bid response with unit pricing and a total bid amount of \$ 228,445.00 (*clearly highlighted in their bid submission).

During the evaluation period, DWSD Procurement was unable to balance their unit pricing with their total bid amount. The vendor was then contacted via email, to inquire the calculation on how they reached the 5-year grand total of \$228,445.00 using the numbers quoted on their pricing sheets.

The vendor submitted a clarifying document, indicating how they arrived at their final bid pricing. That document did not comply with the request for bids. The revised pricing sheet reflected the original bid amount but failed to include Section C costs for as-needed services. The final bid tabulation by Procurement was completed, applying the vendors unit pricing and it was determined that DJ’s Landscape Management was not the lowest bidder for this project.

DJ’s Landscape Management submitted unit pricing and a bid total amount of \$228,445.00. The scope of work for this contract was based on 95 (estimated) cycles per year, for a term of 5 years. The total cycle count for services to be provided under this contract is to include a total of 475 cycles (95 cycles * 5 years).

Based on the information provided and the bid tabulation of 475 cycles, the final award for this contract is being recommended to the next lowest equalized bidder.

Procurement erred by not deeming DJ’s Landscape Management nonresponsive due to pricing and instead worked with the vendor to resolve the calculation error.

Therefore, DWSD Procurement requests the Board of Water Commissioners to reject DJ’s Landscape Management’s bid protest.

cc: Gary Brown, Director
Ericka Meah, Chief Operations Officer
Scott MacGriff, General Counsel and Chief Compliance Officer