



Human Resources Department

Date: March 31, 2010

TO: Susan Leirstein, Purchasing Director

FROM: Peggy Sears, Human Resources Director

CC: John Lamerato, Assistant City Manager, Finance & Administration
 Mark Miller, Acting Assistant City Manager, Economic Development Services

SUBJECT: Building Department Services/RFP-COT 09-49

Indicated below is an analysis of the proposal submitted by SAFEbuilt Michigan to provide inspection and plan review services compared to the current cost. In this analysis the following assumptions are made:

- Overhead costs are \$25,271 for Core Services
- Overhead costs for Building Maintenance/Utilities would not be impacted due to contractor's use of Troy facility

<u>Activity</u>	<u>Rate</u>	<u>Extension</u>	<u>Total Cost</u>
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Fee Schedule as Proposed by Safe Built Michigan:

<u>Inspection & Review Services (Turn-Key):</u>			748,500
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Current Cost¹:

Personnel Services (Wages and Benefits):

Inspection

Inspector Supvr	131,351
Inspector 1	110,958
Inspector 2	115,738
Inspector 3	114,232
Inspector 4	108,436

Plan Review

Plan Analyst	152,864
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Clerical Support

Employee A	66,629
Employee B	76,581

Administrative Support

Secretary II	85,198
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Director

	185,749
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Sub-Total Personnel Services	1,147,736	
<u>Overhead:</u>	25,271	
TOTAL		1,173,007

Conclusion

The proposal submitted by Safe Built Michigan is \$424,507 less than the current cost to provide inspection and plan review services.

The department cannot compete with current staffing numbers in the inspection service area. There was no agreement reached on an alternative proposal.

¹ This analysis addresses only the cost of Personnel Services and does not include other operating costs.