
Meeting Date: June 23, 2021

Staff Contact: Shawn Hardeman, Water Quality Laboratory Program Manager

**TITLE: C-21-13 - Approval of Purchase with Fox Scientific for Lab Supplies
RFP P2021000001**

ACTION: Recommend Approval

Summary:

The Albuquerque Bernalillo County Water Utility Authority issued the Request for Proposals (RFP) P2021000001, Lab Supplies to solicit proposals from qualified vendors to provide various laboratory supplies to the Water Authority.

The RFP was posted on the BidSync website and advertised in the local newspaper. One (1) responsive offer was received and submitted for evaluation. The Ad Hoc Committee reviewed, evaluated, and scored the response in accordance with the evaluation criteria published in the RFP.

Based on the recommendation of the Ad Hoc Committee, the Executive Director recommends the award of a contract to Fox Scientific, as this vendor had the highest composite score, is qualified to perform the work, and meets the requirements of the RFP.

Approval of this item will allow the Water Authority to issue a blanket purchase order to Fox Scientific to provide lab supplies. Approval of this item shall also serve as delegation of authority for the Executive Director to approve future amendments to the price agreement, if any.

If approved by the Board, a price agreement will be executed between the Water Authority and Fox Scientific for on-going, as needed, as ordered, delivery of these items.

FISCAL IMPACT:

Total estimated expenditures of this price agreement for the four (4) year term is \$500,000 to be paid from the FY22-24 Water Authority budget.

**Composite Score Tabulation
P2021000001 Lab Supplies RFP**

EVALUATION CRITERIA	EVALUATION FACTORS (Max pts)	OFFERORS
		Fox Scientific
1. Variety of Products	300	300
2. Customer Service	300	269
3. Turn Around Time	200	175
4. Cost Proposal	200	200
TOTAL COMPOSITE SCORES		944
Resident Business Preference	Up to 5%	
Resident Veteran Business Preference	Up to 10%	
Recycled Content Goods Preference	Up to 5%	
Local Business Preference	Up to 5 %	
Small Business Preference	Up to 5%	
Pay Equity Preference (NOT CURRENTLY AVAILABLE)	Up to 5%	
15% Preference Max		0
TOTAL COMPOSITE SCORES WITH PREFERENCES		944
RANKING		1