



Memo

To: Mark Sanchez, Executive Director
From: Sharon Sivinski, Education Coordinator
Date: 5/23/2012
Re: Recommendation Of Award, P2012000025, Water Resources Education, River Day Programs, Classroom Presentations and Public Events

The City of Albuquerque Department of Finance and Administrative Services, Purchasing Division, issued the subject Request for Proposals (RFP) for the Albuquerque Bernalillo County Water Utility Authority to solicit proposals from qualified vendors to provide Water Resources Education services.

The RFP was posted on the Sicomm website and advertised in the local newspaper. One (1) response was received and submitted for evaluation.

The ad hoc evaluation committee reviewed, evaluated, and scored the response in accordance with the evaluation criteria published in the RFP.

The committee recommended the award of contract to Essential Environmental & Educational (E³) Services, the only respondent submitting a response and meets all requirements of the RFP.

I concur with the committee's recommendation. Listed is the respondent's composite score:

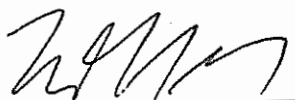
<u>Offeror</u>	<u>Total Composite Score</u>
Essential Environmental & Educational (E ³) Services	2,975.5 of 3,000

Since only one response was received, I recommend that the protest be waived.


Water Authority Board approval is required for this procurement. Negotiations with the vendor shall begin immediately upon your approval.

Approved:

Recommended:


Mark Sanchez
Executive Director

5/25/12
Date


Sharon Sivinski
Education Coordinator

5/25/12
Date

ADMINISTRATION

Attachment: Composite Score Sheet

Original: Thomas Courtin, Senior Buyer, ABCWUA, DFAS
Copy: Ramona Martinez, Materials Management Officer, DFAS
File: P2012000025

Water Resources Education – River Day Programs, Classroom Presentations and Public Events
P2012000025

EVALUATOR	EVALUATION CRITERIA	EVALUATION FACTORS	OFFERORS			
			EE & ES			
DM	The Offeror's general approach and plans to meet the requirements of the RFP.	Up to 100	100			
KY			95			
SS			100			
	SUB TOTAL		295	0	0	0
DM	The Offeror's detailed plans to meet the objectives of each task, activity, etc. on the required schedule.	Up to 200	150			
KY			190			
SS			200			
	SUB TOTAL		540	0	0	0
DM	Experience and qualifications of the Offeror and personnel as shown on staff resumes to perform tasks described in Part 3, Scope of Services.	Up to 200	150			
KY			200			
SS			170			
	SUB TOTAL		520	0	0	0
DM	Adequacy of proposed project management and resources to be utilized by the Offeror.	Up to 100	100			
KY			100			
SS			100			
	SUB TOTAL		300	0	0	0
DM	The Offeror's past performance on projects of similar scope and size.	Up to 100	50			
KY			70			
SS			50			
	SUB TOTAL		170	0	0	0
DM	The overall ability of the Offeror, as judged by the evaluation committee, to successfully complete the project within the proposed schedule. This judgment will be based upon factors such as the project management plan and availability of staff and resources.	Up to 200	190			
KY			190			
SS			200			
	SUB TOTAL		580	0	0	0
	SUB TOTAL TECHNICAL SCORE		2405	0	0	0
DM	Cost Proposal – The costs proposed by the Contractor as described in Section 2.2 of this RFP to perform the tasks listed in Part3, Scope of Services. The evaluation of this section will occur after the technical evaluation, based on a cost/price analysis.	Up to 100	100			
KY			100			
SS			100			
	SUB TOTAL		300	0	0	0
	SUB TOTAL COMPOSITE SCORE	Up to 3000	2705	0	0	0
	5% LOCAL BUSINESS PREFERENCE		135.3	0.0	0.0	0.0
	5% SMALL BUSINESS PREFERENCE		135.3	0.0	0.0	0.0
	TOTAL COMPOSITE SCORE		2975.5	0.0	0.0	0.0

Water Resources Education – River Day Programs, Classroom Presentations and Public Events
P2012000025

EVALUATOR	EVALUATION CRITERIA	EVALUATION FACTORS	OFFERORS			
			EE & ES			
DM	The Offeror's general approach and plans to meet the requirements of the RFP.	Up to 100	100			
KY			95			
SS			100			
	SUB TOTAL		295	0	0	0
DM	The Offeror's detailed plans to meet the objectives of each task, activity, etc. on the required schedule.	Up to 200	150			
KY			190			
SS			200			
	SUB TOTAL		540	0	0	0
DM	Experience and qualifications of the Offeror and personnel as shown on staff resumes to perform tasks described in Part 3, Scope of Services.	Up to 200	150			
KY			200			
SS			170			
	SUB TOTAL		520	0	0	0
DM	Adequacy of proposed project management and resources to be utilized by the Offeror.	Up to 100	100			
KY			100			
SS			100			
	SUB TOTAL		300	0	0	0
DM	The Offeror's past performance on projects of similar scope and size.	Up to 100	50			
KY			70			
SS			50			
	SUB TOTAL		170	0	0	0
DM	The overall ability of the Offeror, as judged by the evaluation committee, to successfully complete the project within the proposed schedule. This judgment will be based upon factors such as the project management plan and availability of staff and resources.	Up to 200	190			
KY			190			
SS			200			
	SUB TOTAL		580	0	0	0
	SUB TOTAL TECHNICAL SCORE		2405	0	0	0
DM	Cost Proposal – The costs proposed by the Contractor as described in Section 2.2 of this RFP to perform the tasks listed in Part 3, Scope of Services. The evaluation of this section will occur after the technical evaluation, based on a cost/price analysis.	Up to 100	100			
KY			100			
SS			100			
	SUB TOTAL		300	0	0	0
	SUB TOTAL COMPOSITE SCORE	Up to 3000	2705	0	0	0
	5% LOCAL BUSINESS PREFERENCE		135.3	0.0	0.0	0.0
	5% SMALL BUSINESS PREFERENCE		135.3	0.0	0.0	0.0
	TOTAL COMPOSITE SCORE		2975.5	0.0	0.0	0.0