P.O. Box 1293 Albuquerque, NM 87102

## 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 (E<sup>3</sup>) 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:

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Total Composite Score

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Essential Environmental & Educational (E<sup>3</sup>) 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

7/25//2 Date

Executive Director

Education Coordinator

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Attachment: Composite Score Sheet

Original: Thomas Courtin, Senior Buyer, ABCWUA, DFAS

Copy: File: Ramona Martinez, Materials Management Officer, DFAS

P2012000025

## Water Resources Education ~ River Day Programs, Classroom Presentations and Public Eve P2012000025

		P20120000	125				
			OFFERORS				
EVALUATOR	EVALUATION CRITERIA	EVALUATIO N FACTORS	EE & ES				
DM			100				
KY	The Offeror's general approach and plans to meet the requirements of the RFP.	Up to 100	95				
SS			100				
			100				
	SUB TOTAL	A. A. I.	295	0		4-01-0	
DM	30B TOTAL		150			gas of the G	
KY	The Offeror's detailed plans to meet the objectives of each task, activity, etc. on the required schedule.	Up to 200	190				
SS			200				
			200				
					-		
	SUB TOTAL	That's	540	. 0	0	- No 2 0	
DM	Experience and qualifications of the Offeror		150				
KY	and personnel as shown on staff resumes to perform tasks described in Part 3, Scope of	Up to 200	200				
SS			170				
	Services.		-				
	SUB TOTAL		520	0	0	0	
DM			100				
KY	Adequacy of proposed project management	Up to 100	100				
SS	and resources to be utilized by the Offeror.	op 10 102	100				
	SUB TOTAL	,	≥ ~ 300	0	12 1 O	· A · · O	
DM			50				
KY	The Offeror's past performance on projects	Up to 100	70				
	of similar scope and size.	OP to 100	50				
SS	SUB TOTAL	349547 A		testisies n	2465.5 9/65-0	7600/840	
DM	JUBITOTAL	2440/10/20/20/20/20	190	SAMPLE TEU	A CORPORATION O	Programme of Contract	
KY	The overall ability of the Offeror, as judged		190				
SS	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	200				
			200				
	SUB TOTAL	Santahing VIII San San	5A0	ostaliti i n		200000000000000000000000000000000000000	
	The common or accordance of the common of th						
	OUD TOTAL TEOLISION COOR		2405		3		
	SUB TOTAL TECHNICAL SCORE	~ 0 3		<u>,,,, , , , , , 0</u>	- Consideration of the	and the second of the O	
DM KY	Cost Brananal The serie property buths		100		<del>-</del>		
	Cost Proposal – The costs proposed by the Contractor as described in Section 2.2 of this RFP to perform the tasks listed in Part3,						
			100				
	Scope of Services. The evaluation of this	Up to 100					
	section will occur after the technical						
	evaluation, based on a cost/price analysis.						
	manifestion services as an according to the services as SUB TOTAL	2000 200 100 200 200 200 200 200 200 200	300	washington O	an emergence on the	950009590000000000000000000000000000000	
	SUB TOTAL COMPOSITE SCORE	Up to 3000	2705	. 0	, , , o	0	
j			-				
	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 COORT		2075 5	0.0	0.0	778 00	
	TOTAL COMPOSITE SCORE		2975.5	0.0	U,U	0.0	

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

		P20120000	<i>)</i> 25			
			OFFERORS			
EVALUATOR	EVALUATION CRITERIA	EVALUATIO N FACTORS	EE & ES			
DM			100			
KY	The Offeror's general approach and plans to meet the requirements of the RFP.	Up to 100	95			
SS			100			
	SUB TOTAL		295	0	0	(
DM	The Offeror's detailed plans to meet the objectives of each task, activity, etc. on the required schedule.		150			
KY		Up to 200	190			
SS			200			
	SUB TOTAL	_	540	0	0	- (
DM	Experience and qualifications of the Offeror		150			
KY	and personnel as shown on staff resumes to perform tasks described in Part 3, Scope of Services.	Up to 200	200			
SS			170			
	SUB TOTAL		· 520	0	0	
DM		Un to 100	100			
KY	Adequacy of proposed project management and resources to be utilized by the Offeror.		100		_	
ss			100			
	SUB TOTAL		300	0	0	
DM		Up to 100	50			
ΚY	The Offeror's past performance on projects		70			
ss	of similar scope and size.		50			
	SUB TOTAL		170	0	0	
DM	The every shifty of the Officer or indeed	Up to 200	190			
KY	The overall ability of the Offeror, as judged by the evaluation committee, to successfully		190			
	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.		200			
	SUB.TOTAL		580	. 0	. 0	
	SUB TOTAL TECHNICAL SCORE	•	2405		0	
·DM	SOB TOTAL TECHNICAL SCORE		100			<del>-</del>
KY	Cost Proposal - The costs proposed by the	Up to 100	100			
SS	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.		100			
	SUB TOTAL		300	0	0	
	SUB TOTAL COMPOSITE SCORE	Up to 3000	2705	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