
Meeting Date: February 28, 2018
Staff Contact: Carlos Bustos, Water Conservation Program Manager

TITLE: C-18-8 - Recommendation of Award, P2018000006 Water Conservation Program Support

ACTION: Recommend Approval

BACKGROUND:

The contract resulting from this solicitation is intended to provide support to the Water Authority Water Conservation Program to assist our customers with efficient water management. The contractor will develop analytical information and provide efficient water use consultations to assist customers in reducing overall water usage with a focus on consumptive use. In addition, the contractor will assist with the advancement of our new water efficient incentive program. Finally, the contractor will maintain the water budgets for the Water Authority irrigation-only accounts and will work with those customers to develop effective water efficiency management strategies. From time to time the contractor will be used in two additional programs: identify leaks and provide classes on efficient landscape irrigation.

SUMMARY:

The Albuquerque Bernalillo County Water Utility Authority (the Water Authority) issued the referenced Request for Proposals (RFP) to solicit proposals from qualified vendors to provide support to the Water Conservation Program as stated in the RFP.

The RFP was posted on the Sicomm website and advertised in the local newspapers. Four responses were received and submitted for evaluation. The ad hoc evaluation committee reviewed, evaluated, and scored the responses in accordance with the evaluation criteria published in the RFP. Pursuant to the process outlined in the City of Albuquerque Purchasing Ordinance and Rules & Regulations, and the subject RFP, the Ad Hoc Advisory Committee is submitting the following list, in ranking order:

<u>Offeror</u> <u>Score w/Preferences</u>	<u>Total Composite Score</u>	<u>Total Composite</u>
Smart Use	2752	3052
Resource Wise	2261	2561
MRWM	2125	2425
NM Water Collaborative	1082	1382

After reviewing and discussing the submittals, **the committee recommended the contract be awarded to Smart Use, LLC.**, as they had the highest composite score after final scoring and is qualified to perform the work.

FISCAL IMPACT:

The funding to support this contract is appropriated for Fiscal Year 2018. Estimated budget for the contract resulting from this services is \$300,000 per year.



Memo

To: Mark S. Sanchez, Executive Director
From: Kelli De Angelis-Craig, Contract Administrator
Through: Jonathan Daniels, Chief Procurement Officer JD
Date: February 12, 2018
Re: Recommendation of Award, P2018000006, Water Conservation Program Support

The Albuquerque Bernalillo County Water Utility Authority issued the referenced Request for Proposals (RFP) to solicit proposals from qualified vendors to provide Vulnerability Assessment Services.

The RFP was posted on the Sicomm website and advertised in the local newspapers. Four (4) responses were received and submitted for evaluation. The ad hoc evaluation committee reviewed, evaluated, and scored the responses in accordance with the evaluation criteria published in the RFP. Pursuant to the process outlined in the City of Albuquerque Purchasing Ordinance and Rules & Regulations, and the subject RFP, the Ad Hoc Advisory Committee is submitting the following list, in ranking order:

<u>Offeror</u>	<u>Total Composite Score</u>	<u>Total Composite Score w/Preferences</u>
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After reviewing and discussing the submittals, **the committee recommended the contract be awarded to Smart Use, LLC., as they had the highest composite score after final scoring and is qualified to perform the work.** I concur with the committee's recommendation.

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

Approved:

Recommended:


Mark S. Sanchez
Executive Director
2/15/18
Date


Stanley Allred
Chief Financial Officer
2/15/18
Date

Attachments: Composite Score Sheet

Request for Proposals P2018000006 Water Conservation Program Support						
EVALUATION CRITERIA		EVALUATION FACTORS	OFFERORS			
			MRWM	NM Water Collab	Resource Wise	Smart Use
1. The Offeror's general approach and plans to meet the requirements of the RFP.		Up to 100	50	40	70	100
			75	25	75	100
			85	20	80	90
SUB TOTAL			210	85	225	290
2. The Offeror's detailed plans to meet the objectives of each task, activity, etc. on the required schedule.		Up to 200	100	20	140	190
			150	75	100	150
			170	50	150	180
SUB TOTAL			420	145	390	520
3. 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	100	120	160	190
			150	75	150	175
			180	100	150	180
SUB TOTAL			430	295	460	545
4. Adequacy of proposed project management and resources to be utilized by the Offeror.		Up to 100	50	30	70	100
			50	25	75	100
			90	20	70	90
SUB TOTAL			190	75	215	290
5. The Offeror's past performance on projects of similar scope and size.		Up to 100	20	10	80	100
	50		25	75	75	
	85		20	80	90	
SUB TOTAL			155	55	235	265
6. 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	100	20	150	190
			150	75	150	175
			170	50	160	180
SUB TOTAL			420	145	460	545
7. 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 shall occur after the technical evaluation, based on a cost/price analysis.		Up to 100	100	94	92	99
			100	94	92	99
			100	94	92	99
SUB TOTAL			300	282	276	297
TOTAL COMPOSITE SCORES			2125	1082	2261	2752
Small Preference Up to 5%			150	150	150	150
Local Preference Up to 5%			150	150	150	150
Resident Business Preference Up to 5 %			150	0	150	150
Resident Veteran Preference Up to 10%			0	0	0	0
Pay Equity Preference Up to 5%			0	0	0	0
10% Preference Max			300	300	300	300
TOTAL COMPOSITE SCORES WITH PREFERENCES			2425	1382	2561	3052
			MRWM	NM Water Collab	Resource Wise	Smart Use