



Albuquerque Bernalillo County Water Authority

Albuquerque/Bernalillo
County
Government Center
One Civic Plaza
Albuquerque, NM 87102

Legislation Text

File #: C-21-9, Version: 1

Approval of Contract with Southwestern HR Consulting, Judith L. Durzo, Attorney at Law, and Ripley B. Harwood, P.C. for personnel hearing officer services

The Water Authority Merit System Ordinance provides that employees can appeal disciplinary decisions to a Personnel Hearing Officer. The Merit System Ordinance also requires that the Executive Director use a competitive process to select up to three Personnel Hearing Officers, subject to the approval of the Water Authority Board (Section, 10-1-23 (A)). To comply with this provision, the Water Authority issued an RFP to solicit proposals from vendors qualified to provide Personnel Hearing Officer services for disciplinary appeals.

The RFP was posted on BidSync and advertised in the local newspaper. Four (4) responses were submitted for evaluation. The responses were reviewed, evaluated and scored by the Ad Hoc Committee recommended by the Executive Director.

Based on the recommendations of the Ad Hoc Committee, the Executive Director recommends award of contracts to Southwestern HR Consulting, Judith L. Durzo, Attorney at Law, and Ripley B. Harwood, P.C. as all three companies are qualified to perform the work, and up to three companies may be selected per the Merit System Ordinance (Section 10-1-23(A)). The respective scores after all rounds of scoring are as follows:

<u>Respondent</u>	<u>Score</u>
Southwestern HR Consulting	905
Judith L. Durzo, Attorney at Law	893
Ripley B. Harwood, P.C.	887
Robert Kelpa	765

This approval is intended to delegate signature authority to the Executive Director to enter into a contract with all three Respondents, to comply with the Merit System Ordinance, to provide Personnel Hearing Officer services based on the Recommendation of Award of RFP, P2021000002. Approval of this item shall also serve as delegation of authority for the Executive Director to approve all future amendments to this contract, if any.

If approved by the Board, an Agreement will be executed between the Water Authority and each Respondent to enable them to provide these services, as needed.

FISCAL IMPACT:

The funding for FY21 expenditures will come from existing appropriations and future expenditures are subject to future appropriations and will be awarded on an as needed basis. The term of the agreements will be for two years, and the total expenditures for any of the contracts awarded is not expected to exceed \$20,000.00, excluding applicable taxes, through FY23.