



Agenda Item Number: 12-12-13.6D

**SANDOVAL COUNTY
BOARD OF COUNTY COMMISSIONERS**

Date of Commission Meeting:

December 12, 2013

Division / Elected Office:

Office of the County Manager

Staff Contact:

Phillip Ríos, County Manager

Title of Item:

Request for Proposal Bid Award – Federal Lobbying Services

Action Requested:

Request for a Motion to Award Bid for Federal Lobbying Services to Murray, Montgomery & O'Donnell and Authorize the County Manager to Negotiate and Enter into a Contract for Professional Services

Summary:

The Request for Proposal (RFP) was advertised in the legal section of the Albuquerque Journal on November 12, 2013, with a submission deadline of November 21, 2013, at 3 p.m. Three (3) proposals were received as follows: (1) Alcalde & Fay; (2) Keller McIntyre & Associates; and (3) Murray, Montgomery & O'Donnell.

A three-member evaluation committee (see attachment) rated each proposal based on the set criteria addressed in the RFP. Recommend Board of County Commission approval.

Attachments:

Evaluation Committee Report

FISCAL IMPACT

Contract amount to be negotiated.



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STAFF ANALYSIS SUMMARY

County Manager: N/A

**Initiating Elected Official /
Division Director:** N/A

Legal: After the award, the CM or his designee will attempt to negotiate a contract with the vendor.
PFT 12/4/2013

Finance: Recommend Approval. CCH 12/3/13

Procurement was followed. Please refer to attached Evaluation Committee Report regarding recommendation for Federal Lobbying Services-LO 12/03/13

SANDOVAL COUNTY FEDERAL LOBBYING SERVICES

RFP# FY14-ADMIN-01

EVALUATION COMMITTEE REPORT

Proposals submitted in response to Sandoval County RFP# FY14-ADMIN-01 were evaluated and scored based on the RFP Scoring Criteria on December 3, 2013

A. Project Approach: (25 POINTS POSSIBLE)

Instruction to Offeror: Describe how you or your firm would position and organize to assist the County by providing aggressive lobbying services. Provide a synopsis of your knowledge of Sandoval County.

	EVALUATOR "A"	EVALUATOR "B"	EVALUATOR "C"	AVERAGE
ALCALDE & FAY	18	20	20	19.3
JUSTIFICATION FOR SCORES:	This firm provides an advocacy team to set up federal agenda, "assisting" with grants: prospecting, writing & application development, evaluation and critique. Described a solid approach to providing lobbying services. Approach appears to be general and not overly strong.			
KELLER MCINTYRE & ASSOCIATES	15	20	15	16.7
JUSTIFICATION FOR SCORES:	The proposal contained some errors about the Sandoval County area. The Firm was built with former House & Senate staffers/ works with Tea Party / secures new sources / secures dollars / will handle 90% of the work			
MURRAY, MONTGOMERY & O'DONNELL	22	25	20	22.3
JUSTIFICATION FOR SCORES:	This firm has a solid organized approach. This firm states that they will develop federal agency interest and edit grant applications.			

B. Understanding of Project and Scope of Services (15 POINTS POSSIBLE)

Instruction to Offeror: Detail your understanding of what the County is seeking in regard to lobbying services.

	EVALUATOR "A"	EVALUATOR "B"	EVALUATOR "C"	AVERAGE
ALCALDE & FAY	10	15	10	11.7
JUSTIFICATION FOR SCORES:	This firm's understanding of Sandoval County needs are not very clear. This firm has a very general approach and works on somewhat different types of projects like water resource development, highway projects, and noise set-aside.			
KELLER MCINTYRE & ASSOCIATES	14	10	8	10.7
JUSTIFICATION FOR SCORES:	This firm's outline by month was helpful in showing how the would develop an accurate situation analysis, resource inventory, meetings with the County Manager or staff, federal grant strategy, develop support materials, plan funding strategies, meetings with Congress Members, Develop and write papers, write grants, review drafts of applications, and provide follow up. Currently, this firm has little			
MURRAY, MONTGOMERY & O'DONNELL	15	15	15	15.0
JUSTIFICATION FOR SCORES:	This firm understands the County and has direct insight to the needs from previous work experience with the County. They made personal references to contacts on staff. This firm has extensive knowledge of the County's goals and objectives.			

SANDOVAL COUNTY FEDERAL LOBBYING SERVICES

RFP# FY14-ADMIN-01

**C. Experience of Individual/Firm in providing lobbying services in the specified disciplines
(30 POINTS POSSIBLE)**

Instruction to Offeror: Give a brief, but detailed, outline of ten (10) to fifteen (15) recent accomplishments in securing Federal funding for municipal governments. All firms are also requested to provide a listing of references and a record of accomplishments in obtaining Federal appropriations for their clients. Each reference should include the client's name, the funding source, the month and year that the funds were obtained, and the amount of funding secured.

	EVALUATOR "A"	EVALUATOR "B"	EVALUATOR "C"	AVERAGE
ALCALDE & FAY	27	25	28	26.7
JUSTIFICATION FOR SCORES:	This firm has New Mexico experience to include Rio Rancho and previous work with Sandoval County. Currently works with New Mexico delegation. Secured funds for Paseo del Vulcan and another project in Rio Rancho as well as numerous other New Mexico projects.			
KELLER MCINTYRE & ASSOCIATES	25	25	25	25.0
JUSTIFICATION FOR SCORES:	This firm does not work with other clients in New Mexico. Their experience lies with Economic Development, TIGER, and Incubator. They work with 21 other clients: 3 counties, 12 towns/cities, and 6 other types of agencies. This firm does have some impressive projects, but non that reflect ability to secure funds Sandoval County would need.			
MURRAY, MONTGOMERY & O'DONNELL	28	30	30	29.3
JUSTIFICATION FOR SCORES:	This firm works with numerous organizations including NM organizations. This firm already works with the NM delegation and Bernalillo County. Five of their listed projects were in New Mexico including one in Sandoval County.			

**D. Washington, D.C. staff size and current availability of experienced lobbyists in the Washington, D.C. area.
(20 POINTS POSSIBLE)**

	EVALUATOR "A"	EVALUATOR "B"	EVALUATOR "C"	AVERAGE
ALCALDE & FAY	16	20	15	17.0
JUSTIFICATION FOR SCORES:	The Washington DC staff of 25 appears to have solid experience. The New Mexico Clients work with subcontracted staff (page 20 of proposal).			
KELLER MCINTYRE & ASSOCIATES	12	15	10	12.3
JUSTIFICATION FOR SCORES:	This firm has 8 employees on staff with experience in appropriations and policy are primarily HUD and healthcare. The experience of the staff is not as extensive as other firms.			
MURRAY, MONTGOMERY & O'DONNELL	17	20	15	17.3
JUSTIFICATION FOR SCORES:	This firm has 9 staff members including Larry Horan as the Local Contact. Each staff member has varied experience. The staff has vast experience working with New Mexico entities.			

SANDOVAL COUNTY FEDERAL LOBBYING SERVICES
RFP# FY14-ADMIN-01

E. Presence of staff in New Mexico and/or amount of time to be available in New Mexico. (10 POINTS POSSIBLE)

	EVALUATOR "A"	EVALUATOR "B"	EVALUATOR "C"	AVERAGE
ALCALDE & FAY	2	5	2	3.0
JUSTIFICATION FOR SCORES:	This firm does not have any local staff or representatives in New Mexico, but states that they will be available to begin with establishing a federal agenda based on County priorities.			
KELLER MCINTYRE & ASSOCIATES	2	5	0	2.3
JUSTIFICATION FOR SCORES:	All staff is located in Washington D.C., but will be available to be present in Sandoval County for the Resource Inventory. This firm does not have any local experience and did not state intent to work with local firms.			
MURRAY, MONTGOMERY & O'DONNELL	7	5	10	7.3
JUSTIFICATION FOR SCORES:	This firm lists local contacts as Larry Horan, who is easy to contact and meet with as well as contacts at MRCOG.			

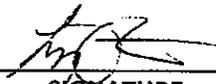
TOTAL POINTS

ALCALDE & FAY	77.7
KELLER MCINTYRE & ASSOCIATES	67.0
MURRAY, MONTGOMERY & O'DONNELL	91.3

RECOMMENDED OFFEROR: MURRAY, MONTGOMERY, & O'DONNELL

Liz Otten

PRINTED NAME OF PROCUREMENT OFFICER


SIGNATURE

12/3/13
DATE