

Sandoval County Board of County Commissioners

Agenda Item Summary

AGENDA ITEM # 5-1-14.6C

1. REQUESTED MOTION

ACTION REQUESTED:

Approval to Award Bid for Vector Control Services to Roadrunner Public Health, Inc. and Authorize the County Manager to Negotiate and Enter into a Contract

WHY ACTION IS NECESSARY (Summary):

Sandoval County went out for RFP's for Vector Control Services on March 28, 2014 and received one (1) proposal, which was Roadrunner Public Health, Inc. Based on the scoring criteria set in the Request for Proposal, an Evaluation Committee with three (3) members reviewed and scored the one (1) proposal submitted in response to the Vector Control Services RFP# FY 14-PW-15. The proposal submitted by Roadrunner Public Health, Inc. met all requirements set forth in the Evaluation Criteria and is therefore recommended as the finalist for their response to the Vector Control Services RFP.

2. REQUESTOR

COMMISSIONER SPONSORED: YES NO

DISTRICT: DISTRICT 1 DISTRICT 4
 DISTRICT 2 DISTRICT 5
 DISTRICT 3

DIRECTOR / ELECTED: Tommy Mora, Jr.

DIVISION: Public Works

ELECTED OFFICE:

ATTACHMENTS: YES NO

3. MEETING DATE

May 1, 2014

4. AGENDA (To be completed by County Manager)

- PROCLAMATION
- PRESENTATION
- CONSENT
- REGULAR
- APPEAL

5. RECOMMENDATIONS

Recommend Board of County Commission approval.

6. FISCAL IMPACT

The services will be budgeted at \$89,000 (Professional Services) for fiscal year 2014-2015.

7. RECOMMENDED APPROVAL (Initials & Date)

Department Director/Elected Official	Human Resources	Purchasing	Attorney As to Form PFT	Finance Budget CCH	County Manager PPR	Other
TMJ 4/23/14	_____	JR 4/24/14	PFT 4/24/14	CCH 4/24/14	PPR 4/25/14	_____

8. COMMISSION ACTION

Approved Denied Deferred Other

EVALUATION COMMITTEE REPORT	
DEPARTMENT	PUBLIC WORKS
DATE OF REPORT	April 14, 2014
ASSEMBLED BY	Liz Otten, Procurement Officer / Sandoval County Finance Department
PHONE/EMAIL	(505) 404-5873 lotten@sandovalcountynm.gov

The purpose of this report is to concisely summarize the activity and recommendations of the evaluation committee process. The Evaluation Committee Report is compiled by the Procurement Officer with scores and responses from the evaluation committee to be kept on file in the procurement file. Committee scores for the proposals along with justifications given by Evaluation Committee members for scores are provided for each category. Category scores are averages of the scores given by the members of the Evaluation Committee.

Scores and Justifications

Section 1

1. Criteria/Experience of the Individual and/or Firm (30 Points Possible):

Offeror	Average Score	Points Awarded		
		Individual Scores:	29	30
Roadrunner Public Health, Inc.	29	Reason for Scores: Information regarding experience was thorough.		

2. Knowledge of the County's Vector Control Program (30 Points Possible):

Offeror	Average Score	Points Awarded		
		Individual Scores:	30	30
Roadrunner Public Health, Inc.	29.33	Reason for Scores: This firm is knowledgeable of the Sandoval County buildings, facilities, and areas in need of services.		

3. Resources (manpower/equipment) available to implement the Program (20 Points Possible):

Offeror	Average Score	Points Awarded		
		Individual Scores:	20	20
Roadrunner Public Health, Inc.	19.33	Reason for Scores: This firm has equipment that is both adequate and readily available.		

4. Letters of support for past work in the area of Vector Control (20 Points Possible):

Offeror	Average Score	Points Awarded		
		Individual Scores:	19	15
Roadrunner Public Health, Inc.	17.33	Reason for Scores: One letter of reference was provided.		

Section 2

1. Campaign Contribution Disclosure Form Included

Roadrunner Public Health, Inc.	Included and Signed
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2. Conflict of Interest Form Included

Roadrunner Public Health, Inc.	Included and Signed
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TOTAL POINTS AWARDED

Roadrunner Public Health, Inc.	95 Points
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