

Sandoval County Board of County Commissioners

Agenda Item Summary

AGENDA ITEM # 8-21-14.6B

1. REQUESTED MOTION

ACTION REQUESTED:

Approval to Award Bid for Professional Consulting Services to Global Corrections Group for \$86,400 and Authorize the County Manager to Negotiate and Enter into a Contract

WHY ACTION IS NECESSARY (Summary):

Sandoval County Detention Center requested bids from vendors to provide experience and knowledge of Office of the Federal Detention Trustee (OFDT) Audits to assist Sandoval County Detention Center to successfully maintain the adult detention standards audits and inspections. (continued on next page)

2. REQUESTOR

COMMISSIONER SPONSORED: YES NO

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

DIRECTOR / ELECTED: Alfred Casamento

DIVISION: Detention

ELECTED OFFICE:

ATTACHMENTS: YES NO

3. MEETING DATE

August 21, 2014

4. AGENDA (To be completed by County Manager)

- PROCLAMATION
- PRESENTATION
- CONSENT
- REGULAR
- APPEAL

5. RECOMMENDATIONS

Recommend award to Global Corrections Group.

6. FISCAL IMPACT

Consulting services budgeted in fiscal year 2014-2015 for \$86,400.

7. RECOMMENDED APPROVAL (Initials & Date)

Department Director/Elected Official	Human Resources	Purchasing	County Attorney	Finance Budget	County Manager	Other
AC 07/08/14	_____	JR 8/8/14	PFT 8/11/14	CCH 8/11/14	PPR 8/13/14	_____

8. COMMISSION ACTION

Approved Denied Deferred Other

WHY ACTION IS NECESSARY (Summary) continued:

Request for Proposals for Professional Consultation Services was published May 15, 16 and 19, 2014. Global Corrections Group was the only submission.

Joyce Roybal, Accountant for Sandoval County, received the the proposal and Jeff Davis, Procurment Officer, both supervised the evaluation process.

An Evaluation Committee reviewed the proposal and evaluated it based on criteria listed in the Request for Proposals.

Attached is the Evaluation Committee Report prepared by Jeff Davis, Procurment Officer.

The Professional Consultant Services provides an annual inspection and report to the County Manager and County Commission, as required by New Mexico State Statute, and assists with After Action Reviews for major incidents and weekly visits of the Detention Center to ensure that standards are being achieved to satisfy the United States Marshals Services.

SANDOVAL COUNTY
 PROFESSIONAL CONSULTING SERVICES
 REQUEST FOR PROPOSAL #14-SCDC-02

1. Qualifications of vendor (25PTS)

OFFEROR	AVERAGE SCORE	POINTS AWARDED			
SCDC	25	INDIVIDUAL SCORES	25	25	25
		REASON FOR SCORE:	They have over 100 years of management with the office of Federal Detention Trustee. They also have subject matter experts. ACA knowledge, OFDT knowledge.		

2. Completeness of the information supplied. (15pts)

OFFEROR	AVERAGE SCORE	POINTS AWARDED			
SCDC	15	INDIVIDUAL SCORES	15	15	15
		REASON FOR SCORE:	All requirements were met. Conducted reviews and audit systems. Administrative oversight with annual inspections.		

SANDOVAL COUNTY
 PROFESSIONAL CONSULTING SERVICES
 REQUEST FOR PROPOSAL #14-SCDC-02

3. Experience of the vendor (25PTS)

OFFEROR	AVERAGE SCORE	POINTS AWARDED						
SCDC	25	INDIVIDUAL SCORES			25	25	25	
		REASON FOR SCORE:			Vendor has been contracted with SCDC since March 2013. Vendor has over 100 years of total experience with Federal, State and County Facilities.			

SANDOVAL COUNTY
PROFESSIONAL CONSULTING SERVICES
REQUEST FOR PROPOSAL #14-SCDC-02

EVALUATION COMMITTEE REPORT	
DEPARTMENT	PROCUREMENT OFFICE
DATE OF REPORT	July 01, 2014
PREPARED BY	JEFFREY DAVIS, SANDOVAL COUNTY PROCUREMENT OFFICER
PHONE/EMAIL	505-404-5873 jdavis@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 Office. 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 ATTACHED:

SANDOVAL COUNTY
PROFESSIONAL CONSULTING SERVICES
REQUEST FOR PROPOSAL #14-SCDC-02

EVALUATION COMMITTEE SUMMARY

RFP Name: Professional Consulting Services FY14-SCDC-02

Date Advertised: May 05, 2014

Submission Deadline: June 04, 2014

Based on the scoring criteria set in the Request for Proposal, a committee consisting of five (3) members reviewed and scored the proposal submitted in response to the Professional Consulting Services RFP FY14-SCDC-02 on July 01, 2014.

Provider Awarded:

1. Professional Consulting Services

OFFEROR	OVERALL AVERAGE SCORE
Global Corrections Group, LLC	22

SUMMARY OF AWARD RECOMMENDATION:

The proposal submitted by Global Corrections Group, LLC received qualifying scores and comprehensive responses earning recommendations as the service provider and is hereby awarded the contract for professional consulting services.

SANDOVAL COUNTY
PROFESSIONAL CONSULTING SERVICES
REQUEST FOR PROPOSAL #14-SCDC-02

RECOMMENDED OFFEROR: GLOBAL CORRECTIONS GROUP, LLC