



Purchasing Department
300 W Walker
League City, TX 77573

Main: 281.554.1400
Direct: 281.554.1370

www.leaguecity.com

MEMORANDUM

To: John Baumgartner, City Manager

From: Alfred C. Turner, Purchasing Manager

CC: Jacques Gilbert, Project Manager
Gwynetheia Pope, Contract Administrator
Michelle Villarreal, Deputy City Attorney

Date: 11/30/2018

Re: RFP No. 19-PD-001
Animal Care and Adoption Center Construction Project
Proposal Evaluation and Award Recommendation

Enclosed for your review and approval is the award recommendation for RFP 19-PD-001 Animal Care and Adoption Center Construction Project.

Proposals received pursuant to solicitation 19-PD-001 Animal Care and Adoption Center Construction have been reviewed and after a thorough evaluation by the Evaluation Team it was recommended an award be made to Triad Retail Construction. While other Respondents also offered very good overall proposals, Triad Retail Construction scoring was ranked number 1 overall for the best value evaluation criteria set forth in the solicitation. **Triad Retail Construction** based on their proposal and experience offers the best value in support of this very important project.

HISTORY

On October 8, 2018 Request for Proposal (RFP) No. 19-PD-001 was released to the public. The objective of the solicitation was to contract with a qualified and experienced firm to perform construction of League City Animal Care and Adoption Center. To meet the Police Department and Project Management Department's objectives, the solicitation was issued with an Evaluation



Criteria of “Best Value”. The evaluation criteria addressed by the requirements of the offeror notification and question & answer period respondents were being evaluated by (1) Qualifications and Experience; (2) Project Design, Methodology & Schedule; (3) Price; (4) Past Performance, Finances and References. The following language was inserted: “The City of League City reserves the right to accept or reject all or any part of any bid, waive, minor technicalities and award the bid to best serve the interest of the City of League City”. The Proposals were received on October 30, 2018. The responsive firms are as follows:

- Centennial
- Commex Corporation
- Construction LTD
- Construction Masters
- Triad

The Proposals were evaluated by a cross departmental team which included the following as part of the evaluation committee:

1. Gary Ratliff (Chief of Police)
2. David Hoover (Director, Planning)
3. Jacques Gilbert (Project Manager)
4. David Reagan (Chief Building Official)
5. John Benham (Jackson & Ryan Architects)

Additionally, the Purchasing Department evaluated each Proposal for responsiveness/compliance and cost.

PROPOSAL EVALUATION PROCESS

All Proposals were first examined to determine whether or not they met all requirements of the solicitation. A two-step evaluation process was implemented. Step 1: Technical Evaluation and Step 2: Price Evaluation. A point system was then used to evaluate the Technical Proposals by taking the points assigned to a category and scored with the assigned point range of 0-5 as follows:

- 5 = Exceptional, exceeds and fully meets all requirements
- 4 = Advantageous, exceeds some requirements
- 3 = Meets minimal requirements
- 2 = Addresses most of minimal requirements
- 1 = Addresses part of minimal requirements



0 = Unacceptable

The Overall Evaluation Award Criteria is below to evaluation and obtain “Best Value” for this RFP.

Categories	Points
1. Qualifications and Experience	40 Points
2. Project Design, Methodology and Schedule	30 Points
3. Price	20 Points
4. Past Performance, Finances and References	10 Points
Total	100 Points

The final evaluation scoring was based on consensus and calculation was average across all categories from five (5) evaluators to arrive at total final consensus score. Summary and scoring matrix are enclosed for consideration. Each category is described as the following:

- 1. *Qualifications and Experience:*** This category dealt with prior experience, available of manpower, equipment resources, projects similar in type, sig and complexity, breadth of working with municipalities and current & completed projects within the last 3 years.
- 2. *Project Design, Methodology and Schedule.*** This category dealt with the ability of firm to meet requirements of the scope and realistic and reasonableness to execute requirements. Offerors needed to provide a customer communication approach and detail of quality of delivery of products and services. In addition, offerors needed to provide detail schedule to include outline of project, risks and mitigation process and overall Technical/Project Management Approach.
- 3. *Price.*** This category dealt with overall cost for projects, deliverables and services to be provided are reasonable and responsive both for Base Price.
- 4. *Past Performance, Finances and References.*** This category dealt with history of offerors’ viability, stability and financial risk assessment and background history. Evaluation Committee scored based on compliance and receipt of past performance references request. The Purchasing Department as part of its due diligence and risk assessment based on financials and credit references received from offerors’ proposal. Analysis were completed using financial ratios safe guards of Debt, Liquidity, Ability to pay liabilities and Management of Assets based on industry norms. Altman Z-Score model was used as part of this analysis.

RECOMMENDATION

The Evaluation Committee recommends awarding the contract to Triad Retail Construction for the Base Proposal amount of \$4,299,900 as the Best Value Offeror to the City.