



Purchasing Department
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MEMORANDUM

To: John Baumgartner, City Manager

From: Alfred C. Turner, Purchasing Manager

CC: Rusty Bolen, Park Operations Superintendent
Chien Wei, Director of Parks & Cultural Services
Amanda Smith, Buyer
Gwynetheia Pope, Senior Buyer
Michelle Villarreal, Deputy City Attorney

Date: 12/12/2018

Re: RFP No. 19-ParksOps-002
Replaster Renovation of Walker Campus Municipal Pool
Proposal Evaluation and Award Recommendation

Enclosed for your review and approval is the award recommendation for RFP No. 19-ParksOp-002 Replaster Renovation of Walker Campus Municipal Pool.

Proposals received pursuant to solicitation RFP No. 19-ParksOp-002 Pool Replaster have been reviewed and after a thorough evaluation by the Evaluation Team it was recommended an award be made to ***Progressive Commercial Aquatics***. While other respondents also offered good overall proposals, Progressive Commercial Aquatics scoring ranked number 1 overall for the best value evaluation criteria set forth in the solicitation. **Progressive Commercial Aquatics** based on their proposal and experience offers the best value in support of this very important project.

HISTORY

On October 29, 2018 Request for Proposal (RFP) No. 19-ParksOp-002 was released to the public. The objective of the solicitation was to contract with a qualified and experienced firm to perform pool replaster services. To meet the Park Operations objectives, the solicitation was



issued with an evaluation criterion of “Best Value”. The evaluation criteria addressed by the requirements of the bidder notification and question & answer period respondents were being evaluated by (1) Qualifications and Experience; (2) Project Methodology & Schedule; (3) Price; (4) 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 November 20, 2018. The responsive firms are as follows:

- Progressive Commercial Aquatics
- Hancock Pool Services, Inc.

The Proposals were evaluated by a cross departmental team. 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 bid. A point weighted system was then used to evaluate the 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

Categories	Weight	Max Score	Max Total Score
1. Qualifications and Experience	40 Points	5	200
2. Project Design, & Methodology	25 Points	5	125
3. Rates, Fees and Expenses	25 Points	5	125
4. Past Performance, Finances and References	10 Points	5	50

Total **500 Points**

The final evaluation scoring was based on consensus and calculation was average across all categories from evaluators to arrive at final consensus score. Summary and scoring matrix are enclosed for consideration.



RECOMMENDATION

The Evaluation Committee recommends awarding the contract to **Progressive Commercial Aquatics** for the proposal amount of \$99,507.25. The enclosed supporting documents support the Purchasing Department authorizing award to Progressive Commercial Aquatics as the highest ranking, competitive price, and low financial risk offeror as the Best Value Offeror to the City.