

LARIMER COUNTY REQUEST FOR PROPOSAL #P15-35
TREE CUTTING AND CLEARING SERVICES
FACILITIES/INFORMATION TECHNOLOGY DEPARTMENT (FITD)
JULY 8, 2016, 2:00 P.M.

Proposals to consider the purchase of tree cutting and clearing services for Larimer County FITD were accepted on Friday, July 8, 2016 at 2:00 p.m. in the Purchasing Department. Proposals were received by Sarah Brightman, Purchasing Agent and recorded by Les Brown, Purchasing Agent. The following proposals were received:

Fire Route Forestry
Morgan Timber Products

No decision of award was made pending review and recommendation by Larimer County FITD.

Larimer County FITD reviewed the proposals and recommends accepting the proposal from Fire Route Forestry per the attached departmental recommendation.

The Larimer County Purchasing Department concurs with the above recommendations.



Heather MacMillan
Purchasing Director



Carol L. Block, Financial Services Director
For the Board of Larimer County Commissioners



PURCHASING DEPARTMENT

200 W. Oak Street, Suite 4000
Fort Collins, Colorado 80521
(970) 498-5955
Fax (970) 498-5959

TO: Mark Pfaffinger, CIO
Mark Olson, Tech Services Director
David Rowe, Microwave Systems Administrator

FROM: Sarah Brightman, Purchasing Agent

DATE: 7/8/2016

SUBJECT: P15-35, Tree Cutting and Clearing Services

Transmitted for your review and recommendation, are the two (2) proposals received to consider contracting for tree and vegetation clearing in preparation for a new power line right-of-way, for power up to the Killpecker radio communications site. Please complete this form and return it to me via interoffice mail or fax.

The following criteria must be used to evaluate the proposals:

- 1. Project Approach and Understanding / Availability and Schedule
- 2. Capability and Qualifications
- 3. Contractor and Personnel Experience
- 4. Cost

This document will be considered a public record and open to inspection. The individual committee score sheets, comment sheets and other evaluation notes are DELIBERATIVE PROCESS records and not public records. Please keep these documents in your files.

Explain why you want to award the work to a particular vendor and the dollar amount of the award:

Two (2) proposals were received in response to this Request for Proposal. Each member of the Evaluation Committee independently evaluated and individually scored each proposal received per the above Evaluation Criteria, as provided in the RFP. The Evaluation Committee assembled and reviewed the Scoring Matrix, attached, and unanimously selects the highest-scored contractor for award, Fire Route Forestry, in the estimated amount of \$149,000.00 (pending negotiations).

THIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD


DEPARTMENT HEAD SIGNATURE

FITD
DEPARTMENT

7/13/2016
DATE

Thank you.

Scoring Matrix

P16-07, Consultant Services for the Inspire Initiative

PROPOSING FIRM	Fire Route Forestry	Morgan Timber Products
<u>EVALUATORS</u>		
#1	4.17	4.05
#2	3.98	3.45
#3	3.45	2.88
#4	3.55	3.08
#5	3.51	2.77
TOTALS	18.66	16.23

NOTES:

Total possible points = 25, Minimum points = 5

Upon review, the Evaluation Committee unanimously agrees to move to award, pending negotiations, the highest scored contractor.