

LARIMER COUNTY PROPOSAL #P16-12
SENIOR TRANSPORTATION NEEDS REPORT
HUMAN SERVICES DEPARTMENT
AUGUST 8TH, 2016 2:00 P.M.

Proposals to consider entering into an agreement with a consultant to evaluate, develop, and report on the transportation needs and challenges for seniors living in unincorporated Larimer County and to provide recommendations for solving those needs and challenges for the Larimer County Human Services Department were accepted on Monday, August 8th, 2016 at 2:00 p.m. in the Purchasing Department. Proposals were accepted by Les Brown, Purchasing Agent and recorded by Whitney Wilson, Department Specialist. The following proposals were received:

Corona Insights
BBC Research & Consulting
Fehr and Peers

No decision of award was made pending review and recommendation by the Larimer County Human Services Department.

The Larimer County Human Services Department reviewed the proposals and recommends accepting the proposal from Fehr and Peers as per the attached departmental recommendation.

The Larimer County Purchasing Department concurs with the above recommendations.



Heather L. MacMillan, CPPB, M.Ed.
Purchasing Director



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

PURCHASING DEPARTMENT



TO: Lynda Meyer, Office on Aging Program Manager
Katy Mason, Human Services Program Coordinator

FROM: Les Brown, Purchasing Agent

DATE: 8/8/2016

SUBJECT: P16-12, Senior Transportation Needs Report

Transmitted for your review and recommendation, are the proposals received to consider entering into an agreement with a consultant to evaluate, develop, and report on the transportation needs and challenges for seniors living in unincorporated Larimer County and to provide recommendations for solving those needs and challenges. Please fill in this form and return it to me via interoffice mail or fax.

The following criteria must be used to evaluate the proposals:

- Consultant, Key Staff, Sub-Consultant's Experience and Qualifications
- Approach
- Cost
- Firm's Availability

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:

Three (3) proposals were received in response to this Request for Proposal. Each member of the Evaluation Committee individually evaluated and scored each proposal. After reviewing the Scoring Matrix (attached) the Evaluation Committee decided to interview the two (2) highest-scoring vendors. The team was pleased with the Fehr & Peers presentation and felt it was appropriate that the Project Manager led the discussion so that we got to know her and her capabilities. The team felt Fehr & Peers was more interactive in the interview and did a better job of answering direct questions. Fehr & Peers discussed the recommendation section of the report in more depth. The team was also pleased that the sub-contractor of Fehr & Peers attended the meeting and convinced us of the importance of a mail-in survey compared to a phone survey. After the interview, the Evaluation Committee unanimously decided to award to Fehr & Peers in the estimated amount of \$52,000.00.

THIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD



DEPARTMENT HEAD SIGNATURE



DEPARTMENT



DATE

Thank you.

P16-12Senior Transportation Needs Report - Scoring Matrix

COMPANY:	BBC Research & Consulting	Fehr and Peers	Corona Insights
EVALUATORS			
#1	4.20	4.10	2.80
#2	5.00	3.40	2.80
#3	4.68	4.79	4.15
#4	4.20	4.35	4.20
#5	3.85	4.20	3.75
TOTALS	21.93	20.84	17.70