



PURCHASING DEPARTMENT

200 W. Oak Street, Suite 4000
Fort Collins, Colorado 80521
(970) 498-5955
Fax (970) 498-5942

MINUTES

LARIMER COUNTY PROPOSAL #P17-08
TREE & WOOD GRINDING
SOLID WASTE DEPARTMENT
THURSDAY, MAY 18, 2017 2:00 P.M.

Proposals to consider hiring a Contractor to grind and haul offsite; wood, limbs, branches, leaves, grass, unpainted dimensional lumber, stumps, pallets, and other organic waste approved by the vendor, **hereinafter referred to as "Wood Waste"** for the Larimer County Solid Waste Department were accepted on Thursday, May 18, 2017 at 2:00 p.m. in the Purchasing Department. Proposals were accepted by Les Brown, Purchasing Agent, and recorded by Heather MacMillan, Purchasing Director. The following proposals were received:

Waste-Not Recycling
Hageman Earth Cycle

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

The Larimer County Solid Waste Department reviewed the proposals and recommends accepting the proposal from Waste-Not Recycling 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

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DEPARTMENTAL RECOMMENDATION

TO: Edward Enriquez, Assistant Director Solid Waste
FROM: Les Brown, Purchasing Agent
DATE: 5/18/2017
SUBJECT: P17-08, Tree & Wood Grinding

Transmitted for your review and recommendation, are the proposals received to consider hiring a Contractor grind and haul offsite; wood, limbs, branches, leaves, grass, unpainted dimensional lumber, stumps, pallets, and other organic waste approved by the vendor, *hereinafter referred to as "Wood Waste"*. Please fill in this form and return it to me via interoffice mail or fax.

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 for one (1) year.

The following criteria, as provided in the RFP, must be used to evaluate the proposals:

- Qualifications, Expertise, Experience, Contractor Capability, Contractor Availability, Approach and Project Schedule, Equipment Availability and Type, Limitations of Liability
- Management Ability, Safety Plan, and EAB Management
- Price

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

Two (2) proposals were accepted in response to Request for Proposal P17-08, referenced above. Adhering to the County's process, each member of the Evaluation Committee individually and independently evaluated and scored each proposal. After reviewing the Scoring Matrix (attached), the Evaluation Committee unanimously selected to award to the highest scoring vendor Waste-Not Recycling, as they felt their solution was the best for the County.

THIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD


DEPARTMENT HEAD SIGNATURE

Solid Waste
DEPARTMENT

5-19-2017
DATE

Thank you.

P17-08 Tree & Wood Grinding - Scoring Matrix

COMPANY:	Waste-Not Reycycling	Hagemen Earth Cycle
EVALUATORS		
#1	4.25	2.35
#2	4.00	1.75
#3	3.60	1.00
TOTALS	11.85	5.10