

AGENDA REQUEST



Department Submitting: Finance/Procurement

Department Head Approval (Initials): _____

Contact Person: Anisia Cerna

Phone: 575-887-4820

Agenda Date Of: November 2, 2021

Agreement or Resolution #: RFP 21-05 Facilities Master Plan

Agenda Item Title: RFP 21-05 Facilities Master Plan

Brief Description/Background: RFP 21-05 was solicited on September 22, 2021. Proposals were received by Huitt-Zollars Inc. and NCA Architects, LLC.

Evaluations of the proposals were done by a committee to ensure responsiveness and suitability. Both proposals were determined qualified and acceptable. Staff recommends the award of RFP 21-05 to Huitt-Zollars Inc.

Financial Impact (Revenue & Expense): Budgeted

1000-400-53790-00000

Board Action Requested			
No Action, FYI Only		Make/Pass Motion	X
Approve Resolution		Adopt Ordinance	
Discussion / Direction		Approve and Sign Letter	
Other			
Approve and Sign Agreement		Reviewed By County Attorney	Yes No X
County Manager Approval		Initials:	Date:

RFP 21-05 Facilities Master Plan – Tabulation Sheet

	Total	Specialized Design and Technical Competence	Past Record Performance	Proximity and Familiarity	Amount of Work to be Performed by NM Business
Supplier	/ 100 pts	/ 35 pts	/ 25 pts	/ 5 pts	/ 10 pts
Huitt-Zollars Inc.	90.8 pts	32.6 pts	22 pts	4.4 pts	9.6 pts
NCA Architects, LLC	79.6 pts	26.4 pts	19.2 pts	4.6 pts	9.8 pts

	Volume of Work Previously Done for Eddy County	Approach to Providing Services
Supplier	/ 5 pts	/ 20 pts
Huitt-Zollars Inc.	4.2 pts	18 pts
NCA Architects, LLC	4.4 pts	15.2 pts