

LARIMER COUNTY PROPOSAL #14-06
All-Hazard Mitigation Plan Consulting Services
Commissioner's Office
August 8th, 2014 2:00 P.M.

Proposals to consider the purchase of All-Hazard Mitigation Plan Consulting Services, for the Larimer County Commissioner's Office, were accepted on Friday, August 8th, 2014 at 2:00 P.M. in the Purchasing Department.

Proposals were accepted by Kathryn Rowe, Purchasing Director and recorded by Les Brown, Purchasing Agent I. The following proposals were received:

<u>VENDOR</u>
Tetra Tech, Inc.
Michael Baker, Jr.
Integrated Solutions Consulting
Emergency Planning Consultants
Horrocks Engineers
BOLDplanning
Atkins
AMECC Environment & Infrastructure, Inc.
Risk Prepared, LLC

No decision of award was made pending review and recommendation by the Larimer County Commissioner's Office.

The Larimer County Commissioner's Office reviewed the proposals and recommends accepting the proposal from Michael Baker Jr., Inc., as per the attached departmental recommendation.

The Larimer County Purchasing Department concurs with the above recommendations.



Kathryn Rowe
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: Linda Hoffmann, County Manager
Lori Hodges, Director of Recovery

FROM: Kathryn Rowe, Purchasing Director

DATE: August 8, 2014

SUBJECT: P14-06, All-Hazard Mitigation Plan Consulting Services

Transmitted for your review and recommendation, are the proposals received to consider contracting with a firm to update a countywide All-Hazard Mitigation Plan for the Larimer County emergency Management office. 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:

1. Qualifications
2. Project Approach
3. Proposal Quality
4. Proposed Fee
5. Proposed Personnel

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: Nine proposals were received and the evaluation committee short listed the top three highest scoring vendors and subsequently conducted interviews with those that were short listed. All three short listed candidates had comparable qualifications, experience, personnel, and fee structure. The Michael J. Baker Firm provided an approach that allows for flexibility, innovation and adaptability. They were the only short listed firm to mention vulnerable populations in the mitigation planning process. They also spoke about infrastructure needs. This firm seemed the best fit for Larimer County as they provided the opportunity for innovation within the Larimer plan while still meeting the requirements of FEMA. The Michael J. Baker

Firm provided a clear and concise proposal that was easy to follow and an excellent example of what the committee was looking for in a planning document. The proposal was also the only proposal without noticeable typos and grammatical errors which they felt were very important in producing a written All-Hazard Mitigation Plan. The proposed cost to complete this plan is \$80,000.00.

THIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD

Alinda Hoffmann
DEPARTMENT HEAD SIGNATURE

County Manager
DEPARTMENT

9-10-14
DATE

Thank you.