

LARIMER COUNTY PROPOSAL #14-10
Tax Increment Financing Consulting Services
COMMISSIONERS OFFICE
OCTOBER 6, 2014 2:00 P.M.

Proposals to consider the purchase of Tax Increment Financing Consulting Services for the Larimer County Commissioners Office were accepted on Monday, October 6th, 2014 at 2:00 p.m. in the Purchasing Department. Proposals were accepted by Heather MacMillan, Purchasing Agent II and recorded by Les Brown, Purchasing Agent I. The following proposals were received:

CliftonLarsonAllen LLP
Economic & Planning Systems, Inc.

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

The Larimer County Commissioners Office reviewed the proposals and recommends accepting the proposal from Economic & Planning Systems, Inc., per the attached departmental recommendation.

The Larimer County Purchasing Department concurs with the above recommendation.



for Kathryn Rowe
Director of Purchasing



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
FROM: Heather MacMillan, Purchasing Agent II
DATE: October, 6, 2014
SUBJECT: P14-10, Tax Increment Financing Consulting Services

Transmitted for your review and recommendation, are the two (2) proposals received to consider contracting for tax increment financing consulting services for the Commissioner's Office. Please fill in this form and return it to me via interoffice mail or email.

The following criteria must be used to evaluate the proposals:

1. Qualifications of the proposing firm or team
2. Experience of the key team members
3. Understanding of the project needs and goals
4. Proposed project process and approach
5. Fee for services provided

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.

The evaluation committee elected to interview the two (2) firms that submitted proposals, and unanimously selects Economic & Planning Systems, Inc. (EPS), in the not-to-exceed amount of \$108,000.00 for the following reasons: EPS was the only firm to thoroughly identify their understanding of the TIF project needs and goals, both in their proposal and in their interview. EPS' team detailed experience working together for the past ten (10) years on similar and relevant projects, while the second firm's team had not worked together previously on any projects. EPS was the only firm to illustrate their qualifications and experience by providing four (4) examples of relevant work from the last five years in their proposal; the second firm did not provide examples. EPS was the only firm to thoroughly identify how they will ensure timely progress of the work via standing meetings, and proposed a monthly work plan detailing milestones during each of these timeframes. Lastly, EPS was the only firm to identify potential measures for model development in order to quantify impacts of future TIF projects.

THIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD


Linda Hoffmann, County Manager

Commissioners & County Manager
DEPARTMENT

10-16-14
DATE

Thank you.