

LARIMER COUNTY PROPOSAL #P15-42  
FAIRGROUNDS AND NATURAL RESOURCES MASTER PLANS  
LARIMER COUNTY FAIRGROUNDS AND NATURAL RESOURCES DEPARTMENT  
MARCH 23<sup>RD</sup>, 2016, 2:00 P.M.

Proposals to consider contracting with one (1) consultant to complete two (2) Master Plans for the Larimer County Fairgrounds and Natural Resources Department were accepted on Wednesday, March 23<sup>rd</sup>, 2016 at 2:00 p.m. in the Purchasing Department. Proposals were accepted by Les Brown, Purchasing Agent, and recorded by Debbie Trujillo, Department Specialist. The following proposals were received:

Robert Peccia & Associates  
Logan Simpson  
Design Workshop

No decision of award was made pending review and recommendation by the Larimer County Fairgrounds and Natural Resources Department.

The Larimer County Fairgrounds and Natural Resources Department reviewed the proposals and recommends accepting the proposal from Logan Simpson as per the attached departmental recommendation.

The Larimer County Purchasing Department concurs with the above recommendations.



Heather MacMillan, CPPB  
Purchasing Director



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



PURCHASING  
DEPARTMENT

**TO:** Bob Herrfeldt, Fairgrounds & Event Center Director  
Diana Frick, Senior Accountant

**FROM:** Les Brown, Purchasing Agent II

**DATE:** 3/23/2016

**SUBJECT:** P15-42, Fairgrounds and Natural Resources Master Plans

Transmitted for your review and recommendation, are the proposals received to consider contracting with one (1) consultant to complete two (2) Master Plans.  
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. Consultant, Key Staff, Sub-Consultant's Experience and Qualifications
- 2. Approach
- 3. Cost
- 4. Firm 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 received. After reviewing the Scoring Matrix, attached, the Evaluation Committee unanimously selected to award to the highest-scored vendor, Logan Simpson.

**THIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD**

  
DEPARTMENT HEAD SIGNATURE

  
DEPARTMENT

  
DATE

Thank you.

**P15-42 Fairgrounds and Natural Resources Mater Plans  
Scoring Matrix**

	Logan Simpson	Deisign Workshop	Robert Peccia & Associates
<b>COMPANY: EVALUATORS</b>			
<b>#1</b>	4.30	4.05	2.45
<b>#2</b>	4.75	4.30	3.85
<b>#3</b>	4.30	4.10	3.65
<b>#4</b>	3.90	2.98	2.50
<b>#5</b>	3.68	3.33	4.00
<b>#6</b>	3.91	3.74	3.47
<b>TOTALS</b>	<b>24.84</b>	<b>22.50</b>	<b>19.92</b>