

Award Justification Statement

Solicitation # NS20-84

Contract Title: RFP for Itineris early College High School

I. RESULT

Contact has been awarded to RBM Services

II. EVALUATION PROCESS

A request for proposals (RFP) was issued by the State to select a vendor to provide custodial services. Pursuant to Utah Code § 63G-6a-702(2), the RFP process was used because criteria other than cost were considered important in determining which vendor's proposal provides the best value to the State.

Proposals were evaluated in accordance with Part 7 of the Utah Procurement Code by an Evaluation Committee comprised of subject matter experts from the Administration, Facilities and Business Manager. A representative from the Division of State Purchasing was consulted throughout the process to ensure Procurement Code compliance but was not a voting member of the Evaluation Committee.

Following evaluation of mandatory minimum requirements, one Offeror RBM Services advanced to the technical scoring stage, which was scored as follows:

III. TECHNICAL CRITERIA – PROPOSAL EVALUATION

A. Interview

In this category, proposals were evaluated against the following criteria:

- Had interviewee read the RFP before the walk thru?
- Had interviewee done any research on the school?

RBM Services had read the RFP, was familiar with the model being used and was familiar with the school.

Of a possible 5 points in this category, RBM Services scored 5 points. **In the opinion of the State Evaluation Committee, RBM Services proposal met expectations with regard to the above criteria.**

Offeror	Score
B	4

C	3
D	3
E	3
F	3

B. Janitorial Plan

In this category, proposals were evaluated against the following criteria:

- Did Plan follow the model requested in the RFP?
- Did the number of days worked by Day Porter and Student Sweepers correspond to the RFP?
- Did the janitorial plan include all of the tasks outlined in the RFP?

RBM Services met/exceeded requirements for the Janitorial Plan outlined in the RFP.

Of a possible 25 points in this category, RBM Services scored 25 points. **In the opinion of the State Evaluation Committee, RBM Services proposal met expectations with regard to the above criteria.**

Offeror	Score
B	25
C	15
D	15
E	25
F	20

C. Past Performance

In this category, proposals were evaluated against the following criteria:

- Did Offeror have a proven track record of cleaning schools?
- Did Offeror’s references verify their past performance of high quality custodial services?
- Does the Offeror perform services with employees who have been through a criminal background check and can prove ability to legally work in the US?

RBM Services references were excellent, and there was no record of employees who had not passed a background check or violated employment eligibility laws.

Of a possible 30 points in this category, RBM Services scored 30 points. **In the opinion of the State Evaluation Committee, RBM Services proposal met expectations with regard to the above criteria.**

Offeror	Score
B	23
C	20
D	15
E	0
F	10

Proposal Evaluation Conclusion

Of a possible 60 points in this evaluation stage, RBM Services scored **60** points. The RFP required a vendor to score a minimum of 50 points to proceed to the subsequent stage. **Because RBM Services score exceeded this scoring threshold, RBM Services was eligible to participate in the cost evaluation stage.**

IV. COST EVALUATION

Cost was scored as described in the RFP using the following cost formulas:

Annual contract cost: Points awarded to each Offeror for this subcategory will be based on the Annual contract cost , with the Offeror with the lowest cost receiving 100% of the maximum possible cost points for the category of 40, and all other Offerors receiving a percentage of the maximum cost points based on the percentage by which their cost is higher than the lowest offeror. The formula to compute cost points for this category is: Annual contract cost.

Cost made up 40% of the total evaluation criteria, with a maximum of 40 points available. Utah Administrative Rule 33-7-702 requires a procurement unit to, in cases in which only one proposal is received, determine that the sole Offeror's pricing is reasonable. To make this determination, the Evaluation Committee compared the figures listed in RBM Services cost proposal to:

- 1) other proposals submitted for the RFP

After a thorough analysis of RBM Services cost proposal, it is the Evaluation Committee's opinion that the pricing proposed is reasonable. Therefore, of a possible 40 points in this category, RBM Services scored 35 points.

Offeror	Score
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B	40
C	15
D	37
E	10
F	33

V. CONCLUSION

Of a possible 100 points for both scorable criteria and cost, RBM Services scored 95 points. Based on the justifications outlined above, it is the opinion of the State Evaluation Committee that award of a contract to RBM Services provides the best value to the State.

Overall Scores:

Offeror	Score
B	92
C	53
D	70
E	38
F	66