City of Albuquerque

Department of Finance and Administrative Services

Martin Chavez, Mayor

INTER-OFFICE MEMORANDUM **Date:** 18 August 2005

TO: James Lewis, Chief Administrative Officer

FROM: Sandra Doyle, Director, Department of Finance and Administrative Services

SUBJECT: Recommendation of Award: RFP05-026-SV, "Medical Services: Employee Health Center"

The City of Albuquerque Department of Finance and Administrative Services, Purchasing Division, issued the subject Request for Proposals (RFP) on behalf of the Risk Management Division.

The RFP was posted on the Purchasing Web Site and advertised in the local newspapers. Four Requests for Proposals (RFP) were sent to interested vendors. Two responses were submitted for evaluation.

The ad hoc evaluation committee reviewed, evaluated and scored the responses, in accordance with the evaluation criteria published in the RFP. The committee recommends award of contract to Presbyterian Health Services. Presbyterian Health Services received an additional 5% local preference and will participate in community involvement.

Listed in ranking order are the respondents' scores:

Presbyterian Health Services	Composite Score: 6165	Average Score: 881	$694,000/yr
Concentra, Inc.	Composite Score: 5584	Average Score: 798	$749,000/yr

Fund Source: Risk Management Fund

I concur with the ad hoc committee's recommendation. The Department will begin contract negotiations immediately upon your approval.

Per the City Purchases Ordinance, this recommendation will be forwarded to City Council for final approval.

Approved:

8/19/05

James B. Lewis (Date)
Chief Operations Officer

Recommended:

8/18/05

Gail Reese (Date)
Chief Financial Officer

Attachment: Composite Score Sheet

Original: Sandra Vescovi, Contract Section Supervisor, Purchasing Division, DFAS

Composite Score:
RFP05-026-SV, "Medical Services: Eployee Health Center"

EVALUATORS	EVALUATION CRITERIA	EVALUATION FACTORS	OFFERORS	
			Concentra, Inc	Presbyterian Health Services
PM	Offeror's general approach & plans to meet the requirements of the RFP	Up to 100	75	80
CK			85	70
VC			80	90
KP			80	80
FJ			75	90
PE			80	60
JB			99	80
	SUB TOTAL		574	550
PM	Offeror's detailed plans to meet the objectives of each task, activity, etc. on the required schedule	Up to 200	145	150
CK			140	180
VC			120	185
KP			180	100
FJ			100	180
PE			131	121
JB			199	140
	SUB TOTAL		1015	1056
PM	Experience and qualifications of the Offeror and personnel as shown on staff resumes to perform the tasks described in Part 3, Scope of Services	Up to 200	100	175
CK			140	180
VC			120	190
KP			180	180
FJ			100	175
PE			165	180
JB			199	190
	SUB TOTAL		1004	1270
PM	Adequacy of proposed project management and resources to be utilized by the Offeror	Up to 100	80	85
CK			70	75
VC			60	90
KP			80	80
FJ			75	90
PE			100	100
JB			100	80
	SUB TOTAL		565	600
PM	Offeror's past performance on projects of similar scope and size	Up to 100	85	85
CK			100	100
VC			75	95
KP			80	80
FJ			65	90
PE			100	100
JB			100	90
	SUB TOTAL		605	640
PM	Overall ability of the Offeror, as judged by the evaluation committee, to successfully complete the project within the proposed scheule. This judgement will be based upon factors such as project management plan and availability of staff and resources	Up to 200	160	175
CK			150	180
VC			120	190
KP			180	180
FJ			150	175
PE			170	175
JB			190	160
	SUB TOTAL		1120	1235
	SUB TOTAL TECHNICAL SCORE		4883	5351
PM	Cost Proposal	Up to 100	93	100
CK			93	100
VC			93	100
KP			93	100
FJ			93	100
PE			93	100
JB			93	100
	SUB TOTAL		651	700
	SUB TOTAL COMPOSITE SCORE	Up to 7000	5534	6051
	5% LOCAL PREFERENCE		0	64
	COMMUNITY INVOLVEMENT	Up to 50	50	50
	TOTAL COMPOSITE SCORE		5584	6165
	TOTAL AVERAGE SCORE		798	881