

County of Fairfax, Virginia



MEMORANDUM

DATE: April 23, 2018

TO: **Jamie Pun**, Contract Specialist II
Department of Procurement and Material Management

FROM: Kevin Burns, SAC Chair

SUBJECT: **Recommendation for Award:** RFP 2000002547, Public Safety and Emergency Preparedness Equipment and Related Services

Request for Proposal 2000002547, Public Safety and Emergency Preparedness Equipment and Related Services, closed on March 13, 2018 at 2:00 p.m. The Department of Procurement and Material Management (DPMM) distributed copies of the technical proposals to the four (4) Selection Advisory Committee (SAC) for review and evaluation. The SAC evaluation was based on the criteria cited in the RFP's Special Provisions, paragraph 16, entitled Basis for Award. A summary of the technical proposal evaluation can be seen below out of a possible 60 points:

• Safeware & Mallory	56.75
• Federal Resources	55.50
• TSSi	51.25
• WatchGuard	33.25
• Strack	29

The SAC requested the cost proposals for the top two (2) offerors for review and evaluation from the contract specialist. Pricing was evaluated using a market basket of most commonly ordered items. Mismatches and substituted items that were not comparable were removed from the analysis. The contract specialist distributed the copies to the SAC and the summary of the cost proposal evaluation can be seen below out of a possible 40 points.

• Safeware & Mallory	40 score
• Federal Resources	39.20 score

The composite scores of both the Technical and Cost Proposal can be seen below out of a possible 100 points:

• Safeware & Mallory	96.75
• Federal Resources	94.70

The SAC conducted phone interviews with each of the finalists, reviewing a list of clarification questions about their proposal with each one. After the written answers to these

clarification questions were received, each of the SAC members had the option to review their scores. No changes were made to the scoring matrix. It was determined at this point that Federal Resources had incorrectly priced their market basket items, providing additional discounting for market basket items, which resulted in their prices looking lower than they actually ~~were~~ proposed.

The SAC decided to enter into negotiations with the top two (2) offerors from the composite scores of the technical and cost proposal. The SAC chairperson forwarded the negotiations points and requested that negotiations be done in written form.

The SAC negotiation letters can be found in the file. Federal Resources was asked to reprice their market basket and each proposer was asked for their BAFO.

The SAC would like to recommend for award a single contract with Safeware & Mallory for all product categories in the RFP. The below lists characteristics of the proposals submitted by the top two (2) offerors.

- Safeware & Mallory
 - Comprehensive offering
 - Most advantageous pricing
 - Full nationwide coverage
 - Positive references
 - Ecommerce rebates
 - Volume rebates
 - Experience working with all types of agencies across the country
- Federal Resources
 - Comprehensive offering
 - Nationwide coverage
 - Pricing is not as competitive
 - Positive references
 - No rebates offered
 - Very little experience working with state and local governments

Thank you for your consideration in this matter. Please let me know if you have any questions.