



EVALUATION SUMMARY REPORT

EVALUATION SUMMARY REPORT RFP #2017025

GROUNDS MAINTENANCE EQUIPMENT, PARTS, ACCESSORIES, SUPPLIES, RELATED SERVICES AND EQUIPMENT

Evaluation Methodology:

- Round 1 – Responsiveness and qualifying requirements
- Round 2 – Evaluation and preliminary scoring of proposal
- Round 3 – Vendor Clarifications, and negotiations
- Final Scoring

Proposals were received from:

- Harper Turf Equipment dba Harper Industries, Inc.
- Textron, Inc. dba Jacobsen, a Division of Textron
- The Toro Company dba Toro

Round 1: Each response was given an initial review by Purchasing to determine whether it met the minimum requirements to be considered. All vendors met the minimum requirements and were moved forward to Round 2.

Round 2: Each response moved forward to this round was evaluated by the evaluation team relative to the scoring criteria in the solicitation. The evaluation included:

- Review of the proposals submitted
- Preliminary Scoring

Round 3: Response clarifications and negotiations were conducted with the highest scoring vendor, The Toro Company.

Final Scoring: The evaluation team completed scoring of the responses against the scoring criteria in the solicitation.

Final Scoring

Criteria	Points Possible	Harper Turf Equipment	Textron, Inc. / Jacobsen	The Toro Company
Firm's Proposed Solution	40	19.6	31.4	39.6
Firm's Qualifications & Experience	30	18	22	28.2
Firm's Pricing - Equipment	20	0	20	18.56
Firm's Pricing - Parts	10	0	10	8.1
Total	100	37.6	83.4	94.46

Executive Summary:

Harper Turf Equipment

- Product offering is limited

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- No mention of hybrid equipment
- Did not list senior technical staff
- Limited municipal experience
- If awarded would need to create a national team

Textron, Inc. / Jacobsen




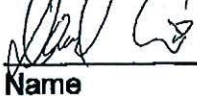

- Equipment offering is lacking some items that we use
- Solicitation was lacking some details
- Did not submit annual sales information
- Proposal was unorganized
- Only one piece of equipment listed in their hybrid offering
- Only in the valley for 6 years

The Toro Company

- Good product line offering
- The AZ distributor - one stop shop
- Free online equipment/maintenance tracking tool
- Also offering Irrigation supplies
- Restocking fees
- Exception taken

Recommendation:

Award is recommended to the highest scored respondent, The Toro Company. The evaluation was conducted by and points were awarded by consensus by the evaluation team below.

	2/13/17		2/14/2017
Name	Date	Name	Date
	2/14/17		2-15-17
Name	Date	Name	Date
	2/14/17		
Name	Date	Name	Date

Recommendation accepted by:

	2-15-17		
Procurement Officer	Date	Purchasing Administrator	2-15-17
			Date

Once the evaluation is complete, complete an award recommendation form, attach a copy of this evaluation summary report and forward for approvals.