

August 31, 2020

Request for Proposal: #21-31, Pre-poured Concrete Deck Truck Scale for the Landfill.

Background

On July 2, 2020, a Request for Proposal: #21-31, Pre-poured Concrete Deck Truck Scale for the Landfill was posted to the City of Iowa City's website. Vendors were required to submit all questions and clarifications regarding the Request for Proposal by 12:00 p.m., July 15, 2020. Each vendor was required to submit a proposal by 2:30 p.m., July 21, 2020. In addition, vendors were required to submit a complete proposal with the following items:

Item A - Proposal Summary

A letter, on the proposer's letterhead stationery, summarizing the submitted proposal. The letter must be signed by an officer of the proposer or a designated agent empowered to bind the firm in the contract offer.

Item B - Company Information and Experience

The names, abilities, qualifications, and experience of the individuals who will be assigned to this contract and their experience on similar contracts.

Item C - References (Section Five)

A minimum of three (3) references from past and/or present clients for contracts similar in scope to this contract. Include the company or agency's name and address, the name, title, and phone number of each reference, and the term of the contract on the form. **References from other City of Iowa City employees will not be accepted.**

Complete and submit the form provided in Section Five.

Item D - Pricing Sheet and Company Information Form (Section Six)

A completed and signed Pricing and Company Information Form. The City is not responsible for the vendor's failure to provide information and pricing or required items. The submitted pricing must include all of the costs required to perform the tasks of this contract. Any costs not included in the vendor's submitted proposal that are required to perform the services under this contract, will be the responsibility of the awarded vendor. These costs include, but are not limited to, labor, materials, equipment, freight, shipping, and travel, etc.

Item E - Wage Theft Policy (Section Seven)

After review of Section Seven - Wage Theft Policy, the Wage Theft Affidavit must be completed, and included in the submitted proposal.

Complete and submit the form provided in Section Seven.

Fairbanks and J.A King submitted a complete proposal. Accurate superior Scale submitted 6 complete proposals. The proposals were given to an Evaluation Committee comprising of two members from the landfill division and one member of the Engineering division to review:

The evaluation committee independently evaluated the merit of proposals received in accordance with the evaluation factors defined in the RFP. The evaluation process was based on a 100-point scale.

<u>POINT CATEGORY</u>	<u>ASSIGNED POINTS</u>
1. Qualifications and experience	35
2. Price	25
3. Company Information and References Projects	25
4. Schedule	<u>15</u>
 Total	 100

The committee members individually reviewed the proposals and its compliance with the specifications.

Vendor	
J.A King	74
Fairbanks	83
Accurate Superior Scale	61
Accurate Superior Scale	62
Accurate Superior Scale	63
Accurate Superior Scale	62
Accurate Superior Scale	60
Accurate Superior Scale	62

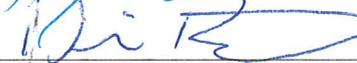
After a careful and thorough review of the proposals the evaluation committee recommends Fairbanks receive the award.

Recommended Vendor: Fairbanks
Funding Account: 75750905-473010
Contract Amount: \$92,953.00

City Manager:



Director of Finance:



Public Works Director:



Assistant Finance Director:

