

Mayor Martin J. Chávez

CITY OF ALBUQUERQUE

Albuquerque, New Mexico

Human Resources Department

INTER-OFFICE MEMORANDUM

June 14, 2005

TO: James B. Lewis, Chief Administrative Officer

FROM: Patricia D. Miller, Chair, Ad Hoc Committee 

SUBJECT: Recommendation of Award: RFP2005-020-SV: "Personnel Hearing Officer"

Pursuant to the Merit System Ordinance, Chapter 3-1-25, Personnel Hearing Officer (attached hereto), the City of Albuquerque, Office of the Mayor/CAO, in conjunction with Department Finance and Administrative Services, Purchasing Division, issued the subject solicitation to provide hearing officer(s) to conduct evidentiary hearings on City employee appeals from suspension, demotion and discharge. Those proposed findings of fact and evidentiary hearing summaries are then submitted to the Personnel Board.

Four (4) RFPs were mailed to interested vendors. The RFP was posted to the Purchasing Website and advertised in the local newspapers. Four (4) vendors submitted responses for evaluation.

The ad hoc evaluation committee ("committee") reviewed, evaluated and scored the responses in accordance with the evaluation criteria published in the RFP relative to other responses received.

Per the process outlined in the Merit System Ordinance and the subject RFP, the Ad Hoc committee is submitting the following list, in ranking order for your review and selection.

T. Zane Reeves	6030.15	\$85.00/hr
Patrick Bingham	5562.9	\$80.00/hr
Narvaez Law Firm	3396.75	\$115.00/hr + Expenses
Robert Curtis	1916.25	\$75.00/hr

All respondents submitted local preference documentation.

14 June 2005

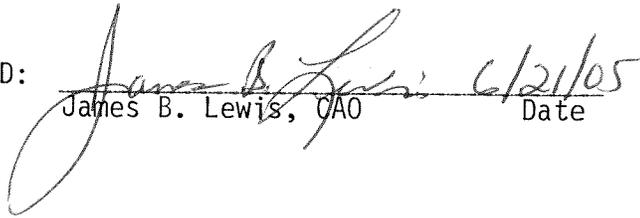
James Lewis

Recommendation of Award: RFP2005-020-VC

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The Ad Hoc committee recommends award of contract to the top three ranking offerors: T. Zane Reeves, Patrick Bingham and the Narvaez Law Firm based on results of the committee and estimated needs of the City.

APPROVED:

 6/21/05
James B. Lewis, CAO Date

Attachments: Copy, Ad Hoc Evaluation Committee Memo
Copy, Composite Score Sheet
Copy, Albuquerque Code of Ordinances 3-1-25, Personnel Hearing Officer
Copy, Request for Proposals, "Personnel Hearing Officer"

Composite Score: RFP2005-020-VC, "Personnel Hearing Officer"

EVALUATOR	OFFEROR	GENERAL APPROACH & PLANS TO MEET REQUIREMENTS OF THE RFP.		DETAILED PLANS TO MEET THE OBJECTIVE OF EACH TASK		EXPERIENCE AND QUALIFICATIONS OF OFFEROR & PERSONNE		ADEQUACY OF PROPOSED PROJECT MGMT. AND RESOURCES		PAST EXPERIENCE OVERALL ABILITY TO COMPLETE PROJECT OBJECTIVES		SUB TOTAL	TOTAL INCLUDES LOCAL PREFERENCE
		UP TO 100	UP TO 100	UP TO 200	UP TO 200	UP TO 100	UP TO 100	UP TO 100	UP TO 100	UP TO 200	UP TO 100		
	ROBERT CURTIS	100	0	200	0	0	0	0	0	0	0	95	414.75
JC		60	50	150	0	20	50	20	10	160	0	95	614.25
SD		0	0	75	0	0	0	0	0	0	0	95	189
BK		25	0	95	0	0	0	0	0	0	0	95	225.75
PM		10	0	50	0	25	25	0	0	0	0	95	215.25
MR		0	0	150	0	0	0	0	0	0	0	95	257.25
TOTALS		195	50	720	45	85	85	160	160	160	160	570	1916.25
JC	NARVAEZ LAW FIRM	100	0	200	100	100	100	100	100	100	100	60	693
SD		25	10	100	50	80	50	50	50	50	50	60	393.75
BK		25	0	100	50	50	50	125	125	125	125	60	430.5
PM		100	0	200	100	100	100	200	200	200	200	60	798
MR		25	0	100	75	100	100	100	100	100	100	60	483
TOTALS		90	0	180	50	90	90	100	100	100	100	60	598.5
JC	PATRICK BINGHAM	365	10	880	425	520	520	675	675	675	675	360	3396.75
SD		100	200	200	100	100	100	200	200	200	200	83	1032.15
BK		80	160	160	75	75	75	180	180	180	180	83	1011.15
PM		100	200	200	100	100	100	200	200	200	200	83	853.65
MR		75	175	150	75	80	80	150	150	150	150	83	827.4
TOTALS		100	200	180	100	100	100	200	200	200	200	83	827.4
TOTALS		545	1135	1090	545	550	550	1130	1130	1130	1130	498	5562.9
JC	T ZANE REEVES	100	200	100	100	100	100	200	200	200	200	88	932.4
SD		100	200	200	100	100	100	200	200	200	200	88	1037.4
BK		95	195	195	100	100	100	200	200	200	200	88	1021.65
PM		100	200	200	100	100	100	200	200	200	200	88	1037.4
MR		90	175	200	90	100	100	175	175	175	175	88	963.9
TOTALS		100	200	200	100	100	100	200	200	200	200	88	1037.4
TOTALS		585	1170	1095	590	600	600	1175	1175	1175	1175	528	6030.15