

CITY OF ALBUQUERQUE

Albuquerque, New Mexico

Department of Family and Community Services

INTER-OFFICE MEMORANDUM

March 8, 2005

TO: James B. Lewis, Chief Administrative Officer

FROM: Valorie Vigil, Director, Department of Family and Community Services 

SUBJECT: Recommendation of Award RFP2005-001-VC for Sector Plan for Near North Valley

The Department of Family and Community Services Department in conjunction with the Department of Finance and Administrative Services, Purchasing Division issued the subject solicitation for the purchase of professional services to assist in the development of a Sector Plan for the Near North Valley neighborhood.

The City posted the solicitation on the purchasing web site, mailed the solicitation to 18 potential bidders and advertised in the Albuquerque Journal and the Albuquerque Tribune. Representatives from six firms attended the mandatory pre-proposal conference. Three responses were received for evaluation.

The ad hoc committee evaluated and scored the three responses. The ad hoc evaluation committee recommended award of contract to Sites Southwest. Listed in ranking order are the composite scores for the three offerors. All evaluated offers qualified for local preference.

Sites Southwest	3602	\$105,163
Consensus Planning	3418	\$ 96,866
Community Sciences Corporation	3324	\$ 99,000

Total contact amount will be negotiated but will not exceed \$100,000 and will be funded under 205 activity 2925311. The contract term is for one year.

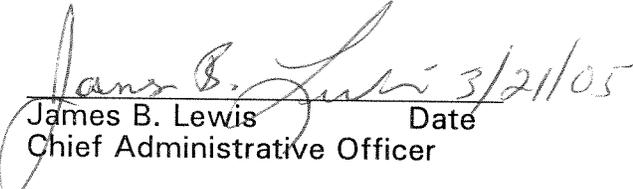
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I concur with the recommendations.

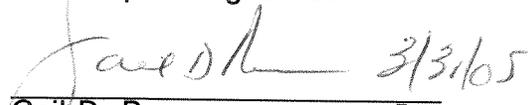
Per the City Purchases Ordinance, this recommendation will require City Council approval.

Approved:

Recommended By:


James B. Lewis Date
Chief Administrative Officer


Edward A. Adams Date
Chief Operating Officer


Gail D. Reese Date
Chief Financial Officer

Attachment: Composite Score Sheet

Original: Purchasing RFP2005-001-VC