

Recommendation of Award

Whitney:

The evaluation committee has completed the review and evaluation of proposals for the Athletics Tailgating - RFP 672307.

Proposals were received from the following vendors:

1. Intents Party Rentals
2. Block Party
3. Tailgate Guys

The evaluation committee initially met on Friday, April 27 to go through the procedures and distribute proposals for review. We discussed onsite presentations but decided against them as we felt we had enough information. Following the meeting, the committee decided to ask specific clarification questions to each bidder. One question in particular was asked of all 3 bidders regarding a revised financial proposal.

- Given the submissions received, we would like to clarify to all bidders that financial proposals must be based on using the current pricing and that pricing remaining the same for each year of the proposal. Please clarify your proposal for 3 and 5 years.

Bidders responded in kind and their response taken into consideration.

Once we received the feedback from the 3 bidders, the committee met on Monday, May 21 to review and discuss their responses. We decided that we had enough information to move forward with the scoring process.

Committee members scored the proposals individually and turned them into Charlie Arviso on Monday, May 21. Attached is a summary of the evaluations.

The committee recommends the award of Athletics Tailgating – RFP 672307 to Intents Party Rentals for a three-year term. Evaluation forms and supporting documentation have been attached or forwarded to your office.

Thank you for your assistance with this process.

Charlie Arviso, Committee Chair

Athletics Tailgating RFP - BFO Scoring - May 21, 2018

Blake Sandlin

| | Criteria A: Complete/Thorough Proposal | Criteria B: Respondent Qualification | Criteria C: Financial Proposal | Total |
|-----------------------|--|--------------------------------------|--------------------------------|-------|
| Intents Party Rentals | 25 | 40 | 30 | 95 |
| Block Party | 28 | 30 | 18 | 76 |
| Tailgate Guys | 30 | 35 | 24 | 89 |

Charlie Arviso

| | Criteria A: Complete/Thorough Proposal | Criteria B: Contractor Qualification | Criteria C: Financial Proposal | Total |
|-----------------------|--|--------------------------------------|--------------------------------|-------|
| Intents Party Rentals | 20 | 40 | 30 | 90 |
| Block Party | 25 | 30 | 18 | 73 |
| Tailgate Guys | 30 | 35 | 24 | 89 |

Chris Freet

| | Criteria A: Complete/Thorough Proposal | Criteria B: Contractor Qualification | Criteria C: Financial Proposal | Total |
|-----------------------|--|--------------------------------------|--------------------------------|-------|
| Intents Party Rentals | 20 | 40 | 30 | 90 |
| Block Party | 25 | 20 | 18 | 63 |
| Tailgate Guys | 30 | 30 | 24 | 84 |

Julie Cain

| | Criteria A: Complete/Thorough Proposal | Criteria B: Contractor Qualification | Criteria C: Financial Proposal | Total |
|-----------------------|--|--------------------------------------|--------------------------------|-------|
| Intents Party Rentals | 25 | 40 | 30 | 95 |
| Block Party | 30 | 30 | 18 | 78 |
| Tailgate Guys | 25 | 30 | 24 | 79 |

Patrick Dale

| | Criteria A: Complete/Thorough Proposal | Criteria B: Contractor Qualification | Criteria C: Financial Proposal | Total |
|-----------------------|--|--------------------------------------|--------------------------------|-------|
| Intents Party Rentals | 15 | 40 | 30 | 85 |
| Block Party | 25 | 30 | 18 | 73 |
| Tailgate Guys | 30 | 30 | 24 | 84 |

Total Scores

| | Blake Sandlin | Charlie Arviso | Chris Freet | Julie Cain | Patrick Dale | TOTAL SCORE |
|-----------------------|---------------|----------------|-------------|------------|--------------|-------------|
| Intents Party Rentals | 95 | 90 | 90 | 95 | 85 | 455 |
| Block Party | 76 | 73 | 63 | 78 | 73 | 363 |
| Tailgate Guys | 89 | 89 | 84 | 79 | 84 | 425 |

Whitney Smith 5/24/18