

13-9681

Purchasing Department

Kathryn Kasper
Purchasing Agent



City of Racine, Wisconsin

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Honorable Mayor John Dickert and the
Members of the Common Council
730 Washington Avenue
Racine, WI 53403

Ladies and Gentlemen:

I am requesting permission to appear before the Transit and Parking Commission to discuss the results of Official Notice #7, REQUEST FOR PROPOSAL, PARKING FACILITY MANAGEMENT. This proposal was opened in the office of the Purchasing Agent at 4:00 P.M. on September 24, 2013.

The Request for Proposals technique is frequently used by the City when bidding for services as opposed to bidding for goods or when price is not the major determining factor in a purchase.

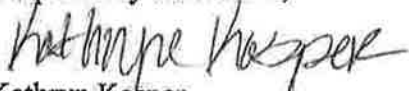
We sent ten (10) bid packages out and received three (3) responses. The responses were read and evaluated according to the criteria outlined in the RFP by the selection committee. The evaluation criteria for this RFP were based on firm capabilities, project team qualifications, service approach, value and innovation.

The selection committee for this RFP consisted of Mark Yehlen, Commissioner of Public Works, Thomas Eeg, Assistant Commissioner of Public Works/Operations, Albert Stanek, Transit and Parking System Manager, Mary Scanlon, City of Green Bay, DPW Supervisor, and Cindy Angelos, City of Milwaukee. The Purchasing Agent coordinated the evaluations, but was not a voting member of the evaluation committee.

Based on the scoring of this RFP the selection committee is recommending that the Purchasing Agent be authorized to negotiate with ABM for the provision of Parking Facility Management.

Funds for this expenditure are available in account 106.991.5760.

Respectfully Submitted,


Kathryn Kasper
Purchasing Agent

cc: Mr. Mark Yehlen
Mr. Thomas Eeg
Mr. Albert Stanek