

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

AGENDA DATE: June 20, 2023

PUBLIC HEARING DATE: NA

CONTACT PERSON(S) NAME AND PHONE NUMBER:

K. Nicole Cote, Managing Director, Purchasing & Strategic Sourcing, (915)
212-1092

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: 6 – Set the Standard for Sound Governance and Fiscal Management

SUBGOAL: 6.6 Ensure continued financial stability and accountability through sound financial management, budgeting and reporting

SUBJECT:

Discussion and action on the award of solicitation 2023-0028R Disparity Study to Keen Independent Research LLC for a one (1) year term for an estimated amount of \$329,940.00. This contract will conduct Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Disadvantaged Business Enterprise (DBE) and Airport Concession Disadvantaged Business Enterprise (ACDBE) disparity studies.

BACKGROUND / DISCUSSION:

This contract is to assess the level of MBE/WBE/DBE/ACDBE participation to adequately address or reassess goals in light of changing market conditions in its current practice of procurement of goods and services.

SELECTION SUMMARY:

Solicitation was advertised on November 1, 2022 and November 8, 2022. The solicitation was posted on City website on November 1, 2022. There were a total of eighteen (18) viewers online; six (6) proposals were received, one (1) being a local vendor.

CONTRACT VARIANCE:

No variance, new contract.

PROTEST

No protest received for this requirement.

PRIOR COUNCIL ACTION:

NA

AMOUNT AND SOURCE OF FUNDING:

Amount: \$329,940.00

Funding Source: 215 – 522150 – 4930 – 16010 – P22ROPSDISPSTU

Account: Capital Projects - Internal

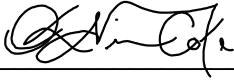
HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? YES NO

PRIMARY DEPARTMENT: Purchasing & Strategic Sourcing

SECONDARY DEPARTMENT: NA

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



K. Nicole Cote, Managing Director

**PROJECT FORM
(RFP)**

Please place the following item on the **REGULAR** agenda for the Council Meeting of **June 20, 2023**.

STRATEGIC GOAL 6 – Set the Standard for Sound Governance and Fiscal Management

The linkage to the Strategic Plan is subsection 6.6 – Ensure continued financial stability and accountability through sound financial management, budgeting and reporting

Award Summary:

Discussion and action on the award of solicitation 2023-0028R Disparity Study to Keen Independent Research, LLC for a one (1) year term for an estimated amount of \$329,940.00. This contract will conduct Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Disadvantaged Business Enterprise (DBE) and Airport Concession Disadvantaged Business Enterprise (ACDBE) disparity studies.

Contract Variance:

No variance, new contract.

Department:	Purchasing & Strategic Sourcing
Vendor:	Keen Independent Research, LLC Denver, CO
Item(s):	All
Term:	1 Year
Total Estimated Award:	\$329,940.00
Account No.:	215 – 522150 – 4930 – 16010 – P22ROPSDISPSTU
Funding Source:	Capital Projects - Internal
District(s):	All

This is a Request for Proposal, service contract.

The Purchasing & Strategic Sourcing Department recommend award as indicated to Keen Independent Research, LLC the highest ranked proposer based on evaluation factors established for this procurement.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

CITY OF EL PASO RFP SCORESHEET

PROJECT: 2023-0028R Disparity Study

Evaluation of Submittal

MAX POINTS	Keen Independent Research LLC Denver, CO	Griffin & Strong, P.C. Atlanta, GA	MGT of America, LLC dba MGT of America Consulting, LLC Tampa, FL	Miller3 Consulting, Inc. Atlanta, GA	Mason Tillman Associates, Ltd. Oakland, CA	Carlos Gonzalez-Rivera dba UebelKorp Industries LLC El Paso, TX
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Factor A - Proposal Cost

	35	\$ 329,940.00	\$ 380,348.00	\$ 416,436.38	\$ 401,025.00	\$ 650,000.00	\$ 312,750.40
		33.18	28.78	26.29	27.30	16.84	35.00

Factor B - Experience – Comparable Contracts

	15	14.60	14.00	13.80	11.00	14.00	0.00
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Factor C - References

	10	10.00	6.67	10.00	3.33	10.00	0.00
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Factor D - Personnel Experience and Qualifications

	25	22.00	21.20	19.00	23.00	23.60	0.40
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Factor E - Proposed Methodology

	15	13.20	13.80	11.80	14.00	13.40	1.80
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TOTAL SCORE	100	92.98	84.45	80.88	78.63	77.84	37.20
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Rank		1	2	3	4	5	6
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**CITY OF EL PASO
REQUEST FOR PROPOSALS TABULATION FORM**



Bid Opening Date: December 14, 2022

Solicitation #: 2023-0028R

Project Name: Disparity Study

Department: Purchasing & Strategic Sourcing

VENDOR'S NAME:	LOCATION:	AMENDMENT(S) ACKNOWLEDGED:
Griffin & Strong, P.C.	Atlanta, GA	Yes
Keen Independent Research LLC	Denver, CO	Yes
Mason Tillman Associates, Ltd.	Oakland, CA	Yes
MGT of America, LLC dba MGT of America Consulting, LLC	Tampla, FL	Yes
Miller3 Consulting, Inc.	Atlanta, GA	Yes
Carlos Gonzalez-Rivera dba UebelKorp Industries, LLC.	El Paso, TX	Yes
RFPs SOLICITED: 339	LOCAL RFPs SOLICITED: 115	RFPs RECEIVED: 6
LOCAL RFPs RECEIVED: 1	NO BIDS: 4	

NOTE: The information contained in this RFP tabulation is for information only and does not constitute actual award/execution of contract.

Approved: /s/

Date: 12/20/2022

**2023-0028R Disparity Study
Viewers List**

	<u>Participant Name</u>	<u>Response Status</u>	<u>City</u>	<u>State</u>
1	Griffin & Strong, P.C.	Submitted	Atlanta	GA
2	Miller3 Consulting, Inc	Submitted	Atlanta	GA
3	Lakeshore Learning Materials, LLC	No Bid	Carson	CA
4	Eaton Corporation	No Bid	Chicago	IL
5	UebelKorp industries	Submitted	El Paso	TX
6	The Outsource Connection, Inc	No Bid	El Paso	TX
7	WOFFORD TRUCK PARTS (TE EL PASO,LLC)	No Bid	EL PASO	TX
8	CultureSpan Marketing (The Laster Group, Inc.)	Viewed	El Paso	TX
9	In*situ Architecture	Viewed	El Paso	TX
10	Moreno Cardenas Inc.	Viewed	El Paso	TX
11	Servin, LLC	Viewed	El Paso	TX
12	Superior Elevator Inspections & Consulting (Superior Elevator Inspections, LLC)	Viewed	FENTON	MO
13	Deltek	Viewed	Herndon	VA
14	Mason Tillman Associates, Ltd.	Submitted	Oakland	CA
15	Keen Independent Research LLC	Submitted	Phoenix	AZ
16	Colette Holt & Associates (Colette Holt)	Viewed	San Antonio	TX
17	Endeavors (Family Endeavors, Inc)	Viewed	San Antonio	TX
18	MGT of America, LLC	Submitted	Tampa	FL