



NEW HANOVER COUNTY FINANCE DEPARTMENT

To: All Proposers
From: Lena Butler, Purchasing Supervisor
Date: 07/25/2022
Subject: **REPOST - PREPOSITIONING CONTRACT FOR TABLE, TENT, CLIMATE CONTROL AND CHAIR UNITS**

The County issued an RFP to provide clean and properly maintained table, tent, chair, power, heating, and/or chair units as outlined in the bid document on 06/02/2022, with proposals due on 06/14/2022. No bids were received so the document was posted again on 6/24/22 with bids due on 7/8/2022. In addition to being posted on the County's website, the RFP was distributed to 50 vendors via GSA and other outreach efforts. This effort is the fourth time this bid package has been posted preceded by postings on 06/08/2021 and 09/11/2020. There were seven responses, six of them were from the GSA posting and advised they do not provide the requested service. One bid was received in response to the posting on 6/24/2022.

Based on the scoring, the County selected **A Perfect Touch Rentals** for award of contract.

	Vendor/ Consultant	Which projects bid?	Experience, Expertise, and Reliability (30 points)	Costs (weekly) (30 points) (Lowest bid/vendor's price)x30	Methodology (40 points)	Total
1	A Perfect Touch Rentals	Tables Tents & Chairs	30	30 Pricing provided for each element; see pp10-19 in packet; all within reasonable costs	40	100

The initial term of the contract shall be one (1) year with four (4) one (1) year options to renew, mutually agreeable by both parties. The total contractual period shall not exceed five (5) years.

A copy of the RFP Summary is attached for your information. If there are any questions, please email amcray@nhcgov.com. A special thanks to each of you for your participation in this solicitation.

Attachment: Summary of Proposals

Bid Number:

Bid Title: REPOST - PREPOSITIONING CONTRACT FOR TABLE, TENT, CLIMATE CONTROL AND CHAIR UNITS

Department Selection Team: Anna McRay

Notice of Bid Availability Mailed	Bids Received	Alternate Bids	Pre-Bids	No Bids	Bid Closing Date	Bid Closing Time	Purchasing Agent	Bid Tab By
50	1 with 6 responses on GSA	-	-	53	07/14/2022	5:00pm		Anna McRay

Background: The intent of this solicitation and any resultant contract is to obtain tents, tables, chairs, heaters, (hereinafter “units”) and service as outlined in the bid section of this document for use at various field locations during hurricane season (June 1 – November 30) and other types of incidents throughout New Hanover County, NC. The expectation and desired result of this contract is to provide clean and properly maintained table, tent, chair, power, heating, and/or chair units as outlined in the bid section of this document. **This proposal seeks pricing for table, tent, chair, power, heating, and/or chair units as outlined in the bid section of this document to be delivered to locations as directed within New Hanover County.** Although it is preferred that one single vendor be able to provide all the listed commodities, **proposals may be submitted for individual commodity(ies) if that is within the normal scope of service of the bidder**

Meeting schedule:

- Packet review – 07/22/2022
- Vendor interviews –
- Selection to Purchasing – 07/22/2022

Summary

PROPOSER’S EXPERIENCE, EXPERTISE, AND RELIABILITY – 30 POINTS

- Proposers shall submit with their proposals, a brief history of the organization, including accreditation status, if applicable.
- Proposers shall provide an explanation of its experience in providing meals in large quantities under emergency conditions.
- Proposers shall provide a detailed description of the two or three largest events the company has provided the requested service or resource in the past two years. That description should include, at the minimum, a description of the provided service or resource, the number of hours the event lasted, and the number of employees used for that assignment. Please include contact names and telephone numbers of the clients for these events

PROPOSER’S METHODOLOGY – 40 POINTS

- Proposers shall thoroughly describe its capability to perform/facilitate the services required, to include methodology, approach, available operational facilities and/or number of locations, etc. (if applicable), and a detailed plan on how it would meet the County’s requirements during a disaster event.

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- Proposers shall address in its response the mobilization and staging/set up abilities for delivering resources (if applicable) to multiple locations, or if it would be the County’s responsibility to facilitate delivery of the resource from the proposer’s location.
- Proposers shall address in its response the demobilization and break down/clean up abilities to remove the resources (if applicable) from multiple locations, or if it would be the County’s responsibility to facilitate demobilization of the resource and return to the proposer’s location
- Proposers shall address the number of employee’s it would dedicate to this effort and a list of equipment the company owns to meet the requirements described herein.

PROPOSER’S COST FOR SERVICES – 30 POINTS

- Proposers shall provide a detailed description and cost for the proposed project. Prices quoted shall be firm for the initial contract term and all approved extension periods. Thereafter, any extensions that may be approved by the County shall be subject to the provisions of the accompanying contract document.

The initial term of the contract shall be one (1) year with four (4) one (1) year options to renew, mutually agreeable by both parties. The total contractual period shall not exceed five (5) years

	Vendor/Consultant	Which projects bid?	Experience, Expertise, and Reliability (30 points)	Costs (weekly) (30 points) (Lowest bid/vendor’s price)x30	Methodology (40 points)	Total	Comments
1	A Perfect Touch Rentals	Tables Tents & Chairs	30	30 Pricing provided for each element; see pp10-19 in packet; all within reasonable costs	40	100	Provided 20x20 tent alternatives that meet dimension minimums; Zak ok’d these options

No other bids were received for this project. The six responses via GSA all indicated that they do not sell this commodity.

Recommendation: Award to A Perfect Touch Rentals