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M E M O

TO: Manny Windhorst DATE: January 19, 2024
Program Director JOB NO: 1970.1c
 FIRM: Town of Mead PROJECT: 2023 RFP for Wastewater Contract Operations
441 3rd Street SUBJECT: Recommendation of Award
Mead, CO 80542

The Town of Mead (Town) advertised the 2023 Contract Wastewater Operations Services Request for Proposals (RFP) on November 20, 2023, and received two proposals on January 5, 2024. One proposal was from Ramey Environmental Compliance (REC) and another proposal from Direct Discharge Consulting (DDC). Each proposal met the conditions and requirements of the RFP. There were four individuals (two from the Town and two from JVA) that evaluated the proposals in accordance with the RFP selection criteria. Each criterion had a assigned ranking score range, for example, 0 to 15 pts with 0 being the lowest score possible and 15 being the highest score possible. The sum of the scores of each criterion was totalized for each reviewer to determine the most responsive and qualified contractor. Shown on Table 1 is a summary of the total score of each reviewer for comparing the two contractors, REC and DDC.

TABLE 1: WASTEWATER CONTRACT OPERATIONS COMPARISON

Proposal Evaluation Reviewer	Total Possible Score	DDC	REC
Reviewer #1	121	84	107
Reviewer #2	121	94	116
Reviewer #3	121	47	112
Reviewer #4	121	35	99
Sum of the Scores	484	260	434

REC’s proposal scored very well in all the selection criteria compared to DDC, particularly in their qualifications, scope of services, experience, and the individuals performing the work. REC also showed well with supporting services including their Equipment Maintenance Division (EMD) and service equipment on hand to respond to plant outages and emergencies. REC has shown excellent service and commitment since they began in 2008 contract operations for the Town’s wastewater facilities. DDC had a lower monthly base rate than REC, however, there was no information on what those services included which left a lot to the imagination. REC costs of services were very detailed and distinguished what services were included in the monthly base rate and what services and hourly rates that were outside the monthly base rate.



It is the opinion of JVA, that the Town should award the 2023 Wastewater Contract Operations to REC based on the scoring and reasons stated in this recommendation of award. As always, feel free to contact me with any questions or comments at 970.222.8060 or jmcgee@jvajva.com.

Sincerely,

JVA, Incorporated

By: _____

John P. McGee, P.E.

Principal