

# Kenai Peninsula Borough

## Purchasing and Contracting Department

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### MEMORANDUM

**TO:** Charlie Pierce, Mayor

**THRU:** John Hedges, Purchasing & Contracting Director JH

**FROM:** Lee Frey, Project Manager LF

**DATE:** May 5, 2021

**RE:** Authorization to Award a Contract for RFP21-009  
Operational and Organizational Assessment for Asset Management

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The Purchasing and Contracting Office formally solicited and received proposals for RFP21-009 Operational and Organizational Assessment for Asset Management. Proposal packets were released and the Request for Proposal was advertised in the Peninsula Clarion on March 16, 2021 and the Anchorage Daily News on March 15, 2021.

The project consists of reviewing the existing organizational alignment of the Borough in regards to asset management. Consultant will review existing alignments and processes and develop recommended changes and options to improve operations and efficiency.

On the due date of April 20, 2021 seven (7) proposals were received and ranked by a review committee as follows:

<u>FIRM</u>	<u>LOCATION</u>	<u>TOTAL SCORE</u>
Facility Engineering Associates PC	Santa Rosa, CA	367
Raftelis Financial Consultants	Charlotte, NC	277
Matrix Consulting Group	San Mateo, CA	274
Moss Adams, LLP	Seattle, WA	221
Percipio Consulting Group, LLC	Portland, OR	207
BLDO USA, LLP	Anchorage, AK	195
Adekoya Business Consulting, LLC	Seattle, WA	187

The highest ranking proposal, which includes a cost factor, was submitted by Facility Engineering Associates, P.C. with a lump sum cost proposal of \$58,500.00. The proposal review committee recommends award of a contract to Facility Engineering Associates, PC, Santa Rosa, CA. Your approval for this award is hereby requested.

Funding for this project is in account number 100.94910.FCLTY.43011

Charlie Pierce

Charlie Pierce, Mayor

5/6/2021

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>100.94910.FCLTY.43011</u>
Amount	<u>\$58,500.00</u>
By: <u>PP</u> <u>BA</u>	Date: <u>5/5/2021</u>

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