



# RFP Options for the Multi-gen/Aquatics Center

September 18, 2012



# Purpose of Discussion

- Update Council on the activities already occurring regarding partner solicitation
- Provide an overview regarding the procurement process and estimated timeframes
- Receive Council direction on final approach for RFP, considering public input since RFI and recent scope changes



# Solicitation Process to Date

- May 30, 2012 – Request for Information (RFI) went out to solicit interest
- June 15, 2012 – Three responses were received, one state based non-profit and two local Maricopa businesses
  - After RFI closed staff was approached by three additional organizations offering partnership opportunities



# Process to Date Continued

- September 4, 2012 - Scope of the project changed significantly from the original RFI
- Today - Staff is ready to continue procurement process of partner(s) for the operation of a multi-gen/aquatic center



# Using an RFI / RFP Process

- Step 1, RFI: Non-binding, for an upcoming solicitation
  - Used to gauge interest from organizations
  - Difficulty finding like agreements for similar facilities
  - RFI responses are typically used to develop subsequent request for proposals
- Step 2, RFP (Request for Proposal) – Best value, negotiated terms, single or multi-step process
  - RFP's generally developed based on information garnered in RFI responses to ensure better options
- Cooperative Contracts – utilizing existing contracts from other agencies
  - Primarily used for products and services that are widely used by many organizations



# RFP Guidelines

- Procurement (Purchasing Dept) takes the lead on the RFP process
  - Ensures consistent message, and prevents code violations
- A pre-bid meeting is used for any questions that respondents may have and the information is then posted on the City's website
  - Guarantees fairness to all possible responders
- From RFP posting to Award of Contract: All additional comments or questions directed to Procurement staff only and all pertinent information regarding the RFP is posted on the City's website
  - Any changes or additional information shared with all bidders



# Multi-gen/Aquatics RFP Timeline

- September 18, 2012 - Staff receives direction from City Council on how to proceed and finalizes RFP
- October 29, 2012 - RFP is advertised
- November 28, 2012 – Responses to the RFP are due
- January 7, 2012 - Proposals will have been reviewed and scored
- February 4, 2013 – Contract(s) completed by staff
- February 19, 2013 – Contract(s) will be awarded at the City Council meeting



# Proposed Key Elements of RFP (direction/input sought)

1. Local and Non-Profit Preference: Seeking single or combination of local non-profit groups, or organizations with the ability to operate in such a manner
2. Cost: Partnership should not increase City subsidy cost nor cause unreasonable fees to be passed on to users
3. Integration: Positive solutions to integrate City's current programs and staff, avoiding duplication/conflict
4. Contract Length: Shorter terms with extension options more advantageous to City than longer ones
5. Additional Community Benefits Considered: Employing residents, preference for local business vendors
6. City Input/Control: Pricing, programming, policies, etc.





# Questions?

