

MANATEE COUNTY GOVERNMENT NOTICE OF INTENT TO NEGOTIATE

RFP/RFQ NO./TITLE	RFP 18-R069028AJ Emergency Food Services	DATE POSTED	MC <u>AT 8/17</u> DS <u>AT 8/17</u>	CC <u>M/A</u> BCC <u>M/A</u>
PROCUREMENT REPRESENTATIVE	Abigail Jenkins	DEPARTMENT /DIVISION	Public Safety - Administration	
AUTHORIZED BY	Jacob Erickson, Procurement Team Leader	SIGNATURE DATE	 08/17/2018	

NOTICE OF INTENT TO NEGOTIATE

The Manatee County Procurement Division provides notice of its intent to negotiate a contract with 2 firms, Metz Culinary Management, Inc., and Puff N' Stuff Catering, LLC., for the provision of Emergency Food Services.

ENABLING/REGULATING AUTHORITY

Manatee County Procurement Ordinance, Sec 2-26.

BACKGROUND/EVALUATION

Manatee County requested proposals from qualified vendors to provide emergency food catering services, including food truck vendors, for an emergency event or a disaster, natural or man-made, or a State/Federal declared emergency. The Consultants shall provide services that include; all equipment, supervision, labor materials, supplies, licensing, transportation and other components necessary to provide for the following; breakfast, lunch, dinner, overnight meal, snacks, and beverages for up to one thousand eight hundred (1,800) essential County employees, approved volunteers, emergency operations responders, and other government agency representatives who are critical partners or required to support Manatee County during an emergency event.

The solicitation was advertised on the Manatee County website and DemandStar. It was also provided to the Manatee County Chamber of Commerce and the Manasota Black Chamber of Commerce for release of its members. Responses were received from the following firms:

1. Metz Culinary Management, Inc., Sarasota, FL
2. Puff N Stuff, LLC., Orlando, FL

EVALUATION COMMITTEE MEMBERS:

Abigail Jenkins, Procurement Division, non-voting	Joel Richmond, Emergency Management Officer, Public Safety
Jeff Bowman, Chief Code Enforcement Officer, Building and Development Services	Amy Foltz, Employee Resource Center Manager, Public Works
Amy Pilson, Public Affairs Liars Liaison, Utilities Department	

EVALUATION SUMMARY:

The Evaluation Committee first convened on June 28, 2018 and conducted technical evaluations of the responsible, responsive, proposals received. Puff n' Stuff LLC, and Metz Culinary Management, Inc., submitted proposals to provide Emergency Food Services. The review of the technical requirements was completed with a second meeting scheduled for July 10, 2018. On August 10, 2018 the final technical evaluation meeting was conducted, and the Committee recommends entering into negotiations with both consultants, Puff n' Stuff LLC, and Metz Culinary Management Inc. At the conclusion of the technical evaluation meeting, the Committee provided a total score of 77.08 for Puff n' Stuff LLC,

and 73.5 for Metz Culinary Management Inc., out of a possible score of 90, excluding the interviews. The committee chose not to conduct interviews/presentations.

The final ranking for the firms in order of ranking is as follows:

1. Puff n' Stuff, LLC
2. Metz Culinary Management, Inc.

The Evaluation Committee request authorization to enter into negotiations with the following firm (s):

1. Puff n' Stuff, LLC
2. Metz Culinary Management, Inc.

ATTACHMENTS (List in order of attached)	Scoring Summary	
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Technical Evaluation Form for Emergency Food Services 18-R069028AJ Request for Proposal June 28 2018	Experience /Background	Capacity	Approach	Fee	Interviews	TOTAL	PERCENTAGE OF PERFECT SCORE
Maximum Score	30	25	25	10	10	100	
Puff N' Stuff	27.0	23.3	23.8	3.1	0.0	77.0814	77%
Metz	23.5	20.0	20.0	10.0	0.0	73.5	74%

Technical Evaluation Team Members:

- Jeff Bowman, Chief Code Enforcement Officer, Building and Development Services
- Amy Pilson, Public Affairs Liaison, Utilities Department
- Amy Foltz, Employee Resource Center Manager, Public Works
- Joel Richmond, Emergency Management Officer, Public Safety

Emergency Food Services 18-R069028AJ Request for Proposal June 28 2018						Evaluation Team Members: • Jeff Bowman, Chief Code Enforcement Officer, Building and Development Services • Amy Pilsen, Public Affairs Liaison, Utilities Department • Amy Foltz, Employee Resource Center Manager, Public Works • Joel Richmond, Emergency Management Officer, Public Safety	
1	Jeff	Amy F	Amy P	Joel	Score	<u>Experience /Background</u> 30	
						Company's Background and years of experience in emergency food services. Company's key staff and Subcontractors experiences. Company's experience in emergency food services for other government agencies, particularly those within Florida. Consideration for applicable areas of special expertise, training, and/or certifications. Focus on operational descriptions that demonstrate a working knowledge through examples of previous performance of required services. <u>References</u> .	
						Strengths Weaknesses	
Puff N' Stuff	20.0	30.0	28.0	30.0	27.0	Well Established. Having provided services to State of Florida and other utilities they will be familiar with FEMA guidelines and various scenarios unique to our circumstances.	Repeat violations.
Metz	17.0	30.0	22.0	25.0	23.5	Newer company. Good Health Inspection rating.	Government agencies are rather limited....seem more toward non profit. Experience in EOC.
2	Jeff	Amy F	Amy P	Joel	Score	<u>Capacity</u> 25	
						Staffing capacity/ resources for project. Process for Preparation and Mobilization for EOC. Facilities, equipment and resources for providing emergency food. Organization structure. Financial Capacity. Current and project workloads.	
						Strengths Weaknesses	
Puff N' Stuff	20.0	25.0	23.0	25.0	23.3	Sufficient resources to support the County 400+ Team Members. Ability to establish remote kitchen. Battle field tested.	To many clients during EOC situation my limit ability to support the county needs.
Metz	17.0	25.0	18.0	20.0	20.0	Local establishment. Build up to a CAT 4 Hurricane.	Limited resources. Lack the ability to establish remote kitchen.
3	Jeff	Amy F	Amy P	Joel	Score	<u>Approach</u> 25	
						Project approach to meet objectives. Technical ability to perform all facets of scope to include process on food preparation, cooking and packing meals. Implementation process for providing prepared meals, suggested menu(s) offering variety of food. Methods for engaging County reps. Accessibility.	
						Strengths Weaknesses	
Puff N' Stuff	20.0	25.0	25.0	25.0	23.8	Provide a detail approach to how the company would meet the needs of the County. Understand FEMA rules.	Health Inspections.
Metz	17.0	25.0	18.0	20.0	20.0	Good location/ close to the EOC. Around the clock Resources. Understand FEMA rules.	Food selection is limited.