

Lee County Board Of County Commissioners
Agenda Item Summary

Blue Sheet No. 20050916

1. ACTION REQUESTED/PURPOSE:

Award RFP-05-03 MASS CASUALTY EXERCISES PLAN, to the Proposer whose proposal was evaluated by the Proposal Evaluation Committee as being in the best interest of Lee County, to MTSS IT SOLUTIONS. INC., for a Not-To-Exceed amount of \$80,000.00. Funding for this project is provided through a subgrant agreement between the State of Florida, Department of Community Affairs and Lee County.

2. WHAT ACTION ACCOMPLISHES:

Development and presentation of a one-day Multidiscipline Tabletop exercise followed by a one-day Multidiscipline Full Scale exercise that will test county agencies response to an act of terrorism using one or more weapons of mass destruction.

3. MANAGEMENT RECOMMENDATION: Staff recommends approval.

4. Departmental Category: 07

C7C

5. Meeting Date: 06-28-2005

6. Agenda:

- Consent
- Administrative
- Appeals
- Public
- Walk-On

7. Requirement/Purpose: (specify)

- Statute
- Ordinance
- Admin. Code **AC-4-4**
- Other

8. Request Initiated:

Commissioner _____
 Department Public Safety
 Division _____
 By: John Wilson, Director *lw*

9. Background:

The Department of Public Safety submitted a request to Contracts Management to obtain proposals for RFP-05-03 MASS CASUALTY EXERCISES PLAN. The expected cost of this service required the use of the formal Proposal Process. The deadline for receipt of the proposals was May 24, 2005. The Proposal Evaluation Committee consisted of: John Wilson, Chairman, Public Safety, John Campbell, Emergency Management and Robin Bare, Human Resources.

A total of three (3) proposals were received by the established deadline. All three (3) proposals were considered at the Proposal Evaluation Committee meeting held on May 26, 2005. After review of the proposals, the Committee required additional information prior to making their selection. A Clarification Letter was sent to all three (3) firms on May 26, 2005 requesting additional information. The Proposal Evaluation Committee reconvened on June 15, 2005 to evaluate the additional information requested.

Based on the Evaluation Criteria established in the RFP, it was the consensus of the Committee to recommend award to MTSS IT Solutions, Inc.

Funding for this project is provided through a subgrant agreement between the State of Florida, Department of Community Affairs and Lee County (Contract Number 05DS-__-09-46-01-) to perform eligible activities as identified in the Office of Domestic Preparedness (ODP) fiscal year 2004/2005 State Homeland Security Grant Program (SHSGP)".

Attachment: 1) Lee County Proposal Evaluation Sheet

10. Review for Scheduling:

Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget Services				County Manager/P.W. Director
					Analyst	Risk	Grants	Mgr.	
<i>[Signature]</i>	<i>[Signature]</i>	N/A		<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>

11. Commission Action:

- Approved
- Deferred
- Denied
- Other

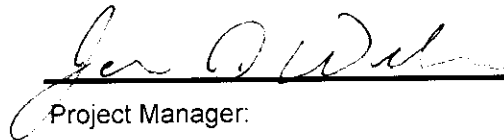
Rec. by *[Signature]*
 Date: 6/15/05
 Time: 4:30
 Forwarded to: [Signature]
6/16/05

RECEIVED BY COUNTY ADMIN: <i>[Signature]</i>
<u>6-16-05</u>
<u>9:15</u>
COUNTY ADMIN FORWARDED TO: <i>[Signature]</i>
<u>[Signature]</u>

LEE COUNTY PROPOSAL EVALUATION SHEET

FOR
RFP-05-03 MASS CASUALTY EXERCISES PLAN

Evaluation Criteria	MTSS IT Solutions, Inc.	URS	Critical Incidents Solutions, LLC
1. Credentials (15)	12	14	11
2. Past Performance (15)	11	13	11
3. References (15)	11	13	13
4. Technical Proposal (30)	27	28	19
5. Price Proposal (25)	25	16	17
Total Possible Points: 100	86	84	71


Project Manager:

6/15/05
Date: