

Lee County Board Of County Commissioners  
Agenda Item Summary

Blue Sheet No. 20051519

**1. ACTION REQUESTED/PURPOSE:** Approve award of RFQ-05-14 GENE CUSIC COLLEGIATE CLASSIC UMPIRE'S SERVICES to the Firm selected by the Evaluation Committee to be in the best interest of Lee County, Umpire Alliance, in the not-to-exceed amount of \$160,000.00. Further, authorize Chairman to execute agreement on behalf of the Board. This RFQ was anticipated and funds are available.

**2. WHAT ACTION ACCOMPLISHES:** Provides Lee County with a Contractor to act in an administrative role to oversee all aspects of the officials (Baseball and Softball) for the Gene Cusic Collegiate Classic. Contractor will hire, set umpire schedules, submit a weekly umpire schedule for each event coordinator, and have a designated softball supervisor available daily appointed by the Contractor with approval of the event coordinators, and ensure that all required paperwork is in order.

**3. MANAGEMENT RECOMMENDATION:** Approval recommended.

<b>4. Departmental Category:</b> 11 <i>CIA</i>		<b>5. Meeting Date:</b> <i>11-01-2005</i>	
<b>6. Agenda:</b> <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Administrative <input type="checkbox"/> Appeals <input type="checkbox"/> Public <input type="checkbox"/> Walk-On	<b>7. Requirement/Purpose: (specify)</b>		<b>8. Request Initiated:</b> Commissioner Department <u>Parks &amp; Recreation</u> Division By: <u>John Yarbrough, Director</u> <i>John Yarbrough</i>
	<input type="checkbox"/> Statute		
	<input type="checkbox"/> Ordinance		
	<input checked="" type="checkbox"/> Admin. Code <u>AC-4-4</u>		
	<input type="checkbox"/> Other		

**9. Background:**

Request For Qualifications were solicited on behalf of the Board of County Commissioners for professional services for the Gene Cusic Collegiate Classic Umpire's Services.

The deadline for receipts September 14, 2005. A total of three (3) Qualification Statements were submitted by the established deadline. All Qualification Statements were considered at the Selection Committee meeting held on September 21, 2005. On the basis of the information submitted by the firms in Qualification Statements, the Committee agreed to recommend to the Board the following evaluation: 1) Umpire Alliance; 2) Colorado Collegiate Umpire's Association; and 3) Free State Umpires.

The negotiated Agreement will be brought back to the board for Approval.

- Attachment: 1) Proposal Evaluation Sheet for Umpire Alliance;  
2) Proposal Evaluation Sheet for Colorado Collegiate Umpire's Association;  
3) Proposal Evaluation Sheet for Free State Umpires.

Funds are available in the following account: KH5722015500,503190

**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>10-30-05</i>	<i>[Signature]</i>	<i>NIA</i>		<i>Per. Serv. 10/20/05</i>	<i>10/20/05</i>	<i>10/20/05</i>	<i>10/20/05</i>	<i>10/20/05</i>	<i>[Signature]</i>

**11. Commission Action:**

- Approved  
 Deferred  
 Denied  
 Other

REC'D  
by CO. ATTY.  
11:54 AM  
10-20-05  
CO. ATTY.  
FORWARDED TO:  
*[Signature]*  
10-20-05

RECEIVED BY  
COUNTY ADMIN. *CA*  
10/20/05  
11:45  
COUNTY ADMIN  
FORWARDED TO: *[Signature]*  
10/20/05  
*[Signature]*

**LEE COUNTY PROPOSAL EVALUATION SHEET**  
**RFQ-05-14**  
**GENE CUSIC COLLEGIATE CLASSIC UMPIRE'S SERVICES**

DATE: 09/21/05 PROPOSER: Umpire Alliance

**RESPONSE REQUIREMENTS AND FORMAT OF THE QUALIFICATIONS STATEMENT:**

- |   |   |
|---|---|
| <p>1. <b>Experience:</b><br/>         4 out of the 5 project references were from Lee County Parks &amp; Rec.</p>                 | <input checked="" type="checkbox"/> PASS<br><input type="checkbox"/> FAIL |
| <p>2. <b>Experience Scheduling:</b></p>   | <input checked="" type="checkbox"/> PASS<br><input type="checkbox"/> FAIL |
| <p>3. <b>Experience Recruiting Officials:</b></p>   | <input checked="" type="checkbox"/> PASS<br><input type="checkbox"/> FAIL |
| <p>4. <b>Personnel and Equipment:</b><br/>         should provide 2 references that were not from Lee County Parks &amp; Rec.</p> | <input checked="" type="checkbox"/> PASS<br><input type="checkbox"/> FAIL |
| <p>5. <b>Recruiting and Administration</b><br/>         Needs to provide copy of insurance</p>                                    | <input type="checkbox"/> PASS<br><input type="checkbox"/> FAIL            |

**CRITERIA FOR EVALUATION AND AWARD**

The successful Firm will be selected based upon the best response offered to the County. Firms may be requested to give an oral presentation after submission of responses, should the County find it necessary to determine which is the best received.

**Evaluation Criteria:** Submittals will be evaluated and scored on the following criteria:

Criteria	Points Assigned
Experience as a Collegiate Official (Max. 25)	21
Experience Scheduling (Max 25)	25
Experience Recruiting Officials (Max. 20)	20
Personnel and Equipment (Max. 15)	12
Recruiting and Administration (Max. 15)	12
<b>TOTAL (out of 100)</b>	<b>90</b>

*[Signature]*  
9/21/05

**LEE COUNTY PROPOSAL EVALUATION SHEET**  
**RFQ-05-14**  
**GENE CUSIC COLLEGIATE CLASSIC UMPIRE'S SERVICES**

DATE: 09/21/05 PROPOSER: Colorado Collegiate Umpires Assoc.

**RESPONSE REQUIREMENTS AND FORMAT OF THE QUALIFICATIONS STATEMENT:**

- |  |                                     |      |
|--|-------------------------------------|------|
| 1. <b>Experience:</b>  | <input checked="" type="checkbox"/> | PASS |
|  | <input type="checkbox"/>            | FAIL |
| 2. <b>Experience Scheduling:</b>   | <input type="checkbox"/>            | PASS |
| Does not have softball scheduling<br>Has experience scheduling baseball but not softball<br>Has not scheduled 1000 game for a one month tournament | <input checked="" type="checkbox"/> | FAIL |
| 3. <b>Experience Recruiting Officials:</b>   | <input checked="" type="checkbox"/> | PASS |
|  | <input type="checkbox"/>            | FAIL |
| 4. <b>Personnel and Equipment:</b>   | <input checked="" type="checkbox"/> | PASS |
| Org. chart was not included, but can be made available.  | <input type="checkbox"/>            | FAIL |
| 5. <b>Recruiting and Administration</b>  | <input checked="" type="checkbox"/> | PASS |
| Mentioned insurance, but did not provide copy of insurance.  | <input type="checkbox"/>            | FAIL |

**CRITERIA FOR EVALUATION AND AWARD**

The successful Firm will be selected based upon the best response offered to the County. Firms may be requested to give an oral presentation after submission of responses, should the County find it necessary to determine which is the best received.

**Evaluation Criteria:** Submittals will be evaluated and scored on the following criteria:

Criteria	Points Assigned
Experience as a Collegiate Official (Max. 25)	15
Experience Scheduling (Max 25)	10
Experience Recruiting Officials (Max. 20)	10
Personnel and Equipment (Max. 15)	12
Recruiting and Administration (Max. 15)	14
<b>TOTAL (out of 100)</b>	<b>61</b>

*W. W. W. 9/21/05*

**LEE COUNTY PROPOSAL EVALUATION SHEET**  
**RFQ-05-14**  
**GENE CUSIC COLLEGIATE CLASSIC UMPIRE'S SERVICES**

DATE: 09/21/05 PROPOSER: Free State Umpires

**RESPONSE REQUIREMENTS AND FORMAT OF THE QUALIFICATIONS STATEMENT:**

- |   |                                     |      |
|---|-------------------------------------|------|
| 1. <b>Experience:</b>   | <input checked="" type="checkbox"/> | PASS |
|   | <input type="checkbox"/>            | FAIL |
| 2. <b>Experience Scheduling:</b><br><i>Does not meet 1000 game min. schedule</i>          | <input type="checkbox"/>            | PASS |
|   | <input checked="" type="checkbox"/> | FAIL |
| 3. <b>Experience Recruiting Officials:</b>  | <input checked="" type="checkbox"/> | PASS |
|   | <input type="checkbox"/>            | FAIL |
| 4. <b>Personnel and Equipment:</b><br><i>No org. chart. &amp; capability of equipment</i> | <input type="checkbox"/>            | PASS |
|   | <input checked="" type="checkbox"/> | FAIL |
| 5. <b>Recruiting and Administration</b><br><i>Did not mention insurance requirements</i>  | <input checked="" type="checkbox"/> | PASS |
|   | <input type="checkbox"/>            | FAIL |

**CRITERIA FOR EVALUATION AND AWARD**

The successful Firm will be selected based upon the best response offered to the County. Firms may be requested to give an oral presentation after submission of responses, should the County find it necessary to determine which is the best received.

**Evaluation Criteria:** Submittals will be evaluated and scored on the following criteria:

Criteria	Points Assigned
Experience as a Collegiate Official (Max. 25)	18
Experience Scheduling (Max 25)	10
Experience Recruiting Officials (Max. 20)	14
Personnel and Equipment (Max. 15)	5
Recruiting and Administration (Max. 15)	10
<b>TOTAL (out of 100)</b>	<b>57</b>

*WFO 9/21/05*