

Procurement Process Consultant Services

Summary of Response to RFP

Evaluation Criteria:

Directly Related Experience:	<p>Experience with Procurement Policies and Processes:</p> <ul style="list-style-type: none">• <u>City of Detroit Office of Contracting and Procurement:</u> 2014 PCG assisted the city with a major procurement reform initiative, pp. 21-22 of proposal; and• <u>Detroit Land Bank Authority:</u> 2016-present, PCG is assisting the Land Bank with implementing an IT system for its procurements and procurement contracts, p. 24 of proposal. <p>Experience with Legislation Analysis and Recommendations:</p> <ul style="list-style-type: none">• <u>State of North Carolina, Dept. of Health and Human Services, Child Support Services:</u> PCG conducted a statewide evaluation of N.C.'s child protective services system, p. 26 of proposal.• See listing of "Sample Projects" considered comparable contracts, pp. 21-27 of proposal.• See also Work Samples, Attachment B of proposal.
Price:	<p>See attached Official Proposal Price Sheet and Price Comparison Table. <u>Total Max Bid:</u> \$ 248,465</p>
Plan/Schedule:	<p><u>Plan:</u></p> <ul style="list-style-type: none">• Phase 1: Project Management;• Phase 2: Conduct Analysis; and• Phase 3: Prepare Recommendations.• Provide weekly status updates, attend monthly subcommittee meetings, and provide assistance with ongoing requests.• Plan to hold stakeholder meetings.• Analyze and review all procurement laws, regulations, etc.• Assist with recommendations and legislation, as well as final report.• See Implementation Plan, pp. 17-18 of proposal.• See also detailed Approach to Plan, including deliverables at each phase, pp. 46-60 of proposal.

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	<p><u>Schedule:</u></p> <ul style="list-style-type: none">• “Plans to complete this work within 6 months from the contract execution date”, proposal p. 17.• See Proposed Project Plan and Timeline, pp. 15 and 40 of proposal.
Availability:	<ul style="list-style-type: none">• “The project team is available to begin work immediately following contract execution”, proposal p. 17.
Personnel:	<ul style="list-style-type: none">• Brian Howells, Engagement Manager;• Rachel Goldstein, Project Manager;• See full list of personnel with bios at pp. 28-45 of proposal and Organizational Chart, p. 29 of proposal.
Past Performance:	<ul style="list-style-type: none">• See listing of current accounts, p. 13 of proposal;• See also information regarding Vendor References, pp. 27-28;• Reference letter from the City of Detroit’s Chief Procurement Officer, Attachment B of proposal; and• Attached References Table.
Compliance with RFP Requirements:	See Attached RFP Response Checklist
Subcontractors:	None listed.