



Jade Riley
Interim Director
Ex Officio City Clerk
Ex Officio Treasurer

**Division of
Financial Services**

Boise City Hall
150 N. Capitol Boulevard

Mailing Address
P. O. Box 500
Boise, Idaho 83701-0500

Phone
208/384-3710

Fax
208/384-3711

TDD/TTY
800/377-3529

Web
www.cityofboise.org

Mayor
David H. Bieter

**City Council
President**
Maryanne Jordan

Council Pro Tem
David Eberle

Elaine Clegg
Lauren McLean
Ben Quintana
TJ Thomson

Finance & Administration

Division of Financial Services

June 30, 2014

Dear Proposer,

Notice of Intent to Award Contract: RFP 14-185, Neighborhood Opportunity Consultant Services, Planning & Development Services.

Thank you for your response to the above referenced RFP 14-185.

This letter is to notify you that the City has reviewed all proposals and recommends that the project be awarded to the best qualified proposer, Spark Strategic Sourcing.

Should the City be unable to successfully negotiate a contract with the top ranked proposer, that negotiation will be terminated, and the next highest ranked proposer will be contacted to begin negotiations.

If any participating bidder objects to such award, such bidder shall respond in writing to the notice from the political subdivision within seven (7) calendar days after the date of transmittal of the notice setting forth in such response the express reason or reasons that the award decision of the governing board is in error.

The protest shall be addressed to the Boise City Purchasing Agent. Any protest addressed to Boise City Mayor and/or City Council will be referred to the Purchasing Agent.

Thank you for your interest in meeting the needs of the City of Boise. Your participation in the process is appreciated.

Colin Millar
Purchasing Specialist
Boise City Purchasing
208-395-7804

cc: RFP 14-185 File

Attachment, Score sheets.

RFP 14-185
Neighborhood Opportunity Consultant Services

1) Preliminary proposal evaluation:

Item	Points	Balanced	Spark
Experience	500	390	350
Work Samples	300	244	287
Documented Results of previous projects	350	244	268
Proposed Scope of Services	500	375	350
References	100	93	90
Sub Total	1750	1346	1344
Cost	250	231	250
Total Points	2000	1577	1594

2) Shortlist interview evaluation:

Item	Points	Balance	Spark
Milestones	250	210	221
Capacity	500	388	388
Reporting	250	231	223
Risk mitigation	250	224	198
Quality of presentation	250	195	225
Total	1500	1248	1254