

Metropolitan Wastewater MANAGEMENT COMMISSION



partners in wastewater management

NOTICE OF INTENT TO AWARD

DIGITAL MEDIA ADVERTISING CONSULTANT SERVICES REQUEST FOR PROPOSALS

PROJECT NUMBER: P80106

The Metropolitan Wastewater Management Commission (MWMC) issued a Request for Proposals on July 5, 2023 for consultant services for a digital media advertisement campaign. The MWMC received two proposals under the RFP, which were opened on August 7, 2023 by the evaluation committee. Proposals were scored independently by each member of the committee before being submitted to the RFP writer. Evaluations were scored on a scale of 100 points maximum based on the following criteria:

1. Project Understanding and Approach (30 Max Points)

Evaluate the Proposer's project understanding and approach to accomplish the objectives and tasks set forth in the Scope of Work. Consider methodologies proposed to accomplish the work, including the types of information or data required. Review the proposed schedule for compliance with stated milestone dates and/or suggested schedule enhancements or deviations.

2. Project Team, Experience and Quality of Service (30 Max Points)

Evaluate the proposed team's qualifications, experience, skills, and commitment to perform the work. Evaluate the Proposer's recent project experience, specifically for this type of work, level of complexity, and comparable size with the proposed project. Were proposed team members actively involved in many of the referenced projects? Consider the quality of the Proposer's completed projects and the quality of service the Proposer provided on previous projects for the MWMC.

3. Cost (40 Max Points)

The Proposal that accomplishes the stated objectives and tasks at the lowest cost will receive the highest points for this criterion.

Based on the results of the evaluation process, the MWMC intends to award the Digital Media Advertising Consultant Services contract to FPW Media. All members of the evaluating committee scored FPW Media's proposal highest in their individual evaluations, leading to a unanimous decision to award the contract to FPW Media.

The scores of the evaluation process will be made available to the proposing parties. The protest deadline for the results of the evaluation will be August 21, 2023 at 5 p.m. Pacific Time.

For any questions or comments, please contact Thomas Gray at igray@springfield-or.gov.