



CITY OF ALBUQUERQUE
Albuquerque, New Mexico
Office of the Mayor

EC-19-478

Mayor Timothy M. Keller

INTER-OFFICE MEMORANDUM

September 10, 2019

TO: Klarissa J. Peña, President, City Council

FROM: Timothy M. Keller *TJK*

SUBJECT: Mayor's Recommendation of Award (ROA) for RFP No. 2019000058
"Concession Services for the Los Altos Golf Course"

The City of Albuquerque's Parks and Recreation Department, Golf Management Division in conjunction with the Department of Finance, Purchasing Division, issued the RFP for Concession Services for the Los Altos Golf Course.

The RFP was posted on the Purchasing E-Procurement, Sicomm.net website on March 29, 2019 and advertised in the Albuquerque Journal on March 31, 2019.

The City received four (4) responses to this solicitation. The ad hoc evaluation committee evaluated and scored the proposals received in accordance with the evaluation criteria published in the RFP. After thoroughly reviewing and scoring the proposals, CR Golf LLC earned a score of 743 points. The ad hoc committee found CR Golf LLC to be both responsive and qualified and recommends an award to CR Golf LLC.

I concur with this recommendation.

The City of Albuquerque's Parks and Recreation Department, Golf Management Division will manage this contract.

Mayor's Recommendation of Award (ROA) for RFP No. 2019000058 "Concession Services for the Los Altos Golf Course"


Approved:



9/20/19 Date

Sarita Nair
Chief Administrative Officer

Approved as to Legal Form:

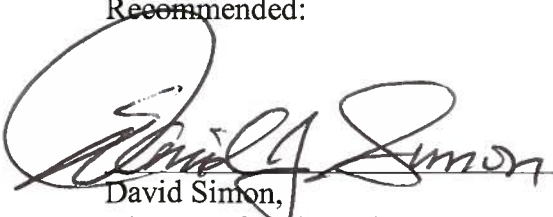


9-12-19 Date

Esteban A. Aguilar, Jr.
City Attorney



Recommended:



9/12/19 Date

David Simon,
Director of Parks and Recreation Department

Cover Analysis

1. What is it?

This legislation is for the Mayor's Recommendation of Award for RFP No. 2019000058 "Concession Services for the Los Altos Golf Course".

2. What will this piece of legislation do?

This legislation will approve the City's recommendation of award to CR Golf LLC.

3. Why is this project needed?

The City Parks and Recreation Department\Golf Division requires concession services at its Los Altos Golf Course.

4. How much will it cost and what is the funding source?

N/A

5. Is there a revenue source associated with this Plan? If so, what level of income is projected?

The Concession Agreement has a minimal annual guarantee of \$71,050 and a percentage of sales.

FISCAL IMPACT ANALYSIS

TITLE: Mayor's Recommendation of Award (ROA) for RFP No. 2019000058
 "Concession Services for the Los Altos Golf Course"

R: O:
 FUND: 681
 DEPT: 4512003

- No measurable fiscal impact is anticipated, i.e., no impact on fund balance over and above existing appropriations.
- (If Applicable) The estimated fiscal impact (defined as impact over and above existing appropriations) of this legislation is as follows:

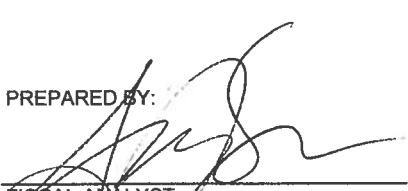
	2020	Fiscal Years		Total
		2021	2022	
Base Salary/Wages				-
Fringe Benefits at	-	-	-	-
Subtotal Personnel	-	-	-	-
Operating Expenses				-
Property				-
Indirect Costs	-	-	-	-
Total Expenses	\$ -	\$ -	\$ -	\$ -
<input checked="" type="checkbox"/> Estimated revenues not affected				
<input type="checkbox"/> Estimated revenue impact				
Revenue from program				0
Amount of Grant		-	-	
City Cash Match				
City Inkind Match				
City IDOH	-	-	-	-
Total Revenue	\$ -	\$ -	\$ -	\$ -

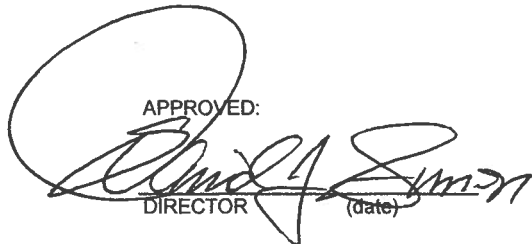
These estimates do not include any adjustment for inflation.
 * Range if not easily quantifiable.


Number of Positions created

COMMENTS: Concessionaire Contract remains status quo, no fiscal change is anticipated. Term for contract carries a Minimal Annual Guarantee (MAG) of \$71,050 and a percentage of sales as in past contracts.

COMMENTS ON NON-MONETARY IMPACTS TO COMMUNITY/CITY GOVERNMENT:

PREPARED BY: 
 FISCAL ANALYST

APPROVED:  9/12/19
 DIRECTOR (date)

REVIEWED BY: 
 EXECUTIVE BUDGET ANALYST

 9/17/19
 BUDGET OFFICER (date)

 9/18/19
 CITY ECONOMIST



City of Albuquerque
 Department of Finance and Administrative Services

Timothy M. Keller, Mayor

Interoffice Memorandum

June 7, 2019

TO: Sarita Nair, Chief Administrative Officer

FROM: David Simon, Director of Parks and Recreation Department *DS*

SUBJECT: Recommendation of Award: RFP No. 2019000058, "Concession Services for the Los Altos Golf Course"

The City of Albuquerque Parks and Recreation Department, Golf Management Division in conjunction with the Department of Finance and Administrative Services, Purchasing Division, issued the subject solicitation. The solicitation was posted on the purchasing website and advertised in the Albuquerque Journal. Four responses were received for evaluation.

The ad hoc evaluation committee evaluated and scored the responses in accordance with the evaluation criteria published in the RFP and recommends award of contract to CR Golf LLC. I concur with this recommendation. Listed below are the composite scores for the responses received:

OFFEROR	SCORE	RANK
CR Golf LLC	743	1
Bill Harvey Golf LLC	665	2
Casey Coontz	246	3
Los Altos Golf Course Concessions	179	4

The City of Albuquerque's Parks and Recreation Department, Golf Management Division will manage this contract.

Approved:

S.N. 7/11/19
 Sarita Nair (Date)
 Chief Administrative Officer

SELECTION COMMITTEE RESULTS
RFP P2019000058
Concession Services for the Los Altos Golf Course

	Offeror	Casy Coontz	CR Golf LLC	Bill Harvey Golf	Los Altos Golf
Selection Committee					
Evaluator 1		290	730	745	171
Evaluator 2		191	769	690	175
Evaluator 3		275	799	526	250
Evaluator 4		200	699	738	155
Evaluator 5		275	720	625	145
TOTAL		1231	3717	3324	896

***Rank**

	Proposal evaluation
CR Golf LLC	743
Bill Harvey Golf	665
Casey Coontz	246
Los Altos Golf	179

* Rank is calculated by total points scored from all evaluators and dividing by number of evaluators in the committee.

Campaign Contributors Report

Tuesday, June 11, 2019

Page 1 of ?

For the period of Jun 11, 2017 to Jun 11, 2019

Prompt Values Entered: NOTHING SELECTED, Colby Reddoch

No Records Found

This report was created with the most current campaign contribution data provided by the City Clerk's Office (and the Information Systems Division) last updated on Dec 28, 2017

Campaign Contributors Report

Tuesday, June 11, 2019

Page 1 of ?

For the period of Jun 11, 2017 to Jun 11, 2019

Prompt Values Entered: NOTHING SELECTED, CR Golf LLC

No Records Found

This report was created with the most current campaign contribution data provided by the City Clerk's Office (and the Information Systems Division) last updated on Dec 28, 2017
