



May 23, 2016

RE: Notice of Intent to Award – Purchase Agreement for Water Meter Reading Services

Dear Proposers,

Thank you for taking time to submit a proposal to the City of Milwaukie for Water Meter Reading Services. The Selection Review Committee for this Request for Proposals has completed the evaluation process. It is our intent at this time to award the contract for Water Meter Reading Services to Metereaders LLC, who was selected as the proposer deemed most appropriate and fully able to perform the services.

The following page addresses those who responded to the proposal and identifies the collective points awarded to each proposer by the Selection Review Committee.

Authorization of the contract award will be determined by City Council at its regular session on Tuesday, June 7, 2016, beginning at 6:00 PM at Milwaukie City Hall, 10722 SE Main Street, Milwaukie, Oregon 97222.

In the event a proposer is adversely affected or aggrieved by the City's award of the contract to another proposer, the proposer may protest the notice of the award. Protests must be in writing, specifying the grounds upon which the protest is based, and submitted to the Finance Department within seven (7) calendar days of this notice of intent to award.

If you have any questions or need additional information regarding the intent to award this contract, please contact me at 503-786-7597 or gardnerj@milwaukieoregon.gov.

Sincerely,

A handwritten signature in blue ink that reads "Joe Gardner". The signature is written in a cursive, flowing style.

Joe Gardner
Accounting Technician—Utility Billing
Finance Department

City of Milwaukie
Evaluation Results for Water Meter Reading Services RFP
May 23, 2016

Points are combined from the three evaluation committee members. Each proposer had a possibility of 40 points as reviewed by each evaluator. 40 points x 3 evaluators = 120 points.

Criteria	Meterreaders LLC		Ortiz Solutions LLC	
Proposal submitted on time (Pass/Fail)	Pass		Pass	
	Points Awarded	Max. Points	Points Awarded	Max. Points
Firm and Service Team Qualifications	14	15	8	15
Service Understanding and Approach	15	15	11	15
Service Timeframe	30	30	25	30
Fee Evaluation	57	60	44	60
Total	116	120	88	120