

INVITATION FOR BIDS
TABULATION, ANALYSIS, AND RECOMMENDATION

Contracting Agency: Travaux Inc.
Official Notice Number: 57916
Date and Time of Opening: Tuesday, January 22, 2019, 2:00 PM (CST)
Type of Work, Services, or Material: Provide Development Consulting and Program Management Services

Budget Amount/Cost Estimate: \$837,000 Not to exceed (5 year contract)
Budget/Account Number: Various fundings

<u>Firm (listed alphabetically)</u>	<u>City, State</u>	<u>Score</u>
Baker Tilly Virchow Krause, LLP	Milwaukee, WI	236
SVA Certified Public Accountants SC	Madison, WI	194
TAG Associates, Inc.	Northwood, MA	172

PROCUREMENT REVIEW

PROCURING SECTION: Purchasing & Contracts

Proposals were advertised in the Daily Reporter twice and posted on the HACM website. Three proposals were received and evaluated by a team of three individuals based on the evaluation criteria in the RFP. Baker Tilly Virchow Krause, LLP received the highest score; therefore staff recommends awarding the contract to Baker Tilly.

Procurement & Contracts Director _____ Date _____

EMERGING BUSINESS ENTERPRISES

Target Contracting 20 % 20% MBE and/or WBE

Proposed Contracting 0 % _____

Baker Tilly Virchow Krause, LLP is not a certified EBE firm with the State of Wisconsin. **Baker Tilly Virchow Krause, LLP** has not identified a need to subcontract at this time. Should **Baker Tilly Virchow Krause, LLP** need to subcontract any other portion of the work; **Baker Tilly Virchow Krause, LLP** should contact Purchasing and Contracts Services prior to seeking out any subcontractors on its own.

Purchasing/Contracts Services recommends proceeding with award.

Section 3 Coordinator _____ Date _____

SECTION 3

Section 3 Hiring/Subcontracting

Proposed Section 3 Contracting 0%
Proposed Employment 0 new hires
Proposed Section 3 Employment 0 new hires

Baker Tilly Virchow Krause, LLP is not a Section 3 certified firm and has not identified a need to subcontract at this time. Should **Baker Tilly Virchow Krause, LLP** need to subcontract any other portion of the work; **Baker Tilly Virchow Krause, LLP** will contact Purchasing and Contracts Services prior to seeking out any subcontractors on its own.

Currently, **Baker Tilly Virchow Krause, LLP** has not identified a need to hire. Should **Baker Tilly Virchow Krause, LLP** need to hire, **Baker Tilly Virchow Krause, LLP** will contact Purchasing and Contracts Services prior to seeking out any candidates on its own.

As a other economic opportunity, **Baker Tilly Virchow Krause, LLP** will donate 3 percent of the contract value to the Section Fund, a total of \$25,110.00

Section 3 Coordinator _____

Date _____

FINANCE AND ACCOUNTING

Finance and Accounting concurs with the recommendation of the Procuring Section to award contract to Baker Tilly Virchow Krause, LLP. Charge the account number(s) as indicated above.

Project Accountant _____

Date _____

RECOMMENDATION

RECOMMEND AWARD OF CONTRACT TO BACKER TILLY VIRCHOW KRAUSE, LLP THE HIGHEST RANKED FIRM.

APPROVAL RECOMMENDED

Chief Financial Officer _____

Date _____

VP for Business Development _____

Date _____

APPROVED

President _____

Date _____