

**Notice of Intent to Select/Award**

**Hillsborough County Aviation Authority**

**Noise Office Flight Tracking and Complaint Management Services RFP**

The technical evaluation committee has completed its review of the responses to the above referenced solicitation. A copy of the scoring matrix is provided below.

The Chief Executive Officer will present the ranking of qualified responses and a recommendation for award to the top ranked firm to the Hillsborough County Aviation Authority's Board at its meeting scheduled for the date and time below:

Date: August 11, 2022  
Time: 9:00 a.m.  
Location: Authority's Board Room - SkyCenter  
Tampa International Airport  
SkyCenter One, 4<sup>th</sup> Floor

The Board may request a three minute verbal presentation from the top ranked firms at this meeting. PowerPoint® presentations are not permitted.

Contact the Procurement Agent for additional information:

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Tampa International Airport

## Procurement

Matt Bauer, MBA, CPPO, CPPB, CPSM, NIGP-CPP, Vice President of Procurement

5008 North Westshore Blvd, Tampa, FL 33614

### EVALUATION TABULATION

RFP No. TBD

#### Noise Office Flight Tracking and Complaint Management Services

RESPONSE DEADLINE: May 20, 2022 at 2:00 pm

Report Generated: Thursday, June 30, 2022

#### CONSENSUS SCORECARD SUMMARY

Vendor	<u>Respondent's Overall</u> <u>Experience and</u> <u>Background</u> Points Based 15 Points (15%)	<u>Key Personnel Overall</u> <u>Experience and</u> <u>Background</u> Points Based 10 Points (10%)	<u>System Requirements</u> Points Based 35 Points (35%)	<u>Demonstration</u> Points Based 25 Points (25%)	<u>Fees</u> Reward Low Cost 15 Points (15%)	Total Score (Max Score 100)
Casper Airport Solutions, Inc	14	8	35	24	15	96

Note: Attached are the Technical Evaluation Criteria as stated in the RFP. The strengths and weaknesses established by the Technical Evaluation Committee are available upon request.

**Respondent's Overall Experience and Background | Points Based | 15 Points (15%)**

Description:

The evaluation of the Respondent includes, at a minimum:

- a) Respondent's overall experience with implementation of FTFCM Systems at airports;
- b) Number of FTFCM System implementations at airports of similar size in terms of operations and flight tracks per year;
- c) Respondent's comparable experience to the requirements in this Solicitation and for other similar projects;
- d) Comprehensive organizational descriptions, which includes professional history of the entity and demonstrates a working knowledge of previous performance of the FTFCM System services required;
- e) Organizational structure.

Additional Consideration:

- a) Feedback from client references for Respondent.

**Key Personnel Overall Experience and Background | Points Based | 10 Points (10%)**

Description:

The evaluation of the Respondent includes, at a minimum:

- a) Implementation experience for an FTFCM System for proposed Project Manager;
- b) Examples of previous FTFCM System implementation work that demonstrate the successful provision of similar services;
- c) Professional histories, skillsets, and relevant previous projects that demonstrate experience in and a working knowledge of the FTFCM System services required.

Additional Consideration:

- a) Feedback from client references for proposed Project Manager;
- b) Experience of proposed team's collaboration on prior implementations of FTFCM Systems.

System Requirements | Points Based | 35 Points (35%)

Description:

The evaluation of the Respondent includes, at a minimum:

- a) Data utilized in the proposed FTFCM System and its data storage capabilities;
- b) Modeling capabilities of the proposed FTFCM System;
- c) Functionality, including mobile device capabilities, of the proposed FTFCM System;
- d) Complaint Management capabilities including how the general public are able to utilize this module of the FTFCM System to enter complaints, what information is accessible to the general public, how information entered by the general public is identified and sorted, and how the Authority is able to search and utilize data from the FTFCM System's Complaint Management module;
- e) Reporting capabilities of the proposed FTFCM System;
- f) Respondent's proposed strategies to maintain and support the FTFCM System.

**Demonstration | Points Based | 25 Points (25%)**

Description:

The evaluation of the Respondent includes, at a minimum:

- a) Demonstrated airport experience with a fully implemented FTFCM System;
- b) Demonstration of the proposed FTFCM System's functionality as a web-based system with multiple logins and how the FTFCM System operates on mobile devices;
- c) Demonstration of the proposed FTFCM System's modeling capabilities and ease of use;
- d) Demonstration of the proposed FTFCM System's reporting capabilities and ease of use;
- e) Demonstration of the general public and Authority experience utilizing the FTFCM System's Complaint Management module including, but not limited to, the entire complaint journey from initial entry to closure.

Additional Consideration:

- a) Demonstration style, which includes interactions among Respondent's representatives and communications with the technical evaluation committee.

Clarification of information submitted in the Response that is provided in the Demonstration can have a significant effect on the scores and rankings of other evaluation criteria previously scored.

**Fees | Reward Low Cost | 15 Points (15%)**

Description:

The fees proposed by the Respondent in the Cost Proposal will be based on a mathematical calculation to obtain scoring for each Response relative to the other Responses received. The focus will be on the Respondent's Annual Licensing and Services Fees, as evaluated relative to the other proposed rates.