

PCRB Intermediate Competitive Proposal Quote (CPQ) - (\$5,000 - \$150,000)

1.) ORIGINATING DEPARTMENT

2.) DIVISION

3.) CONTACT

4.) EMAIL OF PERSON COMPLETING THIS FORM

5.) PROCUREMENT INFORMATION

Procurement Name: _____

Brief Description: _____

6.) ESTIMATED TOTAL VALUE

7.) BEST PRACTICES FOR BUY DECISIONS

Available through Surplus Property

Available through Central Stores

Can be leased or rented

A QRF (Qualified Rehabilitation Facility) can provide the good(s) and/or service(s)

There is a cooperative contract available for the good(s) and/or service(s)

None of the above

If you selected YES for any of the above but did not use them, provide an explanation here.

8.) IS THIS PROCUREMENT FOR GOODS ONLY?

NO

YES

MANDATORY EVALUATION CRITERIA

PUR-8 requires that 25% of the total evaluation points must be allocated to sustainability, social equity, and employee healthcare and other benefits.

Sustainability = 10% of total points .You can tailor this to your specific procurement. Find sample language you can edit [here](#).

Social Equity (MWESB and Workforce Diversity) = 10% of total points. Click [here](#) for approved language, **Employee Healthcare and other benefits** = 5 % of total points. Click [here](#) for approved language,

Note: The Social Equity and Employee Healthcare language has been approved by the Attorney, therefore it cannot be modified; it must be used as is.

GOODS: SPECIFICATION DEVELOPMENT

When developing the specifications for the goods or services being procured, consider how you can integrate sustainability into the specs. This can include specifying certified green cleaning products, products made with recycled content. For the evaluation criteria you can then ask questions relating to their experience, knowledge or support systems for those sustainable goods/and or services.

If you need some research on what might be available for your specific procurement, contact the Sustainable Purchasing Coordinator who can conduct a sustainability assessment and provide recommendations.

Email: julia.fraser@multco.or.us

Extension: 22651

9.) SPECIFICATION DEVELOPMENT

- Avoiding single use/disposal items
- Specifying items with reusable components (e.g. rechargeable batteries)
- Energy efficient options
- Water conserving options
- Items made from recycled content
- Waste reduction and disposal of goods
- Specifying alternatives that do not require hazardous waste disposal - if available
- Recyclable in local facilities and/or can be remanufactured
- Packaging reduction
- Toxics Reduction
- Low emission products
- Less toxic alternatives
- Restricting certain chemicals of concern
- Specifying third party certified products
- Total Cost of Ownership was/will be performed
- Using LEED standards for specifications
- Other - please specify

Enter the specs and language used in the procurement here

SUSTAINABLE BUSINESS PRACTICES - VENDORS

From the list below, please choose the sustainable practice/s you considered for this procurement and explain how you addressed sustainable business practices in this procurement. Include any language you may be using in the space provide below.

This section is talking about how the vendor operates their business and addresses the various environmental and social impacts associated with their business practices. The County is interested in doing business with vendors that carry out their business in a sustainable manner.

Guidance can be found [here](#).

10.) What sustainable business practices will you consider for this procurement

- Energy Conservation (i.e. computer power management; energy efficient lighting; Energy Star electronics))
- Water Conservation (i.e. low flow faucets; high efficiency laundry equipment; low water landscaping plans)

- Waste Management and Reduction (i.e. e-waste recycling, composting program; paper reduction; buying in bulk)
- Alternative Fuels and Transportation Options (i.e. commuting options; bus pass program; hybrid electric vehicles; fuel efficient vehicles)
- Sustainable Purchasing (i.e. recycled content products; green cleaning products; local food)
- Fair trade and fair labor (i.e. sweatshop free uniforms; fair trade certified goods; fair labor practices)
- Community engagement (i.e. LEED cleaning standards; certified green cleaning products such as Green Seal or EcoLogo)
- Support for under-served populations (i.e. volunteering in the community; outreach for recruiting; partnering with community groups)
- Other

Enter the language used in the procurement here

SUSTAINABILITY IN CONTRACTED SERVICES

From the list below, please choose the sustainable practice/s you considered for this service and explain how you addressed sustainable practices in this procurement. Include any language you used in the space provide below. This section talks about the various sustainability practices that could be relevant to the service being procured. This could include considering the facilities being used for providing services, the waste management plan for events, the types of vehicles being used for transportation, or the type of materials used.

For example: Sustainability in service delivery could include restricting asthma triggering cleaning chemicals, implementing energy conservation practices, efficient transportation use. Some of these considerations will be better suited to the specifications and scope of work. In this case you could then design evaluation criteria based on those specifications.

11.) How have you incorporated sustainable practices into the service being procured

- Transportation (i.e. fuel efficient vehicles; route optimization; idling restrictions)
- Energy Conservation (i.e. energy management plan; using energy efficient appliances; purchasing energy efficient materials)
- Water conservation (i.e. water conservation practices, using water conserving products; landscaping plan)
- Waste Management and Reduction (i.e. recycling plan; composting program; buying in bulk)
- Indoor air quality (i.e. green cleaning products; prohibiting asthma triggering chemicals; using low VOC paints and solvents)
- Janitorial/Green Cleaning (i.e. green cleaning plan; recycled content paper products; LEED based cleaning standards)
- Recycled content (i.e. purchasing products with Post Consumer Recycled content including paper and plastic products)
- Medical supplies (i.e. PVC free; mercury free; waste management; less toxic products)
- Other

Enter the language used in the procurement here

If cleaning is a significant portion of the contracted service(s), please consider including green cleaning specifications in the scope of work and then use the evaluation criteria to establish the proposers'

experience and proposed plans for green cleaning. This could include prohibiting certain chemicals rather than requiring the use of green cleaning products. This can depend on your service type and the needs of the population(s) being served.

12.) MWESB OUTREACH

- Three MWESB vendors were solicited
- Less than three MWESB vendors were solicited
- More than three MWESB vendors were solicited

13.) SELECTED VENDOR INFORMATION

Vendor name: _____

State Certification number: _____