



November 6, 2018

Henry Gillert, Project Manager
Rubb, Inc.

Via e-mail to: hgillert@rubbusa.com

**Re: RFP #19031 – Ground Equipment Storage Building at
Portland International Jetport**

Dear Henry:

On Tuesday, October 23, 2018, the City of Portland received two proposals in response to **RFP 19031 – Ground Equipment Storage Building at Portland International Jetport**.

Recently, the selection committee met and I am happy to inform you that the staff at the Jetport have recommended the contract be awarded to Rubb, Inc. (please see attached award recommendation memo).

Henry, a contract will be forthcoming from our legal department. We look forward to working with Rubb, Inc. on this project.

In the meantime, should you have any questions, please feel free to call me at (207) 874-8654.

Sincerely,

Karen Marston/s

Karen Marston
Assistant Purchasing Manager



CITY OF PORTLAND, MAINE
 MEMORANDUM

To: *Karen Marston, Assistant Purchasing Manager*

From: *Charles Norton, Airport Deputy Director: Engineering & Facilities*

Date: *November 1, 2018*

Re: *Ground Equipment Storage RFP # 19031 – Selection Committee Results*

Proposals to Manufacture and Install a Ground Equipment Storage Building at the Portland International Jetport were received from Rubb Inc. and Doten’s Construction Inc.

A selection committee was formed consisting of: Arthur Leferriere, Airport Project Engineer; Laurie Leader, Airport Assistant Engineering; and Myself. The selection committee reviewed the proposals according to the selection criteria stated in the RFP and listed below.

- | | | |
|----|---|-----------|
| 1. | Client References and Experience of the Firm: | 15 points |
| 2. | Experience of Company Personnel: | 20 points |
| 3. | Project Approach and Understanding: | 40 points |
| 4. | Proposed Fee: | 25 points |

The selection committee used the above criteria to review and score the proposals received from the proposers. The results are provided in the following table:

SELECTION CRITERIA	Rubb Inc.	Doten’s Construction Inc.
Client References and Experience of the Firm (Assigned weight: 15)	14.7	14.7
Experience of Company Personnel (Assigned weight: 20)	19.6	19.3
Project Approach and Understanding (Assigned weight: 40)	36.3	30.0
Proposed Fee (Assigned weight: 25)	\$162,571.00 (25.0)	\$212,200 (19.2)
Total		



As indicated in the table, Rubb Inc. was selected as top proposer for the Ground Equipment Storage Building RFP. The justifications for these scores are enumerated below for each category within the selection criteria.

1. Client References and Experience of the Firm: Both proposals demonstrated a high level of experience for the manufacture and installation of a tensioned fabric structures. Both proposals contained appropriate references and examples of completed projects.
2. Experience of Company Personnel: Again, both proposals demonstrated their high level of experience within the industry. There was only a slight separation in this category with Rubb Inc. scoring slightly higher due to their project team having more experience with tensioned fabric structures.
3. Project Approach and Understanding: Both proposals demonstrated good understanding of the building proposed in the RFP. Included in both proposals are sketches of the proposed building that follows the general parameters of the RFP. Doten's Construction, Inc. was subtracted points by all members of the committee as there was no mention of whether or not the proposal contained a lighting package as was required by the RFP. The lighting package was specifically called out in the proposal submitted by Rubb Inc.
4. Proposed Fee: This selection criteria was purely quantitative and calculated using the following formula: $((\text{Proposer Bid}) / (\text{Low Bid})) * 25$. The low bid of \$162,571.00, provided by Rubb Inc., was used as the denominator in the formula. All proposers' bids were substituted into the numerator of the formula to determine their individual scores, with full points being awarded to Rubb Inc.

The Jetport was fortunate to receive proposals from two competent and experienced tensioned fabric structure manufactures. Both manufactures offered excellent proposals outlining their proposal for the Ground Service Equipment Storage Building at the Portland Jetport. Ultimately Rubb Inc., with respect to their demonstrable expertise and responsiveness to the RFP, scored 12.4 more points than Doten's Construction Inc. Given this, the review committee strongly recommends issuing a contract to Rubb Inc. to manufacture and install the Ground Equipment Storage Building at the Portland International Jetport.

cc: Arthur Laferriere
Laurie Leader
Karen Marston

