

EXECUTIVE SUMMARY



1/25/2016

To: NASPO ValuePoint Management Board

From: Tim Hay for the Laboratory Equipment and Supplies Sourcing Team

RE: Evaluation/Award Summary and Recommendation for NASPO ValuePoint RFP 16000231, Laboratory Equipment and Supplies

This executive summary was prepared by NASPO ValuePoint staff for use by the Management Board. The official award documents are maintained by the Lead State in accordance with its procurement laws.

Background: The NASPO ValuePoint Management Board approved conducting a re-solicitation for Laboratory Equipment and Supplies. The resulting services would allow states to have a master agreement for Laboratory Equipment and Supplies. The Laboratory Equipment and Supplies Sourcing Team has concluded the RFP evaluation process and has made recommendations regarding the resulting proposed contract award. Accordingly, the team is seeking approval of the award by the NASPO ValuePoint Management Board. In this re-solicited contract portfolio for NASPO ValuePoint, the sourcing team recommends a potential term up to five (5) years.

Sourcing Team: The RFP was led by Idaho and was developed with sourcing team involvement with members from four states: Arkansas, California, Michigan and Nevada. NASPO ValuePoint staff provided project oversight.

RFP Information: The RFP was issued on October 7, 2015. A pre-proposal conference was held October 13, 2015 and was attended by eleven (11) vendors. The RFP was amended one time. The RFP closed December 3, 2015.

Proposal Information: Twelve (12) proposals were received. The Sourcing Team met on December 7 – 9, 2015 in Boise, ID to complete evaluation and scoring of each offeror's proposal. Evaluation was based on experience, qualifications of personnel, support, communications, location of staff offices, contractor staff training, invoicing and credit processes and training offered to ordering entities, phone and internet ordering, website presence, sustainability and local business support/MWBE/DBE, plus cost and references.

Evaluations: The RFP allowed for multiple vendor awards based on the highest scores in the scoring and determining a natural break in scoring.

Current and new supplier makeup: The current NASPO ValuePoint contract for these services has two (2) contractors. Consistent with the RFP evaluation criteria, the sourcing team recommends award to the following vendors: Fisher-Scientific and VWR for general lab supplies and Nikon for microscopes for a total of three (3) contractors.

Key benefits of new agreements: Below are some highlights of the benefits from the prospective contract awards:

1. Having an industry leader specializing in microscopes.
2. Deeper discounts available.
3. A higher level of customer service and problem resolution.
4. Access to a full line catalog for lab supplies.

Conclusion: The State of Idaho management has reviewed and approved these award recommendations. I endorse the excellent work and analysis of the sourcing team and recommend your approval of the proposed awards and ask that we permit Idaho to move ahead with the recommended NASPO ValuePoint awards.