

Boone County Purchasing

Melinda Bobbitt, CPPO, CPPB
Director of Purchasing



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Columbia, MO 65201
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MEMORANDUM

TO: Notice of Award
FROM: Melinda Bobbitt, CPPO, CPPB
DATE: October 17, 2023
RE: Request for Proposal Award Recommendation: *38-05OCT23 – Horse Boarding Services*

Request for Proposal *38-05OCT23 – Horse Boarding Services* closed on October 5, 2023.
One proposal was received.

The evaluation committee consisted of:
Janet Thompson, Boone County Presiding Commissioner
Molly Aust, Supervisor, Animal Control
Rebeccas Roesslet, Assistant Director, Animal Control

Recommendation for award is to CW Stables, LLC of Ashland, Missouri per the attached Evaluation Report.

This is a term and supply contract. Invoices will be paid from department 1730 – Animal Control, account 84200 – Other Contracts. The initial PO will be \$2,200 for an annual retainer.

ATT: Evaluation Committee Report

cc: RFP File
Janet Thompson, Commission

Evaluation Report for Request for Proposal

38-05OCT23 – Horse Boarding Services

OFFEROR: CW Stables

X It has been determined that **CW Stables** has submitted a **responsive** RFP response meeting the requirements set forth in the original Request for Proposal.

_____ It has been determined that **CW Stables** has submitted a **non-responsive** proposal.

Experience/Expertise of Offeror

Strengths:

- CW Stables established in 2019 and owner began boarding horses in 2012.
- One of the references provided was a past employee of the County for Purchasing and Human Resources.
- Trained farrier

Concerns:

- None identified.

Method of Performance

Strengths:

- Have the ability to provide hauling of deceased horse from stable to the University of Missouri for necropsy and/or cremation.
- Have ability for burial for deceased horse
- Stables located in Boone County
- Can house six horses in stalls but also have additional pasture (13 acres) if there is a need for additional horses.
- Owner can also provide basic hoof care.
- Physical location is easily accessible
- On-site security system
- Owner operator ensures staff availability for care

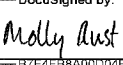


Concerns:

- How much is the annual retainer in order for the facility to meet our insurance requirements?
 - At the tour, Colby let the committee members know that the retainer will be \$2,200.

- Note: for the contract later, Animal Control will photograph stalls with a date/time stamp when drop horses off to depict condition of stalls.
- Consider the following scenario. Animal Control gets a call to pick up horses and needs to bring them that day. You are out of town for two weeks. Do you have a designee that will care for the animals? Would you allow Animal Control to care for the horses in your absence? What would be the daily rate on the days that Animal Control provided care for the horses? Would they have access to your feed and hay?
 - At the tour, Colby let the committee members know that he has family members that provide care when he is out of town.

SUMMARY: The evaluation committee met initially on October 6, 2023 to review the one proposal received. They toured the stables on October 16, 2023. The committee met on October 16 to discuss the results of the tour.

Recommendation for Award: CW Stables / Colby Nichols

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<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> <small>DocuSigned by:</small>  <small>08FF2AED97544A3</small> </div> <hr/> Evaluator's Signature: Rebecca Roesslet, Assistant Director, Animal Control	10/17/2023 Date
<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> <small>DocuSigned by:</small>  <small>1B849B94D0B049F</small> </div> <hr/> Evaluator's Signature: Janet Thompson, Boone County District II Commissioner	10/17/2023 Date