



Operations Agreement RFQ Process Staff Update

SBWMA Board of Directors
June 23, 2022

Procurement Timeline

Description	2022												2023
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
3 Review SOQs and Guide Evaluation Committee Shortlisting	Proposal Evaluation (4.25 months)												
Review SOQs received; prepare evaluation summary	[Bar]												
Conduct interviews and facility tours		[Bar]	[Bar]	[Bar]									
Seek additional clarification from proposers		[Bar]	[Bar]	[Bar]	[Bar]								
AHBSC March meeting - Evaluation summary			[Bar]	[Bar]									
AHBSC May meeting - Shortlisting					[Bar]								
4 Identify Two Shortlisted Respondents	Board Approval of Short-List (1 month)												
Update Board on status and negotiations plan					[Bar]	[Bar]							
5 Conduct Parallel Negotiations with Two Shortlisted Respondents	Parallel Neg and Board Approval (5 months)												
Request add'l information from short-listed proposers						[Bar]							
Receive add'l information from short-listed proposers						[Bar]	[Bar]						
Conduct negotiations						[Bar]	[Bar]	[Bar]	[Bar]				
AHBSC meeting - Negoations update; seek guidance							[Bar]	[Bar]					
Board meeting - Negotiations update; seek guidance								[Bar]	[Bar]				
Board meeting - Select operator; approve contract									[Bar]	[Bar]			
6 Execute Contract and Mobilization/Transition Plan (if applicable)	Transition												
Support contractor's preparation of mobilization/transition plan (3 meetings)												[Bar]	

Procurement Process

Phase 1 – RFQ Process

- RFQ documents approved by Board & released
- Proposal evaluation process
- Select two proposers to proceed to Phase 2

Phase 2 – Parallel Negotiations

- Request and evaluate additional information
- Negotiate final operating agreements with both proposers
- Adjust and finalize the cost proposals
- Select preferred provider and award contract

Proposal Evaluation

- Two qualified proposers with responsive proposals
- Recommendation that both proposers to advance to Phase 2 Parallel Negotiations



Upcoming Milestones

June 23	Board meeting to seek approval to initiate Phase 2 with both proposers
June 24	Phase 2 Request for Information release
July 15	Receipt of proposers' response to Phase 2 Request for Information
July - Sep	Parallel negotiations
Aug	AHBSC meeting to provide update and obtain input
Sep 22	Board meeting to provide update and obtain input
Oct	Finalization of Operations Agreements with both proposers
Nov 17	Board selection of contractor and contract award