

## **PUR-1 Intermediate Request for Intermediate Proposal (RIP) - (\$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**

---

### **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.**

### **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](#).

### **7.) 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.

### **8.) 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.

**9.) MWESB OUTREACH**

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

**10.) SELECTED VENDOR INFORMATION**

Vendor name: \_\_\_\_\_

State Certification number: \_\_\_\_\_