

Port of Houston Authority Evaluation Form

Project: RFP-531: Promotional Items and Webstore Ordering Program

11/7/2017 @ 3:30 PM

Estimate: \$150,000

			SELECTION CRITERIA						
			1	2	3	4	5		
Vendor	Proposal Amount	Small Business Information SB Goal SB Prime % SB Subs	Price	Respondent	Benefit to PHA	Compliance w/PHA Policies	Small Business Participation & Local Business	Total Score	Comments
Project Relative Weight (%)			35%	30%	20%	10%	5%	100%	
Tejas Office Products, Inc. 1225 W 20th St. Houston, TX 77008	\$297.26	0% Goal % SB Sub	35	28	17	6	5	91	1. Lowest price. 2. Outstanding reputation for quality and experience in providing services of this type; Port experience. 3. Vendor would be an great benefit to PHA. 4. Vendor complied w/ some PHA guidelines e.g. Conflict of Interest doc missing; Initial price schedule not complete. 5. Vendor is a registered SB and LB.
Augusta Marketing Products, LLC/The Augusta Group 12330 W. Morehead, Ste. 208 Charlotte, NC 28208	\$351.68	0% Goal % SB Sub	31.32	27	20	8	0	86.32	1. Third lowest price. 2. Excellent reputation for quality and experience in providing services of this type; Port experience. 3. Vendor would be an excellent benefit to PHA. 4. Vendor complied w/ some PHA guidelines e.g. Errors found on price sheet. 5. Vendor is not a registered SB or LB.

Information in bold text indicates small business

For Executive Director and Port Commissioners Only.

Vendor	Proposal Amount	Small Business Information SB Goal SB Prime % SB Subs	1	2	3	4	5	Total Score	Comments
			Price	Respondent	Benefit to PHA	Compliance w/PHA Policies	Small Business Participation & Local Business		
Project Relative Weight (%)			35%	30%	20%	10%	5%	100%	
Absolute Color - Promovana 5810 Windfern Dr. Houston, TX 77041	\$328.50	0% Goal % SB Sub	28.59	24	16	5	3	76.59	1. Second lowest price. 2. Good reputation and experience in providing services of this type; Provided webstore sample (print out). 3. Vendor would be a good benefit to PHA. 4. Vendor complied w/ some PHA guidelines. e.g. Discount amounts not listed on price sheet. 5. Vendor is a registered SB; is not a registered LB.
Metromarketing Services, Inc. 1518 Antoine Drive Houston, TX 77055	\$357.93	0 % Goal % SB Sub	27.86	22	12	5	3	69.86	1. Fourth lowest price. 2. Good reputation for quality and experience in providing services of this type. 3. Vendor would be an average benefit to PHA. 4. Vendor complied w/ some PHA guidelines e.g. Conflict of Interest doc missing; Discount amounts not listed on price sheet. 5. Vendor is a registered LB .
Proforma Gateway Solutions 134 Vintage Park Blvd., Ste. A #157 Houston, TX 77070	\$453.33	0% Goal % SB Sub	16.62	21	16	8	0	61.62	1. Fifth lowest price. 2. Unknown reputation for quality (non-responsive refs); Good experience in providing services of this type; Provided info on green initiatives. 3. Vendor would be a good benefit to PHA. 4. Vendor complied w/ some PHA guidelines e.g. Conflict of Interest doc missing. 5. Vendor is not a registered SB or LB.

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			1	2	3	4	5		
Vendor	Proposal Amount	Small Business Information SB Goal SB Prime % SB Subs	Price	Respondent	Benefit to PHA	Compliance w/PHA Policies	Small Business Participation & Local Business	Total Score	Comments
Project Relative Weight (%)			35%	30%	20%	10%	5%	100%	
World of Promotions 1310 Louis Avenue Elk Grove Village, IL 60007	\$508.04	0% Goal % SB Sub	10.18	19	11	9	0	49.18	1. Highest price. 2. Good reputation for quality and experience in providing services of this type. 3. Vendor would provide a fair benefit to PHA. 4. Vendor complied w/ most PHA guidelines. 5. Vendor is not a registered SB or LB.

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