

**RECEIVED**

OCT 22 2007

**COMPETITIVE SEALED PROPOSALS DECISION MEMORANDUM**  
**RFP SJN-0801**  
**Nursing Peer Health Assistance or Alternative to Discipline Program**

Colorado Board  
of Nursing

It needs to be noted that this solicitation is exempt from procurement code and there will be no protest period after award is made.

The process for award determination is described in section 6.2 of the RFP. "An Evaluation Committee will evaluate the merits of proposals received in accordance with the evaluation factors state in this RFP and identify the proposal that is most advantageous to the state. While numeric evaluations may be used in some aspects of the process to identify strengths and weaknesses of proposals, the final decision will be a business decision and will not be based on a numerical score. A Decision Memorandum will document the basis for award decision."

This memorandum is to serve as a recommendation for award to Colorado Nurse Health Program.

**Background**

Two (2) proposals were received in response to the RFP:

1. Colorado Nurse Health Program (CNHP)
2. Peer Assistance Services, Inc. (PAS)

The evaluation committee independently reviewed the written proposals. On October 15, 2007, the committee met to discuss the proposal(s) and formulate this award recommendation. It was determined by the committee that the Colorado Nurse Health Program was the most advantageous to the state based upon the evaluation criteria set forth in the RFP.

**Rationale for Selection**

While both proposals were deemed equal in terms of Management, and budget, the deciding rationale for selection was contained in the responses to the Technical section.


With respect to the technical requirements, the most important factor, the proposal from Peer Assistance Services, Inc. had two areas of concern for the committee. They were sections 4.1.b and 4.1.f.


4.1.b — CNHP has staff that are well credentialed and certified in addition counseling and the experience of those persons is highly in line with the goals of the proposal. PAS has qualified staff with an emphasis on Employee Assistance Programs which is not the goal of the proposal.


4.1.f — CNHP met the standards of reporting and offered solutions to develop weighted guidelines with the Board. PSA agreed to meet the proposal standards, however stated that "regardless of non-compliance, the licensee will continue to be monitored and not terminated from the program." Because of PAS's N.U.R.S.E.S program, this is viewed as an internal conflict of interest and not resolved in the explanation of 4.1.k.

Neither proposal raised any exceptions to contract terms and conditions in the Sample Contract.

Therefore, the proposal from Colorado Nurse Health Program is recommended for award. This memorandum is signed on October 22, 2007.

  
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Gayle Fidler  
Program Director, Mental Health Boards

  
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Mark Merrill  
Program Director, Board of Nursing

  
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Judith Burke, RN, FNP, MS, CNA  
Eastern Colorado Health Care System

The offer from Colorado Nurse Health Program is selected as the most advantageous to the State.

  
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Tammy Baca  
Procurement/Contracts Officer