



## MONTANA DEPARTMENT OF ADMINISTRATION

### Director's Office

Greg Gianforte, Governor  
Misty Ann Giles, Director

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## NOTICE OF INTENT TO AWARD

Solicitation Title/Event Name:

Solicitation Number:

Solicitation Close Date:

Notice of Intent to Award Post Date:

Issuing Contracts Officer contact information:

The State intends to award a contract to the apparent successful offeror(s) of the above-mentioned solicitation. The Notice of Intent to Award shall not be considered a binding commitment by the state.

Under the Montana Procurement Act, the State has made the relevant scoring matrix/bid tab for the above-mentioned solicitation available for public inspection. Comments from the public regarding the proposed award must be submitted to the Contracts Officer listed above within this 7-day notice period.

### Apparent Successful Offeror(s)

### Unsuccessful Offeror(s)

**OPI-RFP-2025-0137AB  
USDA FOODS DISTRIBUTION**

<b>SCORE SUMMARY WORKSHEET</b>		
<b>Category</b>	<b>Possible Points</b>	<b>Grasmick Produce Co.</b>

<b>Provision of Services Category</b>		
<b>Distribution Plan</b>		
Routing	700	675
Facilities	200	175
Suggested Changes	100	75
<b>Staffing Plan</b>		
Background Check	250	250
Number of Drivers	250	225
Warehouse Scheduling	250	225
Trailer Verification	250	225
<b>Communication Plan</b>		
Level of Contact	500	475
Tracking Capabilities	200	200
<b>Equipment Plan</b>		
Equipment Description	250	250
Response Provided	250	250
Temperature Monitoring	250	250
<b>Cost Proposal</b>		
Cost Proposal	1000	1000
<b>Reference Letter</b>		
Provided	250	250
Not Provided	0	0
<b>Equal Pay for MT Women</b>		
Equal Pay for MT Women – Executive Order No. 12-2016	250	250
	4950	4775

**OPI-RFP-2025-0137AB  
USDA FOODS DISTRUBITION**

**Individual Scoring Matrix**

The evaluation committee will review and evaluate the offerors according to the following criteria based on a total number of 5,000 points. The Distribution Plan, Staffing Plan, Communication Plan, and Equipment Plan will be scored based on the following Scoring Guide. The Equal Pay for Montana Women, Executive Order No. 12-2016, will receive a bonus of 5% of the total possible points. Cost Proposal will be evaluated based on the formula set forth below.

<b>Offeror (Company) Name:</b> Grasmick Produce Co.			<b>Total Points Awarded:</b>
<b>Category</b>	<b>Possible Points</b>	<b>Points Awarded</b>	<b>Mandatory Justification Comments for Points Awarded</b>
<b>Provision of Services Category</b>			
<b>Distribution Plan</b>			
Routing	700	675	
Facilities	200	175	
Suggested Changes	100	75	
<b>Staffing Plan</b>			
Background Check	250	250	
Number of Drivers	250	225	
Warehouse Scheduling	250	225	
Trailer Verification	250	225	
<b>Communication Plan</b>			
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<b>Equipment Plan</b>			
Equipment Description	250	250	
Response Provided	250	250	
Temperature Monitoring	250	250	
<b>Cost Proposal</b>			
Cost Proposal	1000	1000	
<b>Reference Letter</b>			
Provided	250	250	
Not Provided	0	0	
<b>Equal Pay for MT Women</b>			
Equal Pay for MT Women – Executive Order No. 12-2016	250	250	

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**Cost Worksheet**

Lowest overall cost receives the maximum allotted points. All other proposals receive a percentage of the points available based on their cost relationship to the lowest. Example: Total possible points for cost are 300. Offeror A's cost is \$20,000. Offeror B's cost is \$30,000. Offeror A would receive 300 points. Offeror B would receive 200 points ( $\$20,000/\$30,000 = 67\% \times 300 \text{ points} = 200$ ).

Cost			
<b>Points Available</b>	<b>1000</b>		
Lowest Cost	\$805,553.70		
Vendor Name	Proposed Cost	Points Earned	Notes:
Grasmick Produce Co.	\$805,553.70	1000.0	

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**SCORING GUIDE**

In awarding points to the evaluation criteria, the evaluator/evaluation committee will consider the following guidelines:

**Superior Response (95-100%):** A superior response is an exceptional reply that completely and comprehensively meets all of the requirements of the RFP. In addition, the response may cover areas not originally addressed within the RFP and/or include additional information and recommendations that would prove both valuable and beneficial to the agency.

**Good Response (75-94%):** A good response clearly meets all the requirements of the RFP and demonstrates in an unambiguous and concise manner a thorough knowledge and understanding of the project, with no deficiencies noted.

**Fair Response (60-74%):** A fair response minimally meets most requirements set forth in the RFP. The offeror demonstrates some ability to comply with guidelines and requirements of the project, but knowledge of the subject matter is limited.

**Failed Response (59% or less):** A failed response does not meet the requirements set forth in the RFP. The offeror has not demonstrated sufficient knowledge of the subject matter.

Score	100	200	250	500	700	1000
<b>Superior (95-100%)</b>	94 - 100	188 - 200	235 - 250	470 - 500	658 - 700	940 - 1000
<b>Good (75-94%)</b>	74 - 94	148 - 188	185 - 235	370 - 470	518 - 658	740 - 940
<b>Fair (60-74%)</b>	59 - 74	118 - 148	147.5 - 185	295 - 370	413 - 518	590 - 740
<b>Failed (0-59%)</b>	0 - 59	0 - 118	0 - 147.5	0 - 295	0 - 413	0 - 590

**Technical Scoring Session**

OPI-RFP-2025-0137AB  
USDA FOODS DISTRUBITION

Date	11,01,24
Time	11:00 AM
Location	Microsoft Teams
Evaluation Committee Members:	Christine Emerson
Contracts Officer:	Amanda Battin
Order of Evaluation:	Alphabetical
Scoring Method:	Responsive/responsible scoring

There was one offeror and we did not hold a full evaluation meeting, Christine Emerson was the reviewer to determine responsible and responsiveness.