



Minutes Evaluation Committee Meeting

Request for Proposals 113-2023
Continuing Services- Architecture, Engineering (Various Types), Landscape
Architecture, Survey & Mapping, Planning and Other Related Services
Thursday, November 9, 2023 2:00 P.M.
Town Hall Commission Chamber, Town Hall, 535 Park Avenue
Lake Park, Florida 33403

The Evaluation Committee for Request for Proposal 113-2023 was conducted on Thursday, November 9, 2023 at 2:00 P.M. Present were Public Works Director Roberto Travieso, Finance Director Jeff Duvall, Town Planner Karen Golonka, Marina Director Jason Tenney and Town Clerk Vivian Mendez.

Public works Director Travieso called the meeting to order and each member of the committee introduced themselves. He explained the purpose of the meeting was to evaluate the submittals for the above referenced project.

The Evaluation Committee explained their evaluations of the submittals. See attached each members evaluation form.

Public Works Director Travieso announced process and intent to follow. He stated that an Intent to Award would be published and each vendor would be notified to begin negotiations for each contract. He thanked everyone that submitted, that attended today's meeting, and staff for taking the time to evaluate each submittal.

ADJOURNMENT:

The meeting adjourned at 2:40 P.M.

Town Clerk Vivian Mendez, MMC



Project # 113-2023

DATE/TIME:

PROJECT:

Continued Services - Architecture, Engineering, Landscape
Architecture, Survey & Mapping, Planning and Other Related Services

11/9/2023, 2:00 P.M.

Evaluation Committee Meeting Sign-in Sheet

CONTACT NAME & COMPANY	ADDRESS	PHONE	EMAIL ADDRESS
1 Ricardo Gonzalez REG	120 S Olive Ave WPB	561-659-2383	rgonzalez@regarchitects.com
2 BRAN LAORA REB	120 S OLIVE AVE WPB	561-659-2383	BRAN@REB.ARCHITECTS.COM
3 Engenuity Group Broed JACKSON	1280 N. Congress Ave. WPB	561 655 1151	bjackson@engenuitygroup.com
4 Alexis Shotton Baxter & Woodman	1601 Forum Place #400 WPB	815-444-3263	ashotton@baxterwoodman.com ashotton@baxterwoodman.com
5 Jeff Hiscock Baxter + Woodman	//	561-425-7760	jhiscock@baxterwoodman.com
6 MAZIAN KESHAVARZ	711 N. DIXIE HWY, WPB, FL.	561-315-2375	MAZIAN@KESHAVARZ.COM
7 ROBERTO TRAVIEZO	640 OLD DIXIE HWY LP, FL	561-281-3305	PUBLICWORKS@LAKEPARKFLORIDA.GOV
8 MATT FURSETZER	1970 WERFVA WAY WPB 33411	561 840 0814	MATTHEW.FURSETZER@KIMLEY-HORN.COM
9			
10			

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: Civil/Road Design

Evaluation Rating Sheet: Doreff
Evaluators Name: _____
Date of Evaluation: 11/9/23

EVALUATION GROUP: A-1

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	BETA JONES	CGA	CPC	CPZ	DDEC
MANNER OF SERVICE	N/A	1	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	30	20	30	30	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	30	20 20	30	20	30	
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	20	20	10	10	20
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	10	10			
Total Points	100 pts	100	70	80	80	60	80
Scoring Placement		1					

Instructions to Evaluation Team:
Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:
1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
RFQ # 113-2023

Evaluation Rating Sheet: Dwell
Evaluators Name: _____
Date of Evaluation: 11/9/23

PROFESSIONAL DISCIPLINE: Civil/Road Design
EVALUATION GROUP: A-1

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	BETA JONES	CGA	CPC	CPZ	DDEC
MANNER OF SERVICE	N/A	1	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	30	20	30	30	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	30	20	20	30	20	30
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	20	20	10	10	20
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10	20
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10		10			
Total Points	100 pts	100	70	90	80	60	80
Scoring Placement		1		2			

Instructions to Evaluation Team:
Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:
1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

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REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: Stormwater

Evaluation Rating Sheet:
Evaluators Name: Daniel P
Date of Evaluation: 11/9/23

EVALUATION GROUP: B-1

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	BETA JONES	CGA	CPC	CPZ	DDEC
REQUIRED FORMS	N/A	1	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	30	20	20	30	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	20	20	30	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	20	20	10	10	20
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10					
Total Points	100 pts	90	70	70	80	60	70
Scoring Placement		2					

Instructions to Evaluation Team:
Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

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REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Stormwater**

EVALUATION GROUP: **B-2**

Evaluation Rating Sheet:
 Evaluators Name: _____
 Date of Evaluation: _____

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG	WRMA
REQUIRED FORMS	N/A	1	1	2	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	30	20	30	20	30
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	30	20	20	30
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	10	10	10	10	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10		10	10	10
Total Points	100 pts	80	70	80	70	80
Scoring Placement		3				1

Instructions to Evaluation Team:
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MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
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REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Transportation (Traffic Engineering)**

EVALUATION RATING SHEET:
 Evaluators Name: Dowell
 Date of Evaluation: 11/19/23

EVALUATION GROUP: **C-1**

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CGA	CPC	CPZ	DDEC
REQUIRED FORMS	N/A	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	20	30	30	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	20	30	20	30
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	10	10	10	20
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10				
Total Points	100 pts	80	70	80	60	80
Scoring Placement						

Instructions to Evaluation Team:
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MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

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REQUEST FOR PROPOSALS
 RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Transportation (Traffic Engineering)**

Evaluation Rating Sheet: _____
 Evaluators Name: J. Prull
 Date of Evaluation: 11/29/23

EVALUATION GROUP: **C-2**

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	O'ROURKE	REG
REQUIRED FORMS	N/A	2	3	2	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	30	20	30	30	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	20	20	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	10	20	15	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10		10	10	
Total Points	100 pts	90	60	90	85	60
Scoring Placement		①		②	③	

Instructions to Evaluation Team:
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MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

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REQUEST FOR PROPOSALS
 RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Engineering & Planning**

Evaluation Rating Sheet: _____
 Evaluators Name: Dovey II
 Date of Evaluation: 11/19/23

EVALUATION GROUP: **D-1**

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CGA	CPC	CPZ	DDEC
REQUIRED FORMS	N/A	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	30	30	30	20	20
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AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10				
Total Points	100 pts	95	80	90	60	80
Scoring Placement		①		③		

Instructions to Evaluation Team:
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 1. FIRM EMPLOYEES
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REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Engineering & Planning

Evaluation Rating Sheet:

Evaluators Name:

Dovey
11/19/23

EVALUATION GROUP:

D-2

Date of Evaluation:

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	FTC	KESHAVARZ	KIMLEY-HORN	REG
REQUIRED FORMS	N/A	2	1	2	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	30	20	20	30	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	20	30	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	20	10	15	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10			10	
Total Points	100 pts	90	70	70	85	60
Scoring Placement		2				

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS				
RFQ # 113-2023		PROFESSIONAL DISCIPLINE:		Architectural
Evaluation Rating Sheet:		EVALUATION GROUP:		E-1
Evaluators Name: <u>J. Dowling</u>				
Date of Evaluation: <u>11/14/23</u>				
CATEGORY DESCRIPTION	SCORING WEIGHT	CPZ	DDEC	ENGENUITY
REQUIRED FORMS	N/A	1	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	30	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	30	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	10	10	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts			
Total Points	100 pts	80	70	70
Scoring Placement		1		

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONT
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS					
RFQ # 113-2023		PROFESSIONAL DISCIPLINE:		Architectural	
Evaluation Rating Sheet:		EVALUATION GROUP:		E-2	
Evaluators Name: <u>Dunnell</u>					
Date of Evaluation: <u>11/19</u>					
CATEGORY DESCRIPTION	SCORING WEIGHT	KIMLEY-HORN	REG	SONG	WEST
REQUIRED FORMS	N/A	3	1	1	1
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	20	30	30	30
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	30	20	30
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	10	10	10	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10			
Total Points	100 pts	80	80	70	80
Scoring Placement			(2)		(3)

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: Electrical, SCADA, and GIS			
RFQ # 113-2023		EVALUATION GROUP: F-1			
Evaluation Rating Sheet: <i>Dwain</i>					
Evaluators Name: _____					
Date of Evaluation: <i>11/19/23</i>					
CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CP2	DDEC	ENGENUITY
REQUIRED FORMS	N/A	2	3	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	20	20	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	20	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	10	10	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10			
Total Points	100 pts	80	70	70	70
Scoring Placement		1			

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS RFQ # 113-2023		PROFESSIONAL DISCIPLINE: Electrical, SCADA, and GIS			
Evaluation Rating Sheet: <u>Dwight</u>		EVALUATION GROUP: F-2			
Evaluators Name: _____					
Date of Evaluation: <u>11/9/23</u>					
CATEGORY DESCRIPTION	SCORING WEIGHT	FTC	KESHAVARZ	KIMLEY-HORN	REG
REQUIRED FORMS	N/A	1	2	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	20	20	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	20	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	10	10	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10			
Total Points	100 pts	75	75	70	70
Scoring Placement		2	3		

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: Environmental Planning

Evaluation Rating Sheet:
Evaluators Name: Dovey 11
Date of Evaluation: 11/9/23

EVALUATION GROUP: G

CATEGORY DESCRIPTION	SCORING WEIGHT	CPZ	DDEC	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	3	3	1	3	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	20	20	30	20	30	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	20	25	20	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	10	10	10	10	10	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts			10		10	10
Total Points	100 pts	60	60	85	60	90	70
Scoring Placement				(2)		(1)	(3)

Instructions to Evaluation Team:
Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:
1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Landscape Architecture and Irrigation Design

Evaluation Rating Sheet:

Evaluators Name:

Doveil
11/19

EVALUATION GROUP:

H-1

Date of Evaluation:

CATEGORY DESCRIPTION	SCORING WEIGHT	CGA	COTLEUR & HEARING	CPC	CPZ	DDEC
MANNER OF SERVICE	N/A	2	1	3	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	30	30	20	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	30	30	20	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	20	10	10	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts					
Total Points	100 pts	90	90	60	60	60
Scoring Placement		(2)	(3)			

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Landscape Architecture and Irrigation Design

Evaluation Rating Sheet:

Evaluators Name:

Dwain
11/9/23

EVALUATION GROUP:

H-2

Date of Evaluation:

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	JMORTON	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	3	1	3	1	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	20	30	20	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	30	20	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	10	15	10	20	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts		10		10	
Total Points	100 pts	60	95	60	80	60
Scoring Placement			13			

Instructions to Evaluation Team:


Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: Land Surveying and Mapping				
RFQ # 113-2023		EVALUATION GROUP: I-1				
Evaluation Rating Sheet:						
Evaluators Name: _____						
Date of Evaluation: _____						
CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CGA	CPC	CPZ	DDEC
MANNER OF SERVICE	N/A	3	1	1	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	20	30	20	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	30	20	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	10	20	20	10	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10				
Total Points	100 pts	70	90	70	60	60
Scoring Placement			2			

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: Land Surveying and Mapping			
RFQ # 113-2023		EVALUATION GROUP: I-2			
Evaluation Rating Sheet:					
Evaluators Name: <u>Dunwell</u>					
Date of Evaluation: <u>11/9/23</u>					
CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	1	2	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	30	30	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	30	20	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	15	20	10	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10		10	10
Total Points	100 pts	95	80	70	70
Scoring Placement		(1)	(3)		

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Mechanical Engineering

Evaluation Rating Sheet:

Evaluators Name:

Dave 11/9/23

EVALUATION GROUP:

J

Date of Evaluation:

CATEGORY DESCRIPTION	SCORING WEIGHT	CPZ	DDEC	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	3	3	3	3	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/ references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	20	20	20	20	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	20	20	20	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	10	10	20	10	20	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts			10		10	
Total Points	100 pts	60	60	50	60	90	60
Scoring Placement		(3)		(2)		(1)	

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Urban Planning

Evaluation Rating Sheet:

Evaluators Name:

Dwight
11/9/23

EVALUATION GROUP:

K-1

Date of Evaluation:

CATEGORY DESCRIPTION	SCORING WEIGHT	CGA	CPC	CPZ	DDEC	ENGENUITY
MANNER OF SERVICE	N/A	1	3	3	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	30	20	20	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	30	20	20	25	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	10	10	20	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts					
Total Points	100 pts	90	60	60	75	60
Scoring Placement		1	3	3	2	3

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
 RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Urban Planning**

Evaluation Rating Sheet:
 Evaluators Name: Dowell
 Date of Evaluation: 11/3/23

EVALUATION GROUP: **K-2**

CATEGORY DESCRIPTION	SCORING WEIGHT	JMORTON	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	1	3	1	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	20	20	20	30
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	20	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	10	10	20
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10		10	
Total Points	100 pts	80	60	80	80
Scoring Placement		2	3	2	2

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Civil/Road Design

Evaluation Rating Sheet:

Karen Goldenka

EVALUATION GROUP:

A-1

Evaluators Name:

Date of Evaluation:

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	BETA JONES	CGA	CPC	CPZ	DDEC
MANNER OF SERVICE	N/A	1	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. • Proposals and experience of firm with similar projects, including subconsultants. • Include examples past projects that compare with the Town's CIP 2016-2020 • Availability of qualified personnel. • Provide an organization chart for the Respondent's firm and subconsultants. • Quality control systems and procedures. • Past performance records in support of municipalities or other government agencies, including the Town. • List any FDOT prequalification of consultant or proposed subconsultants. • Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. • Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. • The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town.	30 pts	25	20	25 Broward	25 How many in WPB?	CMA TRC 20	85 subs 4 joint 20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN • Proposals, education, and experience of "core team" staff and team leader. • List the employees and their titles. • Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. • Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. • Demonstrated environment for good "core team" communication.	30 pts	25	25	28	25	20 below	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: • The location of the Respondent's principal office and any other office • Approach to maintaining good communication.	20 pts	15	Miami 8	10	15	15	565 Ft. Laud 10
AVAILABILITY/SCHEDULING CAPACITY: • Available resources to meet project deadline and budget requirements. • Recent, current, and projected workload(s) of the firm.	10 pts	8	5	8	8	5*	8
KNOWLEDGE/UNDERSTANDING OF TOWN: • Understanding of Town's government process. • Understanding of Town's engineering/technical capability. • Understanding of current Town development activity and capital program. • Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. • Previous direct work for the Town	10 pts	10	4	8	8	5	8
Total Points	100 pts						
Scoring Placement							

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

83	62	79	81	65	66
3			4*		

No detail

20MA
 CIVIL + traffic
 JAX

REQUEST FOR PROPOSALS
RFQ # 113-2023
Evaluation Rating Sheet:
Evaluators Name: _____
Date of Evaluation: _____

PROFESSIONAL DISCIPLINE: **Civil/Road Design**
 EVALUATION GROUP: **A-2**

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG	WRMA
REQUIRED FORMS	N/A	1	1	2	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	28	23 NOT as much Rd-related	28	WRMS Keshv. not as much RDS 23	25
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	28	23	25	20	25
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	18	15	15	15	15
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	8	8	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	8	8	8	8	8
Total Points	100 pts					
Scoring Placement						

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

92	77	84	74	81
1		2		4T

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Stormwater**

Evaluation Rating Sheet: Karen Galonka

Evaluators Name: _____

EVALUATION GROUP: **B-1**

Date of Evaluation: _____

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	BETA JONES	CGA	CPC	CPZ	DDEC
REQUIRED FORMS	N/A	1	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	28	20	25	25	NA	NA
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	25	25	28 <i>Proval?</i>	25		
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	18	8	10	15		
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	5	8	8		
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	8	4	8	8		
Total Points	100 pts						
Scoring Placement							

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
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89	62	79	81	NA	NA
2					

KH - didn't include resumes of indiv for Town

REQUEST FOR PROPOSALS RFQ # 113-2023		PROFESSIONAL DISCIPLINE: Stormwater				
Evaluation Rating Sheet:		EVALUATION GROUP: B-2				
Evaluators Name: _____						
Date of Evaluation: _____						
CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG	WRMA
REQUIRED FORMS	N/A	1	1	2	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	28	28	28 <i>inhse + sub EDS</i>	25 <i>sub Kesh.</i>	28
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	28	25	23	22	28
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	18	15	15	10 15 <i>sub</i>	15
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	8	8	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	8	8	8	8	8
Total Points	100 pts					
Scoring Placement						

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:
Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

92	84	82	73	87
1	4			3

* NOT just design
SP Review up +

REQUEST FOR PROPOSALS						
RFQ # 113-2023		PROFESSIONAL DISCIPLINE:		Transportation (Traffic Engineering)		
Evaluation Rating Sheet: <u>Karen Golonka</u>		EVALUATION GROUP:		C-1		
Evaluators Name: _____						
Date of Evaluation: _____						
CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CGA	CPC	CPZ	DDEC
REQUIRED FORMS	N/A	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	18-20	25 look at again	25	20	28 Mobility MAIN + sub
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	10	25	25	25	28
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	10	10	15	15	15?
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	5	8	not sure 5	5	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10?	8	8	5	8
Total Points	100 pts					
Scoring Placement						

Instructions to Evaluation Team:

Examin the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:
Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

55?	76	78	70	87
				3

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Transportation (Traffic Engineering)**

EVALUATION GROUP: **C-2**

Evaluation Rating Sheet:
 Evaluators Name: _____
 Date of Evaluation: _____

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	O'ROURKE	REG
REQUIRED FORMS	N/A	2	3	2	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	O'Rourke ? 28	O'Rourke 25	Multi-Med 28	28	O'Rourke 25
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	? 25	25	25	25	25
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	18	18	15	18	15
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	8	8	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	8	8	8	8	8
Total Points	100 pts					
Scoring Placement						

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:
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MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

89	84	84	87	81
1	4		2	

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: Engineering & Planning				
RFQ # 113-2023		EVALUATION GROUP: D-1				
Evaluation Rating Sheet: <u>Koner Galanke</u>						
Evaluators Name: _____						
Date of Evaluation: _____						
CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CGA	CPC	CPZ	DDEC
REQUIRED FORMS	N/A	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	25	25	25	20 <i>Marty Chen + Co</i>	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	25	28	25	25	25
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	15	FT.L. 10	15	15	15
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	8	8	5	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	8	8	8	5	8
Total Points	100 pts					
Scoring Placement						

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:

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MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

81	79	81	70	76
3 ^T		3 ^T		
9105				

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Engineering & Planning**

EVALUATION GROUP: **D-2**

Evaluation Rating Sheet:
 Evaluators Name: _____
 Date of Evaluation: _____

Special

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	FTC	KESHAVARZ	KIMLEY-HORN	REG
REQUIRED FORMS	N/A	2	1	2	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	28	ADP Recd info 20	28 ?	28	fresh 23
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	28	10	20 see	23	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	18	15	15	15	
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	8	8	8	
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	8	5	8	8	
Total Points	100 pts					
Scoring Placement						

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:

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MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

92	58	(74?)	84	
1			2	

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Architectural**

Evaluation Rating Sheet: Karen Galanke

EVALUATION GROUP: **E-1**

Evaluators Name: _____

Date of Evaluation: _____

CATEGORY DESCRIPTION	SCORING WEIGHT	CPZ	DDEC	ENGUENITY
REQUIRED FORMS	N/A	1	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	Subs for 10 of 11 for May 20	Chris Campbell w/Exp Miami 120	REG 28
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	no resume LinkedIn 10	28
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	Became 8 Tampa 12	10	17
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	5	8	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	8	7.5	8
Total Points	100 pts			
Scoring Placement				

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

MANNER OF SERVICE LEGEND:

- FIRM EMPLOYEES
- FIRM EMPLOYEES AND SUB-CONT
- SUB-CONTRACTOR

65	53	91
		2

Arch: CPZ - WPB, but historic in TAMPA

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Architectural

Evaluation Rating Sheet:

EVALUATION GROUP:

E-2

Evaluators Name: _____

Date of Evaluation: _____

CATEGORY DESCRIPTION	SCORING WEIGHT	KIMLEY-HORN	REG	SONG	WEST
REQUIRED FORMS	N/A	3	1	1	1
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	Sub Sec 25	Arch 28	20 no hist.	25
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	25	28	20	25
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	15	18	15	18
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8 KH	10	5	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	6	8	5	5
Total Points	100 pts				
Scoring Placement					

only discipline
- historic
Landscape
design build

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

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MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

79	92	65	81
4	1		3

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Electrical, SCADA, and GIS

Evaluation Rating Sheet:

Karen Galante

EVALUATION GROUP:

F-1

Evaluators Name:

Date of Evaluation:

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CPZ	DDEC	ENGENUITY
REQUIRED FORMS	N/A	2	3	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	25	20	no resume just a name 20	GIS + other-Smith 28
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	25	25	? 10	28
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	15	12	15	18
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	5	5	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	8	5	8
Total Points	100 pts				
Scoring Placement					

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:
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MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

83	70	55	92
3			1

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Electrical, SCADA, and GIS**

Evaluation Rating Sheet:
 Evaluators Name: _____
 Date of Evaluation: _____

EVALUATION GROUP: **F-2**

CATEGORY DESCRIPTION	SCORING WEIGHT	FTC	KESHAVARZ	KIMLEY-HORN	REG
REQUIRED FORMS	N/A	1	2	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	mostly GIS 15	Smith 25	28	25
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	10	28	no info. 20	25
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	10	15	15	15
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	8	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	5	8	8	8
Total Points	100 pts				
Scoring Placement					

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

49	84	79	81
	2		4

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: Environmental Planning

Evaluation Rating Sheet: Karen Golak

Evaluators Name: Karen Golak

Date of Evaluation: _____

EVALUATION GROUP: G

CATEGORY DESCRIPTION	SCORING WEIGHT	CPZ	DDEC	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	3	3	1	3	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. • Proposals and experience of firm with similar projects, including subconsultants. • Include examples past projects that compare with the Town's CIP 2016-2020 • Availability of qualified personnel. • Provide an organization chart for the Respondent's firm and subconsultants. • Quality control systems and procedures. • Past performance records in support of municipalities or other government agencies, including the Town. • List any FDOT prequalification of consultant or proposed subconsultants. • Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. • Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. • The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town.	30 pts	20 <i>Tenagan</i>	20 <i>just 2 hams</i>	28	28 <i>Langan</i>	28	23 <i>UES</i>
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN • Proposals, education, and experience of "core team" staff and team leader. • List the employees and their titles. • Include a one (1) page resumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. • Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. • Demonstrated environment for good "core team" communication.	30 pts	28	20 <i>no info</i>	20 <i>unclear</i>	25	20 <i>no info</i>	28
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: • The location of the Respondent's principal office and any other office • Approach to maintaining good communication.	20 pts	15	10	18	15 <i>location</i>	15	15
AVAILABILITY/SCHEDULING CAPACITY: • Available resources to meet project deadline and budget requirements. • Recent, current, and projected workload(s) of the firm.	10 pts	5	8	10	8	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: • Understanding of Town's government process. • Understanding of Town's engineering/technical capability. • Understanding of current Town development activity and capital program. • Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. • Previous direct work for the Town	10 pts	8	8	8	8	8	8
Total Points	100 pts						
Scoring Placement							

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

** missing info.*

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

76	66	84	84	79	82
		83 te	84	9	3

CTA = Craven-Thompson JASRE

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: Landscape Architecture and Irrigation Design				
RFQ # 113-2023		EVALUATION GROUP: H-1				
Evaluation Rating Sheet: <u>Karen Golonka</u>						
Evaluators Name: <u>Karen Golonka</u>						
Date of Evaluation: _____						
CATEGORY DESCRIPTION	SCORING WEIGHT	CGA	COTLEUR & HEARING	CPC	CPZ	DDEC
MANNER OF SERVICE	N/A	2	1	3	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts		28 ? org chart etc?	10 12/2023 12/2023	Chon Moore 20	Scott Reavie PLA CTA Ft. Lauderdale 20 85-65
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts		28 ?		28	undec ?25
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts		18		15	Ft. Lauderdale 10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts		8		5	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts		8		8	8
Total Points	100 pts					
Scoring Placement						

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:
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MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

80	96		7.6	71
	①			

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Landscape Architecture and Irrigation Design**

Evaluation Rating Sheet:
 EVALUATION GROUP: **H-2**

Evaluators Name: _____
 Date of Evaluation: _____

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	JMORTON	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	3	1	3	1	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	J morton 25	25	GHO 25		GHO 25
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	23	25	25		25
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	18?	20	18		18
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	8	8		8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	8	8	8		8
Total Points	100 pts					
Scoring Placement						

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:
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MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

82	86	84	86	84
	? (2)	(3)	(2)	(3)
			↑	

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Land Surveying and Mapping**

Evaluation Rating Sheet: Karen Golonka

EVALUATION GROUP: **I-1**

Evaluators Name: _____

Date of Evaluation: _____

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CGA	CPC	CPZ	DDEC
MANNER OF SERVICE	N/A	3	1	1	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	Sub ✓	✓	✓ 25	20	✓
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts			25	25	
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts			15	12	
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts			8	5	
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts			8	8	
Total Points	100 pts					
Scoring Placement						

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:
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MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

80-87 83	80	79	70	
(2)	(3)	1		

65
10

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Land Surveying and Mapping**

Evaluation Rating Sheet:
 Evaluators Name: _____
 Date of Evaluation: _____

EVALUATION GROUP: **I-2**

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	1	2	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	✓ ↓	✓ ↓		Kashan ✓
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts				
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts				
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts				
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts				
Total Points	100 pts				
Scoring Placement					

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

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MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

92	71	79	71
①			

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: Mechanical Engineering					
RFQ # 113-2023		EVALUATION GROUP: J					
Evaluation Rating Sheet:							
Evaluators Name: _____							
Date of Evaluation: _____							
CATEGORY DESCRIPTION	SCORING WEIGHT	CPZ	DDEC	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	3	3	3	3	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	OC 1 WPB + Oth 20	See	Smith 25	Smith 25	28	SGM FF. 25
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	25		25	25	25	25
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	12	15	18	15	15	15
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	5	8	8	8	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	8	8	8	8	8	SGMP. 8
Total Points	100 pts						
Scoring Placement							

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:
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MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

70	84	81	84	81
	(2)	(3)	2 (CIP) 3 (1)	3

Not just site planning
 Sec. Comp. Plan
 ordinances
 3 fields

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: Urban Planning				
RFQ # 113-2023		EVALUATION GROUP: K-1				
Evaluation Rating Sheet: <u>Karen Galenka</u>						
Evaluators Name: _____						
Date of Evaluation: _____						
CATEGORY DESCRIPTION	SCORING WEIGHT	CGA	CPC	CPZ	DDEC	ENGENUITY
MANNER OF SERVICE	N/A	1	3	3	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	Mostly Brown	J. Morton no review review her direct opp. 20	checked but not on KOURBAN related Chen more for L.A. traffic CITR 20	NUE & DDEC TRANSP. Planning only 20	? 20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts		20	10	25	only HAYS - see 5 next 20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts		Sub 15	15	15	16
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts		5	5	8	5
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts		5	8	8	8
Total Points	100 pts					
Scoring Placement						

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

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MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

80?	65	58	76	69
?	1		3	5

* no one lists
Special Studies
major C.P. rewrites etc.
most more side plan related

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: Urban Planning			
RFQ # 113-2023		EVALUATION GROUP: K-2			
Evaluation Rating Sheet:					
Evaluators Name: _____					
Date of Evaluation: _____					
CATEGORY DESCRIPTION	SCORING WEIGHT	JMORTON	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	1	3	1	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	20	GHD — 20	TRANS PLANN 28	GHD — 20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	15 20	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	18	15	15	15
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	5	8	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	5	8	8	8
Total Points	100/pts				
Scoring Placement					

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:
Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

68	71	79	71
		2	4

Full load but would shift from private to town *

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: Civil/Road Design

Evaluation Rating Sheet:
Evaluators Name: Jason Tenney
Date of Evaluation: 11/4/23

EVALUATION GROUP: A-1

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	BETA JONES	CGA	CPC	CPZ	DDEC
MANNER OF SERVICE	N/A	1	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. • Proposals and experience of firm with similar projects, including subconsultants. • Include examples past projects that compare with the Town's CIP 2016-2020 • Availability of qualified personnel. • Provide an organization chart for the Respondent's firm and subconsultants. • Quality control systems and procedures. • Past performance records in support of municipalities or other government agencies, including the Town. • List any FDOT prequalification of consultant or proposed subconsultants. • Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. • Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. • The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town.	30 pts	03 03 03 03 1 03 03 03 03 03 03 28	03 03 02 03 03 03 03 01 03 03 27	03 03 03 02 02 03 03 03 00 25	03 03 03 03 03 03 03 03 03 29	03 02 02 02 02 03 03 03 26	03 02 02 03 03 03 03 00 26
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN • Proposals, education, and experience of "core team" staff and team leader. • List the employees and their titles. • Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. • Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. • Demonstrated environment for good "core team" communication.	30 pts	06 06 06 06 06 30	04 05 05 06 05 25	06 06 06 05 29	06 06 06 06 30	06 06 06 06 03 27	06 05 06 06 06 29
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: • The location of the Respondent's principal office and any other office • Approach to maintaining good communication.	20 pts	010 010 20	9 8 17	09 09 18	010 09 19	09 08 17	09 09 18
AVAILABILITY/SCHEDULING CAPACITY: • Available resources to meet project deadline and budget requirements. • Recent, current, and projected workload(s) of the firm.	10 pts	04 05 9	4 5 9	04 04 8	04 03 7	04 04 8	04 04 8
KNOWLEDGE/UNDERSTANDING OF TOWN: • Understanding of Town's government process. • Understanding of Town's engineering/technical capability. • Understanding of current Town development activity and capital program. • Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. • Previous direct work for the Town	10 pts	02 02 02 02 02 10	01 01 00 00 3	02 02 02 02 02 10	02 02 02 02 02 9	02 01 02 00 02 7	02 02 02 02 02 19
Total Points	100 pts	97	81	90	94	85	90
Scoring Placement		1	5	3	2	4	3

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS RFQ # 113-2023		PROFESSIONAL DISCIPLINE: Civil/Road Design	
Evaluation Rating Sheet: Evaluators Name: <u>Jason Tenney</u>		EVALUATION GROUP: A-2	
Date of Evaluation: <u>11/4/23</u>			

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG	WRMA
REQUIRED FORMS	N/A	1	1	2	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	03 01 03 03 02 03 02 03 03 03 26	03 03 03 03 03 02 03 03 03 03 29	03 03 03 03 03 03 03 03 03 03 28	03 03 03 03 03 03 03 03 03 03 27	01 03 02 03 02 03 02 03 03 03 25
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	04 06 06 06 06 04 26	06 06 06 06 06 04 28	06 06 06 06 06 06 30	03 06 06 06 06 03 24	06 06 06 06 06 03 27
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	10 09 19	10 10 20	10 10 20	09 07 16	09 07 16
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	09/14 09/18 10	05 05/10 10	05 05/10 10	03 03/6 6	03 05/8 8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	02 02 02 02 02 10	01 01 01 02 02 5	02 02 02 02 02 10	02 02 02 02 02 10	02 02 02 02 02 8
Total Points	100 pts	89	92	98	83	84
Scoring Placement		3	2	1	5	4

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

- MANNER OF SERVICE LEGEND:**
- 1. FIRM EMPLOYEES
 - 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 - 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
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REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: Stormwater

Evaluation Rating Sheet
Evaluators Name: Jason Tenney
Date of Evaluation: 11/14/23

EVALUATION GROUP: B-1

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	BETA JONES	CGA	CPC	CPZ	DDEC
REQUIRED FORMS	N/A	1	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel, Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	28	27	25	29	25	26
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	30	25	29	30	27	29
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	17	18	19	17	18
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	9	9	8	7	18	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	3	10	9	7	9
Total Points	100 pts	97	85	90	94	84	90
Scoring Placement		1	5	3	2	4	3

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points).
 Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
RFQ # 113-2023

Evaluation Rating Sheet:
Evaluators Name: Jason Tenney
Date of Evaluation: 4/4/23

PROFESSIONAL DISCIPLINE: Stormwater
EVALUATION GROUP: B-2

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG	WRMA
REQUIRED FORMS	N/A	1	1	2	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	26	29	26	27	27
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	26	28	30 28	24	27
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	19	20	20	16	18
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	10	9	6	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	5	10	10	8
Total Points	100 pts	89	92	93	83	88
Scoring Placement		3	2	1	5	4

Instructions to Evaluation Team:
Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Transportation (Traffic Engineering)

Evaluation Rating Sheet:

Evaluators Name:

Jason Tenney

EVALUATION GROUP:

C-1

Date of Evaluation:

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CGA	CPC	CPZ	DDEC
REQUIRED FORMS	N/A	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	28	25	29	26	26
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	30	29	30	27	29
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	18	19	17	18
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	9	8	7	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	10	9	7	9
Total Points	100 pts	97	90	94	85	90
Scoring Placement		1	3	2	4	3

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Transportation (Traffic Engineering)

Evaluation Rating Sheet

Evaluators Name: Jason Tenney

EVALUATION GROUP:

C-2

Date of Evaluation: _____

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	O'ROURKE	REG
REQUIRED FORMS	N/A	2	3	2	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	26	29	26	03 03 03 03 03 03 03 03 03 03 02 /29	27
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	26	28	28	06 06 06 06 04 /28	24
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	19	20	20	010 010 /20	16
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	10	19	05 04 /19	6
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	5	10	02 02 02 02 02 02 /10	10
Total Points	100 pts	81	92	93	96	83
Scoring Placement		4	3	2	1	5

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: Engineering & Planning

Evaluation Rating Sheet:
Evaluators Name: Jason Tenney
Date of Evaluation: 11/4/23

EVALUATION GROUP: D-1

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CGA	CPC	CPZ	DDEC
REQUIRED FORMS	N/A	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	28	25	29	26	26
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	30	29	30	27	29
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	18	19	17	18
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	9	8	7	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	10	9	7	9
Total Points	100 pts	97	90	94	85	90
Scoring Placement		1	3	2	4	3

Instructions to Evaluation Team:
Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: Engineering & Planning

Evaluation Rating Sheet
Evaluators Name: Jason Tenney
Date of Evaluation: _____

EVALUATION GROUP: D-2

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	FTC	KESHAVARZ	KIMLEY-HORN	REG
REQUIRED FORMS	N/A	2	1	2	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	26	<ul style="list-style-type: none"> 3 3 3 3 3 3 0 3 3 2 <hr/> 26	29	27	27
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	26	<ul style="list-style-type: none"> 2 6 6 6 2 <hr/> 22	28	28	24
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	19	<ul style="list-style-type: none"> 10 5 <hr/> 15	20	20	16
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	<ul style="list-style-type: none"> 4 4 <hr/> 8	10	9	6
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	<ul style="list-style-type: none"> 1 1 1 2 0 <hr/> 5	5	10	10
Total Points	100 pts	89	76	92	94	83
Scoring Placement		3	5	2	1	4

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: Architectural		
RFQ # 113-2023		EVALUATION GROUP: E-1		
Evaluation Rating Sheet:				
Evaluators Name: <u>Jason Tenney</u>				
Date of Evaluation: _____				
CATEGORY DESCRIPTION	SCORING WEIGHT	CPZ	DDEC	ENGENUITY
REQUIRED FORMS	N/A	1	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS: <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	27	26	26
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	27	29	26
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	17	18	19
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	7	9	10
Total Points	100 pts	86	90	89
Scoring Placement		3	1	2

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONT
3. SUB-CONTRACTOR

REQUEST FOR PROPOSALS RFQ # 113-2023		PROFESSIONAL DISCIPLINE: Architectural			
Evaluation Rating Sheet: Evaluators Name: <u>Jason Tenney</u>		EVALUATION GROUP: E-2			
Date of Evaluation: _____					
CATEGORY DESCRIPTION	SCORING WEIGHT	KIMLEY-HORN	REG	SONG	WEST
REQUIRED FORMS	N/A	3	1	1	1
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	25	27	3 2 3 3 3 3 3 3 1 3 3 27	3 3 2 3 2 3 0 3 3 3 25
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	28	24	3 6 6 6 4 25	4 4 6 6 3 23
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	19	18	10 8 18	10 8 18
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	9	8	10 10/10	4 18
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	10	2 2 2 2 0 8	2 2 2 2 1 9
Total Points	100 pts	91	87	88	83
Scoring Placement		1	3	2	4

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS RFQ # 113-2023		PROFESSIONAL DISCIPLINE: Electrical, SCADA, and GIS			
Evaluation Rating Sheet		EVALUATION GROUP: F-1			
Evaluators Name: <u>Jason Tenney</u>					
Date of Evaluation: <u>11/4/23</u>					
CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CPZ	DDEC	ENGENUITY
REQUIRED FORMS	N/A	2	3	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	3 3 3 2 1 3 3 3 3 3 27	26	26	26
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	30	27	29	26
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	17	18	19
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	8	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	7	9	10
Total Points	100 pts	97	85	90	89
Scoring Placement		1	4	2	3

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: Electrical, SCADA, and GIS

EVALUATION GROUP: F-2

Evaluation Rating Sheet:
Evaluators Name: Jason Tenney
Date of Evaluation: _____

CATEGORY DESCRIPTION	SCORING WEIGHT	FTC	KESHAVARZ	KIMLEY-HORN	REG
REQUIRED FORMS	N/A	1	2	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	26	29	25	27
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	22	28	28	24
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	15	20	19	16
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	10	9	6
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	5	5	10	10
Total Points	100 pts	76	92	91	83
Scoring Placement		4	1	2	3

Instructions to Evaluation Team:
Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:
1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: Environmental Planning

Evaluation Rating Sheet
Evaluators Name: Jason Tenney
Date of Evaluation: _____

EVALUATION GROUP: G

CATEGORY DESCRIPTION	SCORING WEIGHT	CPZ	DDEC	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	3	3	1	3	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS: <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	26	26	26	26	28	27
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	27	29	26	26	30	24
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	17	18	19	17	20	16
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	8	8	8	10	6
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	7	9	10	5	10	10
Total Points	100 pts	85	90	89	82	98	83
Scoring Placement		4	2	3	6	1	5

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: Landscape Architecture and Irrigation Design

Evaluation Rating Sheet:
Evaluators Name: Jason Tenney
Date of Evaluation: _____

EVALUATION GROUP: H-1

CATEGORY DESCRIPTION	SCORING WEIGHT	CGA	COTLEUR & HEARING	CPC	CPZ	DDEC
MANNER OF SERVICE	N/A	2	1	3	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	25	2 2 2 2 0 3 3 3 3 2 <hr/> 22	29	26	26
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	29	3 3 6 6 0 <hr/> 18	30	27	29
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	18	10 0 <hr/> 10	19	17	18
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	2 / 4 2	7	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	0 0 0 0 0	9	7	9
Total Points	100 pts	90	54	94	85	90
Scoring Placement		2	4	1	3	2

Instructions to Evaluation Team:
Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Landscape Architecture and Irrigation Design

Evaluation Rating Sheet:

Evaluators Name: Jason Tenney

EVALUATION GROUP:

H-2

Date of Evaluation: _____

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	JMORTON	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	3	1	3	1	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	26	27	26	28	27
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	26	30	26	30	24
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	19	17	17	20	16
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	8	8	10	6
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	5	5	10	10
Total Points	100 pts	84	97	82	98	83
Scoring Placement		3	2	5	1	4

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Land Surveying and Mapping

Evaluation Rating Sheet:

Evaluators Name:

Jason Tennay

EVALUATION GROUP:

I-1

Date of Evaluation:

11/14/23

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CGA	CPC	CPZ	DDEC
MANNER OF SERVICE	N/A	3	1	1	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	2 1 2 24	25	29	26	26
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	28	29	30	27	29
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	18	19	17	18
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	9	8	7	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	10	9	7	9
Total Points	100 pts	91	90	94	85	90
Scoring Placement		2	3	1	4	3

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: Land Surveying and Mapping

Evaluation Rating Sheet: Jason Tenney

Evaluators Name: Jason Tenney

EVALUATION GROUP: I-2

Date of Evaluation: _____

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	1	2	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	26	29	25	27
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	26	28	26	24
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	19	20	18	16
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	10	9	6
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	5	10	10
Total Points	100 pts	89	92	88	83
Scoring Placement		2	1	3	4

Instructions to Evaluation Team:
Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: Mechanical Engineering

Evaluation Rating Sheet: Jason Tenney

Evaluators Name: _____

Date of Evaluation: _____

EVALUATION GROUP: J

CATEGORY DESCRIPTION	SCORING WEIGHT	CPZ	DDEC	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	3	3	3	3	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS: <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	26	26	26	26	28	27
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	27	29	26	26	25	24
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	17	18	19	17	20	16
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	8	8	8	9	6
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	7	9	10	5	10	10
Total Points	100 pts	85	90	89	82	92	83
Scoring Placement		4	2	3	6	1	5

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

Instructions to Evaluation Team:
Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:
Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
RFQ # 113-2023

Evaluation Rating Sheet: Jasca Tenney
Evaluators Name: _____
Date of Evaluation: _____

PROFESSIONAL DISCIPLINE: Urban Planning
EVALUATION GROUP: K-1

CATEGORY DESCRIPTION	SCORING WEIGHT	CGA	CPC	CPZ	DDEC	ENGENUITY
MANNER OF SERVICE	N/A	1	3	3	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	25	29	26	26	26
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	29	30	27	29	26
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	18	19	17	18	19
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	8	7	8	8	8
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	9	7	9	10
Total Points	100 pts	90	94	85	90	89
Scoring Placement		2	3	4	2	3

Instructions to Evaluation Team:
Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points).
Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

- MANNER OF SERVICE LEGEND:**
- 1. FIRM EMPLOYEES
 - 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 - 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: Urban Planning			
RFQ # 113-2023		EVALUATION GROUP: K-2			
Evaluation Rating Sheet: <u>Jason Tenney</u>					
Evaluators Name: _____					
Date of Evaluation: _____					
CATEGORY DESCRIPTION	SCORING WEIGHT	JMORTON	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	1	3	1	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. • Proposals and experience of firm with similar projects, including subconsultants. • Include examples past projects that compare with the Town's CIP 2016-2020 • Availability of qualified personnel. • Provide an organization chart for the Respondent's firm and subconsultants. • Quality control systems and procedures. • Past performance records in support of municipalities or other government agencies, including the Town. • List any FDOT prequalification of consultant or proposed subconsultants. • Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. • Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. • The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town.	30 pts	• 3 • 3 • 3 • 3 • 3 • 3 • 3 • 0 • 3 • 3 • 3 / 27	26	28	27
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN • Proposals, education, and experience of "core team" staff and team leader. • List the employees and their titles. • Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. • Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. • Demonstrated environment for good "core team" communication.	30 pts	• 6 • 6 • 6 • 6 • 6 /30	26	30	24
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: • The location of the Respondent's principal office and any other office. • Approach to maintaining good communication.	20 pts	• 10 • 10 /20	17	20	18
AVAILABILITY/SCHEDULING CAPACITY: • Available resources to meet project deadline and budget requirements. • Recent, current, and projected workload(s) of the firm.	10 pts	• 5 • 5 /10	8	10	8
KNOWLEDGE/UNDERSTANDING OF TOWN: • Understanding of Town's government process. • Understanding of Town's engineering/technical capability. • Understanding of current Town development activity and capital program. • Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. • Previous direct work for the Town	10 pts	• 2 • 2 • 2 • 2 • 2 /10	5	10	10
Total Points	100 pts	97	82	98	87
Scoring Placement		2	4	1	3

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- FIRM EMPLOYEES
- FIRM EMPLOYEES AND SUB-CONTRACTOR
- SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Urban Planning

Evaluation Rating Sheet:

EVALUATION GROUP:

K-1

Evaluators Name:

John Wille

Date of Evaluation:

11.8.2023

S S S S

CATEGORY DESCRIPTION	SCORING WEIGHT	CGA	CPC	CPZ	DDEC	ENGENUITY
MANNER OF SERVICE	N/A	1	3	3	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	25	20	15	20	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	25	20	15	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	10	15	15	15	15
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	5	5	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	10	5	10	10
Total Points	100 pts	80	75	55	70	75
Scoring Placement		2				

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
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REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE:		Urban Planning	
RFQ # 113-2023		EVALUATION GROUP:		K-2	
Evaluation Rating Sheet:					
Evaluators Name: <u>John Wille</u>					
Date of Evaluation: <u>11.9.2023</u>					
CATEGORY DESCRIPTION	SCORING WEIGHT	JMORTON	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	1	3	1	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	25	20	20	15
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	25	20	20	15
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	15	10	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	5	5	5
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	5	5	5
Total Points	100 pts	90	65	60	50
Scoring Placement		1			

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
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REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Mechanical Engineering

Evaluation Rating Sheet:

EVALUATION GROUP:

Evaluators Name:

JOHN WILLE

Date of Evaluation:

11.8.2023

CATEGORY DESCRIPTION	SCORING WEIGHT	CPZ	DDEC	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	3	3	3	3	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS: <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	25	20	25	20	25	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	15	15	20	15	25	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	15	15	10	10	15	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	5	5	5	5	10	5
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	5	5	5	5	10	5
Total Points	100 pts	65	60	65	55	85	60
Scoring Placement		3		2		1	

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- FIRM EMPLOYEES
- FIRM EMPLOYEES AND SUB-CONTRACTOR
- SUB-CONTRACTOR

RFP Submittal Packages can be found at:

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REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Land Surveying and Mapping

Evaluation Rating Sheet:

EVALUATION GROUP:

I-1

Evaluators Name:

John Hille

Date of Evaluation:

11.8.2023

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CGA	CPC	CPZ	DDEC
MANNER OF SERVICE	N/A	3	1	1	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	NO NOTE	25	25	NO NOTE	NO NOTE
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts		25	25		
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts		25	25		
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts		5	5		
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts		10	5		
Total Points	100 pts		85	80		
Scoring Placement			3	4		

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
RFQ # 113-2023

Evaluation Rating Sheet:
 Evaluators Name: John Wille
 Date of Evaluation: 11.8.2023

PROFESSIONAL DISCIPLINE: Land Surveying and Mapping
 EVALUATION GROUP: I-2

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	1	2	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	25	30		No RATE
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	25	25		
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	20		
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	5	5		
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	5		
Total Points	100 pts	85	85		
Scoring Placement		2	1		

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Landscape Architecture and Irrigation Design

Evaluation Rating Sheet:

EVALUATION GROUP:

H-1

Evaluators Name: John Wille

Date of Evaluation: 11.8.2023

CATEGORY DESCRIPTION	SCORING WEIGHT	CGA	COTLEUR & HEARING	CPC	CPZ	DDEC
MANNER OF SERVICE	N/A	2	1	3	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	2	2			
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	2	2			
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	1	1			
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	1	1			
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	1	1			
Total Points	100 pts	80	85			
Scoring Placement		3	2			

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Landscape Architecture and Irrigation Design

Evaluation Rating Sheet:

EVALUATION GROUP:

H-2

Evaluators Name: John Wille

Date of Evaluation: 11.9.2023

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	JMORTON	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	3	1	3	1	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	<u>NO RATE</u>	<u>2</u>	<u>NO RATE</u>	<u>20</u>	<u>NO RATE</u>
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts		<u>2</u>		<u>25</u>	
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts		<u>15</u>		<u>15</u>	
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts		<u>10</u>		<u>10</u>	
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts		<u>10</u>		<u>10</u>	
Total Points	100 pts		<u>85</u>		<u>75</u>	
Scoring Placement			<u>1</u>		<u>A</u>	

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Environmental Planning

Evaluation Rating Sheet:

EVALUATION GROUP:

G

Evaluators Name:

John Wille

Date of Evaluation:

11.8.2023

CATEGORY DESCRIPTION	SCORING WEIGHT	CPZ	DDEC	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG
MANNER OF SERVICE	N/A	3	3	1	3	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	NO	NO	25	20	28	NO
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts			25	20	25	
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts			15	10	20	
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts			10	10	15	
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts			10	10	10	
Total Points	100 pts			85	70	93	
Scoring Placement				2	3	1	

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE:		Electrical, SCADA, and GIS	
RFQ # 113-2023		EVALUATION GROUP:		F-1	
Evaluation Rating Sheet:		Evaluators Name: <u>John Wille</u>		Date of Evaluation: <u>11.8.2023</u>	
Evaluators Name:		Date of Evaluation:			
CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CPZ	DDEC	ENGENUITY
REQUIRED FORMS	N/A	2	3	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	26	NO	25	25
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	24		25	25
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	15		11	12
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	7		7	7
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	7		7	7
Total Points	100 pts	81	—	15	26
Scoring Placement		2		6	5

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: Electrical, SCADA, and GIS			
RFQ # 113-2023		EVALUATION GROUP: F-2			
Evaluation Rating Sheet:					
Evaluators Name: <u>John Wille</u>					
Date of Evaluation: <u>11-3-2023</u>					
CATEGORY DESCRIPTION	SCORING WEIGHT	FTC	KESHAVARZ	KIMLEY-HORN	REG
REQUIRED FORMS	N/A	1	2	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	27	26	25	NO
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	24	23	25	
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	16	15	15	
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	9	9	7	
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	9	9	7	
Total Points	100 pts	87	80	78	✓
Scoring Placement		1	3	4	

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: <u>Architectural</u>			
RFQ # 113-2023		EVALUATION GROUP: <u>E-2</u>			
Evaluation Rating Sheet:					
Evaluators Name: <u>1/rd</u>					
Date of Evaluation: <u>11.8.2023</u>					
CATEGORY DESCRIPTION	SCORING WEIGHT	KIMLEY-HORN	REG	SONG	WEST
REQUIRED FORMS	N/A	3	1	1	1
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	25	20	25	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	25	25	25	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	15	18	15	10
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	25	5
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	10	10	5
Total Points	100 pts	85	91	80	60
Scoring Placement		3	1		

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
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REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: Architectural		
RFQ # 113-2023		EVALUATION GROUP: E-1		
Evaluation Rating Sheet:				
Evaluators Name: JW				
Date of Evaluation: 11.8.2023				
CATEGORY DESCRIPTION	SCORING WEIGHT	CPZ	DDEC	ENGENUITY
REQUIRED FORMS	N/A	1	3	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	25	15	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	25	20	20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	15	15	15
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	5	10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	5	10
Total Points	100 pts	85	60	75
Scoring Placement		2		

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONT
3. SUB-CONTRACTOR

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Engineering & Planning

Evaluation Rating Sheet:

Evaluators Name:

John W. Wille

EVALUATION GROUP:

D-1

Date of Evaluation:

11.8.2023

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CGA	CPC	CPZ	DDEC
REQUIRED FORMS	N/A	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS: <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	21	27	23	NO	25
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	21	27	23		25
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	13	16		15
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10		10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	10	10		10
Total Points	100 pts	82	87	82		85
Scoring Placement		6	4	7		5

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS
RFQ # 113-2023

PROFESSIONAL DISCIPLINE: **Engineering & Planning**

Evaluation Rating Sheet:
 Evaluators Name: John Wille
 Date of Evaluation: 11.3.2023

EVALUATION GROUP: **D-2**

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	FTC	KESHAVARZ	KIMLEY-HORN	REG
REQUIRED FORMS	N/A	2	1	2	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	20	25	27	25	NO
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	25	27	25	
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	14	10	20	
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	8	10	10	
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	8	10	10	
Total Points	100 pts	96	90	92	90	/
Scoring Placement		1	3	2	3	

Instructions to Evaluation Team:
 Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:
 1. FIRM EMPLOYEES
 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
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REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Transportation (Traffic Engineering)

Evaluation Rating Sheet:

Evaluators Name:

John White

EVALUATION GROUP:

C-1

Date of Evaluation:

11.8.2023

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	CGA	CPC	CPZ	DDEC
REQUIRED FORMS	N/A	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	25 25	25	25	NO	21
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	25	25	25		26
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	10	10	10		12
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10		10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	10	10		10
Total Points	100 pts	80	30	80		85
Scoring Placement		3	3	3		2

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS						
RFQ # 113-2023	PROFESSIONAL DISCIPLINE:		Transportation (Traffic Engineering)			
Evaluation Rating Sheet:	EVALUATORS NAME: <u>John Wille</u>		EVALUATION GROUP:		C-2	
Date of Evaluation:	<u>11.3.2023</u>					
CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	O'ROURKE	REG
REQUIRED FORMS	N/A	2	3	2	2	3
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	25	25	25	20	No -
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page resumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	25	25	25	20	
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	10	10	10	12	
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10	
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	10	10	10	
Total Points	100 pts	80	80	80	80	
Scoring Placement		3	3	3	1	

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Stormwater

Evaluation Rating Sheet:

Evaluators Name:

John Wille

EVALUATION GROUP:

B-1

Date of Evaluation:

11.8.2023

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	BETA JONES	CGA	CPC	CPZ	DDEC
REQUIRED FORMS	N/A	1	1	2	1	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	27	22	22	25	NO	
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	25	20	20	25		
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	10	12	18		
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	9	8	10		
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	8	8	10		
Total Points	100 pts	92	68	70	83		9
Scoring Placement		2	3	1	3		

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

1. FIRM EMPLOYEES
2. FIRM EMPLOYEES AND SUB-CONTRACTOR
3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

C:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS		PROFESSIONAL DISCIPLINE: Stormwater				
RFQ # 113-2023		EVALUATION GROUP: B-2				
Evaluation Rating Sheet:						
Evaluators Name: <u>John W. Wille</u>						
Date of Evaluation: <u>11-8-2023</u>						
CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG	WRMA
REQUIRED FORMS	N/A	1	1	2	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	24	25	25	NO	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	24	25	25		20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	12	15	13		20
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10		10
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	10	10		10
Total Points	100 pts	80	85	83		97
Scoring Placement		6	7	5		1

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:
 Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Civil/Road Design

Evaluation Rating Sheet:

EVALUATION GROUP:

A-1

Evaluators Name:

John Wille

Date of Evaluation:

11-8-2023

CATEGORY DESCRIPTION	SCORING WEIGHT	BAXTER & WOODMAN	BETA JONES	CGA	CPC	CPZ	DDEC
MANNER OF SERVICE	N/A	1	1	2	1	3	2
<p>PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS.</p> <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	21	22	27	22	20	25
<p>PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN</p> <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	21	22	27	22		25
<p>MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS:</p> <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	16	13	16		15
<p>AVAILABILITY/SCHEDULING CAPACITY:</p> <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10	10		10
<p>KNOWLEDGE/UNDERSTANDING OF TOWN:</p> <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	10	10	10		10
Total Points	100 pts	6	7	4	8	—	5
Scoring Placement		82	80	87	80	—	85

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- FIRM EMPLOYEES
- FIRM EMPLOYEES AND SUB-CONTRACTOR
- SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

REQUEST FOR PROPOSALS

RFQ # 113-2023

PROFESSIONAL DISCIPLINE:

Civil/Road Design

Evaluation Rating Sheet:

EVALUATION GROUP:

A-2

Evaluators Name: John Wille

Date of Evaluation: 11.8.2023

CATEGORY DESCRIPTION	SCORING WEIGHT	ENGENUITY	KESHAVARZ	KIMLEY-HORN	REG	WRMA
REQUIRED FORMS	N/A	1	1	2	3	2
PROPOSALS AND EXPERIENCE OF RESPONDENT'S FIRM AND SUB-CONSULTANTS. <ul style="list-style-type: none"> Proposals and experience of firm with similar projects, including subconsultants. Include examples past projects that compare with the Town's CIP 2016-2020 Availability of qualified personnel. Provide an organization chart for the Respondent's firm and subconsultants. Quality control systems and procedures. Past performance records in support of municipalities or other government agencies, including the Town. List any FDOT prequalification of consultant or proposed subconsultants. Provide three (3) current customers/references to which the firm is providing or has provided similar services, provide agency name, Individual contact names, and phone numbers. Provide proof of current license, registration, or certification applicable to the scope of services to be provided herein. The firm shall provide a conflict-of-interest disclosure regarding any other work performed by the firm in the Town. 	30 pts	20	27	25	NO	20
PROPOSALS AND EXPERIENCE OF CONSULTANT'S EMPLOYEES ASSIGNED TO THE TOWN <ul style="list-style-type: none"> Proposals, education, and experience of "core team" staff and team leader. List the employees and their titles. Include a one (1) page résumé for employees and project managers. Résumés provided with the Proposal will be counted toward the page limit. Experience listed for each employee assigned to the Town shall cover relevant work performed within the last 15 years. Demonstrated environment for good "core team" communication. 	30 pts	20	27	25		20
MAINTAINING EFFECTIVE COMMUNICATION; LOCATION CONSIDERATIONS OF RESPONDENT FIRM'S CORE TEAM AND SUB-CONSULTANTS AND PLANS FOR MAINTAINING EFFECTIVE COMMUNICATION BETWEEN THE TOWN AND CONSULTANT AND SUB-CONSULTANTS: <ul style="list-style-type: none"> The location of the Respondent's principal office and any other office Approach to maintaining good communication. 	20 pts	20	18	20		15
AVAILABILITY/SCHEDULING CAPACITY: <ul style="list-style-type: none"> Available resources to meet project deadline and budget requirements. Recent, current, and projected workload(s) of the firm. 	10 pts	10	10	10		5
KNOWLEDGE/UNDERSTANDING OF TOWN: <ul style="list-style-type: none"> Understanding of Town's government process. Understanding of Town's engineering/technical capability. Understanding of current Town development activity and capital program. Familiarity with Tyler Technologies' EnerGov Enterprise Community Development Software Suite. Previous direct work for the Town 	10 pts	10	10	10		10
Total Points	100 pts	96	92	90	—	70
Scoring Placement		1	2	3		9

Instructions to Evaluation Team:

Examine the submitted qualification packages and provide scoring for each category (score cannot exceed allotted points). Identify the Scoring placement (1, 2 or 3) for each of the submitted packages based on the total score.

MANNER OF SERVICE LEGEND:

- 1. FIRM EMPLOYEES
- 2. FIRM EMPLOYEES AND SUB-CONTRACTOR
- 3. SUB-CONTRACTOR

RFP Submittal Packages can be found at:

Q:\Town Clerk\Bids\2023\113-2023 CONTINUING SERVICES - ARCHITECTURE, ENGINEERING (VARIOUS TYPES), LANDSCAPE ARCHITECTURE, SURVEY & MAPPING, PLANNING AND OTHER RELATED SERVICES\Submittals

Request for Proposals (RFP) 113-2023

Master Evaluation Sheet:

Evaluators Name: John Wille

Date of Evaluation: _____

Group	Discipline	Top Ranked Firm	Score	Second Top Ranked Firm	Score	Third Top Ranked Firm	Score
A	Civil Engineering and Roadway Design	Engmink	96	Kerhovan	92	Humley	90
B	Stormwater Engineering	BAW	96	WRMA	92	CPZ	88
C	Transportation (Traffic Engineering)	O'Rourke	88	DDEC	85	-	
D	Engineering and planning	Engmink	96	Kerhovan	92	Humley	90
E	Architectural, preferably with experience in historic	PEG	91	CPZ	85	Humley	85
F	Electrical, Supervisory Control and Data Acquisition	FTZ	85	BAW	81	Kerhovan	80
G	Environmental Planning and Studies	Humley	93	Engmink	85	Kerhovan	70
H	Landscape Architectural and Irrigation Design	Smarter	85	Antony King	85	CGA	80
I	Land Surveying and Mapping	Kerhovan	85	Engmink	85	CGA	80
J	Mechanical Engineering	Humley	85	Engmink	65	CPZ	65
K	Urban Planning	Smarter	90	CGA	80	CPZ	75

Master Evaluation Sheet:

Evaluators Name:

Santon
~~John Tenney~~

Date of Evaluation:

Group	Discipline	Top Ranked Firm	Score	Second Top Ranked Firm	Score	Third Top Ranked Firm	Score
A	Civil Engineering and Roadway Design	<i>Humbley/SM</i>	<i>98</i>	<i>B+W</i>	<i>97</i>	<i>CPZ</i>	<i>94</i>
B	Stormwater Engineering	<i>B+W</i>	<i>97</i>	<i>CPZ</i>	<i>94</i>	<i>Humbley</i>	<i>93</i>
C	Transportation (Traffic Engineering)	<i>B+W</i>	<i>97</i>	<i>O'Brien</i>	<i>96</i>	<i>CPZ</i>	<i>94</i>
D	Engineering and planning	<i>B+W</i>	<i>97</i>	<i>Humbley</i>	<i>94</i>	<i>CPZ</i>	<i>94</i>
E	Architectural, preferably with experience in historic	<i>Humbley</i>	<i>91</i>	<i>DDEC</i>	<i>90</i>	<i>Engenmity</i>	<i>89</i>
F	Electrical, Supervisory Control and Data Acquisition	<i>B+W</i>	<i>97</i>	<i>Heston</i>	<i>92</i>	<i>Humbley</i>	<i>91</i>
G	Environmental Planning and Studies	<i>Humbley</i>	<i>98</i>	<i>DDEC</i>	<i>90</i>	<i>Engenmity</i>	<i>89</i>
H	Landscape Architectural and Irrigation Design	<i>Humbley</i>	<i>98</i>	<i>Smarter</i>	<i>97</i>	<i>CPZ</i>	<i>94</i>
I	Land Surveying and Mapping	<i>CPZ</i>	<i>94</i>	<i>Heston</i>	<i>92</i>	<i>B+W</i>	<i>91</i>
J	Mechanical Engineering	<i>Humbley</i>	<i>92</i>	<i>DDEC</i>	<i>90</i>	<i>Engenmity</i>	<i>89</i>
K	Urban Planning	<i>Humbley</i>	<i>98</i>	<i>Smarter</i>	<i>97</i>	<i>CPZ</i>	<i>94</i>

Request for Proposals (RFP) 113-2023

Master Evaluation Sheet:

Evaluators Name: Karen Golonka

Date of Evaluation: _____

Group	Discipline	Top Ranked Firm	Score	Second Top Ranked Firm	Score	Third Top Ranked Firm	Score
A	Civil Engineering and Roadway Design	Engeninty	92	Thimbley/Horn	84	B+W	83
B	Stormwater Engineering	Engeninty	92	B+W	89	WRMA	87
C	Transportation (Traffic Engineering)	Engeninty	89	O'Rourke	87	DDEC	87
D	Engineering and planning	Engeninty	90	Thimbley	84	B+W	81
E	Architectural, preferably with experience in historic	REC	92	Engeninty	91	West	81
F	Electrical, Supervisory Control and Data Acquisition	Engeninty	92	Herbman	84	B+W	83
G	Environmental Planning and Studies	Herbman	84	Engeninty	83	REC	82
H	Landscape Architectural and Irrigation Design	Center	90	Smither	86	Thimbley/Horn	86
I	Land Surveying and Mapping	Engeninty	92	B+W	83	CGA	80
J	Mechanical Engineering	Thimbley	84	Engeninty	83	Herbman	81
K	Urban Planning	CGA	80	Thimbley	79	DDEC	76

Request for Proposals (RFP) 113-2023

Master Evaluation Sheet:

Evaluators Name: Jeff Duvall

Date of Evaluation: _____

Group	Discipline	Top Ranked Firm	Score	Second Top Ranked Firm	Score	Third Top Ranked Firm	Score
A	Civil Engineering and Roadway Design	B+Woodman	100	Engenmity	90	1 Humley/Henry	90
B	Stormwater Engineering	WRMA	90	B+W	90	Engenmity	80
C	Transportation (Traffic Engineering)	Engenmity	90	1 Humley	90	O'Rourke	85
D	Engineering and planning	B+W	95	Engenmity	90	CPZ	90
E	Architectural, preferably with experience in historic	CPZ	80	REG	80	Went	80
F	Electrical, Supervisory Control and Data Acquisition	B+W	80	FTL	75	1 Keshanony	75
G	Environmental Planning and Studies	1 Humley	90	Engenmity	85	REG	70
H	Landscape Architectural and Irrigation Design	Smerton	95	CGA	90	Center Hearing	90
I	Land Surveying and Mapping	Engenmity	95	CGA	90	1 Keshanony	80
J	Mechanical Engineering	1 Humley	90	Engenmity	80	CPZ	60
K	Urban Planning	CGA	90	Smerton	80	REG	80