Committee Ranking Summary for Engineering Services (RFP 22-019)

RFP: 22-019

On-Call Services: Engineering

Ranking Procedure:
A ranking of 1 received the highest points in the evaluation sheet. A ranking of 11 received the lowest points in the evaluation sheet.
The proposal with the lowest total points is ranked the highest overall.

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Reviewer	Kenneth Young	Jesus Sanchez	Gilbert Marquez	
Proposals	Ranking	Ranking	Ranking	Total
Albert A. Webb Associates	1	3	5	6
EXP US Services, Inc.	8	5	9	19
FEI Associates Consulting Engineers	1.1	11	11	33
GHD Inc.	9	8	7	24
IDS Group Inc.	2	7	T	10
John M. Cruikshank Consultants	5	6	4	18
Kimley Horn and Associates Inc.	7	4	10	21
KOA Corporation	3	2	2	7
Michael Baker International	10	1	6	20
Pac Rim Engineering Inc.	9	10	8	24
Tait and Associates	4	9	ε	13

Final Selection:

1. KOA Corporation

2. IDS Group Inc.

3. Albert A. Webb Associates 4. Tait and Associates

5. John M. Cruikshank 6. EXP US Services

7. Michael Baker International 8. Kimley Horn and Associates 9. GHD

Pac Rim
 FEI Associates

Michael Baker International

EVALUATION SHEET

The Consultant shall provide a summary of the Consultant's qualifications for this proposal. General information about the firm(s), location of office(s), years in business and areas of expertise is also requested. The Consultant team shall provide a minimum of three examples of similar efforts prepared by the firm and proposed team members.	10
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I. Key Staff	10
The Consultant shall identify key staff and include a description of their abilities, qualifications,	10
and experience. Attach detailed resumes of key staff that will be assigned to this project with	i
½ page summaries of those proposed. Include a proposed project structure and organizational chart. Identify any portion of the scope of work that would be subcontracted.	!
II. Project Understanding	30
Consultant shall describe its understanding of the project and the key goals and objectives. Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will assist Public Works in its overall objectives.	30
IV. Project Approach and Work Plan	35
Consultant shall describe its detailed work approach and methodology. Include all deliverables at each stage of the project, assumptions about the number of meetings needed with City staff and meetings with other stakeholders to complete the Scope of Work.	35
. Cost Proposal	15
The cost proposal shall include all labor costs, overhead costs, subconsultant costs, and an	12
itemized list for direct expenses. Costs must be shown in a matrix format by task, showing hours per staff member and labor rates.	i
Include all pricing information relative to the engagement on Contract Services Agreement,	!
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7	
TOTAL	97
	31

Jesus Sanchez

6/28/2022

Evaluated By: (Print Name)

Date

KOA Corporation **EVALUATION SHEET** CRITERIA MAX POINTS I. General Qualifications and References 10 The Consultant shall provide a summary of the Consultant's qualifications for this proposal. 10 General information about the firm(s), location of office(s), years in business and areas of expertise is also requested. The Consultant team shall provide a minimum of three examples of similar efforts prepared by the firm and proposed team members. II. Key Staff 10 The Consultant shall identify key staff and include a description of their abilities, qualifications, 10 and experience. Attach detailed resumes of key staff that will be assigned to this project with ½ page summaries of those proposed. Include a proposed project structure and organizational chart. Identify any portion of the scope of work that would be subcontracted. III. Project Understanding 30 Consultant shall describe its understanding of the project and the key goals and objectives. Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will assist Public Works in its overall objectives. IV. Project Approach and Work Plan 35 Consultant shall describe its detailed work approach and methodology. Include all deliverables 33 at each stage of the project, assumptions about the number of meetings needed with City staff and meetings with other stakeholders to complete the Scope of Work. V. Cost Proposal 15 The cost proposal shall include all labor costs, overhead costs, subconsultant costs, and an 15 itemized list for direct expenses. Costs must be shown in a matrix format by task, showing hours per staff member and labor rates. Include all pricing information relative to the engagement on Contract Services Agreement, Exhibit "C"

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IOIVE	96

Date

Jesus Sanchez 6/28/2022 Evaluated By: (Print Name)

Albert A. Webb Associates

EVALUATION SHEET	
CRITERIA	MAX POINTS
. General Qualifications and References	10
The Consultant shall provide a summary of the Consultant's qualifications for this proposal. General information about the firm(s), location of office(s), years in business and areas of expertise is also requested. The Consultant team shall provide a minimum of three examples of similar efforts prepared by the firm and proposed team members.	10
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III. Project Understanding Consultant shall describe its understanding of the project and the key goals and objectives.	30
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TOTAL	I
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Jesus Sanchez 6/28/2022

Kimley Horn and Associates Inc.

EVALUATION SHEET CRITERIA MAX POINTS I. General Qualifications and References 10 The Consultant shall provide a summary of the Consultant's qualifications for this proposal. 10 General information about the firm(s), location of office(s), years in business and areas of expertise is also requested. The Consultant team shall provide a minimum of three examples of similar efforts prepared by the firm and proposed team members. II. Key Staff 10 The Consultant shall identify key staff and include a description of their abilities, qualifications, 10 and experience. Attach detailed resumes of key staff that will be assigned to this project with $\ensuremath{\mathcal{V}}_2$ page summaries of those proposed. Include a proposed project structure and organizational chart. Identify any portion of the scope of work that would be subcontracted. III. Project Understanding 30 Consultant shall describe its understanding of the project and the key goals and objectives. 28 Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will assist Public Works in its overall objectives. IV. Project Approach and Work Plan 35 Consultant shall describe its detailed work approach and methodology. Include all deliverables 32 at each stage of the project, assumptions about the number of meetings needed with City staff and meetings with other stakeholders to complete the Scope of Work.

TOTAL	

15

Date

Jesus Sanchez 6/28/2022

Evaluated By: (Print Name)

The cost proposal shall include all labor costs, overhead costs, subconsultant costs, and an itemized list for direct expenses. Costs must be shown in a matrix format by task, showing

Include all pricing information relative to the engagement on Contract Services Agreement,

V. Cost Proposal

Exhibit "C"

hours per staff member and labor rates.

EXP US Services, Inc.

CRITERIA	MAX POINTS
. General Qualifications and References	10
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Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will	
assist Public Works in its overall objectives.	<u> </u>
assist Public Works in its overall objectives.	35
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V. Project Approach and Work Plan Consultant shall describe its detailed work approach and methodology. Include all deliverables at each stage of the project, assumptions about the number of meetings needed with City staff	

	TOTAL	.l
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Jesus Sanchez 6/28/2022

Tait and Associates

EVALUATION SHEET

CRITERIA	MAX POINTS
l. General Qualifications and References	10
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Jesus Sanchez 6/28/2022

IDS Group Inc.

EVALUATION SHEET	
CRITERIA	MAX POINTS
l. General Qualifications and References	10
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Jesus Sanchez	6/28/2022
Evaluated By: (Print Name)	Date

GHD Inc.

EVALUATION SHEET	
RITERIA	MAX POINTS
. General Qualifications and References	10
The Consultant shall provide a summary of the Consultant's qualifications for this proposal.	10
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TOTAL	88

Jesus Sanchez

6/28/2022

Evaluated By: (Print Name)

Date

John M. Cruikshank Consultants

EVALUATION SHEET	
riteria	MAX POINTS
. General Qualifications and References	10
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Jesus Sanchez 6/28/2022

Pac Rim Engineering Inc.

EVALUATION SHEET CRITERIA MAX POINTS I. General Qualifications and References The Consultant shall provide a summary of the Consultant's qualifications for this proposal. General information about the firm(s), location of office(s), years in business and areas of expertise is also requested. The Consultant team shall provide a minimum of three examples of similar efforts prepared by the firm and proposed team members. II. Key Staff 10 The Consultant shall identify key staff and include a description of their abilities, qualifications, and experience. Attach detailed resumes of key staff that will be assigned to this project with $\ensuremath{\mathcal{V}}_2$ page summaries of those proposed. Include a proposed project structure and organizational chart. Identify any portion of the scope of work that would be subcontracted. III. Project Understanding 30 Consultant shall describe its understanding of the project and the key goals and objectives. 26 Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will assist Public Works in its overall objectives. IV. Project Approach and Work Plan 35 Consultant shall describe its detailed work approach and methodology. Include all deliverables 30 at each stage of the project, assumptions about the number of meetings needed with City staff and meetings with other stakeholders to complete the Scope of Work V. Cost Proposal The cost proposal shall include all labor costs, overhead costs, subconsultant costs, and an 12 itemized list for direct expenses. Costs must be shown in a matrix format by task, showing hours per staff member and labor rates. Include all pricing information relative to the engagement on Contract Services Agreement, Exhibit "C" TOTAL 85

6/28/2022

Date

Jesus Sanchez

COMMENTS/NOTES

CRITERIA

II. Key Staff

III. Project Understanding

assist Public Works in its overall objectives.

Consultant shall describe its understanding of the project and the key goals and objectives.

Include all pricing information relative to the engagement on Contract Services Agreement,

Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will

FEI Associates Consulting Engineers

I. General Qualifications and References 10 The Consultant shall provide a summary of the Consultant's qualifications for this proposal. General information about the firm(s), location of office(s), years in business and areas of expertise is also requested. The Consultant team shall provide a minimum of three examples of similar efforts prepared by the firm and proposed team members. $% \label{eq:continuous} % \label{eq:$ 10 The Consultant shall identify key staff and include a description of their abilities, qualifications, and experience. Attach detailed resumes of key staff that will be assigned to this project with 1/2 page summaries of those proposed. Include a proposed project structure and organizational chart. Identify any portion of the scope of work that would be subcontracted. 30

MAX POINTS

25

Date

EVALUATION SHEET

V. Project Approach and Work Plan	35
Consultant shall describe its detailed work approach and methodology. Include all deliverables at each stage of the project, assumptions about the number of meetings needed with City staff and meetings with other stakeholders to complete the Scope of Work.	30
. Cost Proposal	4.1. 1.1. 1.1. 1.1. 1.1. 1.1. 1.1. 1.1.
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Jesus Sanchez 6/28/2022

Evaluated By: (Print Name)

Exhibit "C"

	Rank
Albert A. Webb Associates	3
EXP US Services, Inc.	5
FEI Associates Consulting Engineers	11
GHD Inc.	8
IDS Group Inc.	7
John M. Cruikshank Consultants	9
Kimley Horn and Associates Inc.	4
KOA Corporation	2
Michael Baker International	1
Pac Rim Engineering Inc.	10
Tait and Associates	6

Albert A. Webb Associates

EVALUATION SHEET	
CRITERIA	MAX POINTS
I. General Qualifications and References	10
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Capable staff	
II. Key Staff	10
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Capable staff	
III. Project Understanding	30
Consultant shall describe its understanding of the project and the key goals and objectives. Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will assist Public Works in its overall objectives.	30
Nicely laid out project approach and work plan W. Project Approach and Work Plan Consultant shall describe its detailed work approach and methodology. Include all deliverables at each stage of the project, assumptions about the number of meetings needed with City staff and meetings with other stakeholders to complete the Scope of Work.	35 32
Nicely laid out project approach and work plan	
/. Cost Proposal	15
The cost proposal shall include all labor costs, overhead costs, subconsultant costs, and an itemized list for direct expenses. Costs must be shown in a matrix format by task, showing hours per staff member and labor rates. Include all pricing information relative to the engagement on Contract Services Agreement, Exhibit "C"	15
Fee schedule in line with Industyr standards.	
TOTAL	97
KEN YOUNG Evaluated By: (Print Name) Date	

EXP US Services, Inc.

EVALUATION SHEET	
CRITERIA	MAX POINTS
I. General Qualifications and References	10
The Consultant shall provide a summary of the Consultant's qualifications for this proposal. General information about the firm(s), location of office(s), years in business and areas of expertise is also requested. The Consultant team shall provide a minimum of three examples of similar efforts prepared by the firm and proposed team members.	10
Firm is well qualified for the work that the city may need for on call services	
II. Key Staff	10
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Nice summary resumes, availability may not match with requirements of other city projects	
III. Project Understanding	30
Consultant shall describe its understanding of the project and the key goals and objectives. Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will assist Public Works in its overall objectives.	28
firm offers many services that the city may need in this cycle including grant writing and construction management services	
IV. Project Approach and Work Plan	
Consultant shall describe its detailed work approach and methodology. Include all deliverables at each stage of the project, assumptions about the number of meetings needed with City staff and meetings with other stakeholders to complete the Scope of Work.	32
well laid out	
V. Cost Proposal	15
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Billing rates appear high for current industry standards	
TOTAL	84
KEN YOUNG	
Evaluated By: (Print Name)	Date

EVALUATION SHEET	
CRITERIA	MAX POINTS
General Qualifications and References	10
The Consultant shall provide a summary of the Consultant's qualifications for this proposal.	j 5
General information about the firm(s), location of office(s), years in business and areas of	į
expertise is also requested. The Consultant team shall provide a minimum of three examples of	į.
similar efforts prepared by the firm and proposed tearn members.	
Consultant does nothave the qualifications for this proposal, whould make a good team member but not sufficeint enough to be own firm	
. Key Staff	10
The Consultant shall identify key staff and include a description of their abilities, qualifications,	1 5
and experience. Attach detailed resumes of key staff that will be assigned to this project with ½	į '
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and meetings with other stakeholders to complete the Scope of Work.	
Not suffiecent	
Cost Proposal	15
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itemized list for direct expenses. Costs must be shown in a matrix format by task, showing hours	i
per staff member and labor rates.	ļ
Include all pricing information relative to the engagement on Contract Services Agreement, Exhibit "C"	1
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Not suffiecent	
TOTAL	55
KEN YOUNG	
Evaluated By: (Print Name)	Date

GHD Inc.	
EVALUATION SHEET	
Criteria	MAX POINTS
l. General Qualifications and References	10
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consultant provides good resumes in proposal, with relavent experience. Consultat also provides a breakdown of relavent subconsultants	
II. Key Staff	10
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breaks down project deliever into 5 steps, other consultants being graded in the cohort are breaking it into 9 steps IV. Project Approach and Work Plan Consultant shall describe its detailed work approach and methodology. Include all deliverables at each stage of the project, assumptions about the number of meetings needed with City staff and meetings with other stakeholders to complete the Scope of Work.	35
The way that the consultant has ithe steps broken down appears to have end result of leading to mulltiple meetings rather than delievering project on time and within budget	15
The cost proposal shall include all labor costs, overhead costs, subconsultant costs, and an itemized list for direct expenses. Costs must be shown in a matrix format by task, showing hours per staff member and labor rates. Include all pricing information relative to the engagement on Contract Services Agreement, Exhibit "C"	7
Minimum score because cost proposals are included in separate envelop	
TOTAL	80
KEN YOUNG	
Evaluated By: (Print Name)	Date

IDS Group Inc. EVALUATION SHEET	
CRITERIA	MAX POINTS
I. General Qualifications and References	
The Consultant shall provide a summary of the Consultant's qualifications for this proposal.	i 10
General information about the firm(s), location of office(s), years in business and areas of	10
expertise is also requested. The Consultant team shall provide a minimum of three examples of	
similar efforts prepared by the firm and proposed team members.	
consultant show good experience with and past history of other projects	
II. Key Staff	10
The Consultant shall identify key staff and include a description of their abilities, qualifications,	10
and experience. Attach detailed resumes of key staff that will be assigned to this project with ½	į l
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chart. Identify any portion of the scope of work that would be subcontracted.	İ
Good summary resumes III. Project Understanding	30
Consultant shall describe its understanding of the project and the key goals and objectives.	28
Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will	
assist Public Works in its overall objectives.	İ
shows ability to develop a work plan for the projects that the city may need	
IV. Project Approach and Work Plan	1
Consultant shall describe its detailed work approach and methodology. Include all deliverables at each stage of the project, assumptions about the number of meetings needed with City staff and meetings with other stakeholders to complete the Scope of Work.	33
excellent	
V. Cost Proposal	15
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per staff member and labor rates.	Į
Include all pricing information relative to the engagement on Contract Services Agreement, Exhibit "C"	i
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cost within the industry standards.	
TOTAL	96
KEN YOUNG	-
Evaluated By: (Print Name)	Date

John M. Cruikshank Consultants	
EVALUATION SHEET	
Criteria	MAX POINTS
l. General Qualifications and References	10
The Consultant shall provide a summary of the Consultant's qualifications for this proposal. General information about the firm(s), location of office(s), years in business and areas of expertise is also requested. The Consultant team shall provide a minimum of three examples of similar efforts prepared by the firm and proposed team members.	10
Has experience with the city of Carson and its operations.	
II. Key Staff	10
The Consultant shall identify key staff and include a description of their abilities, qualifications, and experience. Attach detailed resumes of key staff that will be assigned to this project with ½ page summaries of those proposed. Include a proposed project structure and organizational chart. Identify any portion of the scope of work that would be subcontracted.	6
Resumes show extensive experience, not seeing resumes of subconsultants as requested in the RFP	
III. Project Understanding	30
Consultant shall describe its understanding of the project and the key goals and objectives. Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will assist Public Works in its overall objectives.	25
Proposal breaks the development of on-call services down to 4 steps, other Proposals in this cohort are breaking project delievery down to 9 steps IV. Project Approach and Work Plan Consultant shall describe its detailed work approach and methodology. Include all deliverables at each stage of the project, assumptions about the number of meetings needed with City staff	35
and meetings with other stakeholders to complete the Scope of Work.	
See above	
V. Cost Proposal	15
The cost proposal shall include all labor costs, overhead costs, subconsultant costs, and an itemized list for direct expenses. Costs must be shown in a matrix format by task, showing hours per staff member and labor rates. Include all pricing information relative to the engagement on Contract Services Agreement, Exhibit "C"	12
shows industry stand for civil engineers not seeing cost breakdown for bill rate for the consultants.	
TOTAL	87
KEN YOUNG Evaluated By. (Print Name)	Date

Kimley Horn and Associates Inc.	
EVALUATION SHEET	
CRITERIA	MAX POINTS
I. General Qualifications and References	10
The Consultant shall provide a summary of the Consultant's qualifications for this proposal. General information about the firm(s), location of office(s), years in business and areas of expertise is also requested. The Consultant team shall provide a minimum of three examples of similar efforts prepared by the firm and proposed team members.	10
Good summary of staff	
II. Key Staff	10
The Consultant shall identify key staff and include a description of their abilities, qualifications, and experience. Attach detailed resumes of key staff that will be assigned to this project with ½ page summaries of those proposed. Include a proposed project structure and organizational chart. Identify any portion of the scope of work that would be subcontracted.	8
Staff well qualified to do projects, would be best to include full resumes in the appendix	
Consultant shall describe its understanding of the project and the key goals and objectives. Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will assist Public Works in its overall objectives.	25
good project stategy, needs al ittle more clarification V. Project Approach and Work Plan Consultant shall describe its detailed work approach and methodology. Include all deliverables at each stage of the project, assumptions about the number of meetings needed with City staff and meetings with other stakeholders to complete the Scope of Work.	35 33
same as above, needs a summary of approach f. Cost Proposal The cost proposal shall include all labor costs, overhead costs, subconsultant costs, and an itemized list for direct expenses. Costs must be shown in a matrix format by task, showing hours per staff member and labor rates. Include all pricing information relative to the engagement on Contract Services Agreement,	15
Exhibit "C" Billing rate within industry standard	
TOTAL	86
KEN YOUNG Evaluated By: (Print Name)	

EVALUATION SHEET	
CRITERIA	MAX POINTS
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Has extensive experience with city of Carszon. Shows good u nderstanding of projects and scope that will be required.	
II. Key Staff	10
The Consultant shall identify key staff and include a description of their abilities, qualifications, and experience. Attach detailed resumes of key staff that will be assigned to this project with ½ page summaries of those proposed. Include a proposed project structure and organizational chart. Identify any portion of the scope of work that would be subcontracted.	9
Great rewsume summaries, and sumation of the key staff's capabilites. Might wantto brush up to a more modern layout.	
II. Project Understanding	30
Consultant shall describe its understanding of the project and the key goals and objectives. Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will assist Public Works in its overall objectives.	27
V. Project Approach and Work Plan Consultant shall describe its detailed work approach and methodology. Include all deliverables at each stage of the project, assumptions about the number of meetings needed with City staff and meetings with other stakeholders to complete the Scope of Work.	33
Details the project approach and work plan, breaks the work plan down to 9 easy steps and provides a written Quality Control Program	
. Cost Proposal	15
The cost proposal shall include all labor costs, overhead costs, subconsultant costs, and an itemized list for direct expenses. Costs must be shown in a matrix format by task, showing hours per staff member and labor rates. Include all pricing information relative to the engagement on Contract Services Agreement, Exhibit "C"	15
Provides an extensive breakdown of salaries and fees including subconsultants	
TOTAL	94
KEN YOUNG Evaluated By: (Print Name)	Date

Michael Baker International	
EVALUATION SHEET	
RITERIA	MAX POINTS
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Proposal missing resumes	
Key Staff,是是是是是是一个是一个是一个是一个是一个是一个是一个是一个是一个是一个是一个是一	10
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TOTAL	74
KEN YOUNG	Date

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Firm provides the services that the city will be utitlizing in the cycles, proposal has many of the subconsultants that we often need to have on-call	
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Proposal is missing a table of contents, the compensation schedule meets with industry standard.	

Rank

Albert A. Webb Associates	1
EXP US Services, Inc.	8
FEI Associates Consulting Engineers	11
GHD Inc.	9
IDS Group Inc.	2
John M. Cruikshank Consultants	5
Kimley Horn and Associates Inc.	7
KOA Corporation	3
Michael Baker International	10
Pac Rim Engineering Inc.	6
Tait and Associates	4



RFP 22-018 - On-Call Services

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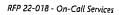
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EVALUATION SHEET

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EVALUATION SHEET	
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and meetings with other stakeholders to complete the Scope of Work.	24
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Cost Proposal	15
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Total	42 o

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Limited under fanchity of the goals &. However their familiarity with the city is will be helpful in unipleting the tasks	objectives projects & systems
V. Project Approach and Work Plan	35
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Insufficient description of approach	
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TOTAL	0
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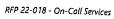
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Too many sub consultants	
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Rate too high \$250-\$273	
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EVALUATION SHEET		
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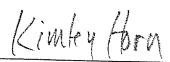
RFP 22-018 - On-Call Services Pac Riu

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EVALUATION SHEET	
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Consultant shall describe its understanding of the project and the key goals and objectives.	1 - 7
Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will assist Public Works in its overall objectives.	25
V. Project Approach and Work Plan Consultant shall describe its detailed work approach and methodology. Include all deliverables at each stage of the project, assumptions about the number of meetings needed with City staff and meetings with other stakeholders to complete the Scope of Work.	28
Cost Proposal	15
The cost proposal shall include all labor costs, overhead costs, subconsultant costs, and an itemized list for direct expenses. Costs must be shown in a matrix format by task, showing hours	
per staff member and labor rates.	! 17
Include all pricing information relative to the engagement on Contract Services Agreement, Exhibit "C"	/>
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TOTAL	<u> </u>
Ceilbert M.	
Evaluated By: (Print Name)	Date





EVALUATION SHEET	
CRITERIA	MAX POINTS
I. General Qualifications and References	10
The Consultant shall provide a summary of the Consultant's qualifications for this proposal.	1
General information about the firm(s), location of office(s), years in business and areas of expertise is also requested. The Consultant team shall provide a minimum of three examples of	· · · · · · · · · · · · · · · · · · ·
similar efforts prepared by the firm and proposed team members.	Land Comment
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H. Key Staff	
The Consultant shall identify key staff and include a description of their abilities, qualifications,	10
and experience. Attach detailed resumes of key staff that will be account to this account	
page summaries of those proposed. Include a proposed project structure and proposed project	
chart. Identify any portion of the scope of work that would be subcontracted.	
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II. Project Understanding	30
Consultant shall describe its understanding of the project and the key goals and objectives.	107
Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will assist Public Works in its overall objectives.	1 20
V. Project Approach and Work Plan	35
Consultant shall describe its detailed work approach and methodology. Include all deliverables	
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Include all pricing information relative to the engagement on Contract Services Agreement, Exhibit "C"	
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TOTAL	82 0
Gilbert M.	
Evaluated By: (Print Name)	Date



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EVALUATION SHEET	
CRITERIA	MAX POINTS
I. General Qualifications and References	10
The Consultant shall provide a summary of the Consultant's qualifications for this proposal. General information about the firm(s), location of office(s), years in business and areas of expertise is also requested. The Consultant team shall provide a minimum of three examples of similar efforts prepared by the firm and proposed team members.	7
Building Consultant.	
II. Key Staff	10
The Consultant shall identify key staff and include a description of their abilities, qualifications,	· ·
and experience. Attach detailed resumes of key staff that will be assigned to this project with ½ page summaries of those proposed. Include a proposed project structure and organizational chart. Identify any portion of the scope of work that would be subcontracted.	8
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III. Project Understanding	30
Consultant shall describe its understanding of the project and the key goals and objectives. Consultant can expand on the scope of work to incorporate optional tasks. Optional tasks will assist Public Works in its overall objectives.	24
V. Project Approach and Work Plan	35
Consultant shall describe its detailed work approach and methodology. Include all deliverables at each stage of the project, assumptions about the number of meetings needed with City staff and meetings with other stakeholders to complete the Scope of Work.	26
. Cost Proposel	15
The cost proposal shall include all labor costs, overhead costs, subconsultant costs, and an itemized list for direct expenses. Costs must be shown in a matrix format by task, showing hours per staff member and labor rates. Include all pricing information relative to the engagement on Contract Services Agreement, Exhibit "C"	14
Very Reasonable Cost.	
TOTAL	9 .

Date