

Composite Proposal Score Sheet

	30 Point Questions	20 Point Questions	10 Point Questions				FIRM	FIRM	FIRM	FIRM	FIRM	FIRM	FIRM
	25 - 30	17 - 20	9 - 10	Pts	# Mmbrs	Max Pts	Evergreen	Gallagher	McGrath	Springsted	JJFitzgerald	MAG, Inc	CBIZ
Outstanding	25 - 30	17 - 20	9 - 10										
Exceeds Acceptable	19 - 24	13 - 16	7 - 8										
Acceptable	13 - 18	9 - 12	5 - 6										
Marginal	0 - 12	0 - 8	0 - 4										
1. Evidence of Experience, Reliability and References: (FORM 3):													
Consider experience and references listed by the firm/provider on Form 3 of the RFP. Is the provider experienced in providing services similar to that requested in the RFP? . Consider any sub-consultants to be used and their experience (if applicable).				30	6	180	137	120	126	143	103	145	152
2. Expertise of Firm Personnel: (FORM 4):													
Consider comparable experience and background of specific personnel that shall be assigned to the City's project as outlined on Form 4 of the RFP. Also consider the specific involvement of those persons in projects listed on Form 3 of the RFP. Experience on projects of similar scope and size: Project Manager, Project team, sub-consultants (if applicable).				30	6	180	137	116	116	137	110	142	148
3. Applicable Resources: (FORM 1, 2, AND 5): / Schedule													
Evaluate the extent of applicable resources available to the firm / provider to complete the City's project as listed on Forms 1, 2, and 5 of the RFP. Standard Quality Assurance/Quality Control program or procedures the firm has in place. Adequacy of proposed team/resources to complete project within proposed time frame.				10	6	60	45	42	39	48	41	52	50
4. Project Approach: (FORM 5):													
Evaluate the firm/ provider's approach to and understanding of the Scope of Services required in the RFP as evidenced by the project approach out. Project schedule and detailed approach is reasonable/responsive to City's needs. Roles of all involved parties clearly identified. Familiarity with project location as evidenced by proposal (if applicable). Identify/recognize critical or unique issues specific to the project. Adequacy of proposed communications process. Unique approaches that have been successful elsewhere.				20	6	120	92	94	63	103	55	112	111
5. Cost: Includes all related cost associated with this project. (FORM 6D):				10	6	60	42	18	54	18	24	18	60
				100		600	453	390	398	449	333	469	521