



# CITY OF ORLANDO

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## 1st ADVISORY COMMITTEE MEETING MINUTES

RQS16-0001

### Request for Qualification Statements for CEI SERVICES FOR COLONIAL DRIVE OVERPASS PROJECT

January 14, 2016 – 8:30 a.m.

Iron Bridge Conference Room (8<sup>th</sup> Floor)  
City Hall, 400 S. Orange Ave., Orlando, FL

First Meeting of the Advisory Committee to review and evaluate responsive qualification statements submitted in response to the subject solicitation.

#### **Committee Members Present:**

Frank Consoli, Traffic Operations Engineer (Chair)  
Jim Hunt, Deputy Public Works Director – City Engineer  
Howard Elkin, Streets/Drainage Asst. Division Mgr.  
Richard Allen, City Surveyor  
Byron Raysor, Contract Compliance Investigator III, MBE Office

#### **Other City Personnel Present:**

Roger Cooper, Contract Administrator (Facilitator)  
John Rogers, Project Manager II

#### **Members of the Public Present:**

None

#### **Actions/Discussion/Motions:**

The Facilitator called the meeting to order at 8:30 a.m. and took the following actions:

- 1) Introduced himself and asked all in attendance to introduce themselves.
- 2) Advised that Committee was approved and ethics forms were received.
- 3) Advised the Committee that a quorum was established.
- 4) Announced that the meeting was publicly posted for more than 48 hours in advance.
- 5) Facilitator review Advisory Committee Rules
- 6) Reviewed Public Input Procedures

A motion was made by Richard Allen, and seconded by Jim Hunt, to accept the Public Input Procedures. The motion carried unanimously.

The Facilitator handed out the pre-determined scores for Rating Factor E.

Committee Members were advised that Qualification Statements must be independently scored by each Member; that Committee Members should not indicate what score he/she gives to a particular firm; and that Committee Members must not attempt to influence other Committee Members in their scoring.

The Meeting was turned over to the technical Chair, who indicated that three (3) sealed qualification statements were submitted in response to the solicitation and that all firms had been certified as qualified by the Consultants' Qualifications Board on December 8, 2015.

The Chair indicated that those firms are as follows:

- 1) CDM Smith, Inc.
- 2) DRMP, Inc.
- 3) Target Engineering, Inc.

The Committee had a brief discussion, and each Committee member individually scored and ranked each firm. The consolidated results are as follows:

- 1) DRMP, Inc.
- 2) CDM Smith, Inc.
- 3) Target Engineering Group, Inc.

A motion was made by Jim Hunt, and seconded by Byron Raysor, to invite the top three (3) firms for presentations and interviews. There was no member of the Public present. The motion carried unanimously.

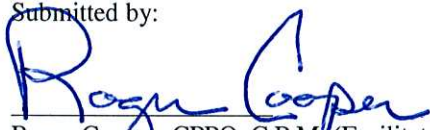
Jim Hunt made a motion, seconded by Richard Allen, to allow thirty (30) minutes for each presentation and a twenty (20) minute question-and-answer period, with ten (10) minute breaks in between sessions. The motion carried unanimously.

Presentations are scheduled for February 2, 2016, beginning at 8:30 a.m. in the Veterans Conference Room (2<sup>nd</sup> Floor) and alternating between Veterans Conference Room and the S. Collaborations Conference Room (1<sup>st</sup> Floor) of City Hall.

A motion was made by Richard Allen, and seconded by Jim Hunt, to adjourn at 9:59 p.m.. The motion carried unanimously.

These minutes are considered to be the official minutes of the RQS16-0001 Advisory Committee Meeting held on January 14, 2016, and no other notes, tapes, or other recordings taken by anyone takes precedence.

Submitted by:



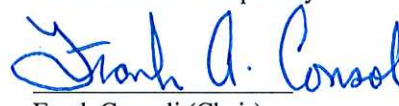
Roger Cooper, CPPO, C.P.M. (Facilitator)  
Contract Administrator

Reviewed by:



Teddi McCorkle, CPPB, C.P.M.  
Sr. Contract Administrator

Reviewed and Accepted by:



Frank Consoli (Chair)  
Traffic Operations Engineer  
CIID, PWD

Attachments:

Public Input Procedures with CPO Memo dated 9/30/2013  
Predetermined Scores  
Consolidated Scoring and Rating Spreadsheet  
Individual Scoring and Rating Sheets



# CITY OF ORLANDO

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## Public Input Procedures For Procurement Advisory Committees

- A. After each motion (and a second) but before committee discussion on all non-ministerial motions, public comment will be permitted. Ministerial motions would be those that are not substantive actions, including most procedural motions, motions to approve minutes, and motions to adjourn.
- B. Each speaker is limited to 5 minutes. The Committee Chairperson may grant more time to a speaker, provided that if any other committee member objects to the granting of more time, the committee as a whole will vote on the extension.
- C. Public comment is limited to 30 minutes per motion.
- D. Groups are to be asked (not required) to appoint a spokesperson to avoid redundancy and stay within allotted time periods.
- E. If there are more speakers than would allow each to get their full 5 minutes, time periods will be reduced proportionally to not less than 1 minute per speaker unless the committee votes to extend the comment period. If there are more speakers than minutes in the comment period, by act of the Chairperson without objection from a member of the committee, or after a committee vote if there is an objection, the maximum comment period may be extended. As a practical matter, committees should try to extend the time where possible to allow everyone a chance to speak. If this is not possible due to time constraints or number of requests, comments should be taken in random order from all those requesting to speak until time expires.
- F. Each person addressing the committee should give their name and address for the record (minutes). Per the statute, a form asking to speak can be used (which may help with drafting the minutes and establishing priority to speak).
- G. Remarks should be addressed to the committee as a whole, not to individual members of the committee. This is not a question and answer period. The public may comment on the issues before the committee, but the committee is not required to respond to questions.
- H. Minutes should reflect that public comment was solicited even where no public comment was given, i.e. "The chairperson asked if there was anyone from the public who would like to speak, but no requests were received" or similar words should appear in the minutes.

### PROCUREMENT AND CONTRACTS DIVISION

CITY HALL • 400 SOUTH ORANGE AVENUE • P.O. BOX 4990 • ORLANDO, FLORIDA 32802-4990  
PHONE 407.246.2291 • FAX 407.246.2869 • CityofOrlando.net • esupplier.cityoforlando.net

RQS16-0001 CEI Services for Colonial Drive Overpass Project  
Pre-determined Scores for  
Prior Work \$

Consultant Name	Prior Dollars Score (E)
CDM Smith, Inc.	0
DRMP, Inc.	4
Target Engineering Group, Inc.	5

RFP16-00001 CEI Services For Colonial Drive Overpass Project  
Shortlist Scoring and Ranking

**COMMITTEE MEMBERS:**

Frank Consoli	Jim Hunt	Howard Elkin	Richard Allen	Byron Raysor
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**CONSOLIDATED RANKING:**

	Frank Consoli	Jim Hunt	Howard Elkin	Richard Allen	Byron Raysor	Total	Ranking
CDM Smith, Inc.	1	2	2	1	2	8	2
DRMP, Inc.	2	1	1	2	1	7	1
Target Engineering Group, Inc.	3	3	3	3	3	15	3

**INDIVIDUAL SCORING AND RANKING:**

NO.	POSSIBLE POINTS	CDM Smith, Inc.	DRMP, Inc.	Target Engineering Group, Inc.
A	35	33	31	30
B	25	23	22	21
C	25	23	22	21
D	10	9	8	8
E	5	0	4	5
F				
TOTAL POINT VALUE	100	88	87	85
Frank Consoli		1	2	3
Ranking				

NO.	POSSIBLE POINTS	CDM Smith, Inc.	DRMP, Inc.	Target Engineering Group, Inc.
A	35	30	30	25
B	25	20	15	10
C	25	20	25	20
D	10	10	9	8
E	5	0	4	5
F				
TOTAL POINT VALUE	100	80	83	68
Jim Hunt		2	1	3
Ranking				

NO.	POSSIBLE POINTS	CDM Smith, Inc.	DRMP, Inc.	Target Engineering Group, Inc.
A	35	33	34	29
B	25	23	21	22

RFP16-00001 CEI Services For Colonial Drive Overpass Project  
Shortlist Scoring and Ranking

C	25	24	24	21
D	10	9	8	9
E	5	0	4	5
F				
TOTAL POINT VALUE	100	89	91	86
Howard Elkin		2	1	3
Ranking				

NO.	POSSIBLE POINTS	CDM Smith, Inc.	DRMP, Inc.	Target Engineering Group, Inc.
A	35	31.5	29	25
B	25	23	22	23
C	25	22	21	21
D	10	8	8	7
E	5	0	4	5
F	0			
TOTAL POINT VALUE	100	84.5	84	81
Richard Allen		1	2	3
Ranking				

NO.	POSSIBLE POINTS	CDM Smith, Inc.	DRMP, Inc.	Target Engineering Group, Inc.
A	35	34	34	32
B	25	24	24	22
C	25	24	24	22
D	10	9	9	9
E	5	0	4	5
F	0			
TOTAL POINT VALUE	100	91	95	90
Byron Raysor		2	1	3
Ranking				

**RQS16-0001 PROFESSIONAL CEI SERVICES FOR  
COLONIAL DRIVE OVERPASS PROJECT**

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER:

Hunt

DATE:

01/14/16

FIRM NAME:

CDM Smith

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	30
B. The experience and qualifications of the sub-consultants.	25	20
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	20
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	10
E. Volume of work previously awarded to Respondent by the City.	5	0
<b>TOTAL SCORE</b>	<b>100</b>	<b>80</b>

RANK:

2

Notes regarding Exhibit "E": Each Advisory Committee member will evaluate the above factors to determine the short-listing of the Respondents. Each member will assign an item score ranging from zero (0) points to the maximum points allowed for each rating factor. The item scores will then be added to determine the total score. The maximum possible total score for this evaluation table is one hundred (100). Each member will rank the Respondents based upon the member's score for each Respondent. The ranking established by each member will be accumulated to determine the final ranking. Each member's top-ranked firm will be assigned one (1) point, second-ranked firm two (2) points and so on. After accumulating the members' scores, the firm with the lowest score shall be ranked first, the next lowest score shall be ranked second, and so on. In the event of a tie, the tied Respondents' total scores from each member will be added and compared. The Respondent with the highest point total will be ranked highest of the tied Respondents.

**RQS16-0001 PROFESSIONAL CEI SERVICES FOR  
COLONIAL DRIVE OVERPASS PROJECT**

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: Hunt DATE: 01/4/16

FIRM NAME: DRMP

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	30
B. The experience and qualifications of the sub-consultants.	25	15
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	25
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	9
E. Volume of work previously awarded to Respondent by the City.	5	4
<b>TOTAL SCORE</b>	<b>100</b>	<b>83</b>

RANK: 1

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**RQS16-0001 PROFESSIONAL CEI SERVICES FOR  
COLONIAL DRIVE OVERPASS PROJECT**

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: Hunt DATE: 01/14/16

FIRM NAME: Target Eng. Group

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	25
B. The experience and qualifications of the sub-consultants.	25	10
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	20
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	8
E. Volume of work previously awarded to Respondent by the City.	5	5
<b>TOTAL SCORE</b>	<b>100</b>	<b>68</b>

RANK: 3

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**RQS16-0001 PROFESSIONAL CEI SERVICES FOR  
COLONIAL DRIVE OVERPASS PROJECT**

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: Richard Allen DATE: 1/14/2016

FIRM NAME: CDM Smith, Inc.

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	31.5
B. The experience and qualifications of the sub-consultants.	25	23
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	22
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	8
E. Volume of work previously awarded to Respondent by the City.	5	0
<b>TOTAL SCORE</b>	<b>100</b>	<b>84.5</b>

RANK: 1

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**RQS16-0001 PROFESSIONAL CEI SERVICES FOR  
COLONIAL DRIVE OVERPASS PROJECT**

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: Richard Allen DATE: 1/14/2016

FIRM NAME: DRMP, Inc.

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	29
B. The experience and qualifications of the sub-consultants.	25	22
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	21
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	8
E. Volume of work previously awarded to Respondent by the City.	5	4
<b>TOTAL SCORE</b>	<b>100</b>	<b>84</b>

RANK: 2

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**RQS16-0001 PROFESSIONAL CEI SERVICES FOR  
COLONIAL DRIVE OVERPASS PROJECT**

**EVALUATION CRITERIA FOR SHORT-LISTING**

**MEMBER:** Richard Allen **DATE:** 1/14/2016

**FIRM NAME:** Target Engineering, Inc.

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

<b>RATING FACTORS</b>	<b>MAXIMUM POINTS</b>	<b>ITEM SCORE</b>
A. Respondent's experience and qualifications.	35	25
B. The experience and qualifications of the sub-consultants.	25	23
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	21
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	7
E. Volume of work previously awarded to Respondent by the City.	5	5
<b>TOTAL SCORE</b>	<b>100</b>	<b>81</b>

**RANK:** 3

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**RQS16-0001 PROFESSIONAL CEI SERVICES FOR  
COLONIAL DRIVE OVERPASS PROJECT**

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: Byron Raysor DATE: 1/14/2016

FIRM NAME: CDM Smith, Inc

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	34
B. The experience and qualifications of the sub-consultants.	25	24
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	24
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	9
E. Volume of work previously awarded to Respondent by the City.	5	0
<b>TOTAL SCORE</b>	<b>100</b>	<b>91</b>

RANK: 2

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**RQS16-0001 PROFESSIONAL CEI SERVICES FOR  
COLONIAL DRIVE OVERPASS PROJECT**

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: Byron Kayser DATE: 1/14/2016

FIRM NAME: DRMP, Inc

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	34
B. The experience and qualifications of the sub-consultants.	25	24
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	24
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	9
E. Volume of work previously awarded to Respondent by the City.	5	4
<b>TOTAL SCORE</b>	<b>100</b>	<b>95</b>

RANK: 1

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**RQS16-0001 PROFESSIONAL CEI SERVICES FOR  
COLONIAL DRIVE OVERPASS PROJECT**

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: Byron Raysor DATE: 1/14/2016

FIRM NAME: Target Engineering Group, Inc

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	32
B. The experience and qualifications of the sub-consultants.	25	22
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	22
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	9
E. Volume of work previously awarded to Respondent by the City.	5	5
<b>TOTAL SCORE</b>	<b>100</b>	<b>90</b>

RANK: 3

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**RQS16-0001 PROFESSIONAL CEI SERVICES FOR  
COLONIAL DRIVE OVERPASS PROJECT**

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: HOWARD ELKIN DATE: 1/14/16

FIRM NAME: CDM SMITH

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	33
B. The experience and qualifications of the sub-consultants.	25	23
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	24
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	9
E. Volume of work previously awarded to Respondent by the City.	5	0
<b>TOTAL SCORE</b>	<b>100</b>	<b>89</b>

RANK: 2

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**RQS16-0001 PROFESSIONAL CEI SERVICES FOR  
COLONIAL DRIVE OVERPASS PROJECT**

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: HOWARD ELKIN DATE: 1/14/16

FIRM NAME: DRMP

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	34
B. The experience and qualifications of the sub-consultants.	25	21
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	24
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	8
E. Volume of work previously awarded to Respondent by the City.	5	4
<b>TOTAL SCORE</b>	<b>100</b>	<b>91</b>

RANK: 1

Notes regarding Exhibit "E": Each Advisory Committee member will evaluate the above factors to determine the short-listing of the Respondents. Each member will assign an item score ranging from zero (0) points to the maximum points allowed for each rating factor. The item scores will then be added to determine the total score. The maximum possible total score for this evaluation table is one hundred (100). Each member will rank the Respondents based upon the member's score for each Respondent. The ranking established by each member will be accumulated to determine the final ranking. Each member's top-ranked firm will be assigned one (1) point, second-ranked firm two (2) points and so on. After accumulating the members' scores, the firm with the lowest score shall be ranked first, the next lowest score shall be ranked second, and so on. In the event of a tie, the tied Respondents' total scores from each member will be added and compared. The Respondent with the highest point total will be ranked highest of the tied Respondents.

**RQS16-0001 PROFESSIONAL CEI SERVICES FOR  
COLONIAL DRIVE OVERPASS PROJECT**

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: HOWARD ELKIN DATE: 1/14/16

FIRM NAME: TARGET ENGINEERING GROUP

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	29
B. The experience and qualifications of the sub-consultants.	25	22
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	21
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	9
E. Volume of work previously awarded to Respondent by the City.	5	5
<b>TOTAL SCORE</b>	<b>100</b>	<b>86</b>

RANK: 3

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# **RQS16-0001 PROFESSIONAL CEI SERVICES FOR COLONIAL DRIVE OVERPASS PROJECT**

## **EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: FRANK CONSOLI DATE: 01-14-16

FIRM NAME: CDM SMITH

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	33
B. The experience and qualifications of the sub-consultants.	25	23
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	23
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	9
E. Volume of work previously awarded to Respondent by the City.	5	0
<b>TOTAL SCORE</b>	<b>100</b>	<b>88</b>

RANK: 1

Notes regarding Exhibit "E": Each Advisory Committee member will evaluate the above factors to determine the short-listing of the Respondents. Each member will assign an item score ranging from zero (0) points to the maximum points allowed for each rating factor. The item scores will then be added to determine the total score. The maximum possible total score for this evaluation table is one hundred (100). Each member will rank the Respondents based upon the member's score for each Respondent. The ranking established by each member will be accumulated to determine the final ranking. Each member's top-ranked firm will be assigned one (1) point, second-ranked firm two (2) points and so on. After accumulating the members' scores, the firm with the lowest score shall be ranked first, the next lowest score shall be ranked second, and so on. In the event of a tie, the tied Respondents' total scores from each member will be added and compared. The Respondent with the highest point total will be ranked highest of the tied Respondents.

## RQS16-0001 PROFESSIONAL CEI SERVICES FOR COLONIAL DRIVE OVERPASS PROJECT

### EVALUATION CRITERIA FOR SHORT-LISTING

MEMBER: FRANK CONSOLI DATE: 01-14-16

FIRM NAME: DRMP INC.

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	31
B. The experience and qualifications of the sub-consultants.	25	22
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	22
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	8
E. Volume of work previously awarded to Respondent by the City.	5	4
<b>TOTAL SCORE</b>	<b>100</b>	<b>87</b>

RANK: 2

Notes regarding Exhibit "E": Each Advisory Committee member will evaluate the above factors to determine the short-listing of the Respondents. Each member will assign an item score ranging from zero (0) points to the maximum points allowed for each rating factor. The item scores will then be added to determine the total score. The maximum possible total score for this evaluation table is one hundred (100). Each member will rank the Respondents based upon the member's score for each Respondent. The ranking established by each member will be accumulated to determine the final ranking. Each member's top-ranked firm will be assigned one (1) point, second-ranked firm two (2) points and so on. After accumulating the members' scores, the firm with the lowest score shall be ranked first, the next lowest score shall be ranked second, and so on. In the event of a tie, the tied Respondents' total scores from each member will be added and compared. The Respondent with the highest point total will be ranked highest of the tied Respondents.

**RQS16-0001 PROFESSIONAL CEI SERVICES FOR  
COLONIAL DRIVE OVERPASS PROJECT**

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: FRANK CONSOLI DATE: 01-14-16

FIRM NAME: TARGET ENGINEERING, INC.

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	35	30
B. The experience and qualifications of the sub-consultants.	25	21
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	21
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project, meet time requirements, and work successfully with City staff and any other stakeholders.	10	8
E. Volume of work previously awarded to Respondent by the City.	5	5
<b>TOTAL SCORE</b>	<b>100</b>	<b>85</b>

RANK: 3

Notes regarding Exhibit "E": Each Advisory Committee member will evaluate the above factors to determine the short-listing of the Respondents. Each member will assign an item score ranging from zero (0) points to the maximum points allowed for each rating factor. The item scores will then be added to determine the total score. The maximum possible total score for this evaluation table is one hundred (100). Each member will rank the Respondents based upon the member's score for each Respondent. The ranking established by each member will be accumulated to determine the final ranking. Each member's top-ranked firm will be assigned one (1) point, second-ranked firm two (2) points and so on. After accumulating the members' scores, the firm with the lowest score shall be ranked first, the next lowest score shall be ranked second, and so on. In the event of a tie, the tied Respondents' total scores from each member will be added and compared. The Respondent with the highest point total will be ranked highest of the tied Respondents.