



CITY OF ORLANDO

2nd ADVISORY COMMITTEE MEETING MINUTES

RQS16-0213

Wastewater Forcemain System Evaluation

June 8, 2016 – 9 a.m.

Agenda Conference Room (2nd Floor)

Veterans Conference Room (2nd Floor)

City Hall, 400 S. Orange Ave., Orlando, FL

The purpose of this meeting was to hold discussions with shortlisted firms and review, score, and rank each of those firms on its qualification statement and clarifying interview session.

Committee Members Present:

Bob Rutter, Project Manager II (Chair)

Chuck Shultz, Assistant Wastewater Division Manager

Susan Ussach, Engineering Design Manager

Charles Conklin, Project Manager II

Byron Raysor, Contract Compliance Investigator III, MBE Office

Other City Personnel Present:

Roger Cooper, Contract Administrator (Facilitator)

Fabio Henao, Procurement Assistant

Members of the Public Present:

None

Actions/Discussion/Motions:

City staff introduced themselves and signed the attendance roster. The meeting was publicly posted for more than 48 hours in advance, and there was a quorum present.

Presentation Schedule of Shortlisted Firms:

<u>Time</u>	<u>Date</u>	<u>Company Name</u>	<u>Meeting Room</u>	<u>Floor</u>
9:00 a.m. -- 9:25 a.m.	6/8/2016	CDM Smith, Inc.	Agenda Conference Room	2 nd
9:35 a.m. – 10:00 a.m.	6/8/2016	Tetra Tech, Inc.	Veterans Conference Room	2 nd
10:10 a.m. – 10:35 a.m.	6/8/2016	Woolpert, Inc.	Agenda Conference Room	2 nd

After presentations, the Facilitator asked the Committee for approval of the first Meeting Minutes of May 11, 2016. These Minutes had been distributed by email to all Committee Members. A motion was made by Chuck Shultz, and seconded by Byron Raysor, to accept those Minutes as written. The motion carried unanimously.

The Facilitator handed out the pre-determined scores (calculated as per solicitation requirements) to each Respondent. These scores did not change from the first meeting.

Committee Members were advised that Qualification Statements must be independently scored by each Member; that Committee Members should not indicate to the group what scores 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 and discussion ensued, and, then, Committee members individually scored/ranked the shortlisted firm according to the criteria outlined in the Request for Qualification Statements.

The consolidated results are as follows:

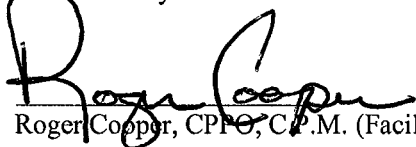
1. Tetra Tech, Inc.
2. Woolpert, Inc.
3. CDM Smith, Inc.

A motion was made by Bob Rutter, and seconded by Chuck Shultz, to accept the ranking and to recommend to City Council for authorization for the Chief Procurement Officer (CPO) to negotiate a contract with the top ranked firm in ranked order until successful. There were no members of the public present. The motion carried unanimously.

A motion was made by Byron Raysor, and seconded by Bob Rutter, to adjourn at 11:12 a.m. The motion carried unanimously.

These minutes are considered to be the official minutes of the RQS16-0213 Advisory Committee Meeting held on June 8, 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:



Bob Rutter, (Chair)
Project Manager II

Attachments:

Predetermined Scores
Consolidated Scoring and Rating Spreadsheet
Individual Scoring and Rating Sheets

RQS16-0213 Wastewater Forcemain System Evaluation
Pre-determined Scores for
MWBE Participation, Proximity, and Prior Work \$

Consultant Name	MBE Office Announced Scores for MWBE Participation (C)	Proximity Score (F)	Prior Dollars Score (G)
CDM Smith, Inc.	12	3	0
Tetra Tech, Inc.	15	4	0
Woolpert, Inc.	14	3	0

RQS16-0213 Wastewater Forcemain System Evaluation
Final Scoring / Ranking

COMMITTEE MEMBERS:

Bob Rutter	Chuck Shultz	Susan Ussach	Charles Conklin	Byron Raysor
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CONSOLIDATED RANKING:

	Bob Rutter	Chuck Shultz	Susan Ussach	Charles Conklin	Byron Raysor	Total	Ranking
CDM Smith, Inc.	3	3	3	3	3	15	3
Tetra Tech, Inc.	1	2	1	2	1	7	1
Woolpert, Inc.	2	1	2	1	2	8	2

INDIVIDUAL SCORING AND RANKING:

NO.	POSSIBLE POINTS	CDM Smith, Inc.	Tetra Tech, Inc.	Woolpert, Inc.
A	25	23	24	24
B	15	13	13	13
C	16	12	15	14
D	15	12	13	13
E	10	10	10	10
F	4	3	4	3
G	5	0	0	0
H	10	8	10	10
TOTAL POINT VALUE	100	81	89	87
Bob Rutter		3	1	2
Ranking				

NO.	POSSIBLE POINTS	CDM Smith, Inc.	Tetra Tech, Inc.	Woolpert, Inc.
A	25	20	20	20.5
B	15	10	12	14
C	16	12	15	14
D	15	12	12	12
E	10	10	10	10
F	4	3	4	3
G	5	0	0	0
H	10	7	10	10
TOTAL POINT VALUE	100	74	83	83.5
Chuck Shultz		3	2	1
Ranking				

NO.	POSSIBLE POINTS	CDM Smith, Inc.	Tetra Tech, Inc.	Woolpert, Inc.
A	25	22	23	22
B	15	14	14	14
C	16	12	15	14

RQS16-0213 Wastewater Forcemain System Evaluation
Final Scoring / Ranking

D	15	14	14	14
E	10	8	9	8
F	4	3	4	3
G	5	0	0	0
H	10	7	9	9
TOTAL POINT VALUE	100	80	88	84
Susan Ussach				
Ranking		3	1	2

NO.	POSSIBLE POINTS	CDM Smith, Inc.	Tetra Tech, Inc.	Woolpert, Inc.
A	25	21	22	23
B	15	13	14	14
C	16	12	15	14
D	15	10	12	13
E	10	5	6	8
F	4	3	4	3
G	5	0	0	0
H	10	8	10	10
TOTAL POINT VALUE	100	72	83	85
Charles Conklin				
Ranking		3	2	1

NO.	POSSIBLE POINTS	CDM Smith, Inc.	Tetra Tech, Inc.	Woolpert, Inc.
A	25	24	24	24
B	15	14	14	14
C	16	12	15	14
D	15	14	14	14
E	10	8	8	8
F	4	3	4	3
G	5	0	0	0
H	10	9	10	10
TOTAL POINT VALUE	100	84	89	87
Byron Raysor				
Ranking		3	1	2

RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Charlie Conklin DATE: 6/8/16

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.	25	21
B. The experience and qualifications of the sub-consultants.	15	13
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	12
D. 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.	15	10
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	5
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	3
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	8
TOTAL SCORE	100	72

RANK: 3

Notes regarding Exhibit "B": 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.

RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Charlie Conklin DATE: 6/8/16

FIRM NAME: Tetratech

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.	25	22
B. The experience and qualifications of the sub-consultants.	15	14
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	15
D. 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.	15	12
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	6
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	10
TOTAL SCORE	100	83

RANK: 2

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RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Charlie Conklin DATE: 6/8/16

FIRM NAME: Woolpert

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.	25	23
B. The experience and qualifications of the sub-consultants.	15	14
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	14
D. 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.	15	13
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	8
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	3
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	10
TOTAL SCORE	100	85

RANK: 1

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RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Robert Rutter DATE: 6/8/16

FIRM NAME: CDM

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.	25	23
B. The experience and qualifications of the sub-consultants.	15	13
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	12
D. 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.	15	12
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	10
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	3
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	8
TOTAL SCORE	100	81

RANK: ~~2~~ 3

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RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Robert Rutter

DATE: 6/8/16

FIRM NAME: Tetra Tech

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.	25	24
B. The experience and qualifications of the sub-consultants.	15	13
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	15
D. 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.	15	13
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	10
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	10
TOTAL SCORE	100	89

RANK: 1

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RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Robert Rutter DATE: 6/8/16

FIRM NAME: WOOLPERT

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.	25	24
B. The experience and qualifications of the sub-consultants.	15	13
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	14
D. 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.	15	13
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	10
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	3
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	10
TOTAL SCORE	100	87

RANK: 2

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RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Byron Raysor DATE: 6/8/2016

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.	25	24
B. The experience and qualifications of the sub-consultants.	15	14
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	12
D. 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.	15	14
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	8
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	3
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	9
TOTAL SCORE	100	84

RANK: 3

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RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Byron Raysor DATE: 6/8/2016

FIRM NAME: Tetra Tech, 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.	25	24
B. The experience and qualifications of the sub-consultants.	15	14
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	15
D. 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.	15	14
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	8
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	10
TOTAL SCORE	100	89

RANK: 1

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RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Byron Raysor DATE: 6/8/2016

FIRM NAME: Woolpert, 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.	25	24
B. The experience and qualifications of the sub-consultants.	15	14
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	14
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F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	3
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	10
TOTAL SCORE	100	87

RANK: 2

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RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: SHULTZ **DATE:** 6-8-2016

FIRM NAME: WOOLPERT

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.	25	20.5
B. The experience and qualifications of the sub-consultants.	15	14
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	14
D. 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.	15	12
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F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	3
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	10
TOTAL SCORE	100	83.5

RANK: ~~83.5~~ 1

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RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: SHULTZ DATE: 6-8-2016

FIRM NAME: Tetra Tech

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.	25	20
B. The experience and qualifications of the sub-consultants.	15	12
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	15
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F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	10
TOTAL SCORE	100	83

RANK: ~~83~~ 2

Notes regarding Exhibit "B": 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.

RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: SHULTZ DATE: 6-8-2016

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.	25	20
B. The experience and qualifications of the sub-consultants.	15	10
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	12
D. 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.	15	12
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	10
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	3
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	7
TOTAL SCORE	100	74

RANK: 3

Notes regarding Exhibit "B": 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.

RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Susan Ussach DATE: 6-8-16

FIRM NAME: Tetra Tech

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.	25	23
B. The experience and qualifications of the sub-consultants.	15	14
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	15
D. 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.	15	14
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	9
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	9
TOTAL SCORE	100	88

RANK: 1

Notes regarding Exhibit "B": 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.

RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Susan Ussach DATE: 6-8-16

FIRM NAME: Woolpert

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.	25	22
B. The experience and qualifications of the sub-consultants.	15	14
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	14
D. 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.	15	14
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	8
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	3
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	9
TOTAL SCORE	100	84

RANK: 2

Notes regarding Exhibit "B": 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.

RQS16-0213 Wastewater Forcemain System Evaluation

EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Susan Ussach DATE: 6-8-16

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.	25	22
B. The experience and qualifications of the sub-consultants.	15	14
C. Participation of City-certified or recognized MBE/WBE firms and VBE firms in the performance of the work.	16	12
D. 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.	15	14
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	8
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	3
G. Volume of work previously awarded to Respondent by the City.	5	0
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	7
TOTAL SCORE	100	80

RANK: 3

Notes regarding Exhibit "B": 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.