



# CITY OF ORLANDO

## 2nd ADVISORY COMMITTEE MEETING MINUTES

RFP17-0247

### Request for Proposals for CRA Parramore Residential Housing Project

May 17, 2017 – 9:00 a.m.

Agenda Conference Room (2<sup>nd</sup> Floor)  
Veterans Conference Room (2<sup>nd</sup> 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:

Thomas C. Chatmon, Jr., DDB/CRA Executive Director (Chair)  
Thomas Connery, CIP Division Manager  
Byron Raysor, Contract Compliance Investigator III  
Terry Delahunty, Community Redevelopment Agency

#### Committee Member Absent:

Oren Henry, Housing and Community Development Director

#### Other City Personnel Present:

Roger Cooper, Contract Administrator (Facilitator)  
Teddi McCorkle, Senior Contract Administrator  
David Barilla, DDB/CRA Assistant Director

#### 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. -- 9:30 a.m.	5/17/2017	H.J. High Construction	Agenda Conference Room	2 <sup>nd</sup>
9:45 a.m. – 10:15 a.m.	5/17/2017	RL Burns	Veterans Conference Room	2 <sup>nd</sup>
10:30 a.m. – 11:00 a.m.	5/17/2017	Votum Construction	Agenda Conference Room	2 <sup>nd</sup>

After presentations, the Facilitator asked the Committee for approval of the first Meeting Minutes of May 3, 2017. These Minutes had been distributed by email to all Committee Members. A motion was made by Tom Connery, and seconded by Terry Delahunty, to accept those Minutes as written. The motion carried unanimously.

In follow-up to a question in the 1<sup>st</sup> Committee Meeting on whether or not Rating Factor G should be based on City dollars or CRA dollars paid out to each Respondent in the last three years, the Facilitator indicated that, in a discussion with the City Attorney's Office, it was determined that only CRA dollars

should be considered – and in a discussion with David Barilla, it was reported that the CRA had paid no money to the five Proposers that submitted Proposals in response to this solicitation. Therefore, Rating Factor G should be worth 5 points to all Proposers. Moreover, in plugging that number into the 1<sup>st</sup> Meeting Scoring Sheet, the top three firms would remain the same.

The Facilitator handed out the pre-determined scores (calculated as per solicitation requirements) for each Respondent.

Committee Members were advised that proposals 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 Proposals.

The consolidated results are as follows:

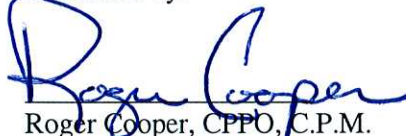
1. RL Burns, Inc.
2. Votum Construction
3. H.J. High Construction

A motion was made by Terry Delahunty, and seconded by Byron Raysor, to accept the rankings and to recommend to the CRA for authorization for the Chief Procurement Officer (CPO) to negotiate and execute 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 Tom Connery, to adjourn at 12:42 p.m. The motion carried unanimously.

These minutes are considered to be the official minutes of the RFP17-0247 Advisory Committee Meeting held on May 17, 2017, and no other notes, tapes, or other recordings taken by anyone takes precedence.

Submitted by:



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

Reviewed by:

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

Reviewed and Accepted by:



Thomas Chatmon (Chair)  
DDB/CRA Executive Director

Attachments:

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

RFP17-0247 CRA PArramore Residential Housing Project  
Pre-determined Scores for  
MWBE Participation, Proximity, and Prior Work \$

Consultant Name	MBE Office Announced Scores for MWBE Participation (C)	Proximity Score (F)	CRA Prior Dollars Score (G)
HJ High Construction	2	4	5
RL Burns, Inc.	12	4	5
Votum Construction	16	4	5



RFP17-0247 Design-Build for CRA Parramore Residential Housing  
Final Scoring and Ranking

**COMMITTEE MEMBERS:**

Thomas Chatmon, Jr.	Oren Henry	Tom Connery	Terry Delahunty	Byron Raysor
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**CONSOLIDATED RANKING:**

	Thomas Chatmon, Jr.	Oren Henry	Tom Connery	Terry Delahunty	Byron Raysor	Total	Ranking
H.J. High Construction	3	0	1	3	3	10	3
RL Burns, Inc.	1	0	2	1	1	5	1
Votum Construction	2	0	3	2	2	9	2

**INDIVIDUAL SCORING AND RANKING:**

NO.	POSSIBLE POINTS	H.J. High Construction	RL Burns, Inc.	Votum Construction
A	25	22	22	21
B	15	14	14	13
C	16	2	12	16
D	10	9	9	8
E	10	10	10	9
F	4	4	4	4
G	5	5	5	5
H	15	13	13	12
TOTAL POINT VALUE	100	79	89	88
Thomas Chatmon, Jr.		3	1	2
Ranking				

NO.	POSSIBLE POINTS	H.J. High Construction	RL Burns, Inc.	Votum Construction
A	25			
B	15			
C	16	2	12	16
D	10			
E	10			
F	4	4	4	4
G	5	5	5	5
H	15			
TOTAL POINT VALUE	100	0	0	0
Absent Oren Henry		0	0	0
Ranking				

RFP17-0247 Design-Build for CRA Parramore Residential Housing  
Final Scoring and Ranking

NO.	POSSIBLE POINTS	H.J. High Construction	RL Burns, Inc.	Votum Construction
A	25	25	16	15
B	15	14	12	11
C	16	2	12	16
D	10	10	10	10
E	10	10	10	10
F	4	4	4	4
G	5	5	5	5
H	15	15	15	10
TOTAL POINT VALUE	100	85	84	81
Tom Connery		1	2	3
Ranking				

NO.	POSSIBLE POINTS	H.J. High Construction	RL Burns, Inc.	Votum Construction
A	25	10	23	10
B	15	10	12	10
C	16	2	12	16
D	10	8	8	4
E	10	8	8	4
F	4	4	4	4
G	5	5	5	5
H	15	10	15	10
TOTAL POINT VALUE	100	57	87	63
Terry Delahunty		3	1	2
Ranking				

NO.	POSSIBLE POINTS	H.J. High Construction	RL Burns, Inc.	Votum Construction
A	25	24	24	22
B	15	14	13	13
C	16	2	12	16
D	10	8	8	6
E	10	9	9	9
F	4	4	4	4
G	5	5	5	5
H	15	14	14	13
TOTAL POINT VALUE	100	80	89	88
Byron Raysor		3	1	2
Ranking				



## EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Thomas Chatmon DATE: 5.17.17FIRM NAME: H.J. High Construction

The Advisory Committee will evaluate and score the short-listed Respondents based upon their Proposals as clarified by their interviews 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 qualifying VBE firms in the performance of the work.	16	2
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.	10	9
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with CRA 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 CRA.	5	5
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	15	13
<b>TOTAL SCORE</b>	<b>100</b>	<b>79</b>

RANK: 3

Notes regarding Exhibit "B": Each Advisory Committee member will evaluate the above factors to determine the final ranking of the short-listed 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.

## EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Thomas Chatman DATE: 5.17.17

FIRM NAME: RL Burns Construction

The Advisory Committee will evaluate and score the short-listed Respondents based upon their Proposals as clarified by their interviews 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 qualifying 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.	10	9
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with CRA 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 CRA.	5	5
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	15	13
<b>TOTAL SCORE</b>	<b>100</b>	<b>89</b>

RANK: 1

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## EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Thomas Chatman DATE: 5-17-17FIRM NAME: KOTUM Construction

The Advisory Committee will evaluate and score the short-listed Respondents based upon their Proposals as clarified by their interviews 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 qualifying VBE firms in the performance of the work.	16	16
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.	10	8
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with CRA 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 CRA.	5	5
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	15	12
<b>TOTAL SCORE</b>	<b>100</b>	<b>88</b>

RANK: 2

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## EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Byron Raysor DATE: 5/17/17FIRM NAME: H. J. High

The Advisory Committee will evaluate and score the short-listed Respondents based upon their Proposals as clarified by their interviews 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 qualifying VBE firms in the performance of the work.	16	2
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.	10	8
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with CRA 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 CRA.	5	5
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	15	14
<b>TOTAL SCORE</b>	<b>100</b>	<b>80</b>

RANK: 3

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## EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Byron Raynor DATE: 5/17/17FIRM NAME: R.L. Burns

The Advisory Committee will evaluate and score the short-listed Respondents based upon their Proposals as clarified by their interviews 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 qualifying 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.	10	8
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with CRA 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 CRA.	5	5
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	15	14
<b>TOTAL SCORE</b>	<b>100</b>	<b>89</b>

RANK: 1

Notes regarding Exhibit "B": Each Advisory Committee member will evaluate the above factors to determine the final ranking of the short-listed 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.



## EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Byron Raynor DATE: 5/17/17

FIRM NAME: Votum Construction

The Advisory Committee will evaluate and score the short-listed Respondents based upon their Proposals as clarified by their interviews 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	13
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	16
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.	10	6
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with CRA 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 CRA.	5	5
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	15	13
<b>TOTAL SCORE</b>	<b>100</b>	<b>88</b>

RANK: 2

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## EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Delahanty DATE: 5/17/17

FIRM NAME: (CRAA) HIGH

The Advisory Committee will evaluate and score the short-listed Respondents based upon their Proposals as clarified by their interviews in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	25	10
B. The experience and qualifications of the sub-consultants.	15	10
<input checked="" type="checkbox"/> C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	2
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.	10	8
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with CRA staff and any other stakeholders, as well as make effective public presentations.	10	8
<input checked="" type="checkbox"/> 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
<input checked="" type="checkbox"/> G. Volume of work previously awarded to Respondent by the CRA.	5	5
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	15	10
<b>TOTAL SCORE</b>	<b>100</b>	<b>57</b>

RANK: 3

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## EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: DeLahanty DATE: 5/17/17  
 FIRM NAME: (CRAA) Burns

The Advisory Committee will evaluate and score the short-listed Respondents based upon their Proposals as clarified by their interviews 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	12
C. Participation of City-certified or recognized MBE/WBE firms and qualifying 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.	10	8
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with CRA 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 CRA.	5	5
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	15	15
<b>TOTAL SCORE</b>	<b>100</b>	<b>87</b>

RANK: 1

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## EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: Delahunty DATE: 5/17/17FIRM NAME: (CRA) VOTUM

The Advisory Committee will evaluate and score the short-listed Respondents based upon their Proposals as clarified by their interviews in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	25	10
B. The experience and qualifications of the sub-consultants.	15	10
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	16
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.	10	4
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with CRA staff and any other stakeholders, as well as make effective public presentations.	10	4
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 CRA.	5	5
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	15	10
<b>TOTAL SCORE</b>	<b>100</b>	<b>63</b>

RANK: 2

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## EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: TOM CONNERY DATE: 5/17/17  
 FIRM NAME: HJ HIGH

The Advisory Committee will evaluate and score the short-listed Respondents based upon their Proposals as clarified by their interviews in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	25	25
B. The experience and qualifications of the sub-consultants.	15	14
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	2
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.	10	10
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with CRA 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 CRA.	5	5
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	15	15
<b>TOTAL SCORE</b>	<b>100</b>	<b>85</b>

RANK: ~~85~~ 1

Notes regarding Exhibit "B": Each Advisory Committee member will evaluate the above factors to determine the final ranking of the short-listed 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.

## EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: TOM CONNERY DATE: 5/17/17  
 FIRM NAME: R.L. BURNS

The Advisory Committee will evaluate and score the short-listed Respondents based upon their Proposals as clarified by their interviews in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	25	16
B. The experience and qualifications of the sub-consultants.	15	12
C. Participation of City-certified or recognized MBE/WBE firms and qualifying 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.	10	10
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with CRA 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 CRA.	5	5
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	15	15
<b>TOTAL SCORE</b>	<b>100</b>	<b>84</b>

RANK: 2

Notes regarding Exhibit "B": Each Advisory Committee member will evaluate the above factors to determine the final ranking of the short-listed 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.



## EVALUATION CRITERIA FOR FINAL RANKING

MEMBER: TOM CONNERT DATE: 5/17/17  
 FIRM NAME: VOTUM

The Advisory Committee will evaluate and score the short-listed Respondents based upon their Proposals as clarified by their interviews in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	25	15
B. The experience and qualifications of the sub-consultants.	15	11
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	16
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.	10	10
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with CRA 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 CRA.	5	5
H. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	15	10
<b>TOTAL SCORE</b>	<b>100</b>	<b>81</b>

RANK: 3

Notes regarding Exhibit "B": Each Advisory Committee member will evaluate the above factors to determine the final ranking of the short-listed 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.