

RFP#1327 City Hall Seismic  
Evaluation

Evaluation & Selection Criteria

Date Scorecards Due: Nov. 19, 2014

Criteria	Possible Points	DCI Engineers	Miller Consulting Eng.	Hohback- Levin, Inc.
		Assigned Points	Assigned Points	Assigned Points
<b>Project Understanding, Approach &amp; Methodology:</b> Scoring will be based on the firm’s assessment of understanding of the City’s needs and the firm’s proposed solution’s ability to meet the stated objectives of the RFP. This category will be evaluated by review of proposed scope of work, description of work approach, and proposed work schedule.	30	20.3	20.0	20.7
<b>Capacity:</b> Scoring will be based on the resources and capabilities of key personnel assigned to the project with regard to their documented ability to successfully complete similar projects. This includes the use of current technology and the degree to which personnel with a background in structural analysis will be involved in the overall direction of the work. This category will be evaluated by review of training, work experience and history of successful completion of similar projects using the ASCE Standard 41-13 Seismic Evaluation and Retrofit of Existing Buildings or its predecessors ASTM 31-03 and ASTM 41-06.	20	18.7	13.3	18.7
<b>Past Performance and Sample Report:</b> Scoring will be based on the record of performance in the preparation and completion of projects of similar nature by key personnel assigned to the project. This category will be evaluated by the overall assessment of the sample report and by references for relevant similar projects.	30	20.0	23.0	25.0
<b>Proposal Preparation &amp; Presentation:</b> Scoring will be based on the City’s assessment of thoughtfulness, overall responsiveness to the RFP requirements, and completeness of the proposal.	5	2.3	4.3	3.7
<b>Cost:</b> Scoring will be based on price and consistency with the rest of the proposal.	15	9.3	15.0	11.3
<b>Total</b>	<b>100</b>	<b>70.7</b>	<b>75.7</b>	<b>75.7</b>

**IV. Evaluation and Selection Criteria.** In the event of a tie during the evaluation process, the tie will be broken by taking the highest scoring proposer based on their Project Understanding, Approach & Methodology. If these scores are also tied, then the committee would break the tie by taking the highest scoring proposer based on their Past Performance and Sample Report.