

CITY OF SAN BERNARDINO DEVELOPMENT SERVICES DEPARTMENT
RATING SHEET PUBLIC WORKS PROJECTS-NON FEDERAL AID PROJECTS
PHASE I - REVIEW OF PROPOSAL

PROJECT: WIDENING OF FORTIETH STREET/JOHNSON STREET TO ELECTRIC AVENUE

CONSULTANT: _____

<u>No.</u>	<u>Max. Points</u>	<u>Description</u>	<u>Rating</u>
1.	20	<u>Experience</u> – For example, what similar recent projects has this firm done and how many years of similar experience does this company possess. Is the company background solid and does the company possess sufficient financial resources to engage this project?	_____
2.	20	<u>Project Personnel</u> – For example, does each individual possess adequate experience in this type of work? Will the assigned personnel be able to devote adequate time to meet the proposed schedule? Does the design team appear to be balanced in the appropriate disciplines necessary to accomplish the work envisioned by this RFP?	_____
3.	5	<u>Estimated Time of Completion</u> – For example, does this firm’s proposed schedule for the project seem realistic and does it tie closely to the work involved? Is the staffing level adequate to meet the schedule?	_____
4.	5	<u>Past Experience in Dealing with Firm</u> – For example, has this firm worked for the City in the past? Did the firm competently complete the work and would you recommend the firm?	_____
5.	15	<u>Ability to Meet Contract Obligations</u> – For example, does this firm appear capable of meeting the obligations as related to budget and time? From a financial and organizational standpoint, does this firm appear capable of fully complying with the terms of the proposed Agreement?	_____
6.	15	<u>Depth of Understanding of the Project</u> – For example, do the principal personnel understand what is expected on this Project? Do they appear aware of the complexities involved? Does their proposal indicate a depth of knowledge and recent experience or do they appear to be saying whatever it takes to get the job? Has this firm done its homework?	_____
7.	5	<u>Completeness of Information Submitted</u> – For example, does the proposal meet all requirements of the RFP and does it provide sufficient information to complete your evaluation? Did this firm indicate insight into the project that was lacking in the other firm’s proposals?	_____
8.	10	<u>Score for Sealed Proposed Fee</u>	_____
9.	5	<u>Local Preference</u> – Does the consultant have an office inside the city limits, possess a City business license and have a minimum of one (1) owner or employee assigned to the office? (Working in the office or in the field but stationed at the office).	_____
POINT TOTAL FROM REVIEW OF PROPOSALS (POSSIBLE 100 POINTS)			_____

COMMENTS

**CITY OF SAN BERNARDINO DEVELOPMENT SERVICES DEPARTMENT
 RATING SHEET FOR PUBLIC WORKS PROJECTS-NON-FEDERAL AID PROJECTS
 PHASE II - SELECTION INTERVIEW**

PROJECT: WIDENING OF FORTIETH STREET/JOHNSON STREET TO ELECTRIC AVE.

CONSULTANT: _____

1.	Past Experience on Similar Projects. (20 Points Max.) <i>Comments:</i>
	_____ _____
2.	Experience managing meetings between Staff , Consultant and the Public. (5 Points Max.) <i>Comments:</i>
	_____ _____
3.	Adequacy of Principal Staff Specifically Assigned to Project (Resumes). (20 Points Max.) <i>Comments:</i>
	_____ _____
4.	Adequacy and availability of consultant's in-house support staff. (15 Points Max.) <i>Comments:</i>
	_____ _____
5.	Adequacy of proposed Sub-consultants to be used and working arrangements with them on similar projects. If no sub-consultants are proposed then the adequacy of consultants in-house staff to meet all project needs will be evaluated. (10 Points Max.) <i>Comments:</i>
	_____ _____
6.	Flow (Time) Chart for Completion of tasks identified. (5 Points Max.) <i>Comments:</i>
	_____ _____
7.	Depth of Understanding of the Project. (10 Points Max.) <i>Comments:</i>
	_____ _____
8.	Local preference credit. (5 Points Max.) <i>Comments:</i>
	_____ _____
9.	Score for Sealed Proposed Fee. (10 Points Max.) <i>Comments:</i>
	_____ _____
POINT TOTAL FROM INTERVIEW PHASE (100 Points possible).	

Evaluator's Name: _____

Evaluator's Signature: _____ **Date:** _____

CITY OF SAN BERNARDINO DEVELOPMENT SERVICES DEPARTMENT
RATING SHEET PUBLIC WORKS PROJECTS-NON FEDERAL AID PROJECTS
SUMMARY SHEET

PROJECT: WIDENING OF FORTIETH STREET/JOHNSON STREET TO ELECTRIC AVENUE

CONSULTANT: _____

_____ **SCORE FROM REVIEW OF PROPOSALS – SHEET 1** *(100 Points Possible)*

_____ **SCORE FOR INTERVIEW – PHASE II** *(100 Points Possible)*

_____ **GRAND TOTAL SCORE** *(200 Points Possible)*

PERCENTILE SCORE = _____