

17. EVALUATION CRITERIA

Responses will be evaluated using the evaluation criteria below. The evaluation rating scale for the Qualifications Submittal is as follows:

More than adequate.....8 – 10 Less than adequate 1 – 4
 Adequate.....5 – 7 Not covered in Qualifications Submittal..... 0

	Criteria	Written Submittal Weight
1	Tab 1 - Forms and Professional Licenses <ol style="list-style-type: none"> Submittal Form (all blank spaces on the Submittal Form shall be filled out) Proposed Subconsultants Form Certificate as to Entity's Authority to do Business in Florida Fomr Affidavit as to Non-collusion and Certification of Material Conformance Qualifications (General, Similar Projects, Client References) Licenses Drug-Free Workplace Form (not required unless there is a tie) 	15%
2	Tab 2 - Respondent's and subconsultants' overall qualifications, capabilities, and business certifications <ol style="list-style-type: none"> Description of the Respondent and their overall qualifications and capabilities Description of subconsultant(s) and their overall qualifications and capabilities Understanding of requested services Willingness to meet time and budget requirements Whether Respondent is a minority-owned business enterprise certified by state of Florida Office of Supplier Diversity (if yes, provide certification) (per s.287.055(4)(b), F.S.) 	35%
3	Tab 3 - Respondent's approach and ability to provide the required professional services as presented in the SOW. <ol style="list-style-type: none"> Team organizational structure with specific names, titles, and/or roles of key personnel Project management approach and QA/QC process Qualifications and work history of key personnel Projects completed in last 10 years. Incorporate details on obstacles and completion of projects relative to initial schedule and budget Current and projected workloads of key personnel Hours committed to project by job classification 	35%