

Step 1 - Short listing to obtain an invitation to interview with the Evaluation Committee.

Step 1 - Evaluation Criteria	Max Score	Evaluator	Ratings - Hatch, Mott, MacDonald					Ratings - Lombardo Associates					Total Combined Total	Committee Avg Score			
			Catherine Bray	Kim Dressel	Pad Juarez	Dr. Howard Kessler	Alex Mahon Tedder	Wayne Tedder	Catherine Bray	Kim Dressel	Pad Juarez	Dr. Howard Kessler			Alex Mahon Tedder	Wayne Tedder	
i. Comparable Past Performance - Demonstration the firm has relevant experience and expertise in the identification of treatment of options, management options, financial projections, and fee/rate structures.	5	Individual Committee Members	3	4	3	4	5	3	22	3.6667	4	3	2	3	3	18	3
ii. Qualifications and Experience of the Core Team Members, including Consultants if Used - Demonstration of personnel with the education and experience necessary to develop relevant scientific and fact-based treatment options, management options, financial projections, and fee/rate structures.	10	Individual Committee Members	5	8	7	9	5	43	7.1667	7	7	8	6	7	5	40	6.6667
iii. Success Stories - Demonstration of successful delivery of projects that are comparable with the services being solicited.	10	Individual Committee Members	4	5	5	7	5	31	5.1667	7	5	5	7	6	5	35	5.8333
iv. Approach, Planned Tasks and Communications - Demonstration of a well developed plan with elements necessary for successful product delivery.	25	Individual Committee Members	12	15	18	20	20	105	17.5	17	15	15	17	20	18	102	17
v. References	5	Committee Score	4.29	4.29	4.29	4.29	4.29	25.74	4.29	4.75	4.75	4.75	4.75	4.75	4.75	28.5	4.75
vi. Local Preference	5	Purchasing	3	3	3	3	3	18	3	0	0	0	0	0	0	0	0
Total Maximum Points (Step 1)	60		31.29	39.29	40.29	47.29	46.29	244.74	40.79	39.75	34.75	34.75	37.75	40.75	35.75	223.5	37.25

Step 1 Evaluation Signatures:

Catherine Bray
 Kim Dressel
 Pad Juarez

Dr. Howard Kessler
 Alex Mahon
 Wayne Tedder

RFP Title: Request for Proposals for Services to Identify Onsite Sewage Treatment and Disposal and Management Options

Step 2 - Final Ranking (ranking completed post interview with the Evaluation Committee)

Only Proposers invited to interview with the Evaluation Committee will proceed to Step 2; all other Proposers' evaluations will end with Step 1.




Step 2 - Evaluation Criteria	Max Score	Evaluator Committee	Ratings - Hatch, Mott, MacDonald										Total Combined Score	Total Combined Score					
			Catherine Bray	Kim Dressel	Pad Juarez	Dr. Howard Kessler	Alex Mahon	Wayne Tedder	Total Combined Score	Catherine Bray	Kim Dressel	Pad Juarez			Dr. Howard Kessler	Alex Mahon	Wayne Tedder	Total Combined Score	
i. Total Score from Step 1	60	Score from Step 1	31.29	39.29	40.29	47.29	46.29	40.29	40.29	244.74	40.79	39.75	34.75	34.75	40.75	37.75	35.75	229.5	37.25
ii. Demonstrated Understanding of the Project	5	Individual Committee Members	3	5	4	5	4	4	4	25	4.1666667	5	5	4	5	5	5	29	4.83333
iii. Demonstration that the Approach and Methods are Appropriate, Complete, and will Lead to Successful Project Delivery	20	Individual Committee Members	15	15	18	16	15	15	15	94	15.6666667	18	18	15	15	20	17	18	17.6667
iv. *Fee (from the Fee Schedule)	15	Committee Score (worksheets)	0	0	0	0	0	0	0	0	0	15	15	15	15	15	15	90	15
Total Maximum Point (Steps 1 and 2)	100		49.29	59.29	62.29	68.29	65.29	59.29	363.74	60.623333	77.75	72.75	68.75	77.75	73.75	448.5	74.75		



*Fee - Points will be awarded in the Fee category according to the amount the Proposer's proposed fee exceeded the lowest fee submitted (of those Proposals which were part of the Step 2 Evaluation). The Proposal with the lowest fee would, therefore, receive 15 points (the highest score possible for this evaluation category). The remaining Proposers would receive a reduced score in proportion to the amount they exceeded the lowest fee proposal. An example follows.

Proposer	Fee	Difference from Lowest Fee	Percentage over Lowest Fee	Example - Fee Evaluation		
				Calculation of points to be deducted	15 - % Deviation from Low Bid	Points Awarded
A	\$50,000	\$10,000	25.00%	15 x .25 = 3.75	11.25	11.25
B	\$40,000	\$0	0.00%	15 x 0.00 = 0	15	15
C	\$45,000	\$5,000	12.50%	15 x .125 = 1.875	13.125	13.125

Proposer	Highest Fee	Lowest Fee	Difference from Lowest Fee	Percentage over Lowest Fee	Actual - Fee Evaluation		
					Calculation of points to be deducted	15 - % Deviation from Low Bid	Points Awarded
	\$239,180	\$180,922	\$180,922	310.55%	15 x .25 = 3.75	46.583	
	\$58,258	\$0	\$0	0.00%	15 x 0.00 = 0	15	

Step 2 Evaluation Signatures:

Catherine Bray 
 Kim Dressel 
 Pad Juarez 

Dr. Howard Kessler 
 Alex Mahon 
 Wayne Tedder 