



**EVALUATION SHEET
COMMUNITY MARITIME PARK
DESIGN GUIDELINES SERVICES PROPOSAL
WRITTEN PRESENTATION
RFQ NO. 2007-01**

Date: _____

Name of Firm(s): _____

Reviewer: _____

1. Composition and Qualifications of Staff/Team 30 Points _____

- a. Number of employees
- b. Staff resources and experience
- c. Qualifications of individual staff members selected to work on this project
- d. Qualifications of Team selected to work on this project

2. Experience of the Firm/Team 25 Points _____

- a. Structure of the Team
- b. Previous projects of the firm of a similar scope and size
- c. Previous projects of the Team of a similar scope and size

3. Ability to Meet Time and Budget Requirements 20 Points _____

- a. Current workload
- b. Ability to meet schedules
- c. Ability to meet budgets
- d. Financial stability of firm

4. Small/Minority Business Participation 15 Points _____

5. Local Business Participation 10 Points _____

TOTAL POINTS _____

Comments: _____

Reviewer Signature: _____