

Proposal Evaluation Form
City of Ramsey Water Treatment Plant RFP

Firm Name: _____

Proposal Scoring Guidelines

Excellent to Outstanding	75% to 100% of Maximum Points
Acceptable to Excellent	50% to 74% of Maximum Points
Marginal to Acceptable	25% to 49% of Maximum Points
Incomplete to Marginal	0% to 24% of Maximum Points

	Maximum Points	Score
<u>Understanding of Services Required:</u>		
Firm indicates a clear understanding of the services required for the project and clearly identifies all project requirements in their proposal and schedule.	<u>25</u>	_____
<u>Personnel Experience and Qualifications:</u>		
Based upon resumes of key personnel assigned to the project, personnel appear to have applicable experience analyzing source water, developing water models and preparing design reports for water supply systems.	<u>25</u>	_____
<u>Firm Experience and Qualifications:</u>		
Firm appears to have applicable experience analyzing source water, developing water models and preparing design reports for water supply systems.	<u>25</u>	_____
<u>Performance and References:</u>		
Firm appears to be able to perform the project in a timely and cost effective manner. The proposal includes references to be contacted.	<u>20</u>	_____
<u>Proposal Responsiveness:</u>		
Information provided in the proposal is complete, organized and presented in a professional manner.	<u>5</u>	_____
Technical Proposal Total Points:	<u>100</u>	_____
Technical Proposal Ranking:		_____

Ranked by: _____ Date: _____