

**Evaluation Criteria of RFQ 1612-132 Comprehensive Parks Master Plan
Professional Services**

| Criteria | Maximum Score Points | Please select a Whole Number from the list provided for each question. (Decimal scoring or unlisted rating scores are not permitted.) | Halff Associates | Studio 16:19 |
|--|----------------------|---|------------------|--------------|
| Office in Texas | P/F | Must Pass to be qualified | | |
| <u>Project Manager's</u> Experience/Qualifications with revising and developing comprehensive park master plans | 35 | 35 = Significantly Exceeds Requirements 26 = Exceeds Requirements 18 = Meets ALL requirements 10 = Marginally Meets Requirements 0 = Does Not Meet Requirements | 26 | 18 |
| <u>Individuals on the Project Team</u> Experience/Qualifications with revising and developing comprehensive park master plans. | 30 | 30 = Significantly Exceeds Requirements 24 = Exceeds Requirements 18 = Meets ALL requirements 12 = Marginally Meets Requirements 0 = Does Not Meet Requirements | 24 | 18 |
| <u>Availability of Project Manager, task lead and relevant staff</u> | 20 | 20 = Significantly exceeds requirements 15 = Exceeds requirements 10 = Meets all requirements 5 = Marginally meets requirements 0 = Does not meet requirements | 15 | 10 |
| <u>Understanding of the Project and ability to expedite</u> | 15 | 15 = Significantly exceeds requirements 12 = Exceeds requirements 9 = Meets all requirements 6 = Marginally meets requirements 0 = Does not meet requirements | 12 | 9 |
| Total Interview Points | 100 | TOTAL | 77 | 55 |

| Department | Committee Member | Voting Member | Signatures |
|------------|------------------|---------------|------------|
|------------|------------------|---------------|------------|



Committee Recommendation: Halff is recommended to proceed for several factors. 1) Halff has completed several park plans; 2) Halff has a grant writer dedicated to the project, with a successful track record; 3) Halff indicates more critical staff available; and 4) Halff supported an entire page (#7) to support their understanding of the project.