

RFQ SUBMITTAL SCORING SHEET
REGIONAL WATER SUPPLY PLAN UPDATE

Evaluator: _____

Evaluation Criteria	Maximum Score	Scores for Each Firm			
		Firm 1	Firm 2	Firm 3	Firm 4
Office / Key Personnel Location(s) (Required sections 1-3) Office and key staff location in proximity to the WRWSA geographic area. Notes/Comments (insert firm # before each note)	5				
Project Officer (Required section 4) Relevant project management experience of the person designated as the Project Officer who would perform assigned tasks, manage activities and tasks, administer the contract and be the primary contact to the WRWSA. Notes/Comments (insert firm # before each note)	25				
Other Key Personnel (Required section 5) The professional and technical experience and qualifications of the personnel listed in the submittal that would be designated to perform key tasks. Notes/Comments (insert firm # before each note)	25				
Project Experience (Required section 6) Relevance and depth of projects identified in the submittal for similar project experience. Notes/Comments (insert firm # before each note)	15				
Understanding of the Project Goals and Objectives (Required section 7) How well the firm has expressed an understanding of the project goals and objectives. Notes/Comments (insert firm # before each note)	10				
Project Approach (Required section 8) The competency of the firm's approach to the project and its expression of willingness and ability to meet time and budget requirements. Notes/Comments (insert firm # before each note)	10				
Representation of Authority Member Governments / Litigation (Required sections 9-10) Representation of Authority Member Governments for Litigation, or involvement in any litigation against an Authority member government that might affect ability to undertake the project in an unbiased manner. Notes/Comments (insert firm # before each note)	5				
Adherence to RFQ Requirements and Quality of Submittal Notes/Comments (insert firm # before each note)	5				
Total Score	100				
Ranking					

Signature: _____

Date: ____/____/____