



**RFP Evaluation Sheet - RFP Item #22-296 Parks and Recreation Strategic Plan
for Augusta, GA – Parks and Recreation Department
Evaluation Date: Monday, December 5, 2022 @ 3:00 p.m. via ZOOM**

Vendors			Brandsetter Carroll Inc. 2360 Chauvin Drive Lexington, Kentucky 40517	Chire, LLC dba Collective Insights Consulting 3565 Piedmont Rd. N.E., Building 1 Suite 520 Atlanta, GA 30306	Raftelis Financial Consultants, Inc. 227 W. Trade Street, Suite 1400 Charlotte, NC 28202	Berry Dunn McNeil & Parker, LLC 2211 Congress Street Portland, Maine 04102	Brandsetter Carroll Inc. 2360 Chauvin Drive Lexington, Kentucky 40517	Chire, LLC dba Collective Insights Consulting 3565 Piedmont Rd. N.E., Building 1 Suite 520 Atlanta, GA 30306	Raftelis Financial Consultants, Inc. 227 W. Trade Street, Suite 1400 Charlotte, NC 28202	Berry Dunn McNeil & Parker, LLC 2211 Congress Street Portland, Maine 04102
Phase 1			Ranking of 0-5 (Enter a number value between 0 and 5)				Weighted Scores			
Evaluation Criteria	Ranking	Points	Scale 0 (Low) to 5 (High)							
1. Completeness of Response • Package submitted by the deadline • Package is complete (includes requested information as required per this solicitation) • Attachment B is complete, signed and notarized	N/A	Pass/Fail	PASS	PASS	PASS	FAIL	PASS	PASS	PASS	FAIL
2. Qualifications & Experience	(0-5)	15	5.0	3.9	5.0		75.0	58.5	75.0	
3. Organization & Approach	(0-5)	20	4.5	3.0	5.0		90.0	60.0	100.0	
4. Scope of Services Experience and approach to the Scope of Services included in Section IV to include details on the following items. • List the number of strategic plans of similar size and scope the firm has completed. • Identify similar projects the firm has completed in the last 5 years. • Describe the firm's involvement with activities and/or trainings offered by the National Recreation and Park Association and/or the Georgia Recreation and Park Association. • Describe the firm's experience in working with Parks and Recreation Agencies on Master Plans and/or Strategic Plans. • Submit a sample of a completed strategic plan of similar size.	(0-5)	20	5.0	3.0	5.0		100.0	60.0	100.0	
5. Financial Stability	(0-5)	5	5.0	4.0	5.0		25.0	20.0	25.0	
6. References	(0-5)	5	4.4	3.8	4.8		21.8	18.8	23.8	
7. Proximity to Area (only choose 1 line according to location of the company - enter the ranking value for the one line only)										
Within Richmond County	5	10					0.0	0.0	0.0	
Within CSRA	5	6					0.0	0.0	0.0	
Within Georgia	5	4		5.0			0.0	20.0	0.0	
Within SE United States (includes AL, TN, NC, SC, FL)	5	2			5.0		0.0	0.0	10.0	
• All Others	5	1	5.0				5.0	0.0	0.0	
Phase 1 Total - (Total Maximum Ranking 30 - Maximum Weighted Total Possible 375)			28.9	22.7	29.8		316.8	237.3	333.8	
Phase 2 (Option - Numbers 8-9) (Vendors May Not Receive Less Than a 3 Ranking in Any Category to be Considered for Award)										
8. Presentation by Team	(0-5)	10	4.0		4.8		40.0	0.0	47.5	
9. Q&A Response to Panel Questions	(0-5)	5	4.0		4.8		20.0	0.0	23.8	
10. Cost/Fee Proposal Consideration (only choose 1 line according to dollar value of the proposal in relation to all fee proposals - enter the point value for the one line only)										
Cost/Fee Proposal Consideration										
Lowest Fees	5	10	5.0				50.0	0.0	0.0	
Second	5	6			5.0		0.0	0.0	30.0	
Third	5	4					0.0	0.0	0.0	
Forth	5	2					0.0	0.0	0.0	
Fifth	5	1					0.0	0.0	0.0	
Total Phase 2 - (Total Maximum Ranking 15 - Maximum Weighted Total Possible 125)			13.0	0.0	14.5		110.0	0.0	101.3	
Total (Total Possible Score 500) Total (May not Receive Less Than a 3 Ranking in Any Category)										
Total Cumulative Score (Maximum point is 500)			41.9	22.7	44.3		426.8	237.3	435.0	

Internal Use Only

Evaluator: Cumulative Date: 12/5/22 Phase II - 12/15/22

Procurement Department Representative: Nancy Williams

Procurement Department Completion Date: 12/5/22 Phase II - 12/15/22