

## RFI 2023-06

Firm Name: Colliers Engineering + Design

Evaluator Name: Marci Forbes

### RFI Submission Checklist

✓	<b>Title Page</b> - RFI Listed, firm name, address, and contact information	
✓	<b>Table of Contents</b> - Clear identification of materials included with pg numbers	
✓	<b>Letter of Interest</b> - Names of person who is authorized by the firm	Limit 1 Pg
✓	<b>Project Specific State of Qualification</b> - staff size with experience, Include org chart	Limit 8 Pg
✓	<b>Services Approach</b> - General synopsis of approach, include quality assurance control program/ policy	Limit 6 Pg
✓	<b>References</b> - Client contact information, description of work, month and year of project, total cost and professional service fees paid, role of the firm and responsibilities	Limit 10 Pg
✓	<b>Insurance Requirement</b> - Provide proof of insurance in accordance RFI	

### NOTES

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## RFI 2023-06

### Evaluation and Selection 1-5 (1 being the lowest)

Selection Criteria	1-5 Scale
Qualification of the Project Team	5
Qualification of Prime Consultants Designated Project Manager	5
Qualification of Prime Consultants designated Project Professional Engineer	5
Qualification of the Sub Consultants - Experience on Projects	5
Quality Assurance Control Program/ Policy	5
Applicable Project References that reflect and demonstrate the competence in design/engineering	5
Applicable Contract References that reflect and demonstrate the Firm's past performance on other local government contracts	5
Consultants demonstrate understand of the city of Madeira Beach infrastructure	4
Location of firm	4
<b>Total</b>	<b>43</b>

#### NOTES:

\* strong experience

\* great diversity in skill set in house

\* Approach very detailed ~~but~~ + to provided in a logical order

\* info easy to find + points clear

\* QCR process nice

\* Coastal community experience

## RFI 2023-06

Firm Name: Colliers

Evaluator Name: Jenny Rowan

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Consultants demonstrate understand of the city of Madeira Beach infrastructure	4.
Location of firm	4
<b>Total</b>	<b>43</b>

#### NOTES:

diverse in specialti  
beach communities  
professional

# RFI 2023-06

Firm Name: Colliers

Evaluator Name: Allie Lollis

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Location of firm	4
<b>Total</b>	43

#### NOTES:

- Nation wide
- excellent experience.
- easy to navigate packet

## RFI 2023-06

Firm Name: Colliers

Evaluator Name: \_\_\_\_\_

### RFI Submission Checklist

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#### NOTES:

Nationwide

able to meet all request