

# RFI 2023-06

Firm Name: halff

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

---

---

---

---

---

---

---

---

---

---

## RFI 2023-06

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

Selection Criteria	1-5 Scale
Qualification of the Project Team	4
Qualification of Prime Consultants Designated Project Manager	4
Qualification of Prime Consultants designated Project Professional Engineer	4
Qualification of the Sub Consultants - Experience on Projects	1
Quality Assurance Control Program/ Policy	4
Applicable Project References that reflect and demonstrate the competence in design/engineering	3
Applicable Contract References that reflect and demonstrate the Firm's past performance on other local government contracts	3
Consultants demonstrate understand of the city of Madeira Beach infrastructure	3
Location of firm	4
<b>Total</b>	<b>30</b>

#### NOTES:

- \* experienced team
- \* would have liked clearer list of the services they meet from the RFR, such as bridge
- \* mention subs but do not list
- \* are all on org chart employed w/ Prime
- \* would have liked more rdwy + drainage project examples on barrier islands
- \* landscape / Park heavy in examples

# RFI 2023-06

Firm Name: HALT

Evaluator Name: Megan Wepler

## RFI Submission Checklist

<input checked="" type="checkbox"/>	<b>Title Page</b> - RFI Listed, firm name, address, and contact informaiton	
<input checked="" type="checkbox"/>	<b>Table of Contents</b> - Clear identification of materials included with pg numbers	
<input checked="" type="checkbox"/>	<b>Letter of Interest</b> - Names of person who is authorized by the firm	Limit 1 Pg
<input checked="" type="checkbox"/>	<b>Project Specific State of Qualification</b> - staff size with experience, Include org chart	Limit 8 Pg
<input checked="" type="checkbox"/>	<b>Services Approach</b> - General synopsis of approach, include quality assurance control program/ policy	Limit 6 Pg
<input checked="" type="checkbox"/>	<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
<input checked="" type="checkbox"/>	<b>Insurance Requirement</b> - Provide proof of insurance in accordance RFI	

## NOTES

---

---

---

---

---

---

---

---

---

---

## RFI 2023-06

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

Selection Criteria	1-5 Scale
Qualification of the Project Team	4
Qualification of Prime Consultants Designated Project Manager	4
Qualification of Prime Consultants designated Project Professional Engineer	4
Qualification of the Sub Consultants - Experience on Projects	1
Quality Assurance Control Program/ Policy	4
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	3
Location of firm	4
<b>Total</b>	34

#### NOTES:

- mentions subs but does not list any firm.
- Landscape heavy

# RFI 2023-06

Firm Name: Half

Evaluator Name: Allie Lollis

RFI Submission Checklist		
✓	Title Page - RFI Listed, firm name, address, and contact informaiton	
✓	Table of Contents- Clear identification of materials included with pg numbers	
✓	Letter of Interest- Names of person who is authorized by the firm	Limit 1 Pg
✓	Project Specific State of Qualification- staff size with experience, Include org chart	Limit 8 Pg
✓	Services Approach - General synopsis of approach, include quality assurance control program/ policy	Limit 6 Pg
✓	References- 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
✓	Insurance Requirement- Provide proof of insurance in accordance RFI	

## NOTES

---

---

---

---

---

---

---

---

---

---

## RFI 2023-06

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

Selection Criteria	1-5 Scale
Qualification of the Project Team	4
Qualification of Prime Consultants Designated Project Manager	4
Qualification of Prime Consultants designated Project Professional Engineer	4
Qualification of the Sub Consultants - Experience on Projects	1
Quality Assurance Control Program/ Policy	<del>4</del> 3
Applicable Project References that reflect and demonstrate the competence in design/engineering	4
Applicable Contract References that reflect and demonstrate the Firm's past performance on other local government contracts	4
Consultants demonstrate understand of the city of Madeira Beach infrastructure	3
Location of firm	4
<b>Total</b>	31

#### NOTES:

- Missing contact list of sub consultants
- great references
- lots of park / landscaping.

## RFI 2023-06

Firm Name: Halff

Evaluator Name: Jenny Rowan

### RFI Submission Checklist

✓	Title Page - RFI Listed, firm name, address, and contact information	
✓	Table of Contents- Clear identification of materials included with pg numbers	
✓	Letter of Interest- Names of person who is authorized by the firm	Limit 1 Pg
	Project Specific State of Qualification- staff size with experience, Include org chart	Limit 8 Pg
	Services Approach - General synopsis of approach, include quality assurance control program/ policy	Limit 6 Pg
✓	References- 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
✓	Insurance Requirement- Provide proof of insurance in accordance RFI	

### NOTES

familiarity w/city paragraph  
st pete beach

## RFI 2023-06

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

Selection Criteria	1-5 Scale
Qualification of the Project Team	4
Qualification of Prime Consultants Designated Project Manager	4
Qualification of Prime Consultants designated Project Professional Engineer	4
Qualification of the Sub Consultants - Experience on Projects <i>not listed who</i>	1
Quality Assurance Control Program/ Policy	4
Applicable Project References that reflect and demonstrate the competence in design/engineering	4
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	3
Location of firm	4
<b>Total</b>	<b>33</b>

#### NOTES:

downtown NPR project  
Parking lot & traffic  
a lot of landscape  
TI medians

sub consultants not listed