


Request for Proposal Number: RFP-0003-25				EVALUATION COMMITTEE MEMBERS: LG = LaKeisha Gains, RP = Reginald Powell, SQ = Shawanna Qawiy											
Zoning Ordinance Overlay District Rewrite Consultant Services															
BIDNET EVALUATION: Final Evaluation, Scores, Ranking, Shortlisting and Final Selection.															
RESPONDENTS:				Inspire Placemaking Collective, Inc.				Sizemore Group, LLC				SLV Enterprises, LLC			
CRITERIA REQUIREMENTS:				LG	RP	SQ	AVERAGE	LG	RP	SQ	AVERAGE	LG	RP	SQ	AVERAGE
CRITERIA 1 -PROFILE OF FIRM/INDIVIDUAL															
<p>Provide a brief description of the following:</p> <ul style="list-style-type: none">•Provide a brief profile outlining the Proposer's expertise and experience, including experience performing zone ordinance and overlays rewrite consulting services., number of years of experience.•Provide a description of relevant experience on previous similar projects working with State, Federal, County, and/or Municipality governmental entities.•Provide information for the key personnel who will be assigned to this project and who will be the primary responsible party performing the scope of services requested herein.•Provide a description of proposer's ability to manage tasks simultaneously and expeditiously.•Provide a description of proposer's process and method used to ensure State, Federal and Local government zoning and overlay rewrites rules, policies, and regulations are properly incorporated into current and past ordinances to ensure compliance.•Describe the local availability of personnel that will be assigned to work with the City. (25 Points)															
				22.00	20.00	23.50	21.83	22.00	20.00	25.00	22.33	20.00	15.00	23.00	19.33
Subtotal				22.00	20.00	23.50	21.83	22.00	20.00	25.00	22.33	20.00	15.00	23.00	19.33
AVERAGE SCORE:				21.83				22.33				19.33			
CRITERIA 2 - QUALIFICATIONSAND EXPERIENCE OF FIRM/TEAM/INDIVIDUAL				Inspire Placemaking Collective, Inc.				Sizemore Group, LLC				SLV Enterprises, LLC			
<p>The Proposer shall provide a brief description of the firms/individual experience and ability to perform the scope of services herein. In addition, provide the following:</p> <ul style="list-style-type: none">•Resumes of staff to be assigned to perform the scope of services described herein, include the following;•Professional educational background and qualifications relevant to the scope of services described herein.•Highlight relevant specialized experience (professional categories) relevant to performing the scope of services described herein (must be similar in nature, size, complexity and environment type specifically with respects to small organizations and government/municipality agencies).(25 Points)				LG	RP	SQ	AVERAGE	LG	RP	SQ	AVERAGE	LG	RP	SQ	AVERAGE
				21.00	21.00	23.00	21.67	22.00	25.00	25.00	24.00	18.00	20.00	21.00	19.67
Subtotal				21.00	21.00	23.00	21.67	22.00	25.00	25.00	24.00	18.00	20.00	21.00	19.67
AVERAGE SCORE:				21.67				24.00				19.67			

CRITERIA 3 - Approach :	Inspire Placemaking Collective, Inc.				Sizemore Group, LLC				SLV Enterprises, LLC			
Proposers shall provide a description of Proposers' approach to accomplishing the scope of services described herein. •Describe proposers' approach to becoming familiar with a new client's operations. •Describe proposer's methodology including specific policies, procedures, or techniques to be used in performing the scope of services described herein. •Provide a description of the process that will be used for ensuring compliance with State, Federal, Local and City regulations and requirements. •Describe the manner in which the Proposer intends to segment public engagement. •Describe Proposers' approach to the scheduling of work and prioritizing the City's requests. oCurrent workload and capacity. •Describe Proposer's understanding and approach to dealing with the effects of anticipated project constraints. •Provide a detailed timeline consisting of anticipated actions that will be taken by the Proposer from the launch through completion	LG	RP	SQ	AVERAGE	LG	RP	SQ	AVERAGE	LG	RP	SQ	AVERAGE
	21.00	25.00	32.50	26.17	23.00	30.00	33.00	28.67	20.00	25.00	29.00	24.67
Subtotal	21.00	25.00	32.50	26.17	23.00	30.00	33.00	28.67	20.00	25.00	29.00	24.67
AVERAGE SCORE:	26.17				28.67				24.67			
CRITERIA 4 - REFERENCES:	Inspire Placemaking Collective, Inc.				Sizemore Group, LLC				SLV Enterprises, LLC			
Provide a minimum of five (5) client references, three (3) of which shall be municipalities for which the firm / individual has performed work of a similar nature to that solicited in the RFP. References shall be for services performed within a five (5) year period (current/past). (All Firms that submit the required references will automatically receive 5 Points)	LG	RP	SQ	AVERAGE	LG	RP	SQ	AVERAGE	LG	RP	SQ	AVERAGE
	5.00				5.00				5.00			
PROCUREMENT DEPARTMENT DETERMINATION:	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
SUBTOTAL:	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
TOTAL SCORES	69.00	71.00	84.00	74.67	72.00	80.00	88.00	80.00	63.00	65.00	78.00	68.67
AVERAGE TECHNICAL PROPOSAL SCORES:	74.67				80.00				68.67			
PROCUREMENT DEPARTMENT DETERMINATION - (Attachment "A" - Proposer's Required Forms & Proposal Format Requirements):	Provided Required Forms and Proposal Format Requirements Compliant				Provided Required Forms and Proposal Format Requirements Compliant				Provided Required Forms and Proposal Format Requirements Compliant			
INITIAL RANKING:	2				1				3			
SHORTLISTED (YES/NO):	YES				YES				NO			
CRITERIA 4 - PRICE PROPOSAL (FEES):	Inspire Placemaking Collective, Inc.				Sizemore Group, LLC				SLV Enterprises, LLC			
Proponent shall outline a pricing schedule that identifies all pricing elements discussed in the proposal to accomplish the City requirements. Pricing that is identified in unit measures (price per hour, day, week, etc.) shall also be accompanied by an estimated number of units expected to complete the task. (20 Points)	PROCUREMENT				PROCUREMENT				PRICE PROPOSAL NOT EVALUATED: FIRM DID NOT MEET THE MINIMUM 70 POINTS TO MOVE FORWARD TO PRICE PROPOSAL EVALUATION PHASE			

PRICE PROPOSAL:	\$148,105.00	\$344,030.00	
PRICE PROPOSAL POINTS (20 Points): (Low Price / Proposer's Price) x Price Points = Proposer's Awarded Points.	10.00	4.31	
TECHNICAL PROPOSAL AND PRICE PROPOSAL SCORES:	84.67	84.31	
RESPONDENTS:	Inspire Placemaking Collective, Inc.	Sizemore Group, LLC	
FINAL RANKING:	1	2	
Note:			
Prepared By: Tanisha Boynton, Procurement Official			

RFP-0003-25, Zoning Ordinance & Overlay District Rewrite Consultant Services												
PROPOSER'S							Inspire Placemaking Collective, Inc.		Sizemore Group		SLV Enterprises, LLC	
Item No	Description	Brand Preference	UOM	Item No	Quote type	Quantity	Price	Total Cost	Price	Total Cost	Price	Total Cost
1	Task 1: Diagnosis of existing Code of Ordinance and Overlay Districts	Not Applicable - Service Item	Lump-Sum	1	Bid	1	\$20,170.00	\$20,170.00	\$29,680.00	\$29,680.00	Firm did not meet the minimum 70 Points required to move forward to the Price Proposal Evaluation Phase.	
2	Task 2: Review of the Development Regulations	Not Applicable - Service Item	Lump-Sum	2	Bid	1	\$8,600.00	\$8,600.00	\$6,660.00	\$6,660.00		
3	Task 3: Review of the Overlay Districts	Not Applicable - Service Item	Lump-Sum	3	Bid	1	\$8,600.00	\$8,600.00	\$9,140.00	\$9,140.00		
4	Task 4: Zoning Map	Not Applicable - Service Item	Lump-Sum	4	Bid	1	\$8,600.00	\$8,600.00	\$20,540.00	\$20,540.00		
5	Task 5: Review of the Fee Structure	Not Applicable - Service Item	Lump-Sum	5	Bid	1	\$8,600.00	\$8,600.00	\$10,440.00	\$10,440.00		
6	Task 6: Community Engagement/Public	Not Applicable - Service Item	Lump-Sum	6	Bid	1	\$17,700.00	\$17,700.00	\$77,765.00	\$77,765.00		
7	Task 7: Evaluation of Existing Neighborhoods, Corridors and Districts	Not Applicable - Service Item	Lump-Sum	7	Bid	1	\$2,890.00	\$2,890.00	\$13,480.00	\$13,480.00		
8	Task 8: Drafting the Document	Not Applicable - Service Item	Lump-Sum	8	Bid	1	\$12,350.00	\$12,350.00	\$99,060.00	\$99,060.00		
9	Task 9: Executive Summary Report	Not Applicable - Service Item	Lump-Sum	9	Bid	1	\$10,925.00	\$10,925.00	\$9,930.00	\$9,930.00		
10	Task 10: Presentations	Not Applicable - Service Item	Lump-Sum	10	Bid	1	\$7,200.00	\$7,200.00	\$23,825.00	\$23,825.00		
11	Task 11: Integration of the New Ordinance into User-Friendly Formats	Not Applicable - Service Item	Lump-Sum	11	Bid	1	\$4,950.00	\$4,950.00	\$3,070.00	\$3,070.00		
12	Task 12: Staff Training	Not Applicable - Service Item	Lump-Sum	12	Bid	1	\$8,600.00	\$8,600.00	\$14,760.00	\$14,760.00		
13	Task 13: Legal Review	Not Applicable - Service Item	Lump-Sum	13	Bid	1	\$3,620.00	\$3,620.00	\$21,340.00	\$21,340.00		
14	Task 14: Deliverables	Not Applicable - Service Item	Lump-Sum	14	Bid	1	\$25,300.00	\$25,300.00	\$4,340.00	\$4,340.00		
TOTAL:							\$148,105.00		\$344,030.00			