

City of Tupelo Comprehensive Plan 2025-2040 Consultant RFQ Committee Review - **BID # 2023-048DS**

Rubric/ Points Available	Firm	JS	TN	NM	NOTES:
A. Qualifications: Firm qualifications, represented by previous experience, proven sustainability of prior work, references supporting previous experience, and firm access and availability to engage with City of Tupelo Administrative and Planning staff: 0-20 points	GMC	18	20	20	Southeastern based firm, large staff, diverse client listing similar to Tupelo, 10 month projection, immediate start date
	CZB	13	14	18	Smaller firm, Northeastern based offices, start date February 2024, 5 month projection, “boutique” client base, primarily Northeastern, impressive data modeling
B. Experience: The firm's experience in diverse areas of planning, including neighborhood connectivity, tax abatement incentives, blight and abandoned property development, infrastructure improvements, future land use planning, and beautification strategies: 0-20 points	GMC	20	20	20	Subjective approach to project development and deliverables, diverse deliverables across clients, variety of connectivity focused projects developed, Team experience in infrastructure development, projects developed based on rural struggles and tax based approaches
	CZB	12	15	18	Data-centric approach to Comprehensive Plan development, some area specific development/planning presented in submittal
C. Technical Expertise: The firm's technical expertise in data analysis in areas of density, drainage, connectivity concepts, zoning, and market feasibility of commercial development: 0-15 points	GMC	15	15	15	Wide array of expertise among staff and project development/clientele. Project development produced in house among 582 staff members, Storm water expert assigned to Tupelo project team
	CZB	15	15	15	Impressive research and feasibility concept presentation; expertise at detailed technical legal document deliverables
D. Publication Experience: The firm's experience in producing data for publication in the form of maps, analytics, policies and procedures, anticipated project outcomes, and municipal	GMC	8	9	10	Multiple comprehensive plans completed, detailed public information available online to document process, variety of legal deliverables and analytical studies presented
	CZB	10	9	9	Highly data based, market and community research and publication materials consistent across clientele, detailed analytics

comprehensive plan publications: 0-10 points					
E. Legal Documentation Experience: The firm's experience in producing legal documents for implementation into governing processes such as municipal Ordinances and Development Code amendments: 0-20 points	GMC	15	15	20	Code revisions, unified land development code production among clientele, documents reflect subjective needs of clientele, are inviting and user friendly
	CZB	15	15	20	Wide variety of detailed zoning, ordinance, and development code documents produced for clientele, research-based modeling evident
F. Public Engagement Experience: The firm's ability to conduct public forums, provide opportunities to receive and analyze public feedback, and to engage with citizen participation efforts and community engagement and education of planning processes and outcomes. 0-15 points.	GMC	15	15	15	Online forms, forums, process updates, website development, strategic neighborhood based public engagement meetings and feedback sessions, user friendly engagement processes, dynamic presentation
	CZB	10	12	13	Detailed community engagement across multiple deliverables for Greenville, SC, thorough data oriented processes for public information sharing
TOTAL POINTS	GMC	91	94	100	
	CZB	75	80	93	