Downtown Investment Authority

MEMORANDUM

TO: Greg Pease
Chief of Procurement Division

FROM: Aundra Wallace
Downtown Investment Authority, CEO

SUBJECT: Request for Proposal: Riverfront Design Guidelines and Riverfront Investment Strategy

DATE: May 12, 2017 P-06-17

The subcommittee received five (5) proposals for the Riverfront Design Guidelines and Riverfront Investment Strategy, and found all proposals to be responsive, interested, qualified and available to provide the services required by the Request for Proposal (RFP).

The proposals were evaluated using the selection criteria outlined in the Purchasing Code as augmented by the RFP. Further, the top three (3) firms were interviewed in accordance with the provisions identified in the RFP.

Based on the above, the following firms listed alphabetically were determined to be the most qualified of those submitting proposals. The ranking of first, second and third, designates the qualification of these firms to perform the required services:

2) GAI
1) HRA
3) Sasaki

Please advise us when this item is placed on your agenda so we may be present.

Attachment(s): **Scoring Matrix**

EVALUATION MATRIX

EVALUATION SCALE

1----------10

QUALIFIED EXTREMELY QUALIFIED

PROJECT NO. **P-06-17**

Average

PROJECT TITLE: **Downtown No/So Bank Riverfront Design and Investment Strategy**

FIRM	COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE COMPLIANCE WITH PLANS	PROFESSIONAL ACCOMPLISHMENTS RECORD	PROFESSIONAL RESOURCES	Past & Present Demonstrated Commitment to Small & Minority Businesses & Contributions Toward A Diverse Market Place	ABILITY TO DESIGN AN APPROACH AND WORK PLAN	OVERALL WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS (MAXIMUM 10 POINTS)	VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCIES	OVERALL
Total Points Assessed	30	10	10	10	10	10	10	30	10	10	**140**
GAI CONSULTANTS	**26.5**	**7.5**	**9.0**	**9.5**	**9.0**	**10.0**	**9.0**	**26.0**	**10.0**	**5.0**	**121.5**
HRA	**29.0**	**9.5**	**9.0**	**9.0**	**9.5**	**5.0**	**8.0**	**29.0**	**10.0**	**9.5**	**127.5**
RMA	**15.0**	**7.0**	**8.0**	**9.0**	**7.0**	**7.0**	**9.5**	**13.0**	**7.5**	**10.0**	**93.0**
SASAKI	**28.5**	**8.5**	**9.0**	**9.0**	**9.5**	**5.0**	**8.0**	**27.0**	**10.0**	**9.5**	**124.0**
STANTEC	**17.5**	**7.5**	**9.0**	**9.5**	**8.5**	**6.0**	**9.0**	**18.5**	**9.0**	**9.5**	**104.0**