



*"Our mission is to provide outstanding service, safety and support for transportation infrastructure and maintenance."*



## ATTACHMENT C

### **Title:** Fifth Street Improvements (RFP No. 2021-04) Consultant Selection Summary

After the exhaustive evaluation process to select a preferred consultant for this project, Stanley Consultants has been selected for recommendation of award. The table below illustrates the results of the selection process.

Rank	Consultants	Team Member 1	Team Member 2	Team Member 3	Team Member 4	Team Member 5	Team Member 6	Team Member 7	Ranking Total
3	Bohannon Huston (BHI)	3	3	3	3	4	2	3	21.0
4	JR Engineering	4	4	4	4	2	4	4	26.0
2	S E H	2	2	1	1	3	3	2	14.0
1	Stanley	1	1	2	2	1	1	1	9.0

The firm selection process has included RFP evaluation, short list selection, presentation/Q&A and reference checks.

#### RFP Evaluation

The selection panel evaluated submitted proposals as outlined in the RFP. The results of the proposal evaluation were S E H receiving a ranking total of 12, Stanley Consultants receiving a ranking total of 13, BHI receiving a total ranking of 20 and JR Engineering receiving a ranking total of 25. The ranking totals the summation of each panelists ranking (1-4). Lower total ranking indicates more preferred proposal/firm.

#### Short List Selection

The selection panel assembled for a proposal evaluation debrief to discuss the results and select a short-list of firms for a Presentation/Q&A session. The committee unanimously selected S E H and Stanley Consultants as the top firms to be selected for the short list.

#### Presentation/Q&A

S E H and Stanley Consultants performed presentations and Q&A with the selection committee. After the presentation, originally submitted rankings were revisited to determine if changes to committee members scores were warranted. The final results of the consultant ranking were Stanley Consultants receiving a total ranking of 9 and S E H receiving a total ranking of 14.

#### Consultant Reference Checks

Example projects provided in firm's RFP provided contact information for the owner representatives. The project references were called and evaluated per the criteria/questions established in the RFP. Both firms generally received high marks from clients.