

**Evaluation Criteria**  
(for non-CCNA Projects)

**1. Ability of Professional Personnel:**

Describe the qualifications and relevant experience of the Project Manager and all key staff that are intended to be assigned to this project. Include resumes for the Project Manager and all key staff described. Include the qualifications and relevant experience of all subconsultants' key staff to be assigned to this project.

1.1 Describe vendor's knowledge and proficiency in Federal Aviation Administration Airport Advisory Circulars. **5 Points**

1.2 Explain experience, skills, training, licenses held by the Vendor (prime and all sub-consultants); such as but not limited to: a licensed State of Florida Engineer and Architect. Identify Structural Engineer, Electrical Engineer, and Certified General Contractor. **15 Points**

**Points Value: 20**

**2. Project Approach:**

Describe the prime Vendor's approach to the project. Include how the prime Vendor will use subconsultants in the project.

2.1 Explain the work to be performed by the prime vendor's existing team ("in house"), identify services to be performed as outsourced, and the percentage of the project to be completed by the prime and outsourced entities respectively. **6 Points**

2.2 Explain vendor's approach to permitting services and project management services. **3 Points**

2.3 Explain site assessment approach, including evaluation of existing structure, **3 Points**

2.4 Explain the vendor's approach to coordinating with airport security and stakeholders, including work in an active parking garage **5 Points**

2.5 Provide a detailed project timeline, identifying the time to be allocated for the completion of each milestone as referenced in this solicitation with the total timeline reflected for this project. **3 Points**

2.6 Describe proposed concept design, including structural components, sign materials, and major electrical components. **10 Points**

2.7 Describe how the Signs will be maintained, including ease of maintenance, schedules and accessibility. Describe how damaged or faded panel(s) will be replaced. **5 Points**

**Points Value: 35**

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**3. Past Performance:**

Describe prime Vendor's experience on projects of similar nature, scope and duration, along with evidence of satisfactory completion, both on time and within budget, for the past five years. Provide a minimum of three projects with references.

Vendor should provide references for similar work performed to show evidence of qualifications and previous experience. Refer to **Vendor Reference Verification Form** and submit as instructed. Only provide references for non-Broward County Board of County Commissioners contracts. For Broward County contracts, the County will review performance evaluations in its database for vendors with previous or current contracts with the County. The County considers references and performance evaluations in the evaluation of Vendor's past performance.

Provide examples of vendor's experience and involvement with past construction projects completed of similar nature (pre-cast, several stories), scope and duration, phasing work in public areas during peak and non-peak hours. **20 points**

**Points Value:** 20

**4. Workload of the Firm:**

For the prime Vendor only, list all completed and active projects that Vendor has managed within the past five years. In addition, list all projected projects that Vendor will be working on in the near future. Projected projects will be defined as a project(s) that Vendor has been awarded a contract, but the Notice to Proceed has not been issued. Identify any projects that Vendor worked on concurrently. Describe Vendor's approach in managing these projects. Were there or will there be any challenges for any of the listed projects? If so, describe how Vendor dealt with or will deal with the projects' challenges.

**Points Value:** 5

**5. Location:**

Refer to **Vendor's Business Location Attestation Form** and submit as instructed.

A Vendor with a principal place of business location (also known as the nerve center) within Broward County for the last six months, prior to the solicitation submittal, will receive five points; a Vendor not meeting all of the local business requirements will receive zero points. The following applies for a Vendor responding as a Joint Venture (JV): if a member of the JV has 51% or more of the equity and meets all of the local business requirements, the JV will receive three points; if a member of the JV has 30% to 50% of the equity and meets all of the local business requirements, the JV will receive two points; and if a member of the JV has 10% to 29% of the equity and meets all of the local business requirements, the JV will receive one point.

**Points Value:** 5

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**6. Pricing:**

The Lump Sum Amount shall include all costs for a complete and fully functional Project, built in accordance with the Contract Documents as determined by Broward County. Said cost to include but not be limited to field surveys, design, geotechnical surveys, required utility relocations, architectural services, engineering services, DBT's Quality Management Plan, complete construction of the Project, and any and all other work necessary to fully and timely complete the Project including warranties, in accordance with the Contract Documents, as well as all job site and home office overhead, general conditions, insurance (as applicable), bonds, and profit, with it being understood that payment of that amount for the Project will be full, complete, and final compensation for the work required to complete the Project. The Lump Sum Amount submitted shall be the final Agreement amount (exclusive of Owner's Allowance Amount).

It is the responsibility of the vendor to complete and electronically sign the Item Response Form provided in BidSync for this solicitation. The Price Sheet is a matter of RESPONSIVENESS. Failure to the Vendor to complete and electronically sign the Price Sheet SHALL determine the Vendor to be NONRESPONSIVE to the solicitation.

All items on the Item Response Form must be filled in with a dollar value. If it is the intent of the Vendor to perform or provide any services or commodities referenced on the Item Response Form at no cost to the County, then \$0.00 (zero) dollars MUST be referenced in the appropriate field. In the event that the Vendor intends not submit a price for a particular line item, the Vendor MUST indicate "NO BID" in the appropriate field ("Notes for Buyers").

The Vendor SHALL use the **Item Response Form** provided in the solicitation. Failure by the Vendor to use the required **Item Response Form** SHALL determine the Vendor to be nonresponsive.

**IT IS THE RESPONSIBILITY OF THE VENDOR TO ASK QUESTIONS OR SEEK CLARIFICATION REGARDING PRICING PRIOR TO THE SOLICITATION'S DUE DATE.**

**THE COUNTY WILL NOT SEEK CLARIFICATION ON PRICING.**

**Points Value: 15**