

Scoring Sheet/Ranking Form

City of Key West
 RFP 24-003 Strategic Planning Services



Selection Committee Meeting
 Thursday, February 22, 2024 2:00 PM
 City Hall – City Manager Conference Room, Room 216

SCORE SHEET

Name of Project: **RFP 24-003 Strategic Planning Services**

SELECTION CRITERIA	POINTS ALLOWED	POINTS EARNED								
		Analytica			Public Works, LLC			Wise Business Plan, LLC		
		A. Higgins	C. Sheldon	T. Stoughton	A. Higgins	C. Sheldon	T. Stoughton	A. Higgins	C. Sheldon	T. Stoughton
Experience and Capability of Staff to Perform Services	25	23	25	24	20	23	23	10	17	22
Past Performance and Previous Strategic Plan Implementation	25	22	22	23	19	21	22	5	15	20
Project Approach and Philosophy	20	18	20	18	18	18	18	5	10	16
Familiarity of City of Key West's Unique Challenges and Strategic Planning Needs	15	13	13	14	13	15	14	2	5	9
Cost Proposal	15	10	7	7	13	15	15	6	10	10
		86	87	86	83	92	92	28	57	77
Total Points	100	259			267			162		

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Name of Evaluator: Alison Higgins

Name of Project: **Strategic Planning Services**

Project Number: **RFP 24-003**

Date: **February 22, 2024**

SELECTION CRITERIA	POINTS ALLOWED
Experience and Capability of Staff to Perform Services	25
Past Performance and Previous Strategic Plan Implementation	25
Project Approach and Philosophy	20
Familiarity of City of Key West's unique challenges and strategic planning needs	15
Cost Proposal	15
Total Points	100

POINTS EARNED			
Wise Business Plan, LLC	Public Works, LLC	Analytica	
17 10 22	23 20 23	25 23 24	
5 5 20	21 19 22	22 22 23	
10 5 16	18 18 18	20 18 18	
5 2 9	15 13 14	13 13 14	
10 6 10	15 13 13	7 10 7	
57 28 77	92 83 92	87 86 86	

175 267 258

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Name of Evaluator: **Carolyn Sheldon**

Name of Project: **Strategic Planning Services**

Project Number: **RFP 24-003**

Date: **February 22, 2024**

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Experience and Capability of Staff to Perform Services	25
Past Performance and Previous Strategic Plan Implementation	25
Project Approach and Philosophy	20
Familiarity of City of Key West’s unique challenges and strategic planning needs	15
Cost Proposal	15
Total Points	100

POINTS EARNED			
Wise Business Plan, LLC	Public Works, LLC	Analytica	
17	23	25	
15	21	22	
10	18	20	
5	15	13	
10	15	7	
57	92	87	

Carolyn Sheldon

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Cost Proposal	15
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POINTS EARNED			
Wise Business Plan, LLC	Public Works, LLC	Analytica	
22	23	24	
20	22	23	
16	18	18	
9	14	14	
10	15	7	
77	92	86	


 TODD C. STOUGHTON ACM, 2-22-24