

RESOLUTION NO. 25-132

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA APPROVING THE EVALUATION RANKINGS PROVIDED BY CITY STAFF AS SET FORTH IN THIS RESOLUTION; AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND AWARD CONTRACTS ON A TASK ORDER BASIS TO ALL EIGHT (8) FIRMS WHO RESPONDED TO REQUEST FOR QUALIFICATIONS NO. 25-002 FOR AN INITIAL TERM OF THREE (3) YEARS FROM THE EFFECTIVE DATE; AUTHORIZING THE CITY MANAGER TO EXECUTE ANY NECESSARY DOCUMENTS, UPON CONSENT OF THE CITY ATTORNEY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, On February 27, 2025, at 8:00 AM (Eastern Standard Time), the City of Key West issued Request for Qualifications 25-002 (hereinafter RFQ 25-002) for Environmental Engineering Services with qualifications packages due in the City Clerk's Office by 3:00 PM on April 10, 2025; and

WHEREAS, at the close of the solicitation period on April 10, 2025, the City had received eight (8) responsive and responsible submittals to RFQ 25-002; and

WHEREAS, the proposals received in response to RFQ 25-002 were reviewed and evaluated in accordance with the criteria set forth in the solicitation; and

WHEREAS, City staff has evaluated and ranked the eight (8) responses to RFQ 25-002 as follows; and

- 1) APEX Companies, LLC
- 2) AtkinsRéalis USA, Inc.
- 3) W.F. Baird & Associates Ltd
- 4) Cummins Cederberg, Inc.
- 5) GHD

- 6) RES Florida Consulting, LLC
- 7) Tetra Tech, Inc.
- 8) WSP

WHEREAS, there will be no financial impact associated with approving an agreement between the City of Key West and all eight (8) proposers; any project agreements entered into between the City of Key West and the eight (3) aforementioned proposers related to RFQ 25-002 will be approved on a task order basis, in accordance with the City of Key West Procurement Ordinance; and

WHEREAS, City staff recommends the Mayor and City Commission approve an initial contract term of three (3) years from the effective date, pursuant to RFQ 25-002 for Environmental Engineering Services; and

WHEREAS, should the City elect to extend the agreement beyond the initial term, subject to mutual agreement and satisfactory performance, City staff may seek a renewal in accordance with the terms and conditions outlined in RFQ 25-002 and any subsequent proposal submitted, subject to City Commission approval; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

Section 1. The Commission hereby authorizes the City Manager to negotiate and award contracts, on a Task Order basis, to all eight (8) firms who responded to RFQ No. 25-002, as identified in the body of this resolution, for an initial term of three (3) years from the effective date, and pursuant to Request for Qualifications 25-002 for

Environmental Services.

Section 2. The Commission hereby authorizes City Staff to extend the agreement beyond the initial term, subject to mutual agreement and satisfactory performance and in accordance with the terms and conditions outlined in RFQ 25-002 and any subsequent proposal, subject to Commission approval.

Section 3. The Commission hereby authorizes the City Manager to negotiate and execute any necessary documents.

Section 4. This Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the Presiding Officer and the Clerk of the Commission.

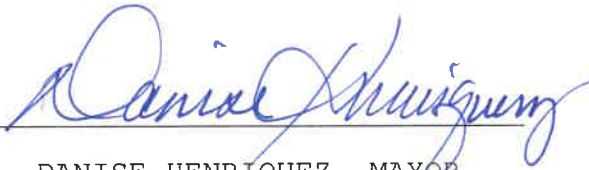
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Passed and adopted by the City Commission at a meeting held this 4th day of June, 2025.

Authenticated by the Presiding Officer and Clerk of the Commission on 4th day of June, 2025.

Filed with the Clerk on June 4, 2025.

Mayor Danise Henriquez	<u>Yes</u>
Vice Mayor Lissette Carey	<u>Yes</u>
Commissioner Aaron Castillo	<u>Yes</u>
Commissioner Monica Haskell	<u>Yes</u>
Commissioner Mary Lou Hoover	<u>Yes</u>
Commissioner Sam Kaufman	<u>Yes</u>
Commissioner Donald "Donie" Lee	<u>Yes</u>


DANISE HENRIQUEZ, MAYOR

ATTEST:


KERI O'BRIEN, CITY CLERK



MEMORANDUM

Date: June 1, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

CC: Christina Bervaldi
Director of Finance

From: Lucas Torres-Bull
Procurement Manager

Subject: **File ID 25-3881– Approving staffs ranking and authorizing the City Manager to negotiate and execute contracts on a task order basis with eight firms in response to the Request for Qualifications No 25-002 for Environmental Engineering Services; providing for an effective date.**

Introduction

Staff respectfully recommends that the Mayor and City Commission approve the evaluation rankings and authorize the award of contracts to all eight firms listed below in response to RFQ 25-002 for Environmental Engineering Services for the City of Key West.

The City requires the expertise of qualified firms to provide a range of environmental engineering services. These services may include, but are not limited to, site investigation, remedial planning, design, permitting assistance, bid and proposal development, and support during construction and remediation activities.

Background

On February 27, 2025, at 8:00 AM (Eastern Standard Time), the City of Key West issued RFQ 25-002 for Environmental Engineering Services, qualifications packages were due to the City of Key West Office of the City Clerk by 3:00 PM on April 10, 2025. Upon the close of the solicitation period, the City received eight (8) responsive and responsible submittals from the following firms:

1. APEX Companies, LLC
2. AtkinsRealis USA, Inc.
3. W.F. Baird & Associates Ltd.

4. Cummins Cederberg, Inc.
5. GHD
6. RES Florida Consulting, LLC
7. Tetra Tech, Inc.
8. WSP

These proposals have been reviewed and evaluated in accordance with the criteria set forth in the solicitation, and provided below:

Category	Possible Points
Specialized experience and technical competence of the firm in the listed disciplines.	40
Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20
References and Past Performance.	20
Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15
Other certifications	5
Total Points:	100

Cost

There is no financial impact associated with approving the agreement between the City of Key West and the eight aforementioned proposers. Projects arising from this agreement are approved on a task order basis, which are issued in accordance with the City of Key West Procurement Ordinance.

Recommendation

City staff recommends that the Mayor and City Commission approve an initial contract term of three (3) years from the effective date, pursuant to RFQ 25-002 for Environmental Engineering Services. Should the City elect to extend the agreement beyond the initial term, and subject to mutual agreement and satisfactory performance, staff may seek a renewal in accordance with the terms and conditions outlined in RFQ 25-002 and any subsequent proposal submitted, subject to City Commission approval.

Attachments:

Resolution

Cover Memorandum

Original RFQ

Proposals Submitted:

- 1) APEX Companies, LLC
- 2) AtkinsRealis USA, Inc
- 3) W.F. Baird & Associates Ltd
- 4) Cummins Cederberg, Inc
- 5) GHD
- 6) RES Florida Consulting, LLC
- 7) Tetra Tech, Inc
- 8) WSP

RFQ 25-002 Environmental Engineering Services Total Scoring Matrix

Name of Evaluator	Apex Companies, LLC	AtkinsRealis USA, Inc	Cummins Cederberg	GHD Services, Inc	RES Florida Consulting, LLC	Tetra Tech, Inc	W.F. Baird & Associates, LLC	WSP USE, Inc
Sean McCoy	90	88	90	91	89	88	79	88
Ian McDowell	86	89	83	85	84	90	84	83
McKenzie Fraley	90	85	95	85	95	80	85	90
Total:	266/300	262/300	268/300	261/300	268/300	258/300	248/300	261/300
Average:	88.67%	87.33%	89.33%	87.00%	89.33%	86.00%	82.67%	87.00%

RFQ Evaluation Sign-In Sheet

Project: Environmental Engineering Services

RFQ Number: REG-25-002

Date: 5/7/2025

Location: 1300 White Street, Key West, FL 33040

#	Name	Organization	Email	Signature	Time In	Time Out
1	Sean McCoy	City of UTEC	Sean.McCoy@cityofkeywest-fl.gov		0925	
2	Jan McDonald	OKM Eng	cinadall " "		932	
3	Mckenzie Fradey	COFKN Urban Forestry	MCKENZIE.FRADEY@cityofkeywest-fl.gov		933	
4	Jessica Duane	Finance/City	jdurane@cityofkeywest-fl.gov		931	
5	Lucas Torres	Finance/City	lucastorres@cityofkeywest-fl.gov		9:25	
6						
7						
8						

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Sean McCoy

Proposers Company Name: Apex

Date & Time: 5/1

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	38
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	18
3. References and Past Performance	20	17
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	14
6. Other certifications	5	3
Total Points	100	90 /100

***Addendum was produced to change scoring matrix.**

Required Forms

- 1) Anti-kickback Affidavit ☒
- 2) Non-collusion Affidavit ☒
- 3) Public Entity Crimes Form ☒
- 4) Equal Benefits for Domestic Partners Affidavit ☒
- 5) Code of Silence Affidavit ☒
- 6) Noncoercive Conduct for Labor or Services ☒
- 7) Vendor Certification Regarding Scrutinized Companies ☒
- 8) Indemnification Form ☒
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☒
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☒
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☒
- 14) Addendums Provided ☒

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Sean McCoy

Proposers Company Name: Atkins Realty

Date & Time: 5/1

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	35
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	17
3. References and Past Performance	20	18
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	13
6. Other certifications	5	5
Total Points	100	88 /100

***Addendum was produced to change scoring matrix.**

Required Forms

- 1) Anti-kickback Affidavit ☒
- 2) Non-collusion Affidavit ☒
- 3) Public Entity Crimes Form ☒
- 4) Equal Benefits for Domestic Partners Affidavit ☒
- 5) Cone of Silence Affidavit ☒
- 6) Noncoercive Conduct for Labor or Services ☒
- 7) Vendor Certification Regarding Scrutinized Companies ☒
- 8) Indemnification Form ☒
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☒
- 11) Insurance Requirements/ COI Provided ☒
- 12) Five Examples of Firms Relevant Experience ☒
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☒
- 14) Addendums Provided ☒

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Sean McCoy

Proposers Company Name: Cerritos Celebratory

Date & Time: 5/2

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	35
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	18
3. References and Past Performance	20	18
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	14
6. Other certifications	5	5
Total Points	100	90 /100

***Addendum was produced to change scoring matrix.**

Required Forms

- 1) Anti-kickback Affidavit ☒
- 2) Non-collusion Affidavit ☒
- 3) Public Entity Crimes Form ☒
- 4) Equal Benefits for Domestic Partners Affidavit ☒
- 5) Code of Silence Affidavit ☒
- 6) Noncoercive Conduct for Labor or Services ☒
- 7) Vendor Certification Regarding Scrutinized Companies ☒
- 8) Indemnification Form ☒
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☒
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☒
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☒
- 14) Addendums Provided ☒

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Sean McCoy

Proposers Company Name: GHD

Date & Time: 5/2

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	35
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	19
3. References and Past Performance	20	18
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	14
5. Other certifications	5	5
Total Points	100	91 /100

***Addendum was produced to change scoring matrix.**

Required Forms

- 1) Anti-kickback Affidavit ☒
- 2) Non-collusion Affidavit ☒
- 3) Public Entity Crimes Form ☒
- 4) Equal Benefits for Domestic Partners Affidavit ☒
- 5) Cone of Silence Affidavit ☒
- 6) Noncoercive Conduct for Labor or Services ☒
- 7) Vendor Certification Regarding Scrutinized Companies ☒
- 8) Indemnification Form ☒
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☒
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☒
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☒
- 14) Addendums Provided ☒

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Sam McCoy

Proposers Company Name: RES

Date & Time: 5/2

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	35
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	18
3. References and Past Performance	20	18
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	14
6. Other certifications	5	4
Total Points	100	89 /100

***Addendum was produced to change scoring matrix.**

Required Forms

- 1) Anti-kickback Affidavit ☒
- 2) Non-collusion Affidavit ☒
- 3) Public Entity Crimes Form ☒
- 4) Equal Benefits for Domestic Partners Affidavit ☒
- 5) Cone of Silence Affidavit ☒
- 6) Noncoercive Conduct for Labor or Services ☒
- 7) Vendor Certification Regarding Scrutinized Companies ☒
- 8) Indemnification Form ☒
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☒
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☒
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☒
- 14) Addendums Provided ☒

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Sean McCoy

Proposers Company Name: Tetra Tech

Date & Time: 5/2

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	33
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	17
3. References and Past Performance	20	18
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	13
6. Other certifications	5	5
Total Points	100	88 /100

***Addendum was produced to change scoring matrix.**

Required Forms

- 1) Anti-kickback Affidavit ☒
- 2) Non-collusion Affidavit ☒
- 3) Public Entity Crimes Form ☒
- 4) Equal Benefits for Domestic Partners Affidavit ☒
- 5) Cone of Silence Affidavit ☒
- 6) Noncoercive Conduct for Labor or Services ☒
- 7) Vendor Certification Regarding Scrutinized Companies ☒
- 8) Indemnification Form ☒
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☒
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☒
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☒
- 14) Addendums Provided ☐

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Sean McCoy

Proposers Company Name: BAIRD

Date & Time: 5/1

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	30
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	15
3. References and Past Performance	20	18
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	12
6. Other certifications	5	4
Total Points	100	79 /100

***Addendum was produced to change scoring matrix.**

Required Forms,

- 1) Anti-Kickback Affidavit ☒
- 2) Non-collusion Affidavit ☒
- 3) Public Entity Crimes Form ☒
- 4) Equal Benefits for Domestic Partners Affidavit ☒
- 5) Code of Silence Affidavit ☒
- 6) Noncoercive Conduct for Labor or Services ☒
- 7) Vendor Certification Regarding Scrutinized Companies ☒
- 8) Indemnification Form ☒
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☒
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☒
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☒
- 14) Addendums Provided ☐

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Sean McCoy

Proposers Company Name: WSP

Date & Time: 5/2

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	35
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	18
3. References and Past Performance	20	18
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	13
6. Other certifications	5	4
Total Points	100	88 /100

***Addendum was produced to change scoring matrix.**

Required Forms

- 1) Anti-kickback Affidavit ☒
- 2) Non-collusion Affidavit ☒
- 3) Public Entity Crimes Form ☒
- 4) Equal Benefits for Domestic Partners Affidavit ☒
- 5) Cone of Silence Affidavit ☒
- 6) Noncoercive Conduct for Labor or Services ☒
- 7) Vendor Certification Regarding Scrutinized Companies ☒
- 8) Indemnification Form ☒
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☒
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☒
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☒
- 14) Addendums Provided ☒

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Tom McDowell

Proposers Company Name: Apex

Date & Time: 5/17/25 9:35

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	35
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	18
3. References and Past Performance	20	15
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	14
6. Other certifications	5	4
Total Points	100	86 /100

***Addendum was produced to change scoring matrix.**

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Jon McDowell

Proposers Company Name: Atlas

Date & Time: 5/21/25 9:35

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	35
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	18
3. References and Past Performance	20	20
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	13
6. Other certifications	5	3
Total Points	100	89 / 100

***Addendum was produced to change scoring matrix.**

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Tom McDowell

Proposers Company Name: Cummins

Date & Time: 5/7/15 935

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	36
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	18
3. References and Past Performance	20	14
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	12
5. Other certifications	5	3
Total Points	100	83 /100

***Addendum was produced to change scoring matrix.**

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Tim McDowell

Proposers Company Name: GHD

Date & Time: 5/7/05 935

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	35
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	17
3. References and Past Performance	20	17
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	13
6. Other certifications	5	3
Total Points	100	85 /100

***Addendum was produced to change scoring matrix.**

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Jan McDowell

Proposer's Company Name: RFS

Date & Time: 5/18/25 9:35

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	34
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	16
3. References and Past Performance	20	17
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	13
6. Other certifications	5	4
Total Points	100	84 / 100

***Addendum was produced to change scoring matrix.**

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Tim McDowell

Proposers Company Name: Tetra Tech

Date & Time: 5/17/25 935

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	37
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	18
3. References and Past Performance	20	17
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	14
5. Other certifications	5	4
Total Points	100	98 /100

***Addendum was produced to change scoring matrix.**

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Jan McDowell

Proposers Company Name: Beird

Date & Time: 5/17/25 935

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	34
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	16
3. References and Past Performance	20	17
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	12
5. Other certifications	5	5
Total Points	100	84/100

**Addendum was produced to change scoring matrix.*

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Tim McDowell

Proposers Company Name: WSP

Date & Time: 5/7/95 935

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	36
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	16
3. References and Past Performance	20	16
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	11
5. Other certifications	5	4
Total Points	100	83/100

***Addendum was produced to change scoring matrix.**

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: McKenzie

Proposers Company Name: Apex

Date & Time: 5-7 11am

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	40
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	15
3. References and Past Performance	20	15
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	15
6. Other certifications	5	5
Total Points	100	90 /100

***Addendum was produced to change scoring matrix.**

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: MCKENZIE

Proposers Company Name: ATKINS REALIS

Date & Time: 5-1 10AM

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	35 35
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	15 20
3. References and Past Performance	20	15
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	10
6. Other certifications	5	5
Total Points	100	85 /100

***Addendum was produced to change scoring matrix.**

Required Forms

- 1) Anti-Kickback Affidavit ☐
- 2) Non-collusion Affidavit ☐
- 3) Public Entity Crimes Form ☐
- 4) Equal Benefits for Domestic Partners Affidavit ☐
- 5) Cone of Silence Affidavit ☐
- 6) Noncoercive Conduct for Labor or Services ☐
- 7) Vendor Certification Regarding Scrutinized Companies ☐
- 8) Indemnification Form ☐
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☐
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☐
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☐
- 14) Addendums Provided ☐

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: MCKENZIE

Proposers Company Name: WSP

Date & Time: 5-7 12.20

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	40
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	15
3. References and Past Performance	20	15
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	15
6. Other certifications	5	5
Total Points	100	90 /100

****Addendum was produced to change scoring matrix.***

Required Forms

- 1) Anti-kickback Affidavit ☐
- 2) Non-collusion Affidavit ☐
- 3) Public Entity Crimes Form ☐
- 4) Equal Benefits for Domestic Partners Affidavit ☐
- 5) Cone of Silence Affidavit ☐
- 6) Noncoercive Conduct for Labor or Services ☐
- 7) Vendor Certification Regarding Scrutinized Companies ☐
- 8) Indemnification Form ☐
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☐
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☐
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☐
- 14) Addendums Provided ☐

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: McKenzie

Proposers Company Name: Baird

Date & Time: 5-7-10am

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	30
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	20
3. References and Past Performance	20	15
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	15
6. Other certifications	5	5
Total Points	100	85 /100

***Addendum was produced to change scoring matrix.**

Required Forms

- 1) Anti-kickback Affidavit ☐
- 2) Non-collusion Affidavit ☐
- 3) Public Entity Crimes Form ☐
- 4) Equal Benefits for Domestic Partners Affidavit ☐
- 5) Cone of Silence Affidavit ☐
- 6) Noncoercive Conduct for Labor or Services ☐
- 7) Vendor Certification Regarding Scrutinized Companies ☐
- 8) Indemnification Form ☐
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☐
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☐
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☐
- 14) Addendums Provided ☐

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Mckenzie

Proposers Company Name: Res

Date & Time: 5-7 1030

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	40 35
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	20
3. References and Past Performance	20	20
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	15
6. Other certifications	5	5
Total Points	100	100 95

***Addendum was produced to change scoring matrix.**

Required Forms

- 1) Anti-kickback Affidavit ☐
- 2) Non-collusion Affidavit ☐
- 3) Public Entity Crimes Form ☐
- 4) Equal Benefits for Domestic Partners Affidavit ☐
- 5) Cone of Silence Affidavit ☐
- 6) Noncoercive Conduct for Labor or Services ☐
- 7) Vendor Certification Regarding Scrutinized Companies ☐
- 8) Indemnification Form ☐
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☐
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☐
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☐
- 14) Addendums Provided ☐

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: MCKENNA

Proposers Company Name: UMMIB

Date & Time: 25-7 11 am

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	40
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	15
3. References and Past Performance	20	20
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	15
6. Other certifications	5	5
Total Points	100	95 /100

**Addendum was produced to change scoring matrix.*

Required Forms

- 1) Anti-kickback Affidavit ☐
- 2) Non-collusion Affidavit ☐
- 3) Public Entity Crimes Form ☐
- 4) Equal Benefits for Domestic Partners Affidavit ☐
- 5) Cone of Silence Affidavit ☐
- 6) Noncoercive Conduct for Labor or Services ☐
- 7) Vendor Certification Regarding Scrutinized Companies ☐
- 8) Indemnification Form ☐
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☐
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☐
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☐
- 14) Addendums Provided ☐

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: McBarnes

Proposers Company Name: GILB

Date & Time: 5-7-2040

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	40
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	15
3. References and Past Performance	20	15
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	10
6. Other certifications	5	4
Total Points	100	85 / 100

***Addendum was produced to change scoring matrix.**

Required Forms

- 1) Anti-kickback Affidavit ☐
- 2) Non-collusion Affidavit ☐
- 3) Public Entity Crimes Form ☐
- 4) Equal Benefits for Domestic Partners Affidavit ☐
- 5) Cone of Silence Affidavit ☐
- 6) Noncoercive Conduct for Labor or Services ☐
- 7) Vendor Certification Regarding Scrutinized Companies ☐
- 8) Indemnification Form ☐
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☐
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☐
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☐
- 14) Addendums Provided ☐

Evaluation Matrix – RFQ 25-002 Environmental Engineering Services

Evaluators' Name: Mckerrrie

Proposers Company Name: Tetra Tech

Date & Time: 5-7 11am

Category	Points	Assigned Points
1. Specialized experience and technical competence of the firm in the listed disciplines.	40	30
2. Professional qualifications of staff personnel/capacity of assigned and identified staff to accomplish work.	20	20
3. References and Past Performance	20	15
4. Ability to perform the services expeditiously at the request of the City. Location and availability of technical support people and assigned project manager to the City.	15	10
6. Other certifications	5	5
Total Points	100	80 /100

***Addendum was produced to change scoring matrix.**

Required Forms

- 1) Anti-kickback Affidavit ☐
- 2) Non-collusion Affidavit ☐
- 3) Public Entity Crimes Form ☐
- 4) Equal Benefits for Domestic Partners Affidavit ☐
- 5) Cone of Silence Affidavit ☐
- 6) Noncoercive Conduct for Labor or Services ☐
- 7) Vendor Certification Regarding Scrutinized Companies ☐
- 8) Indemnification Form ☐
- 9) Local Vendor Certification ☐
- 10) E-Verify Affidavit ☐
- 11) Insurance Requirements/ COI Provided ☐
- 12) Five Examples of Firms Relevant Experience ☐
- 13) Proposers' provided experience of similar work, for local governments during the past five (5) years ☐
- 14) Addendums Provided ☐