

Design-Build Services

DRAFT

Composite

Received:

Project:

EVALUATION MATRIX

Project Manager:

Proposer (or Joint Venture)	Item 1 Yes or No Proposer on Debarment or Suspension List	Item 2 Yes or No Proposer turns in all required documents	Item 3 Yes or No Proposer meets or exceeds all technical specs & req.	Item 4 Yes or No Proposer meets MBE/WBE goals or G.F.E.	Item 5 [20] Budget and Cost Control	Item 6 [20] Team's Comparable Project Experience	Item 7 [10] Proposer's Past Relationship with the City	Item 8 [10] Safety	Item 8 [10] Proposer's Financial Stability	Item 9 [25] Team Structure, Work Approach & Delivery Schedule	Item 10 [5] Team's Experience with Austin Issues	SUB TOTAL [100]	Item 11 [25] Interview	TOTAL POINTS [125]

EVALUATION CRITERIA Design-Build Services

The following is a description of items to receive consideration in the evaluation of responses for the selection of Design-Build services for the City of Austin. Following each description are the evaluation points associated with the item. TOTAL POSSIBLE POINTS EQUALS 125. Wherever used, "page" refers to single-sided, single-spaced; 10-point minimum font printed 8-1/2 x 11-inch pages.

Responses with an excess volume of information may NOT be thoroughly reviewed.

Item 1: **Proposer on Debarment or Suspension Lists** **Yes or No**

The City is interested in whether the Proposer is currently suspended or debarred from federal, state or city governmental agencies. Proposer must provide a certification that their company and principals are not currently debarred or suspended from federal, state or City of Austin governmental agencies. If the Proposer is on a suspension or debarment list, the Proposer will not be considered for award of contract.

- ☐ Section 00405 - Certificate of Non-Suspension or Debarment

Item 2: **Proposer Turned in All Required Documents** **Yes or No**

The City requires that the Proposer submit all documents required by this solicitation. Failure to submit all documents required may cause a Proposer to be deemed "non-responsive" and disqualify the Proposer. Proposer should also comply with project and page number limitations requested in the submittal requirements. If No, then Proposer may be disqualified.

Requirements in addition to those outlined in other Evaluation Items:

- ☐ Section 00400, Attachment A – Proposer's Information
- ☐ Section 00475 – Nonresident Proposer
- ☐ Section 00440 – Affidavit of Non-Collusion, Non-Conflict of Interest, and Anti-Lobbying
- ☐ Include name, address, and telephone number of person in your organization authorized to negotiate contract terms and render binding decisions on contract matters
- ☐ Section 00220U – Geological Baseline Acknowledgement Form or Section 00220 – Geotechnical Data <Project Manager to edit>
- ☐ Copy of Articles of Partnership or Incorporation and resolution, or corporate board minutes empowering signatory to bind Proposer, attested by an officer of Proposer
- ☐ Section 00400, Attachment J – Authentication of Proposal Submittal

Item 3: **Proposer Meets or Exceeds All Technical Specifications & Requirements** **Yes or No**

The City requires that the Proposer meets or exceeds all technical specifications and requirements established in this solicitation. Failure to do so may cause a Proposer to be deemed "non-responsive" and disqualify the Proposer. If No, then Proposer may be disqualified.

Item 4: **Proposer Meets MBE/WBE Goals or G.F.E.** **Yes or No**

The City is interested in the Proposer complying with MBE/WBE participation requirements. The requirements can be met by meeting the MBE/WBE participation goal in the design phase or making good faith efforts (G.F.E). Additionally, during the development of the Guaranteed Maximum Price (GMP), or partial GMPs, the City will work with the selected Proposer to assure the highest reasonable MBE/WBE participation during construction. If the Proposer has neither met the goals nor made good faith efforts to meet the goals, the Proposer will not be considered for award.

- ☐ Section 00890DB – Statement of Utilization, Construction Phase
- ☐ Volume 2 – MBE/WBE Compliance Plan and Letters of Intent for all subconsultants participating in the design phase.

Item 5: Budget and Cost Control 20 points maximum

The City is interested in how the Proposer will develop the Guaranteed Maximum Price and monitor and control costs during the field verification, design, permitting, subcontract buyout, and construction phases of this project. Identify whether similar cost control strategies were utilized on projects listed under Consideration Item No. 6. If not, explain the issues that resulted in a different approach.

- ☐ Provide a brief narrative of no more than four (4) pages.

Item 6: Team's Comparable Project Experience 20 points maximum

The City is interested in the Team's history and successful completion of similar projects utilizing the design-build project delivery method. Projects on which the proposed team or key personnel assigned to this project actively participated are desirable. List no more than five (5) design build projects completed in the last 5 years.

- ☐ Section 00400, Attachment B – Statement of Experience
- ☐ Section 00400, Attachment C – Statement of Experience for Proposer's listed Project Manager & Superintendent
- ☐ Section 00400, Attachment E – Statement of Experience for Proposer's Listed Subcontractors

Item 7: Proposer's Past Relationship with the City 10 points maximum

The City is interested in the performance of Proposers who have worked with the City on previous projects. The City will consider the history of the Proposer in complying with project programs, schedules, and budgets on previous City projects within the last three (3) years. Proposers who have not had previous projects with the City will receive a score of five (5) points. Points will be awarded on the basis of the prime Proposer's past relationship with the City and performance on City projects. Specific consideration items may include:

- Timely completion of projects
- Cooperative working relationship with City
- Prompt payment of subconsultants, subcontractors and suppliers at all levels
- Compliance with other contract terms, including prevailing wage provisions

- Compliance with City ordinances on substitution/addition/deletion of subconsultants, subcontractors and suppliers
 - Provided contracting opportunities for small businesses and DBEs or MBE/WBEs
 - Compliance with City standards
 - Conformance to City budget requirements
- ☐ Section 00400, Attachment I – Project History Listing (including all City of Austin Projects)

Item 8:**Safety****10 points maximum**

The City is interested in the Proposer's safety experience and safety program. Only one copy of the Proposer's Written Safety Program and other "Safety Submittals" listed in Section 00415 is required.

- ☐ Section 00410 – Statement of Bidder's Safety Experience
- ☐ Section 00415 – Safety Information Form

Item 9:**Proposer's Financial Stability****10 points maximum**

The City is interested in the Proposer's legal entity and ownership, and financial viability and stability. Any or all points allocated to this consideration item will be awarded on the basis of the Proposer's comparative financial status.

- ☐ Letter from Proposer's Surety stating Proposer's ability to acquire bonding in the full amount of the contract.
- ☐ Financial Statements

Item 10:**Team Structure, Work Approach & Delivery Schedule****25 Points maximum**

The City is interested in team's management, reporting, and administrative structures and methods required to successfully complete the work, their understanding of the techniques and sequencing required, and Proposer's reasonably supported ability to meet or beat the specified construction schedule. Identify project leadership, reporting responsibilities, and how Proposer will interface with City's appointed representative and sponsoring department. The Proposer must also submit a summary level schedule for the work.

- ☐ Section 00400, Attachment F – Available Equipment List
- ☐ Section 00400, Attachment G – Available Workforce
- ☐ Section 00400, Attachment H – Current Project Listing (Including all City of Austin Projects)
- ☐ Provide a general explanation and organizational chart which specifies project leadership and reporting responsibilities, and interface with Consultant and OWNER's personnel. If use of Subcontractors is proposed, identify their placement in the primary management structure, and provide internal Quality Assurance process descriptions for each Subcontractor. The total number of pages should not exceed five (5) pages.

- ☐ Describe your technical plan for accomplishing the Work. Include a general description of your work plan by tasks (i.e. Task 1, Task 2 etc). Summarize the steps you will take in proceeding from Task 1 to the final tasks. The total number of pages should not exceed five (5) pages.
- ☐ Provide a summary level schedule for this Work indicating the Proposer's proposed construction schedule. The total number of pages should not exceed five (5) pages. *OPTION: The PM may propose additional information on the necessary level of detail for this item and may adjust the page length requirement accordingly.*

Item 11:**Team Experience with Austin issues****5 points maximum**

The City is interested in the team's experience with Austin issues as may be evidenced by existence of staffed local offices or work in the Austin area during the past 5 years. Briefly describe the team's experience in the following areas and reference projects relating to that experience:

- City of Austin site development and building permit requirements.
- Austin environmental conditions, constraints and community issues.
- Austin area construction costs and practices.
- Austin area construction trades; availability and experience contracting with them.
- Public awareness and involvement in project development in the Austin area.

- ☐ Provide a brief narrative of no more than four (4) pages.

Item 12:**Mandatory Interview****25 points maximum**

The number of Proposers invited to interview will depend on the scores following evaluation of the written submittal responses. Staff will consider significant gaps in point separation between the top ranked Proposers in determining the number of Proposers to be interviewed. Only Proposers that are considered, on the basis of their written submittal responses, qualified to perform the work will be invited for interviews. No more than five Proposers will be interviewed.