

EXHIBIT I – EVALUATION SCORESHEET SAMPLE

<see next page>

Project: _____
 Evaluator: _____

Date: _____
 Firm: _____

RFP EVALUATION SCORESHEET

| RFP SECTION | CATEGORY/CRITERIA | MAX. POINTS POSSIBLE | SCORE | TOTAL | COMMENTS |
|--------------|--|----------------------|-------|----------|----------|
| | Qualifications & Professional Expertise <ul style="list-style-type: none"> • Company qualifications, background, relevant experience • Key staff resumes, qualifications • Background checks | 30 | 0 | | |
| | Project Approach & Operational Plan <ul style="list-style-type: none"> • Existing Conditions Report • Draft Master Plan • Specific approach to meet Deliverables • Community Outreach/Public Process • Project Schedule/Timeline | 40 | 0 | | |
| | Price/Cost Proposal <ul style="list-style-type: none"> • Financial stability • Financial capability, proforma, etc. • Cost Proposal completed | 20 | 0 | | |
| | Proposal Presentation <ul style="list-style-type: none"> • Overall quality and completeness; layout, readability, etc. • All attachments included • Exceptions addressed, if applicable | 5 | 0 | | |
| | References & Past Experience <ul style="list-style-type: none"> • Similar projects • References | 5 | 0 | | |
| | Insurance/Exceptions | Pass/Fail | | | |
| | | | | | |
| TOTAL | | 100 | | 0 | |