

PROPOSAL REVIEW RATING FORM
Department of Environmental Quality – Solid & Hazardous Waste Division/STP

Ratings		Weight
Clearly outstanding in this item	10	Level of importance, 1 through 3 assigned by Selection Committee
Well qualified in this item	7	
Average in this item	5	
Weak in this item	3	
Unsatisfactory in this item	1	

Project Name/Number: _____ **Date:** _____

Firm Name: _____ **Committee Person:** _____

Ranking Item	Rating	Weight	Score
1. Firm's Unique Qualifications for THIS Project as Identified in the SOI. Firms should not include a discussion for this item.		3	
2. Scope of Work Approach a. Discuss issues the firm will consider to complete the scope of work successfully. b. Discussion of individual sites. c. Approach to minimize impact on local businesses d. Innovative approach for system design and equipment operation with consideration for reduced overall costs and time to closure e. O&M considerations including approach to minimize O&M costs		2 3 2 3 3	
3. Project Team Organization a. Team organizational chart (identify Project Manager, Project Engineer, Project Geologist). Provide resumes for key personnel if not provided in SOI. b. List proposed subcontractors, the proposed work the subcontractor will complete, whether or not the subcontractor is an MBE/WBE (include good faith effort form), and whether or not the subcontractor is a Wyoming resident firm. Do not use a Wyoming firm if the costs are more than 5% higher than an out-of-state firm.		1 1	
4. Proposed Schedule		3	
5. Costs - Phases A and B (identify cost assumptions, if desired; provide the Additional Site Assessment Table; include cost summary table and individual task schedules provided in RFP). a. SSI/Additional Site Assessment Tasks. b. Design Tasks. c. Costs Reasonable Based on Scope.		3 2 3	
6. Overall Proposal Quality		2	
7. Interview Criteria a. Presentation quality. b. Presentation covered all applicable subjects. c. Use of alternative methods for furnishing required professional services d. Discussion of potential cost savings e. Proposed project team presented presentation.		2 2 2 2 2	
Total Score			
Ranking			