

ATTACHMENT 4
PROPOSAL SCORING

STEP 1: SCORING OF TECHNICAL PROPOSAL

The Technical Proposal shall be scored first. The Technical Proposal shall be evaluated for the following factors with maximum scoring as set forth below.

Preliminary Rendering

MAXIMUM AVAILABLE POINTS **10**

The conceptual rendering demonstrates the Design Build Entity's understanding of the Project's programming needs and articulates their vision of concepts and building materials as they relate to the Project's Target GMP.

Project Team Organization / Key Personnel

MAXIMUM AVAILABLE POINTS **40**

Demonstrates experience of the Design Build Entity, and its members, in successful completion of similar size institutional design build projects, preferably working together as a design-build team. Demonstrates clear organization and management responsibility of the team during both Pre-GMP Phase Work and Post-GMP Phase Work. Demonstrates competent qualifications and experience of listed Subcontractors and major Design Consultants. Demonstrates experience and training of the principals and key personnel to be assigned to the Project; personnel experience on similar size institutional design build projects; continuity of Design Build Entity's proposed staff from Pre-GMP Phase Work through the Completion of the Project. Organization chart for the Project sufficiently identifies roles and responsibilities for each position.

Approach to the Project

MAXIMUM AVAILABLE POINTS **35**

Design Build Entity's proposed Project plan clearly explains the Design Build Entity's approach to this Project and a clear understanding of the purpose, service, scope, and objectives of this RFP. Design Build Entity clearly conveys its approach in designing to the Target GMP while coordinating with the Court staff for functionality and maintaining consistency with the California Trial Court Facilities Standards. Design Build Entity clearly identifies any innovation techniques that will be incorporated into the Project and their benefit to the Judicial Council. Design Build Entity demonstrates its understanding of the Project risks and identify the team's approach to proactively manage the design and construction process to mitigate those risks.

Design & Construction Schedule

MAXIMUM AVAILABLE POINTS **10**

Design Build Entity's proposed Project schedule demonstrates the Design Build Entity's understanding of the overall process and sequencing of activities for this Project. The proposed Contract Schedule identifies the process and anticipated durations for obtaining the required Project approvals. Design Build Entity demonstrates competent schedule management practices, an ability to mitigate delay, and to coordinate with regulatory agencies for approval.

Target GMP Costs Analysis / Life Cycle Cost Analysis

MAXIMUM AVAILABLE POINTS **60**

The analysis demonstrates how the Design Build Entity can manage the design and construction of the Project to achieve the overall Target GMP within the constraints of the Performance Criteria Documents. Design Build Entity

sufficiently demonstrates how to integrate life cycle costs of products in the design of the Project and to design the Project in an energy efficient manner.

MAXIMUM POINTS FOR SCORING OF TECHNICAL PROPOSAL: 155

STEP 2: SCORING OF PRICE PROPOSAL

After scoring the Technical Proposal, the Price Proposal shall be evaluated and scored. The Fee Proposal Form and Professional Rate Sheet shall be scored separately as follows.

Scoring of Fee Proposal Form

MAXIMUM AVAILABLE POINTS 45

The costs will be scored by applying a ratio that results in the Fee Proposal with the lowest Total Amount receiving the maximum number of points of **45 points**. The other Fee Proposals shall receive a progressively reduced amount of the maximum available points based on the ratio attributed to that Fee Proposal as set forth the “Example Fee Equation” below.

EXAMPLE FEE EQUATION

The worksheet below will be used to calculate the number of points to be assigned to each Fee Proposal. The number of Fee Proposal points to be assigned to a Design Build Entity’s Price Proposal is the number in line 6.

An example is provided for a project receiving two Fee Proposals where the aggregate costs in Fee Proposal A received 45 points and Fee Proposal B received 40 points:

FEE POINT CALCULATOR			EXAMPLE FEE PROPOSAL A	EXAMPLE FEE PROPOSAL B
Line 1	Maximum number of cost points		45	45
Line 2	Enter the dollar amount of the lowest Price Proposal		\$ 2,000,000	\$ 2,000,000
Line 3	Enter the dollar amount of the Price Proposal you are evaluating		\$2,000,000	\$ 2,250,000
Line 4	Divide the number in line 2 by the number in line 3 and enter the resulting number		1.0	.889
Line 5	Multiply the number in line 1 by the number in line 4, and enter the resulting number		45	40.005
Line 6	Round the number in line 5 to the nearest whole number and enter that number		45	40

Scoring of Professional Billing Rate Sheet

MAXIMUM AVAILABLE POINTS 5

The rate sheet will be reviewed by Judicial Council and scoring will be applied as identified below:

Billing rate evaluation and scoring shall be performed on a composite hourly rate of the positions listed. The composite hourly rate will be determined by multiplying the proposed hourly rate for each position by the designated weight factor. The revised personnel rates will be tallied to identify an overall composite rate which will be scored. The lowest composite hourly rate submitted will receive the maximum points available. The points awarded for the remaining fee proposals will be calculated by identifying the ratio of the lowest composite rate proposal to the rate proposal being evaluated and multiplying that ratio by the maximum number of points available. (i.e. rate proposal points for Design Build Entity A = (lowest composite rate/Design Build Entity X composite rate)*maximum points). Calculations are carried to two decimal points and then rounded to a whole number.

If Design Build Entity utilizes a different job title than listed in the rate sheet, include the rate for the closest-aligned job title. A rate must be provided for each consultant position listed or the Design Build Entity will be at risk of being considered nonresponsive.

Example Calculation:

Firm	Proposed Composite Rate	Calculation	Points Awarded
A	\$185/hr	$(185/185)*(5) = 5$	5
B	\$275/hr	$(185/275)*(5) = 3.36$	3
C	\$198/hr	$(185/198)*(5) = 4.67$	5

MAXIMUM POINTS FOR SCORING OF PRICE PROPOSAL: 50

SCORING OF INTERVIEW

The purpose of interviews is to evaluate the communication skills of the team and to consider information received during the interview process related to the evaluation criteria identified above. The members of the team shall explain their approach to working in a collaborative Design Build environment with subcontractors, local government, Court staff, Judicial Council staff, and demonstrate the communication skills between members of the Design Build Entity.

MAXIMUM POINTS FOR SCORING OF INTERVIEW: 20

MAXIMUM TOTAL POINTS FOR PROPOSAL: 225

The Judicial Council shall aggregate the scores for the Technical Proposal, Price Proposal, and interviews to determine the best value score for the Design Build Entity. In the event of a tie for first place in the total score, the Design Build Entity with the highest score in the "Scoring of Price Proposal" will be deemed the highest scoring Design Build Entity.

SCORING OF DESIGN BUILD ENTITY

A. Score for Technical Proposal: _____ / **145**
(Total of (1) through (5) Below)

Scoring Category	Maximum Possible Points	Design Build Entity Points
1. Preliminary Rendering	10	
2. Project Team Organization / Key Personnel	40	
3. Approach to the Project	35	
4. Design & Construction Schedule	10	
5. Target GMP Analysis	60	
Total	155	

B. Scoring of Price Proposal: _____ / **50**
(Total of (1) and (2))

Scoring Category	Maximum Possible Points	Design Build Entity Points
1. Fee Proposal Form	45	
2. Professional Billing Rate Sheet	5	
Total	50	

C. Scoring of Interview:

Maximum Possible Points	Design Build Entity Points
20	

Maximum Possible Points	Design Build Entity Points
225	

TECHNICAL PROPOSAL EVALUATION SCORESHEET

TECHNICAL PROPOSAL EVALUATION SCORESHEET Design-Build New Ukiah Courthouse

Technical Reviewer:

Proposer Name:

RFP Attachment 4 Proposal Scoring

A. Preliminary Rendering - 10 points Maximum

The conceptual rendering demonstrates the Design Build Entity's understanding of the Project's programming needs and articulates their vision of concepts and building materials as they relate to the Project's Target GMP.		Max Pts/Item	Proposer's Score
1	Do the materials and systems proposed conform to the requirements of the DBE's proposed TGMP?	6	0
2	Do the rendering reflect the dignity of the Court and is responsive to the local context?	4	0
Subtotal Points for Preliminary Rendering		10	0

B. Project Team Organization/Key Personnel - 40 Points Maximum

Demonstrates experience of the Design Build Entity, and its members, in successful completion of similar size institutional design build projects, preferably working together as a design-build team. Demonstrates clear organization and management responsibility of the team during both Pre-GMP Phase Work and Post-GMP Phase Work. Demonstrates competent qualifications and experience of listed Subcontractors and major Design Consultants. Demonstrates experience and training of the principals and key personnel to be assigned to the Project; personnel experience on similar size institutional design build projects; continuity of Design Build Entity's proposed staff from Pre-GMP Phase Work through the Completion of the Project. Organization chart for the Project sufficiently identifies roles and responsibilities for each position.		Max Pts/Item	Proposer's Score
1	Appropriate staff proposed during each phase of the project.	5	0
2	Identify key positions within the organization and the role and responsibilities / Org. Chart.	3	0
3	Identify whether positions will be for the duration or phase of the project. Continuity between phases.	5	0
4	Individual experience on projects of similar size, scope and complexity & budget.	5	0
5	Individual experience with design build delivery method.	4	0
6	Architect and Builder past experience working together.	6	0
7	Identification of how staff will function during each phase of the project.	3	0
8	Qualifications of Subcontractors and Consultants.	5	0
9	Past experience on similar size Design Build projects for the DBE.	4	0
Subtotal Points for Project Team Organization and Personnel		40	0

C. Approach to the Project - 35 Points Maximum			
	Design Build Entity's proposed Project plan clearly explains the Design Build Entity's approach to this Project and a clear understanding of the purpose, service, scope, and objectives of this RFP. Design Build Entity clearly conveys its approach in designing to the Target GMP while coordinating with the Court staff for functionality and maintaining consistency with the California Trial Court Facilities Standards. Design Build Entity clearly identifies any innovation techniques that will be incorporated into the Project and their benefit to the Judicial Council. Design Build Entity demonstrates its understanding of the Project risks and identify the team's approach to proactively manage the design and construction process to mitigate those risks.	Max Pts/Item	Proposer's Score
1	DBE participation in design, constructability, value engineering, estimating, recommendation of alternative materials and methods, and construction methods to maximize use of the budget.	5	0
2	Prequalification of Subcontractors, development of bid packages and inducing competitive bid packages.	2	0
3	Quality control plan / Personnel that will review submittals /Personnel tasked with assuring work complies with submittals / Use of mock-ups / Process to link VE & cost control from preconstruction to construction.	3	0
4	Process for presenting design schemes, floor plans, exterior, systems and materials to the Court and Judicial Council for approval.	5	0
5	Specific Innovation techniques to be incorporated into the project to achieve project budget and schedule.	15	0
6	Detailed explanation of potential project risks.	2	0
7	Process for mitigation of risks and keeping project on schedule and within budget.	3	0
Subtotal Points for Project Plan/Approach		35	0
D. Design & Construction Schedule - 10 Points Maximum			
	Design Build Entity's proposed Project schedule demonstrates the Design Build Entity's understanding of the overall process and sequencing of activities for this Project. The proposed Contract Schedule identifies the process and anticipated durations for obtaining the required Project approvals. Design Build Entity demonstrates competent schedule management practices, an ability to mitigate delay, and to coordinate with regulatory agencies for approval.	Max Pts/Item	Proposer's Score
1	A CPM schedule that integrates all critical proposed design & construction activities.	3	0
2	Illustrate an understanding of the Judicial Council processes, required Project approvals, and durations (especially State Fire Marshal review and approval). Coordination of the project milestones with critical approval, review and activity links.	4	0
3	Administration of schedule to assure trade contractor compliance. Coordination of trade contractors, schedule and problem resolution.	2	0
4	Process for review of trade contractor progress reports / cash flow projections.	1	0
Subtotal Points for Schedule Management		10	0
E. Target GMP Cost Analysis / Life Cycle Cost Analysis - 60 Points Maximum			
	The analysis demonstrates how the Design Build Entity can manage the design and construction of the Project to achieve the overall Target GMP within the constraints of the Performance Criteria Documents. Design Build Entity sufficiently demonstrates how to integrate life cycle costs of products in the design of the Project and to design the Project in an energy efficient manner.	Max Pts/Item	Proposer's Score
1	Proposer's compliance with the TGMP	30	0
2	How are substitutions, value engineering proposals, and alternate construction methods proposed to be incorporated during the design stages. How early in the design process will these items be proposed?	10	0
3	Design Builder's approach to the life cycle of the building and Life Cycle Cost Analysis	15	0
4	What efforts will be taken by DBE to ensure the most accurate pricing from subcontractors?	5	0
Subtotal Points for Target GMP Analysis		60	0

F. Proposer Interview / 20 points Maximum			
The purpose of the Proposer Interview is to evaluate the communication skills of the team and to consider information received during the interview process related to the other evaluation criteria. The members of the team shall explain their approach to working in a collaborative Design Build environment with subcontractors, local government, Court staff, Judicial Council staff, and demonstrate the communication skills between members of the Design Build Entity.		Max Pts/Item	Proposer's Score
1	Proposer's approach, and opinion of the project goals.	5	0
2	Proposer's innovative approach to the project budget.	5	0
3	Proposer's innovative approach to the projects schedule.	5	0
4	Presentation approach and communication between team members.	5	0
Subtotal Points for Proposer Interview		20	0
Total Technical Proposal & Interview Points / 175 points Maximum		Max Pts	Proposer's Total Score
Total Technical Proposal Points		175	0
The undersigned members of the RFP Technical Proposal Evaluation Committee certify that this is a true summary of the agreed upon quality points.			
Signature:			

DBE SELECTION INTERVIEW OUTLINE FOR THE NEW UKIAH COURTHOUSE

Notes will be taken during the interview documenting any commitments or clarifications to the proposal. The Design Build Entity will be provided a copy of these interview notes after the interview to confirm accuracy. The interview notes for the selected Design Build Entity will become an Exhibit to their Agreement.

PRESENTATION (45 MINUTES)

Mandatory Topics for Presentation

1. Introduction of the proposed staffing for the Project, and qualities that each proposed staff member brings to the team that will lend to the success of this Project.
2. The factors that differentiate this Proposer from the others, i.e. unique qualifications to make the project a success.
3. Descriptions by Proposer's staff of their previous successes and difficulties with integration into, and communications with, previous project teams. Willingness to work collaboratively with Judicial Council.
4. Similar projects completed by this team together in the local area (or remote area) that demonstrate their ability to successfully complete this Project.
5. Proposer's approach, and opinion of the projects goals, budget, and schedule.
 - Explanation of how TGMP was arrive at and any significant deviations from TGMP provided by Judicial Council.
 - Overview of schedule and any correlation to the TGMP.
6. Presentation of rendering and its relation to the TGMP.

Q&A PERIOD (45 MINUTES)

The Q&A period will be an interactive gathering of information. The DBE should be prepared to clarify information provided in their qualifications/proposal/interview and/or provide additional information regarding items not previously addressed.

Questions to the Design Build Entity by the Interview Panel

(Questions shall be provided to DBE prior to Interview)