

## RFQ CHECKLIST

As provided in Section IV of the Request for Qualifications, the County intends to preliminarily rank the statements it receives to determine both responsiveness to the RFQ requirements and perceived congruence between each prospective proposer's statements and the County's needs. The County may potentially then arrange supplemental interviews with selected proposers, if deemed necessary by the County, to further distinguish between the statements.

Although the County intends to rely in part on objective measurements where possible, by submitting a statement interested proposers acknowledge that the selection process will necessarily turn in large part on purely subjective standards.

The SOQs will be ranked based on the points noted in parentheses assigned to each item listed below. If "does not meet this requirement" is acknowledged, proposer may include an explanation as to why such requirement is not applicable. Inclusion of an explanation does not obligate the County to credit proposer for responding to the item.

**1. Proposer complied with RFQ technical requirements: 2 bound copies and 1 digital copy of SOQ provided, cover letter, table of contents, overview of firm, and is prepared to comply with contractual requirements of Section II. (0-5 pts)**

Submittal meets this requirement: \_\_\_\_\_ does not meet this requirement: \_\_\_\_\_

Proposer comment: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Grader comment (for county use): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2. Proposer has the appropriate experience required as outlined in the RFQ and provided sufficient evidence of that experience: General experience, list of similar projects, customer reference list, proposed contractor staff, proposed sub-contractors, and statement of approach. (0-45 pts)**

Submittal meets this requirement: \_\_\_\_\_ does not meet this requirement: \_\_\_\_\_

Proposer comment: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Grader comment (for county use): \_\_\_\_\_

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Point Total: \_\_\_\_\_ / 50

Preliminary Ranking: \_\_\_\_\_ /

Additional Proposer Comments (if needed): \_\_\_\_\_

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Additional Grader Comments (for county use):

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