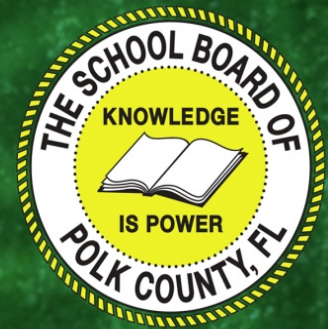


SELECTION PROCESS FOR

ASBESTOS, INDOOR AIR QUALITY & ENVIRONMENTAL CONSULTING SERVICES



Dr. Gail F. McKinzie, Ph.D.
Superintendent of Schools

Kay Fields
School Board Chair

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Assistant Superintendent

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Manager of Environmental Services

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PART 1 – ACQUISITION OF PROFESSIONAL SERVICES

1.01 POLICY

- A. The acquisition of Environmental Consulting Services shall be procured in accordance with Florida Statute 287.055 “Consultant’s Competitive Negotiations Act” (CCNA) with the object of effecting an equitable distribution of contracts among qualified firms, provided such distribution does not violate the principle of selection of the most highly qualified firms.
- B. **Gifts and Gratuities.** No School Board employee may accept any gifts or other gratuities, the value of which exceeds Fifty Dollars (\$50.00), excluding instructional materials, from any party or a representative of any party doing business with the School Board. Giving or granting such gifts and/or gratuities to School Board employees shall be reason to deny future opportunities for work as an environmental consultant.

1.02 SUMMARY OF PROFESSIONAL SERVICES PROCEDURES

- A. The Facilities and Operations Division shall be responsible for the administrative and managerial duties regarding the acquisition of professional environmental consulting services.

PART 2 – PUBLIC ANNOUNCEMENT

2.01 POLICY

- A. The District shall publicly announce, by publication in local newspapers of general circulation, each occasion when professional services must be purchased for a project the basic construction cost of which is estimated by the agency to exceed \$300,000, or when the fee for professional services exceeds \$25,000. The public notice must include a general description of the project and must indicate how interested consultants may apply for consideration.
- B. Questions: Any questions concerning the RFQ should be directed in writing to Environmental Services, Polk County Public Schools. All requests for information shall be submitted no later than seven (7) days prior to the RFQ receipt date in writing to the Environmental Services Manager, Fax number 863-534-9201. Only the interpretation or correction so given by the Environmental Services Manager, in writing, shall be binding and prospective firms are advised that no other source is authorized to give information concerning, or to explain or interpret the RFQ and the selection process. All such interpretations and supplemental instructions will be in the form of written Addenda to the RFQ.

1. Selection committee members, School Board members and school board personnel (except the Environmental Services Manager) are not to be contacted prior to the School Board's decision to approve or reject the final recommendation presented to it by the Superintendent. At the discretion of PCSB, failure to comply with this requirement will be grounds for disqualification.
2. Specifically, this **NO-CONTACT PERIOD** shall commence on the initial date of the advertisement for Request for Qualifications and continue through and include the date Polk County School Board makes its determination to approve or reject the final recommendations.
3. All short-listed firms in preparation for oral presentation will be provided the opportunity to visit the location and meet the Principal or designee with the coordination of the Manager of Environmental Services.

2.02 TERMS AND CONDITIONS

- A. PCSB reserves the right to accept or reject any or all proposals in the best interest of PCSB. The School Board of Polk County, Florida reserves the right to waive any formalities in this selection process.
- B. It is mutually understood and agreed that the nature, amount and frequency of the Services shall be determined solely by Owner and that Owner does not represent or guarantee unto firms that any specific amount of services will be requested or required of firm pursuant to this RFQ.
- C. Proposals which do not comply with these instructions or that do not include the requested data shall not be considered.
- D. The successful firm shall not discriminate against any person in accordance with Federal, State or local law.
- E. Time is of the essence. It is the sole responsibility of the submitting firm to ensure proposals are received at the proper place on or before the time and date required and in the format stated. Failure to meet this requirement will result in returning the RFQ. No consideration will be given to it.
- F. A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a bid/proposal on a contract to provide any goods or services to a public entity; may not submit a bid/proposal on a contract with a public entity for construction or repair of a public building or public work; may not submit bid/proposal on leases of real property to public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity and may not transact business with any public entity in excess of the

threshold amount provided in Section 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

- G. **EQUAL EMPLOYMENT OPPORTUNITY:** The School Board of Polk County, Florida does not discriminate in admission or access to or treatment or employment in its programs and activities on the basis of race, color, religion, age, sex, national origin, marital status, disability or any other reason prohibited by law. PCSB Equal Opportunity employee responsible for Equity & Compliance is Patricia Hunter who may be contacted at The School Board of Polk County, Florida, Human Resource Services, 1915 South Floral Avenue, P.O. Box 391, Bartow, Florida 33831. School Board Policy 6Gx53-5.017.
- H. Any person who is adversely affected by the terms, conditions or specifications set forth in this Request for Qualifications shall file a notice of intent to protest, in writing within 72 hours after the solicitation document (RFQ) is posted, excluding Saturdays, Sundays and legal holidays. A formal written protest shall be filed no later than 10 days after the notice of intent to protest is filled. The formal written protest must be accompanied by a bid protest bond in the amount of \$1,000.00 cash or certified check. The notice of intent to protest and formal written protest shall be filed with Person's name, position and address. The formal written protest shall state with particularity the facts and law upon which the protest is based. Failure to file a protest or failure to post the bond or other security within the time frames or in the manner described above shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.
- I. By making a submission, it is understood and agreed that the submitting entity consents to PCSB contacting any parties referenced in the entities response including, but not limited to, all project owners and references herein.
- J. The most current version of PCSB's standard Environmental Contract for Environmental Services can be found on the Polk County School Board's website. See Paragraph 2.03A. By submitting a response to this RFQ, submitters acknowledge and agree that they have reviewed this standard contract and have no objections to it. Furthermore, if selected by the PCSB, submitters acknowledge and agree that they will execute this standard contract subject to PCSB's right to make revisions and modifications prior to execution, where PCSB has determined, in its sole discretion that such revisions or modifications are in PCSB's best interest.

2.03 SUMMARY OF PUBLIC ANNOUNCEMENT PROCEDURES

- A. All legal advertisements for professional services are to run in a local newspaper for two consecutive weeks and shall be posted on The School Board of Polk County's website www.polk-fl.net/community/doingbusinesswithus/facilitiesprojects under Public Announcements.

- B. The advertisement will include a general description of each project’s scope and budget, along with instructions on how additional information may be obtained. The additional information will include a detailed description of the scope of work, the proposed project schedule, the submission requirements for consideration and the specific criteria on which submissions will be evaluated.

PART 3 – COMPETITIVE SELECTION PROCESS

3.01 POLICY

- A. Any firm or individual desiring to provide Environmental Consulting Services to the District must first be certified by the District as qualified. The District must find the firm or individual to be employed is fully qualified to render the required service. Among the factors to be considered in making this finding are the capabilities, adequacy of personnel, past record and experience of the firm or individual.
- B. The District shall establish a Professional Services Selection Committee (Selection Committee). This Selection Committee shall be charged with the evaluation and ranking of prospective providers of professional services. The Selection Committee shall have five voting members:
 - 1. Assistant Superintendent, Facilities and Operations
 - 2. Director of Architectural Services
 - 3. Director of Construction Services
 - 4. Manager of Supplier Diversity
 - 5. Manager of Environmental Services
- C. The District shall develop and maintain a process for the evaluation of statements of qualification. The Selection Committee shall consider such factors as the ability of professional personnel; whether the firm is a certified minority business enterprise; past performance; willingness to meet time and budget requirements; location; recent, current and projected workloads of the firms; and the volume of work previously awarded to each firm by the District and other such factors which may be pertinent to the project.
- D. The Selection Committee shall identify, in order of preference, no fewer than three firms deemed to be the most highly qualified to perform the required services. The Polk County School Board (The Board) shall send each firm which applied for consideration a letter, return receipt requested, notifying it of the short listed finalist firms. **The notification will include the following statement: “Failure to file a protest within the time prescribed in s.120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.”**
- E. Interviews shall be conducted with no fewer than three firms deemed as most qualified for each project advertised.

3.02 GROUP REVIEW

- A. At a scheduled and publicly noticed meeting, Selection Committee members shall meet and discuss the RFQ proposals. The goal of this review is to allow each member the opportunity to fully discuss the proposals and to bring forth any information known to him or her regarding reasons why a particular proposal should or should not be considered. At the conclusion of this meeting, each Selection Committee member shall review his or her evaluations, make any appropriate changes and submit his or her Selection Evaluation Form (see Exhibit “A”) to the Committee Chairman or the Committee Chairman’s designee.
- B. The Committee Chairman or the Committee Chairman’s designee shall combine the evaluation scores submitted by all Selection Committee members and shall develop a short-list recommendation of no less than three (3) firms based on the total evaluation scores received. The number of firms to be placed on the short-list shall be determined by the Committee Chairman.
- C. The Committee Chairman or the Committee Chairman’s designee shall forward the Selection Committee’s short-list recommendation to the Assistant Superintendent of Facilities and Operations (“the Assistant Superintendent”). The Assistant Superintendent, in his or her sole discretion, can either accept the short-list recommendation and forward it on to the Superintendent or reject the short-list recommendation. If the Assistant Superintendent accepts the recommendation, the selection process shall proceed. If the Assistant Superintendent rejects the short-list recommendation, he or she, in his or her sole discretion, can proceed in any of the following methods: directing the Committee Chairman to recommence the selection process at whatever phase the Assistant Superintendent deems appropriate (including the Initial Screening Criteria stage as described in Section 4.03 or the Presentations and Interviews phase as described in Section 4.04); pursuing the project by any other alternative method permitted under Florida Law; or abandoning the project all together. If the Assistant Superintendent elects to pursue the project by alternative method or abandon the project, The Board shall provide public notice of this decision by posting in the facilities department and on The Board web site.
- D. Once the Selection Committees short-list recommendation has been accepted by the Assistant Superintendent, the Committee Chairman or the Committee Chairman’s designee will notify all submitting firms of whether or not they appear on the short-list and shall provide public notice of the short-listed firms.
- E. The short-listed firms shall then be invited for interviews before the Selection Committee, which will be scheduled at the Selection Committee’s convenience.

3.03 INTERVIEW

- A. The Selection Committee shall convene to separately interview the short-listed firms. A part of its interview and at the Committee Chairman's discretion, each firm shall make a short oral presentation. Selection Committee members shall use the Selection Evaluation Form (see Exhibit "B") to document their review and evaluation of each presentation, within their respective areas of experience and knowledge.
- B. After the Selection Committee has interviewed all the short-listed firms, it shall discuss the interviews and review each presentation. At the end of this discussion, Selection Committee members shall review their Selection Evaluation Form, make any appropriate changes and then submit the Selection Evaluation Forms to the Committee Chairman or the Committee Chairman's designee.
- C. The Committee Chairman or the Committee Chairman's designee shall combine the evaluation scores submitted by all Selection Committee members in their respective areas of experience and knowledge and determine the Selection Committee ranking of the short-listed firms based upon the total scores assigned to each firm. If the ranking results in a tied score prior to submission to the Assistant Superintendent for approval, the Committee Chairman shall provide each Selection Committee member with a new Selection Evaluation Form for each of the tied firms in order to break the tie.
- D. The Assistant Superintendent, in his or her sole discretion, shall either accept the results of the Selection Committee's ranking recommendation and forward it on to the Superintendent or reject the results of the ranking recommendation. If the Assistant Superintendent rejects the results of the ranking recommendation, he or she in his or her sole discretion, shall proceed with any of the following methods: directing the Committee's Chairman to recommence the selection and ranking process at whatever phase the Assistant Superintendent deems appropriate (including the Initial Screening Criteria phase as described in Section 4.03 or the Presentations and Interviews phase as described in Section 4.04); pursuing the project by any other alternative method permitted under Florida law; or abandoning the project all together. If the Assistant Superintendent elects to pursue the project through an alternative method or abandon the project all together, The Board shall provide public notice of that decision.
- E. Once the ranking recommendation results are accepted by the Assistant Superintendent, he or she shall request the Superintendent's approval of the Selection Committee's ranking and authorization to begin fee negotiations for the subject project.
- F. The Superintendent may reject all recommendations, accept the Selection Committee's recommendation or convene a second interview with the short-listed firms. If all recommendations are rejected by the Superintendent, either the subject project shall be terminated or The Board shall issue a new RFP or RFQ for the project. If the Superintendent elects to convene a second interview, then The Board interview panel shall consist of the Superintendent and such other individuals as the Superintendent deems appropriate ("New Panel"). The short-listed firms shall provide such additional

information in such time and format as may be requested by the New Panel. The New Panel shall interview and rank the short-listed firms using the Selection Evaluation Form for the RFP or RFQ. The original rankings of the Selection Committee's recommendations shall not be binding on the New Panel and it may issue the ranking completely independent from that made by the Selection Committee. The Superintendent shall either accept the ranking of the New Panel and forward such rankings to the School Board for approval or the Superintendent may reject such final rankings. If rejected, the Superintendent shall either terminate the subject project or require a new RFP or RFQ be issued for the project, which decision shall be publicly noticed. Upon the Superintendent's approval for the Selection Committee's recommendation or the New Panel's alternate recommendation, notice of the ranking of short-listed firms shall be publicly noticed and a School Board resolution shall be prepared and put on an agenda for the School Board review and approval.

3.04 SUMMARY OF COMPETITIVE SELECTION PROCESS PROCEDURES

- A. The Manager of Environmental Services will chair the Selection Committee. The committee will be convened as required to evaluate submitted materials, conduct interviews, hear presentations, consult staff and rank applicants.
- B. The Selection Committee shall report a consensus evaluation for each applicant, including a relative ranking for each weighted criteria.
- C. The applicant receiving the highest aggregate score shall be recommended for advancement to the Competitive Negotiation phase. Interviews shall be conducted prior to establishing the final ranking.

PART 4 – EVALUATION PROCESS

4.01 COMPLIANCE

Firms must meet the following requirements:

- A. Requirement of the Request for Qualifications (RFQ).
- B. Environmental Consultants must be experienced in providing environmental services for K-12 public school programs.
- C. Environmental Consultants must be authorized to do business in the State of Florida and must possess professional service registrations and licenses in accordance with applicable statutes, regulations and rules.
- D. Environmental Consultants must be knowledgeable of the requirements of Florida Statutes.

- E. Statements of Qualifications must be submitted to the School District on or before the time and date at the place indicated in the RFQ.
- F. Statements of Qualifications should be mechanically bound and should be limited to not more than 35 (8.5 x 11 inch) pages printed on one side. Oversized pages will be counted as two pages. Submissions in excess of 35 will not be disqualified; however, clarity conciseness and brevity of this document will be evaluation criteria.
- G. The Statement of Qualifications must be submitted in quantity as identified in the Public Announcement.
- H. Statements of Qualifications which have not been received by the School District on or before the scheduled time as set forth in the RFQ will not be considered.
- I. The selected Environmental Consultants and their sub consultants will be required to meet the insurance requirements of the School District.
- J. In accordance with Florida Statues, the selected Environmental Consultants will be required to make sworn statements regarding Public Entity Crimes.
- K. The assigned negotiation team shall negotiate a contract with the top ranked firm. If a contract cannot be negotiated with the top ranked firm, negotiations with the top ranked firm will be formally terminated and the negotiation team shall negotiate with the second and third ranked firms respectively. Should the negotiation team be unable to negotiate a satisfactory contract with any of the selected firms, the District shall select additional firms in order of their competence and qualifications and negotiations will continue in accordance with this section until an agreement is reached. At the school district's sole option, the negotiation cut-off date may be extended.
- L. Costs of participating in this selection process, including presentations to the Selection Committee or School Board, are solely those of the Environmental Consultant; The Board will assume no responsibility for any costs.
- M. The Board reserves the right to waive informalities and terminate the selection process.
- N. Firms that apply shall be familiar with the most current applicable laws, rules and regulations including FS 6A-2 and 287.005, Consultants Competitive Negotiation Act, FS Chapter 1013, the State Requirements for Educational Facilities (SREF) and the Florida Building Code.

4.02 STATEMENT OF QUALIFICATIONS

Statement of Qualifications must provide the required information in the following order and format:

- A. The Facilities and Operations Division shall require each applicant to identify the type and scope of services being offered and the type and scope of assignments being sought. Documentation of qualifications shall be required. Firms will only be considered for assignments consistent with certified capabilities.
- B. Letter of introduction and interest signed by an officer or partner of the responding firm. Letter shall include specific reason(s) why firm would be the best choice for the project listed. Provide business address, e-mail address, phone number, fax number and name of contact person.
- C. Table of Contents.
- D. Compliance Information.

This is a compliance section and carries no evaluation points. **Firms must meet minimum criteria as specified to receive further consideration.** Submittals shall include the following:

1. The Environmental Consultant must be properly certified by the State of Florida Secretary of State to do business in Florida.
 - a. Provide a copy of certification for proper incorporation from the Florida Secretary of State.
 - b. State if Company is a corporation, joint venture or partnership.
2. The Environmental Consultant must be properly registered, licensed and certified at the time of submission.
 - a. Provide copy of current Florida Professional Registration Certificate for the Environmental Consulting firm.
3. The Environmental Consultant must have been in business for a minimum of five years.
 - a. State number of years in business.
 - b. State the location, address and telephone number of Environmental Consultant's office.
 - c. Environmental Consultant's qualification statement (SF 330 Form).
4. The Environmental Consultant must provide proof of Professional Liability Insurance.

5. Submitting firms with fifteen (15) or more employees shall provide the company's Equal Employment Opportunity Plan.

4.03 INITIAL SCREENING CRITERIA

A. Selection Committee members shall use Selection Evaluation Form (Exhibit "A") for the RFQ to document their review and evaluation of each proposal in accordance with the criteria listed below, within their respective areas of experience and knowledge.

1. RELATED EXPERIENCE (20%)

- a. Demonstrated capabilities of the applicant, with consideration also given to corporate philosophy, community involvement, credentials of senior/professional staff. Proposed sub-consultants and project staff should be evaluated as a part of the firm's resume.

2. CURRENT WORKLOAD & CAPACITY (15%)

- a. An evaluation of the applicant's capacity to undertake additional work, in light of its current workload.

3. RECENT WORK AWARDED BY THE PCSB (LAST 2 YEARS) (15%)

- a. Volume of recent work awarded the applicant by the District. Compare amount of work for the District by the applicant in relation to other applicants to promote equitable distribution. The score shall be inverse to the volume of business done with the District.

- b.

<u>Dollars Awarded by PCSB</u>	<u>Point Value</u>
\$0 to \$50,000	5
\$50,001 to \$100,000	3
\$100,001 to \$150,000	1
Greater than \$150,000	0

4. EDUCATIONAL FACILITIES EXPERIENCE (25%)

- a. Applicant's prior performance on educational facilities projects, including ability to meet project schedule and budget. Consideration will be given to more recent projects and projects of similar scope in establishing the

applicant's record of successfully completing projects of similar scope and complexity.

5. QUALITY OF SUBMITTAL (10%)

- a. Clarity, conciseness and compliance with requirements in the request for qualification

6. M/WBE IMPLEMENTATION HISTORY (15%)

- a. Whether the applicant is a certified minority business enterprise. Whether the applicant has demonstrated a commitment to increasing the successful participation of certified minority and women owned businesses.

7. LOCAL RECOGNITION (5 POINTS)

- a. Local recognition is worth a total of 5 points added to the weighted subtotal score. For local recognition grading scale, refer to left hand side of Selection Evaluation Form – Exhibit “A” and Exhibit “B”.

4.04 PRESENTATIONS AND INTERVIEWS

- A. At the scheduled interview, each short-listed firm shall provide additional information about its firm and operations that would be valuable to the Selection Committee in their efforts.
- B. Oral presentations and interviews by short-listed firms are required on most projects. The final ranking of the short-listed firms will be based solely on the ratings from these presentations. A copy of the evaluation form used by each Selection Committee member is attached. See Exhibit “B”.
- C. FS 287.055 (4)(a) states that the agency procuring professional services “...*may require public presentations by, no fewer than three firms regarding their qualifications, approach to the project and ability to furnish the required services.*” The Selection Committee requests that each presenter clearly address these criteria during the course of their presentation. The following is offered for your consideration:
 1. Qualifications – Emphasize your firm’s strengths. Stress those services that you do particularly well, and that distinguishes your firm. Explain how your strengths could benefit these project(s).
 2. Approach to the project – Tell how your firm approaches similar projects. Do not propose specific solutions to these project(s). How does your firm manage the issues of scope, schedule, budget, etc? Also provide any additional information relevant to your approach to the project(s).

3. Ability – Demonstrate that your firm has the resources to accomplish this work. Be specific in regard to experience and skills of your staff and consultants.
- D. Interviews and presentations shall be evaluated based on the following weighted criteria.
1. REFERENCES (10%)
 2. OVERALL APPROACH/METHODOLOGY & KNOWLEDGE (25%)
 3. PROJECT TEAM (10%)
 4. BUDGET & SCHEDULE ADHERENCE (20%)
 5. RELATED EXPERIENCE (20%)
 6. M/WBE IMPLEMENTATION HISTORY (15%)
 7. LOCAL RECOGNITION (5 POINTS)
- E. Remember, the presentations are more about your team and less about these particular projects. The focus of your presentation should be your team’s strengths and capabilities “*in light of*” the challenges posed by these projects.
- F. Presentation format shall be boards on easels. Content displayed on the boards should demonstrate the Environmental Consultants full understanding and grasp of the project.
- G. Presentations are scheduled on thirty minute intervals. Each presentation is explicitly limited to twenty minutes maximum. Any setup must be accomplished within this time period. Presenters are requested to reserve a reasonable amount of time for questions from the committee.

PART 5 – COMPETITIVE NEGOTIATION

5.01 POLICY

- A. With the approval of the Superintendent or designee, negotiations between the District and the firm ranked number one shall be conducted. If negotiations are successful, a contract shall be submitted to the School Board for its consideration. If negotiations are unsuccessful, the District shall terminate negotiations with the higher ranked firm and commence negotiations with the next highest ranked firm. If negotiations are terminated with a firm and commenced with the next highest firm, under no circumstances shall the District negotiate with the original firm without first re-advertising for proposals.

5.02 SUMMARY OF COMPETITIVE NEGOTIATION PROCEDURES

- A. The Manager of Environmental Services shall be charged with establishing a mutually acceptable compensation package for the requested services. The firm ranked highest by the Selection Committee will enter into negotiations for fair and equitable compensation based on the standard Environmental Consulting Contract and the scope of work for the advertised project. Additional supportive information, i.e., staffing projections, direct costs, reimbursable expenses, etc. may be required. The agreed upon compensation for

basic professional services shall be presented to the School Board with a recommendation for approval.

PART 6 – STANDARDIZED AGREEMENTS

6.01 POLICY

- A. The District shall develop and maintain standard contractual documents for use in the procurement of all professional services. All such documents and any subsequent material revisions thereto, shall be submitted to the School Board Attorney for review and approval.

Selection Committee Member Signature:

Name/Title

Project Name:

Project #

POLK COUNTY PUBLIC SCHOOLS
ASBESTOS, INDOOR AIR QUALITY & ENVIRONMENTAL SERVICES
SELECTION EVALUATION FORM - EXHIBIT "A"

LOCAL RECOGNITION GRADING: Polk County firm with 10 or more years experience 5 pts. Polk County firm with more than 1 year & less than 10 4 pts. Adjoining County firm with more than 1 year experience 2 pts. State of Florida firm with more than 1 year experience 1 pt. Out of State Firm with more than 1 year experience 0 pts. SCALE: Rate each applicant on a scale from 1 (lowest) to 10 (highest). Using the ratings noted above, Selection Committee shall provide a numerical Evaluation of the Qualifying elements. Tabulation of all entries will provide a ranking of all Applicants.			COMPLIANCE					INITIAL SCREENING (SHORT LISTING)								
			STATEMENT OF QUALIFICATIONS	PUBLIC ENTITY CRIME STATEMENT	FORMS SF 254 & SF 255	PROFESSIONAL LIABILITY INSURANCE	EQUAL EMPLOYMENT OPPORTUNITY PLAN	RELATED EXPERIENCE	CURRENT WORKLOAD AND CAPACITY	RECENT WORK AWARDED BY PCSB (LAST 2 YEARS)	EDUCATIONAL FACILITIES EXPERIENCE	QUALITY OF SUBMITTAL	M/WBE IMPLEMENTATION HISTORY	SUBTOTAL INITIAL SCREENING	LOCAL RECOGNITION POINTS	TOTAL INITIAL SCREENING
ITEM	APPLICANTS	Assigned Weight					20%	15%	15%	25%	10%	15%	100%	5 Pts.		
1		Rating					0	0	0	0	0	0		0		
		Weighted Score					0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
2		Rating					0	0	0	0	0	0		0		
		Weighted Score					0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
3		Rating					0	0	0	0	0	0		0		
		Weighted Score					0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
4		Rating					0	0	0	0	0	0		0		
		Weighted Score					0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
5		Rating					0	0	0	0	0	0		0		
		Weighted Score					0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
6		Rating					0	0	0	0	0	0		0		
		Weighted Score					0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
7		Rating					0	0	0	0	0	0		0		
		Weighted Score					0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	

POLK COUNTY PUBLIC SCHOOLS

Selection Committee Member Signature: _____

ASBESTOS, INDOOR AIR QUALITY & ENVIRONMENTAL CONSULTING SERVICES

Name/Title _____

SELECTION EVALUATION FORM - EXHIBIT "B"

Project Name: _____

Project # _____

LOCAL RECOGNITION GRADING: Polk County firm with 10 or more years experience 5 pts. Polk County firm with more than 1 year & less than 10 4 pts. Adjoining County firm with more than 1 year experience 2 pts. State of Florida firm with more than 1 year experience 1 pt. Out of State Firm with more than 1 year experience 0 pts. SCALE: Rate each applicant on a scale from 1 (lowest) to 10 (highest). Using the ratings noted above, Selection Committee shall provide a numerical Evaluation of the Qualifying elements. Tabulation of all entries will provide a ranking of all Applicants.			INTERVIEW AND PRESENTATION (RANKING)								
			REFERECES	OVERALL APPROACH/METHODOLOGY AND KNOWLEDGE	PROJECT TEAM	BUDGET AND SCHEDULE ADHERENCE	RELATED EXPERIENCE	M/WBE IMPLEMENTATION HISTORY	SUBTOTAL INTERVIEW & PRESENTATION	LOCAL RECOGNITION POINTS	TOTAL INTERVIEW & PRESENTATION
ITEM	APPLICANTS	Assigned Weight	10%	25%	10%	20%	20%	15%	100%	5 Pts.	
1		Rating	0	0	0	0	0	0		0	
		Weighted Score	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
2		Rating	0	0	0	0	0	0		0	
		Weighted Score	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
3		Rating	0	0	0	0	0	0		0	
		Weighted Score	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
4		Rating	0	0	0	0	0	0		0	
		Weighted Score	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
5		Rating	0	0	0	0	0	0		0	
		Weighted Score	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
6		Rating	0	0	0	0	0	0		0	
		Weighted Score	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
7		Rating	0	0	0	0	0	0		0	
		Weighted Score	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	