

Criteria	Max pts	Review rating	Notes
Experience	10	9	5 similar projects in ME, including 3 sidewalks on state-maintained rds. plus 2 trail design. All 5 worked with DOT. Firm has bike-ped design plus utility experience. QAQC Advisor: Highway Team Leader, 22+ yrs exp; DOT exp; bike-ped, utility, R/W acq.; PM: 12+ yrs exp, Sr. Hwy. Eng.; DOT exp.; bike-ped on St. rds; culverts; int. design; Hwy design lead: 8 yrs exp; hwy design; striping; drainage; guardrail; stormwater; DOT exp; Sewer: 26 yrs exp muni - PW director/City Eng.; TIF projects; sewer-water projects; Environmental staff: 6+ yrs exp; 8 endangered species; blo; USFWS.
Qualifications	10	10	Proposal includes schedule; demonstration of staffing approach to manage workload and meet deadlines. March '23 for 30% plans. Firm's experience will help expeditiously achieve milestones. Firm referenced PM software. All key staff have up to 50% availability. Ability to use videoconferencing; designated QA/QC lead (Meek); demonstrated that another recent project met deadlines and was supported by local community (Gardiner) Still hearing back from references
Ability to successfully execute the scope and stay on schedule	10	10	
Ability to control costs and ensure quality	5	5	
References	5	5	
Prequalifications			
MaineDOT Local Project Administration for Consultant Project Manager		Met	PM is certified LPA
Pedestrian/Bicycle Facilities Design		Met	Stantec
Traffic Signal and Flashing Beacon Design		Met	Stantec
Engineering / Topographic Surveys		Met	Subconsultant (Titcomb)
Environmental Permitting		Met	Stantec
Utility Coordination		Met	Stantec
<i>If needed for right-of-way activities:</i>			
Property Surveys		Not in proposal	But only an "if needed" service in RFP
Title Research / Abstracting		Not in proposal	But only an "if needed" service in RFP
Property Valuation and Appraisal Services		Not in proposal	But only an "if needed" service in RFP
Property Negotiations / Ownership Information Services		Met	Subconsultant (Titcomb)
Other notes			
Debarment, suspension, proposed debarment, ineligible		Met	
Conflict of interest		None listed	
Disadvantaged Business Enterprise		Yes	Diana's CADD Service LLC
Acknowledged amendment		Yes	
Insurance			Will verify prior to contract signing

Decision

Stantec's proposal was the only one submitted for this RFP. This review finds them fully qualified to carry out the desired design work. They are the presumptive selected firm based on qualifications, and a price proposal will now be sought and compared with the Town's Independent Estimate - JSB 8/8/22

JSB