If you have printed this bid from the City of Quincy's Website or through an email, it is your responsibility to check for addenda at www.quincyma.gov before you turn in your proposal.

"Please send an acknowledgment that you have printed out this bid via email to; kimtrillcott@quincyma.gov" The City of Quincy will not be responsible for any bids received omitting any addenda acknowledgement.

Thank you
INVITATION TO BID

CITY OF QUINCY, MASSACHUSETTS
PURCHASING DEPARTMENT
1305 HANCOCK ST., QUINCY, MA 02169

The City of Quincy invites sealed bids/proposals for:

**ADAPTIVE SIGNAL CONTROL TECHNOLOGY**

DPW-TRAFFIC DIVISION MARCH 29, 2018 @ 11:30 A.M.

The City of Quincy, acting through the Office of the Mayor and its Department of Traffic, Parking, Alarm and Lighting, desires a company to provide and install adaptive signal control technology software and information technology upgrades across a wide network of intersections. The technology should optimize traffic flow and share traffic information in real-time between other connected intersections.

Detailed specifications are available on-line at the City of Quincy’s website, [www.quincyma.gov](http://www.quincyma.gov) and also available at the office of the Purchasing Agent, Quincy City Hall, 1305 Hancock Street, Quincy, Massachusetts, 02169, between the hours of 8:30 AM and 4:30 PM.

All questions regarding this bid should be directed to Kathryn R. Hobin, Purchasing Agent through email: purchasing@quincyma.gov. Questions will be accepted until March 23, 2018 @ 12:00 p.m.

Bids/Proposals must be in a sealed envelope. The outside of the sealed envelope is to be clearly marked "BID ENCLOSED" with time/date of bid call.

Bids/Proposals will be received at the office of the Purchasing Agent until the time and date stated above, at which time and date they will be publicly opened and read. Late Bids/Proposals, delivered by mail or in person, will be rejected.

If applicable, bids shall be in accordance with M.G.L. Chapter 30B, Chapter 149 as amended, and Chapter 30, Sections 39A, 39B and 39F-R.

The right is reserved to reject any or all bids or to accept any part of a bid or the one deemed best for the City and waive any informality in the bidding if it is in the best interest of the City to do so.

Thomas P. Koch, MAYOR

Kathryn R. Hobin, PURCHASING AGENT

LEGAL: MARCH 12, 2018 CENTRAL REGISTER
LEGAL: MARCH 15, 2018 P.O. # S032918 DEPT. CHARGED: DPW-TRAFFIC
TAX COMPLIANCE CERTIFICATE

MASS. GENERAL LAWS, CH. 62C, S: 49A(b)

I hereby certify that I have complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding of child support.

Signed under the pains and penalties of perjury.

(1) Individual Contractor

(Contractor’s Name and Signature)

Social Security Number

(2) Corporation, Association or Partnership

(Contractor’s Name)

Federal Tax ID Number, or Social Security Number

By: (Authorized Signature)

Note to Contractor: Please sign at (1) or (2), whichever applies.
CHAPTER 62C. ADMINISTRATIVE PROVISIONS RELATIVE TO STATE TAXATION

Chapter 62C: Section 49A Certification of compliance with tax laws as prerequisite to obtaining license or governmental contract

Section 49A. (a) Any person applying to any department, board, commission, division, authority, district or other agency of the commonwealth or any subdivision of the commonwealth, including a city, town or district, for a right or license to conduct a profession, trade or business, or for the renewal of such right or license, shall certify upon such application, under penalties of perjury, that he has complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support. Such right or license shall not be issued or renewed unless such certification is made.

(b) No contract or other agreement for the purposes of providing goods, services or real estate space to any of the foregoing agencies shall be entered into, renewed or extended with any person unless such person certifies in writing, under penalties of perjury, that he had complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

(c) Any such agency, which has been notified by the commissioner pursuant to section forty-seven A that a person who holds a license or certificate of authority issued by such agency or who has agreed to furnish goods, services or real estate space to such agency has neglected or refused to file any returns or to pay any tax required under this chapter and that such person has not filed in good faith a pending application for abatement of such tax or a pending petition before the appellate tax board contesting such tax or has been penalized pursuant to section 9 of chapter 62E for failure to comply with the provisions under said chapter 62E relating to reporting of employees and contractors, or has been penalized pursuant to paragraph (3) of subsection (f) of section 12 of chapter 119A for failure to comply with the provisions under said chapter 119A relating to withholding and remitting child support, shall refuse to reissue, renew or extend such license, certificate of authority, contract or agreement until the agency receives a certificate issued by the commissioner that the person is in good standing with respect to any and all returns due and taxes payable to the commissioner as of the date of issuance of said certificate, including all returns and taxes referenced in the initial notification or, if the licensee has been penalized for failure to comply with the provisions relating to reporting of employees and contractors under chapter 62E or withholding and remitting child support under chapter 119A, a certificate issued by the commissioner that the licensee is in compliance with said provisions.

(d) Any person who owns or leases a motor vehicle or trailer that is required to be registered in the commonwealth under chapter 90 and improperly registers the motor vehicle or trailer in another state or misrepresents the place of garaging of the motor vehicle or trailer in another city or town, shall be considered in violation of laws of the commonwealth relating to taxes under chapter 60A, chapter 64H or chapter 64I. The right, license or contract provided for in subsections (a) and (b) shall not be issued or renewed until the person or business entity has paid all taxes due at the time of application for such right, license or contract.

(e) Any person who, for the purpose of evading payment of a tax pursuant to chapters 59 to 64J, inclusive, willfully makes and subscribes any return, form, statement or other document pursuant to subsection (a), (b) or (d) that contains or is verified by a written declaration that is made under the penalties of perjury, and that contains information that he does not believe to be true and correct as to every matter material to his compliance with all laws of the commonwealth relating to taxes, shall be subject to section 73.
SIGNATURE AUTHORIZATION

At a duly authorized meeting of the Board of Directors of the

________________________________________________________

(NAME OF CORPORATION)

held on _______________________, at which all the Directors were present or waived notice, it was

(Date)

VOTED, that:

________________________________________________________

(NAME)  ______________________________________

(OFFICER)

of this company, be and he/she hereby is authorized to execute Contracts and Bonds in the name and behalf of said Company, and affix its Corporate Seal thereto, and such execution of any Contract or obligation in this Company’s name on its behalf by such _______________________ under seal of the Company, shall be valid

(OFFICER)

and binding upon this Company. It was further voted that the City of Quincy may rely on such authorization of future Contracts until notified to the contrary.

A true copy,

ATTEST: ____________________________________________

(CLERK’S SIGNATURE)

PLACE OF BUSINESS: ________________________________

DATE OF THIS CONTRACT: ______________________________

I hereby certify that I am the Clerk of the:

________________________________________________________

(COMpany)  __________________________________________

(NAME)  __________________________________________

(duly elected ______________________ of said Company, and that the above VOTE has not been amended or rescinded and remains in full force and effect as of the date of this Contract.

______________________________________________ CORPORATE SEAL
CERTIFICATE OF NON – COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, business, partnership, corporation, union committee, club, or other organization, entity, or group of individuals.

(Name of person signing bid or proposal)
(Please print)

(Signature required)

(Name of business)
INDEMNITY AGREEMENT

In consideration of the award of Contract No. __________________________, by the City of Quincy, hereinafter referred to as INDEMNITEE, to the CONTRACTOR/BIDDER: __________________________, hereinafter referred to as INDEMNITOR, and for other good and valuable consideration, said INDEMNITOR agrees to hold INDEMNITEE, City of Quincy, and its various department and employees harmless from any and all liability, loss or damage that INDEMNITEE may suffer as the result of claims, demands, costs, including attorneys fees, or judgement or other actions against it by reason of any and all work done by or on behalf of the INDEMNITOR in connection with the above-referenced contract.

INDEMNITOR,

________________________________________
By Duly Authorized Agent

Date: ________________________________.
City of Quincy, Massachusetts
Thomas P. Koch, Mayor

Request for Qualifications
Adaptive Signal Control Technology

Proposals Due March 29, 2018 @ 11:30 a.m.
Late Proposals Shall be Rejected

Please Deliver Response/ Submission and Required Copies to:

Kathryn Logan, Chief Procurement Officer
City of Quincy
Quincy City Hall
1305 Hancock Street
Quincy, MA 02169

The City of Quincy reserves the right to reject all responses/submissions
REQUEST FOR QUALIFICATIONS

Introduction

Issued in accordance with Massachusetts General Law chapter 30B, this Request for Qualifications (RFQ) sets forth the procedures and requirements to be employed by the City of Quincy in the selection of adaptive signal control technology (ASCT) company to optimize vehicle, pedestrian, bus, and bicycle traffic flows according to pre-specified priorities.

Activities will commence upon selection of an adaptive signal control technology provider and issuance of a notice to proceed. The City reserves the right to select multiple firms.

The cost of services, including fees and expenses, shall be negotiated between ASCT and City of Quincy.

The Chief Procurement Officer shall appoint a Committee who will evaluate all timely proposals. The Committee shall make a recommendation for award of a contract to the Chief Procurement Officer.

All questions regarding this Request for Qualifications should be directed in writing to Kathryn Logan, Chief Procurement Officer via email to purchasing@quincyma.gov  All inquiries must be received by March 23, 2018 @ 12:00 pm.

The City of Quincy reserves the right to reject all responses/submissions/proposals.

Throughout this document, the terms "Request for Qualifications" and "Request for Adaptive Signal Control Technology Company" may be used interchangeably. For the purposes of this document and the submissions in response hereto, the terms shall be deemed to be synonymous.

Project Area: City of Quincy, Massachusetts. The City Traffic, Parking, Alarm & Lighting (TPAL) Department seeks to install adaptive traffic control technologies at various key intersections throughout the City.

Project Objectives: Provide ASCT to optimize vehicle, pedestrian, bus, and bicycle traffic flows according to pre-specified priorities. Provide information technology services to ensure internet connectivity at all intersections; provide TPAL with software suite to manage and observe traffic conditions remotely in real-time.

Project Fee: The City of Quincy will negotiate a fee for the Scope of Services described herein with the ASCT provider(s) ultimately chosen. Fee negotiated shall include all costs and expenses (hardware and software) to complete the scope of work defined in Scope of Service and in the entirety of the Request for Qualifications.

Withdrawals: Respondents may only withdraw a submission when the request to do so is received in writing by the Chief Procurement Officer prior to the time and date of the proposed opening.

Waiver/Cure of Minor Informalities, Errors or Omissions: The City reserves the right to waive or permit the cure of minor informalities, errors or omissions prior to the selection of a Respondent, and to conduct discussions with any qualified Respondent and to take any measures with respect to this Request for Qualifications in any manner necessary to serve the best interest of the City.

Rejection of Submissions, Modification of Request for Qualifications: The City reserves the right to reject any and all responses if it determines, within its sole discretion, that it is in the City’s best interest to do so. This Request for Qualifications does not commit the City to select any Respondent, award any contract, pay any costs in preparing a submission, or procure a contract for any services. The City also reserves the right to cancel or modify this Request for Qualifications in part or in its entirety, or to change the Request for Qualification guidelines. A Respondent may not alter the Request for Qualifications or its components.
**Qualifications of the ASCT:** One (1) original, two (2) copies and one (1) thumb drive of the proposal including all attachments thereto must be delivered furnished to the City of Quincy Chief Procurement Officer, Kathryn Logan for review by the selection committee to be appointed by her. The submission in response to this Request for Qualifications shall be sealed in an envelope, which envelope is to be addressed to the Chief Procurement Office at the address detailed below.

1. The identity of the individual, partnership or corporation applying for contract award. If the applicant is a partnership or joint venture, the proposal should specify who will act as the primary ASCT provider for purposes of assuming contractual responsibility. If the ASCT provider intends to sub-contract any work required in the scope of services, the sub-contractor must be identified.

2. A description of the ASCT team by name, including the name of individuals to be assigned to this project who are employed by or contracted to any business entity on the team, with a summary of each individual's and entities' qualifications statement, including professional work experience attesting to its capacity to properly, professionally and fully perform the work detailed in this Request for Qualifications. Resumes are required for all project personnel.

3. A description of the ASCT provider's approach to this project: methodology, specifications of proposed vehicles to be used, demonstrated understanding of the community's needs, and the ASCT provider's expectations of assistance and services from the City of Quincy.

4. The ASCT provider must demonstrate relevant experience working in municipalities of similar size and scope

5. A client reference list, with names, addresses, and telephone numbers for clients for whom the ASCT provider has delivered similar services for in the past.

6. Any other information deemed relevant to the project, and which the ASCT company believes will further the competitiveness of the submission.

7. Evidence of the required insurances.

8. All information pertaining to the ASCT company so as to allow the selection committee to review the submission utilizing the Selection Criteria set forth in Selection Criteria hereof.

Any submission that fails to include all of the above information will be rejected as unresponsive, and will not be afforded a complete review by the evaluation committee.

**Selection Criteria**

The selection process will include an evaluation procedure based on the criteria identified below. Finalists may be required to appear for an interview. Submissions shall be evaluated using the following criteria. Following the rating of all fully responsive submissions, the Selection Committee appointed by the Chief Procurement Officer may choose to interview the top finalists.

- System Functionality, including the ability of the proposed system to meet the requirements defined below in the Scope of Services
- Quality of reporting, including real time monitoring and measurable improvements defined below in the Scope of Services.
Experience appropriate to the project as described in the Request for Qualifications of all project personnel, including professional experience above and beyond the minimum qualifications.

Depth of experience with similar projects, and prior experience optimizing traffic networks of similar size and scope.

Identity and qualifications of all project personnel including sub-contractors.

Strength and credibility of client references.

Demonstrated understanding of the tasks to be performed and services to be provided.

Completeness of submission.

Current workload and ability to undertake the contract based upon the number and scope of projects for which the ASCT provider is currently under contract.

Desirability of approach to project, and demonstrated understanding of the community’s historic and cultural resource protection needs.

Technical merits of real-time traffic management hardware/software.

Excellence of communication skills.

Additional criteria that the selection committee considers relevant to the project.

Submissions

Submissions should be addressed to:

KATHRYN LOGAN, CHIEF PROCUREMENT OFFICER
CITY OF QUINCY
1305 Hancock Street, Quincy, MA 02169

The final date for submission of proposals is 11:30 a.m. on MARCH 29, 2018.

Any questions pertaining to this RFQ must be emailed to purchasing@quincyma.gov March 23, 2018 at noon.

ASCT PROVIDER INFORMATION

Company Name: ____________________________ Contact Name: ____________________________

Street Address: ____________________________ Signature: ____________________________

City/State/Zip: ____________________________ Title: ____________________________

Telephone: ____________________________ Fax: ____________________________ Date: ____________________________

E-Mail Address: ____________________________

Bidder acknowledges receipt of _____ Addendum (a). ____________________________

(Signature)
SCOPE OF SERVICES AND ADDITIONAL TERMS AND CONDITIONS

Description and Scope of Work:

The City of Quincy, acting through the Office of the Mayor and its Department of Traffic, Parking, Alarm and Lighting, desires a company to provide and install adaptive signal control technology software and information technology upgrades across a wide network of intersections. The technology should optimize traffic flow and share traffic information in real-time between other connected intersections. Respondents should also be able to provide recommendations for installation or upgrade of traffic detection equipment. Additionally, the City seeks to install and integrate a traffic management software suite to analyze and monitor all connected intersections. This request for qualifications seeks responses from those individuals or firms qualified and competent to provide reliable support and software for heavily traveled, complex urban areas.

The items identified below shall be considered part of the scope of services.

Adaptive Signal Control Technology

1) Provide the City of Quincy with an adaptive signal control technology designed to optimize existing traffic signal phasing.

   a. Monitor movement in real time using existing detection and make adjustments to timing quickly and automatically to manage queues and improve mobility.
   b. Assess existing Ethernet connections between traffic control cabinets and identify and execute repairs/upgrades and improvements if necessary.
   c. Identify opportunities for additional traffic detection installations.
   d. ASCT must be flexible enough to easily add/remove signals to/from network, and to allow for scalable deployments.
   e. ASCT must adhere to all applicable traffic signal and ITS design standards.

2) Provide reporting in real time including, but not limited to:

   a. Real time monitoring of included intersections, easily accessible through web application.
   b. Measurable improvements in mobility including:
      i. Adjusting to changing conditions throughout the day.
      ii. Reducing delays and congestions.
      iii. Reducing travel times.
      iv. Providing the same level of safety provided by existing system.

3) Provide Quality Assurance, including but not limited to:

   a. Technical support for both hardware and software installed
   b. Training for City of Quincy staff
   c. Updates and enhancements to ASCT software as they become available

The ASCT provider shall perform all the work specified in the City’s Request for Qualifications relative to the installation of an adaptive traffic control technology unit each of which are attached hereto and by this reference incorporated herein.

TIME OF PERFORMANCE

The ASCT provider shall commence work under this CONTRACT upon formal acceptance of the contract by the City.
**CONTRACT AMENDMENTS**

All amendments, change orders or any changes to the provisions specified in this contract can only occur when mutually agreed upon by the City and the ASCT provider. Further, such amendments, change orders or changes shall be in writing and signed by officials with authority to bind the awarding authority. Additionally, all amendments, change orders and changes shall be approved by the Chief Financial Officer prior to execution by the awarding authority. No amendment, change order or change to the contract provisions shall be made until after the written execution of the amendment, change order or change to the contract by both parties. All amendments, change orders and changes to the contract shall be in accordance with M.G.L. Chapter 30B, all other Massachusetts Laws and City Ordinances.

**INSURANCE REQUIREMENTS**

The ASCT provider hereby agrees to indemnify and save harmless, the City, its officers, agents and employees, from and against any and all claims arising out of the negligent acts, errors or omissions, property damage, and bodily injury of the ASCT provider.

The ASCT provider will, at its own expense, maintain and keep in force all insurance required by law for its employees; including Disability, Worker’s Compensation, Unemployment, and public liability insurance, at least as herein after set forth so as to protect it and the municipality from claims for personal injury and property damage for the duration of the project.

A comprehensive general liability insurance policy with the following limits of coverage: Bodily Injury, One Million Dollars ($1,000,000.00) each occurrence, Property Damage, One Million Dollars ($1,000,000.00) each occurrence and One Mill Dollars ($1,000,000.00) aggregate of all claims per occurrence.

The insurance shall be issued by an insurer who is licensed and authorized to do business in the Commonwealth of Massachusetts, and the City of Quincy must be named additionally insured and certificate holder.

The ASCT shall maintain insurance satisfactory to the municipality covering any and all property damage, or bodily harm which may be suffered by reason of neglect of the ASCT provider, its employees or agents during the execution of the project.

**PAYMENT TERMS**

The City agrees to pay the ASCT provider upon satisfactory completion according to the payment terms detailed in the City’s Request for Qualifications.

**CONTRACT TERMINATION**

The City may suspend or terminate this contract by informing the ASCT provider with ten (10) days written notice for reasons outlined as follows:

1. Failure of the ASCT provider, for any reason, to fulfill in a timely and proper manner its obligations under this contract.
2. Violation of any of the provisions of the contract by the ASCT provider.
3. A determination by the City that the ASCT has engaged in fraud, waste, mismanagement, misuse of the funds, or criminal activity with any funds provided by the Contract

**INDEMNIFICATION**

The ASCT provider shall comply with the requirements of all applicable laws, rules and regulations in connection with the services of the ASCT provider, and shall exonerate, indemnify and hold harmless the City’s officers, agents, and all employees from said requirements and local taxes and contributions imposed or required under the Social Security, Worker’s Compensation and Income Tax Laws. Further, the ASCT provider shall exonerate, indemnify and hold harmless the City with respect to any claim, damages, expenses, or attorney’s fees arising from or in connection with the ASCT provider’s negligent performance of the work performed under this contract. This shall not be construed as a limitation of the ASCT provider’s liability under the contract or as otherwise provided by law.
**APPLICABLE LAWS, REGULATIONS**
The ASCT provider agrees to comply with other applicable laws, regulations or ordinances affecting the successful completion of this contract. Such laws, regulations, or ordinances included by are not limited to: Prevailing Wage laws, if applicable, and Non-discrimination laws.
The ASCT provider shall comply with all applicable laws, ordinances, rules, regulations, and orders pertaining to the protection of work, property, persons and employees.

**ASSIGNMENT SUBJECT TO APPROVAL**
No rights or liabilities under the contract shall be assigned or subcontracted without the express written approval of the City.

**TAX COMPLIANCE**
The Seller certifies under penalties of perjury that it has filed all state sales tax returns, paid all state taxes and is otherwise in compliance with the laws of the Commonwealth of Massachusetts relating to taxes.

**NON-COLLUSION CERTIFICATION**
The Seller certifies under penalties of perjury that this proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the work "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

**SEVERABILITY**
If any term or provision of this contract or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of the contract, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby and each term and provision of this contract shall be valid and enforced to the fullest extent permitted by law.

**ENTIRE AGREEMENT**
This contract represents the entire agreement of the City and the ASCT provider with respect to the services as defined in the Request for Qualifications and the ASCT provider’s submission and supersedes any prior agreements, understandings and representations, whether written or oral.
Comparative Evaluation Criteria

Comparative Evaluation Criteria will be applied uniformly to all proposals. Each criterion shall be rated as follows:
1) “Unacceptable” 0 points - submission does not address the elements of these criteria
2) “Not Advantageous” 1 point - submission does not fully meet the evaluation criteria or leaves a question or issue not fully addressed
3) “Advantageous” 2 points - submission meets evaluation standard for the criteria
4) “Highly Advantageous” 3 points - submission excels when it comes to meeting the requested criteria.

1: System Functionality
Ability of ASCT to meet requirements set forth in the Scope of Services

<table>
<thead>
<tr>
<th>Points</th>
<th>Rating</th>
<th>Description</th>
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<tbody>
<tr>
<td>0</td>
<td>Unacceptable</td>
<td>The proposal indicates no evidence of ability to meet scope requirements.</td>
</tr>
<tr>
<td>1</td>
<td>Not Advantageous</td>
<td>The proposal indicates minimal evidence of ability to meet scope requirements.</td>
</tr>
<tr>
<td>2</td>
<td>Advantageous</td>
<td>The proposal indicates moderate evidence of ability to meet scope requirements.</td>
</tr>
<tr>
<td>3</td>
<td>Highly Advantageous</td>
<td>The proposal indicates extensive evidence of ability to meet scope requirements.</td>
</tr>
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</table>

2: Information Technology Applications
Ability to assess existing IT infrastructure and make and implement recommendations for upgrades to accommodate ASCT.

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<tr>
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<tbody>
<tr>
<td>0</td>
<td>Unacceptable</td>
<td>The proposal indicates no evidence of IT capabilities.</td>
</tr>
<tr>
<td>1</td>
<td>Not Advantageous</td>
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</tr>
<tr>
<td>2</td>
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<td>Highly Advantageous</td>
<td>The proposal indicates extensive evidence of IT capabilities.</td>
</tr>
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</table>
### 3: Reporting

Depth of reporting capabilities and measurable goal verification

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<td>Highly Advantageous</td>
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</table>

### 4: Experience

Depth of experience with similar projects, and prior experience with providing ASCT to municipalities, including professional experience above and beyond the minimum qualifications outlined in this RFQ.

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<tr>
<td>3</td>
<td>Highly Advantageous</td>
<td>The proposal indicates extensive evidence of experience with similar projects.</td>
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</table>

### 5: References

Strength and credibility of client references.

<table>
<thead>
<tr>
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<th>Description</th>
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<tbody>
<tr>
<td>0</td>
<td>Unacceptable</td>
<td>The proposal indicates no strong and credible client references with contact information.</td>
</tr>
<tr>
<td>1</td>
<td>Not Advantageous</td>
<td>The proposal indicates minimal credible client references with contact information.</td>
</tr>
<tr>
<td>2</td>
<td>Advantageous</td>
<td>The proposal indicates adequate strong and credible client references with contact information.</td>
</tr>
<tr>
<td>3</td>
<td>Highly Advantageous</td>
<td>The proposal indicates extensive strong and credible client references with contact information.</td>
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</table>
**6: Qualifications**

Professional qualifications of the ASCT provider and all project personnel, including professional experience above and beyond the minimum qualifications outlined in the Request for Qualifications.

<table>
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<th>Description</th>
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<tbody>
<tr>
<td>0</td>
<td>Unacceptable</td>
<td>The proposal fails to indicate a well-established firm/applicant, with proximity or availability of staff to complete work. The proposal provides no evidence that the firm/applicant is large enough and diverse enough to expedite all work within the City's schedule.</td>
</tr>
<tr>
<td>1</td>
<td>Not Advantageous</td>
<td>The proposal fails to provide either evidence of a well-established firm/applicant, with proximity or availability of staff to complete work. The proposal provides insufficient evidence that the firm/applicant is either large enough or diverse enough to expedite all work within the City's schedule.</td>
</tr>
<tr>
<td>2</td>
<td>Advantageous</td>
<td>The proposal provides a history of the firm/applicant, with proximity or availability of staff to complete work. The proposal provides adequate evidence that the firm/applicant is large enough and/or diverse enough to expedite all work within the City's schedule.</td>
</tr>
<tr>
<td>3</td>
<td>Highly Advantageous</td>
<td>The proposal provides a detailed history of the firm/applicant indicating a well-established firm/applicant, with proximity and availability of staff to complete work. The proposal provides evidence that the firm/applicant is both large enough and diverse enough to expedite all work within the City's schedule.</td>
</tr>
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</table>

**7: Understanding Scope of Work**

Desirability of approach to project, demonstrated understanding of the community and its need for ASCT.

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<tbody>
<tr>
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<td>Unacceptable</td>
<td>The proposal indicates inadequate review or understanding of the required Scope of Work.</td>
</tr>
<tr>
<td>1</td>
<td>Not Advantageous</td>
<td>The proposal indicates incomplete review or a vague understanding of the required Scope of Work.</td>
</tr>
<tr>
<td>2</td>
<td>Advantageous</td>
<td>The proposal indicates sufficient review and understanding of the required Scope of Work, and documents the firm/applicant's proposed approach.</td>
</tr>
<tr>
<td>3</td>
<td>Highly Advantageous</td>
<td>The proposal indicates a thorough review and full understanding of the required Scope of Work, and proposes a clear and comprehensive approach.</td>
</tr>
</tbody>
</table>
8: Quality of Past Work

Prior successful experience providing similar services of comparable scope. Quality of past services as evidenced by sample submissions, lists of awards won for similar work.

<table>
<thead>
<tr>
<th>Points</th>
<th>Rating</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Unacceptable</td>
<td>None of the sample submissions submitted by the firm/applicant are clear and complete and/or have relevance to the services being solicited under the RFQ.</td>
</tr>
<tr>
<td>1</td>
<td>Not Advantageous</td>
<td>One or two of the sample submissions submitted by the firm/applicant are unclear, incomplete, or have little relevance to the services being solicited under the RFQ.</td>
</tr>
<tr>
<td>2</td>
<td>Advantageous</td>
<td>All of the sample submissions submitted by the firm/applicant are written clearly and fully cover the relevant subject matter, having clear relevance to the services being solicited under the RFQ.</td>
</tr>
<tr>
<td>3</td>
<td>Highly Advantageous</td>
<td>All sample submissions are written clearly, fully cover the relevant subject matter, and also excel with respect to quality, graphics, formats, and/or writing style.</td>
</tr>
</tbody>
</table>