



# Chicago Metropolitan Agency for Planning

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## ATTACHMENT 1: EVALUATION CRITERIA – RFP 333

CMAA evaluated all responses to this proposal request for completeness and cost-effectiveness. The evaluation criteria included:

- 1) **Project team and firm capability.** Demonstrated record of experience of the Consultant firm(s) and identified staff, verified by references, in providing the professional services described in the scope of services. Qualifications, experience, and availability of committed personnel and team member firms.
  - 2) **Project approach and understanding.** Demonstrated understanding of the scope of services through the project approach to deliverables described; any reasonable recommended modifications to the scope; and a reasonable project schedule that meets the project goals. This includes evaluation of the strength and innovativeness of the approach.
  - 3) **Integration of Core Values.** Demonstrated understanding and commitment to CMAA's [Core Values](#) through the project approach, alignment with the consultant's core values, and/or through the project examples.
  - 4) **Project examples.** Verifiable examples of the Consultant firm(s) completing the same or similar deliverables through project examples.
  - 5) **Past performance.** Prior performance on previous CMAA contracts. Vendors who are or have been seriously deficient in current or recent contract performance, in the absence of evidence to the contrary or circumstances properly beyond the control of the Vendor, shall be presumed to be unable to meet these requirements. Past unsatisfactory performance is sufficient to justify a finding of non-responsibility.
- (Bonus) **DBE/MBE/WBE/VBE Participation.** CMAA will award one (1) bonus point overall to those qualified prime consultant respondents who have been certified as a DBE by the Illinois Unified Certification Program (IL-UCP); as a Minority Business Enterprise (MBE), or Women-Owned Business Enterprise (WBE) by the City of Chicago; or as an MBE, WBE, or Veteran-Owned Business Enterprise (VBE) by Cook County.

Selection was weighted and based on the following criteria:

Evaluation Criteria	Maximum Points
1) Project team and firm capability	35
2) Project approach and understanding of core activities in Tasks 0-4	35
3) Integration of Core Values	15
4) Project examples	15
5) Past performance	Responsible or non-responsible
Bonus) DBE/MBE/WBE/VBE Participation	1
Cost	