



# Proposals Must Include:

- Schedule of Major Tasks
  - By Project Site
  - Milestones for monitoring progress
  - Relatable to Cost Proposal
  - Site specific differences are permissible but both must progress throughout the Contract Time



# Proposals Must Include:

- Cost Proposal
  - Identify pre-construction phase (engineering) separately from construction phase
  - Breakout costs by major task, activity or sub-contractor
  - Cost breakout should correlate with anticipated basis for invoices once under contract
  - All costs must be totaled in aggregate and entered on Bid Form
  - Aggregate cost is 'not to exceed' amount or 'guaranteed maximum price'



# Proposals Must Include:

- Form of Contract Agreement
  - Does not influence initial ranking of Proposals during evaluation
  - If standard forms are contemplated, e.g. AIA document, include sample



# Proposal Evaluation Team

- Kirk Milam, P.E.  
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- Johnna Allen  
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# Evaluation of Proposals

- Subjective weighting of Proposal elements
  - Company (bidder) basic information 10%
  - Experience and references 20%
  - Understanding of project scope 30%
  - Project scheduling and tasking 10%
  - Cost Proposal 30%
- Short List and Bidder Interviews



# Questions

- Submit in writing 10 days prior to opening of Proposals
- Direct to:

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