

Score: 5 (best) to 0 (worst)

A. *Firm Qualifications, experience and references*

1. Score the 15 minute presentation. Ask “What areas of the proposed scope of work (SOW) are your firm’s strengths or expertise? What sets your firm/team apart from others? (Weighing Factor 3).

SCORE\_\_\_\_\_

B. *Project Team & Organization, Personnel and Staffing*

2. If your team is selected for this contract, who will be the primary point of contact? What is his/her % time commitment to the Port? Does the Project Manager reside locally? (Weighing Factor 5).

SCORE\_\_\_\_\_

C. *Technical Approach*

3. Our remediation dig & haul projects are currently being performed under Construction Division’s low-bid process. How would you integrate the remedial goals as required by the regulatory agency when working with low-bid general contractor? Does your firm have experience with TSCA handling and disposal regulations? If so, what level of experience? (Weighing Factor 4).

SCORE\_\_\_\_\_

D. *Project Management*

4. What policies, standard operating procedures does your firm follow to assure quality control for your firms, as well as your sub-consultants’ work product and reports? What, if any, new regulatory and/or legislative changes do you anticipate in the next two years? (Weighing Factor 3).

SCORE\_\_\_\_\_

E. *Performance of SOW*

5. Not all task orders issued by EMD are large projects with significant budgets. It is not uncommon for a task SOW to be small: e.g. Phase I, document review, second opinions on technical strategies, etc. Are there any minor work scopes that your firm would decline to do?

What do you want to see, in terms of support or participation from EMD, to ensure successful and efficient completion of tasks and projects? (Weighing Factor 2).

SCORE \_\_\_\_\_

F. *Conflict of Interest*

6. Assume your firm has or had one of our tenants as a client, how would you handle a potential conflict of interest? (Weighing Factor 3).

SCORE \_\_\_\_\_

Are you prepared at this time to sign the agreement? Does your firm meet 25% SBE goal? (No scores).

Yes \_\_\_

No \_\_\_

Do you have any questions for us?