



*Promoting Natural Resource Conservation and
Economic Stability in the Coquille Watershed*

DEMENT CREEK AND STEEL CREEK WATERSHED IMPROVEMENT PROJECTS: CULTURAL RESOURCE INVENTORY PROPOSAL REVIEW RUBRIC

CoqWA will evaluate the responses to competitive request for proposals (RFP) using the scoring system described below to identify the Contractor(s) considered to be of best overall value and most likely to succeed in a strong, cost-effective, productive working relationship with CoqWA. The successful Contractor(s) will be the one that possesses the skills necessary for the services described in the RFP and offers a cohesive team with recent experience on similar projects.

Proposal Evaluation Committee

The committee will consist of at least 3 individuals that will include the CoqWA Project Manager, CoqWA Executive Director, and Coquille Indian Tribe Tribal Historic Preservation Officer. Other committee members may include private landowners involved in this project, other CoqWA program staff, or other technical partners. Bid evaluation committee members will write in justification for points in each section where appropriate.

Award Notice

CoqWA reserves the right, at its sole discretion, to reject any responses received and cancel this RFP. After reviewing the bid evaluation scores and further discussion amongst the bid evaluation committee, the contractor who best fits the project's needs in combination with the highest-ranking score will be given a tentative award. CoqWA and the selected contractor will enter into contract negotiations. Contract negotiations will be directed towards obtaining written agreement on the Contractor's tasks, staffing, performance schedule, and a maximum, not-to-exceed price, which is consistent with the Contractor's bid proposal, and fair and reasonable to CoqWA, taking into account the estimated value, scope, complexity and nature of the services.



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PROPOSAL REVIEW RUBRIC

Project Name: _____

Date: _____

Evaluators:

Scoring System

A 40-point scoring system will be utilized as follows: with a ranking category for each subsection from 0-5 where 0=not provided, 1=unacceptable, 2=needs improvement, 3=acceptable, 4=exceeds requirements, 5=exceptional.

	Rating	Comments
Experience with projects and services similar to this RFP		
Capacity (capital, equipment, crew)		
Project work plan accomplishes project		



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objectives and within the stated timeline		
Personnel proposed for project		
Proposed scope adheres to regulatory permit conditions and specs		
References comments on quality of work		
Work Plan addresses plan for communication and coordination between contractor, CoqWA, BLM, SHPO, and THPO.		
Bid price		
Total		