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Cc: [Dan Turk](#); [Rob Lowe](#); [Marybeth Sumner](#); [Jean Senechal Biggs](#)
Subject: Notice of Top Tier for RFP-QBS Planning, Design & Prof Eng Services for SW Millikan Way Extension Project 3798-22B
Date: Tuesday, July 27, 2021 5:30:00 PM
Attachments: [3798-21_SW Millikan Way Ext RFP-QBS_ScoreMatrix_proposals_072721.pdf](#)

Dear Proposers –

The City would like to thank you for submitting a proposal in response to RFP-QBS 3798-22B for Planning, Design & Prof Eng Services for SW Millikan Way Extension Project. The evaluation team has completed their evaluation and has selected the top three proposers, Kittelson & Associates, David Evans & Associates and KPFF, for interviews. The evaluation scoring matrix is attached for your review. The top 3 proposers will be contacted by a separate email to set up the time for interviews.

If you have any questions about this notice of selection of the top tier, please contact me.

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COVID-19 Update: Please note: **I am working remotely at this time.** Hours available: Monday-Friday 8 a.m. to 5 p.m.

**Planning, Design & Prof Eng Services for SW Millikan Way Extension Project 3798-22B
Evaluation Committee Score Sheet for Proposals**

| Kittelson & Associates, Inc. | Evaluation Factor | Total Possible | Evaluator 1 | Evaluator 2 | Evaluator 3 | Evaluator 4 | Evaluator 5 | Evaluator 6 | Evaluator 7 | Evaluator 8 | TOTAL | AVERAGE | Overall Position |
|---|---|-----------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------|----------------|-------------------------|
| Kittelson & Associates, Inc. | 1. Project Understanding Total | 20 | 13 | 16 | 19 | 20 | 16 | 20 | 20 | 14 | 138 | 17.3 | 1 |
| | Project Goals (5 pts) | 5 | 3 | 4 | 5 | 5 | 3 | 5 | 5 | 4 | 34 | 4.3 | |
| | Roles (5 pts) | 5 | 3 | 4 | 5 | 5 | 5 | 5 | 5 | 2 | 34 | 4.3 | |
| | Decision-making Process (5 pts) | 5 | 3 | 4 | 5 | 5 | 4 | 5 | 5 | 4 | 35 | 4.4 | |
| | Milestones and Deliverables (5 pts) | 5 | 4 | 4 | 4 | 5 | 4 | 5 | 5 | 4 | 35 | 4.4 | |
| | 2. Relevant Experience & Qualifications Total | 28 | 22 | 23 | 24 | 26 | 26 | 28 | 28 | 22 | 199 | 24.9 | |
| | General Qualifications of the Proposer and Subconsultants (8 pts) | 8 | 7 | 6 | 7 | 8 | 8 | 8 | 8 | 6 | 58 | 7.3 | |
| | Project Manager Qualifications (10 pts) | 10 | 7 | 9 | 8 | 10 | 10 | 10 | 10 | 9 | 73 | 9.1 | |
| | Key Personnel Qualifications (10 pts) | 10 | 8 | 8 | 9 | 8 | 8 | 10 | 10 | 7 | 68 | 8.5 | |
| | 3. Project Approach Total | 40 | 35 | 33 | 34 | 37 | 32 | 39 | 39 | 34 | 283 | 35.4 | |
| | Approach, techniques, use of key personnel (25 pts) | 25 | 22 | 20 | 21 | 22 | 20 | 24 | 24 | 22 | 175 | 21.9 | |
| | Collaboration with City Personnel (5 pts) | 5 | 5 | 5 | 4 | 5 | 5 | 5 | 5 | 3 | 37 | 4.6 | |
| | Project management approach and capability (10 pts) | 10 | 8 | 8 | 9 | 10 | 7 | 10 | 10 | 9 | 71 | 8.9 | |
| | 4. Beaverton Equity Procurement Program Total | 12 | 9 | 9 | 9 | 9 | 9 | 9 | 9 | 9 | 72 | 9.0 | |
| | OR State COBID Certification (2 pts) | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0 | |
| | Experience in use of COBID enterprises (2 pts) | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 16 | 2.0 | |
| | Dollars spent with COBID enterprises (2 pts) | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 16 | 2.0 | |
| | Actions to include COBID enterprise participation (3pts) | 3 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 16 | 2.0 | |
| Participation goal of Proposer (3 pts) | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 24 | 3.0 | | |
| Total Maximum Points | 100 | 79 | 81 | 86 | 92 | 83 | 96 | 96 | 79 | 692 | 86.5 | | |
| 3 J Consulting, Inc | Evaluation Factor | Total Possible | Evaluator 1 | Evaluator 2 | Evaluator 3 | Evaluator 4 | Evaluator 5 | Evaluator 6 | Evaluator 7 | Evaluator 8 | TOTAL | AVERAGE | Overall Position |
| 3J Consulting, Inc | 1. Project Understanding Total | 20 | 13 | 13 | 11 | 15 | 17 | 16 | 16 | 15 | 116 | 14.5 | 5 |
| | Project Goals (5 pts) | 5 | 5 | 3 | 3 | 4 | 5 | 5 | 5 | 5 | 35 | 4.4 | |
| | Roles (5 pts) | 5 | 4 | 3 | 2 | 4 | 5 | 4 | 4 | 2 | 28 | 3.5 | |
| | Decision-making Process (5 pts) | 5 | 0 | 3 | 2 | 4 | 3 | 3 | 3 | 4 | 22 | 2.8 | |
| | Milestones and Deliverables (5 pts) | 5 | 4 | 4 | 4 | 3 | 4 | 4 | 4 | 4 | 31 | 3.9 | |
| | 2. Relevant Experience & Qualifications Total | 28 | 24 | 24 | 20 | 24 | 27 | 25 | 25 | 24 | 193 | 24.1 | |
| | General Qualifications of the Proposer and Subconsultants (8 pts) | 8 | 7 | 7 | 7 | 8 | 7 | 7 | 7 | 8 | 58 | 7.3 | |
| | Project Manager Qualifications (10 pts) | 10 | 9 | 9 | 6 | 8 | 10 | 9 | 9 | 7 | 67 | 8.4 | |
| | Key Personnel Qualifications (10 pts) | 10 | 8 | 8 | 7 | 8 | 10 | 9 | 9 | 9 | 68 | 8.5 | |
| | 3. Project Approach Total | 40 | 35 | 31 | 28 | 32 | 31 | 35 | 35 | 30 | 257 | 32.1 | |
| | Approach, techniques, use of key personnel (25 pts) | 25 | 22 | 17 | 17 | 20 | 19 | 22 | 22 | 20 | 159 | 19.9 | |
| | Collaboration with City Personnel (5 pts) | 5 | 5 | 5 | 5 | 4 | 3 | 4 | 4 | 3 | 33 | 4.1 | |
| | Project management approach and capability (10 pts) | 10 | 8 | 9 | 6 | 8 | 9 | 9 | 9 | 7 | 65 | 8.1 | |
| | 4. Beaverton Equity Procurement Program Total | 12 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 56 | 7.0 | |
| | OR State COBID Certification (2 pts) | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0 | |
| | Experience in use of COBID enterprises (2 pts) | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 16 | 2.0 | |
| | Dollars spent with COBID enterprises (2 pts) | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 16 | 2.0 | |
| | Actions to include COBID enterprise participation (3pts) | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0 | |
| Participation goal of Proposer (3 pts) | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 24 | 3.0 | | |
| Total Maximum Points | 100 | 79 | 75 | 66 | 78 | 82 | 83 | 83 | 76 | 622 | 77.8 | | |

Planning, Design & Prof Eng Services for SW Millikan Way Extension Project 3798-22B
Evaluation Committee Score Sheet for Proposals

| David Evans and Associates, Inc. | Evaluation Factor | Total Possible | Evaluator 1 | Evaluator 2 | Evaluator 3 | Evaluator 4 | Evaluator 5 | Evaluator 6 | Evaluator 7 | Evaluator 8 | TOTAL | AVERAGE | Overall Position |
|----------------------------------|---|----------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------|---------|------------------|
| David Evans and Associates, Inc. | 1. Project Understanding Total | 20 | 16 | 18 | 12 | 20 | 18.5 | 19 | 20 | 15 | 139 | 17.3 | 2 |
| | Project Goals (5 pts) | 5 | 5 | 4 | 3 | 5 | 5 | 4 | 5 | 5 | 36 | 4.5 | |
| | Roles (5 pts) | 5 | 3 | 5 | 3 | 5 | 5 | 5 | 5 | 2 | 33 | 4.1 | |
| | Decision-making Process (5 pts) | 5 | 3 | 4 | 2 | 5 | 4 | 5 | 5 | 4 | 32 | 4.0 | |
| | Milestones and Deliverables (5 pts) | 5 | 5 | 5 | 4 | 5 | 4.5 | 5 | 5 | 4 | 38 | 4.7 | |
| | 2. Relevant Experience & Qualifications Total | 28 | 22 | 24 | 18 | 26 | 25 | 25 | 25 | 13 | 178 | 22.3 | |
| | General Qualifications of the Proposer and Subconsultants (8 pts) | 8 | 7 | 7 | 6 | 8 | 8 | 7 | 7 | 3 | 53 | 6.6 | |
| | Project Manager Qualifications (10 pts) | 10 | 7 | 9 | 6 | 9 | 8 | 9 | 9 | 5 | 62 | 7.8 | |
| | Key Personnel Qualifications (10 pts) | 10 | 8 | 8 | 6 | 9 | 9 | 9 | 9 | 5 | 63 | 7.9 | |
| | 3. Project Approach Total | 40 | 35 | 33 | 28 | 40 | 37 | 39 | 39 | 34 | 285 | 35.6 | |
| | Approach, techniques, use of key personnel (25 pts) | 25 | 21 | 20 | 18 | 25 | 23 | 24 | 24 | 24 | 179 | 22.4 | |
| | Collaboration with City Personnel (5 pts) | 5 | 5 | 5 | 4 | 5 | 5 | 5 | 5 | 3 | 37 | 4.6 | |
| | Project management approach and capability (10 pts) | 10 | 9 | 8 | 6 | 10 | 9 | 10 | 10 | 7 | 69 | 8.6 | |
| | 4. Beaverton Equity Procurement Program Total | 12 | 9 | 9 | 9 | 9 | 9 | 9 | 9 | 9 | 72 | 9.0 | |
| | OR State COBID Certification (2 pts) | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0 | |
| | Experience in use of COBID enterprises (2 pts) | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 16 | 2.0 | |
| | Dollars spent with COBID enterprises (2 pts) | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 16 | 2.0 | |
| | Actions to include COBID enterprise participation (3pts) | 3 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 16 | 2.0 | |
| | Participation goal of Proposer (3 pts) | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 24 | 3.0 | |
| | Total Maximum Points | 100 | 82 | 84 | 67 | 95 | 89.5 | 92 | 93 | 71 | 674 | 84.2 | |
| KPFF | Evaluation Factor | Total Possible | Evaluator 1 | Evaluator 2 | Evaluator 3 | Evaluator 4 | Evaluator 5 | Evaluator 6 | Evaluator 7 | Evaluator 8 | TOTAL | AVERAGE | Overall Position |
| KPFF | 1. Project Understanding Total | 20 | 13 | 16 | 10 | 20 | 18 | 18 | 17 | 15 | 127 | 15.9 | 3 |
| | Project Goals (5 pts) | 5 | 3 | 4 | 2 | 5 | 5 | 5 | 5 | 3 | 32 | 4.0 | |
| | Roles (5 pts) | 5 | 4 | 3 | 2 | 5 | 5 | 5 | 4 | 3 | 31 | 3.9 | |
| | Decision-making Process (5 pts) | 5 | 3 | 4 | 2 | 5 | 3 | 3 | 4 | 5 | 29 | 3.6 | |
| | Milestones and Deliverables (5 pts) | 5 | 3 | 5 | 4 | 5 | 5 | 5 | 4 | 4 | 35 | 4.4 | |
| | 2. Relevant Experience & Qualifications Total | 28 | 24 | 21 | 19 | 26 | 28 | 28 | 28 | 23 | 197 | 24.6 | |
| | General Qualifications of the Proposer and Subconsultants (8 pts) | 8 | 7 | 6 | 6 | 8 | 8 | 8 | 8 | 8 | 59 | 7.4 | |
| | Project Manager Qualifications (10 pts) | 10 | 9 | 8 | 7 | 9 | 10 | 10 | 10 | 6 | 69 | 8.6 | |
| | Key Personnel Qualifications (10 pts) | 10 | 8 | 7 | 6 | 9 | 10 | 10 | 10 | 9 | 69 | 8.6 | |
| | 3. Project Approach Total | 40 | 35 | 31 | 23 | 37 | 37 | 38 | 38 | 37 | 276 | 34.5 | |
| | Approach, techniques, use of key personnel (25 pts) | 25 | 21 | 18 | 14 | 22 | 23 | 24 | 23 | 24 | 169 | 21.1 | |
| | Collaboration with City Personnel (5 pts) | 5 | 5 | 5 | 3 | 5 | 5 | 4 | 5 | 3 | 35 | 4.4 | |
| | Project management approach and capability (10 pts) | 10 | 9 | 8 | 6 | 10 | 9 | 10 | 10 | 10 | 72 | 9.0 | |
| | 4. Beaverton Equity Procurement Program Total | 12 | 9 | 9 | 9 | 9 | 9 | 9 | 9 | 9 | 72 | 9.0 | |
| | OR State COBID Certification (2 pts) | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0 | |
| | Experience in use of COBID enterprises (2 pts) | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 16 | 2.0 | |
| | Dollars spent with COBID enterprises (2 pts) | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 16 | 2.0 | |
| | Actions to include COBID enterprise participation (3pts) | 3 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 16 | 2.0 | |
| | Participation goal of Proposer (3 pts) | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 24 | 3.0 | |
| | Total Maximum Points | 100 | 81 | 77 | 61 | 92 | 92 | 93 | 92 | 84 | 672 | 84.0 | |

**Planning, Design & Prof Eng Services for SW Millikan Way Extension Project 3798-22B
Evaluation Committee Score Sheet for Proposals**

| PBS Engineering and Environmental Inc | Evaluation Factor | Total Possible | Evaluator 1 | Evaluator 2 | Evaluator 3 | Evaluator 4 | Evaluator 5 | Evaluator 6 | Evaluator 7 | Evaluator 8 | TOTAL | AVERAGE | Overall Position |
|--|---|-----------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------|----------------|-------------------------|
| | 1. Project Understanding Total | 20 | 17 | 14 | 10 | 20 | 18 | 19 | 18 | 15 | 131 | 16.4 | 4 |
| | Project Goals (5 pts) | 5 | 4 | 4 | 2 | 5 | 5 | 5 | 5 | 5 | 35 | 4.4 | |
| | Roles (5 pts) | 5 | 3 | 2 | 2 | 5 | 5 | 5 | 4 | 2 | 28 | 3.5 | |
| | Decision-making Process (5 pts) | 5 | 5 | 4 | 2 | 5 | 4 | 4 | 4 | 4 | 32 | 4.0 | |
| | Milestones and Deliverables (5 pts) | 5 | 5 | 4 | 4 | 5 | 4 | 5 | 5 | 4 | 36 | 4.5 | |
| | 2. Relevant Experience & Qualifications Total | 28 | 21 | 21 | 21 | 27 | 24.5 | 28 | 27 | 20 | 190 | 23.7 | |
| | General Qualifications of the Proposer and Subconsultants (8 pts) | 8 | 7 | 6 | 8 | 8 | 6.5 | 8 | 7 | 5 | 56 | 6.9 | |
| | Project Manager Qualifications (10 pts) | 10 | 7 | 8 | 7 | 10 | 10 | 10 | 10 | 9 | 71 | 8.9 | |
| | Key Personnel Qualifications (10 pts) | 10 | 7 | 7 | 6 | 9 | 8 | 10 | 10 | 6 | 63 | 7.9 | |
| PBS Engineering and Environmental Inc | 3. Project Approach Total | 40 | 33 | 27 | 29 | 39 | 37 | 38 | 38 | 30 | 271 | 33.9 | |
| | Approach, techniques, use of key personnel (25 pts) | 25 | 20 | 15 | 19 | 24 | 22 | 23 | 23 | 18 | 164 | 20.5 | |
| | Collaboration with City Personnel (5 pts) | 5 | 5 | 5 | 4 | 5 | 5 | 5 | 5 | 5 | 39 | 4.9 | |
| | Project management approach and capability (10 pts) | 10 | 8 | 7 | 6 | 10 | 10 | 10 | 10 | 7 | 68 | 8.5 | |
| | 4. Beaverton Equity Procurement Program Total | 12 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 56 | 7.0 | |
| | OR State COBID Certification (2 pts) | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0 | |
| | Experience in use of COBID enterprises (2 pts) | 2 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 8 | 1.0 | |
| | Dollars spent with COBID enterprises (2 pts) | 2 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 8 | 1.0 | |
| | Actions to include COBID enterprise participation (3pts) | 3 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 16 | 2.0 | |
| | Participation goal of Proposer (3 pts) | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 24 | 3.0 | |
| | Total Maximum Points | 100 | 78 | 69 | 67 | 93 | 86.5 | 92 | 90 | 72 | 648 | 80.9 | |