

Attachment 1

REQUEST FOR PROPOSAL PROCESS MATRIX

1.	General description of RFP	Consultant Services to Implement a Job Order Contracting System		
2.	List key evaluation criteria		1.	Consultant qualifications
			2.	Project Team
			3.	Project Approach
			4.	Fee/Total
			5.	Recent Experience
			6.	References
3.	Where advertised	1.	Examiner – Redwood City Tribune	
		2.	Web Page of the Center for Job Order Contracting Excellence	
4.	In addition to any advertisement, list others to whom the RFP announcement was sent	The RFP advertisement was either faxed or e-mailed to 6 firms engaged in Job Order Contracting Consulting.		
5.	Total number of RFP's sent to prospective proposers	4		
6.	Number of proposals received	1		
7.	Who evaluated the proposals	The Review Committee consisted of 4 members of the Public Works Department representing facilities, project management and construction services.		
8.	In alphabetical order, names of proposers (or finalists, if applicable) and location	The Gordian Group, Mauldin, SC		