

**Proposal Evaluation Summary**

**Master Plan for Hughes Park & Preserve – RFP #PUR0916-056**

**Proposals opened October 21, 2016**

**Evaluators:** Representatives from Parks & Recreation and Community Development Departments

**Proposals received in alphabetical order:**

Firm Name	Location
Confluence	Cedar Rapids, IA
Genus Landscape Architects	Des Moines, IA
GreenbergFarrow	Arlington Heights, IL
HBK Engineering	Cedar Rapids, IA
MSA Professional Services	Cedar Rapids, IA
Ritland & Kuiper Landscape Architects	Waterloo, IA
ShiveHattery Architecture & Engineering	Cedar Rapids, IA
Shoemaker Haaland (w/ Steve Ford LA)	Cedar Rapids, IA
Snyder & Associates, Inc.	Cedar Rapids, IA
Stanley Consultants Inc.	Cedar Rapids, IA

**Top three ranked firms (in alphabetical order):**

**1. Confluence** Cedar Rapids, IA

Criteria	Points
Qualifications and Experience	580
Proposed Cost (see page 2)	180
Responsiveness	90
Local Preference Points (for proposal over \$25,000)	50
Total Evaluation Points	900

Facts:

- Firm is well qualified with extensive experience on other similar projects
- City's experience working with the firm on previous projects has been positive
- Proposal clearly presents specific experience of the individual team members who would be assigned to this project
- Financial proposal is at high end of competitive range
- Proposal demonstrates a good understanding of the project with clearly defined approach and timeline

**2. Shoemaker Haaland (w/ Steve Ford Landscape Arch.)** Cedar Rapids, IA

Criteria	Points
Qualifications and Experience	500
Proposed Cost (see page 2)	240
Responsiveness	83.33
Local Preference Points (for proposal under \$25,000)	100
Total Evaluation Points	923.33

Facts:

- Small project team with extensive local experience on similar projects
- Shoemaker Haaland and Steve Ford Landscape Architecture will partner with Martin Gardner Architecture and Prairie Creek Nursery for the project

- Proposal clearly presents specific experience of the individual team members who would be assigned to this project
- Financial proposal is within competitive range
- Proposal demonstrates a clear understanding of project with clearly defined approach and timeline

**3. Snyder & Associates, Inc.**

Cedar Rapids, IA

Criteria	Points
Qualifications and Experience	580
Proposed Cost (see page 2)	260
Responsiveness	90
Local Preference Points (for proposal under \$25,000)	100
<b>Total Evaluation Points</b>	<b>1030</b>

**Facts:**

- Firm is well qualified with extensive experience on similar projects in eastern Iowa and throughout the Midwest
- The City's past experience working with the firm has been positive
- Proposal clearly presents specific experience of the individual team members who would be assigned to this project, including an environmental scientist
- Financial proposal is very competitive
- Proposal demonstrates a clear understanding of project with clearly defined approach and timeline

**Recommendation for Award:**

The evaluation team scored the top ranked proposals and Snyder & Associates, Inc. was rated as the top proposal. The City will be executing a contract with Snyder & Associates, Inc. for the Master Plan for Hughes Park & Preserve Project.

**Financial Submittals:**

Firm	Financial Proposal
Confluence	\$29,966.00
Genus Landscape Architects	\$18,690.00
GreenbergFarrow	\$19,500.00
HBK Engineering	\$19,208.00
MSA Professional Services	\$40,625.00
Ritland & Kuiper Landscape Architects	\$19,500.00
ShiveHattery Architecture & Engineering	\$18,800.00
Shoemaker Haaland (w/ Steve Ford LA)	\$24,132.00
Snyder & Associates, Inc.	\$21,800.00
Stanley Consultants Inc.	\$24,082.89