

**Government of the Virgin Islands  
RFP SELECTION COMMITTEE RATING FORM**

LOCATION: Microsoft Teams

EVALUATION FACTORS (PROFESSIONAL SERVICES) \*

**RESPONDENT:** \_\_\_\_\_

**Directions: In the spaces provided, assign numerical values to each evaluation factor.**

<b>I. RESPONSIBILITY (25 TOTAL POINTS)</b>	<b>PTS</b>	<b>COMMENTS</b>
<p><b>(A) FINANCIAL STRENGTH</b></p> <p>_____ Indication of the breadth and depth of the Contractor to deliver a quality project that meets or exceeds the GVI's vision.</p> <p>_____ Indication of bonding capacity, resources and working capital to assure financial stability through the completion of the project.</p>		
<b>II. EXPERIENCE (20 TOTAL POINTS)</b>	<b>PTS</b>	<b>COMMENTS</b>
<p>_____ Do the proposed personnel appear to have the appropriate experience and aptitude to perform the project?</p> <p>Does the Contractor's organizational structure appear strong</p>		
<b>III. QUALIFICATIONS (15 TOTAL POINTS)</b>	<b>PTS</b>	<b>COMMENTS</b>
<p><b>(A) CORPORATE DOCUMENTS (9 pts: 1.5 pts each)</b></p> <p>_____ Current Business License or state register (applicable to solicitation)</p> <p>_____ Current Insurance Certificates</p> <p>_____ Tradename Certificate (if applicable)</p> <p>_____ Certificate of Good Standing dated July 1, 2021 or later</p> <p>_____ Articles of Incorporation/Organization</p> <p>_____ DUNS &amp; SAM.GOV</p>		
<p><b>(B) CAPABILITIES (6 TOTAL POINTS)</b></p> <p>_____ Does the Contractor appear to have the capability to meet the GVI's needs?</p> <p>Does the Contractor demonstrate deep understanding of the project?</p>		
<b>IV. PAST PERFORMANCE (15 TOTAL POINTS)</b>	<b>PTS</b>	<b>COMMENTS</b>
<p>_____ How substantial is the Contractor's recent experience in the construction of projects of comparable size and complexity? How substantial is the Contractor's experience in providing architectural services for public facilities of comparable size and complexity? Has the Contractor or its members worked for DPP in the past? If so, was there a level of trust? <b>(8 pts)</b></p> <p>_____ References: Did the references have a favorable experience with the Contractor? Would they work with them again? <b>(7 pts)</b></p>		
<b>V. COST (15 TOTAL POINTS)</b>	<b>PTS</b>	<b>COMMENTS</b>
<p>_____ Has the ability to deliver the facility described in the bridging documents within a reasonable square-foot cost that is within the project budget.</p> <p>Does the proposed price compare to the (a) planned budget and to (b) other proposals (when cost is a rating factor)?</p>		
<b>VI. RESPONSIVENESS (10 TOTAL POINTS)</b>	<b>PTS</b>	<b>COMMENTS</b>
<p>_____ Did the Contractor respond to all the requirements set forth within the RFP and are the materials organized? Did the Contractor provide all required forms?</p>		
<b>VII. SUSTAINABILITY (10 BONUS TOTAL POINTS)</b>	<b>PTS</b>	<b>COMMENTS</b>
<p>_____ Environmental considerations, energy efficiency, building materials, and renewable energy considerations</p>		
<b>TOTAL POINTS NOT TO EXCEED 110 COMBINED</b>		

RATED BY: \_\_\_\_\_

DATE: \_\_\_\_\_