



City of Lake Worth
Evaluation Matrix

RFQ 15-300

City Fleet Services

Evaluation Meeting: Tuesday, January 27, 2015 at 11:00AM

TOTAL AVERAGE WEIGHTED SCORE

Evaluation Criteria Score Sheet:		Weight	RANKED:			
			1	3	2	
1	Ability, capacity, and skill level of personnel who will render the services required.	30	30	27	29	20
2	Relevant experience of proposer's company	30	30	27	29	20
3	Service rates and hourly labor rates (if provided)	30	24	22	25	15
4	Proximity to the City Garage, located at 1749 3rd Avenue South, Lake Worth, FL 33460	10	10	8	10	5
TOTAL AVERAGE POSSIBLE POINTS		100	94	76	84	55
Total Points Received:			281	252	282	179

Exhibit (B, C, D, E)	YES	YES	YES	YES	YES
Addendum #1	YES-NOT SIGNED	YES	YES	YES	NO
Electronic Copy (CD)	NO	YES	YES	YES	YES



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TOTAL AVERAGE WEIGHTED SCORE

Evaluation Criteria Score Sheet:		Weight	RANKED:			
1	Ability, capacity, and skill level of personnel who will render the services required.	30	30 0	30 0	30 0	25 0
2	Relevant experience of proposer's company	30	30 0	30 0	30 0	25 0
3	Service rates and hourly labor rates (if provided)	30	20 0	20 0	25 0	25 0
4	Proximity to the City Garage, located at 1749 3rd Avenue South, Lake Worth, FL 33460	10	10 0	8 0	10 0	mobile 10 0
TOTAL AVERAGE POSSIBLE POINTS		100	90 0	88 0	95 0	85 0
Total Points Received:			0	0	0	0

Exhibit (B, C, D, E)	YES	YES	YES	YES
Addendum #1	YES-NOT SIGNED	YES	YES	YES
Electronic Copy (CD)	NO	YES	YES	YES

[Handwritten signature]
1/27/15



Felipe Lozano

City of Lake Worth
Evaluation Matrix

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RFQ 15-300

City Fleet Services

Evaluation Meeting: Tuesday, January 27, 2015 at 11:00AM

TOTAL AVERAGE WEIGHTED SCORE

Evaluation Criteria Score Sheet:		Weight	RANKED:			
			1	3	2	4
			Tire Soles DBA ELPEX	General GMC Truck	Lake Worth Auto House Inc.	Unique Auto Detailing Inc.
1	Ability, capacity, and skill level of personnel who will render the services required.	30	29 0	27 0	28 0	20 0
2	Relevant experience of proposer's company	30	29 0	27 0	28 0	20 0
3	Service rates and hourly labor rates (if provided)	30	26 0	20 0	26 0	5 0
4	Proximity to the City Garage, located at 1749 3rd Avenue South, Lake Worth, FL 33460	10	10 0	7 0	10 0	2 0
TOTAL AVERAGE POSSIBLE POINTS		100	0	0	0	0
Total Points Received:			0	81	0	47

Exhibit (B, C, D, E)	YES	YES	YES	YES
Addendum #1	YES-NOT SIGNED	YES	YES	YES
Electronic Copy (CD)	NO	YES	YES	YES

[Signature]
1/27/15

① 94
③ 84
② 84

City of Lake Worth

Evaluation Matrix

RFQ 15-300

City Fleet Services

Evaluation Meeting: Tuesday, January 27, 2015 at 11:00AM

FINANCE OFFICE
7 North Dixie Highway
Lake Worth, FL 33460

EVALUATOR: Chuck Laing, Garage Supervisor

Evaluation Criteria Score Sheet:	Weight	RANKED:				TOTAL POINTS RECEIVED
		Tire Soles DBA ELPEX	General GMC Truck	Lake Worth Auto House Inc.	Unique Auto Detailing Inc.	
1 Ability, capacity, and skill level of personnel who will render the services required.	30	30	25	30	15	
2 Relevant experience of proposer's company	30	30	25	30	15	
3 Service rates and hourly labor rates (if provided)	30	25	25	25	15	
4 Proximity to the City Garage, located at 1749 3rd Avenue South, Lake Worth, FL 33460	10	10	8	10	2	
		90	83	98	47	

Chuck Laing
1/27/15

**City of Lake Worth
RFP Oath**



RFP: 15-300
Title: City Fleet Services
Meeting: Tuesday, January 27, 2015 at 11:00AM
City Hall Conference Room

I understand that I am serving on an evaluation and selection committee for the above RFP and to the best of my ability will be fair and impartial in my evaluation and decision. By signing this Declaration I certify that:

1. I have read each proposal thoroughly and independently and have evaluated each on its own merits with no assistance from anyone. I will hold proposal information, evaluation discussions, and negotiations confidential and proprietary until released to the public. I will not discuss the content of proposals except as authorized by the Department of Management and Budget.
2. Neither I, nor my partner nor any members of my immediate family holds a position with a proposer such as an officer, director, trustee, partner, or the like, and is not employed in any capacity by any proposer. I have no business affiliation either by ownership or obligation to any of the proposing firms.
3. Neither I, nor my partner nor any member of my immediate family have a pecuniary interest arising from the procurement transaction.
4. I have not been lobbied either written or orally by any of the proposers or members of their team. For purposes of clarification, a team's representatives shall include, but not be limited to, the team's employee, partner, officer, director, consultant, lobbyist, or any actual or potential subcontractor or consultant of the team. This includes letters, phone calls, e-mails or any conversation regarding this RFP. The "No Lobbying Condition" is in effect from the date of publication of the RFP and shall terminate once the contract is signed.
5. I have not and will not accept gifts from any proposer.

I confirm the above declarations are true and correct to the best of my knowledge.


Signature

1/27/15
Date

Jamie Brown
Print Name

Public Services Director
Title/Position

Please sign & date and bring with you to the Selection Committee meeting to turn in.

**City of Lake Worth
RFP Oath**



RFP 15-300
Title: City Fleet Services
Meeting: Tuesday, January 27, 2015 at 11:00AM
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5. I have not and will not accept gifts from any proposer.

I confirm the above declarations are true and correct to the best of my knowledge.

Signature 
Print Name Felipe Lotaso

Date 1/27/15
Title/Position Ass't Dir. Public Services

Please sign & date and bring with you to the Selection Committee meeting to turn in.

Minutes - RFQ 15-300 City Fleet Services

January 27, 2015 at 11:00 AM

City Hall Conference Room

Evaluators:

Jamie Brown – Director of Public Services

Felipe Lafaso – Assistant Director of Public Services

Chuck Laing – Garage Supervisor

Purchasing Agent:

Hirut Darge

Vendor:

N/A

OIG:

Mike Kennedy – PBC OIG

Evaluation was discussed

Total Average Possible Point – Team decided to use all vendors

Meeting ended at 11:10 am