

Major criteria considered during the evaluation included, but were not limited to:

- A. **M/WBE Commitment** – Proposer’s efforts to comply with all the terms and conditions of the City of Winston-Salem’s Minority and Women Business Enterprise (M/WBE) Program through award of subcontracts to minority and women owned business enterprises and utilization of minority and women owned business enterprise suppliers to the fullest extent consistent with the efficient performance of this contract.
- B. **Location of Business** - Proposer’s business location/distance from the City of Winston Salem. To be considered a local business, the firm should have a Professional Engineer, licensed in the state of North Carolina, listed as the engineer of record with the North Carolina Board of Examiners for Engineers and Surveyors and occupy the local office on average a minimum of 20 hours per week.
- C. **Proposed Plan** – The proposed plan in which the proposer details the approach they would follow to carry out the project, including detailed schedule for completion.
- D. **Work Experience** - The background, education, and experience of the respondent in providing similar services elsewhere, including and especially the level of experience in working with municipalities, and the quality of services performed. Determination that the selected respondent has no contractual relationships that would result in a conflict of interest to the City’s contract. Proposer should include a list of similar projects within the last seven (7) years that have been completed by the proposed project.
- E. **Understanding of Project** – The proposer’s demonstrated understanding of the project scope, background, and purpose, as well as any other pertinent details that would help exhibit clear understanding of potential project obstacles/challenges.
- F. **Staff Availability** – The proposed staff’s availability of time in which they are able to work on the project presented as a percent available

Based upon the committee’s assessment, it is recommended that the agreement be awarded to Ethos Engineering to complete the design and development of lighting improvements at Hine, Sara Lee, and Little Creek Soccer Fields with an amount not to exceed \$1,335,000 for construction and design fee of \$186,000. This is for all three projects. This project is being funded by 2018 general obligation bonds. Renovation work is expected to begin in April, 2020.

Exhibit A provides the combined scores of the evaluation panel for the proposal.

M/WBE comment: Please see Exhibit B for a complete list of businesses notified of this RFQ opportunity. This RFQ was posted on the City’s and State’s Purchasing websites, and staff from the Office of Business Inclusion and Advancement addressed inquiries from potential respondents about compliance with the City’s M/WBE policy. Ethos Engineering is an M/WBE business.