

BID TABULATION SHEET

RFP Group #: 12.22.16M

Bid Due/Open Date: 1/12/2017

of Properties: 48

Qualified Proposals: 4

Price Score Differential: 12.50

Respondent	Policy # 2016-1 Compliance* (See Key)	Policy # 2016-2 Compliance^ (See Key)	Proposal Complete@ (See Key)	Qualified Proposal& (See Key)	Total Bid Amount	Bid Price Rank (Lowest = 1; Highest = 4)	Price Score	DHB/DBB# Score (DHB = 10 points; DBB = 5 points; See Key)	Total Score	Outcome	Average Cost per Property
Able	Yes	Yes	No ¹	No							
Adamo	Yes	Yes	Yes	Yes	\$ 686,134.00	1	37.50	10	47.50	Winner	\$ 14,294.46
Blue Star	Yes	Yes	Yes	Yes	\$ 698,300.00	2	25.00	0	25.00	1st Runner Up	\$ 14,547.92
DMC Consultants	Yes	Yes	Yes	Yes	\$ 713,694.88	4	0.00	0	0.00		\$ 14,868.64
Homrich	Yes	Yes	No ²	No							
Rickman Enterprise	Yes	Yes	Yes	Yes	\$ 709,490.00	3	12.50	10	22.50	2nd Runner Up	\$ 14,781.04

Notes

- 1 Disqualified. No electronic copy submitted with the paper copy of the proposal.
2 Disqualified. No electronic copy submitted with the paper copy of the proposal.

Prepared By (Name): Tim Palazzolo, DBA

Date: 2/15/2017

Reviewed by (Name): Lorna Macfarlane, DBA

Date: 2/15/2017

DBA Director Approval (if necessary)⁺:

Date:

BID TABULATION SHEET

Instructions on Completing the Proposal Evaluation & Tabulation Sheet

- Step 1. The Preparer must first complete the following fields: "RFP Group #", "Bid Due Date", "# of Properties", "Prepared by", and "Date"
- Step 2. The Preparer must then fill in the Proposal Evaluation & Tabulation table by entering each of the Respondents who submitted proposals for the particular RFP Group.
- Step 3. The Preparer must then use the Demolition Contractor Available Bidding Capacity which was effective on the Bid Due Date to enter either "Yes" or "No" into the "Policy # 2016-1 Compliance" and "Policy # 2016-2 Compliance" fields.
- Step 4. Based upon a a review of the paper and electronic copy of the documentation, the Preparer must then enter either "Yes" or "No" into the "Proposal Complete" field.
- Step 5. Based upon the data entered into the "Policy # 2016-1 Compliance", "Policy # 2106-2 Compliance", and the "Proposal Complete" fields, the Preparer must then enter either "Yes" or "No" into the Qualified Proposal field.
- Step 6. The Preparer must then enter the number of Qualified Proposals into the "Qualified Proposals" field
- Step 7. The Preparer must review and verify the calculation of the "Price Score Differential" based upon the formula identified in the RFP. The Preparer must correct the formula, as necessary.
- Step 8. The Preparer must then enter the "Total Bid Amount" for each Respondent who submitted a Qualified Proposal.
- Step 9. The Preparer must then enter the "Bid Price Rank" for each "Total Bid Amount"
- Step 10. The Preparer must review and verify the calculation of the "Price Score" based upon the formula identified in the RFP. The Preparer must correct the formula, as necessary, if it is inconsistent with the formula identified in the RFP.
- Step 11. The Preparer must enter the "DHB/DBB Score" based upon the information provided in the Proposal for each Respondent who submitted a Qualified Proposal .
- Step 12. The Preparer must review and verify the calculation of the "Total Score" based upon the formula identified in the RFP. The Preparer must correct the formula, as necessary, if it is inconsistent with the formula identified in the RfP.
- Step 13. The Preparer must enter "Awardee" in the "Outcome" field for the Respondent with the highest-scoring Qualified Proposal.
- Step 14. The Preparer must enter "1st Runner Up" in the "Outcome" field for the Respondent with the second highest-scoring Qualified Proposal.
- Step 15. The Preparer must enter "2nd Runner Up" in the "Outcome" field for the Respondent with the third highest-scoring Qualified Proposal.
- Step 16. The Preparer must review and verify the calculation of the "Average Cost per Property" field for each Qualified Proposal. The Preparer must correct the formula, as necessary.
- Step 17. The Preparer must send the Tabulation Sheet to the Reviewer for review and approval.
- Step 18. The Reviewer must review and verify Steps 1. through 15. If the Reviewer finds incorrect/inaccurate information, then the Reviewer must send the Tabulation Sheet back to the Preparer for correction.
- Step 19. If the Reviewer finds that all information is complete and correct, then the Reviewer must complete the "Reviewed by" and "Date"
- Step 20. The Reviewer must then send the completed Proposal Evaluation & Tabulation Sheet to the Manager of Demolition Operations.
- Step 21. The Manager of Demolition Operations will review and forward onto the DLBA or the Director of the DBA, as necessary.

Key

- * "Yes" = The Respondent is NOT disqualified from bidding due to Health & Safety Violations or Citations (Letter of Disappointment); "No" = The Respondent is disqualified from bidding due to Health & Safety Violations or Citations
- ^ "Yes" = The Respondent has the Adequate Capacity to perform the work included under this RFP; "No" = The Respondent has Inadequate Capacity to perform the work included under this RFP.
- @ As indicated on the Proposal Review Checklist, "Yes" = Both the paper copy and the electronic copy of the proposal are complete and correct and consistent. "No" = Either the paper copy or the electronic copy is incomplete, incorrect, or inconsistent.
- & "Yes" = The Respondent is compliant with both Policy # 2016-1 & Policy # 2016-2, and the Respondent has a complete, correct, and consistent proposal.
- # "DHB" = Detroit Headquartered Business; "DBB" = Detroit Based Business"
- + Per DLBA Policy # 2.1.2.6, the Director of the DBA must approve any recommendation of award which would be made to a Respondent who did not have the lowest Total Bid Amount.