

FirstLine Schools, Inc.
Request for Quote – Arborist Services

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RFQ Announcement: **March 12th, 2018**

Question Submittal Deadline: **March 26th, 2018 by 2:00 PM**

Proposal Submittal Deadline: **April 2nd, 2018 by 2:00 PM**

Award Notification Deadline:

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A variety of weighted criteria, given below in order of priority, will be considered in evaluating proposals. This evaluation will be made based on information provided within the Proposal, by the Proposer during RFQ specific presentations or negotiations, news articles, press releases, client references, industry references, vendors, and other sources.

	0-50 points	Award of a purchase order or contract is based on the best value to FirstLine: quality, availability, delivery, specifications, terms, conditions, and fitness for the particular purpose. When a solicitation requires an oral presentation, submission of test samples, or inspection of facilities, these factors are part of the component evaluation.
	0-30 points for each (Price, Professional References & Company Financials) The highest score is 30 points; however, applicants failing to address a Component entirely will receive a score of zero.	Lowest bid(s) receive 30 points; Highest bid(s) receive 0 points; all other bids receive between 29 and 1 points. The total cost may include unit price, delivery and installation, and maintenance and cost of operation as defined in the solicitation. If there is a discrepancy between a unit price and its extension, the unit price will prevail.
		Relevant professional experience, but no expertise in project subject; between 5 and 10 years of specified expertise in project subject; more than 10 years of expertise in specific project subject.
		Three years of most recent audited company financials are requested. The audited financial reports will be reviewed to determine if the company has the financial capacity to perform the work outlined in the contract.

0-20 points each
 Applicant has provided verifiable evidence of component described by the Evaluation Criteria

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All work is to be completed within the scope of and consistent with the plans submitted as part of this RFQ. Any vendor wishing to deviate from this plan should provide specific information and rationale as to why it would be in FirstLine's best interest to do so. Proposal cost shall include delivery and installation of office furniture system.

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BEFORE ME, the undersigned authority, personally came and appeared, _____, (Affiant) who after being duly sworn, deposed and said that he/she is the fully authorized _____ of _____ (Entity), the party who submitted a Proposal/Contract/Bid/RFP/SOQ No. _____, to Orleans Parish.

Affiant further said:

- (1) That Affiant has not and will not employ any person, either directly or indirectly, to secure the public contract under which he/she is to receive payment, other than persons regularly employed by the Affiant whose services, in connection with the project or in securing the public contract, are in the regular course of their duties for the Affiant; and

- (2) That no part of the contract price was paid or will be paid to any person for soliciting the contract, other than the payment of normal compensation to persons regularly employed by the Affiant whose services with the project are in the regular course of their duties for the Affiant.

Signature of Affiant

SWORN TO AND SUBSCRIBED
BEFORE ME ON THIS _____ DAY OF
_____, 20____.

NOTARY PUBLIC

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