

Recommended Oral Presentation Guideline November 7, 2005 Special Meeting

- Recommended order for the oral presentations of the Independent Consultants is based on City Commission scores from October 3, 2005 Special Meeting:

1. Frontier Associates
2. ICF Consulting
3. GDS Associates

- Recommended structure for oral presentations by the Independent Consultants:

- Project Plan
- Resource Requirements
- Key Factors to be Considered
- Models and Data
- Methodology
- Timeline

- Recommended time limit for each Independent Consultant is 1 hour and 45 minutes broken down as follows:

3:00-4:00 pm **Frontier Associates presentation**

4:00-4:45 pm question and answer

4:45-5:00 pm break down and set-up

5:00-6:00 pm **Dinner Break**

6:00-7:00 pm **ICF Consulting presentation**

7:00-7:45 pm question and answer

7:45-8:00 pm break down and set-up

8:00-9:00 pm **GDS Associates presentation**

9:00-9:45 pm question and answer

Recommended Workshop Guideline November 10, 2005 Workshop

The following format is recommended for the workshop:

1. Each member of the Commission will be invited to share observations about and/or impressions of the three Independent Consultant's oral presentations
2. Members of the public will be invited to share observations about and/or impressions of the three Independent Consultant's oral presentations

Staff recommends assigning points¹ to the three Independent Consultants based solely upon the oral presentations. Based upon scores received by each consulting firm the Commission would make a final decision by turning in ballots at the November 14, 2005 City Commission Meeting to either select the highest scored Independent Consultant or select the two highest scored Independent Consultants.

¹ 3 points to highest, 2 points to middle , and 1 point to lowest

**Firm's Price List
(RFP 2005-147)**

Proposer	Cost
Frontier Associates	\$213,900
GDS Associates	\$219,468
ICF Consulting	\$345,000 + Travel