

## MTP Evaluation Criteria

### Evaluation and Selection Processes

The MPO uses a qualifications-based selection process for all competitive selections. Cost shall not be a factor in the selection process for planning and related services.

Evaluation and selection of qualified firms will be based on the general criteria outlined below. A selection committee will review each proposal and rate them on a standardized form. The form will include the following categories:

Criteria	Weights
Qualifications and relevant experience of the firm and its personnel including relevant current/past projects with respect to Long Range Transportation Planning	30%
Knowledge and experience in developing travel demand models using the appropriate software and training agency staff in the usage and maintenance of the model	40%
Experience in stakeholder engagement, prioritization, and implementation strategies that are clear and can generate action along with successful experience in LADOTD transportation planning policies	20%
Staff size to be assigned to this project and current workload/availability	10%

Firms will be objectively evaluated based on their responses to the project scope as outlined in the RFQ. The written proposal should clearly demonstrate how the firm could best satisfy the requirements outlined in the RFQ with respect to the above-listed criteria.

Upon review, the selection committee will recommend the highest ranked, qualified firm. RAPC will notify all respondents of the recommendation and begin contract negotiations with the selected firm. If negotiations fail, RAPC will terminate such negotiations and begin negotiations with the next highest qualified firm. The Selection Committee may elect to shortlist the three highest ranked firms and conduct further written proposals or interviews as necessary to determine the best qualified firm. If applicable, shortlist selection will be transmitted to all RFQ respondents.