

Request for Proposal Process Matrix

Professional Services for

The County of San Mateo Sustainability Department

1	General Description of RFP	Support for project management, building decarbonization policy, data analysis, and community engagement to develop recommendations for reducing greenhouse gas emissions from existing buildings in unincorporated San Mateo County.	
2	List of key evaluation criteria	Project approach; community engagement approach; firm qualification; team qualifications; price	
3	Where advertised	OpenGov	
4	In addition to any advertisement, list others to whom RFP was sent	List of about 80 firms that had shown interest in previous solicitation on similar topic.	
5	Number of proposals received	12	
6	Who evaluated the proposals	Representatives from the San Mateo County Sustainability Department and the City of San Carlos	
7	In alphabetical order, names of finalists and recommended firm for services	Finalists: • Build Momentum • NV5 • Raimi + Associates • Rincon Consultants	Recommended Firm: Raimi + Associates