

## Attachment A

### Request for Proposal Process Matrix Climate Action Planning Professional Services for Office of Sustainability within the County of San Mateo

1.	General Description of RFP	Climate action planning and implementation technical support	
2.	List of key evaluation criteria	Project approach, firm qualifications, team experience, and cost for two sample projects. The evaluation criteria for the interview included the firm's experience, approach to implementation, communication skills, breadth of technical expertise, and evidence that previous work was well managed.	
3.	Where advertised	Public Purchase	
4.	In addition to any advertisement, list others to whom RFP was sent	Arup, Ascent Environmental, Cascadia Consulting Group, Christine O'Rourke Community Planning, CSG Consultants, DNV, Dyett and Bhatia, Eco Shift Consulting, ERG/Blue Earth Consultants, ESA, ICF, ID 360, Illume Consulting, LSA Associates, M-Group, MIG Inc, Placeworks, Raimi + Associates, Rincon Consultants Inc, TRC	
5.	Number of proposals received	4	
6.	Who evaluated the proposals	Representatives from the Office of Sustainability, City/County Association of Governments of San Mateo County, and City of Redwood City	
7.	In alphabetical order, names of finalists and recommended firm for services	Finalists: - DNV - Raimi + Associates - Rincon Consultants Inc.	Recommended Firm - Rincon Consultants Inc.