

**Contractor Selection
Formula (CSF)**

$$= ITNRank^a + CRSRank^b + CPERank^c + CLPRank^d$$

Where:

ITNRank = The rank of eligible vendors within a given contract region with respect to the Invitation to Negotiate (ITN) performance scores determined during the initial agency term contractor solicitation evaluations (Solicitation No, 2014004C). These scores do not include a rate component. For ranking purposes of the ITN performance scores (performance portion only) the highest evaluation score is rank = 1, with increasingly lower scores ranked to the nth rank, where n is the number of eligible contracted PRP vendors in the region, accounting for ITNRank ties as needed. The ITNRank is raised to the power of a, where the exponent a = 1.5.

CRSRank = The rank of eligible vendors within a given contract region based on the sum of the product of each vendor's Contract Rate Schedule (CRS) item price times the item's pricing weight factor. The resulting lowest total weighted CRS price is ranked as 1, with increasingly higher total weighted prices ranked to the nth rank, where n is the number of eligible contracted PRP vendors in the region, accounting for CRSRank ties as needed. The CRSRank is to be raised to the power b, where the exponent b = 2.0.

CPERank = The rank of eligible contractors in a given contract region based on their Contractor Performance Evaluations (CPE) completed by the department over the past 2 years. The resulting highest performance score is ranked as 1, with increasingly lower performance scores ranked to the nth rank, where n is the number of eligible contracted PRP vendors in the region, accounting for CPERank ties as needed. The CPERank is to be raised to the power c, where the exponent c = 2.0.

CLPRank = The number of closures over the past 2 years resulting from work performed under the contract divided by the number of assignments over the past 2 years. The highest result is ranked as 1, with increasingly lower scores ranked to the nth rank, where n is the number of eligible contracted PRP vendors in the region, accounting for CLPRank ties as needed. The CLPRank is to be raised to the power d, where the exponent d = 2.0.

Notes:

A) It is expected that a uniform retainage rate (e.g., 5%) would be initially applied during invoice payments for each contracted purchase order, in lieu of requiring that a performance bond be obtained. The retainage rate may be adjusted, up to a maximum of 25%, for a contractor's future purchase orders based on relevant factors such as contractor performance.

B) The CSF formula will be calculated at the beginning of an award batch (Batch). During a given Batch, a number of ATC awards will be assigned to each ATC based on the CSF formula results. The CSF calculation results for the eligible contracted PRP vendors in a region will be ordered from low to high and used to calculate the corresponding percentile for the results in ascending order (i.e., low score ~ low percentile). The CSF ranks will be used to identify three groups for allocation of the number of awards per Batch as follows:

<u>CSF Rank Percentile</u>	<u>Number of awards per Batch</u>
≤ 33	3
> 33 and ≤ 67	2
> 67	1

C) Once all the awards per Batch have been assigned or offered, the CSF will be recalculated to generate new CSF scores and ranks for the subsequent Batch, for a given contract region. To identify an ATC during the assignment process, an ATC will be assigned randomly from among the Eligible ATCs with awards remaining in a given Batch.

D) When a Purchase Order is assigned or offered to an ATC, the number of remaining awards per Batch will be reduced accordingly.

Florida Department of Environmental Protection
Petroleum Restoration Program ATC Assignment Process
(also referred to as the ATC Selection Process) Division
of Waste Management, September 29, 2017

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