

# Contractor Selection Formula (CSF) = CRSSRank<sup>a</sup> + ITNRank<sup>b</sup> for Statewide Agency Term Contracts Awarded in 2025

**CRSSRank** = The rank of eligible vendors 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, accounting for CRSSRank ties as needed. The CRSSRank is to be raised to the power of a, where the exponent a = 2.

**ITNRank** = The rank of eligible vendors with respect to the Invitation to Negotiate (ITN) performance scores (business and technical response portions only) determined during the initial statewide Agency Term Contractor (ATC) solicitation evaluations (Solicitation No. 2024019). These scores do not include a rate component. For ranking purposes of the ITN performance scores 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, accounting for ITNRank ties as needed. The ITNRank is raised to the power of b, where the exponent b = 3.

## Implementation of Formula Process

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 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 two groups for allocation of the number of awards per Batch as follows:

<u>CSF Rank Percentile</u>	<u>Number of awards per Batch</u>
≤ 25	2
> 25	1

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. To identify an ATC from a given batch, the ATC will be assigned randomly from among the Eligible ATCs with awards remaining in a given Batch.

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

## Notes

Please see Chapter 62-772, Florida Administrative Code (F.A.C.), for Alternative Contractor Selection and Assignment.

Where a site has been assigned or offered to an ATC through the CSF and, due to circumstances beyond the control of the ATC, the site is not available for work under the ATC’s contract, the Department may offer, at its sole discretion, the next available replacement site to the ATC in lieu of the original site. A replacement site is not offered when an owner recommends a different ATC under a conditional closure agreement, low scored site initiative, advanced cleanup or cost share agreement.

The Department reserves the right to directly assign work to an ATC at its sole discretion for: sites being cleanup up under Advanced Cleanup Redevelopment; being cleanup up in conjunction with EPA under both Superfund and Early Detection Incentive (EDI); or located at transportation facilities where screening and credentialing of workers is subject to Transportation Security Administration or other security requirements administered under the jurisdiction of the United States Government.

The Department may assign work funded by the Inland Protection Trust Fund in any of the ways and options as provided in Chapter 287, Florida Statutes (F.S.), Chapter 62-772, F.A.C., and Section 376.3071, F.S. in addition to this ATC Selection Process.

## Continued Assignment

A) If an Agency Term Contractor worked on a site under any phase of work under an Agency Term Contract with the Department, had a Purchase Order issued within the past 36 months under an Agency Term Contract, received a rank of Good or Top Performer, and the next scope of work is ≤ \$1,000,000, then the work will be reassigned to that same Contractor if another Agency Term Contractor was not subsequently assigned, or recommended in accordance with 62-772.401, Florida Administrative Code.

B) If an Agency Term Contractor worked on a site under the Low Scored Site Initiative (LSSI) program or a Low Score Assessment (LSA) Purchase Order (PO) or Work Order (WO), and received a rank of Good or Top Performer, and the next scope of work is ≤ \$1,000,000, then the work will be reassigned to that same Contractor, if another Agency Term Contractor was not subsequently assigned, or recommended in accordance with 62-772.401, Florida Administrative Code.

**Florida Department of Environmental Protection**  
 Petroleum Restoration Program  
 Agency Term Contracts Selection Process  
 Division of Waste Management  
 Notification April 6, 2026  
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# Assignment Workflow for Statewide Agency Term Contracts awarded in 2025

