City of Jacksonville, Florida

Lenny Curry, Mayor

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ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

TO: **Greg Pease, Chairman**
Professional Services Evaluation Committee

FROM: **Paul Crawford, Deputy Director- Office of Economic Development**

SUBJECT: **Subcommittee Report – Request for Proposal (RFP) #P-27-18**
Food Desert and Grocery Store Study

DATE: **August 3, 2018**

The subcommittee received three (3) proposals for the **Food Desert and Grocery Store Study** and found them to be responsive, interested, qualified and available to provide the services required by RFP No. P-27-18. The proposals were evaluated using the selection criteria outlined in the Purchasing Code and augmented by the RFP (see attached matrix and proposed rate forms from the proposers.

Based on the above, the following firms listed alphabetically were determined to be the most qualified of those submitting proposals. The ranking of first, second and third, designates the qualification of these firms to perform the required services:

1) T. Brown Consulting Group

3) DRMP

2) Mount Tabor Consulting

Please advise us when this item is placed on your agenda so we may present. After a full committee review, we request the rankings be forwarded to the Mayor's office for final review and confirmation.

Thank you.

Attachments: Scoring Matrix (listing evaluations for all companies proposing)
Cost Sheets (for each company proposing)

Cc: Paul Crawford, OED
Daphne Colbert, OED

Evaluation Matrix

EVALUATION SCALE

1----------10

QUALIFIED EXTREMELY QUALIFIED

PROJECT NO. **P-27-18** Average

PROJECT TITLE: **Food Desert**

FIRM	COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE COMPLIANCE WITH PLANS	PROFESSIONAL ACCOMPLISHMENTS RECORD	PROXIMITY TO PROJECT	Past & Present Demonstrated Commitment to Small & Minority Businesses & Contributions Toward A Diverse Market Place	ABILITY TO DESIGN AN APPROACH AND WORK PLAN	Quotation of rates, fees or charges & other detailed costs proposals	VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCIES	OVERALL
MAXIMUM SCORE	15.00	10.00	10.00	5.00	10.00	5.00	10.00	20.00	10.00	5.00	**100**
DRMP	12.50	9.50	10.00	4.50	9.00	3.50	8.50	17.00	8.50	4.00	87.00
Mount Tabor Consulting	9.00	9.50	9.00	5.00	7.50	5.00	10.00	14.00	10.00	4.50	**83.50**
T. Brown Consulting Group	12.00	10.00	10.00	5.00	9.50	4.00	10.00	19.00	6.50	5.00	**91.00**