# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Department of Public Works
Engineering & Construction Management Division
214 N. Hogan Street, 10th Floor
Jacksonville, FL 32202
(904) 255-8762
www.coj.net

ONE CITY. ONE JACKSONVILLE.

July 2, 2019

**TO:** Gregory W. Pease, Chairman
Professional Services Evaluation Committee

**THRU:** John P. Pappas, P.E.
Director

**FROM:** William J. Joyce, P.E.
Director of Operations

Noah Ray
Emergency Preparedness Supervisor

**SUBJECT:** P-22-19 Professional Grant Services for Acquisition & Demolition of Flood Prone Structures in the COJ

---

The subcommittee received Three (3) proposals for evaluation for the subject project. All were found to be responsive, interested, qualified and available to provide the services required by the RFP.

The proposals were evaluated using the criteria outlined in the Purchasing Code as augmented by the RFP (see attached matrix).

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 order of qualification of these firms to perform the required services.

3. Affinity Consulting Group, NEFL, LLC
2. Tetra Tech, Inc.
1. Wheeler Emergency Management Consulting, LLC

We recommend that the above list be forwarded to the Mayor for final selection.

JPP/lw

Attachment: Scoring Matrix

cc: Lori West, PW Contract Specialist

ab

# Evaluation Matrix

EVALUATION SCALE

1----------20

QUALIFIED EXTREMELY QUALIFIED

PROJECT NO. P-22-19 AVERAGE

PROJECT TITLE: Professional Grant Services for Acquisition & Demolition of Flood Prone Structures in the COJ

| 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 | Willingness to meet Time & Budget | VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCIES | OVERALL |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Maximum Points Assessed** | 10 | 10 | 5 | 10 | 5 | 10 | 10 | 20 | 10 | 10 | 100 |
| | | | | | | | | | | | |
| **Affinity Consulting Group NEFL, Inc.** | 5.00 | 2.00 | 3.00 | 5.00 | 3.00 | 10.00 | 10.00 | 15.50 | 4.00 | 9.00 | 66.50 |
| **TETRA TECH** | 9.50 | 5.50 | 5.00 | 9.00 | 4.00 | 10.00 | 10.00 | 18.50 | 8.50 | 5.00 | 85.00 |
| **WHEELER EMERGENCY** | 9.00 | 10.00 | 3.00 | 10.00 | 3.00 | 10.00 | 10.00 | 18.00 | 6.00 | 9.00 | 88.00 |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |