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

June 24, 2019

TO: Gregory W. Pease, Chairperson
Professional Services Evaluation Committee

THRU John P. Pappas, P.E.
Director

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

Tim Crutchfield
Director of Operations, District IV Medical Examiner's Office

RE: **P-17-19 Professional Architectural and Engineering Services for Programming, Site Selection and Design of New Medical Examiner's Office**

The subcommittee received two (2) proposals for evaluation for the subject project and found them to be responsive, interested, qualified and available to provide the services required by the RFP. A request was submitted to and approved by the Professional Services Evaluation Committee to allow grading of the two proposals.

Permission by PSEC was given to evaluate the proposal 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 and second designates the order of qualification of these firms to perform the required services.

1. Gresham Smith
2. Pond & Company Corporation

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

JPP/lw

Evaluation Matrix

EVALUATION SCALE

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

QUALIFIED EXTREMELY QUALIFIED

PROJECT NO. **P-17-19** AVERAGE

PROJECT TITLE: **Professional A/E Services for Programming, Site Selection & Design of New Medical Examiner's Office**

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	VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCIES	OVERALL
Maximum Points Assessed	10	10	5	10	5	10	10	20	10	10	**100**
POND & COMPANY, INC	**8.75**	**8.00**	**5.00**	**8.25**	**6.00**	**5.00**	**8.00**	**17.50**	**9.00**	**4.00**	**79.50**
GRESHAM SMITH	**8.25**	**8.50**	**4.50**	**7.25**	**6.00**	**5.00**	**4.50**	**18.00**	**9.50**	**9.00**	**80.50**