



INTEROFFICE MEMORANDUM

TO: Felicia Strong-Whitaker, Director ^{DS} FSW
Department of Purchasing & Contract Compliance

FROM: Evaluation Committee Recommendation Letter

DATE: October 3, 2023

PROJECT: 23RFP052223C- MH - Animal Services

In accordance with the Purchasing Code, a duly appointed Evaluation Committee has reviewed the proposals submitted in response to the above-reference project on behalf of the Finance Department.

One (1) qualified firms submitted proposals for evaluation and consideration for award of the Animal Services project:

1. Lifeline Animal Project

After review, evaluation and consideration of all available information related to the requirements and evaluation criteria of the RFP, the Evaluation Committee has determined that the proposal submitted by **Lifeline Animal Project** with a total score of **77.75**, is the recommended vendor for the award of **23RFP052223C- MH - Animal Services**.

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The Evaluation Committee members attest that each member scored each proposal independently in accordance with the evaluation criteria set forth in the Request for Proposal and that their individual score is a part of the final scores in the attached Evaluation Matrix.

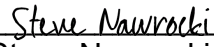
SELECTION COMMITTEE MEMBERS:

DocuSigned by:



Matthew Kallmyer,
Director

DocuSigned by:



Steve Nawrocki,
Director of Justice System Programs

DocuSigned by:



Joseph Barasoain,
Deputy Chief

DocuSigned by:



David Brown,
Animal Services Coordinator

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EVALUATION CRITERIA	WEIGHT	Lifeline Animal Project
Executive Summary/Project Plan/Approach to Work	30	22.50
Qualification of Key Personnel	20	15
Relevant Project Experience/Past Performance	25	18.75
Availability of Key Personnel	3	1.5
Local Preference	5	5
Service Disabled Veterans Preference	2	0
Cost Proposal	15	15
TOTAL SCORE:	100.00	77.75

**To sum Total Score columns highlight the row and press F9*