



# INTEROFFICE MEMORANDUM

**TO:** Felicia Strong-Whitaker, Director  
Department of Purchasing & Contract Compliance

**FROM:** Evaluation Committee Recommendation Letter

**DATE:** April 2, 2025

**PROJECT:** 24RFP143594C-JNJ, "Landfill Post Closure"

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 Department of Real Estate and Asset Management.

One (1) qualified firm submitted proposals for evaluation and consideration for award of the Landfill Post Closure Services for this project:

1. Atlantic Coast Consulting, Inc.

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 **Atlantic Coast Consulting, Inc.** with a total score of **91.83**, is the recommended vendor for the award of #24RFP14359c\_JNJ, "Landfill Post Closure".

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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:***

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Anthony Spencer, Asst. Admin. Fleet Maintenance  
Department of Real Estate & Asset Management

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Shaista Begum, Staff Engineer Senior  
Department of Real Estate & Asset Management

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Timothy Dimond, Deputy Director  
Department of Real Estate & Asset Management

Evaluation Committee Recommendation Letter

April 2, 2025

Page 3

EVALUATION CRITERIA	WEIGHT	Atlantic Coast Consulting, Inc..
Project Plan/Approach to Work	17	15.58
Qualification of Key Personnel	16	13.33
Relevant Project Experience/Past Performance	20	20.00
Availability of Key Personnel	25	22.92
Local Preference	5	5
Service Disabled Veterans Preference	2	0
Cost Proposal	15	15
<b>TOTAL SCORE:</b>	<b>100</b>	<b>91.83</b>

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