



INTEROFFICE MEMORANDUM

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

FROM: Evaluation Committee Recommendation Letter

DATE: August 16, 2024

PROJECT: #24RFP032724K-JA, Engineering On-Call Services for Public Works

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 Public Works.

Eighteen (18) qualified firms submitted proposals for evaluation and consideration for award of this project:

1. Aecom Technical Services, Inc.
2. Ardurra Group, Inc.
3. Barge Design Solutions, Inc.
4. Benchmark Management
5. Black and Veatch Corporation
6. Brown and Caldwell
7. Carollo Engineers, Inc.
8. CDM Smith, Inc.
9. GMC
10. Gresham Smith
11. Hazen and Sawyer
12. Jacobs
13. Khafra Engineering
14. Kleinfelder
15. Prime Engineering, Inc.
16. Stantec
17. Tetra Tech, Inc.
18. Wade Trim

After review of the technical proposal the following firms were short-listed:

1. Barge Design Solutions, Inc
2. BenchMark Management
3. Black & Veatch Corporation

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4. CDM Smith Inc.
5. Gresham Smith
6. Hazen and Sawyer
7. Jacobs
8. Prime Engineering, 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 proposals submitted by **Jacobs** with a total score of **94.28%**; **Gresham Smith** with a total score of **84.54%**; **BenchMark Management** with a total score of **82.6%** and **Prime Engineering, Inc.** with a total score of **80.65%** are the recommended vendors for the award of **#24RFP032724K-JA, Engineering On-Call Services for Public Works.**

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:



David Clark, Department Public Works
Director



Nick Ammons, Deputy Director Public Works



Roy Barnes, Deputy Director Public Works



Terry Peters, Deputy Director Public Works

Timothy Mullen

[Timothy Mullen \(Aug 16, 2024 08:21 EDT\)](#)

Tim Mullen, Engineering Administrator

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EVALUATION CRITERIA	WEIGHT	Barge Design Solutions, Inc.	Benchmark Management	Black Veatch Corporation	CDM Smith	Gresham Smith	Hazen and Sawyer	Jacobs	Prime Engineering Inc
Project Plan/Approach to Work	35%	26.25%	29.75%	28.00%	26.25%	28.00%	24.50%	33.25%	26.25%
Relevant Project Experience/Past Performance	20%	15.00%	16.00%	15.00%	15.00%	19.00%	18.00%	20.00%	19.00%
Qualifications of Key Personnel	20%	15.00%	16.00%	14.00%	14.00%	18.00%	16.00%	20.00%	14.00%
Availability of Key Personnel	8%	6.00%	6.00%	5.60%	5.20%	6.40%	6.00%	6.40%	6.40%
Local Preference	5%	5.00%	5.00%	N/A	5.00%	5.00%	5.00%	5.00%	5.00%
Service Disabled Veterans Preference	2%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Cost Proposal	10%	9.66%	9.85%	8.69%	9.43%	8.14%	8.94%	9.63%	10.00%
TOTAL SCORE:	100%	76.91%	82.60%	71.29%	74.88%	84.54%	78.44%	94.28%	80.65%