



INTEROFFICE MEMORANDUM

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

FROM: Evaluation Committee Recommendation Letter

DATE: January 20, 2023

PROJECT: #22RFP092722C-MH, "Healthcare Benefits Consulting 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.

Three (3) qualified firms submitted proposals for evaluation and consideration for award of the Financial Advisory Services for this project:

1. Benalytics Consulting Group, LLC
2. Mercer Health & Benefits, LLC.
3. The Segal Company (Southeast), Inc., d/b/a Segal.

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 **The Segal Company (Southeast), Inc., d/b/a Segal** with a total score of **78.40**, is the recommended vendor for the award of #22RFP092722C-MH, "Healthcare Benefits Consulting 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:

Verna Thomas

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Verna Thomas, Employee Benefits Supervisor
Finance Department

DocuSigned by:

Shameka Porter

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Shameka Porter,
Finance Department

DocuSigned by:

Ray Turner

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Ray Turner, Deputy Director of
Finance

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EVALUATION CRITERIA	WEIGHT	Benalytics Consulting Group, LLC.	Mercer Health & Benefits, LLC.	The Segal Company (Southeast), Inc., d/b/a Segal.
Project Plan/Approach to Work	25	15.63	17.19	21.88
Qualification of Key Personnel	20	13.75	16.25	16.25
Relevant Project Experience/Past Performance	20	13.50	13.38	17.13
Availability of Key Personnel	18	14.63	16.88	15.75
Local Preference	5	0	0	0
Service Disabled Veterans Preference	2	0	0	0
Cost Proposal	10	10	7.98	7.40
TOTAL SCORE:	100.00	67.51	71.68	78.41

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