



INTEROFFICE MEMORANDUM

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

FROM: Evaluation Committee Recommendation Letter

DATE: April 27, 2023

PROJECT: 23RFP137326A-CJC, Food Services Management

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 Senior Services.

Two (2) qualified firms submitted proposals for evaluation and consideration for award of this project:

1. Piccadilly Holdings, LLC
2. Charter 1 Foods, 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 Piccadilly Holdings, LLC with a total score of 84.70, is the recommended vendor for the award of 23RFP137326A-CJC, Food Services Management.

Evaluation Committee Recommendation Letter

April 27, 2023

Page | 2

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:

Ladisa Onyiliogwu

163AE4C82BAF41B...

Ladisa Onyiliogwu, Director
Department of Senior Services

DocuSigned by:

Andre Gregory

36F0C1188D3E416...

Andre Gregory, Program Manager
Department of Senior Services

DocuSigned by:

Erica Flack

382EE7BA335D4C0

Erica Flack, Program Manager, Adult Day Health Services
Department of Senior Services

DocuSigned by:

Terryl Sparkman

EAD06A7796674D4...

Terryl Sparkman, Multipurpose Facility Manager
Department of Senior Services

DocuSigned by:

Betty Williams

492D04C91A3E492...

Betty Williams, Social Services Program Manager
Mental Health

Evaluation Committee Recommendation Letter

April 27, 2023

Page | 3

| EVALUATION CRITERIA | WEIGHT | Piccadilly Holdings, LLC | Charter 1 Foods, Inc. |
|---|---------------|---------------------------------|------------------------------|
| Project Plan | 25% | 22.50% | 16.25% |
| Qualifications of Key Personnel | 20% | 19.0% | 15.0% |
| Relevant Project Experience/Past Performance | 20% | 17.0% | 13.0% |
| Availability of Key Personnel | 18% | 16.20 | 14.40% |
| Local Preference | 5.0% | 0.0% | 0.0% |
| Service Disabled Veterans Preference | 2.0% | 0.0% | 0.0% |
| Cost Proposal | 10.0% | 10.0% | 8.10% |
| TOTAL SCORE: | 100.0% | 84.70% | 66.75% |