



INTEROFFICE MEMORANDUM

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

FROM: Evaluation Committee Recommendation Letter

DATE: October 18, 2022

PROJECT: 22RFP051A-KM, Family Treatment Court Peer Support Specialist

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

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

1. Borni Consulting, LLC
2. Kelly Cox

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 Kelly Cox with a total score of 77.17%, is the recommended vendor for the award of 22RFP051A-KM, Family Treatment Court Peer Support Specialist.

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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:

Tiffany Barclay

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Tiffany Barclay, Court Administrator Accountability
Juvenile Court

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Vinyl Baker

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Dr. Vinyl Baker, Grants Writer
Juvenile Court

DocuSigned by:

Tamara Jones

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Tamara Jones, Juvenile Probation Officer
Juvenile Court

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EVALUATION CRITERIA	WEIGHT	Borni Consulting, LLC	Kelly Cox
Approach to Work	20%	8.33%	16.67%
Qualifications of Key Personnel	30%	12.50%	20%
Relevant Project Experience/Past Performance	15%	6.25%	12.50%
Availability of Key Personnel	20%	15%	15%
Cost Proposal	13%	13%	13%
Service-Disabled Veterans	2%	0.00%	0.00%
TOTAL SCORE:	100%	55.08%	77.17%