

RFP 23-ES-10

"Emergency Debris Monitoring Services"

Evaluation Committee Meeting Notes

Request for Proposal Notice:	August 25, 2023	
Last Date for Receipt of Written Questions:	September 5, 2023	2:00pm
Addendum Due:	September 15, 2023	4:30pm
Proposals Due/ Opening Date:	September 26, 2023	3:00pm
Evaluation Committee Meeting (shortlist if needed):	October 3, 2023	10:00 am
- Evaluation Committee Meeting rescheduled:	October 6, 2023	10:00am
Shortlisted Firm Presentations (only if needed):	October 16, 2023	10:00am
Evaluation Committee for Recommendation (if needed):	October 16, 2023 following presentations	
Notice of Recommendation:	October 17, 2023	
City Council Hearing Date:	November 6, 2023	6:00pm

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EVALULATION COMMITTEE MEETING START TIME: 10/6/2023 – 10:00 am, recorded on Zoom

IN ATTENDANCE: Jeff Thurman, Deputy Dir. Environmental Services – Project Manager, Sean Maroney, Public Works Division Manager, James Buresh, Finance Accountant (Evaluators) and Tamara Cook, Finance Clerk II, Pat Drosten, Purchasing Specialist.

All submittals were deemed responsible and responsive. Committee members discussed the submittals in regard to stated criteria and submitted their evaluation forms in the E-Procurement platform. Evaluation Summary and Cost Evaluation spreadsheet are attached. The ranking is as follows:

| <b>Rank</b> | <b>Firm</b>                                                   |
|-------------|---------------------------------------------------------------|
| 1.          | Witt O'Brien's, LLC                                           |
| 2.          | Tetra Tech, Inc. <b>and</b> Thompson Consulting Services, LLC |
| 3.          | DebrisTech, LLC                                               |
| 4.          | Rostan Solutions LLC                                          |
| 5.          | Disaster Program & Operations Inc.                            |
| 6.          | Sunshine Enterprise USA LLC                                   |

The Committee discussed the possibility of asking the top-ranking firms to come in for presentations but determined by review of the written submittals alone, there was a clearly identified single top-ranked firm, so no oral presentations are being sought. Recommendation by committee was for the award to go to the companies ranked 1 and 2 (tied) with best available option at time of need to be used.

Respectfully submitted,

*Tamara Cook*  
*Finance Clerk II*  
*City of Edgewater*



EVALUATION TABULATION  
RFP No. RFP 23-ES-10  
Emergency Debris Monitoring Services

RESPONSE DEADLINE: September 26, 2023 at 3:00 pm

Friday, October 6, 2023

| Vendor                             | Project Cost<br>Points Based<br>20 Points (20%) | Total Score<br>(Max Score 100) |
|------------------------------------|-------------------------------------------------|--------------------------------|
| DebrisTech, LLC                    | 20                                              | 90.7                           |
| Disaster Program & Operations Inc. | 19                                              | 87                             |
| Rostan Solutions LLC               | 18                                              | 87.7                           |
| Sunshine Enterprise USA LLC        | 17                                              | 23.7                           |
| Tetra Tech, Inc.                   | 20                                              | 94.7                           |
| Thompson Consulting Services, LLC  | 20                                              | 94.7                           |
| Witt O'Brien's, LLC                | 20                                              | 97                             |

CONSENSUS SCORECARD SUMMARY

| Vendor                                  | Experience and<br>Expertise<br>Points Based<br>20 Points (20%) | Resources and<br>Methodology –<br>(Resources, Creative<br>Ability and Approach)<br>Points Based<br>20 Points (20%) | Previous Projects and<br>References<br>Points Based<br>20 Points (20%) | Scope Response<br>Points Based<br>20 Points (20%) |
|-----------------------------------------|----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|---------------------------------------------------|
| DebrisTech, LLC                         | 18.33                                                          | 18.33                                                                                                              | 16.33                                                                  | 17.67                                             |
| Disaster Program &<br>Operations Inc.   | 16.67                                                          | 17.33                                                                                                              | 17.33                                                                  | 16.67                                             |
| Rostan Solutions LLC                    | 17.67                                                          | 17.67                                                                                                              | 17.67                                                                  | 16.67                                             |
| Sunshine Enterprise<br>USA LLC          | 3.67                                                           | 2.33                                                                                                               | 0.33                                                                   | 0.33                                              |
| Tetra Tech, Inc.                        | 19.67                                                          | 18.33                                                                                                              | 19                                                                     | 17.67                                             |
| Thompson<br>Consulting Services,<br>LLC | 19.33                                                          | 18                                                                                                                 | 19.67                                                                  | 17.67                                             |
| Witt O'Brien's, LLC                     | 19.67                                                          | 18.67                                                                                                              | 19.33                                                                  | 19.33                                             |

Cost Evaluation for RFP 23-ES-10 Emergency Debris Monitoring Services

| Job Title                        | Values from Hurricane Ian<br>Debris Monitor Contractor,<br>Billed Hours by Job Title (Hrs) |                 | Disaster Program &<br>Operations Inc. |                      | Sunshine<br>Enterprise<br>USA LLC |                  | Thompson<br>Consulting<br>Services, LLC |              | Witt O'Brien's, LLC |  |
|----------------------------------|--------------------------------------------------------------------------------------------|-----------------|---------------------------------------|----------------------|-----------------------------------|------------------|-----------------------------------------|--------------|---------------------|--|
|                                  |                                                                                            | DebrisTech, LLC |                                       | Rostan Solutions LLC |                                   | Tetra Tech, Inc. |                                         |              |                     |  |
| Project Manager                  | 849                                                                                        | \$55.00         | \$95.00                               | \$90.00              | \$80.55                           | \$72.00          | \$64.00                                 | \$69.00      |                     |  |
| Field Supervisor                 | 1,111.50                                                                                   | \$45.00         | \$40.00                               | \$48.00              | \$47.11                           | \$44.00          | \$45.00                                 | \$49.00      |                     |  |
| Loading Site Monitors            | 3,071.50                                                                                   | \$39.50         | \$32.00                               | \$36.00              | \$40.38                           | \$34.00          | \$36.00                                 | \$34.50      |                     |  |
| TDSRS Monitors                   | 1,898.00                                                                                   | \$39.50         | \$32.00                               | \$36.00              | \$42.35                           | \$-              | \$-                                     | \$-          |                     |  |
| Disposal Site Tower Monitors     | 288.5                                                                                      | \$39.50         | \$32.00                               | \$36.00              | \$40.55                           | \$34.00          | \$35.00                                 | \$34.50      |                     |  |
| Roving Monitors                  |                                                                                            | \$-             | \$35.00                               | \$42.00              | \$44.32                           | \$-              | \$-                                     | \$-          |                     |  |
| Operations Manager               | 777.75                                                                                     | \$45.00         | \$85.00                               | \$80.00              | \$51.82                           | \$64.00          | \$-                                     | \$55.00      |                     |  |
| Data Manager                     | 332                                                                                        | \$-             | \$65.00                               | \$75.00              | \$45.12                           | \$55.00          | \$50.00                                 | \$55.00      |                     |  |
| Administrative Assistant         | 84.5                                                                                       | \$-             | \$31.00                               | \$33.00              | \$30.21                           | \$30.00          | \$-                                     | \$-          |                     |  |
| Net based on hours for job title |                                                                                            | \$229,432.50    | \$232,635.00                          | \$250,722.00         | \$256,475.56                      | \$224,274.00     | \$225,025.00                            | \$228,964.50 |                     |  |
| Lowest Cost Proposed             |                                                                                            | \$224,274.00    | \$224,274.00                          | \$224,274.00         | \$224,274.00                      | \$224,274.00     | \$224,274.00                            | \$224,274.00 |                     |  |
| % of Low                         |                                                                                            | 97.75%          | 96.41%                                | 89.45%               | 87.44%                            | 100.00%          | 99.67%                                  | 97.95%       |                     |  |
| Multiplier                       |                                                                                            | 20              | 20                                    | 20                   | 20                                | 20               | 20                                      | 20           |                     |  |
| <b>TOTAL POINTS ASSIGNED</b>     |                                                                                            | <b>20</b>       | <b>19</b>                             | <b>18</b>            | <b>17</b>                         | <b>20</b>        | <b>20</b>                               | <b>20</b>    |                     |  |