Southeast Rural Community Assistance Project, Inc.

CITY OF CHIPLEY

Engineering Services – Design, Planning, Preliminary Engineering
RFQ No. 2026-01

Scope of Services

The purpose of this Request for Qualifications will be for various road construction and other City projects. The projects may include roadway construction, structural engineering, water/wastewater, development and redevelopment, design tasks, engineering assessments, disaster recovery efforts and other services, as required.

The City of Chipley is seeking to retain the services of a consultant firm with experience in Engineering Design, Planning, Preliminary Engineering, as well as Construction and Engineering Inspection Services on a Continuing Contract basis.

Consultant Firms must demonstrate expertise in the following areas as applicable to the submittal:

- Preparation or interpretation of bid documents, drawing, and specifications
- Knowledge of FDOT standards, plans and specifications
- Coordination of the design and bidding processes
- Knowledge of applicable State and Federal Laws and regulations Permitting requirements and other applicable agency requirements Timely and accurate reporting and/or approval of invoicing
- Knowledge of FDOT, FAA, CDBG, USDA, DEO and Other Program requirements
- Asphalt mix designs
- Concrete mix designs
- Storm water design, calculations, and analysis
- Asphalt and concrete placement Traffic Signals and lighting
- Program management Planning Environmental

Services to be performed may include, but not be limited to: prepare design drawings and specifications, prepare reports and studies, conduct planning activities, prepare and submit weekly reports of consultants' activities and time, verify and ensure that design packages, reports and records are submitted on schedule and are accurate, attend design and construction meetings and coordinate with county, prepare meeting minutes, coordinate with utilities for design and construction, coordinate with property owners for right of way design, review and approve submittals and shop drawings, verify and approve As-Built drawings, verify quantities, and other activities as needed to complete the engineering or as directed by the City Administrator or as needed to complete the various projects.

Company/Firm shall be FDOT pre-qualified as applicable to perform the services required under this contract and shall meet all requirements of the City.

The City of Chipley encourages small, minority and disadvantaged business enterprises to respond to this solicitation. Consultants are further encouraged to utilize sub consultants from one of these enterprises.

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name: Alday-Howell

Proposal Requirements	Attached
Cover Sheet – 1 page	Yes – 2 pgs
Executive Summary – 3 pages	No
Firm qualifications and capabilities – 5 pages	Yes – 3 pgs
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	Yes – 2 pgs
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: Page numbers are not as asked. Cover sheet and executive summary could be interchanged. There's no title.

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Alday-Howell

Committee Member: Rachel Howard

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	15	Qualifications listed include transportation, water/wastewater, stormwater, funding coordination. They are missing an executive summary
2	Abilities to Provide Required Scope of Service	20	15	Staff close by in Marianna. Individual availability not listed. Some third party staff listed.
3	Client References	20	14	
4	Engineering Experience on Similar Projects	20	19	Mostly roadway experience under employees but form experience includes water and wastewater projects. Local, recent projects and similar community sizes listed.
5	Overall Presentation	20	12	Dividers nor table of contents provided so harder to follow. Pages not provided according to proposal requirements.
	Total Points:	100	75	

Rachel Howard (Aug 28, 2026 12:36:57 EDT)

Committee Member Signature

08/28/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name: Alday-Howell Engineering

Proposal Requirements	Attached
Cover Sheet – 1 page	Yes
Executive Summary – 3 pages	no
Firm qualifications and capabilities – 5 pages	Yes (3)
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	Yes
Client references for similar projects (# of Letters of Reference) – 1 page	Yes
Experience on similar projects – 5 pages	Yes (2)
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: Office located in Marianna (less than a half hour away) / no letters of reference but did contact 4 of the references

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Alday-Howell Engineering, Inc.

Committee Member: Melissa Cruz

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	17	No executive summary
2	Abilities to Provide Required Scope of Service	20	18	Didn't see any notation on FAA or DEO knowledge
3	Client References	20	14	2 responses
4	Engineering Experience on Similar Projects	20	19	
5	Overall Presentation	20	18	
	Total Points:	100	86	

Melissa Cruz

Committee Member Signature

8/26/26

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:
Anchor Consulting Engineering and Inspection, Inc.

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes / didn't provide copy of COI
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	yes

Comments: DBE Certified / SBA Women Owned Small Business / no letters of reference - contacted 3 references / located in Panama City – 1 hour / have worked with Chipley on various projects in the past

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Anchor Consulting Engineering and Inspection, Inc.

Committee Member: Melissa Cruz

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	20	
3	Client References	20	18	One of the references had experience with just roadway
4	Engineering Experience on Similar Projects	20	20	
5	Overall Presentation	20	20	
	Total Points:	100	98	

Melissa Cruz

Committee Member Signature

8/26/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:

Proposal Requirements	Attached
Cover Sheet – 1 page	Yes
Executive Summary – 3 pages	Yes
Firm qualifications and capabilities – 5 pages	Yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	Yes
Client references for similar projects (# of Letters of Reference) – 1 page	Yes
Experience on similar projects – 5 pages	Yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes/ didn't provide copy
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: _____

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Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Anchor CEI

Committee Member: Jordan Woodall

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	20	
3	Client References	20	18	One of the references had experience with just roadway
4	Engineering Experience on Similar Projects	20	20	
5	Overall Presentation	20	20	
	Total Points:	100	98	

Jordan Woodall

Committee Member Signature

8/24/26

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:
Ardurra

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	yes (see comments)

Comments: over 25 professionals in the Panama City / Fort Walton Beach area / missing Anti-Kickback Affidavit; Disclosure of Lobbying Activities

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Ardurra

Committee Member: Melissa Cruz

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	19	No mention of FAA / DEO
3	Client References	20	19	2 out of the 3 references only mentioned water/wastewater projects
4	Engineering Experience on Similar Projects	20	20	
5	Overall Presentation	20	19	Missing 2 affidavits
	Total Points:	100	97	

Melissa Cruz

Committee Member Signature

8/28/26

Date

Engineering Firm Name: Ardurra

Proposal Requirements	Attached
Cover Sheet – 1 page	Yes
Executive Summary – 3 pages	Yes
Firm qualifications and capabilities – 5 pages	Yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	Yes
Client references for similar projects (# of Letters of Reference) – 1 page	Yes
Experience on similar projects – 5 pages	Yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: _____

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Scoring Committee
RFQ Score Form

Engineering Firm Name: Ardurra

Committee Member: Rachel Tyler

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	19	
3	Client References	20	19	
4	Engineering Experience on Similar Projects	20	19	
5	Overall Presentation	20	20	
	Total Points:	100	97	

Rachel Tyler (Aug 12, 2026 11:27:13 EDT)

Committee Member Signature

08/12/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:
DHM Melvin Engineering

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	yes

Comments: offices in Marianna and Tallahassee

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: DHM Melvin Engineering

Committee Member: Melissa Cruz

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	20	
3	Client References	20	19	One of the references mentioned DHM only worked on water/wastewater.
4	Engineering Experience on Similar Projects	20	19	
5	Overall Presentation	20	19	
	Total Points:	100	97	

Melissa Cruz

Committee Member Signature

8/26/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name: Melvin Engineering

Proposal Requirements	Attached
Cover Sheet – 1 page	Yes
Executive Summary – 3 pages	Yes
Firm qualifications and capabilities – 5 pages	Yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	Yes – 9 pgs
Client references for similar projects (# of Letters of Reference) – 1 page	Yes
Experience on similar projects – 5 pages	Yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: _____

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Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Melvin Engineering

Committee Member: Rachel Howard

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	19	Diverse experience in different areas including stormwater, water/wastewater, and roadways.
2	Abilities to Provide Required Scope of Service	20	19	Staff are located in Marianna, and expected project schedules were provided.
3	Client References	20	19	
4	Engineering Experience on Similar Projects	20	20	Provided examples were mostly in similar size to the City of Chipley.
5	Overall Presentation	20	20	Requested format was followed and easy to read.
	Total Points:	100	97	

Rachel Howard (Aug 28, 2026 10:48:59 EDT)

Committee Member Signature

08/28/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:
Fisher Arnold

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	no
Firm qualifications and capabilities – 5 pages	no
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	no
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	yes

Comments: Located in Chipley & Tallahassee / References do not reflect similar projects / No resumes just shows project experience for personnel (licenses were attached); majority of project experience was roadway; Planning Director worked with Chipley in establishing a Redevelopment Master Plan

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Fisher Arnold

Committee Member: Melissa Cruz

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	18	6 sub consultants / roadway work / Florida & Tennessee
2	Abilities to Provide Required Scope of Service	20	18	
3	Client References	20	18	References attached don't reflect scope of services / one of them gave high praise for roadway construction and structural engineering
4	Engineering Experience on Similar Projects	20	17	
5	Overall Presentation	20	17	
	Total Points:	100	88	

Melissa Cruz

Committee Member Signature

8/26/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	Yes but I cant really tell where one starts and finishes to ay if it meets this
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	Yes/ 9 pages
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: _____

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Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Fisher Arnold

Committee Member: Jordan Woodall

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	18	Mostly Road
3	Client References	20	18	
4	Engineering Experience on Similar Projects	20	18	Mostly FDOT
5	Overall Presentation	20	18	I couldn't tell what section was what.
	Total Points:	100	92	

Jordan Woodall — **Committee Member Signature**

8/26/26 — **Date**

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:
Gude Management Consulting

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes (3 pages)
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	yes / COI shows insured domiciled in GA
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	yes (see comments)

Comments: Georgia based firm with office in Chipley / Sworn statement wasn't checked off / Anti-Kickback Affidavit and Non-Collusive Affidavit – State of Georgia

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Gude Management Consulting

Committee Member: Melissa Cruz

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	19	3 sub-consultants / Domiciled in GA
2	Abilities to Provide Required Scope of Service	20	19	
3	Client References	20	8	References provided were transportation related. / Two of the references replied ‘n/a’ for the types of projects listed in the Scope of Services.
4	Engineering Experience on Similar Projects	20	18	
5	Overall Presentation	20	20	
	Total Points:	100	84	

Melissa Cruz

Committee Member Signature

8/26/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name: GUDE

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	Yes but only 3 pages
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	Yes but only 7 pages
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	Yes but only 3 pages
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	yes

Comments: _____

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Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: GUDE

Committee Member: Rachel Tyler

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	20	
3	Client References	20	8	References provided were transportation related. / Two of the references replied 'n/a' for the types of projects listed in the Scope of Services. PER MELISSA CRUZ
4	Engineering Experience on Similar Projects	20	20	
5	Overall Presentation	20	20	They have a local office in Chipley!
	Total Points:	100	88	

Rachel Tyler (Aug 26, 2026 09:11:17 EDT)

Committee Member Signature

08/26/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name: Inovia

Proposal Requirements	Attached
Cover Sheet – 1 page	Yes
Executive Summary – 3 pages	Yes – 2 pgs
Firm qualifications and capabilities – 5 pages	Yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	Yes
Client references for similar projects (# of Letters of Reference) – 1 page	Yes
Experience on similar projects – 5 pages	Yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: _____

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Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Inovia

Committee Member: Rachel Howard

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	18	Mention of Roadways, Stormwater, and utility. Diversity of direct staff.
2	Abilities to Provide Required Scope of Service	20	15	Mostly mention design of projects under staff. No availability listed for staff.
3	Client References	20	13	
4	Engineering Experience on Similar Projects	20	17	Mainly larger communities but good diversity of project activity
5	Overall Presentation	20	20	Presentation was easy to follow and sufficient
	Total Points:	100	83	

Rachel Howard (Aug 28, 2026 11:54:35 EDT)

Committee Member Signature

08/28/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:
Inovia Consulting Group

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	Yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes (see comments)

Comments: Office in Marianna / Did not sign the document confirming the understanding of the conditions set on RFQ.

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Inovia Consulting Group

Committee Member: Melissa Cruz

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	25+ years' experience in N. Florida / FDOT qualified
2	Abilities to Provide Required Scope of Service	20	19	
3	Client References	20	13	Received 2 references
4	Engineering Experience on Similar Projects	20	19	
5	Overall Presentation	20	20	
	Total Points:	100	91	

Melissa Cruz

Committee Member Signature

8/26/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:
LJA Engineering

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	no
Firm qualifications and capabilities – 5 pages	Yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: Office in Tallahassee / there is a letter of introduction of 2 pages, perhaps considered the executive summary but at the # of required pages

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: LJA Engineering

Committee Member: Melissa Cruz

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	18	Company founded in 1972 / There is a letter of introduction of 2 pages, perhaps considered the executive summary but at the # of required pages / Areas of expertise: Public Works / Transportation / land development / Energy / Surveying
2	Abilities to Provide Required Scope of Service	20	19	Core capabilities: water/wastewater / stormwater mngmt / roadway / structural engineering / surveying / CEI
3	Client References	20	20	Jordan Woodall requested
4	Engineering Experience on Similar Projects	20	18	Didn't see roadway construction, disaster recovery in the similar projects they presented. Strong water/wastewater & stormwater
5	Overall Presentation	20	20	
	Total Points:	100	95	

Melissa Cruz

Committee Member Signature

8/28/26

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:

Proposal Requirements	Attached
Cover Sheet – 1 page	Yes
Executive Summary – 3 pages	Yes
Firm qualifications and capabilities – 5 pages	Yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	Yes
Client references for similar projects (# of Letters of Reference) – 1 page	Yes
Experience on similar projects – 5 pages	Yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence Y • General Liability – CSL $1,000,000 per occurrence Y • Business Auto Liability – CSL $200,000 per occurrence Y • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease Y	Yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: LJA meets all of the fore mentioned requirements.

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: LJA

Committee Member: Jordan Woodall

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	LJA seems to fit all of the requirements
2	Abilities to Provide Required Scope of Service	20	20	
3	Client References	20	20	
4	Engineering Experience on Similar Projects	20	20	
5	Overall Presentation	20	20	Was easy to read and followed the amount of pages that were asked for
	Total Points:	100	100	

Jordan Woodall

Committee Member Signature

8/24/26

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name: Metric

Proposal Requirements	Attached
Cover Sheet – 1 page	Yes
Executive Summary – 3 pages	Yes
Firm qualifications and capabilities – 5 pages	Yes- 4 pages
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	Yes
Client references for similar projects (# of Letters of Reference) – 1 page	Yes
Experience on similar projects – 5 pages	Yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: Metric seems to work with larger projects such as those in Miami-Dade, Brevard and Lake County.

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Metric

Committee Member: Rachel Tyler

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	15	
3	Client References	20	13	
4	Engineering Experience on Similar Projects	20	15	
5	Overall Presentation	20	18	
	Total Points:	100	81	

Rachel Tyler (Aug 12, 2026 14:37:38 EDT)

Committee Member Signature

08/12/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:
Metric

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	Yes (4 pages)
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: Office in Chipley

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Metric

Committee Member: Melissa Cruz

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	50 years experience
2	Abilities to Provide Required Scope of Service	20	18	No FAA and DEO
3	Client References	20	13	Rachel Tyler requested
4	Engineering Experience on Similar Projects	20	18	
5	Overall Presentation	20	19	
	Total Points:	100	88	

Melissa Cruz

Committee Member Signature

8/26/26

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:
Mott MacDonald

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	Yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	no copy of COI
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: Office in Chipley / copies of licenses were attached but no Cert of Insurance (Contents page shows Insurance is on page 23, although wasn't attached)

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Mott MacDonald

Committee Member: Melissa Cruz

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	19	50+ years in business
2	Abilities to Provide Required Scope of Service	20	19	Didn't find disaster recovery in their proposal
3	Client References	20	16	RH requested
4	Engineering Experience on Similar Projects	20	20	
5	Overall Presentation	20	19	Certificate of Insurance missing
	Total Points:	100	93	

Melissa Cruz

Committee Member Signature

8/28/26

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name: Mott MacDonald

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes but no COI included
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: Cover sheet is not a traditionally formatted cover sheet

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Mott MacDonald

Committee Member: Rachel Howard

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	18	Experience listed includes Chipley currently with a variety of activities. Other experience listed is with slightly larger communities.
2	Abilities to Provide Required Scope of Service	20	16	Local Chipley staff however staff availability not explicitly listed
3	Client References	20	16	
4	Engineering Experience on Similar Projects	20	16	Large portion of similar detailed project activity is larger communities, but Chipley is listed. No dates for specific projects under communities with current continuing agreements.
5	Overall Presentation	20	19	Easy to read and follow. COI not provided.
	Total Points:	100	85	

Rachel Howard (Aug 28, 2026 10:35:56 EDT)

Committee Member Signature

08/28/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:
Neel Schaffer

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	yes

Comments: Office in Chipley /

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Neel Schaffer

Committee Member: Melissa Cruz

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	19	Founded in 1983
2	Abilities to Provide Required Scope of Service	20	18	
3	Client References	20	0	JW requested
4	Engineering Experience on Similar Projects	20	19	CEI / storm water / roadway / water / roadway *didn't find disaster recovery
5	Overall Presentation	20	20	
	Total Points:	100	76	

Melissa Cruz

Committee Member Signature

8/26/26

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	yes

Comments: _____

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Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Neel Shaffer

Committee Member: Jordan Woodall

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	18	Stormwater and Roads look very covered. The other requirements not so much.
3	Client References	20	0	References were invalid. The one who replied said they did not want to answer.
4	Engineering Experience on Similar Projects	20	18	The projects listed are only SW and roads but the continuing projects matrix shows they do more.
5	Overall Presentation	20	20	
	Total Points:	100	76	

Jordan Woodall

Committee Member Signature

8/25/26

Date

Engineering Firm Name: North Florida Professional Services

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	yes

Comments: Lots of similar projects listed. Strong application.

Scoring Committee
RFQ Score Form

Engineering Firm Name: **North Florida Professional Services**

Committee Member: Rachel Tyler

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	20	
3	Client References	20	19	93 and 100. No more were received after repeated attempts.
4	Engineering Experience on Similar Projects	20	20	
5	Overall Presentation	20	20	
	Total Points:	100	98	

Rachel Tyler (Aug 25, 2026 13:56:15 EDT)

Committee Member Signature

08/25/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:
North Florida Professional Services Inc.

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	yes

Comments: Offices in Lake City, Jacksonville, Panama City, Tallahassee

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: North Florida Professional Services

Committee Member: Melissa Cruz

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	Firm rebranded in 2010 as NFPS. Numerous CEI relationships
2	Abilities to Provide Required Scope of Service	20	20	Experience in all facets of scope of services
3	Client References	20	19	RT requested
4	Engineering Experience on Similar Projects	20	20	
5	Overall Presentation	20	20	Excellent
	Total Points:	100	99	

Melissa Cruz

Committee Member Signature

8/26/26

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name: Panhandle Engineering

Proposal Requirements	Attached
Cover Sheet – 1 page	Yes – 2 pgs
Executive Summary – 3 pages	No
Firm qualifications and capabilities – 5 pages	Yes – 3 pgs
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	Yes – 7 pgs
Client references for similar projects (# of Letters of Reference) – 1 page	No
Experience on similar projects – 5 pages	Yes – 10 pgs
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	No – COI was blank
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: _____

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Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Panhandle Engineering

Committee Member: Rachel Howard

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	17	Strengths appear to be water/wastewater with some stormwater and roadways.
2	Abilities to Provide Required Scope of Service	20	18	Staff are located in Lynn Haven. Diversity of staff but smaller firm.
3	Client References	20	13	
4	Engineering Experience on Similar Projects	20	18	Most work was performed on larger communities.
5	Overall Presentation	20	12	Requested format not followed well and the presentation wasn't organized clearly.
	Total Points:	100	78	

Rachel Howard (Aug 28, 2026 12:25:20 EDT)

Committee Member Signature

08/28/2026

Date

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	no
Experience on similar projects – 5 pages	Longer than 5 pages
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Incomplete, Just professional Liability
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	yes

Comments: _____

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Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Panhandle Engineering

Committee Member: Jordan Woodall

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	20	
3	Client References	20	13	
4	Engineering Experience on Similar Projects	20	20	
5	Overall Presentation	20	17	They are missing items that are in the presentation section.
	Total Points:	100	77	

Jordan Woodall

Committee Member Signature

8/25/26

Date

Engineering Firm Name: Three Notch Group

Proposal Requirements	Attached
Cover Sheet – 1 page	Yes
Executive Summary – 3 pages	Yes
Firm qualifications and capabilities – 5 pages	Yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	Yes- 7 pages
Client references for similar projects (# of Letters of Reference) – 1 page	Yes
Experience on similar projects – 5 pages	Yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: _____

_____

Scoring Committee
RFQ Score Form

Engineering Firm Name: Three Notch Group

Committee Member: Rachel Tyler

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	20	
3	Client References	20	13	**Two references were received out of 4 contacts messaged
4	Engineering Experience on Similar Projects	20	20	
5	Overall Presentation	20	20	
	Total Points:	100	93	

Rachel Tyler (Aug 24, 2026 11:56:56 EDT)

Committee Member Signature

08/24/2026

Date

**** Please note: only 2 references were received out of a total of 4 contacts reached out to. One person responded saying they do not fill out such forms. A fourth contact never replied after several emails sent.**

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name: Three Notch Group

Proposal Requirements	Attached
Cover Sheet – 1 page	Yes
Executive Summary – 3 pages	Yes
Firm qualifications and capabilities – 5 pages	Yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	Yes – 7 pgs
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	Yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	Yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	Yes

Comments: _____

_____

Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Three Notch Group

Committee Member: Rachel Howard

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	17	They contract with another firm for stormwater.
2	Abilities to Provide Required Scope of Service	20	18	Some staff are located in Chipley. General availability listed as open immediately for work.
3	Client References	20	13	
4	Engineering Experience on Similar Projects	20	15	Diverse work experience, but appears heavier on roadways. Does contract with another firm for stormwater. A lot of work performed in AL but with similar communities.
5	Overall Presentation	20	19	Presentation fairly easy to follow. Experience seems fairly diverse.
	Total Points:	100	82	

Rachel Howard (Aug 28, 2026 12:21:53 EDT)

Committee Member Signature

08/28/2026

Date

Engineering Firm Name: VOLKERT

Proposal Requirements	Attached
Cover Sheet – 1 page	YES
Executive Summary – 3 pages	YES BUT ONLY 2 PAGES
Firm qualifications and capabilities – 5 pages	YES
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	YES
Client references for similar projects (# of Letters of Reference) – 1 page	YES
Experience on similar projects – 5 pages	YES
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	YES
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	YES

Comments: very strong application

Scoring Committee
RFQ Score Form

Engineering Firm Name: VOLKERT

Committee Member: RACHEL TYLER

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	20	
3	Client References	20	19	Scores were 93, 97 and 100
4	Engineering Experience on Similar Projects	20	20	
5	Overall Presentation	20	20	
	Total Points:	100	100	

Rachel Tyler (Aug 24, 2026 14:58:18 EDT)

08/24/2026

Committee Member Signature **Date**

Southeast Rural Community Assistance Project, Inc.

Engineering Firm Name:

Proposal Requirements	Attached
Cover Sheet – 1 page	yes
Executive Summary – 3 pages	yes
Firm qualifications and capabilities – 5 pages	yes
Qualifications, resumes, certifications, and licenses of proposed professional personnel – 8 pages	yes
Client references for similar projects (# of Letters of Reference) – 1 page	yes
Experience on similar projects – 5 pages	yes
Evidence of registration and insurance - 2 pages Certificate of Insurance should include minimum: • Professional Liability Insurance - $250,000 CSL per occurrence • General Liability – CSL $1,000,000 per occurrence • Business Auto Liability – CSL $200,000 per occurrence • Workers' Compensation - $100,000 each accident / $100,000 each employee / $500,000 policy limit for disease	yes
Affidavits and acknowledgements as provided in RFQ (pages 13 – 26)	yes

Comments: _____

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Southeast Rural Community Assistance Project, Inc.

Scoring Committee
RFQ Score Form

Engineering Firm Name: Volkert

Committee Member: Jordan Woodall

	Evaluation Criteria	Max Points	Points Awarded	Comments
1	Company / Firm Qualifications and Experience	20	20	
2	Abilities to Provide Required Scope of Service	20	20	
3	Client References	20	19	
4	Engineering Experience on Similar Projects	20	20	
5	Overall Presentation	20	20	
	Total Points:	100	99	

Jordan Woodall

Committee Member Signature

8/25/26

Date