



Levy County Board of County Commissioners  
Procurement Department  
310 School Street  
P.O. Box 310  
Bronson, FL 32621  
Phone: 352-486-5218, Ext. 2

June 2, 2022

Re: RFQ\_2022\_001, Committee

Meeting Minutes

Staff in Attendance:

Alice LaLonde, Administrative Coordinator  
Wilbur Dean, County Coordinator  
Matt Weldon, Parks/MQ Director  
Ali Tretheway, Procurement Coordinator

Proposals were reviewed in no particular order.

**1) Kisinger Campo & Associates: Total Score 93 - #2 Firm**

- a. Tab 1 – Alice noted their work availability was really good.
- b. Tab 2 – Multiple years of experience
- c. Tab 3 – Detailed work plan (Maintenance Traffic Plan)
- d. Tab 4 – Various experience and references throughout Florida
- e. Tab 5 – All forms were returned

**2) Florida Transportation Engineering, Inc.: Total Score 67 - #5 Firm**

- a. Tab 1 – Several subconsultants, team is small, availability to Levy County seems lacking.
- b. Tab 2 – Multiple years of experience (may not have the staffing for this particular project).
- c. Tab 3 – a lot of subconsultants, no clear timeline for project or an estimated timeline.
- d. Tab 4 – a lot of projects, but not a lot of references for work that they are doing.
- e. Tab 5 – They had all of their forms and were scored for all; however, two forms were returned to the County not signed (the cover page, and the proposal signature form).

**3) JBrown Professional Group Inc.: Total Score 85 - #3 Firm**

- a. Tab 1 – Organization looks good, availability seems like they may not be able to meet the needs of the County.
- b. Tab 2 – Multiple years of experience.
- c. Tab 3 – Great Work plan
- d. Tab 4 – a lot of experience, Alice questioned what they have done for Levy as it's mentioned in their proposal. Ali answered and told Alice, they were doing some work for both springs for parks for ADA ramps but the contract was without cause terminated.
- e. Tab 5 – All forms were returned.

**4) North Florida Professional Services: Total Score 97 - #1 Firm**



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- a. Tab 1 – Organization looks good, good availability
- b. Tab 2 – Many years of experience, everything done in-house.
- c. Tab 3 – Great work plan
- d. Tab 4 – a lot of experience, no subconsultants
- e. Tab 5 – all forms were returned.

**5) Jones Edmunds & Associates Inc.: Total Score 79 - #4 Firm**

- a. Tab 1 – Organization looks good, subconsultants, availability doesn't seem to be what the County is looking for.
- b. Tab 2 – Several years of experience.
- c. Tab 3 – Work plan is standard, did state that they were going to request additional funding for this project from FDOT.
- d. Tab 4 – a lot of experience, throughout Florida.
- e. Tab 5 – all forms were returned.

**Order of Firms:**

- 1. North Florida Professional Services – 97**
- 2. Kisinger Campo & Associates Inc. – 93**
- 3. JBrown Professional Group Inc. – 85**
- 4. Jones Edmunds & Associates Inc. – 79**
- 5. Florida Transportation Engineering Inc. – 67**