

126 S. 7th Avenue
Wauchula, FL 33873



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July 6, 2026

City of Wauchula
City Commission
126 S. 7th Avenue
Wauchula, FL 33873

Dear City Commissioner:

The Commission recently approved Request for Qualifications (RFQ) 26-01 for CDBG-DR Infrastructure Repair Program (IRP) Grant Administration Services. The RF was subsequently advertised in the Tampa Bay Times, Lakeland Ledger, DemandStar, and posted on the City website. The City received four (4) proposals. The proposers were as follows:

- Craig A. Smith, LLC
- DRMP
- Kimley-Horn
- DCCM

A selection committee comprised of the following City staff met on June 26, 2026, to review the proposals:

- Olivia Minshew, City Manager
- John Eason, Deputy, City Manager
- Stephanie Camacho, City Clerk
- Ward Grims, Director of Project Management and Procurement
- Todd McKinnish, Water/Wastewater Supervisor

Staff's recommendation is to award the Master Consulting Agreement (MCA) to DCCM. The individual staff ranking sheets, as well as the overall bid tabulation sheet, is attached for your review.

Respectfully,

John M. Eason
Deputy City Manager

CITY OF WAUCHULA
RFQ 26-01 Professional Engineering (Project MS015)
Bid Tabulation Sheet

Proposer / Firm Name	Minshew	Eason	Todd	Ward	Stephanie	Score (Max 100 Points)
Craig A. Smith & Associates, LLC	87	80	89	95	75	426
DRMP	80	84	76	91	55	386
Kimley-Horn	93	92	92	98	90	465
DCCM	91	94	95	96	100	476

CITY OF WAUCHULA
RFQ 26-01 Professional Engineering (Project MS015)
Official Evaluation & Ranking Sheet (Total = 100 Points)

Proposer / Firm Name	Firm Information		Proposed Approach &		Experience	References	Score
	& Experience (Max 20 Points)	Staff Qualifications (Max 20 Points)	Project Management Style (Max 20 Points)	(Max 20 Points)	(Max 20 Points)	(Max 20 Points)	(Max 100 Points)
Craig A. Smith & Associates, LLC	16	16	16	15	17	17	80
DRMP	18	17	17	16	16	16	84
Kimley-Horn	20	18	18	18	18	18	92
DCCM (formerly Chastain Skillman)	20	20	18	18	18	18	94

CITY OF WAUCHULA
RFQ 26-01 Professional Engineering (Project MS015)
Official Evaluation & Ranking Sheet (Total = 100 Points)

Proposer / Firm Name	Firm Information & Experience (Max 20 Points)	Staff Qualifications (Max 20 Points)	Proposed Approach & Project Management Style (Max 20 Points)	Experience (Max 20 Points)	References (Max 20 Points)	Score (Max 100 Points)
Craig A. Smith & Associates, LLC	10	20	10	20	15	75
DRMP	10	10	15	10	10	55
Kimley-Horn	20	15	15	20	20	90
DCCM (formerly Chastain Skillman)	20	20	20	20	20	100

Stephanie Amacho 6/26/24

CITY OF WAUCHULA

RFQ 26-01 Professional Engineering (Project MS015)
Official Evaluation & Ranking Sheet (Total = 100 Points)

Proposer / Firm Name	Firm Information & Experience (Max 20 Points)	Staff Qualifications (Max 20 Points)	Proposed Approach & Project Management Style (Max 20 Points)	Experience (Max 20 Points)	References (Max 20 Points)	Score (Max 100 Points)
Craig A. Smith & Associates, LLC	20	20	15	20	20	95
DRMP	20	20	18	18	15	91
Kimley-Horn	20	20	20	18	20	98
DCCM (formerly Chastain Skillman)	20	20	20	18	18	96

6/26/26

W. Odell

CITY OF WAUCHULA

**RFQ 26-01 Professional Engineering (Project MS015)
Official Evaluation & Ranking Sheet (Total = 100 Points)**

Proposer / Firm Name	Firm Information		Proposed Approach &		Experience	References	Score (Max 100 Points)
	& Experience (Max 20 Points)	Staff Qualifications (Max 20 Points)	Project Management Style (Max 20 Points)	Project Management Style (Max 20 Points)			
Craig A. Smith & Associates, LLC	13	20	16	19	19	19	87
DRMP	14	15	18	16	17	17	80
Kimley-Horn	20	15	18	20	20	20	93
DCCM (formerly Chastain Skillman)	20	12	20	19	20	20	91

Olivia munshew
6/26/26