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MEMORANDUM

To: Mark McQueen, City Manager
From: Jennifer Aldridge, Disaster Recovery Project Manager
Date: April 1, 2022
Re: RFP No. PC22-015 Debris Management and Removal Services

The City received eleven (11) proposals for “Debris Management and Removal Services” that were properly submitted during the applicable timeframe for consideration – Crowder Gulf, Ashbritt, Inc., Kaiser Kane, T.F.R., KDF Enterprises LLC, Terry Tree Service, LLC, D&J Enterprises, Phillips & Jordan, DRC Emergency Services, Ceres Environmental Services, & Southern Disaster Recovery, LLC.

On Wednesday, March 2, 2022, at 10:30am the selection committee met to discuss the top four (4) lowest priced Debris Management and Removal Services’ proposals after eliminating the other seven (7) for price.

The following comprised the Selection Committee: Jennifer Aldridge (Disaster Recovery Project Manager), Shane Daugherty (Environmental Service Manager), Robert Nix (Superintendent Solid Waste), and Clint Murphy (Capital Project Engineer). Also in attendance was Natalie McSwane (Burke Blue) who attended as legal advisor and not as a selection committee member.

The Request for Proposal (“RFP”) for this project was publicly posted on The City of Panama City’s website, Dodge Data & Analytics at construction.com, GovDirections.com, BidNet.com and the News Herald. A pre-bid meeting was held on January 26, 2022 with seven (7) potential proposers attending in-person & four (4) potential proposer attending by Zoom.

The Selection Committee reviewed the remaining four (4) Proposals in accordance with the selection criteria listed in the RFP. All Proposals met the minimum qualifications outlined in the RFP. Crowder Gulf's proposal was ranked above the others for the following reasons:

- **Qualifications and Experience:** Crowder Gulf demonstrated in its proposal that as a firm, it has over 50 years of **direct** experience with past Debris Management and Removal for declared disasters. This direct experience confirmed that in comparison with the other submittals, Crowder Gulf had far more direct experience which relates to the requested services for the City regarding Debris Management and Removal for declared disasters.
- **Technical Plan:** Crowder Gulf had an extensive technical plan for their operations when compared to other proposers.
- **Financial Capability:** Crowder Gulf appears to meet the financial capability as required.
- **Past performance with other governmental entities or the City:** Crowder Gulf has a good reputation with other governmental entities such as Bay County and the City of Panama City. Further, the City of Panama City was highly satisfied with Crowder Gulf's past performance during Hurricane Michael debris removal and management.
- **Price:** Lowest comparative bid

The Selection Committee discussed the top four (4) proposals and, after carefully considering the Proposals, the Selection Committee ranked them in the following order:

1. Crowder Gulf
2. Phillips & Jordan
3. D&J Enterprises
4. Ashbritt, Inc.

The Selection Committee recommends negotiating a contract with Crowder Gulf to act as the primary contractor during a declared disaster and to negotiate secondary contracts with Phillips & Jordan, D&J Enterprises, and Ashbritt, Inc, should Crowder Gulf be unable to respond during a declared disaster.

Each proposal is attached for your review and consideration. If you agree with the Selection Committee's recommendation, we will reach out to the top four (4) firms selected prior to submitting to the City Commission for the April 12, 2022 Commission Meeting.