City of Jacksonville, Florida

Lenny Curry, Mayor

Employee Services Department
City Hall
117 West Duval Street, Suite 100
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

Date: January 10, 2020

MEMORANDUM

TO: Gregory W. Pease, Chairman
Professional Services Evaluation Committee (PSEC)

FROM: Tammy Emmons, Manager of Personnel Services
Employee Services Department

Subject: **P-06-19 Consultant Services for the Development, Administration, & Grading of Promotional Examinations for JFRD**

The subcommittee received three (3) proposals for the **Consultant Services for Development, Administration & Grading of Promotional Examinations for JFRD** and found all to be responsive, interested, qualified and available to provide the services required by the Request for Proposal (RFP).

The proposals were evaluated using the selection criteria outlined in the Purchasing Code as augmented by the RFP.

Based on the above, the following firms listed alphabetically were determined to be the most qualified of those submitting proposals. The ranking of first, second and third, designates the order of qualification of these firms to perform the required services:

2) Ergometrics and Applied Personnel Research, Inc.
1) Industrial/Organizational Solutions, Inc.
3) Morris & McDaniel, Inc.

Please advise us when this item is placed on your agenda so we may be present. After a full committee review we request that this item is sent to the Mayor's Office for final decision

Attachment(s): Scoring Matrix

Evaluation Matrix

EVALUATION SCALE

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QUALIFIED EXTREMELY QUALIFIED

PROJECT NO. **P-06-19** AVERAGE

PROJECT TITLE: **Consultant Services for Development, Administration & Grading of Promotional Examinations**

FIRM	COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE COMPLIANCE WITH PLANS	PAST & PRESENT RECORD OF PROFESSIONAL ACCOMPLISHMENTS	PROXIMITY TO PROJECT	Past & Present Demonstrated Commitment to Small & Minority Businesses & Contributions Toward A Diverse Market Place	ABILITY TO DESIGN AN APPROACH AND WORK PLAN	Quotation of Rates, Fees or Charges	VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCIES	OVERALL
MAXIMUM POINTS ASSESSED	10	10	10	10	10	10	10	10	10	10	**100**
ERGOMETRICS	**9.00**	**9.00**	**9.00**	**8.00**	**7.50**	**5.50**	**8.50**	**9.50**	**9.50**	**7.00**	**82.50**
Industrial/Organizational Solutions, Inc. (IOS)	**10.00**	**10.00**	**10.00**	**8.50**	**9.00**	**7.50**	**8.50**	**9.50**	**9.50**	**5.50**	**88.00**
MORRIS & McDANIEL	**8.50**	**8.50**	**6.50**	**9.50**	**9.50**	**8.50**	**8.50**	**10.00**	**2.50**	**10.00**	**82.00**