



DEPARTMENT OF HEALTH AND HUMAN SERVICES

621 W. JEFFERSON STREET ♦ BROOKSVILLE, FLORIDA 34601

P 352.540.4338 F 352.540.4339 ♦ W www.hernandocounty.us/healthandhumanservices

Memorandum

TO: Erin Kluis Briggs, Procurement Coordinator – Special Projects

FROM: Veda Ramirez, Housing and Supportive Services Director

Date: March 4, 2024

SUBJECT: 24-RFPG00576/EK Consulting Services for HUD/CDBG Citizen Participation Plan and 2024-2026 Consolidated Plan

The Peer Review Committee (PRC) met on March 4, 2024, to review proposals from four (4) proposing firms and has completed ranking of the respondent's proposals for RFP 24-RFPG00576/EK Consulting Services for HUD/CDBG Citizen Participation Plan and 2024-2026 Consolidated Plan.

The Committee consisted of:

Veda Ramirez, Housing and Supportive Services Director
Scott Herring, Department of Public Works Director
Haydee Padin Alvarez, Community Development Specialist
Helen Gornes, Grants Compliance Analyst

The firms were ranked in order as follows:

	Points (maximum score 100):
1. Florida Housing Coalition	92.5
2. Wade Trim, Inc.	83.0
3. Chrysalis Research & Consultant LLC	52.8
4. Blue Assent Consultant LLC	22.3

Staff requests the Procurement Department move forward with the above top ranked firm.