



City of Hollywood  
Procurement Services

Otis Thomas, Interim Director/Chief Procurement Officer  
2600 Hollywood Boulevard, Hollywood, FL 33020

**EVALUATION TABULATION**

RFQ (CCNA Proj) No. RFQ-065-24-JJ

Floodplain Management Plan Update

RESPONSE DEADLINE: April 10, 2024 at 3:00 pm

Report Generated: Wednesday, May 1, 2024

**PHASE 1**

**EVALUATORS**

Name	Title
Clarissa Ip	City Engineer
Christopher Roschek	Chief Resiliency Officer
James Rusnak	Floodplain Development Administrator
Alicia Vereas-Feria	Floodplain Development Review Administrator

**EVALUATION CRITERIA**

Criteria	Scoring Method	Weight (Points)
Firms Qualification and Experience	Points Based	30 (28.6% of Total)

Description:

Overall approach, similar project experience and project management

Criteria	Scoring Method	Weight (Points)
Organizational Profile and Project Team Qualifications	Points Based	25 (23.8% of Total)

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Description:

Professional experience and qualifications of team members

Criteria	Scoring Method	Weight (Points)
Approach to Scope of Work	Points Based	25 (23.8% of Total)

Description:

Understanding City's needs, goals and objectives, overview of proposed vision, ideas, and methodology, as it relates to meeting project budget and timeline for completion.

Criteria	Scoring Method	Weight (Points)
Volume of Work	Points Based	10 (9.5% of Total)

Description:

Compacity and availability to complete this project. Recent, current, and projected workloads of the firms; and the volume of work previously awarded to each firm by the agency,

Criteria	Scoring Method	Weight (Points)
Past Performance - References	Points Based	10 (9.5% of Total)

Description:

Provide at least three references, preferably from Government entities, for completed projects with similar Scope contained in this RFQ.

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Criteria	Scoring Method	Weight (Points)
Small, Minority, Veteran, and Woman-Owned Business	Points Based	5 (4.8% of Total)

Description:

An additional five (5) bonus points will be awarded to Respondent's that provide documentation demonstrating that the Respondent's company is certified as a small, minority, veteran, or woman-owned business and has a formal business designation and/or certifications provided by local or State governments that meet the criteria. The company must have full-time employees located in this state, a permanent place of business located in this state, and is a firm which is at least 51 percent-owned by a minority, veteran, or woman, as applicable. Note: This criterion will be administratively scored by the Office of Procurement.

### AGGREGATE SCORES SUMMARY

Vendor	Clarissa Ip	Christopher Roschek	James Rusnak	Alicia Vereas-Feria	Total Score (Max Score 105)
Tetra Tech, Inc.	92	100	98	95	96.25
KEITH	78	79	87	84	82
Brizaga, Inc.	82	87	63	88	80

### VENDOR SCORES BY EVALUATION CRITERIA

Vendor	Firms Qualification and Experience Points Based 30 Points (28.6%)	Organizational Profile and Project Team Qualifications Points Based 25 Points (23.8%)	Approach to Scope of Work Points Based 25 Points (23.8%)	Volume of Work Points Based 10 Points (9.5%)	Past Performance - References Points Based 10 Points (9.5%)	Small, Minority, Veteran, and Woman-Owned Business Points Based 5 Points (4.8%)	Total Score (Max Score 105)
Tetra Tech, Inc.	29.5	25	23.8	8.3	9.8	0	96.25
KEITH	22.3	19	20.3	7.5	8	5	82
Brizaga, Inc.	21.8	19.3	18.8	7.8	7.5	5	80

## INDIVIDUAL PROPOSAL SCORES

### Brizaga, Inc.

#### Firms Qualification and Experience | Points Based | 30 Points (28.6%)

##### Clarissa Ip: 22

New to floodplain management plan but is currently also working on the City's Stormwater Master Plan and a CFM on board. On team is CDM Smith with over 75 years and Biscayne Engineering with over 125 years in the engineering business. Firm consists of 11 employees with office in Fort Lauderdale and Tampa. Brizaga is a certified small business with Broward County with CDM Smith and Biscayne Engineering as larger firms with CDM Smith having over 6,246 employees and Biscayne Engineering having 51 employees. Experiences consists of stormwater, resilience, vulnerability assessments throughout Florida. Had done similar project for Key Biscayne, Miami Beach, North Bay Village, Tampa Bay and Tampa.

##### Christopher Roschek: 23

##### James Rusnak: 15

Only have a staff of 11 and been in business for 7 years. their study will rely on partnering with CMD who is currently finishing up our Storm Water Master Plan that includes some storm analysis and sea rise analysis and with Biscayne Engineering with primary experience with surveying.

##### Alicia Vereas-Feria: 27

NO learning curve Worked for COH - Outreach in SWMP

#### Organizational Profile and Project Team Qualifications | Points Based | 25 Points (23.8%)

##### Clarissa Ip: 20

Modeling experience from CDM Smith and Biscayne Engineering. Project Manager is a CFM.

##### Christopher Roschek: 20

##### James Rusnak: 15

Good experience with resilience analysis and state funding but seem to be missing CRS 510 and RLP.

Alicia Vereas-Feria: 22

Young team - 7 years CDM - experienced

#### Approach to Scope of Work | Points Based | 25 Points (23.8%)

Clarissa Ip: 20

Base on data collection, analysis, reporting. Together with public outreach and engagement as well as grant management. Review of city's existing NFIP CRS. Setting city's future CRS goal to Class 4 from a Class 6. Provide hazard modeling. Taking into consideration: FEMA flood zones and existing stormwater system.

Christopher Roschek: 20

James Rusnak: 15

Missing data collection of key repetitive loss properties, good experience with assisting communities developing grant programs to assist homeowners raise properties.

Alicia Vereas-Feria: 20

1 - Adopt SWMP - Credits for Activity 450 2- CDM - SWMM 3 - Integrate Vulnerability Assessment 4 - Pg 78 5 - Section 3

#### Volume of Work | Points Based | 10 Points (9.5%)

Clarissa Ip: 9

Christopher Roschek: 10

James Rusnak: 5

Alicia Vereas-Feria: 7

Brizaga - Limited team size CDM - experienced - did not specify which team member will be dedicated to this project

#### Past Performance - References | Points Based | 10 Points (9.5%)

Clarissa Ip: 6

Seven references were submitted, three of which pertain to work that are not relevant to this RFP. Brizaga: North Bay Village - Excellent reference, 2022-present. Key Biscayne - Excellent reference, 2022-present. Town of Briny Breezes - Excellent reference, 2021-present. CDM Smith: City of Miami - Mostly Excellent, no date for when work was done.

Christopher Roschek: 9

James Rusnak: 8

Past projects included typical flood variability studies, and grant applications, inventory and assessments.

Alicia Vereas-Feria: 7

Brizaga - North Bay Village; Village of Key Biscayne; Town of Briny Breezes - NOT SIMILAR IN SIZE (1/3) CDM - City of Miami

#### Small, Minority, Veteran, and Woman-Owned Business | Points Based | 5 Points (4.8%)

Clarissa Ip: 5

This firm is certified as small business.

Christopher Roschek: 5

James Rusnak: 5

Alicia Vereas-Feria: 5

### KEITH

#### Firms Qualification and Experience | Points Based | 30 Points (28.6%)

Clarissa Ip: 20

Keith has over thirty years of experience in engineering. Team with Taylor Engineering with staff of +/-57. Merchant Strategy, woman owned firm for public involvement. Experience with drainage, stormwater and vulnerability assessment projects in City of Plantation and City of Parkland. Taylor Engineering experience with Broward County floodplain modeling. Merchant Strategy has City of Hollywood projects, i.e. for North Beach utilities undergrounding and police headquarter and Broward County shore protection project.

Christopher Roschek: 20

James Rusnak: 25

I like their approach with regards to timely response and wealth of experience in data collection, modeling, assessments and preparation of final reports. Teaming up with Tylor Engineering, with their expertise in beach, wind wave flood risk management adds strength, and teaming up with Merchants Strategy adds strength with outreach and social media.

Alicia Vereas-Feria: 24

Experienced but not specific to RLAA & FMP Taylor Engineering - Water Resources Merchant Strategy - Outreach / COH PDHQ / Undergrounding - BUT N/A to FMP

#### Organizational Profile and Project Team Qualifications | Points Based | 25 Points (23.8%)

Clarissa Ip: 18

Multiple CFM on the team. Keith Project manager on the project has six years of experience. Taylor Engineering project manager is a water resources engineer with over 25 years of experience.

Christopher Roschek: 18

James Rusnak: 20

Well diversified staff with storm modeling, civil projects CFM's, but internal seem to miss specific experience with CRS 510

Alicia Vereas-Feria: 20

PM - 5 years experience - NO RLAA?

#### Approach to Scope of Work | Points Based | 25 Points (23.8%)

Clarissa Ip: 22

Goal for city to reach Class 5 from the current Class 6 status. Provided a review of current activity scores and where improvements can be made. Included community engagement. Schedule with concurrent tasks taking place. Technology in hydraulic modeling.

Christopher Roschek: 18

James Rusnak: 20

Their approach seems in line with what needs to happen, 2 public outreach meetings, distribution of notices for on line surveys, steer the planning process review existing studies leverage our Stormwater Master Plan with County and Regional. Specific language regarding the repetitive loss analysis will comply with CRS 510. BUT their 32 month timeline exceeds our 18 month.

Alicia Vereas-Feria: 21

- 2011 CRS points comparison - not the latest data - Pg 47 - CRS pts

#### Volume of Work | Points Based | 10 Points (9.5%)

Clarissa Ip: 8

Flexibility to meet time and budget.

Christopher Roschek: 8

James Rusnak: 7

Alicia Vereas-Feria: 7

Have a lot of projects Resources to concentrate & fast track limited and not local

#### Past Performance - References | Points Based | 10 Points (9.5%)

Clarissa Ip: 5

Three references provided. Keith: City of Parkland - no response. 2020-2022. City of Plantation - All Excellent. 2023 to present. Taylor Engineering: Broward County - Mostly Excellent. 2018-2020.

Christopher Roschek: 10

James Rusnak: 10

Parkland SWMP and other stormwater projects. Sanford FL. Mitigating regular flooding issues, FDEP vulnerability assessments.

Alicia Vereas-Feria: 7

Not many relevant projects

#### Small, Minority, Veteran, and Woman-Owned Business | Points Based | 5 Points (4.8%)



Clarissa Ip: 5

Christopher Roschek: 5

James Rusnak: 5

Alicia Vereas-Feria: 5

Merchant is MBE

### Tetra Tech, Inc.

#### Firms Qualification and Experience | Points Based | 30 Points (28.6%)

Clarissa Ip: 28

Tetrattech is a global company serving Florida for almost 50 years and had past experience in Hollywood related to drainage and stormwater. Tetrattech had worked on FEMA NFIP CRS for Class 1, 2 and 3 communities. Experience in the related policies in the industry CRS standards and local mitigation policies. Subcontractor on team with experience working with ISO, the Insurance Services Office. Familiar with current CRS guidelines and had re-certified over 80 communities!

Christopher Roschek: 30

James Rusnak: 30

Consistently delivers approvable FMP and PLAA, Large company with 22 offices in FL with 1,000

Alicia Vereas-Feria: 30

Roseville, CA - CRS Class 1 King Cty, WA - CRS Class 2

#### Organizational Profile and Project Team Qualifications | Points Based | 25 Points (23.8%)

Clarissa Ip: 25

Project principal and project planner that are CFMs. Subcontractor on team with experience working with ISO, the Insurance Services Office. Familiar with current CRS guidelines and had re-certified over 80 communities!

Christopher Roschek: 25

James Rusnak: 25

Lori Lehr who worked for the ISO office and assisted other communities with their CRS, Providing a deversified 7 member team who will commit time as outlined in their proposal

Alicia Vereas-Feria: 25

Most relevant experience Lori Lehr - ISO specialist - St Lucie Class 6 to 5 Melissa Mitchell - ISO Georgia Vince - PM - also leading VA

#### Approach to Scope of Work | Points Based | 25 Points (23.8%)

Clarissa Ip: 24

Uses 7-phase process model based on the FEMA CRS 10-step planning process. Included GIS to assist in data analysis and mapping. Analyzed city's current standing for areas of improvements. Include public involvement. Included site visits to repetitive loss properties.

Christopher Roschek: 25

James Rusnak: 23

Will follow the NFIP and CRS requirements and a 7-phase process modeled after FEMA's 10 step process - minus points for wanting to use our previous FMP and LMS as they are not specific to a current FMP

Alicia Vereas-Feria: 23

- RLAA - Annexed document w/AW-501s and fieldwork - Pg 5 - 318 Pts - ISAA & PII - privacy safeguards - Timeline considered - Reference "City Council" - Not City Commission

#### Volume of Work | Points Based | 10 Points (9.5%)

Clarissa Ip: 6

Provided project schedule. Over 50% commitment from ISO experienced team member. Provided list of current projects.

Christopher Roschek: 10

James Rusnak: 10

Alicia Vereas-Feria: 7

Grace Altenburg - 65% of work to be performed (no resume) Melissa Mitchell - 65% Resources from Maitland Office

Past Performance - References | Points Based | 10 Points (9.5%)

Clarissa Ip: 9

Provided three references. 2 of the three references related to CRS tasks. Lori Lehr: St. Lucie County - Mostly Excellent. 2022-2023. TetraTech: City of Snoqualmie - Mostly Excellent. 2022-Present. TetraTech: City of Hollywood - Mostly Excellent. 2023-Present.

Christopher Roschek: 10

James Rusnak: 10

Roseville CA class 1, King County WA class 2, Cape May County NJ an at sea level community.

Alicia Vereas-Feria: 10

- COH - DCM - Vulnerability Assessment - Washington State

Small, Minority, Veteran, and Woman-Owned Business | Points Based | 5 Points (4.8%)

Clarissa Ip: 0

Christopher Roschek: 0

James Rusnak: 0

Alicia Vereas-Feria: 0