

## NOTICE OF INTENT TO AWARD

**Date: November 15, 2019**

**Project: On-Call Advisory Consultant Services**

After careful evaluation, the Three Rivers Regional Commission intends to award the contract to Whitman, Requardt and Associates, LLP (WRA). The intent to award is based on the recommendation from the Evaluation Committee. Final award is subject to negotiation of a contract, and approval by TRRC's Finance, Audit, and Administration Committee, which will be held on November 21, 2019. This notice does not constitute a contractual commitment.

Five proposals were submitted, but one was returned as non-responsive. Evaluation criteria, in order of priority, were: 1. past performance and experience; 2. qualifications of key project team members; 3. project organization and technical understanding; 4. quality assurance/quality control; and 5. cost using fully burdened rates. There was a specific requirement for experience with rural transit, including Department of Human Services (DHS) and GDOT programs.

The Evaluation Committee recommended WRA as the most qualified contractor because of the experience with DHS and GDOT rural programs. WRA had the second lowest rates, but it was determined to be the most qualified. As a result, the committee recommended WRA for the contract.

Thank you for your participation in this request for proposal process.

Sincerely,

Pavielle Ludlow  
Transit Program Manager  
Three Rivers Regional Commission

Cc: all proposers responding to the RFP