

State of Maine
Master Score Sheet

| Bidder Name: | | Resilience Solutions Consulting LLC | Stantec Consulting Services, Inc | GEI Consultants |
|--|-------------------------|--|---|------------------------|
| Proposed Cost: | | \$160.00 | \$199.00 | \$201.00 |
| Scoring Sections | Points Available | | | |
| Section I: Preliminary Information | Pass/Fail | N/A | N/A | N/A |
| Section II: Organization Qualifications and Experience | 40 | 30 | 35 | 40 |
| Section III: Proposed Services | 35 | 20 | 25 | 35 |
| Section IV: Cost Proposal | 25 | 25 | 20.10 | 19.90 |
| TOTAL | <u>100</u> | <u>75</u> | <u>80.10</u> | <u>94.90</u> |

Award Justification Statement
RFP# 202503051 – High Hazard Potential Dam Consulting Service

I. Summary

Maine Emergency Management Agency is new to the HHPD grant, seeking a consulting service that will help build and execute a deliverable that will be manageable for MEMA staff as well as scalable to the rest of the portfolio for dams. The goal of the agency is to get a working system and implement it to current and future projects.

II. Evaluation Process

The Evaluation team consisted of three State of Maine employees, a Business Expert, Subject Matter Expert, and a Financial Expert. The team applied the consensus method in scoring the Bidder's qualifications, experience and proposed services and the cost proposal utilized the assigned mathematical formula in determining the final scores.

III. Qualifications & Experience

- Meets the requirement of Professional Engineer assigned to project
- Bidder has performed work in the Northeast for the HHPD grant, for other States
- Practical experience to advance the HHPD program goals in-state

IV. Proposed Services

- The finished product for the 7 high risk dams will be designed to scale to all dams in the state
- Understands what the finished product should be for best outcome of service
- Had a detailed workplan that was clearly stated
- Specified Smartsheet and the implementing
- Outreach materials
- Training for Agency staff to continue implementing for the HHPD grant beyond the service being completed

V. Cost Proposal

- The State of Maine used the assigned mathematical formula in determining the final Cost Proposal score.
- Only the Professional Engineer rate of pay was used for scoring purposes

VI. Conclusion

Maine Emergency Management chose the highest score of the three bidding candidates within RFP 202503051 to award the contract, using the process set forth by the State of Maine.



**STATE OF MAINE
DEPARTMENT OF DEFENSE, VETERANS AND
EMERGENCY MANAGEMENT**

**Janet T. Mills
Governor**

**Brigadier General
Diane L. Dunn
Commissioner**

June 3, 2025

Resilience Solutions Consulting, LLC
5306 Broadwater Street
Temple Hills, MD 20748

**SUBJECT: Notice of Conditional Contract Award under RFP #202503051,
High Hazard Potential Dam Consulting Service**

Dear Preston Wilson:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Defense, Veterans and Emergency Management for 202503051. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- GEI Consultants, Inc

The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following the announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,



Joe Legee, MPH, CEM®

Deputy Director

Maine Emergency Management Agency

Cell: (207) 215-0442



STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).



**STATE OF MAINE
DEPARTMENT OF DEFENSE, VETERANS AND
EMERGENCY MANAGEMENT**

**Janet T. Mills
Governor**

**Brigadier General
Diane L. Dunn
Commissioner**

June 3, 2025

Stantec Consulting Services Inc.
10200 Alliance Road, Suite 300
Blue Ash, OH 45242

**SUBJECT: Notice of Conditional Contract Award under RFP #202503051,
High Hazard Potential Dam Consulting Service**

Dear Nick Mueller:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Defense, Veterans and Emergency Management for 202503051. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

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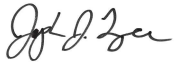
The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

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**STATE OF MAINE
DEPARTMENT OF DEFENSE, VETERANS AND
EMERGENCY MANAGEMENT**

**Janet T. Mills
Governor**

**Brigadier General
Diane L. Dunn
Commissioner**

June 3, 2025

GEI Consultants, Inc.
5 Milk Street 5th Floor
Portland, ME 04101

**SUBJECT: Notice of Conditional Contract Award under RFP #202503051,
High Hazard Potential Dam Consulting Service**

Dear Amanda Barnett:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Defense, Veterans and Emergency Management for 202503051. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- GEI Consultants, Inc

The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

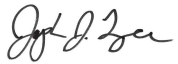
As stated in the RFP, following the announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to

the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,



Joe Legee, MPH, CEM[®]

Deputy Director

Maine Emergency Management Agency

Cell: (207) 215-0442



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Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: Resilience Solutions Consulting LLC

DATE: May 13, 2025

SUMMARY PAGE

Department Name: Department of Veterans Emergency Management/Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Tara Ayotte, Anna Poppelreiter, Sunny Cyr

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|-------------------------|-----------------------|
| Section I. Preliminary Information (Eligibility) | X | |
| <u>Scoring Sections</u> (Edit sections below to match evaluation criteria within RFP) | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 40 | 30 |
| Section III. Proposed Services | 35 | 20 |
| Section IV. Cost Proposal | 25 | 25 |
| <u>Total Points</u> | <u>100</u> | <u>75</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: Resilience Solutions Consulting LLC

DATE: May 13, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

| |
|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

- Did not submit Certificate
- Did not use State Forms
-

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: Resilience Solutions Consulting LLC

DATE: May 13, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

| | <u>Points Availabl e</u> | <u>Points Awarde d</u> |
|--|----------------------------------|--------------------------------|
| Section II. Organization Qualifications and Experience | 40 | 30 |

Evaluation Team Comments:

- I. Overview of the Organization
 - Great depth of experience in FEMA and Grant Administration
 - FEMA Dam Safety Team Lead has an excellent career background
 - Team Member has State Dam program experience
 - Fairly new company
 - Limited Private consulting work
 - Team states all hold Professional Engineer License
- II. Organizational Chart
 - Provided Organization Chart
 - Limited Staff
- III. Litigation
 - None Provided
- IV. Certificate of Insurances
 - Certificate of insurance was provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: Resilience Solutions Consulting LLC

DATE: May 13, 2025

**EVALUATION OF SECTION III
Proposed Services**

| | <u>Points Availabl e</u> | <u>Points Awarde d</u> |
|--------------------------------|----------------------------------|--------------------------------|
| Section III. Proposed Services | 35 | 20 |

Evaluation Team Comments:

- Hard to gauge deliverables
- Describes the scope more Philosophical than practically
- Deliverables and tasks leave substantial work for MEMA when work has been completed
- Not explicit regarding the end product; left questions whether the final product will be suitable
- Summarized MEMA's goals
- Identified SmartSheet
- Researched the 7 high risk dams.
- Did not use the forms provided with the RFP

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: Resilience Solutions Consulting LLC

DATE: May 13, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

| Lowest Submitted Cost Proposal | , | Cost Proposal Being Scored | x | Score Weight | = | Score |
|-----------------------------------|---|-------------------------------|----------|------------------|----------|-----------|
| \$160.00 | , | \$160.00 | x | 25 points | = | 25 |

Evaluation Team Comments:

The Vendor did not use the forms that are provided in the RFP packet. Used the hourly rate of pay for the Civil Engineer (PE) that was submitted on an excel spreadsheet in the proposal.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: Stantec Consulting Services, Inc

DATE: May 13, 2025

SUMMARY PAGE

Department Name: Department of Veterans Emergency Management/Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Tara Ayotte, Anna Poppelreiter, Sunny Cyr

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|-------------------------|-----------------------|
| Section I. Preliminary Information (Eligibility) | X | |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 40 | 35 |
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| Section IV. Cost Proposal | 25 | 20.10 |
| <u>Total Points</u> | <u>100</u> | <u>80.10</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: Stantec Consulting Services, Inc

DATE: May 13, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

| |
|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

- Most pertinent information difficult to obtain
- Vendor Followed RFP Instructions
- Used the State of Maine Forms provide in the RFP
- Licensed Professional Engineer in the State of Maine

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: Stantec Consulting Services, Inc

DATE: May 13, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

| | <u>Points Availabl e</u> | <u>Points Awarde d</u> |
|--|----------------------------------|--------------------------------|
| Section II. Organization Qualifications and Experience | 40 | 35 |

Evaluation Team Comments:

II. Overview of the Organization

- Experience with Federal Application and Award processes (State not listed)
- Did not clearly highlight most relevant experience with State Dam Programs
- National Expertise in Construction and infrastructure
- Work with FERC familiar with risk
- Supported Dam Safety Programs in other States

III. Organizational Chart

- Provided with more than sufficient to accomplish scope of work

IV. Litigation

- Multiple claims of professional negligence

V. Certificate of Insurances

- Provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: Stantec Consulting Services, Inc

DATE: May 13, 2025

**EVALUATION OF SECTION III
Proposed Services**

| | <u>Points Availabl e</u> | <u>Points Awarde d</u> |
|--------------------------------|----------------------------------|--------------------------------|
| Section III. Proposed Services | 35 | 25 |

Evaluation Team Comments:

- No field work is anticipated
- Configured and deployed SmartSheet data structure
- Tools being used for risk were not supplied
- Final product requires further work from MEMA toward implementation
- Did not research eligible dams.
- National Expertise in Construction and infrastructure
- Work plan defined clearly

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: Stantec Consulting Services, Inc

DATE: May 13, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

| Lowest Submitted Cost Proposal | , | Cost Proposal Being Scored | x | Score Weight | = | Score |
|-----------------------------------|---|-------------------------------|----------|------------------|----------|--------------|
| \$160.00 | , | \$199.00 | x | 25 points | = | 20.10 |

Evaluation Team Comments:

Used the hourly rate for the Professional Engineer that was submitted using
the form that was supplied in the RFP.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: GEI Consultants, Inc

DATE: May 13, 2025

SUMMARY PAGE

Department Name: Department of Veterans Emergency Management/Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Tara Ayotte, Anna Poppelreiter, Sunny Cyr

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | X | |
| <u>Scoring Sections</u> (Edit sections below to match evaluation criteria within RFP) | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 40 | 40 |
| Section III. Proposed Services | 35 | 35 |
| Section IV. Cost Proposal | 25 | 19.90 |
| <u>Total Points</u> | <u>100</u> | <u>94.90</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: GEI Consultants, Inc

DATE: May 13, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

| |
|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

- Attached 4 Professional Engineer Licenses in the State of Maine
- Bidder used the State of Maine RFP forms
- Bidder Followed RFP requirements

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: GEI Consultants, Inc

DATE: May 13, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

| | <u>Points Availabl e</u> | <u>Points Awarde d</u> |
|--|----------------------------------|--------------------------------|
| Section II. Organization Qualifications and Experience | 40 | 40 |

Evaluation Team Comments:

- I. Overview of the Organization
 - Worked with other States within the High Hazard Potential Dam Program
 - Bulk experience advancing the High Hazard Potential Dam Program
 - FERC Dam Experience
 - Researched the 7 dams that are listed in the RFP
 - Researched the ASDSO Peer Review
 - Familiar with National Standard
 - Understanding of working within the State Dam Program
- II. Organizational Chart
 - MEMA is listed as the top of the ORG chart
 - Identified Core team members with room to grow
- III. Litigation
 - One pending litigation for delays in permitting: resolved in settlement
- IV. Certificate of Insurances
 - Provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: GEI Consultants, Inc

DATE: May 13, 2025

**EVALUATION OF SECTION III
Proposed Services**

| | <u>Points Availabl e</u> | <u>Points Awarde d</u> |
|--------------------------------|----------------------------------|--------------------------------|
| Section III. Proposed Services | 35 | 35 |

Evaluation Team Comments:

- Understood and provided a detailed workplan
- Deliverables were specified, multiple per task
- Identified recommendations from the ASDSO Peer Review addressed in Scope of work
- Deliverables are manageable for MEMA staff, Scalable to the rest of the Portfolio for dams.
- Grasp MEMA's overall Goals
- Specified SmartSheets with how it would be implemented

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER: GEI Consultants, Inc

DATE: May 13, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

| Lowest Submitted Cost Proposal | , | Cost Proposal Being Scored | x | Score Weight | = | Score |
|-----------------------------------|---|-------------------------------|----------|------------------|----------|--------------|
| \$160.00 | , | \$201.00 | x | 25 points | = | 19.90 |

Evaluation Team Comments:

Used the hourly rate for the Professional Engineer that was submitted using the form that was supplied in the RFP.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 2025030051

RFP TITLE: HHPD Consultation Services

BIDDER NAME: Resilience Solutions Consulting LLC

DATE: 5/7/2025

EVALUATOR NAME: Tara Ayotte

EVALUATOR DEPARTMENT: MEMA Dam Safety

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Played role in the development and nationwide implementations of the HHPD program
- One of the employees worked for FEMA Dam Safety and developed and delivered the FEMA Risk prioritization tool for FEMA that was implemented for HHPD.
 - 1. Not sure if this is a conflict or super helpful
- Says highly experienced and proficient in the tasks, processes, and deliverables specified in Maine's SOW. And also dedicated to the agencies long term needs
- Researched and listed the 7 eligible dams

2. Subcontractors

- No subcontractors have been identified for this project
-
-

**3. Organizational Chart – Project Manager, CE, Emergency Manager
Subject Matter Expert, data manager, tech support, graphic
arts/videographer**

**4. Costs for PE \$160 hour for estimated 250 hours. Project manager
estimated for 300 hours at \$175 hour rate. Plus additional staffing for total
estimated cost at \$181,800 total**

II. Proposed Services

1. Services to be Provided

- Enhanced Outreach and Engagement
 - 1. Develop informative outreach materials for dams owners, including HHPD guidelines, application processes, and documentation requirements. Includes checklists and printable and digital formats
 - 2. Develop customized templates Maine specific processes.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 2025030051

RFP TITLE: HHPD Consultation Services

BIDDER NAME: Resilience Solutions Consulting LLC

DATE: 5/7/2025

EVALUATOR NAME: Tara Ayotte

EVALUATOR DEPARTMENT: MEMA Dam Safety

3. Assist with communicating MEMA law and FEMA funding eligibility requirements and incorporate a slide deck tutorial for mema staff to use.
- Data Management Pilot Program
 1. Using Smartsheet based framework MEMAs
 2. Include Risk Screening, inspection workflows, data summary inputs, integrated dashboards, training and support
 3. Start with the 7 eligible HHPD dams
- Policies and Procedures for the Agency
 1. Codifying policies to match National guidance. Evaluate, update, and create standardized policies and procedures that address the full spectrum of responsibilities outlined in the Model State Dam Safety Program.
 2. Hope to align with national standards
- Risk Standards (dam hazard and condition)
 1. Comprehensive risk assessment and risk screening tool including likelihood of failure modes and downstream consequence mapping
 2. Develop standardized inspection process after review of existing protocols. Develop standard operating procedure and provide custom templates
- Data Gap ANALYSIS
 1. Compile centralized and regularly updated data book for each dam to aid inspections and analysis.
 - 2.
2. Implementation – Work Plan
 - See above

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Service

BIDDER NAME: Resilience Solutions Consulting, LLC

DATE: 5/12/2025

EVALUATOR NAME: Anna Poppelreiter

EVALUATOR DEPARTMENT: Department of Veterans and Emergency Management

Individual Evaluator Comments:

- I. Overall impressions
 1. Very impressed with the background of the team as it relates to dam safety in general and developing a robust dam safety program specifically
 2. Captured and restated everything we hope to achieve in the Proposed Services document, seem to understand how we hope to utilized the 7 HHPD dams to improve processes, policy, procedures and tracking for the program as a whole
 3. Telling us exactly what we want to hear, seems too good, makes me nervous
- II. Organization Qualifications and Experience
 1. Overview of Organization
 - 2 years in business
 - Brings together a wealth of Dam Safety Engineering Knowledge with team members integral to many Dam Safety initiatives and Resilient Infrastructure projects on levels spanning local, state and national
 - Based out of Maryland, small but eminently experienced team
 2. Team Members
 - Preston W. Wilson
 1. PM and SME
 2. Held high level roles at **FEMA (2008-2023)** and integral to FEMA NDSP policy and establishment of HHPD Grant
 3. Contributed to FEMA Dam Incident Annex Planning Guide and worked to advance Dam Emergency Action Planning initiatives
 - Nicholas Sleptzoff
 1. Emergency Planning SME
 2. 40 yrs in emergency management at local (**EM in Erie Co, PA 1992-2006**) and national (**FEMA 2006-2021**) levels
 3. Contributed to development of NIMS and worked with communities nationwide through FEMA collaborative Technical Assistance Program
 - Sergio Mayorga
 1. Data Management SME

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Service

BIDDER NAME: Resilience Solutions Consulting, LLC

DATE: 5/12/2025

EVALUATOR NAME: Anna Poppelreiter

EVALUATOR DEPARTMENT: Department of Veterans and Emergency Management

2. Background in transportation engineering with CA DOT and Federal Highway Administration, including as program manager for Emergency Relief for Federally Owned Roads in disaster response across 32 states, Puerto Rico and US Virgin Islands
3. Reporting compliance, allocation of funds, coordination of funding requests with Secretary of Transportation
4. Consequence analysis integrating DSS Wise Lite and FEMA RAPT tool
5. Dam Safety Planning and Policy in CA, WA and at FEMA
- Brian Shane Cook
 1. Professional Dam Safety Engineer
 2. 23 yrs in civil and geotechnical engineering
 3. FEMA NDSP Program Manager (**FEMA 10/2023-3/2025**), directed the HHPD Program
 4. Collaborated in the innovation of FEMA H&H risk screening tools
 5. **State dam safety engineer** for both the states of **KY (DOW 2013-2015)** and **NC (DEQ 2015-2018)**, pioneering risk-based inspection processes
 6. Geotechnical Dam and Levee Safety lead for the **USACE (2018-2022)**; Dam Screening Tool development
3. Organizational Chart

Organizational Chart was submitted with the proposal.

III. Proposed Services

1. Services to be Provided
 - Enhanced Outreach and Engagement
 - Strengthened Policies, Procedures and Standardization

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Service

BIDDER NAME: Resilience Solutions Consulting, LLC

DATE: 5/12/2025

EVALUATOR NAME: Anna Poppelreiter

EVALUATOR DEPARTMENT: Department of Veterans and Emergency Management

- Comprehensive Risk Assessment and Data Management
- Addressing Data Gaps and Ensuring Record Completeness
- 2. Implementation – Work Plan
 - Outreach and Engagement
 1. Provide printable and digital formats for distribution of factsheets, flowcharts, application checklists customized to reflect Maine-specific funding processes
 2. Create a brief tutorial slide deck for use at public events/meetings
 3. Assist Maine to distribute information to dam owners and municipalities through webinars, newsletters, social media platforms and to offer stakeholder meetings before each grant cycle
 - Policies and Procedures for the Agency
 1. Evaluate, update and create agency policy and procedure to address: **routine and special inspection SOPs**, creation of **updatable dam data books**, hazard classification review, design plan review and approval, EAP and incident response, **compliance, enforcement and regulatory tracking, and data collection, retention and updates**
 2. Align agency practices with ASDSO MDSP as it relates to authority and enforcement, inspection and monitoring, emergency preparedness, and education and outreach
 - Pilot Program for Data Management System using Smartsheet
 1. To include risk screening tool, development of structured workflows to standardize all inspection activities, and create a clear record of safety evaluations/ dam history
 2. Input forms for tracking owner info, inspection history, and historical data
 3. Dashboards designed for both internal monitoring and tracking and for external reporting
 4. User guide for Smartsheet system developed
 - Risk Standards
 1. Develop a defensible prioritization matrix to guide enforcement, funding and rehab
 2. Integration of advanced tools including FEMA RAPT, USACE DST and DSS Wise
 3. Maine specific Risk Assessment Summary Report

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation

BIDDER NAME: Resilience Solutions Consulting, Inc.

DATE: 5/12/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: 15A Defense, Veterans, and Emergency Management

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Team is qualified with a depth of experience in FEMA programs and other civic infrastructure programs
- Meet Professional Engineer Requirements
-

2. Subcontractors

- n/a
-
-

3. Organizational Chart

- Suf

4. Etc.

- Does not follow RFP structure – does not include required files

II. Proposed Services

1. Services to be Provided

- Addresses scope of work but not in great detail
-

2. Implementation – Work Plan

- Describes approach with focus on stakeholder engagement more philosophically than practically

3. Etc.

- Does not include required files

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 2025030051

RFP TITLE: HHPD Consultation Services

BIDDER NAME: Stantec Consulting Services

DATE: 5/7/2025

EVALUATOR NAME: Tara Ayotte

EVALUATOR DEPARTMENT: MEMA Dam Safety

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Diverse experience supporting dam safety in various states. Experience assisting clients with development and management of dam safety programs for public and private clients, including developing agency guidelines and dam safety management programs
- Experience assisting clients with obtaining grants including HHPD through FEMA
- Industry leader in Risk Informed Decision making
- Experience H& H modeling Jonathan Keeling, P.E. helped develop dam safety risk prioritization process for the HHPD grant program rollout beginning in 2019. Michelle Meehan evaluated risk prioritization methods for dams as part of the implementation of the HHPD program, developed risk based spreadsheet tool

2. Subcontractors

- No subcontractors have been identified for this project
-
-

3. Organizational Chart – on file

4. Costs for PE \$199 hour for estimated 60 hours

II. Proposed Services

1. Services to be Provided

- Outreach Material
 1. Develop templates tailored to the HHPD process.
 2. Flat sheet document describing the process, roles and responsibilities, and available documentation to support dam owners applying for HHPD through MEMA
- Data Management Pilot Program using MEMA's Smartsheet
 1. Set up and assist the state with management of smartsheet. Develop individual work products including policies and procedures, standard risk screening, etc
 2. Limited to just the 7 eligible HH dams

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 2025030051

RFP TITLE: HHPD Consultation Services

BIDDER NAME: Stantec Consulting Services

DATE: 5/7/2025

EVALUATOR NAME: Tara Ayotte

EVALUATOR DEPARTMENT: MEMA Dam Safety

- Policies and Procedures for the Agency
 1. Will review the existing state policies and procedures for MEMA Dam Safety
 2. Provide technical memo describing the findings of existing policies and procedures, identification of recommended updates/revisions, and templates developed as part of the task
- Risk Standards (dam hazard and condition)
 1. Technical memo summarizing the update/revisions to the department's existing policies and procedures and includes a work flow document to assist with the implementation of this updated procedures.
- Data Gap ANALYSIS
 1. For each structure a Dam Data Summary will be prepared. Each DDS will collate the existing information about the existing information about the structure including design, construction, maintenance, and inspection history
 2. Each DS will include a data gap matrix indicating existing data gaps, the potential impacts of these data gaps and recommendations for future work to address the identified data gaps.
- Standardized Inspection Process
 1. Review and update dam data summaries
 2. Develop standardized dam safety inspection template including inspection forms, planning, and reporting
 3. Develop a reporting protocol and follow up protocol
- 2. Implementation – Work Plan
 - See above
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER NAME: Stantec

DATE: 5/12/2025

EVALUATOR NAME: Anna Poppelreiter

EVALUATOR DEPARTMENT: Department of Veterans and Emergency Management

Individual Evaluator Comments:

I. Initial Impressions

1. Seems to be the best option *iff* Maine were looking to contract out all engineering services and analyses, analogous to the model followed by the MA dam safety program, but this is not what we are looking for with this proposal
2. Not sure the goals of Maine's dam safety program to develop a **template process that we can apply going forward** will be best served by this company, hope to collaborate to create a system that works and grows with the program as it is and going forward
3. To reiterate, if we were looking to contract the inspection, design and rehabilitation of the portfolio of 7 HHPD dams, then this would be a great team

II. Organization Qualifications and Experience

1. Overview of Organization

- Nationwide company with extensive work in dam design, inspection, risk analysis and rehabilitation
- Supported state Dam Safety Programs in NY, KY, OH and CA
- Works with federal agencies including USACE and TVA
- Team lead based out of Cincinnati OH office
- Eminently qualified to provide engineering services related to investigation and design

2. Team Members

- Nick Mueller, 15 yrs
 1. Extensive experience with H&H modeling for downstream consequence and flood risk mitigation
 2. Extensive experience conducting field inspections
 3. Familiarity with PMF, PMP, HECRAS and HECHMS modeling
 4. Coordination with OH DNR over various projects
 5. Worked to improve community flood resilience
 6. Regulatory permit support and development of inventory and assessments of client assets
- Cyrus Garner, 12 yrs
 1. Geotechnical engineering expert
 2. Focus on monitoring instrumentation and data acquisition

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER NAME: Stantec

DATE: 5/12/2025

EVALUATOR NAME: Anna Poppelreiter

EVALUATOR DEPARTMENT: Department of Veterans and Emergency Management

3. Extensive experience in data exploration, analysis, design and implementation, slope stability, detention ponds, embankment and retaining walls etc.
4. Excellent practical record of geotechnical exploration, analysis and design evident in project history
- Alan Rauch, 35 yrs
 1. SME for risk as it relates to geotechnical engineering concerns
 2. Design and evaluation of dams and levees, including seepage and internal erosion, field and lab testing, slope stability, authoritative development of methods assessing seismic risk for dams and levees (now utilized by USACE)
 3. Inspection reports for MA dam safety for several clients, utilizing FERC guidance and PFMA analysis to advise on reduction of risk through capitol improvements
 4. Dam safety evaluations (including SQRA and PFMA) and design recommendations, projects in KY, FL, AZ, AL
- Rick Schulz, 30 yrs
 1. Structural engineering and water retaining structures design
 2. 13 yrs working with exclusively FERC projects
 3. Experience with all phases of design, from scoping and feasibility through design, cost analysis and construction
- Almost 300 yrs combined technical engineering experience also detailed for the team all pertinent to dam design, rehabilitation, analysis and risk assessment, a very very impressive pool of engineering expertise and talent
- Also included litigation cases involving the company for transparency?

3. Organizational Chart

Organizational Chart was submitted with the proposal.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER NAME: Stantec

DATE: 5/12/2025

EVALUATOR NAME: Anna Poppelreiter

EVALUATOR DEPARTMENT: Department of Veterans and Emergency Management

III. Proposed Services

1. Services to be Provided

- Outreach- development of document describing process, roles and responsibilities, and documentation to support dam owners seeding HHPD funding through MEMA
- Data Management- experience in cloud-based enterprise asset management will allow the configuration and deployment of a Smartsheet data structure incorporating policy and procedures, standard risk screening methodology, dam data summaries, and inspection processes
 1. Will include a technical memorandum defining data structure, operation and management and suggestions for possible future refinement
- DDS (dam data summary) for each of the 7 HHPD dams to include identifying data gaps and how to address them
- Technical memoranda addressing policy and procedures for inspections, follow-up, compliance and enforcement, design review, risk analysis, etc.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation

BIDDER NAME: Stantec Consulting Services, Inc.

DATE: 5/12/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: 15A Defense, Veterans, and Emergency Management

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Follows RFP format
- National expertise in various large construction contexts
-

2. Subcontractors

- n/a
-
-

3. Organizational Chart

- More than sufficient
-

4. Etc.

- Clearly written from expert standpoint with consideration for RFP details
- Large company, but lots of litigation

II. Proposed Services

1. Services to be Provided

- Follows RFP

2. Implementation – Work Plan

- Clearly defined, action oriented, SMART
- Deliverables for each phase described
- Understands no in-field work / will need data

3. Etc.

-

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 2025030051

RFP TITLE: HHPD Consultation Services

BIDDER NAME: GEI

DATE: 5/7/2025

EVALUATOR NAME: Tara Ayotte

EVALUATOR DEPARTMENT: MEMA Dam Safety

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Previous experience with HHPD related procedures for other states, Massachusetts and Michigan
- Experience with several dam rehabilitations, design, hydraulic hazard analysis throughout Maine for FERC and non FERC regulated dams
- Experience with dam inspections throughout Maine for FERC regulated dams.
- Researched and listed the 7 eligible dams

2. Subcontractors

- No subcontractors have been identified for this project
-
-

3. Organizational Chart – on file

4. Costs for PE \$201 hour for estimated 120 hours. Weighted pay

II. Proposed Services

1. Services to be Provided

Program Portfolio Analysis and Risk Informed Decision Making

- Develop outreach materials to address the needs of the seven eligible dams
 - 1. Webinar that will provide detailed overview of the grant program with questions/answers
 - a. Webinar meeting minutes
 - 2. Dam owner outreach letter
 - 3. Dam owner project and compliance survey template
 - 4. Technical memo summarizing the methods, findings, and recommendations of the task
- Data Management Pilot Program using MEMA's Smartsheet
 - 1. Start with the 7 eligible HH dams
 - 2. Updates developed under this scope will serve as a foundation for future expansion and scaling to other dams beyond the original 7 eligible dams

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 2025030051

RFP TITLE: HHPD Consultation Services

BIDDER NAME: GEI

DATE: 5/7/2025

EVALUATOR NAME: Tara Ayotte

EVALUATOR DEPARTMENT: MEMA Dam Safety

3. Clear identification of component objectives and implementiaon schedule for updates
4. Documentation on data entry for MEMA access to new components to smartsheet
5. Recommendations on data management and potential future updatres to the platform
6. Recommendations for outreach to dam owners
- Policies and Procedures for the Agency
 1. Compare Maine's Peer Review with other New England State Offices of Dam Safety. Which will provide valuable insite into effective frameworks, components, and interagency relationships
- Risk Standards (dam hazard and condition)
 1. Risk assessment spreadsheet template with guidance documentation
 2. Completed risk assessment spreadsheet for each dam within the portfolio
 3. Consolidated risk matrix presenting the risk profile on the entire portfolio
 4. Technical memo summarizing the methods, findings, and recommendations of the risk analysis – will include information on use of the risk approach for other dams under MEMAs jurisdiction
- Data Gaps
 1. Detailed dam data inventory of reach of the 7 HHPD dams
 2. Dam data presentation for each dam withintg the portfolio. The approach and template will be available for use on other dams in MEMAs jurisdiction
 3. Completed dam information tab for each dam withing the portfolio
- Standardized Inspection Process
 1. Develop and implement a consistent, repeatable, and standardized inspection process for the 7 HHPD dams
 2. Standardized dam safety inspection template
 3. Standardized dam safety inspection report template
 4. Dam specific inspection excel file for each HHPD eligible dam
 5. Complete dam safety inspedction report for each dam within the portfolio
2. Implementation – Work Plan

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER NAME: GEI

DATE: 5/13/2025

EVALUATOR NAME: Anna Poppelreiter

EVALUATOR DEPARTMENT: Department of Veterans and Emergency Management

Individual Evaluator Comments:

I. Initial Impressions

1. The company seems to understand the scope of what the Department hopes to accomplish by applying best practices for an overall dam safety program to the limited portfolio of 7 HHPD dams
2. A small local team that has experience working closely with New England States' Dam Safety Programs to improve safety, efficiency and standardized processes
3. Like the idea of tying Esri inspection products to data management and tracking system Smartsheet

II. Organization Qualifications and Experience

1. Overview of Organization

- POSITIVE-Contributions to updates and refinements for state and federal dam safety programs
- POSITIVE-Work for USACE, Bureau of Reclamation, Bureau of Indian Affairs
- POSITIVE- also for VT
 1. *For MA-* Utilized RIDM to assess a portfolio of 30 dams as well as DSS-Wise Lite and USACE DST to create inundation and downstream consequence mapping
 2. *For MI-* Developed a **risk assessment program** which accounted for likelihood of failure and downstream consequence, comparing the merits of different analysis tools for each, to streamline funding applications and **to support programmatic decisions on dam safety compliance, enforcement and state grant funding; the prioritization portion utilized in part PFMA methodologies.** Streamlined and standardized processes.

2. Team Members

- Amanda Barnett, 6 yrs
 1. HEC-RAS, HEC-HMS, DSS-Wise, RMC-BestFit, RMC-RFA, LifeSim, and ArcGIS
 2. H&H, worked on the 2 state dam safety program projects
- Lissa Robinson, 35 yrs
 1. Hydrology, geology, oversight
 2. FERC H&H SME

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER NAME: GEI

DATE: 5/13/2025

EVALUATOR NAME: Anna Poppelreiter

EVALUATOR DEPARTMENT: Department of Veterans and Emergency Management

3. Dam inspections, dam failure analyses, inflow design flood studies, hydrologic hazard analyses, and preparation of hydrologic and hydraulic reports
Gillian Williams
 - Gillian Williams, 18 yrs
 1. Geotechnical
 2. Proficient in AutoCAD Civil 3D, GeoStudio, PLAXIS 2D and 3D, Snailz, Microsoft Word, and Microsoft Excel
 3. Dam inspections (FERC), seepage. and stability analyses, internal filter design for dams, settlement analyses, retaining wall design, subsurface investigations, construction observation, and preparation of geotechnical reports
 - Alison Brady, EI, 1 yr
 1. Structural
 - Marc Chmura, 6.5 yrs
 1. H&H
 2. USACE HEC-HMS and HEC-RAS, AutoCAD, Civil3D and ArcGIS
 3. Dam inspection, construction management, and risk assessment
3. Organizational Chart

Organizational Chart was submitted with the proposal.

III. Proposed Services

1. Services to be Provided
 - Outreach material
 1. Develop informative documents to send to owners of dams potentially eligible for the HHPD grant funding, including what structures qualify, how to apply through MEMA, development, and documentation of work scope, etc.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER NAME: GEI

DATE: 5/13/2025

EVALUATOR NAME: Anna Poppelreiter

EVALUATOR DEPARTMENT: Department of Veterans and Emergency Management

- Pilot Program Data Management
 1. For the seven dams in Maine that currently qualify for HHPD grand funding, the vendor shall incorporate into a Smartsheet structure the policies and procedures, risk standard screening methodology, dam data summaries, and inspection processes in a manner that facilitates the administration of the duties of the Dam Safety Program.
- Policy and Procedures
 1. Address deficiencies such as consistent outreach to dam owners, local town offices, and the public, dam inspections (i.e., performing, documenting, maintaining), permitting, remediation of aging dam infrastructure, and non-compliance
- Risk Standards
 1. A risk assessment process will be developed and implemented for the portfolio of dams
- Dam Data Gaps
 1. Throughout the previous tasks, document any data gaps encountered and compile available dam records electronically in a way that facilitates identification, maintenance, storage and tracking through a centralized dam inventory documentation system.
 2. May include use of a specialized tool capable of “reading” scanned documents to extract key metadata to streamline the process of digitizing the dam information catalogue
 3. Options for filling data gaps to enable effective risk assessment of the dam portfolio
- Standardized Inspection Process
 1. Develop and implement a consistent, repeatable, and standardized inspection process for the portfolio of dams
- 2. Implementation – Work Plan
 - Outreach
 1. Dam owner outreach letter.
 2. PowerPoint presentation for the HHPD informational webinar.
 3. Dam owner project and compliance survey template.
 4. Webinar meeting minutes
 5. Technical memo summarizing the methods, findings, and recommendations of the task. Results of the dam owner surveys will be included in the memo.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER NAME: GEI

DATE: 5/13/2025

EVALUATOR NAME: Anna Poppelreiter

EVALUATOR DEPARTMENT: Department of Veterans and Emergency Management

- Data Management
 1. Updates and new components for Smartsheet Data Management Platform.
 2. Clear identification of component objectives and implementation schedule for updates.
 3. Documentation on data entry for MEMA access to new components to Smartsheet.
 4. Recommendations on data management and potential future updates to the platform
- Policy and Procedures
 1. Agenda for the facilitated meeting.
 2. Summary of key Maine dam safety policies (in advance of the facilitated meeting).
 3. Meeting presentation materials.
 4. Meeting minutes
 5. Technical memo summarizing findings, recommendations, and implementation factors to advance Maine's dam safety policies and procedures.
- Risk Standards
 1. A risk assessment spreadsheet template with guidance documentation.
 2. A completed risk assessment spreadsheet for each dam within the portfolio.
 3. A consolidated risk matrix presenting the risk profile of the entire portfolio.
 4. A technical memo summarizing the methods, findings, and recommendations of the risk analysis.
 5. Recommendations will include information on use of the risk approach for other dams under MEMAs jurisdiction
- Dam Data Gaps
 1. A detailed dam data inventory for each of the seven dams in the HHPD portfolio.
 2. A dam data presentation for each dam within the portfolio. The approach and template used to develop the presentation will be available for use on other dams within Maine's dam safety program.
 3. A completed "dam information" tab for each dam within the portfolio. Similarly, the information template will be available for use on other dams in Maine.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation Services

BIDDER NAME: GEI

DATE: 5/13/2025

EVALUATOR NAME: Anna Poppelreiter

EVALUATOR DEPARTMENT: Department of Veterans and Emergency Management

- Standardized Inspection Process
 1. Review of existing inspection procedures
 2. Determine which templates, and digital tools could be adapted or newly created to standardize the inspection workflow
 - a. *i.e.*, developing dam safety inspection templates and using ESRI's Survey123 software for inspection photolog
 - b. *i.e.*, , inspection tracking, scheduling, and the resolution of identified dam safety issues will be integrated into the Smartsheet platform
 3. Field inspections will then be conducted at each dam, using the standardized inspection forms and tools
 4. Finally, the presentation of a standardized Dam Safety Inspection Template, a standardized Dam Safety Inspection Report Template, dam-specific inspection Excel file for each dam within the portfolio, and completed Dam Safety Inspection Report for each dam within the portfolio

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202503051

RFP TITLE: High Hazard Potential Dam Consultation

BIDDER NAME: GEI Consultants

DATE: 5/12/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: 15A Defense, Veterans, and Emergency Management

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Practical experience in advancing HHPD program goals in-state (MA)
-
-

2. Subcontractors

- n/a
-
-

3. Organizational Chart

- Sufficient; places MEMA at top
-

4. Etc.

- Follows RFP

II. Proposed Services

1. Services to be Provided

- Follows RFP
-
-

2. Implementation – Work Plan

- Clearly stated, very detailed with action items
- Multiple deliverables outlined for each task
-

3. Etc.

- Addresses ASDSO Peer Review as well as HHPD program goals



STATE OF MAINE
DEPARTMENT OF DEFENSE, VETERANS, AND
EMERGENCY MANAGEMENT

Janet T. Mills
Governor

Brigadier General
Diane L. Dunn
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202503051

RFP TITLE: HIGH HAZARD POTENTIAL DAM CONSULTING SERVICE

I, Tara Ayotte accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Department of Veterans and Emergency Management/Maine Emergency Management Agency. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Tara Ayotte

05/22/2025

Signature

Date



STATE OF MAINE
DEPARTMENT OF DEFENSE, VETERANS, AND
EMERGENCY MANAGEMENT

Janet T. Mills
Governor

Brigadier General
Diane L. Dunn
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202503051

RFP TITLE: HIGH HAZARD POTENTIAL DAM CONSULTING SERVICE

I, Anna Poppelreiter accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Department of Veterans and Emergency Management/Maine Emergency Management Agency. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Anna Poppelreiter
Anna Poppelreiter (May 22, 2025 09:36 EDT)

05/22/2025

Signature

Date



STATE OF MAINE
DEPARTMENT OF DEFENSE, VETERANS, AND
EMERGENCY MANAGEMENT

Janet T. Mills
Governor

Brigadier General
Diane L. Dunn
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202503051

RFP TITLE: HIGH HAZARD POTENTIAL DAM CONSULTING SERVICE

I, Sunny Cyr accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Department of Veterans and Emergency Management/Maine Emergency Management Agency. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Signature

05/22/2025

Date