

**State of Maine
Master Score Sheet**

RFP# 202506082						
Grant/Loan Management and Administrative Support Services						
Bidder Name:		AC Disaster Consulting	AECOM Technical Services, Inc.	DCMC, LLC	Delloitte & Touche, LLP	
Proposed Cost:		\$118.50	\$184.11	\$137.20	\$139.50	
Scoring Sections	Points Available					
Section I: Preliminary Information	Pass/Fail	Pass	Pass	Pass	Pass	
Section II: Organization Qualifications and Experience	40	25	38	27	30	
Section III: Proposed Services	35	27	33	26	25	
Section IV: Cost Proposal	25	23.79	15.31	20.55	20.21	
TOTAL	<u>100</u>	<u>75.79</u>	<u>86.31</u>	<u>73.55</u>	<u>75.21</u>	
Bidder Name:		Guidehouse, Inc	IEM International	Integrated Solutions	iParametrics, LLC	
Proposed Cost:		\$148.47	\$112.78	\$140.48	\$146.67	
Scoring Sections	Points Available					
Section I: Preliminary Information	Pass/Fail	Pass	Pass	Pass	Pass	
Section II: Organization Qualifications and Experience	40	27	30	30	29	
Section III: Proposed Services	35	30	29	26	28	
Section IV: Cost Proposal	25	18.99	25	20.07	19.22	
TOTAL	<u>100</u>	<u>75.99</u>	<u>84</u>	<u>76.07</u>	<u>76.22</u>	

RFP# 202506082

Grant/Loan Management and Administrative Support Services

Bidder Name:		Tetra Tech, Inc	Thomas Howell Ferguson, PA	Throe Environmental, LLC	TRC
Proposed Cost:		\$119.77	\$178.75	\$140.00	\$144.08
Scoring Sections	Points Available				
Section I: Preliminary Information	Pass/Fail	Pass	Pass	Pass	Pass
Section II: Organization Qualifications and Experience	40	36	24	20	38
Section III: Proposed Services	35	34	20	19	34
Section IV: Cost Proposal	25	23.54	15.77	20.14	19.57
TOTAL	<u>100</u>	<u>93.54</u>	<u>59.77</u>	<u>59.14</u>	<u>91.57</u>
Bidder Name:		VPD Government Solutions			
Proposed Cost:		\$129.25			
Scoring Sections	Points Available				
Section I: Preliminary Information	Pass/Fail	Pass			
Section II: Organization Qualifications and Experience	40	28			
Section III: Proposed Services	35	22			
Section IV: Cost Proposal	25	21.81			
TOTAL	<u>100</u>	<u>71.81</u>			

Award Justification Statement
RFP# 202506082

Grant/Loan Management and Administrative Support Services

- **Summary**

The Department of Veterans and Emergency Management (Department) and the Maine Emergency Management Agency (MEMA) are seeking consulting support services. The Maine Emergency Management Agency is seeking an entity with experience in professional administration and grants/loan management that can provide committed staff to address needs that may arise in a short timeframe.

- **Evaluation Process**

An Evaluation team composed of three state employees applied a consensus method to score each bidder's qualifications, experience, proposed services, and cost proposal.

- **Qualifications & Experience**

- Knowledge and understanding of the programs outlined in the RFP
- Experience with all federal programs listed in the RFP
- Understanding of emergency management and loan frameworks
- Valid insurance - Financial Statements

- **Proposed Services**

- Understanding the required scope of services for the Agency
- Agreement to use Agency programs/software to fulfill the scope of work
- Local presence to minimize travel expenses
- Adequate staffing to meet the Agency's needs during disaster situations.
- Local or regional staffing

- **Cost Proposal**

The Agency chose to adopt the formula set forth by the State of Maine, which calculates the average pay rates for the staff that would be utilized to perform the scope of work, as provided by the bidder.

- **Conclusion**

Maine Emergency Management Agency selected the three highest-scoring bidders from RFP #202506082 to award contracts. The Agency decided to award three contracts to cover the extensive programs that may require consulting services consecutively. Following the established process by the State of Maine, the evaluation team concluded that distributing the workload among three vendors would best support the diverse scope of program needs.



STATE OF MAINE
DEPARTMENT OF Defense, Veterans, and Emergency
Management/ Maine Emergency Management Agency

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Brigadier General
Diane L. Dunn
Commissioner

October 10, 2025

AC Disaster Consulting
1800 Glenarm Place, Suite 300
Denver, CO 80202

SUBJECT: Notice of Conditional Contract Awards under RFP # 202506082,
Grant/Loan Management and Administrative Support Services

Dear Erica Bornemann:

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/ Maine Emergency Management Agency for Grant/Loan Management and Administrative Support Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- TETRA TECH, INC
- TRC ENVIRONMENTAL
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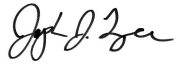
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Thank you for your interest in doing business with the State of Maine.

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).



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AECOM Technical Services, Inc
300 South Grand Avenue, Suite 1100
Los Angeles, CA 90071

**SUBJECT: Notice of Conditional Contract Awards under RFP # 202506082,
Grant/Loan Management and Administrative Support Services**

Dear Chris Orr:

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/ Maine Emergency Management Agency for Grant/Loan Management and Administrative Support Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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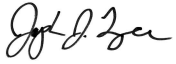
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DCMC, LLC
400 Hilltop Terrace
Alexandria, VA 22301

**SUBJECT: Notice of Conditional Contract Awards under RFP # 202506082,
Grant/Loan Management and Administrative Support Services**

Dear Barry W. Scanlon:

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/ Maine Emergency Management Agency for Grant/Loan Management and Administrative Support Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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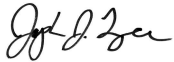
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Deloitte & Touche LLP
30 Rockefeller Plaza, Floor 41
New York, NY 10112-0015

SUBJECT: Notice of Conditional Contract Awards under RFP # 202506082,
Grant/Loan Management and Administrative Support Services

Dear Timothy Hurley:

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/ Maine Emergency Management Agency for Grant/Loan Management and Administrative Support Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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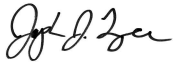
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Guidehouse Inc.
1676 International Drive, Suite 800
McLean, VA 22102

SUBJECT: Notice of Conditional Contract Awards under RFP # 202506082,
Grant/Loan Management and Administrative Support Services

Dear Nini Donovan:

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/ Maine Emergency Management Agency for Grant/Loan Management and Administrative Support Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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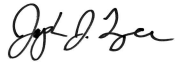
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IEM International, Inc
5420 Wade Park Blvd, Ste 140
Raleigh, NC 27607

**SUBJECT: Notice of Conditional Contract Awards under RFP # 202506082,
Grant/Loan Management and Administrative Support Services**

Dear Keith Reynolds:

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/ Maine Emergency Management Agency for Grant/Loan Management and Administrative Support Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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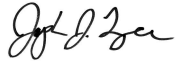
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October 10, 2025

Integrated Solutions Consulting, Corp.
220 S. Buchanan Street
Edwardsville, IL 62025

SUBJECT: Notice of Conditional Contract Awards under RFP # 202506082,
Grant/Loan Management and Administrative Support Services

Dear Sophia Delmar:

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/ Maine Emergency Management Agency for Grant/Loan Management and Administrative Support Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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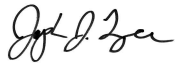
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iParametrics, LLC
6515 Shiloh Road, Suite 200
Alpharetta, GA 30005

SUBJECT: Notice of Conditional Contract Awards under RFP # 202506082,
Grant/Loan Management and Administrative Support Services

Dear Jeff Stevens:

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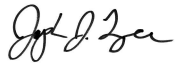
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Tetra Tech, Inc
2301 Lucien Way, Suite 120
Maitland, FL 32751

**SUBJECT: Notice of Conditional Contract Awards under RFP # 202506082,
Grant/Loan Management and Administrative Support Services**

Dear Ms. Chritina Hendrick:

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/ Maine Emergency Management Agency for Grant/Loan Management and Administrative Support Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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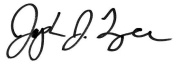
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October 10, 2025

Thomas Howell Ferguson
2615 Centennial Blvd, Ste 200
Tallahassee FL, 32308

**SUBJECT: Notice of Conditional Contract Awards under RFP # 202506082,
Grant/Loan Management and Administrative Support Services**

Dear Ben Stevens III:

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/ Maine Emergency Management Agency for Grant/Loan Management and Administrative Support Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- TETRA TECH, INC
- TRC ENVIRONMENTAL
- AECOM TECHNICAL SERVICES, INC

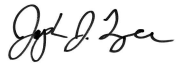
The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice 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 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/ Maine Emergency Management Agency

Janet T. Mills
Governor

Brigadier General
Diane L. Dunn
Commissioner

October 10, 2025

Throwe Environmental, LLC
10 Duffield Road
Bristol, RI 02809

SUBJECT: Notice of Conditional Contract Awards under RFP # 202506082,
Grant/Loan Management and Administrative Support Services

Dear Joanne Throwe:

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/ Maine Emergency Management Agency for Grant/Loan Management and Administrative Support Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- TETRA TECH, INC
- TRC ENVIRONMENTAL
- AECOM TECHNICAL SERVICES, INC

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders 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 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/ Maine Emergency Management Agency

Janet T. Mills
Governor

Brigadier General
Diane L. Dunn
Commissioner

October 10, 2025

TRC Environmental Corporation
21 Griffin Road North
Windsor, CT 06095

**SUBJECT: Notice of Conditional Contract Awards under RFP # 202506082,
Grant/Loan Management and Administrative Support Services**

Dear Sarah Poskanzer:

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/ Maine Emergency Management Agency for Grant/Loan Management and Administrative Support Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- TETRA TECH, INC
- TRC ENVIRONMENTAL
- AECOM TECHNICAL SERVICES, INC

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders 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 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/ Maine Emergency Management Agency

Janet T. Mills
Governor

Brigadier General
Diane L. Dunn
Commissioner

October 10, 2025

VPD Government Solutions
1621A South Hayes Street
Arlington, VA 22202

(Insert name/address of bidder being notified)

**SUBJECT: Notice of Conditional Contract Awards under RFP # 202506082,
Grant/Loan Management and Administrative Support Services**

Dear Tony Brooks:

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/ Maine Emergency Management Agency for Grant/Loan Management and Administrative Support Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- TETRA TECH, INC
- TRC ENVIRONMENTAL
- AECOM TECHNICAL SERVICES, INC

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders 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 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
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: AC Disaster Consulting

DATE: September 8, 2025

SUMMARY PAGE

Department Name: Defense, Veterans, and Emergency Management/ Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Sunny Cyr, Anne Fuchs, Jonathan Ross

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Used Forms that were supplied in the RFP	X	
• Supplied specific information requested	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	25
Section III. Proposed Services	35	27
Section IV. Cost Proposal	25	23.79
<u>Total Points</u>	<u>100</u>	<u>75.79</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: AC Disaster Consulting

DATE: September 8, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- Founded in 2018-experienced staff, the company is new
- Understand FEMA framework
- Located in New England
- 4 Staff in Region – would require travel expenses for feet on the ground projects
- Public Assistance focused
- Emphasis on today’s climate in Maine
- Sole Point of contact not in the region
- Tribal liaison
- Acknowledged all grant programs
- Insufficient Staff to meet local needs
- Understanding of disaster-related grant management cycle
- Lacks understanding of non-disaster grant management cycle
- Reliant on Subcontractors
- One prime contractor with limited scope
- No clear justification indicating preparedness experience
- Proposal content goes beyond RFP scope

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: AC Disaster Consulting

DATE: September 8, 2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	25

Evaluation Team Comments:

- I. Overview of the Organization
 - No conveyance of practical experience in this area
 - The bidder does convey an understanding of the national Emergency Management Grant/Loan frameworks.
 - Understanding of National challenges not specific to Maine
- II. Subcontractors
 - Serves as a subconsultant for 2 consulting firms
 - Would use 2 other subcontractors
- III. Organizational Chart
 - No staff in Maine
 - 4 staff located in New England
 - Have a tribal liaison on staff
- IV. Litigation
 - No current litigation
- V. Financial Viability
 - Confidential Auditing Record provided
 - Bidder did not provide 3 complete years of information as requested
- VI. Certificate of Insurances
 - Signed insurance through 2025/2026

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: AC Disaster Consulting

DATE: September 8, 2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	35	27

Evaluation Team Comments:

- Standard services include:
 - Scope of work
 - Project execution plan
 - Work plan process
 - Effective communication
 - Quality control
 - Quality Assurance
- Single point of Contact identified
- Reliant on sub-contractors
- One prime contractor for which it was a limited scope
- Project Manager is remote
- Support staff are in the region
- No clear justification indicating preparedness experience
- Proposal content goes beyond the RFP scope
- Mentioned the systems they use; however, not clear if they plan on using MEMA's systems
- Understands scope of work and the need to comply with the State of Maine OIT policies
- Standard Implementation of work plan and service
- MEMA does not require support in plan development or programmatic strategy

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: AC Disaster Consulting

DATE: September 8, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
112.78	,	118.50	x	25 points	=	23.79

Evaluation Team Comments:

The team agreed to use the mathematical formula with the average rate of pay for all staff included on the form that was presented by the bidder. The rate of pay average was recalculated by the coordinator.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: AECOM Technical Services, Inc.

DATE: September 8, 2025

SUMMARY PAGE

Department Name: Defense, Veterans, and Emergency Management/ Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Sunny Cyr, Anne Fuchs, Jonathan Ross

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Used Forms that were supplied in the RFP	X	
• Supplied specific requested information	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	38
Section III. Proposed Services	35	33
Section IV. Cost Proposal	25	15.31
<u>Total Points</u>	<u>100</u>	<u>86.31</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: AECOM Technical Services, Inc.

DATE: September 8, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- 30+ years of experience
- Can meet agency's current needs
- Understands Federal grant framework
- Local to Maine
 - 56,000 staff globally
 - Project Manager operating out of Portland, Maine
 - 22 staff in Maine
 - 939 staff in Region 1
- Emphasis on Federal
- 56,000 Staff global, 939 Staff in region 1, 22 Staff in the State of Maine
- Nothing mentioned regarding interaction with States
- Primary contact to consolidated resource for federal
- Knowledge of Maine's local government industries, risks, and vulnerabilities

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: AECOM Technical Services, Inc.

DATE: September 8, 2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	38

Evaluation Team Comments:

- I. Overview of the Organization
 - Annually ranks in the top three ENR engineering firm rankings
 - Extensive knowledge, support
 - Drafted NOFOs
 - Extensive expertise in subject matter across many grant programs
- II. Subcontractors
 - Does not anticipate using subcontractors for this scope of work
- III. Organizational Chart
 - Organizational chart was included
 - Sufficient Staff in Maine
- IV. Litigation
 - Advised by legal not to make any comments regarding claims
- V. Financial Viability
 - Strong Corporate
- VI. Certificate of Insurance
 - Insurance through 2026

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: AECOM Technical Services, Inc.

DATE: September 8, 2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	35	33

Evaluation Team Comments:

- Mentioned Quality Control that mimics the federal built-in quality control
- Close out experience
- Quality management system
- Certified to ISO 9001 standards
- Closeout support
- No work plan, top level
- Engineers/Engineering services
- Mentioned software that is not connected to the agency process
- Responded beyond the required scope of work
- 12 closeout checklists provided for FEMA

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: AECOM Technical Services, Inc.

DATE: September 8, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal		Cost Proposal Being Scored	x	Score Weight	=	Score
112.78	,	184.11	x	25 points	=	15.31

Evaluation Team Comments:

The team agreed to use the mathematical formula with the average rate of pay for all staff included on the form that was presented by the bidder.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: DCMC, LLC

DATE: September 8, 2025

SUMMARY PAGE

Department Name: Defense, Veterans, and Emergency Management/ Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Sunny Cyr, Anne Fuchs, Jonathan Ross

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Used Forms that were supplied in the RFP	X	
• Supplied specific requested information	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	27
Section III. Proposed Services	35	26
Section IV. Cost Proposal	25	20.55
<u>Total Points</u>	<u>100</u>	<u>73.55</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: DCMC, LLC

DATE: September 8, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- Not enough staff to fulfill scope of work
 - 130 staff
 - No Staff in Maine
 - No Staff in Region 1
- Acquired by Lamoine company in 2020
- Remote model cost savings emphasized
- Public Assistance and Recovery focused

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: DCMC, LLC

DATE: September 8, 2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	27

Evaluation Team Comments:

- Overview of the Organization
 - Headquartered in Virginia
 - 35 years experience
 - Expertise in all areas of emergency management
- Subcontractors
 - AG Witt-Founded by a former FEMA director
 - Emergent Risk Solutions
- Organizational Chart
 - Former FEMA staff on staff
- Litigation
 - Involved in one closed case in past 5 years
 - No current litigation
- Financial Viability
 - Financial Statements are poorly organized
- Certificate of Insurance
 - Included expired in 2024

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: DCMC, LLC

DATE: September 8, 2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	35	26

Evaluation Team Comments:

- Mention of identifying and applying for Federal grant opportunities – this was not part of the agency’s scope of work)
- No mention of pre-disaster damage assessment report
- Focused on local Maine hiring sub-contractors
- Public Assistance and Hazard mitigation work plan provided
 - No work plan for preparedness or grants management

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: DCMC, LLC

DATE: September 8, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
112.78	,	137.20	x	25 points	=	20.55

Evaluation Team Comments:

The team agreed to use the mathematical formula with the average rate of pay for all staff included on the form that was presented by the bidder.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Deloitte & Touche, LLP

DATE: September 8, 2025

SUMMARY PAGE

Department Name: Defense, Veterans, and Emergency Management/ Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Sunny Cyr, Anne Fuchs, Jonathan Ross

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Used Forms that were supplied in the RFP	X	
• Supplied specific requested information	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	30
Section III. Proposed Services	35	25
Section IV. Cost Proposal	25	<u>20.21</u>
<u>Total Points</u>	<u>100</u>	<u>75.21</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Deloitte & Touche, LLP

DATE: September 8, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- Worked with Maine stakeholders
- 250 full-time company staff
 - No Maine staff noted
- State and Local Cybersecurity
- Many high honors and award recognitions
- Highly accredited
- Focus on Public Assistance and Mitigation

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Delloitte & Touche, LLP

DATE: September 8, 2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	30

Evaluation Team Comments:

- Overview of the Organization
 - Federal system experience
 - Headquartered in NYC
 - Regional in Boston
- Subcontractors
 - No sub-contractors
- Organizational Chart
 - Org chart was provided
 - Standard with information provided
- Litigation
 - Defendant in multiple litigation
- Financial Viability
 - No statement due to complexity
 - They stated a positive NIAC credit rating
- Certificate of Insurance
 - Expired June 2025

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Deloitte & Touche, LLP

DATE: September 8, 2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	35	25

Evaluation Team Comments:

- Can scale up to 300% within 48 hours
 - Assumed tripling of core team
- Proprietary process technology minimizes data entry
 - Adds value
- Deliberate approach to the work plan
- Acknowledged the changing federal landscape and what that can mean for grant programs
- Deployable teams with no mention of resources in state

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Deloitte & Touche, LLP

DATE: September 8, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal		Cost Proposal Being Scored	x	Score Weight	=	Score
112.78	,	139.50	x	25 points	=	20.21

Evaluation Team Comments:

The team agreed to use the mathematical formula with the average rate of pay for all staff included on the form that was presented by the bidder.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Guidehouse, Inc

DATE: September 10, 2025

SUMMARY PAGE

Department Name: Defense, Veterans, and Emergency Management/ Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Sunny Cyr, Anne Fuchs, Jonathan Ross

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Used Forms that were supplied in the RFP	X	
• Supplied specific requested information	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	27
Section III. Proposed Services	35	30
Section IV. Cost Proposal	25	18.99
<u>Total Points</u>	<u>100</u>	<u>75.99</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Guidehouse, Inc

DATE: September 10, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- In operation for 120 years supporting U.S. government agencies
- Headquartered in Boston
- Public Assistance and Mitigation focused
- Pennsylvania and Massachusetts have used this contractor for public assistance. Vermont used them for HMGP
- \$65billion in federal funds managed
- 21 government entities supported with grant work
- Language not updated from Vermont to Maine
- Unclear if any staff reside in Maine, although there are 60 in New England

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Guidehouse, Inc

DATE: September 10, 2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	27

Evaluation Team Comments:

- Overview of the Organization
 - Experience working with Maine DAFS and DHS
 - Egrant, FEMA grants portal, and FEMAGO experience
- Subcontractors
 - Would discuss the use of subcontractors with the agency
 - Preferred subcontractors: Disaster Recovery Services and Simeon Global Consulting LLC
- Organizational Chart
 - Standard Chart was provided
- Litigation
 - A variety of legal proceedings that arise commonly in the normal course of our business
- Financial Viability
 - Financially viable
- Certificate of Insurance
 - Through 2026

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Guidehouse, Inc

DATE: September 10, 2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	35	30

Evaluation Team Comments:

- HSGP, NSGP, and SLCGP experience with disaster recovery services for one subcontractor
- Broke down proposed services into work streams and identified how the different RFP aspects were met by work streams
- Intricate way of showing they can meet our needs
- Lack of preparedness grant expertise

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Guidehouse, Inc

DATE: September 10, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal		Cost Proposal Being Scored	x	Score Weight	=	Score
112.78	,	148.47	x	25 points	=	18.99

Evaluation Team Comments:

The team agreed to use the mathematical formula with the average rate of pay for all staff included on the form that was presented by the bidder.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: IEM International

DATE: September 10, 2025

SUMMARY PAGE

Department Name: Defense, Veterans, and Emergency Management/ Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Sunny Cyr, Anne Fuchs, Jonathan Ross

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Used Forms that were supplied in the RFP	X	
• Supplied specific requested information	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	30
Section III. Proposed Services	35	29
Section IV. Cost Proposal	25	25
<u>Total Points</u>	<u>100</u>	<u>84</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: IEM International

DATE: September 10, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- 90% client retention over the last 10 years
- 600+ successful projects
- \$277,000,000.00 in funds managed
- No local staff
- Public Assistance, mitigation, housing recovery, and strategic planning

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: IEM International

DATE: September 10, 2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	30

Evaluation Team Comments:

- Overview of the Organization
 - Sub-recipient based not state/grant management
 - Lack of preparedness grant readiness
- Subcontractors
 - They do not intend to use subcontractors
- Organizational Chart
 - Standard specific to Public assistance and mitigation
- Litigation
 - Labor and employment claims
- Financial Viability
 - Very strong, IEM generally stands a positively balanced budget
- Certificate of Insurance
 - Certificate of insurance expired 2023/2024

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: IEM International

DATE: September 10, 2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	35	29

Evaluation Team Comments:

- Intricately responded to all requested services in RFP
- Public Assistance damage assessments to close out
- Hazard mitigation – application packaging, engineering, and quarterly planning
- SERC/LEPC – support department compliance efforts, conduct outreach and review reports

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: IEM International

DATE: September 10, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal		Cost Proposal Being Scored	x	Score Weight	=	Score
112.78	,	112.78	x	25 points	=	25

Evaluation Team Comments:

The team agreed to use the mathematical formula with the average rate of pay for all staff included on the form that was presented by the bidder.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Integrated Solutions

DATE: September 10, 2025

SUMMARY PAGE

Department Name: Defense, Veterans, and Emergency Management/ Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Sunny Cyr, Anne Fuchs, Jonathan Ross

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Used Forms that were supplied in the RFP	X	
• Supplied specific requested information	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	30
Section III. Proposed Services	35	26
Section IV. Cost Proposal	25	20.07
<u>Total Points</u>	<u>100</u>	<u>76.07</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Integrated Solutions

DATE: September 10, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- Emergency Management focused
- Specializes in Hazard Mitigation, disaster consulting service, and homeland security
- 20+ years service supporting local government, state and FEMA
- 850+ professionals (HMA, HUD cdbg, Federal highway)

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Integrated Solutions

DATE: September 10, 2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	30

Evaluation Team Comments:

- Overview of the Organization
 - No local staff in state
- Subcontractors
 - Does not plan on using subcontractors
- Organizational Chart
 - Standard, Public Assistance focus
- Litigation
 - No current or closed cases
- Financial Viability
 - Lack of detailed information about profit, finances not verifiable with supporting content
- Certificate of Insurance
 - Good through 25/26

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Integrated Solutions

DATE: September 10, 2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	35	26

Evaluation Team Comments:

- 97% success rate in achieving favorable responses on appeals
- Work plan is standard project management strategy
- No preparedness grants experience

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Integrated Solutions

DATE: September 10, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal		Cost Proposal Being Scored	x	Score Weight	=	Score
112.78	,	140.48	x	25 points	=	20.07

Evaluation Team Comments:

The team agreed to use the mathematical formula with the average rate of pay for all staff included on the form that was presented by the bidder.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: iParametrics, LLC

DATE: September 10, 2025

SUMMARY PAGE

Department Name: Defense, Veterans, and Emergency Management/ Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Sunny Cyr, Anne Fuchs, Jonathan Ross

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Used Forms that were supplied in the RFP	X	
• Supplied specific requested information	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	29
Section III. Proposed Services	35	28
Section IV. Cost Proposal	25	19.22
<u>Total Points</u>	<u>100</u>	<u>76.22</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: iParametrics, LLC

DATE: September 10, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- 20+ years experience as a company in all 50 states,
- Headquarters in Georgia
- They offer an in house grant management system
- Familiar with agency and currently support with NSGP and previously

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: iParametrics, LLC

DATE: September 10, 2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	29

Evaluation Team Comments:

- Overview of the Organization
 - Familiar with agency and currently supports with NSGP and previously provided training courses for the Agency public assistance website.
- Subcontractors
 - Will not use subcontractors for this assignment
- Organizational Chart
 - Fairly standard
 - Less focus on just public assistance and mitigation
 - No local or regional staff identified
- Litigation
 - No open litigation
 - No claims in the past 5 years
- Financial Viability
 - Balance sheets and income statements provided
- Certificate of Insurance
 - Through 10/2025

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: iParametrics, LLC

DATE: September 10, 2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	35	28

Evaluation Team Comments:

- Does mention HSGP
- Standard approach with an emphasis on a holistic approach
- Work plan is standard and well defined
- Highlighted sub-recipient support
- GIS support available
- The proposal addresses services needed by the agency

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: iParametrics, LLC

DATE: September 10, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal		Cost Proposal Being Scored	x	Score Weight	=	Score
112.78	,	146.67	x	25 points	=	19.22

Evaluation Team Comments:

The team agreed to use the mathematical formula with the average rate of pay for all staff included on the form that was presented by the bidder.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Tetra Tech, Inc.

DATE: September 11, 2025

SUMMARY PAGE

Department Name: Defense, Veterans, and Emergency Management/ Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Sunny Cyr, Anne Fuchs, Jonathan Ross

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Used Forms that were supplied in the RFP	X	
• Supplied specific requested information	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	36
Section III. Proposed Services	35	34
Section IV. Cost Proposal	25	23.54
<u>Total Points</u>	<u>100</u>	<u>93.54</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Tetra Tech, Inc.

DATE: September 11, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- 59 years in business
- 25 years of experience with Emergency Management projects
- Conveyed an understanding of National Emergency Grant/Loan Frameworks
- Headquartered in Florida
- Unclear if they have state/region staff-no mention
- They have attorneys
- 95% clients and contracts
- Provided examples of state-level work that would address our needs in terms of both disaster and non-disaster

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Tetra Tech, Inc.

DATE: September 11, 2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	36

Evaluation Team Comments:

- Overview of the Organization
 - Quantitative information about experience with different types of disasters
 - Disaster, case management, and Emergency shelter experience
 - Well-documented case studies showcased their variety of experience working with states across several grant programs
- Subcontractors
 - They have engaged Noreast consulting group for this project
- Organizational Chart
 - Org chart was provided
 - Non-disaster grant support is evident in the org chart
- Litigation
 - No current claims
- Financial Viability
 - Standard and strong
 - Last 3 years
- Certificate of Insurance
 - Provided expires 10/2025

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Tetra Tech, Inc.

DATE: September 11, 2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	35	34

Evaluation Team Comments:

- Able to utilize the Agency's platforms
- Offered a table of common problems and Tetra Tech solutions
- Incorporated elements in the event of loss of FEMA staff
- Standard Workflow and processes
- Services offered are clear, and graphics aid in communicating their abilities
- Outline their expertise across multiple disciplines; regional personnel are not specified

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Tetra Tech, Inc.

DATE: September 11, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
112.78	,	119.77	x	25 points	=	23.54

Evaluation Team Comments:

The team agreed to use the mathematical formula with the average rate of pay for all staff included on the form that was presented by the bidder.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Thomas Howell Ferguson, PA

DATE: September 11, 2025

SUMMARY PAGE

Department Name: Defense, Veterans, and Emergency Management/ Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Sunny Cyr, Anne Fuchs, Jonathan Ross

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Used Forms that were supplied in the RFP	X	
• Supplied specific requested information	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	24
Section III. Proposed Services	35	20
Section IV. Cost Proposal	25	15.77
<u>Total Points</u>	<u>100</u>	<u>59.77</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Thomas Howell Ferguson, PA

DATE: September 11, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- Agreed that the proposal was below standards
- Headquartered in Florida
- Conflicting and inconsistent information across each Section

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Thomas Howell Ferguson, PA

DATE: September 11, 2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	24

Evaluation Team Comments:

- Overview of the Organization
 - Mentions experience not justified in package
 - 30+ declared disasters
- Subcontractors
 - Sikich Technology (Accounting and Advisory)
 - Technology enabled professional services
 - 40 years experience
 - 1,900 employees/30 offices (no locations listed)
- Organizational Chart
 - Standard with lack of detail
 - All project management professionals
- Litigation
 - Not currently in litigation with any parties that would impact their government consulting
- Financial Viability
 - Will provide financial information upon award (not transparent)
- Certificate of Insurance
 - Valid through 2026

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Thomas Howell Ferguson, PA

DATE: September 11, 2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	35	20

Evaluation Team Comments:

- Appears that the range of service was copied from the RFP
- Data provided in first section does not completely match this section
- Experience with SHSG, OSG, and EMPG, not justified

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Thomas Howell Ferguson, PA

DATE: September 11, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
112.78	,	178.75	x	25 points	=	15.77

Evaluation Team Comments:

The team agreed to use the mathematical formula with the average rate of pay for all staff included on the form that was presented by the bidder.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Throwe Environmental, LLC

DATE: September 11, 2025

SUMMARY PAGE

Department Name: Defense, Veterans, and Emergency Management/ Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Sunny Cyr, Anne Fuchs, Jonathan Ross

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Used Forms that were supplied in the RFP	X	
• Supplied specific requested information	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	20
Section III. Proposed Services	35	19
Section IV. Cost Proposal	25	20.14
<u>Total Points</u>	<u>100</u>	<u>59.14</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Throwe Environmental, LLC

DATE: September 11, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- Rooted in environmental sustainability options
- Experience providing technical assistance in the field
- Projects centered around EPA
 - Not with FEMA, HUD, etc.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Throwe Environmental, LLC

DATE: September 11, 2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	20

Evaluation Team Comments:

- Overview of the Organization
 - No statement about local or regional staff presence
- Subcontractors
 - Not going to use subcontractors
- Organizational Chart
 - Standard
 - High Level does not reflect Emergency Management or Grant Management expertise
- Litigation
 - Not currently named in litigation currently or in the last 5 years
- Financial Viability
 - Stable, positive
- Certificate of Insurance
 - Good through 25/26

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Throwe Environmental, LLC

DATE: September 11, 2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Availabl e</u>	<u>Points Awarde d</u>
Section III. Proposed Services	35	19

Evaluation Team Comments:

- Standard work plan initiation and execution process
- Continued best practices research and work plan evaluation
- No graphics used, all words
- Prep for audits and inspections
- Experience seems to be adjacent to MEMA mission set
- No specific mention of preparedness grants, focus on Public Assistance

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: Throwe Environmental, LLC

DATE: September 11, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
112.78	,	140.00	x	25 points	=	20.14

Evaluation Team Comments:

The team agreed to use the mathematical formula with the average rate of pay for all staff included on the form that was presented by the bidder. The rate of pay average was recalculated by the coordinator.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: TRC Environmental Corporation, Inc

DATE: September 11, 2025

SUMMARY PAGE

Department Name: Defense, Veterans, and Emergency Management/ Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Sunny Cyr, Anne Fuchs, Jonathan Ross

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Used Forms that were supplied in the RFP	X	
• Supplied specific requested information	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	38
Section III. Proposed Services	35	34
Section IV. Cost Proposal	25	19.57
<u>Total Points</u>	<u>100</u>	<u>91.57</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: TRC Environmental Corporation, Inc

DATE: September 11, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- 56 years experience
- 8,000 Staff nationally
- \$700,000,000.00 in reimbursements processed
- Knowledge of Maine's geography and culture

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: TRC Environmental Corporation, Inc

DATE: September 11, 2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	38

Evaluation Team Comments:

- Overview of the Organization
 - Previous assistance to Agency with EMPG Grant
- Subcontractors
 - They do use subcontractors and would obtain written approval from agency prior to utilizing their service
- Organizational Chart
 - Had the Programs section structured in
 - Civil Engineer noted
- Litigation
 - No litigation in Maine or within Maine in the past 5 years
 - National litigation available on request
- Financial Viability
 - Conveyed stability
 - Formatting was difficult to read
- Certificate of Insurance
 - Good through 2025/2026

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: TRC Environmental Corporation, Inc

DATE: September 11, 2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	35	34

Evaluation Team Comments:

- 8 in-state staff who have supported the agency on past assignments
- Familiar with the systems/portals needed to assist the agency
- Acknowledged the State of Maine OIT and security policies
- Uses and is familiar with the federal systems and portals
- Analysis of other states best practice
- Included the Preparedness grants in documentation
- Standard approach with specifying the teams and tasks they will be assigned

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: TRC Environmental Corporation, Inc

DATE: September 11, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
112.78	,	144.08	x	25 points	=	19.57

Evaluation Team Comments:

The team agreed to use the mathematical formula with the average rate of pay for all staff included on the form that was presented by the bidder.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: VPD Government Solutions

DATE: September 11, 2025

SUMMARY PAGE

Department Name: Defense, Veterans, and Emergency Management/ Maine Emergency Management Agency

Name of RFP Coordinator: Tammy Thayer-Hardman

Names of Evaluators: Sunny Cyr, Anne Fuchs, Jonathan Ross

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Used Forms that were supplied in the RFP	X	
• Supplied specific requested information	X	
• <u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	28
Section III. Proposed Services	35	22
Section IV. Cost Proposal	25	21.81
<u>Total Points</u>	<u>100</u>	<u>71.81</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: VPD Government Solutions

DATE: September 11, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- Focus on support to federal agencies
- Agility in rapidly hiring and backfilling positions
- Service-Disabled, Veteran-Owned business
- Headquartered in Virginia
- Lead point of contact in New Harbor, Maine

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: VPD Government Solutions

DATE: September 11, 2025

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	40	28

Evaluation Team Comments:

- Overview of the Organization
 - 14 years experience in grants management, Admin support, and program/project management
 - Support to programs valued at over \$150,000,000.00
- Subcontractors
 - No subcontractors were mentioned in the proposal
- Organizational Chart
 - Mitigation represented, no preparedness
 - No location visibility of program supports
- Litigation
 - Never been involved in litigation
- Financial Viability
 - Stable conveys marginally increasing profits year to year
- Certificate of Insurance
 - Good through 2025/2026

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: VPD Government Solutions

DATE: September 11, 2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	35	22

Evaluation Team Comments:

- No relevant grant funding experience noted
- Will integrate with Agency's systems
- STORM is inaccurately represented as a non-FEMA program
- Will rapidly mobilize a team
- Understood the need to use Agency's tracking systems

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER: VPD Government Solutions

DATE: September 11, 2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
112.78	,	129.25	x	25 points	=	21.81

Evaluation Team Comments:

The team agreed to use the mathematical formula with the average rate of pay for all staff included on the form that was presented by the bidder.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: AC Disaster Consulting

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Years of experience as company: **7**
- Does bidder convey an understanding of national EM grant/loan frameworks? **Yes**
- Did bidder provide examples of State-level work that would address MEMA's known service needs?
 1. Disaster-related funding: **To an extent – of three provided work examples, only one is as a prime contractor. This is an important factor given the current volume of MEMA's open disaster assistance programs.**
 2. Non-disaster funding: **No**

2. Subcontractors

- Does the bidder plan to engage subcontractors? **Yes**

3. Organizational Chart

- Does the bidder have sufficient staff to meet needs? **<200 nationally + subcontract support is not likely to meet MEMA's needs**
- Does the bidder have staff in Maine? **No – this will increase service costs as MEMA anticipates a need for on-the-ground support during the contract period.**

4. Etc.

- Is the proposal readable -- detailed yet succinct? **The proposal is poorly edited, to include one section (File 2, p.17-22) with an apparent accidental deletion of content.**
- Does the organization show strong financial statements for the three most recent FY? **Financial statements reflect a stable small business, but the bidder did not provide three complete years of information as requested.**

II. Proposed Services

1. Services to be Provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: AC Disaster Consulting

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Does the proposal address all known service needs? **The proposal addresses all elements of the disaster-related grant management cycle, but does not convey an experienced understanding of the non-disaster grant management cycle.**
- 2. Implementation – Work Plan
 - Do the work plan details convey an understanding of MEMA's desired scope of service? **No – MEMA does not require support in plan development or programmatic strategy.**
 - Are any parameters provided to convey a more detailed vision for possible work scenarios/timelines based on the bidder's business model/capacity? **No**
 - Does the bidder convey an understanding of specific challenges in the EM landscape?
 1. Nationally **Yes**
 2. In Maine **No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: AC Disaster Consulting

DATE: 9/7/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Headquartered in Denver, Colorado
- Certified as a Woman-Owned Small Business
- Founded in 2018
- 170+ professionals on staff
 - Emergency managers, grant management specialists, financial analysts, public information officers, planners, logistics and operations specialists, public health professionals, debris and environmental experts, and mitigation consultants.
 - Staff include CEM's, former state and federal EMA employees
 - Former VT EMA Director on staff as Project Executive
 - EMAP Assessors and EMAP Commission member on staff
- Has responded to over 55 federally declared disasters
- Has provided grant program services in 9 states
- Has managed \$15 billion in FEMA PA and grant reimbursements
- Has prepared/reviewed/managed over \$500million in HMGP funds
- Has performed 29,000+ residential damage assessments to support local floodplain measures (not declaration process)
- Has provided debris oversight for \$5million in invoice claims
- Has supported EMAC claims totaling \$228 million
- Has supported 40 emergency plans, training, & exercise (not included as ask in this RFP)
- Climate adaptation & resilience emphasis
- Acknowledged changing federal disaster assistance landscape
 - ACDC to provide feedback when appropriate
- Subject matter expertise: PA, HM, IA programs + various external recovery programs
- "Extensive Experience/Intimate Knowledge" across HSGP, NSGP, OPSG, SLCGP, EMPG (typed as HMGP), HMEP, SERC,

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: AC Disaster Consulting

DATE: 9/7/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- and LEPC (engagement in these programs not exemplified in package)
 - Resilience experience with coastal communities (supported NRCS funding request when FEMA PA didn't come through)
 - Acquisition & elevation application development and processing support
 - Full program management experience; application to appeals & closeout (provided clear chart and map depiction of all project engagement to date – all mitigation/recovery; no preparedness)
2. Subcontractors
- ACDC serves as a subconsultant to Guidehouse & Deloitte
 - Would use Dewberry & Results Centered Strategies (RCS) to support HM programs
 - Dewberry served as lead author on latest HMA guidance
 - Dewberry managed the BCA helpline for 10+ years
 - Dewberry advised FEMA on Swift Current pilot plan
3. Organizational Chart
- Only four staff highlighted as located in RI (VT & MA based), no staff in ME
 - Principal: Former VT EMA Director on staff
 - Mitigation Specialist
 - Senior Grant Specialist
 - SME
 - Have a tribal liaison on staff
4. Litigation, Financial Records, Certificate of Insurance
- No current litigation
 - Confidential Auditing Record provided
 - Has signed insurance through 2025/2026 (varies by type)

II. Proposed Services

1. Services to be Provided
- Understands standby services
 - Understands scope of work that could be asked for and need to comply with SOM OIT
 - Will develop of Project Execution Plan for each assigned project outlining objectives, scope, schedule, budget, and quality control protocols

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: AC Disaster Consulting

DATE: 9/7/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- QA/QC check before delivering to state
- Single Point of Contact model with Project Manager (remote) even though reporting staff are in region
- Weekly progress reports
- Maintains own project dashboards and time tracking (Salesforce) Financial, programmatic, and compliance expertise
- Extensive overview on proposed mitigation and recovery services, brief overview of preparedness grants

2. Implementation – Work Plan

- Standard Implementation of work plan and services

III. Cost Proposal

- Average hourly rate depicted as \$107.73, but should actually be \$118.50 (provided calculations were incorrect)

Overall, a very comprehensive package custom tailored to Maine. Definite experience with mitigation and recovery, but no experience actually depicted with preparedness programs. No existing staff in Maine.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: AC Disaster Consulting

DATE: 9/4/2025

EVALUATOR NAME: Jonathan Ross

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Founded in 2018 – staff have experience, but company is rather new
- Worked several (over 55) declared disasters
- Acknowledged/experience in all grant programs outlined in RFP (EMPG, HSGP, others)
- Some staff are located and familiar with New England (4)
- Showed familiarity with current “climate” of Maine

2. Subcontractors

- Been a sub for several other contractors
- Dewberry and Results Centered Strategies (RCS)
- Both focused on recovery and mitigation

3. Organizational Chart

- Robust, very clear outlining staffing and capabilities

4. Etc.

- Litigation (none current), Financial viability (positive), and certificate of insurance (valid)

II. Proposed Services

1. Services to be Provided

- Comprehensive support – across all our programs outlined in RFP
- Project Management and Support
- Highlighted comms and QA/QC
- Tech to support project man.
- Heavy focus on recovery/PA/mitigation

2. Implementation – Work Plan

- Multi-phase
- Immediate implementation
- Clearly articulated with services to be provided per timeline

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: AECOM

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Years of experience as company: **30+**
- Does bidder convey an understanding of national EM grant/loan frameworks? **Yes – experience is Federally-heavy**
- Did bidder provide examples of State-level work that would address MEMA's known service needs?
 1. Disaster-related funding: **No**
 2. Non-disaster funding: **No**

2. Subcontractors

- Does the bidder plan to engage subcontractors? **No**

3. Organizational Chart

- Does the bidder have sufficient staff to meet needs? **>900 in New England and 56,000 globally can meet MEMA's needs**
- Does the bidder have staff in Maine? **Yes – 22 staff noted in proposal, including PM**

4. Etc.

- Is the proposal readable -- detailed yet succinct? **Yes**
- Does the organization show strong financial statements for the three most recent FY? **Financial statements reflect a stable global corporation**

II. Proposed Services

1. Services to be Provided

- Does the proposal address all known service needs? **Yes**

2. Implementation – Work Plan

- Do the work plan details convey an understanding of MEMA's desired scope of service? **Yes.**
- Are any parameters provided to convey a more detailed vision for possible work scenarios/timelines based on the bidder's business

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: AECOM

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

model/capacity? **Yes – standard, reasonable meeting and report cadences/purposes are provided**

- Does the bidder convey an understanding of specific challenges in the EM landscape?
 1. Nationally **No**
 2. In Maine **No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: AECOM

DATE: 9/7/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Headquartered in Portland, ME
- Successful delivery of thousands of grants and billions of dollars in grant funding at the federal, state, and local level
- “Local firm with global resources and experience”
- Consistently ranks top 3 annually in ENR engineering firm rankings
- Knowledge of Maine’s local government, infrastructure, industries, natural resources, risks, and vulnerabilities
- Experienced in grant development to grant monitoring & closeout
- 30+ years of DHS and FEMA grant experience
- Web-enabled real time reporting
- Has provided over \$44 million in support to FEMA’s Grants Implementation Branch across two contracts
- Experience with PA (including 428), 404/406, FMA, BRIC, Swift Current, RHHPD, NFIP, SBA, ARPA, IA, IJJA, CDBG-R, and the Community Disaster Loan program
- BCA and EHP experience under HMA
- Has drafted the FEMA FMA NOFO, has supported FEMA in HMGP since its inception, annual BRIC NOFO drafting, Swift Current NOFO drafting, assistance to EHP helplines, drafting of RHHPD guidance, administrative support to HMA guidance and job aids, direct technical assistance to states
- Has contracted with FEMA PA since 1995 across 1,875 task orders under 14 contracts
- Primary contract support to FEMA’s CRC
- Internal quality control to mimic FEMA’s built in quality controls
- State contacts not included in three work references

2. Subcontractors

- Does not anticipate using subcontractors for this scope of work

3. Organizational Chart

- Maine-based Project Manager (Portland, ME)
- 22 staff in Maine, 939 across RI, and 56,000 staff worldwide

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: AECOM

DATE: 9/7/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

4. Litigation, Financial Records, Certificate of Insurance
 - Has been advised by legal not to make comments of claims and litigation
 - Audit Report provided
 - Insurance through 2026

II. Proposed Services

1. Services to be Provided
 - All standard services listed plus EOC support
 - Quality management system certified to ISO 9001 standards
 - Extensive closeout support (has developed 12 closeout and monitoring checklists for FEMA)
2. Implementation – Work Plan
 - Standard/deliberate work plan process

III. Cost Proposal

- Average cost is \$184/hr. but the Maine based Project Manager referenced throughout the package as serving as lead would cost \$220/hr.

Overall, this vendor offers extensive subject matter expertise across mitigation and recovery at the federal level. Preparedness programs only briefly mentioned. State engagement is less represented in the submitted content.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: AECOM

DATE: 9/4/2025

EVALUATOR NAME: Jonathan Ross

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Local to Maine, PM would operate out of Portland
- Over 30 years experience with FEMA programs
- Has directly supported FEMA, other states and municipalities

2. Subcontractors

- Use of subs not anticipated, will use in-house staff

3. Organizational Chart

- Provided, simplistic but informative – staff experience highlighted
- Some areas not well represented – prep. grant man.

4. Etc.

- Litigation (advised not to make any claims), strong (corporate) financial viability, and insurance included

II. Proposed Services

1. Services to be Provided

- Grant/loan man. services
- Process flow graphics provided direction to their services
- Covered all services outlined in RFP – could met MEMA's needs
- Goes beyond scope of requested services
- Internal quality control system similar to FEMA
- Can provide engineers and engineer services

2. Implementation – Work Plan

- Deliberate schedule/work plan implementation
- Comprehensive
- Workbench software – how would this integrate to existing MEMA processes (if it was used by them)

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: DCMC Partners

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Years of experience as company: **11**
- Does bidder convey an understanding of national EM grant/loan frameworks? **Yes**
- Did bidder provide examples of State-level work that would address MEMA's known service needs?
 1. Disaster-related funding: **Yes**
 2. Non-disaster funding: **No**

2. Subcontractors

- Does the bidder plan to engage subcontractors? **Yes**

3. Organizational Chart

- Does the bidder have sufficient staff to meet needs? **130 staff + subcontract cadres is not likely to meet MEMA's needs**
- Does the bidder have staff in Maine? **Bidder states a local presence but does not provide further detail**

4. Etc.

- Is the proposal readable -- detailed yet succinct? **The proposal is not**
- Does the organization show strong financial statements for the three most recent FY? **Financial statements reflect a stable global corporation**

II. Proposed Services

1. Services to be Provided

- Does the proposal address all known service needs? **Yes**

2. Implementation – Work Plan

- Do the work plan details convey an understanding of MEMA's desired scope of service? **Yes.**
- Are any parameters provided to convey a more detailed vision for possible work scenarios/timelines based on the bidder's business

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: DCMC Partners

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

model/capacity? **Yes – standard, reasonable meeting and report cadences/purposes are provided**

- Does the bidder convey an understanding of specific challenges in the EM landscape?
 1. Nationally **No**
 2. In Maine **No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: DCMC

DATE: 9/8/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Headquartered in Alexandria, VA
- 35 years of experience helping local governments, states, PNP's, medical facilities, schools and universities
- "expertise in all areas of disaster recovery, including preparedness, response, recovery, long-term recovery planning, mitigation, resiliency, insurance, grant management, and appeals" (statement emphasizes lack of understanding of EM mission areas)
- Very PA heavy focus with mention of FEMA's Community Disaster Loan program, HMGP, State Hazard Mitigation Plan support, CDBG, and CDBG-R
- Has helped secure \$50 billion in recovery program funding
- Experience helping FL, CO, VI, PR, and LA

2. Subcontractors

- Uses AG Witt to "add value to our team and increase our capacity" and Emergent Risk Solutions (ERS) to supplement and expand their staff
- AG Witt is founded by a former FEMA director
 - Experience still only reflects PA and HMGP programs
 - Experience with FEMA's 428 Alternative Procedures
- "ERS is a full-service emergency management consultancy whose principal area of business is providing consulting services related to preparedness/planning, response, recovery, and mitigation for state governments, local governments, and certain private non-profits with a special focus on disaster recovery programs including FEMA Public Assistance, FEMA Individual Assistance, FEMA's Hazard Mitigation Grant Program, and HUD CDBG-DR.

3. Organizational Chart

- Some former FEMA personnel on staff
- Organizational chart broken out with disaster recovery focus

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: DCMC

DATE: 9/8/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- No mention of staff in Maine or Region I (all staff would have to be deployed)
 - DCMC committed to Maine local hires and training pre-disaster
- Ability to scale staffing up and down based on need
- DCMC has 130 FT employees with cadre of 350 additional SME's (subcontractors add hundreds more)
- Tracks time in 15 minute increments
- Emphasizes cost saving with remote model
- BRIC, HSGP, EMPG, FMA, and HMEP finally mentioned on page 29 with number of staff with "subject matter expertise" across each area

4. Litigation, Financial Records, Certificate of Insurance

- No current litigation, involved in one closed case in last five years
- Balance sheets and income statements provided
 - DCMC has a \$85 million line of credit to support
- Provided expired liability insurance

II. Proposed Services

1. Services to be Provided

- Standard grants management services across all phases, except no pre-disaster damage assessment support mentioned, and task order development/kickoff
- Understands standby contract
- Copy and pasted list of program the RFP requested support for on pg.3, even though ability to support all programs not well demonstrated within the package
- "The DCMC Team has a wealth of experience in identifying and applying to grant and loan funding opportunities across a vast array of programs. Sample programs include the Homeland Security Grant Program (HSGP), Nonprofit Security Grant Program (NSGP), State and Local Cybersecurity Grant Program (SLCGP), Emergency Management Program Grant (EMPG), Public Assistance (PA) Grant Program, Building Resilient Infrastructure and Communities (BRIC) Grant Program (retired), Flood Mitigation Assistance (FMA) Grant Program, Hazard Mitigation Grant Program (HMGP); and numerous state grant and loan programs"

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: DCMC

DATE: 9/8/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- QA review before passing back to state
- 2. Implementation – Work Plan
 - PA and HMA work plan provided
- III. Cost Proposal**
 - Average cost is \$137/hr. Project Manager is \$185/hr.

Overall, this vendor and all subcontractors advertised a heavy focus on disaster recovery and one mitigation program. This package is insufficient across preparedness grant program expertise. There are currently no staff in Maine. Inconsistent formatting across package components.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: DCMC

DATE: 9/4/2025

EVALUATOR NAME: Jonathan Ross

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

- I. Organization Qualifications and Experience
 - 1. Overview of Organization
 - 35 years experience in disaster recovery – now part of LEMOINE Company
 - Project references all centered around recovery and PA
 - Does not have sufficient staff to meet needs
 - 2. Subcontractors
 - AG Witt – disaster man. and recovery
 - ERS – recovery and mitigation
 - 3. Organizational Chart
 - Normal structure & positions
 - Staff focused on recovery, PA, and mitigation
 - EMPG/HSGP experience not highlighted
 - 4. Etc.
 - Litigation, financial viability, and insurance (expired) all included
- II. Proposed Services
 - 1. Services to be Provided
 - Recovery, mitigation, and prep. grant services
 - No mention of damage assessment support
 - Intends to use subs – outlined in work plan
 -
 - 2. Implementation – Work Plan
 - Deliberate approach and associated timelines
 - Workplans for prep. grants man. not provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Deloitte & Touche

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Years of experience as company: **35**
- Does bidder convey an understanding of national EM grant/loan frameworks? **Yes**
- Did bidder provide examples of State-level work that would address MEMA's known service needs?
 1. Disaster-related funding: **Yes**
 2. Non-disaster funding: **No**

2. Subcontractors

- Does the bidder plan to engage subcontractors? **No**

3. Organizational Chart

- Does the bidder have sufficient staff to meet needs? **250 EM professionals, proposal indicates capability to scale MEMA's support by 300% within 48 hours**
- Does the bidder have staff in Maine? **No**

4. Etc.

- Is the proposal readable -- detailed yet succinct? **Yes**
- Does the organization show strong financial statements for the three most recent FY? **Yes. The bidder has not provided financial statements for EM-specific operations due to the complex and global nature of their corporate accounting structure. The bidder stated they have a positive NIAC 1 credit rating**

II. Proposed Services

1. Services to be Provided

- Does the proposal address all known service needs? **Yes**

2. Implementation – Work Plan

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Deloitte & Touche

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Do the work plan details convey an understanding of MEMA's desired scope of service? **The proposal includes services outside of MEMA's stated needs.**
- Are any parameters provided to convey a more detailed vision for possible work scenarios/timelines based on the bidder's business model/capacity? **Yes – standard, reasonable meeting and report cadences/purposes are provided**
- Does the bidder convey an understanding of specific challenges in the EM landscape?
 1. Nationally **No**
 2. In Maine **No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Deloitte

DATE: 9/8/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Headquartered in NYC with regional office in Boston
- Has assisted LA, FL, NE, PR, TX, and others with disaster response and recovery
- High honors, awards, and recognitions for the business at large
- 35 years of federal grant experience with 250 emergency management and grant administration professionals
- Facilitated the implementation, administration, and monitoring of over 40 declarations
 - Administered over \$75 billion in federal funding
- Overview is PA heavy with slight mention of mitigation

2. Subcontractors

- No intention of using subcontractors

3. Organizational Chart

- Proposed staff have academic, real world and/or CEM credentials
- All staff either PA or mitigation/resilience heavy
- One “Program support” position has State and Local Cybersecurity Grant program experience

4. Litigation, Financial Records, Certificate of Insurance

- Like all other major accounting firms, Deloitte & Touche LLP (“Deloitte & Touche”) has been named as a defendant in a number of civil lawsuits, most of which are premised on allegations that financial statements issued by clients and reported on by us were incorrect. Based upon our historical experience and our understanding of the circumstances giving rise to such lawsuits, we do not believe that they will have a significant impact on Deloitte & Touche’s ability to provide services, or that they will affect our ability to serve our clients.

II. Proposed Services

1. Services to be Provided

- Acknowledgement of alternate grant programs on MEMA’s portfolio

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Deloitte

DATE: 9/8/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Acknowledgement of changing federal landscape and what that can mean for grant programs, offering transition assistance as needed
- Grant program services across PA, IA, FMA, Swift Current, HMGP, NGWS, NSGP, EMPG, HSGP, SHSP, OSG, and SLCGP (only PA and mitigation experience represented within package)
- Focus on strategic alignment across all grant programs
- Deployable teams, no listed resources in state
- Can scale support by 300% within 48 hrs.
- Focus on AI-driven solutions and internal data analytics instead of an understanding of the need to use MEMA's systems
 - "To initiate the engagement, the Deloitte team will conduct a comprehensive current state analysis of existing policies, procedures, systems, stakeholders, and programs. This foundational step involves gathering and reviewing documentation, interviewing key personnel, and mapping out workflows to **identify strengths, gaps, and opportunities for improvement.**" (this is not what we're after)

2. Implementation – Work Plan

- Demonstrated through "Planning Phase"

III. Cost Proposal

- Average cost is \$139.50/hr. Project Manager is \$238/hr.

Overall, this vendor placed greater emphasis on improving MEMA's overall grants management systems instead of focused support for grants management.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Deloitte and Touche

DATE: 9/4/2025

EVALUATOR NAME: Jonathan Ross

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Significant experience (35 years), has worked in Maine w/DHHS
- Staff of over 250
- Reference projects all recovery/PA focused
- No presence in Maine noted

2. Subcontractors

- Does not intend to use subs

3. Organizational Chart

- Standard with staff experience provided
- Heavy focus on PA and mitigation, some others (SLCGP)
 - No specific mention of prep. grants

4. Etc.

- Litigation, financial viability, and insurance included

II. Proposed Services

1. Services to be Provided

- Support for all programs outlined in RFP – scalable staffing model
- Centralized program management office – streamlined support/POCs
- Emphasis on communication and flexibility

2. Implementation – Work Plan

- Deliberate approach
- Consistent communication
- Experience with federal systems and portals

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Guidehouse

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Years of experience as company: **120**
- Does bidder convey an understanding of national EM grant/loan frameworks? **Yes**
- Did bidder provide examples of State-level work that would address MEMA's known service needs?
 1. Disaster-related funding: **Yes**
 2. Non-disaster funding: **No**

2. Subcontractors

- Does the bidder plan to engage subcontractors? **No**

3. Organizational Chart

- Does the bidder have sufficient staff to meet needs? **60 State and Local Government specialists in New England and 17,000 professionals nationally**
- Does the bidder have staff in Maine? **"Local presence" noted without any specific Maine staffing levels provided – this may increase service costs due to travel needs.**

4. Etc.

- Is the proposal readable -- detailed yet succinct? **Yes, excepting a notable typo in the Subcontractors section (File 2, p. 13 references Vermont)**
- Does the organization show strong financial statements for the three most recent FY? **Yes. Guidehouse was acquired by a parent company within the reporting period.**

II. Proposed Services

1. Services to be Provided

- Does the proposal address all known service needs? **Yes**

2. Implementation – Work Plan

- Do the work plan details convey an understanding of MEMA's desired scope of service? **Yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Guidehouse

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Are any parameters provided to convey a more detailed vision for possible work scenarios/timelines based on the bidder's business model/capacity? **No**
- Does the bidder convey an understanding of specific challenges in the EM landscape?
 1. Nationally **No**
 2. In Maine **No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Guidehouse

DATE: 9/10/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Headquartered in Boston, MA
- 300 professionals in New England
- Supporting U.S. government agencies for 120 years
- Key delivery team will be “State and Local Government Practice” (60 in New England) and specialized “Disaster Response and Recovery Team”
- Maine experience with DAFS and DHHS
- Has supports 21+ government entities with disaster and emergency grant work
- \$65 billion in federal funds managed
- PA and HMA heavy (VT and MA experience)
- Experienced in FEMA GO, FEMA Grants Portal, and eGrants

2. Subcontractors

- Would notify the state if subcontractors would be used prior to purchase order execution
- Vermont mistakenly represented in RFP package instead on Maine
- Preferred subcontractors include Disaster Recovery Services (DSR) and Simeon Global Consulting LLC (SGC)
 - DRS has HSGP, NSGP, and SLCGP experience

3. Organizational Chart

- Standard organizational chart
- No specific experience represented across preparedness grants
- No staff specifically identified in Maine

4. Litigation, Financial Records, Certificate of Insurance

- “We are a party to a variety of legal proceedings that arise in the normal course of our business. While the results of these legal proceedings cannot be predicted with certainty, we believe that the final outcome of these proceedings will not have a material adverse effect, individually or in the aggregate, on our results of operations or financial condition.”

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Guidehouse

DATE: 9/10/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Consolidated financial statements and report of independent auditors provided
- Liability insurance through 2025/2026

II. Proposed Services

1. Services to be Provided

- Federal program management focuses on compliance, coordination, eligibility, and grant maximization
- Workstream 1 – Strategic Program Management
 - Includes RFP Service Requirements: b, c, i, l, r, q
- Workstream 2 – Recipient Assistance and Readiness
 - Includes RFP Service Requirements: a, c, g, h
- Workstream 3 – Project Scoping and Development
 - Includes RFP Service Requirements: d, j, f
- Workstream 4 – Eligibility, Compliance, and Insurance
 - Includes RFP Service Requirements: e, f, g, h, k, m, n, p

2. Implementation – Work Plan

- Standard sample plan provided as example

III. Cost Proposal

- Average cost is \$148.47/hr. Project Manager is not clear as job classifications differ from provided org chart.

Overall, this vendor paid attention to the RFP. No clear experience beyond PA and HMA programs, and not clear on how many staff reside on Maine specifically.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Guidehouse

DATE: 9/4/2025

EVALUATOR NAME: Jonathan Ross

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

- I. Organization Qualifications and Experience
 - 1. Overview of Organization
 - Regional experience (MA)
 - Extensive experience across federal programs
 - Staff located in New England (300) – specific state and local team
 - Would cause travel costs for staff (if not in Maine)
 - Reference projects highlighted PA, no prep. grant man. mentioned
 - 2. Subcontractors
 - DRS and SGC as needed
 - 3. Organizational Chart
 - Standard, provided descriptions of staff experience
 - Staff understand nuances of programs
 - Heavy focus on recovery programs, minimal reflection of preparedness grants experience
 - 4. Etc.
 - Litigation, financial viability, and insurance included
- II. Proposed Services
 - 1. Services to be Provided
 - Strategic approach
 - Integration of MEMA's existing systems
 -
 - 2. Implementation – Work Plan
 - Standard approach
 - Included assumptions

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: IEM

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

- I. Organization Qualifications and Experience 30/40
 1. Overview of Organization
 - Years of experience as company: **40+**
 - Does bidder convey an understanding of national EM grant/loan frameworks? **Yes**
 - Did bidder provide examples of State-level work that would address MEMA's known service needs?
 1. Disaster-related funding: **Yes**
 2. Non-disaster funding: **No**
 2. Subcontractors
 - Does the bidder plan to engage subcontractors? **No**
 3. Organizational Chart
 - Does the bidder have sufficient staff to meet needs? **Volume of staff not specified**
 - Does the bidder have staff in Maine? **Not specified – on site support mentioned, which may incur higher costs for staff traveling from away.**
 4. Etc.
 - Is the proposal readable -- detailed yet succinct? **Yes**
 - Does the organization show strong financial statements for the three most recent FY? **Very strong. IEM generally sustains a positive-balanced budget with occasional surpluses from joint ventures.**
- II. Proposed Services 26/30
 1. Services to be Provided
 - Does the proposal address all known service needs? **Yes**
 2. Implementation – Work Plan
 - Do the work plan details convey an understanding of MEMA's desired scope of service? **No – the proposal includes several tracks of management activity that would not be relevant to this contract.**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: IEM

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Are any parameters provided to convey a more detailed vision for possible work scenarios/timelines based on the bidder's business model/capacity? **Yes**
- Does the bidder convey an understanding of specific challenges in the EM landscape?
 1. Nationally **Yes**
 2. In Maine **No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: IEM

DATE: 9/10/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Headquartered in North Carolina
- Specialties include PA, mitigation, housing recovery, and strategic planning (PA, HMGP, CDBG)
- 90% client retention over last 10 yrs
- 40+ yrs in business
- 600+ successful projects
- \$277 billion in funds managed
- State experience in FL, LA, and VA

2. Subcontractors

- No intention of using subcontractors for this contract

3. Organizational Chart

- Standard org chart, although only represents PA and mitigation branches
- Can have staff on site one week after activation of standby contract
- Staff identified have over 10 yrs of experience in emergency management, grant management and disaster recovery

4. Litigation, Financial Records, Certificate of Insurance

- 17 litigation cases listed from last five years
- Balance sheets and income statements provided
- Expired certificate of insurance provided (2023/2024)

II. Proposed Services

1. Services to be Provided

- HSGP/LETPP/OPSG – assist with project development, threat and hazard identification, financial monitoring, subrecipient guidance, and after action documentation
- NSGP – help prepare applications, verify eligibility, create vulnerability assessments, and ensure compliance
- SLCGP – policy development documentation templates, quarterly reports, and technical support
- EMPG – creation of management plans, align performance targets, eligibility review, and QA on reimbursement claims
- PA – damage assessments to closeout

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: IEM

DATE: 9/10/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- HMA – BCA, application packaging, coordination of engineering and planning, quarterly reporting
- NDSP/HHPD/SERC/HMEP/LEPC – support the departments efforts to maintain compliance, conduct outreach, review reports
- \$277 billion in federal grant assistance with zero claw backs
- Noted staff have PA, HMA, and IA experience (not local)
- Addressed each component of RFP
- Prepared to use MEMA programs and software

2. Implementation – Work Plan

- Standard sample plan provided as example

III. Cost Proposal

- Average cost is \$112.78/hr. Project Manager is \$155/hr.

Overall, this vendor intricately responded to all requested services in the RFP. Some response were more subrecipient based instead of state grant management specific. No local staff.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: IEM

DATE: 9/4/2025

EVALUATOR NAME: Jonathan Ross

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- 40 years experience – varying federal experience
- Reference projects highlighted recovery and mitigation – no prep. grants
- No note of staff locations

2. Subcontractors

- Does not intend to use subs

3. Organizational Chart

- Standard org chart – highlighted on-site (not remote) support indicated
 - Annotated specific branches for mitigation and PA, nothing for preparedness grants
- Did not include detailed staff experience/quals
 - Some were included in Services to be Provided section

4. Etc.

- Litigation (significant amount), financial viability, and insurance included (expired)

II. Proposed Services

1. Services to be Provided

- Rapid deployment w/ end to end support
- Detailed descriptions of services to be provided and the methodology to be used – lines of effort concentrated on PA/Mitigation, not preparedness grants
- Acknowledged integration of MEMA systems

2. Implementation – Work Plan

- Detailed timeline and graphics provided
- No mention of prep. grants in implementation

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Integrated Solutions

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

- I. Organization Qualifications and Experience 30/40
 1. Overview of Organization
 - Years of experience as company: **20+**
 - Does bidder convey an understanding of national EM grant/loan frameworks? **Yes**
 - Did bidder provide examples of State-level work that would address MEMA's known service needs?
 1. Disaster-related funding: **Yes**
 2. Non-disaster funding: **No**
 2. Subcontractors
 - Does the bidder plan to engage subcontractors? **No**
 3. Organizational Chart
 - Does the bidder have sufficient staff to meet needs? **850+ professionals is likely sufficient, but nearest office is in New York City**
 - Does the bidder have staff in Maine? **Not specified**
 4. Etc.
 - Is the proposal readable -- detailed yet succinct? **Begins with heavy planning focus, which is not relevant to RFP detail. Graphics distract rather than guide.**
 - Does the organization show strong financial statements for the three most recent FY? **Bidder affirms that financial statements are not available as requested. Metrics provided may indicate stable business operations but lack context for further review.**
- II. Proposed Services 27/35
 1. Services to be Provided
 - Does the proposal address all known service needs? **Yes**
 2. Implementation – Work Plan
 - Do the work plan details convey an understanding of MEMA's desired scope of service? **No – proprietary systems will be in addition to MEMA systems**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Integrated Solutions

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Are any parameters provided to convey a more detailed vision for possible work scenarios/timelines based on the bidder's business model/capacity? **Yes**
- Does the bidder convey an understanding of specific challenges in the EM landscape?
 1. Nationally **Yes**
 2. In Maine **No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Integrated Solutions Consulting

DATE: 9/10/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Headquartered in Illinois with regional offices throughout the nation (NYC is closest)
- Specializes in homeland security, emergency management, public safety, hazard mitigation, and disaster consulting services
- 20+ years of service
- Planning expertise exemplified originally, not grants management
- 850+ professionals with experience not limited to PA, HMA, FHWA, and HUD CDBG-DR
- Nearly 20 years of supporting local governments, states, and FEMA
- 84% of staff have a masters degree or higher
- Uses Odysseus program management and planning systems
 - ISC developed the Odysseus Site Inspection Tool
 - ISC IDA best practices have increased estimated damages by 187% (Maine has more of a problem with over-estimating damages)
 - This program may not mesh well with Maine's programs
 - RFP pushing use of this software instead of integrating with Maine's programs
- Developed FEMA's Section 428 Standard Operating Procedure
- Buzzword heavy on emergency management terminology, understands field of emergency management
- Experience with debris operations
- PA, HMGP, IA, CDBG-DR, FHWA programs represented in experience, but no preparedness grants
- 1,000+ personnel in cadre
- Dun & Bradstreet Top Supplier Performance rating for reliability, cost, order accuracy, timeliness, quality, business relations, personnel, customer support, and responsiveness

2. Subcontractors

- No subcontractors will be used on this project

3. Organizational Chart

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Integrated Solutions Consulting

DATE: 9/10/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Standard org chart, but heavily focused on PA
 - All identified staff are credentialed and experienced
 - 4. Litigation, Financial Records, Certificate of Insurance
 - No current litigation or closed cases
 - Basic letter on finances not verifiable with supporting content
 - Liability Insurance through 2025/2026
- II. Proposed Services**
1. Services to be Provided
 - Heavy focus on services associated with the PA program delivery model
 - To date ISC has a 97% success rate in achieving favorable responses on appeals
 - Able to help identify alternate recovery resources across 93 disaster recovery assistance programs and proprietary collection of over 500 private and non-profit funding sources
 - Expertise in long-term recovery support/planning
 2. Implementation – Work Plan
 - Standard project management strategy
 - Grant programs include (but are not limited to) PA, HMGP, CDBG, FHWA, ARPA, and IJJA) – no preparedness grants
- III. Cost Proposal**
- Average cost is \$140.48/hr. Project Manager is \$170.29/hr.

Overall, the scope of work under this vendor is emergency management focused. This vendor pushes the use of program software that is not currently compatible with Maine's systems. No local staffing, and no mention of experience with the remaining grants in MEMA's portfolio.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Integrated Solutions

DATE: 9/4/2025

EVALUATOR NAME: Jonathan Ross

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

- I. Organization Qualifications and Experience
 - 1. Overview of Organization
 - 20+ years experience
 - Closest regional office - NY
 - Some focus on preparedness and recovery
 - Reference projects all PA and mitigation focused
 - 2. Subcontractors
 - Does not intend on using subs
 - 3. Organizational Chart
 - Standard org chart – PA focus
 - Detailed descriptions of staff experience/quals
 - No mention of prep. grant experiences
 - 4. Etc.
 - Litigation (none), financial viability – narrative (vs. numbers/figures), and insurance all provided
- II. Proposed Services
 - 1. Services to be Provided
 - All focused on PA/mitigation
 - Heavy focus on use of internal technologies
 - 2. Implementation – Work Plan
 - Deliberate project management strategy
 - Covered all tasks (for recovery) outlined in RFP
 - Over 1,200 disaster recovery staff

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: iParametrics

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

- I. Organization Qualifications and Experience 20/40
 1. Overview of Organization
 - Years of experience as company: **20+**
 - Does bidder convey an understanding of national EM grant/loan frameworks? **Yes**
 - Did bidder provide examples of State-level work that would address MEMA's known service needs?
 1. Disaster-related funding: **Yes**
 2. Non-disaster funding: **Yes**
 2. Subcontractors
 - Does the bidder plan to engage subcontractors? **No**
 3. Organizational Chart
 - Does the bidder have sufficient staff to meet needs? **80+ professionals is unlikely sufficient**
 - Does the bidder have staff in Maine? **Not specified**
 4. Etc.
 - Is the proposal readable -- detailed yet succinct? **Yes**
 - Does the organization show strong financial statements for the three most recent FY? **iParametrics has operated at a marginal loss in 2 of 3 prior FY and appears to rely on other incomes for sustainment. Liabilities are increasing markedly from year to year – business may become fiscally volatile.**

- II. Proposed Services 28/30
 1. Services to be Provided
 - Does the proposal address all known service needs? **Yes**
 2. Implementation – Work Plan
 - Do the work plan details convey an understanding of MEMA's desired scope of service? **Yes**
 - Are any parameters provided to convey a more detailed vision for possible work scenarios/timelines based on the bidder's business model/capacity? **Yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: iParametrics

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Does the bidder convey an understanding of specific challenges in the EM landscape?
 1. Nationally **Yes**
 2. In Maine **No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: iParametrics

DATE: 9/10/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Headquartered in Georgia
- Founded in 2003
- Have supported clients in 50 states, including Maine
- 80 staff to include grant managers, fiscal specialists, and certified emergency managers
- Supports clients with grant writing, application development, benefit-cost analyses, regulatory coordination, crosscutting compliance (in alignment with OMB's 2 CFR, Part 200), external relations, and financial management.
- Offer an in-house Grant Management System (GMS)
- Is currently supporting MEMA with NSGP and previously provided training courses for the MEMA PA website
 - Familiar with MEMA's operating systems

2. Subcontractors

- No subcontractors for this engagement

3. Organizational Chart

- Organizational chart provided was fairly standard, with less of a focus on just PA and mitigation
- No local or regional staff identified

4. Litigation, Financial Records, Certificate of Insurance

- Not currently involved in litigation, nor has iParametrics been involved in any claims in last 5 years
- Balance sheets and income statements provided from last three tax years
- Liability insurance good through 10/2025

II. Proposed Services

1. Services to be Provided

- Has worked with over 30 states at the state level
- "Our approach to creating a successful grants program is detailed within this section and is centered around the ideology that your grant program is completely customized and tailored to meet the

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: iParametrics

DATE: 9/10/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

needs of the State of Maine and any disaster that the State is either preparing for or recovering from.”

- Operational structure is designed to integrate in the MEMA’s organizational structure & provide capabilities that enhance the state’s needs
- All federal funding avenues are pursued including HUD, CDBG, ARPA, SERC, BRIC, HSGP, and more
- Has engaged with almost 50 non-profits across Maine for HSGP
 - Services included uploading grant applications to the State of Maine’ portal, review for compliance, and submission to FEMA
- “We understand that each community is different and requires a customizable approach to project planning. We will listen to the State’s needs, then provide the tools and expertise to meet those needs.”
- Significant experience using GIS for risk and vulnerability assessments, graphic presentation, and for data collection use in the management of federal grant programs

2. Implementation – Work Plan

- Standard work implementation model

III. Cost Proposal

- Average cost is \$146/hr. Project Manager is \$185/hr.

Overall, while no depiction of extensive experience managing the full list of grants in MEMA’s portfolio, this vendor understands the need to integrate into Maine’s systems to build on capacity as its needed. No local or regional staff identified.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: iParametrics

DATE: 9/4/2025

EVALUATOR NAME: Jonathan Ross

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

- I. Organization Qualifications and Experience
 1. Overview of Organization
 - Over 20 years' experience in 50 states, has supported MEMA
 - Experience supporting MEMA with recovery and NSGP
 - Experience across multiple grant programs – not just recovery/mitigation
 2. Subcontractors
 - Does not intend to use subs
 3. Organizational Chart
 - Standard (small) org chart and description – included staff experiences/quals
 - Org chart reflects PA/Mitigation branches as well as a grant managers branch
 4. Etc.
 - Litigation (none), financial viability (potential issues), and insurance included
- II. Proposed Services
 1. Services to be Provided
 - Directed to disaster recovery support
 - Does mention HSGP as well
 - Standard approach with an emphasis on a holistic approach
 - Highlighted a needs assessment as part of services
 2. Implementation – Work Plan
 - Standard work plan – well defined
 - Highlighted sub-recipient support
 - GIS support available

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Tetra Tech, Inc.

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

- I. Organization Qualifications and Experience 35/40
 1. Overview of Organization
 - Years of experience as company: **59 years in business, 25 years of EM experience**
 - Does bidder convey an understanding of national EM grant/loan frameworks? **Yes**
 - Did bidder provide examples of State-level work that would address MEMA's known service needs?
 1. Disaster-related funding: **Yes**
 2. Non-disaster funding: **Yes**
 2. Subcontractors
 - Does the bidder plan to engage subcontractors? **Yes, NE-based subcontract company**
 3. Organizational Chart
 - Does the bidder have sufficient staff to meet needs? **Broader company staffing levels not specified, but the bidder's experience/resume provide details of simultaneous programs requiring staffing and oversight. Bidder also states that they can provide rapid deployment and consistent staffing throughout disasters.**
 - Does the bidder have staff in Maine? **Subcontract company is based in New England, but no local staff office/presence noted by the bidder.**
 4. Etc.
 - Is the proposal readable -- detailed yet succinct? **Yes**
 - Does the organization show strong financial statements for the three most recent FY? **Yes**
- II. Proposed Services 35/35
 1. Services to be Provided
 - Does the proposal address all known service needs? **Yes; additionally, case management is a core capability of the bidder**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Tetra Tech, Inc.

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

2. Implementation – Work Plan

- Do the work plan details convey an understanding of MEMA's desired scope of service? **Yes**
- Are any parameters provided to convey a more detailed vision for possible work scenarios/timelines based on the bidder's business model/capacity? **Yes**
- Does the bidder convey an understanding of specific challenges in the EM landscape?
 1. Nationally **Yes**
 2. In Maine **No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Tetra Tech

DATE: 9/10/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Headquartered in Florida has served over 450 state and local government clients across 100+ presidentially declared disasters
- 95% repeat clients/contracts
- 25 years post disaster response experience
- 30,000 associates worldwide
- \$81 billion managed across 650+ federal grant projects
- Comprehensive services across PA, HMGP, FMA, PDM, HSGP, NSGP, SLCGP, EMPG, HHPD, and NDSP (along with other non-FEMA/DHS grants)
 - Routine work across PA, HMGP, IA, and FMA
 - 250+ grant applications/BCA's = \$2billion
- Regular interface and strong relationships with FEMA HQ and regional staff
- Bench of accountants, attorneys, and program experts to draw upon for resolution
- Grant program documentation is their specialty
- Experts in grant and loan policy
- Disaster Case Management and emergency shelter experience
- Well-documented case studies of Tetra Tech expertise across programs in a variety of states

2. Subcontractors

- Noreast Consulting Group engaged to support this project
 - National footprint
 - Deep knowledge of national and state-level resilience
 - Chief Operating Officer previously served as Mass. Assistant Director for Mitigation and Recovery

3. Organizational Chart

- Team includes program managers, FEMA PA specialists, mitigation experts, engineering staff, and subject matter experts across grant and loan administration
- Org chart includes "other federal and state programs" to include EMPG, HSGP, and HHPD

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Tetra Tech

DATE: 9/10/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Standalone mitigation branch covering HMGP, FMA, and BRIC
 - PA very well represented in package
 - Full BIOS available for all personnel identified in org chart
4. Litigation, Financial Records, Certificate of Insurance
- “Tetra Tech is not currently a party to, and has not been a party to, any claim, controversy, legal dispute litigation, or other related legal matter where the basis of the claim involves the same or similar services as those referenced in this Request for Proposal.”
 - \$5billion in annual operating revenue
 - Financial statements provided for last three years
 - “Sample” certificate of insurance provided for 2024/2025

II. Proposed Services

1. Services to be Provided

- Acknowledgement of expanding FEMA programs to include Swift Current and Safeguarding Tomorrow
- Recognizes the standby contract and ability to flex up and support as needed
- “From longstanding FEMA programs such as Public Assistance (PA), Hazard Mitigation Grant Program (HMGP), Flood Mitigation Assistance (FMA), and Emergency Management Performance Grants (EMPG), to emerging initiatives like the Safeguarding Tomorrow Revolving Loan Fund (STORM) and Swift Current, our team is prepared to provide responsive, compliant, and mission-aligned support. We also bring specialized expertise with programs including BRIC, Homeland Security Grant Program (HSGP), Nonprofit Security Grant Program (NSGP), State and Local Cybersecurity Grant Program (SLCGP), Rehabilitation of High Hazard Potential Dam (HHPD), and Hazardous Materials Emergency Program (HMEP) – ensuring that MEMA’s technical assistance partner is equipped for any scenario.” (Exemplifies understanding of programs and acknowledgement of diverse portfolio)
- Tetra Tech is prepared to utilize MEMA-directed systems and platforms, including the G: drive, email, SharePoint, and applicable FEMA systems such as Grants Portal and Grants Manager.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Tetra Tech

DATE: 9/10/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Offered a table of common problems and solutions
- 2. Implementation – Work Plan
 - Standard work flow and work plan processes
- III. Cost Proposal**
 - Average cost is \$119/hr. Project Manager is \$175/hr.

Overall, this vendor intricately outlined their expertise and qualifications across a multitude of recovery, mitigation, and preparedness grant programs. Bidder offers deep bench of personnel; however local nor regional staffing was specifically identified.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Tetra Tech

DATE: 9/4/2025

EVALUATOR NAME: Jonathan Ross

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

- I. Organization Qualifications and Experience
 - 1. Overview of Organization
 - 25 years experience w/ state and locals
 - Reference projects all reflected recovery activities
 - Deep understanding of FEMA/frameworks
 - Comprehensive support services offered
 - 1. Disaster and non-disaster grants
 - Well documented case studies throughout
 - No local or regional staff identified
 - 2. Subcontractors
 - Noreast Consulting Group
 - 1. Experience in MA and VT
 - 3. Organizational Chart
 - Standard org chart with detailed staff experiences/quals
 - 4. Etc.
 - Litigation (no current/pending), financial viability (strong), and insurance included
- II. Proposed Services
 - 1. Services to be Provided
 - Able to support all programs outlined in RFP
 - Leverages technology
 - Challenges and services table really good
 - 2. Implementation – Work Plan
 - Deliberate approach, well defined steps
 - Incorporation of MEMA tech/systems

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Thomas Howell Ferguson

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Years of experience as company:
- Does bidder convey an understanding of national EM grant/loan frameworks? **Yes**
- Did bidder provide examples of State-level work that would address MEMA's known service needs?
 1. Disaster-related funding: **Yes, though experience and offices are only in Florida**
 2. Non-disaster funding: **No**

2. Subcontractors

- Does the bidder plan to engage subcontractors? **Yes, but also refers to this group as a teaming partner and includes at director level of org chart.**

3. Organizational Chart

- Does the bidder have sufficient staff to meet needs? **Staffing levels are not specified**
- Does the bidder have staff in Maine? **No – all staff and subcontractors are located in Florida.**

4. Etc.

- Is the proposal readable -- detailed yet succinct? **No – elements are repeated unnecessarily (File 2, pg 4/7), organizational chart is very general and does not convey a strong understanding of MEMA's likely service needs.**
- Does the organization show strong financial statements for the three most recent FY? **No financial information or metrics are provided as requested.**

II. Proposed Services

1. Services to be Provided

- Does the proposal address all known service needs?

2. Implementation – Work Plan

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Thomas Howell Ferguson

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Do the work plan details convey an understanding of MEMA's desired scope of service? **Yes**
- Are any parameters provided to convey a more detailed vision for possible work scenarios/timelines based on the bidder's business model/capacity? **Yes**
- Does the bidder convey an understanding of specific challenges in the EM landscape?
 1. Nationally **Yes**
 2. In Maine **No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Thomas Howell Ferguson

DATE: 9/11/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Headquartered in Florida
- 20 years experience with FEMA's PA program
- Experience limited to Florida
- Conflicting information in first paragraph
 - Has either managed 5,700 project worksheets or 3,400
 - Has managed over \$2.1 billion or \$1 billion
- Has worked over 30 Presidentially declared disasters
- Expertise with FEMA PA, HUD CDBG-DR, Insurance, 404/406 mitigation, and HWA (no preparedness)
- Staff includes Certified Public Accountants, Project Management Professionals (PMP), a Lean Six Sigma Green Belt, Grant Management Specialists, FEMA Program Experts, and dedicated Disaster Recovery Professionals

2. Subcontractors

- Sikich Technology, Accounting, and Advisory
 - Technology enabled professional services
 - 40 years' experience
 - 1,900 employees and 30 offices across the nation (no information on where offices are)
 - Disaster, wildfire mitigation, and GIS experience in California

3. Organizational Chart

- Will be utilizing professionals from their Tallahassee location
- Very basic organizational chart with lack of detail
- Mostly PMP's but no CEMS are narrative on experience in emergency management at large

4. Litigation, Financial Records, Certificate of Insurance

- "Not currently in litigation with any parties that would impact our Government Consulting Projects. THF will confidentially discuss litigation with the Department that our firm has been involved with within the last five years." (followed by a statement on firm transparency)
- Will provide financial information after award (not transparent)

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Thomas Howell Ferguson

DATE: 9/11/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Certificate of insurance good through 2025/2026

II. Proposed Services

1. Services to be Provided

- Full range of services to be provided is a copy and paste from the RFP
- Data provided in first section does not completely match this section
- Mention of experience with SHSG, OSG, and EMPG, but no justification within package

2. Implementation – Work Plan

- Standard work plan approach

III. Cost Proposal

- Average cost is \$178.75/hr. Project Manager is \$185/hr.

Overall, this vendor offered little experience beyond assisting Florida with disaster recovery. Information provided was not completely consistent throughout. No local staffing as all staff would come out of the Tallahassee, Florida office.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Thomas Howell Ferguson

DATE: 9/4/2025

EVALUATOR NAME: Jonathan Ross

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- 20+ years experience, quite a lot in Florida (PA)
- No mention of experience w/ Prep. grants
- All 3 reference projects were in Florida for disaster recovery

2. Subcontractors

- Sikich – main experience is in CA

3. Organizational Chart

- Basic with lack of detail
- Traditional structure w/ staff experience/quals

4. Etc.

- Litigation (narrative, none), insurance included
- Financial viability would be included upon award

II. Proposed Services

1. Services to be Provided

- Full scope of service outlined in RFP will be provided – Scope of services to be provided in proposal documentation is noticeably similar to the formatting provided in the RFP documentation
- Prep. grants experience mentioned – no details like recovery

2. Implementation – Work Plan

- Standard approach
- Use of QA/QC practices

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Throwe Environmental, LLC

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Years of experience as company: **20+**
- Does bidder convey an understanding of national EM grant/loan frameworks? **No, but has experience working to assist states in administering environmentally-focused Federal funding programs**
- Did bidder provide examples of State-level work that would address MEMA's known service needs?
 1. Disaster-related funding: **No**
 2. Non-disaster funding: **No**

2. Subcontractors

- Does the bidder plan to engage subcontractors? **No, but has experience and capacity to do so if desired**

3. Organizational Chart

- Does the bidder have sufficient staff to meet needs? **Total staffing levels are not indicated**
- Does the bidder have staff in Maine? **No**

4. Etc.

- Is the proposal readable -- detailed yet succinct?
- Does the organization show strong financial statements for the three most recent FY? **The bidder's financial statements convey a marginal operating profit and stable balance sheets in the 3 prior FY.**

II. Proposed Services

1. Services to be Provided

- Does the proposal address all known service needs? **Yes**

2. Implementation – Work Plan

- Do the work plan details convey an understanding of MEMA's desired scope of service? **Yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Throwe Environmental, LLC

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Are any parameters provided to convey a more detailed vision for possible work scenarios/timelines based on the bidder's business model/capacity? **Yes**
- Does the bidder convey an understanding of specific challenges in the EM landscape?
 1. Nationally **No**
 2. In Maine **No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Throwe Environmental

DATE: 9/11/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Headquartered in Rhode Island
- Woman-owned small business
- Specializes in funding and financing in support of mitigation, homeland security, disaster management, and recovery at state and federal levels
- Mission centers on building community resilience through leadership, action, and investment
- Core focus is on climate resilience policy and action planning
- 20+ years of experience
- Resilience work has required a knowledge of EMPG, BRIC, HMGP, and HSGP (not a reflection of management/administrative experience)
- Work examples are resilience heavy and not specific to FEMA nor DHS grant programs

2. Subcontractors

- No subcontractors intended for the scope of this RFP, but TE does have partners should the state find it advantageous

3. Organizational Chart

- High level organizational chart does not reflect expertise in emergency management nor grant program management

4. Litigation, Financial Records, Certificate of Insurance

- No current litigation nor litigation from last five years
- Balance sheets and Income statements provided for last three years
- Certificate of liability insurance good through 2025/2026

II. Proposed Services

1. Services to be Provided

- Bidder depicted how the firm could effectively meet each requirement of the RFP using examples of their involvement in non-FEMA and DHS grant programs

2. Implementation – Work Plan

- Standard work plan initiation and execution process

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Throwe Environmental

DATE: 9/11/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

III. Cost Proposal

- Average cost is \$140/hr. Project Manager is \$105/hr.

Overall, this vendor was not successful in validating subject matter expertise in the FEMA and/or DHS grant programs listed within the RFP. This vendor has basic familiarity at best but will not effectively meet MEMA's needs.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: Throwe Environmental

DATE: 9/4/2025

EVALUATOR NAME: Jonathan Ross

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

- I. Organization Qualifications and Experience
 - 1. Overview of Organization
 - Rooted in environmental and sustainability ops
 - 1. Experience seemingly adjacent to MEMA mission set
 - Has provided TA and field reps on projects
 - Reference projects all centered around EPA-like orgs
 - 1. Not with FEMA, HUD, etc.
 - 2. Subcontractors
 - Does not intend to use subs
 - 3. Organizational Chart
 - Nothing about local or regional staff availability
 - Standard org chart – for both org and project management
 - 1. Does not reflect specifics or specific EM grant management
 - 4. Etc.
 - Litigation (none in the past five years), financial viability, insurance all included
- II. Proposed Services
 - 1. Services to be Provided
 - Sub recipient TA, consultation
 - Project man.
 - Prep for audits and inspections
 - No specific mention of prep. grants – large focus on PA
 - 2. Implementation – Work Plan
 - Standard project man. approach
 - Continuous best practice research, program eval

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: TRC Environmental Corporation

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Years of experience as company: **56**
- Does bidder convey an understanding of national EM grant/loan frameworks? **Yes**
- Did bidder provide examples of State-level work that would address MEMA's known service needs?
 1. Disaster-related funding: **Yes**
 2. Non-disaster funding: **Yes**

2. Subcontractors

- Does the bidder plan to engage subcontractors?

3. Organizational Chart

- Does the bidder have sufficient staff to meet needs? **8,000 staff nationally is likely sufficient**
- Does the bidder have staff in Maine? **200+ staff**

4. Etc.

- Is the proposal readable -- detailed yet succinct? **Yes**
- Does the organization show strong financial statements for the three most recent FY? **The bidder's financial statements convey stable balance sheets in the provided prior FYs.**

II. Proposed Services

1. Services to be Provided

- Does the proposal address all known service needs?

2. Implementation – Work Plan

- Do the work plan details convey an understanding of MEMA's desired scope of service? **Yes**
- Are any parameters provided to convey a more detailed vision for possible work scenarios/timelines based on the bidder's business model/capacity? **Yes**
- Does the bidder convey an understanding of specific challenges in the EM landscape?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: TRC Environmental Corporation

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

1. Nationally **Yes**
2. In Maine **Yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: TRC

DATE: 9/11/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Headquartered in Connecticut with lead point of contact office in Augusta, ME
- Incorporated in 1969
- 8,000 staff throughout U.S. with over 200 Maine-based staff assigned to Augusta or Portland offices
- Has supported Maine in various service areas for over 10 years
 - Currently assisting MEMA with 11 disasters, \$711 million+ in reimbursements, and 904 applicants under the PA program
 - Previously assisted with EMPG
 - Deeply familiar with MEMA operations and systems
 - Knowledge of municipal, county, and state level government in Maine
 - Has also assisted alternate state agencies with threat and vulnerability assessments, disaster planning, and extreme temperature planning
 - Proposed staff maintain, PA, HMA, and some preparedness experience

2. Subcontractors

- No subcontractors projected for scope of this RFP, but would obtain written approval from MEMA if they should be needed for any reason

3. Organizational Chart

- Org chart represents a “Resilience & Mitigation Branch” (BRIC, HMGP, FMA, HHPD, and NDSP), “Grants Manager”, “EM/Security Grant Specialists” (HSGP, NSGP, SLCGP, HMEP, and EMPG), and “Grant Closeout & Reconciliation” (PA and HMGP) branches

4. Litigation, Financial Records, Certificate of Insurance

- No litigation in Maine presently or over last five years, national litigation information available upon request
- Provided general statement on financial viability, three years of balance sheets and income statements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: TRC

DATE: 9/11/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Access to over \$226 million in cash resources
- 12% annual growth rate since 2010
- Certificate of liability insurance good through 2026

II. Proposed Services

1. Services to be Provided

- Eight in-state staff who have already supported MEMA on past assignments
- Knowledge of Maine geography and culture
- Vast engineering and environmental staff in-house and locally based in Maine
- This section elaborated on how TRC has already accomplished each task, and how they will continue to support MEMA's needs
- Already use Grants Portal, FEMA GO, BCA software, G:Drive and SharePoint
 - Also familiar with the state's financial system (Advantage)
 - Acknowledgement of continued adherence to all state of Maine OIT and security policies

2. Implementation – Work Plan

- Standard work plan and project implementation

III. Cost Proposal

- Average cost is \$144/hr. Project Manager is \$168/hr.

Overall, this bidder has a proven track record of MEMA grant program support across recovery and preparedness programs. Staff are located within the state of Maine and integrated into state of Maine systems.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: TRC

DATE: 9/4/2025

EVALUATOR NAME: Jonathan Ross

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

- I. Organization Qualifications and Experience
 - 1. Overview of Organization
 - Services used by MEMA in the past
 - 200 Maine based staff
 - Deep understanding of FEMA grants and frameworks
 - Reference projects included two for ME state government – MEMA (PA) and CDC (extreme temp planning)
 - Strong knowledge of Maine government and community
 - Experience across both disaster and non-disaster grants
 - 2. Subcontractors
 - Will not be using subs
 - 3. Organizational Chart
 - Standard org chart, well defined roles
 - 4. Etc.
 - Litigation (none), financial liability, and insurance included
- II. Proposed Services
 - 1. Services to be Provided
 - Similar to what's currently provided to MEMA
 - Familiarity with state and federal systems - integration
 - Analyze best practices across other states
 - 2. Implementation – Work Plan
 - Defer to MEMA timelines on implementation and development
 - Flexible and adaptable
 - Standard approach, does specify what teams will work on what projects – did include prep. grants in documentation

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: VPD Government Solutions

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Years of experience as company: **14**
- Does bidder convey an understanding of national EM grant/loan frameworks? **Yes**
- Did bidder provide examples of State-level work that would address MEMA's known service needs?
 1. Disaster-related funding: **No, but service proposal claims that staff have experience with FEMA funding programs**
 2. Non-disaster funding: **No**

2. Subcontractors

- Does the bidder plan to engage subcontractors? **No**

3. Organizational Chart

- Does the bidder have sufficient staff to meet needs? **Staffing levels of the company are not indicated; organizational chart does not provide any potential staff names though some staff are specifically named in service proposal**
- Does the bidder have staff in Maine? **No**

4. Etc.

- Is the proposal readable -- detailed yet succinct? **No, the proposal lacks detail**
- Does the organization show strong financial statements for the three most recent FY? **The bidder's financial statements convey stable balance sheets and strong, marginally increasing profits in the provided prior FY.**

II. Proposed Services 22/35

1. Services to be Provided

- Does the proposal address all known service needs? **The bidder includes details in the proposal that go beyond MEMA's desired scope of service/engagement.**

2. Implementation – Work Plan

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: VPD Government Solutions

DATE: 9/2/25

EVALUATOR NAME: Sunny Cyr

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Do the work plan details convey an understanding of MEMA's desired scope of service? **The proposal includes elements which are not desirable to MEMA, such as liaising between Federal agencies and subrecipients.**
- Are any parameters provided to convey a more detailed vision for possible work scenarios/timelines based on the bidder's business model/capacity? **Yes**
- Does the bidder convey an understanding of specific challenges in the EM landscape?
 1. Nationally **Yes**
 2. In Maine **No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: VPD Government Solutions

DATE: 9/11/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Headquartered in Virginia with lead point of contact in New Harbor, ME
- Service-Disabled, Veteran-Owned Small Business
- 14 years' experience in grants management, administrative support, and program/project management
- Supports more than 100 grants programs valued at over \$150 million annually
- Agility in rapidly hiring and backfilling positions (would prefer to see trained, experienced staff already in place)
- Bid focuses on support to federal agencies
- No mention of experience working with FEMA or DHS grants

2. Subcontractors

- No subcontractors as part of this bid

3. Organizational Chart

- PA and mitigation represented in org chart, but no preparedness grants
- All positions are listed as "TBD" so no visibility on location of program supports

4. Litigation, Financial Records, Certificate of Insurance

- Has never been involved in any litigation
- Balance sheets and income statements provided
- Certificate of liability insurance good through 2026

II. Proposed Services

1. Services to be Provided

- Program Manager said to have 25 years of FEMA grant and policy experience, only position outlined as having FEMA experience
- Senior Grant Consultant and Program Manager (not identified in org chart) said to have 20 years of PA experience, but CDBG experience mostly highlighted in bid
- Will integrate with MEMA's systems
- STORM is inaccurately represented as a "non-FEMA" program

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: VPD Government Solutions

DATE: 9/11/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

- Will rapidly mobilize a team of subject matter experts, program analysts, financial specialists, and field staff trained in the specific compliance requirements of the grant programs outlined—including but not limited to HSGP, BRIC Grant Program, SLCGP, EMPG, PA and HMGP.
- Understands need to utilize MEMA tracking systems
- Mentions having professionals that bring subject matter expertise in FEMA-funded programs (e.g., EMPG, PA, HSGP, BRIC), compliance management, intergovernmental coordination, and risk mitigation.”
- Helpdesk Model for rapid-response technical guidance across FEMA and DHS programs
- Will draw from MEMA’s internal documentation standards and public-facing tools
- Expert program management time tracking, but will align charge code structures and naming conventions to MEMA practices
- PA and HMGP Projects: Reimbursement reviews include validation of procurement documentation, timekeeping records, force account labor and equipment, and damage assessments
- HSGP and NSGP: We evaluate allowability against investment justifications, equipment inventory requirements, and security enhancement justifications
- Loan Programs (e.g., Safeguarding Tomorrow Revolving Loan Fund): We ensure alignment between the approved project scope and expenditure tracking systems
- Will update MEMA tracking sheets for audit purposes and coordinate closely with MEMA’s Business Office on reporting, drawdown schedules, and subrecipient monitoring
- Thoroughly addressed all components of RFP

2. Implementation – Work Plan

- Standard work plan and implementation

III. Cost Proposal

- Average cost is \$129.25/hr. Project Manager is \$160.27/hr.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: VPD Government Solutions

DATE: 9/11/2025

EVALUATOR NAME: Anne Fuchs

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Overall, this vendor understands grants management and administration holistically, but actual experience across the FEMA/DHS grant portfolio not well represented. Not clear on if this vendor has a bench of in-state staff ready to support.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

BIDDER NAME: VDP Government Solutions

DATE: 9/4/2025

EVALUATOR NAME: Jonathan Ross

EVALUATOR DEPARTMENT: DVEM/Maine Emergency Management Agency

Individual Evaluator Comments:

- I. Organization Qualifications and Experience
 - 1. Overview of Organization
 - 14 years experience
 - Experience in grants man. (not specific)
 - All reference projects were for HHS/ACF/OFA – unsure how similar these are to prep. Grants and disaster grants
 - 1. Support to fed grants annotated, unsure about state/local level support
 - 2. Subcontractors
 - Will not use subs
 - 3. Organizational Chart
 - Standard org chart – no specific staff currently assigned in doc
 - No preparedness grants assignments represented
 - 4. Etc.
 - Litigation (none), financial viability (stable), and insurance included

- II. Proposed Services
 - 1. Services to be Provided
 - Poor formatting/mistakes
 - Grants man.
 - Subrecipient TA
 - Dedicated liaison for fed. Coordination
 - Disaster grant focused, minimal preparedness grants
 - 2. Implementation – Work Plan
 - Standard approach, well-defined timeline
 - Integrated Stakeholder Engagement and Cross-Agency Coordination
 - Flexible and adaptable
 - Technology integration of MEMA systems



Janet T. Mills
Governor

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

Brigadier Diane L. Dunn
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

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 DEFENSE, 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.

Sunny Cyr
Signature

9/22/2025
Date



Janet T. Mills
Governor

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AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202506082

RFP TITLE: Grant/Loan Management and Administrative Support Services

I, Anne Fuchs, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine DEPARTMENT OF DEFENSE, 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.

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Signature

A handwritten signature in black ink, appearing to read "A-F", written over a horizontal line.

Date

9/4/2025



**STATE OF MAINE
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MAINE EMERGENCY MANAGEMENT
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Janet T. Mills
Governor

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Commissioner

**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202506082**

RFP TITLE: Grant/Loan Management and Administrative Support Services

I, Jonathan M. Ross, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine DEPARTMENT OF DEFENSE, 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.

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Jonathan Ross
Jonathan Ross (Oct 1, 2025 14:07:26 EDT)

10/01/2025

Signature

Date