POLK COUNTY, NORTH CAROLINA
BOARD AWARD MEMO

Project: Alexander's Ford Park Walking Trail – Debris Monitoring Services
FEMA Project: 803888 – Category A Debris Removal
Disaster: Hurricane Helene (FEMA-4827-DR-NC)
RFP Number: PC-2026-02

Evaluation Summary

Polk County, North Carolina issued a Request for Proposals (RFP) for Debris Monitoring Services associated with the Alexander's Ford Park Walking Trail project. All proposals received were reviewed for responsiveness to the RFP requirements. Only proposals deemed responsive were advanced to the evaluation phase. Responsive proposals were evaluated by a three-member Evaluation Committee in accordance with the criteria established in the RFP, totaling 100 points.

Firm	Member 1	Member 2	Member 3	Average
Tetra Tech	100	98	95	97.7
Insight	89	94	87	90.0

Recommendation

Based on the evaluation of responsive proposals, Tetra Tech received the highest overall score and demonstrated the strongest qualifications across all evaluation categories. The Evaluation Committee recommends that Polk County award the contract for Debris Monitoring Services to Tetra Tech.

Staff recommends that the Board approve the committee's recommendation to award the debris monitoring services contract to Tetra Tech, to direct staff and the County Attorney to finalize contract negotiations, and authorize the County Manager to execute the agreement.

Conclusion

Tetra Tech has been determined to be a responsive and responsible proposer and represents the best value to Polk County for this FEMA funded project.