

# PROCUREMENT SUMMARY

RFP# 2023-013

Date Submitted:	March 24, 2023	Procurement Process:	Request for Proposals (RFP)															
Submitted by:	Brian Davis	Length of Advertising:	Standard (15+) days															
Supplier Name:	Keck & Wood, Inc.	Source Selection Method:	Highest Proposal Scoring															
Description:	Design - Intersection Improvements	Fair Price Determination:	Adequate Price Competition															
Agreement Type:	PSA - Standard	Not Low Bid Award:	N/A - Lowest Evaluated Price Awarded															
Contract Number:	013-2023-00	County Business:	No County Businesses Responded															
Contract Category:	Design Services	Submissions Received:	3	Vendors Contacted: 424														
Contract Term:	365 days from Effective Date	<table><tr><th colspan="2">RFP/RFQ Selection Criteria Used in Selection Process</th></tr><tr><th>Weight</th><th>Evaluation Criteria</th></tr><tr><td>40%</td><td>Project Understanding, Schedule and Scope of Work</td></tr><tr><td>35%</td><td>Similar Project Experience and Key Staff Capabilities</td></tr><tr><td>25%</td><td>Price</td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr></table>			RFP/RFQ Selection Criteria Used in Selection Process		Weight	Evaluation Criteria	40%	Project Understanding, Schedule and Scope of Work	35%	Similar Project Experience and Key Staff Capabilities	25%	Price				
RFP/RFQ Selection Criteria Used in Selection Process																		
Weight	Evaluation Criteria																	
40%	Project Understanding, Schedule and Scope of Work																	
35%	Similar Project Experience and Key Staff Capabilities																	
25%	Price																	
Contract Value:	\$ 105,000.00																	
Contract Options/Renewals:	None																	
Source of Funds:	SPLOST																	
Debarred/Suspended:	No (screen-print on file)																	
SAM Requirement:	Registration Not Required																	
BOC Meeting Prepared for:	April 4, 2023																	

Bidder/Proposing Business	Place of Business	Evaluated Price	Score
Keck & Wood, Inc.	Duluth, GA.	\$ 105,000.00	89.17
Southeastern Engineering, Inc.	Marietta, GA.	\$ 122,500.00	85.14
Croy Engineering, LLC	Marietta, GA.	\$ 134,500.00	81.65

**\*Important Price Evaluation Notes**

Cherokee County Procurement published RFP 2023-013 to 424 Firms of which 3 submissions were received. Each submittal was reviewed by evaluators from the Community Development Agency . All three firms were evaluated on their technical capabilities and all were deemed technically viable. As such the technically viable Firm with the lowest price was selected. It is therefore our recommendation to award the project to Keck & Wood, Inc. who was the responsive and responsible Firm that received the overall high score.

**Other Important Considerations**

# Overall Score Summary

Percent of Category	Points	Area of Evaluation	Croy Engineering, LLC	Keck & Wood, Inc.	Southeastern Engineering, Inc.
Possible Points:	40	Project Understanding, Schedule and Scope of Work			
100%	40.00		32.27	35.00	34.08
Possible Points:	35	Similar Project Experience and Key Staff Capabilities			
100%	35.00		29.87	29.17	29.63
75%	75	Total Technical	62.13	64.17	63.71
25%	25	Price Score	19.52	25.00	21.43
100%	100	Price + Technical	81.65	89.17	85.14
Companies in order of scoring:			3	1	2
Company Name:			Croy Engineering, LLC	Keck & Wood, Inc.	Southeastern Engineering, Inc.

# PRICING ANALYSIS AND SCORING

## PROPORTIONAL DIFFERENCE TO LOW BID

Points Available	Croy Engineering, LLC	Keck & Wood, Inc.	Southeastern Engineering, Inc.	4	5	6	7
25	\$ 134,500.00	\$ 105,000.00	\$ 122,500.00	\$ -	\$ -	\$ -	\$ -
Low Bid: \$ 105,000		Under Average					
Percentage of Points Earned	78%	100%	86%				
Number of Points Earned	20	25	21				
Low Bid	High Bid	Average	Range	# of Bids	# Under Average	Standand Dev.	Process Savings
\$ 105,000	\$ 134,500	\$ 120,667	\$ 29,500	3	1	50,274	\$ 15,667