

PROCUREMENT SUMMARY

RFP# 2023-042

Date Submitted:	November 1, 2023	Procurement Process:	Request for Proposals (RFP)															
Submitted by:	Brian Davis	Length of Advertising:	Standard (15+) days															
Supplier Name:	BM&K, PC	Source Selection Method:	Highest Proposal Scoring															
Description:	Design Services	Fair Price Determination:	Adequate Price Competition															
Agreement Type:	PSA - Standard	Not Low Bid Award:	N/A - Lowest Evaluated Price Awarded															
Contract Number:	042-2023-00	County Business:	No Identified County Businesses															
Contract Category:	Architectural Services	Submissions Received:	4	Vendors Contacted: 47														
Contract Term:	Upon Completion of all Work	<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				
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40%	Project Understanding, Schedule and Scope of Work																	
35%	Similar Project Experience and Key Staff Capabilities																	
25%	Price																	
Contract Value:	\$ 95,500.00																	
Contract Options/Renewals:	None																	
Source of Funds:	SPLOST																	
Debarred/Suspended:	No (screen-print on file)																	
SAM Requirement:	Registration Not Required																	
BOC Meeting Prepared for:	November 7, 2023																	

Bidder/Proposing Business	Place of Business	Evaluated Price	Score
BM&K, PC	Braselton, GA.	\$ 95,500.00	73.55
Croy Engineering, LLC	Marietta, GA.	\$ 220,000.00	65.45
Keck & Wood, Inc.	Duluth, GA.	\$ 240,500.00	71.93
NV5 Engineers and Consultants, Inc.	Alpharetta, GA.	\$ 180,742.00	67.76

*Important Price Evaluation Notes
Cherokee County Procurement published RFP 2023-042 to 47 Firms of which 4 submissions were received. Each submittal was reviewed by evaluators from the Community Development Agency. The responsive and responsible highest scoring Firm who was also the low bid was BM&K, PC. It is the recommendation evaluation committee to award the project to BM&K, PC.
Other Important Considerations

Area of Evaluation	Average of Scores				
	BM&K, PC	Croy	Keck & Wood	NV5 Engineers	
Project Understanding, Schedule and Scope of Work					
	25.45	28.35	35.75	28.30	
Similar Project Experience and Key Staff Capabilities					
	23.10	26.25	26.25	26.25	
Total Technical	48.55	54.60	62.00	54.55	
Price Score	25.00	10.85	9.93	13.21	
Price + Technical	73.55	65.45	71.93	67.76	
Companies in order of scoring:		1	4	2	3
Company Name:		BM&K, PC	Croy	Keck & Wood	NV5 Engineers

PROPORTIONAL DIFFERENCE TO LOW BID

When purchasing solutions or services where there are a number of possible ways to create acceptable results, there is an expectation that there will be a wide variety of acceptable prices as well. In this situation price scoring still needs to provide proportional outputs but on a less aggressive scale. Here the appropriate method utilizes the lowest acceptable bid as the basis for each other price to be compared and then multiplied by the points available.

Points Available	BM&K, PC	Croy	Keck & Wood	NV5 Engineers	5	6	7
25	\$ 95,500.00	\$ 220,000.00	\$ 240,500.00	\$ 180,742.00	\$ -	\$ -	\$ -
Low Bid: \$ 95,500	Under Average			Under Average			
Percentage of Points Earned	100%	43%	40%	53%			
Number of Points Earned	25	11	10	13			

Low Bid	High Bid	Average	Range	# of Bids	# Under Average	Standand Dev.	Process Savings
\$ 95,500	\$ 240,500	\$ 184,186	\$ 145,000	4	2	89,380	\$ 88,686