

Procurement Summary

Date Submitted:	6-Jul-17
Submitted by:	Amanda Lam
Contract Number:	PSA-2017-116
Value of Contract:	\$ 36,636.00
Period of Performance:	90 days from NTP
Supplier Name:	Dewberry Consultants, LLC
General Description:	Dam Breach Analysis for Two Watershed Dams
Source of Funds:	SPLOST 2012

Proposed Contract Type

<input checked="" type="checkbox"/>	Standard Professional Services Agreement
<input type="checkbox"/>	Standard Construction Services Agreement
<input type="checkbox"/>	PSA with Exceptions Approved by Counsel
<input type="checkbox"/>	Supplier Agreement Approved by Counsel
<input type="checkbox"/>	Standard Purchase Order
<input type="checkbox"/>	Other - See Below

Formal Advertised Procurement:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
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Debarred/Suspended (EPL):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Screen Print in File:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

E-Verify Required/Obtained:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
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Emergency Procurement:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Number of Bidders Contacted / Number of Bids Received:	5	1
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Supplier Selection Based on:	<input checked="" type="checkbox"/> Only One Bidder
	<input type="checkbox"/> Single/Sole Source
	<input type="checkbox"/> Lowest Evaluated Bidder
	<input type="checkbox"/> Highest Proposal Scoring
	<input type="checkbox"/> Other*

Weight	Evaluation Criteria
50%	Price
25%	Technical Merits
25%	Qualifications
100%	Total

Cherokee County Based Preference Results:

(>\$25K, IFB Only, Ref. Ordinance 2-5-3.01)

	Cherokee County Vendor Selected
<input checked="" type="checkbox"/>	No <u>County</u> Vendor participation or bid/proposal non-responsive or not-responsible*
	CC Vendor not within 5% of Low Bid (for consideration)
	CC Vendor Total Evaluated Score Inadequate (for consideration)
	CC Vendor Not Low Bid, or No Preference Per Grant or >\$100K Construction (GA Law)

* if CC bid/proposal was non-responsive or not responsible explanation provided in "Other Notes" below.

Summary of Analysis / Scoring

Total Score	Price	Bidder	Bidder's Place of Business
100	\$ 36,636.00	Dewberry Consultants, LLC	Atlanta, GA

Fair Price Determination:

Method	Price Analysis Type
	Adequate Price Competition (Lowest Evaluated Bidder)
<input checked="" type="checkbox"/>	Market Analysis or Market Pricing
	Cost Analysis
	State Contract Pricing
	Other, see price analysis below

Price Evaluation:

RFP 2017-116 was issued on May 30, 2017 and one (1) proposal was received on June 28, 2017. The Procurement Department reached out to Bartow County, who recently had a similar analysis done on four (4) watershed dams in 2016. Bartow County paid Dewberry Consultants \$12,250 per analysis; however, they did not require any floodplain mapping which costs an additional \$6,040. The Procurement Department adjusted for quantity, time, and work not required by Bartow and determined pricing to be reasonable at \$18,318 per analysis. Dewberry Consultants agreed to reduce their price from \$37,500 to \$36,636 (\$18,318 per analysis), saving the County \$364. See attached cost savings form, price improvement curve and additional back up information used in determining price to be fair and reasonable.

RFP# 2017-116

SCORES

Criteria	Max Pts	Dewberry Consultants, LLC
Price	50.00	100.00
Technical Merits	25.00	25.00
Qualifications	25.00	25.00
Total	100.00	100.00

Cost Savings Worksheet

Supplier: Dewberry Consultants, LLC

Item(s): Dam Breach Analysis for two Watershed Dams

Date: 7/6/2016

FY Impact: 2017

Type of Cost Savings: ☐ 1. Obtained Lower Year-Over-Year Pricing
☐ 2. Reduction in Fixed Option Pricing
☐ 3. Reduction in Single/Sole Source Bid
☐ 4. Cost Avoidance - Avoided Pricing Increase
☐ 5. Process Cost Avoidance - High Bid minus Awarded Bid

How Obtained: ☒ A. Negotiation
☐ B. Improved Competition
☐ i. More Bidders Contacted
☐ ii. Bundled Items/Work Differently
☐ C. State Agreement
☐ D. Piggy-Backed on Another Government's Agreement
☐ E. Enhanced Competition - Pooling Requirements With Other Governments

Complete applicable portions required to capture the change(s) and attach the Procurement Summary.

	Item(s)	Price Basis	New Price	Price Change	Quantity	Total Savings
1	Dam Breach Analysis	\$ 18,500.00	\$ 18,318.00	\$ 182.00	2	\$ 364.00
2						
3						
4						
5						
6						
7						
8						
9						
10						
Grand Total Reduction:						\$ 364.00

Write-up:

The Procurement Department compared the proposal received in RFP 2017-116 to work that was performed
in Bartow County for a similar analysis. Adding in additional work required by Cherokee County and other factors
documented in the procurement summary, it was determined that a fair price is \$18,318 per analysis. The
Procurement Department reached out to Dewberry Consultants and they agreed to reduce their price by \$364.

Buyer: _____

Approval: _____

Price Improvement Curve

		Instruction #				Instruction #		Assessment of Proposed Pricing		
Price Basis		\$ 12,250.00	1	Proposed New Pricing		\$ 18,500.00	4	Improvement Curve Pricing		\$ 14,939.02
Corresponding Quantity		4	2	Corresponding Quantity		2	5			
Price Improvement Curve		82%	3							
Tab With Appropriate Graph		A								

Table	
Graphed Plot Based on Your Quantity in B2.	
Analyzed Quantities	Expected Pricing
1	\$ 18,218.32
2	\$ 14,939.02
4	\$ 12,250.00
14	\$ 8,557.90
28	\$ 7,017.48
42	\$ 6,248.35
57	\$ 5,725.24
71	\$ 5,376.32
100	\$ 4,874.16

Difference to Price Improvement Curve	\$ (3,560.98)	Proposed Price is Higher than Price Improvement Curve Chosen
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Analysis of Price	
Valuation	Rationale
\$ 14,939	Adjusted for quantity
\$ 3,020	Adjust for work not required by Dewberry on the Bartow work*.
\$ 17,959	Subtotal
0.02	Adjust for time factor (work performed in 2016)
\$ 359	Escalation Adder
\$ 18,318	Target Price

* See Geoff Morton email 7/5/2017 11:11 AM attached

Instructions:	
1	In Cell B2, enter in the most recent price believed to be a fair price.
2	In Cell B4, enter in the quantity that corresponds to the price in Cell B2.
3	In Cell B6, enter in the price improvement percentage that corresponds with the curve applicable for that industry.
4	If desired, in Cell E2, enter in the price quoted by a vendor.
5	If pricing entered in Cell E2, then in Cell E4, enter in the quantity corresponding to the price.

CHEROKEE COUNTY BOARD OF COMMISSIONERS

RFB/RFP No.: **2017-116**

RFB/RFP NAME: **Dam Breach Analysis for two Watershed Dams**

BID DUE DATE/TIME: **June, 28, 2017 at 10:00 AM**

Proposals Received (no particular order)

<u>NAME</u>	<u>CITY/STATE</u>	<u>Required Forms*</u>	<u>Cost</u>
Dewberry Consultants, LLC	Atlanta, GA	YES	\$ 37,500.00

Required Forms:

App A - Info/Add Form	App F - Sus/Debar Form
App B - Non-Coll Affidavit	1 Original; 1 Copy
App C - E-Verify Affidavit	
App D - References	
App E - Contract Acceptance Form	

Notes:

Opening/Reading Attendance

COMPANY	NAME
Cherokee County Procurement Department	Amanda Lam