

Procurement Summary

Date Submitted: 17-Jul-18
Submitted by: Amanda Lam
Contract Number: PSA-2018-061
Value of Contract: \$ 30,000.00
Period of Performance: 15 months from NTP
Supplier Name: Planners & Engineers Collaborative
General Description: Civil Engineering at New North Canton Station
Source of Funds: SPLOST

Proposed Contract Type

	Standard Professional Services Agreement
	Standard Construction Services Agreement
X	PSA with Exceptions Approved by Counsel
	Supplier Agreement Approved by Counsel
	Standard Purchase Order
	Other - See Below

Formal Advertised Procurement: Yes No N/A

Debarred/Suspended (EPL): Yes No N/A
Screen Print in File: Yes No N/A

E-Verify Required/Obtained: Yes No N/A

Emergency Procurement: Yes No

Number of Bidders Contacted / Number of Bids Received: 38 | 4

Supplier Selection Based on:

	Only One Bidder
	Single/Sole Source
	Lowest Evaluated Bidder
X	Highest Proposal Scoring
	Other*

Weight	Evaluation Criteria
50%	Price
25%	Project understanding & scope of work
25%	Similar project experience & qualifications
100%	Total

Cherokee County Based Preference Results:

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

	Cherokee County Vendor Selected
	No <u>County</u> Vendor participation or bid/proposal non-responsive or not-responsible*
X	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
74.50	\$ 32,500.00	Gaskins	Canton, Georgia
75.78	\$ 34,325.00	BM&K Construction & Engineering	Braselton, Georgia
78.45	\$ 30,000.00	Planners & Engineers Collaborative	Peachtree Corners, Georgia
49.03	\$ 104,000.00	McFarland-Dyer Associates, Inc.	Suwanee, Georgia

Fair Price Determination:

Method	Price Analysis Type
X	Adequate Price Competition (Lowest Evaluated Bidder)
	Market Analysis or Market Pricing
	Cost Analysis
	State Contract Pricing
	Other, see price analysis below

Price Evaluation: The evaluation team considered each proposal according to the criteria identified in the RFP. The highest scoring firm was also the lowest priced for this project.
 Savings over high: \$74,000; Savings over average: \$20,206.25

Not Low Bid: _____
 (If Applicable) _____

Other Notes: See attached evaluation summary.

Scoring Evaluation Summary

Criteria Category - Project Understanding & Scope of Work	Possible Points	Gaskins				BM&K				Planners				McFarland			
Individual Criteria		Eval 1	Eval 2	Eval 3	Average	Eval 1	Eval 2	Eval 3	Average	Eval 1	Eval 2	Eval 3	Average	Eval 1	Eval 2	Eval 3	Average
Provided evidence as to the level of quality of services with similar project (scope and technical content).	5	0.80	2.00	1.25	1.35	1.80	4.00	2.81	2.87	2.45	5.00	2.81	3.42	3.20	5.00	4.05	4.08
Provided evidence as to the firm's experience and ability to manage the established time requirements.	5	2.81	2.00	2.81	2.54	1.80	4.00	1.25	2.35	1.25	5.00	1.25	2.50	3.20	5.00	4.05	4.08
Provided evidence of understanding the size and scope of the project.	5	4.05	5.00	4.05	4.37	5.00	5.00	5.00	5.00	1.25	5.00	1.25	2.50	1.25	5.00	1.25	2.50
Provided potential areas of concerns, alternative approaches and approach to avoiding un-necessary change orders.	5	5.00	5.00	5.00	5.00	1.25	5.00	1.25	2.50	0.00	5.00	0.00	1.67	3.20	5.00	4.05	4.08
Provided project schedule and extent to which schedule meets the needs of the County.	5	3.20	5.00	4.05	4.08	1.25	5.00	0.31	2.19	0.00	5.00	0.31	1.77	0.00	5.00	0.00	1.67
Total	25	15.86	19.00	17.16	17.34	11.10	23.00	10.63	14.91	4.95	25.00	5.63	11.86	10.85	25.00	13.40	16.42
Criteria Category - Similar Project Experience	Possible Points																
Individual Criteria																	
Provided examples of previous experience developing/managing complete site civil engineering and design for projects of similar size and nature.	6.25	1.00	2.00	1.00	1.33	1.56	5.00	1.56	2.71	6.25	5.00	5.06	5.44	6.25	6.25	5.06	5.85
Level of experience and qualifications of principal design professionals and lead staff.	6.25	0.25	3.00	1.56	1.60	4.00	5.00	6.25	5.08	4.00	5.00	6.25	5.08	1.56	6.25	1.56	3.13
Provided information that served to differentiate the firm and highlighted its suitability for this project.	6.25	4.00	5.00	5.06	4.69	4.00	5.00	5.06	4.69	1.56	5.00	1.56	2.71	1.56	6.25	3.52	3.78
Provided examples/information on firm's experience with civil engineering including bidding, award and construction administration and any other relevant functions as stated in the RFP.	6.25	4.00	2.00	4.00	3.33	4.00	5.00	5.06	4.69	3.52	5.00	1.56	3.36	5.06	6.25	5.06	5.46
Total	25	9.25	12.00	11.63	10.96	13.56	20.00	17.94	17.17	15.33	20.00	14.44	16.59	14.44	25.00	15.20	18.21
Total Technical Scoring	50	28.30				32.08				28.45				34.63			
Pricing	50	46.2				43.7				50				14.4			
Total	100	74.50				75.78				78.45				49.03			

PRICING ANALYSIS AND SCORING

The highest three scores are in GREEN for easy identification.

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	Gaskins	BM&K	Planners	McFarland
50	\$ 32,500	\$ 34,325	\$ 30,000	\$ 104,000
Low Bid: \$ 30,000	Under Average	Under Average	Under Average	
Percentage of Points Earned	92%	87%	100%	29%
Number of Points Earned	46.2	43.7	50.0	14.4

Low Bid	High Bid	Average	Range
\$ 30,000	\$ 104,000	\$ 50,206	\$ 74,000
# of Bids	# Under Average	Standard Dev.	Process Savings
4	3	\$ 35,906	\$ 20,206

CHEROKEE COUNTY BOARD OF COMMISSIONERS

Bid Opening Tab

RFB/RFP No.: 2018-061
Civil Engineering Services at New
RFB/RFP NAME: North Canton Station
BID DUE DATE/TIME: July 9, 2018 at 10:00 AM

Proposals Received (no particular order)

NAME	CITY/STATE	Required Forms*	Cost
Gaskins Surveying Co., Inc.	Canton, Georgia	Yes	\$ 32,500.00
BM&K Construction & Engineering	Braselton, Georgia	Yes	\$ 34,325.00
Planners & Engineers Collaborative	Peachtree Corners, Georgia	A	\$ 30,000.00
McFarland-Dyer & Associates, Inc.	Suwanee, Georgia	Yes	\$ 104,000.00

Required Forms:

<input checked="" type="checkbox"/> App A - Info/ Add Form <input checked="" type="checkbox"/> App B - Non-Coll Affidavit <input checked="" type="checkbox"/> App C - E-Verify Affidavit <input checked="" type="checkbox"/> App D - References <input checked="" type="checkbox"/> App E - Contract Acceptance Form	<input checked="" type="checkbox"/> App F - Sus/Debar Form <input type="checkbox"/> App G -Contractor License Cert. <input type="checkbox"/> App H - Bid Bond <input type="checkbox"/> App I - Contractor's Qual. Statement
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Notes:

A. Noted exceptions to PSA

Opening/Reading Attendance

COMPANY	NAME
Cherokee County Procurement	Amanda Lam