

# Procurement Summary

**Date Submitted:** 6-Jun-19  
**Submitted by:** Terri Seay  
**Contract Number:** 2019-052  
**Value of Contract:** \$ 436,600.00  
**Period of Performance:** Two years from NTP  
**Supplier Name:** VHB, Vanasse Hangen Brustlin, Inc.  
**General Description:** Design Services - Heard Road Extension  
**Source of Funds:**

## 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: ☐ 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: 26 / 3

Supplier Selection Based on:

<input type="checkbox"/>	Only One Bidder
<input type="checkbox"/>	Single/Sole Source
<input type="checkbox"/>	Lowest Evaluated Bidder
<input checked="" type="checkbox"/>	Highest Proposal Scoring
<input type="checkbox"/>	Other*

Weight	Evaluation Criteria
30%	Project Understanding & SOW
25%	Schedule & Experience
15%	Qualifications
30%	Price
100%	Total

**Cherokee County Based Preference Results:**  
 (>\$25K, IFB Only, Ref. Ordinance 2-5-3.01)

<input type="checkbox"/>	Cherokee County Vendor Selected
<input checked="" type="checkbox"/>	No <b>County</b> Vendor participation or bid/proposal non-responsive or not-responsible*
<input type="checkbox"/>	CC Vendor not within 5% of Low Bid (for consideration)
<input type="checkbox"/>	CC Vendor Total Evaluated Score Inadequate (for consideration)
<input type="checkbox"/>	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
80.74	\$ 436,600.00	VHB, Inc.	Atlanta, GA
76.1	\$ 325,500.00	Pond & Company	Peachtree Corners, GA
65.75	\$ 445,000.00	EXP US Services, Inc.	Atlanta, GA

Fair Price Determination:

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

**Price Evaluation:** Pricing was determined to be fair and reasonable based on adequate price competition.  
 \_\_\_\_\_  
 \_\_\_\_\_

**Not Low Bid:** While VHB, Inc. was not the lowest proposed price, it offered the most value for the County and scored higher in all  
 (If Applicable) evaluated technical areas.  
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**Other Notes:** All proposals were evaluated by a committee based on the evaluation criteria listed in the RFP.  
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# 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

Points Available	VHB, INC	Pond & Co.	EXP
30	\$ 436,600	\$ 325,500	\$ 445,000
Low Bid: \$ 325,500		Under Average	
Percentage of Points Earned	75%	100%	73%
Number of Points Earned	22.4	30.0	21.9

Low Bid		High Bid		Average		Range	
\$	325,500	\$	445,000	\$	402,367	\$	119,500

# SCORING SUMMARY

Criteria	Max Pts	VBH, Inc	Pond & Company	EXP US Services
Project Understanding & SOW	30.00	30.00	21.36	20.88
Schedule & Experience	25.00	16.07	13.88	12.00
Qualifications	15.00	12.27	10.86	10.97
Price	30.00	22.40	30.00	21.90
	<b>100.00</b>	<b>80.74</b>	<b>76.10</b>	<b>65.75</b>