

CITY OF SMYRNA
PURCHASING DEPARTMENT
2800 KING STREET
SMYRNA, GEORGIA 30080
678-631-5406

TO: Ken Suddreth, Community Development Director

FROM: Kelly Brown, Purchasing Buyer

DATE: October 12, 2016

SUBJECT: Recommendation - RFP 17-009 Development Consultant for 10 Year Comprehensive Plan Update

The City of Smyrna requested qualifications and cost proposals for a development consultant to complete the 10 year Comprehensive Plan Update. Following receipt of proposals without costs, the team conducted interviews with each of the four firms on October 7 and 11. Based on the results of the firm's proposal, qualifications, interviews, along with pricing submitted, it is the team's recommendation the award be made to Jacobs. Please see attached scoring matrix.

<u>BIDDER</u>	<u>TOTAL AMOUNT</u>	<u>EXCEPTIONS</u>
Jacobs	\$124,780.65	None
Robert & Company	\$135,949.00	None
Rosser International Inc.	\$118,433.00	Special Instructions regarding Indemnification requirements
The Collaborative Inc.	\$163,191.00	None

It is the recommendation of the Purchasing Department that this RFP be awarded to the most responsive and responsible proposer, Jacobs.

Please prepare any necessary paperwork to present to Mayor and Council for approval. We will then prepare a Purchase Requisition and complete contract work/purchase order for these services.