

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

TO: Russell Martin, Community Development Director  
FROM: Kelly Brown, Purchasing Manager  
DATE: August 14, 2019  
SUBJECT: **Recommendation – Request for Proposals Annexation Study**

The City of Smyrna requested qualifications and cost proposals from organizations to complete an Annexation Study for City of Smyrna. The Annexation Study will detail the fiscal impact on the City of proposed annexation of various nearby areas. The proposal documents were sent to three (3) organizations and two (2) submitted response. The proposals were reviewed by Russell Martin and Tom Boland. The team unanimously selected The Center for State and Local Finance to complete the Annexation Study. The organizations and pricing is shown below:

<b>FIRM</b>	<b>TOTAL COST</b>	<b>PROJECT COMPLETION DATE</b>
<b>The Center for State and Local Finance (Georgia State University)</b>	<b>\$45,000.00</b>	<b>December 20, 2019</b>
Strategic Planning Initiatives, LLC	\$55,900.00 + expenses	6-9 months from start date
Carl Vinson Institute of Government	Could not respond due to workload	

It is the recommendation of the review team and Purchasing that the Annexation Study be awarded to the most responsive and responsible proposer, The Center for State and Local Finance.

Please prepare any necessary paperwork to present to Mayor and Council for approval.