



INTEROFFICE MEMORANDUM

TO: Felicia Strong-Whitaker, Chief Purchasing Agent
Department of Purchasing & Contract Compliance

FROM: Evaluation Committee Recommendation Letter

DATE: March 30, 2021

PROJECT: #21RFP0210B-EC, Shelf-Ready Books for Adults, Teens and Children and Lease Books for Adults

In accordance with the Purchasing Code, a duly appointed Evaluation Committee has reviewed the proposals submitted in response to the above-reference project on behalf of the Fulton County Library System.

Two (2) qualified firms submitted proposals for evaluation and consideration for award of this project:

1. Baker & Taylor Holdings, Inc.
2. Brodart Co.

After review, evaluation and consideration of all available information related to the requirements and evaluation criteria of the RFP, the Evaluation Committee has determined that the proposal submitted by Baker & Taylor Holdings, Inc., is the recommended vendor for the award of #21RFP0210B-EC, Shelf-Ready Books for Adults, Teens and Children and Lease Books for Adults with a final score of **71.56%**.

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The Evaluation Committee members attest that each member scored each proposal independently in accordance with the evaluation criteria set forth in the Request for Proposal and that their individual score is a part of the final scores in the attached Evaluation Matrix.

SELECTION COMMITTEE MEMBERS:

DocuSigned by:

Virginia Collier

Virginia Collier

Librarian, Principal

DocuSigned by:

Charmaine Johnson

Charmaine Johnson

Librarian, Senior

DocuSigned by:

Betty Wright

Betty Wright

Librarian, II

DocuSigned by:

Stephanie Galipeau

Stephanie Galipeau

Librarian, II

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EVALUATION CRITERIA	WEIGHT	Baker & Taylor Holdings, LLC.	Brodart Co.		
Project Development Approach	30.00%	26.25%	26.25%		
Availability of Data Analytics Tool	15.00%	14.06%	10.31%		
Qualification of Key Personnel	10.00%	9.38%	8.75%		
Relevant Project Experience/Past Performance	15.00%	13.13%	14.06%		
Availability of Personnel	10.00%	8.75%	8.13%		
Local Preference	5.00%	0.00%	0.00%		
Service Disabled Veterans Preference	2.00%	0.00%	0.00%		
Cost Proposal	13.00%	13.00%	12.78%		
TOTAL SCORE:	100.00%	71.56%	67.50%		