



Fulton County Board of Commissioners
Agenda Item Summary

17-0524

BOC Meeting Date
6/21/2017

Requesting Agency

District Attorney

Commission Districts Affected

All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval of recommended proposal - District Attorney, RFP#17RFP106640A-FB, Comprehensive Plan to Remedy Illegal Opiate and Heroin Drug Problems in Fulton County in the amount of \$40,000.00 with Genico Strategies, LLC (Woodstock, GA) to provide a comprehensive plan to remedy illegal opiate and heroin drug problems in Fulton County effective upon issuance of the Notice to Proceed and shall not exceed 150 days.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-374 and 102-375, all competitive sealed proposals shall be forwarded to the Board of Commissioners for approval.

Is this Item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*

Yes All People are safe

Is this a purchasing item?

Yes

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Scope of Work: Services to be provided under this contract include a comprehensive plan to remedy illegal opiate and heroin drug problems in Fulton County. The plan will focus on a wide range of solutions in various areas.

Community Impact: All County agencies need to adopt recommended policies to help solve heroin related overdoses and crimes.

Department Recommendation: District Attorney's Office recommends approval of the contract.

Project Implications: There are no known future implications of the item in terms of potential changes in budget, service provision, or County policy/operations.

Community Issues/Concerns: There are no known issues/concerns regarding this agenda item.

Department Issues/Concerns: During community meetings, many North Fulton residents have complained about the increase of heroin and the impact of heroin addiction on their families. Without a comprehensive plan, the concerns of Fulton County residents cannot be properly addressed.

History of BOC Agenda Item: No, this is a new procurement.

| Agency Director Approval | | County Manager's Approval |
|---|-----------------------|---------------------------|
| Typed Name and Title Felicia Strong-Whitaker, Director | Phone 404-612-5800 | |
| Signature | Date | |

Revised 03/12/09 (Previous versions are obsolete)

| | |
|-----------------------------------|---|
| Contract & Compliance Information | (Provide Contractor and Subcontractor details.) |
|-----------------------------------|---|

Contract Value: \$40,000.00 or 100%
Prime Vendor: Genico Strategies, LLC
Prime Status: *White Female Business Enterprise Non-Certified*
Location: Woodstock, GA
County: Cherokee County
Prime Value: \$40,000.00 or 100%
Subcontractor: None

Total Contract Value: \$40,000.00 or 100%
Total M/FBE Value: \$40,000.00

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| | | | | |
|---------------------------------|-----------------|------------|------------|--------------|
| Solicitation Information | NON-MFBE | MBE | FBE | TOTAL |
| No. Bid Notices Sent: | 15 | 4 | 6 | 25 |
| No. Bids Received: | 1 | 0 | 1 | 2 |

| | |
|-----------------------------|-------------------------------|
| Total Contract Value | \$40,000.00 or 100.00% |
| Total M/FBE Values | \$40,000.00 or 100.00% |
| Total Prime Value | \$40,000.00 or 100.00% |

| | |
|---|---|
| Fiscal Impact / Funding Source | <i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i> |
| 100-480-4800-1160: General Funds, District Attorney Office, Professional Services - \$40,000. | |

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|--|--|
| Exhibits Attached | <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i> |
| Exhibit 1: Recommendation Letter | |
| Exhibit 2: Contractor Performance Memo | |

| | |
|--|---|
| Source of Additional Information | <i>(Type Name, Title, Agency and Phone)</i> |
| Paul Howard, Fulton County District Attorney | |

| | | |
|--|------------------------------|----------------------------------|
| Agency Director Approval | | County Manager's Approval |
| Typed Name and Title Felicia Strong-Whitaker, Director | Phone 404-612-5800 | |
| Signature | Date | |

Revised 03/12/09 (Previous versions are obsolete)

Procurement**Contract Attached:**
No**Previous Contracts:**
No**Solicitation Number:**
17RFP106640A-FB**Submitting Agency:**
District Attorney**Staff Contact:**
Dexter Bond**Contact Phone:**
404-612-0066**Description:** To provide a comprehensive plan to remedy illegal opiate and heroin drug problems**FINANCIAL SUMMARY****Total Contract Value:**

Original Approved Amount: .

Previous Adjustments: .

This Request: \$40,000.00

TOTAL: \$40,000.00

MBE/FBE Participation:

Amount: . \$40,000.00 or 100%: .

Amount: . %: .

Amount: .00.00 00.00%: .

Amount: . %: .

Grant Information Summary:

Amount Requested: .

☐

Cash

Match Required: .

☐

In-Kind

Start Date: .

☐

Approval to Award

End Date: .

☐

Apply & Accept

Match Account \$: .

Funding Line 1:

100-480-4800-1160

Funding Line 2:

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Funding Line 3:

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Funding Line 4:

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KEY CONTRACT TERMS**Start Date:**

Issuance of NTP

End Date:

150 days

Cost Adjustment:

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Renewal/Extension Terms:

No renewal options

ROUTING & APPROVALS

(Do not edit below this line)

| | | | |
|---|--------------------------------------|--------------------------|-----------------|
| X | Originating Department: | Howard, Paul L. | Date: 6/2/2017 |
| X | County Attorney: | Palmer, Ashley | Date: 6/14/2017 |
| X | Purchasing/Contract Compliance: | Strong-Whitaker, Felicia | Date: 6/14/2017 |
| X | Finance/Budget Analyst/Grants Admin: | Whitted, Ivan | Date: 6/2/2017 |
| . | Grants Management: | . | Date: . |
| X | County Manager: | Anderson, Dick | Date: 6/15/2017 |



INTEROFFICE MEMORANDUM

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

FROM: Evaluation Committee Recommendation Letter

DATE: May 16, 2017

PROJECT: 17RFP106640A-FB, Comprehensive Plan to Remedy Illegal Opiate and Heroin Drug Problems in Fulton County

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 Housing and Community Development.

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

1. Genico Strategies, LLC
2. A. L. Burruss Institute at Kennesaw State University

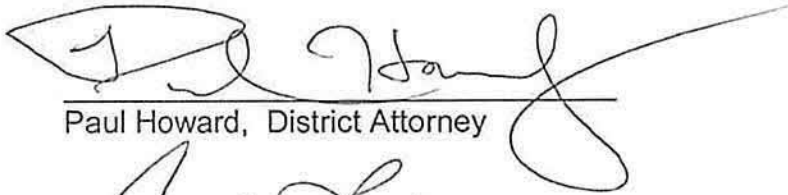
After review, evaluation and consideration of all available information related to the requirements and evaluation criteria of the RFP, the Evaluation Committee has determined that the proposal submitted by Genico Strategies, LLC, with a total score of 73, is the recommended vendor for the award of 17RFP106640A-FB, Comprehensive Plan to Remedy Illegal Opiate and Heroin Drug Problems in Fulton County.

May 16, 2017

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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.

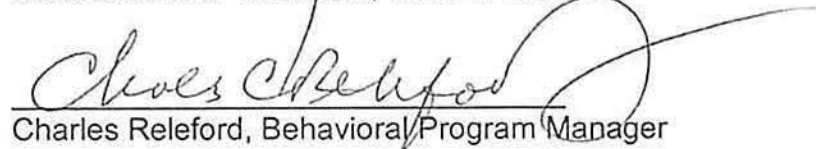
SELECTION COMMITTEE MEMBERS:



Paul Howard, District Attorney



Cathelene Tina Robinson, Clerk of Court



Charles Releford, Behavioral Program Manager



John M. Cross, Deputy Director of Medical Examiner



Kimberly Myers, Assistant District Attorney

Evaluation Committee Recommendation Letter
 May 16, 2017
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| EVALUATION CRITERIA | WEIGHT | Genico Strategies | A.L. Burruss @ KSU |
|--------------------------------------|------------|----------------------|--------------------|
| Project Plan/Approach to Work | 30% | 25.50 | 22.50 |
| Qualification of Key Personnel | 20% | 15 | 14 |
| Relevant Project Experience | 20% | 14 | 12 |
| Availability of Key Personnel | 13% | 8.5 | 9.8 |
| Local Preference | 5% | 0 | 0 |
| Service Disabled Veterans Preference | 2% | 0 | 0 |
| Cost | 10% | 10 | 6.2 |
| TOTAL SCORE: | 100 | 73.00 | 64.50 |



INTER-OFFICE MEMORANDUM

To: Felicia Strong-Whitaker, Director of Purchasing Department

From: Paul L. Howard, Jr., District Attorney's Office

Subject: Contractor's Performance Memo – 17RFP106640A-FB
Comprehensive Plan to Remedy Illegal Heroin and Opiate
Drug Problems in Fulton County

Date: May 16, 2017

The District Attorney's Office has never conducted business with Genico Strategies, LLC.

PH/tm

cc: Charlie Crockett
Carolyn Towns