



INTEROFFICE MEMORANDUM

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

FROM: Evaluation Committee Recommendation Letter

DATE: November 10, 2022

PROJECT: 22RFP035A-CJC, Aging Services

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 Department Senior Services.

After review of the technical proposal the following firms were short-listed:

1. Senior Services North, Inc.
2. South Fulton Senior Services
3. Visiting Nurse Health System

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 (A) Senior Services North, Inc., (B) South Fulton Senior Services (C) Visiting Nurse Health System with a total score of 89.17, 88.93 and 89.97 respectively, is the recommended vendor for the award of Department of Senior Services.

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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:

Ladisa Onyiliogwu

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Ladisa Onyiliogwu, Director
Department of Senior Services

DocuSigned by:

Kweli-Rashied-Henry

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Kweli Henry, Deputy Director
Department of Senior Services

DocuSigned by:

Rafael Patterson

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Rafael Patterson, Aging Program Coordinator
Department of Senior Services

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EVALUATION CRITERIA	WEIGHT	Senior Services North, Inc.	South Fulton Senior Services	Visiting Nurse Health System
Project Approach	35%	32.08%	29.17%	29.17%
Qualifications of Key Personnel	15%	13.75%	15.0%	15.0%
Relevant Project Experience/Past Performance	18%	15.0%	16.50%	18.0%
Availability of Key Personnel	20%	18.33%	18.33%	18.33%
Service-Disabled Veterans Preference	2%	0.00%	0.00%	0.00%
Cost	10%	10.0%	9.93%	9.47%
TOTAL SCORE:	100.00%	89.17%	88.93%	89.97%

**To sum Total Score columns, highlight the row and press F9*