



## INTEROFFICE MEMORANDUM

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

**FROM:** Evaluation Committee Recommendation Letter

**DATE:** October 30, 2023

**PROJECT:** #23RFP139160B-EC, Fulton County Multi-Functional Devices

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 Police Department.

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

1. Standard Office Systems of Atlanta
2. Milner, Inc.

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 Standard Office Systems of Atlanta is the recommended vendor for the award of #23RFP139160B-EC, Fulton County Multi-Functional Devices with a final score of **81.81%**.

## Evaluation Committee Recommendation Letter

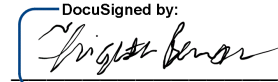
Date: October 30, 2023

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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:

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Chiquita Barnswell

IT Program Manager, Administration

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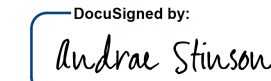


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Omotade Adeniyi

Technical Operations Manager- Systems Engineering

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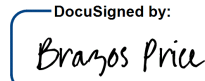


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Andrae Stinson

Technology Operations Manager - Networks

DocuSigned by:



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Brazos Price

Library Manager - Technical Services

Atlanta-Fulton Public Library

EVALUATION CRITERIA	WEIGHT	Standard Office Systems of Atlanta	Milner, Inc.							
MFD Functionality Matrix	25.00%	23.44%	18.75%							
Project Plan	10.00%	8.13%	6.25%							
Qualifications of Key Personnel	10.00%	7.75%	7.50%							
Relevant Project Experience	8.00%	7.00%	6.00%							
Availability of Personnel	10.00%	7.38%	6.50%							
Implementation/Transition Plan	15.00%	13.13%	9.38%							
Local Preference	5.00%	0.00%	0.00%							
Service Disabled Veterans Preference	2.00%	0.00%	0.00%							
Cost Proposal	15.00%	15.00%	8.22%							
TOTAL SCORE:	100.00%	81.81%	62.59%							