



INTEROFFICE MEMORANDUM

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

FROM: Evaluation Committee Recommendation Letter

DATE: March 22, 2023

PROJECT: #22RFP136202K-DB; REAL ESTATE DEVELOPMENT CONSULTANT 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 of Real Estate and Asset Management.

Three (3) firms submitted a proposal but only two (2) firms were considered responsive for evaluation and consideration for award of this project:

1. BAE Urban Economics, Inc.
2. KB Advisory Group

After review, evaluation and consideration, including Oral Interviews with all two (2) firms, of all available information related to the requirements and evaluation criteria of the RFP, the Evaluation Committee has determined that the proposal submitted by BAE Urban Economics, Inc. with a total score of 89.67 is the recommended vendor for the award of #22RFP136202K-DB; Real Estate Development Consultant 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:

Samir Abdullahi

Samir Abdullahi,

Director, Select Fulton, Department of Economic Development

DocuSigned by:

Timothy Dimond

Timothy Dimond,

Deputy Director, Department of Real Estate and Asset Management

DocuSigned by:

Bill Mason

Bill Mason,

Facilities Program Manager, Department of Real Estate and Asset Management

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EVALUATION CRITERIA	WEIGHT	BAE Urban Economics, Inc.	KB Advisory Group
Project Plan/Approach to Work	30	27.50	22.50
Qualifications of Team/Key Personnel	18	18	12
Relevant Project Experience/Past Performance	20	20	13.33
Availability of Key Personnel	5	4.17	3.75
Local Preference	5	0	5
Service Disabled Veterans Preference	2	0	0
Cost Proposal	20	20	11.07
TOTAL SCORE:	100.00	89.67	67.65

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