

Purchasing Summary

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|---------------------------------|--|--|
| EVENT # 6823 | TITLE: Parking Services Organizational Assessment | ESTIMATED COST: \$94,555.00 |
| TYPE OF PROCUREMENT: RFP | ANNUAL CONTRACT <input type="checkbox"/> ANNUAL MAINTENANCE AGREEMENT <input type="checkbox"/> | ONE TIME PURCHASE <input checked="" type="checkbox"/> |

CONTRACT TERM (IF APPLICABLE)

N/A

S/DBE (IF APPLICABLE)

N/A

MATRIX (IF APPLICABLE)

| Proposer | Proposer's Qualifications and Experience (30 points) | Project Team (20 points) | Project approach (25 points) | References (10 points) | Fees (10 points) | Local Vendor Participation (5 points) | Total (100 points) |
|--------------------|---|-----------------------------|------------------------------------|---------------------------|---------------------|---|-----------------------|
| Kimley Horn | 29.20 | 19.00 | 24.00 | 9.80 | 10.00 | 0.00 | 92.00 |
| Walker Consultants | 26.40 | 15.60 | 19.00 | 8.40 | 9.51 | 0.00 | 78.91 |

NOTES

Recommend approval to procure a comprehensive organizational assessment from Kimley-Horn in the estimated amount of \$94,555.00. The assessment will be used by the Parking Services Department to conduct a detailed review, analysis, and an assessment of the current organizational structure, operational services, functions, levels and qualifications of staffing, and the operations financial performance. Additionally, the consultant shall identify best practices and performance measures that may be adopted. Finally, the recommendations shall identify streamlining procedures, processes, and technologies for assessed required services and functions.

Recent internal reviews and assessments by the City of Savannah's Office of Performance and Accountability identified the need for an in-depth external consultant assessment and for an implementation plan to provide enhanced Parking Services for the City of Savannah's residences, businesses and guests.

The consultant's final report shall provide prioritized recommendations that will optimize the organizational operations for current and any identified future needs. The results shall be in alignment with the City's Strategic Goal of Efficient Government Operations and for a continuous assessment for improving efficiencies of all city operations

The method used for this procurement was the request for proposals (RFP), which evaluates criteria in addition to cost. The criteria used to evaluate this RFP were proposer's qualifications and experience, project team, project approach, references, local vendor participation, and fees. Five proposals were received. Of those five proposals, two were shortlisted, interviewed, and fully evaluated.

The proposal) was advertised, opened, and reviewed. Delivery: As needed. Terms: Net 30 days. The proposers were:

| | | |
|------|---|-------------|
| B.P. | Kimley-Horn (Atlanta, GA) ^(D) | \$94,555.00 |
| | Walker Consultants (Tampa, FL) ^(D) | \$99,380.00 |

A pre-bid conference was conducted and three vendors attended. (D) Indicates non-local, non-DBE business.
Recommend approval.

Local Available: Yes

Total Sent: 599

Total Received: 5

DBE Received: 0

Vendor Federally Debarred/Suspended: No