

## Purchasing Summary

<b>EVENT #</b> 5510	<b>TITLE:</b> Pension Plan Attorney	<b>COST:</b> \$52,000.00
<b>TYPE OF PROCUREMENT:</b> RFP	<b>ANNUAL CONTRACT</b> <input checked="" type="checkbox"/> <b>ANNUAL MAINTENANCE AGREEMENT</b> <input type="checkbox"/>	<b>ONE TIME PURCHASE</b> <input type="checkbox"/>

**CONTRACT TERM (IF APPLICABLE)**  
February 14, 2018 through December 31, 2018

**M/WBE (IF APPLICABLE)**  
N/A

**MATRIX (IF APPLICABLE)**

Proposer	Experience, Qualifications, and References (50 points)	Local Vendor Participation (5 points)	Fees (45 points)	Total (100 points)
Morris, Manning, & Martin, LLP	50	5	37.6	92.6
Hunter Maclean	14.2	5	45	64.2
Nelson Mullins	11.7	0	23.3	35

**NOTES**

Recommend approval to award an annual contract for pension plan attorney services to Morris, Manning, and Martin, LLP in the amount of \$52,000.00. This service will be used to assist the City's Pension Board in carrying out its fiduciary responsibility in the most efficient and effective manner, including compliance with any and all applicable statutes.

The method used for this procurement was the request for proposal (RFP), which evaluates criteria in addition to cost. The criteria evaluated for this RFP were experience, qualifications, and references; local vendor participation; and fees. The proposal was advertised, opened, and reviewed. Delivery: As requested. Terms: Net 30 days. The proposers were:

B.P. Morris, Manning and Martin LLP (Savannah, GA) <sup>(B)</sup>	\$52,000.00
Hunter, Maclean Attorneys (Savannah, GA) <sup>(B)</sup>	\$43,500.00
Nelson , Mullins, Riley & Scarborough, LLP (Atlanta, GA) <sup>(D)</sup>	\$84,000.00

A pre-bid conference was conducted for this event; however, no vendors attended. (B) Indicates local, non-minority owned business. (D) Indicates non-local, non-minority owned business. Recommend approval.

Local Available: Yes  
 MWBE Available: Yes  
 Total Sent: 394  
 MWBE Sent: 54  
 Total Received: 3  
 MWBE Received: 0  
 Vendor Federally Debarred/Suspended: No