

Purchasing Summary

EVENT # 6876	TITLE: Website Update and Maintenance Services	ESTIMATED COST: \$33,850.00
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)

May 9, 2019 through May 8, 2020

S/DBE (IF APPLICABLE)

This project was not identified as an SBE project because the requirement of three certified SBEs could not be met at the time this bid was released.

MATRIX (IF APPLICABLE)

Proposer	Proposer's Qualification and Experience (30 points)	Technical Capabilities (30 points)	References (10 points)	Fees (25 points)	Local Vendor Participation (5 points)	Total (100 points)
Scott Jacobs Agency	28.3	29.3	10.0	17.6	0.0	85.3
The Sabre Solution/RG Media Affiliates, LLC	23.3	18.3	6.3	14.9	5.0	67.9
Periscope Atlantic LLC	18.7	15.0	3.7	25.0	0.0	62.3

NOTES

Recommend approval to procure website update and maintenance services to Scott Jacobs Agency in the estimated amount of \$33,850.00. The website update and maintenance services will be used by the Coastal Workforce Development Board to provide professional services to update and maintain the WorkSource Coastal's digital presence through the website and social media sites.

The method used for this procurement was the request for proposals (RFP) which evaluates criteria in addition to cost. The criteria used for this RFP were qualifications and experience, technical capabilities, references, local vendor participation, and fees.

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

B.P.	Scott Jacobs Agency (Chatham County, GA) ^D	\$33,850.00
	Periscope Atlantic, LLC (Brooklyn, NY) ^D	\$23,880.00
	Sabre Solution/RG Media Affiliates, LLC (Savannah, GA) ^B	\$40,000.00

A pre-bid conference was conducted and five vendors attended. (B) Indicates local owned business. (D) Indicates non-local owned business. Recommend approval.

Local Available: Yes

Total Sent: 710

Total Received: 3

Vendor Federally Debarred/Suspended: No