



To: Steve Rapson

Through: Ted L. Burgess 

From: Sherry White 

Date: December 4, 2024

Subject: Contract #2399-Q Fayette County Website Redesign

The Purchasing Department issued a Request for Qualifications #2399-Q Fayette County Website Redesign to secure a contractor to design a new county website. Notice of the opportunity was emailed to 18 companies. Another 583 were contacted through the web-based Georgia Procurement Registry, who had registered under commodity code #91596 (Web Page Design, Management and Maintenance Services). The opportunity was also advertised through Georgia Local Government Access Marketplace, The Fayette News and the county website.

Eighteen companies submitted qualifications (Attachment 1).

The evaluation committee composed of staff from Administration, Information Technology, Water and EMD evaluated the submissions and created a shortlist of five (5) companies. The shortlisted companies submitted proposals and presented their website offerings for evaluation. The proposals were scored by the following criteria:

	Max Points
1. Project Understanding & Proposed Solution	40
2. Proposed Timeline	10
3. Pricing Structure	10
4. Open Session / Presentation	<u>40</u>
Maximum Total Proposal Score	100

As a result of the evaluation process, the evaluation committee recommends award of the contract to Revize LLC (Attachment 2). The county would like to offer Revize LLC an annual contract with automatic renewals. Revize LLC has an annual hosting and maintenance fee of \$12,700.00 and offers a free website redesign after four years to keep the website current. This company has not contracted with the county in the past, so a Contractor Performance Evaluation is not available. A positive response from two of their references were received.

Specifics of the proposed contract are as follows:

Contract Name #2399-Q Fayette County Website Redesign

Contractor Revize LLC

Contract Amount \$82,900.00

Budget:

Fund	100	General Fund
Organization Code	10320	Admin
Object Code	521316	Technical Service
Project	n/a	
Available Balance	\$298,454.25	As of 12/4/24

Approved by: _____



Date: _____

12/5/24

Placed on Administrator's Report? Yes No

Placed on Agenda Dated: _____

RFQ 2399-Q: Fayette County Website Redesign
EVALUATION SUMMARY SHEET

	Max Points	Civic Plus	Paramount	Clarity Partners	Revize LLC	Planeteria Media LLC
1. Project Understanding & Proposed Solution	40	31.4	17.8	23.6	40	27.2
2. Proposed Timeline	10	7.6	7.8	7.8	9.8	4.4
3. Pricing Structure	10	8.72	9.55	10	4.67	9.65
4. Open Session / Presentation	40	31.6	18.2	20.6	40	25.8
Total Score	100	79.32	53.35	62	94.47	67.05

Rob McCool

1. Project Understanding & Proposed Solution	40	38	20	20	40	35
2. Proposed Timeline	10	8	6	10	9	5
3. Pricing Structure	10	8.72	9.55	10	4.67	9.65
4. Open Session / Presentation	40	35	25	20	40	30
Proposal Score	100	89.72	60.55	60	93.67	79.65

Cintia Listenbee

1. Project Understanding & Proposed Solution	40	20	16	12	40	8
2. Proposed Timeline	10	5	5	1	10	2
3. Pricing Structure	10	8.72	9.55	10	4.67	9.65
4. Open Session / Presentation	40	20	16	12	40	4
Proposal Score	100	53.72	46.55	35	94.67	23.65

Tameca Smith

1. Project Understanding & Proposed Solution	40	29	23	26	40	23
2. Proposed Timeline	10	5	8	8	10	5
3. Pricing Structure	10	8.72	9.55	10	4.67	9.65
4. Open Session / Presentation	40	33	25	31	40	25
Proposal Score	100	75.72	65.55	75	94.67	62.65

Lindsey Choisnet

1. Project Understanding & Proposed Solution	40	35	10	20	40	30
2. Proposed Timeline	10	10	10	10	10	5
3. Pricing Structure	10	8.72	9.55	10	4.67	9.65
4. Open Session / Presentation	40	30	5	10	40	35
Proposal Score	100	83.72	34.55	50	94.67	79.65

Josh Rigsby

1. Project Understanding & Proposed Solution	40	35	20	40	40	40
2. Proposed Timeline	10	10	10	10	10	5
3. Pricing Structure	10	8.72	9.55	10	4.67	9.65
4. Open Session / Presentation	40	40	20	30	40	35
Proposal Score	100	93.72	59.55	90	94.67	89.65