


## Memorandum

**TO:** Geri Sams, Director - Procurement

**FROM:** Maurice McDowell, Director – Parks & Recreation 

**DATE:** January 27, 2023

**SUBJECT:** Justification of Award Recommendation of bid item # 22-296

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The Augusta Parks & Recreation Department is requesting to move forward with contract negotiation with the recommended vendor Raftelis Financial Consultants, Inc.

The submitted proposals did exceed the budget our Department proposed when initiating the bidding process. During the time of our submittal, we did not have a clear understanding of the market rates for the work to be done and therefore underestimated the anticipated costs.

However, during the bid opening, it became clear that all vendors were in the range of \$100,000 and it is our belief that re-bidding the item would not substantially decrease the proposed fees. Given the current market, it is more likely that future proposals will rather increase the cost than lower it.

In addition, the proposed vendor was very clear in their approach and vision and we would like to emphasize the immediate departmental need for strategic planning at this time.

The Parks & Recreation Department has sufficient funding available to cover the expenses needed for the implementation of this project.

Therefore, with consideration of the reasons laid out above, we kindly ask to consider our request to move forward and begin negotiation.

**CC:** Darrell White, Deputy Director - Procurement  
Nancy Williams, Contract Compliance Administrator - Procurement