

9/22/20

VIERBICHER

## EXHIBIT IV

### Planning and Grant Administration Selection Rating System

1. Project Coordinator/Lead's Experience Maximum 20 Points
  - A. 5 or more years experience with CDBG or other federal/state programs 20 Points
  - B. 4 years experience 15 Points
  - C. 3 years experience 10 Points
  - D. 1-2 years experience 5 Points
  - E. No experience 0 Points
  
2. Firm's Project Completion Background Maximum 20 Points
  - A. Completion of 5 or more previous, similar type projects within proposed time frame & budget 20 Points
  - B. Completion of 4 projects 15 Points
  - C. Completion of 3 projects 10 Points
  - D. Completion of 1-2 projects 5 Points
  - E. No projects were completed 0 Points
  
3. References from Similar Projects Maximum 20 Points
  - A. Respondent lists 3 previous clients with similar projects and all references give excellent response on quality of service 20 Points
  - B. Respondent lists 2 previous clients 15 Points
  - C. Respondent lists 1 previous client 10 Points
  - D. Respondent lists no previous references 0 Points
  
4. Firm's Familiarity with Community's Needs Maximum 10 Points
  - A. Firm is thoroughly familiar with Communities and Counties of similar size 20 Points
  - B. Firm is somewhat familiar with Communities and Counties of similar size 10 Points
  - C. Firm is unfamiliar with Communities and Counties of similar size 0 Points
  
5. Responsiveness to Specifications of Project/RFP Maximum 20 Points
  - A. Needs of project are fully addressed in Proposal 20 Points
  - B. Needs of project are somewhat addressed in Proposal 10 Points
  - C. Needs of project are not addressed/resolved in Proposal 0 Points
  
6. Cost Effectiveness Maximum 10 Points
  - A. Budget/proposal includes 3 or more cost effectiveness Components 10 Points
  - B. Budget/proposal includes 1-2 cost effectiveness components 5 Points
  - C. Budget/proposal does not include cost effectiveness components 0 Points

App #1 - \$4,500      ADMIN #1 - \$17,500  
 App #2 - \$4,500      ADMIN #2 - \$17,500

> \$44,000

\* willing to Adjust Fee for  
 my work. In Application

7. Minority- or Woman-Owned Firm or Section 3/LMI Firm  
Income (LMI) Firm  
Firm is minority- or woman-owned firm or Section 3  
(serving/supporting Low-to-Moderate Income (LMI) persons)  
Firm is not minority or female-owned or Section 3/LMI firm

Maximum 5 Points

5 Points

0 Points

8. Small Business Firm  
A. Firm is a small business  
B. Firm is not a small business

Maximum 5 Points

5 Points

0 Points

SMALLEST  
OF TWO?

**MAXIMUM TOTAL POINTS 120 POINTS**

Proposal submittals should be organized to address the submittal specifications listed in the RFP and the evaluation criteria listed above.

- 105 POINTS

- 38% LESS COST

9/22/20 MSA

## EXHIBIT IV

### Planning and Grant Administration Selection Rating System

- |   |  |
|---|--|
| <p>1. Project Coordinator/Lead's Experience</p> <p style="margin-left: 20px;">A. 5 or more years experience with CDBG or other federal/state programs</p> <p style="margin-left: 20px;">B. 4 years experience</p> <p style="margin-left: 20px;">C. 3 years experience</p> <p style="margin-left: 20px;">D. 1-2 years experience</p> <p style="margin-left: 20px;">E. No experience</p>  | <p><u>Maximum 20 Points</u></p> <p>20 Points</p> <p>15 Points</p> <p>10 Points</p> <p>5 Points</p> <p>0 Points</p> |
| <p>2. Firm's Project Completion Background</p> <p style="margin-left: 20px;">A. Completion of 5 or more previous, similar type projects within proposed time frame &amp; budget</p> <p style="margin-left: 20px;">B. Completion of 4 projects</p> <p style="margin-left: 20px;">C. Completion of 3 projects</p> <p style="margin-left: 20px;">D. Completion of 1-2 projects</p> <p style="margin-left: 20px;">E. No projects were completed</p> | <p><u>Maximum 20 Points</u></p> <p>20 Points</p> <p>15 Points</p> <p>10 Points</p> <p>5 Points</p> <p>0 Points</p> |
| <p>3. References from Similar Projects</p> <p style="margin-left: 20px;">A. Respondent lists 3 previous clients with similar projects and all references give excellent response on quality of service</p> <p style="margin-left: 20px;">B. Respondent lists 2 previous clients</p> <p style="margin-left: 20px;">C. Respondent lists 1 previous client</p> <p style="margin-left: 20px;">D. Respondent lists no previous references</p>        | <p><u>Maximum 20 Points</u></p> <p>20 Points</p> <p>15 Points</p> <p>10 Points</p> <p>0 Points</p>                 |
| <p>4. Firm's Familiarity with Community's Needs</p> <p style="margin-left: 20px;">A. Firm is thoroughly familiar with Communities and Counties of similar size</p> <p style="margin-left: 20px;">B. Firm is somewhat familiar with Communities and Counties of similar size</p> <p style="margin-left: 20px;">C. Firm is unfamiliar with Communities and Counties of similar size</p>   | <p><u>Maximum 10 Points</u></p> <p>20 Points</p> <p>10 Points</p> <p>0 Points</p>                                  |
| <p>5. Responsiveness to Specifications of Project/RFP</p> <p style="margin-left: 20px;">A. Needs of project are fully addressed in Proposal</p> <p style="margin-left: 20px;">B. Needs of project are somewhat addressed in Proposal</p> <p style="margin-left: 20px;">C. Needs of project are not addressed/resolved in Proposal</p>   | <p><u>Maximum 20 Points</u></p> <p>20 Points</p> <p>10 Points</p> <p>0 Points</p>                                  |
| <p>6. Cost Effectiveness</p> <p style="margin-left: 20px;">A. Budget/proposal includes 3 or more cost effectiveness Components</p> <p style="margin-left: 20px;">B. Budget/proposal includes 1-2 cost effectiveness components</p> <p style="margin-left: 20px;">C. Budget/proposal does not include cost effectiveness components</p>  | <p><u>Maximum 10 Points</u></p> <p>10 Points</p> <p>5 Points</p> <p>0 Points</p>                                   |

App #1 - \$6,250  
App #2 - \$6,250

Admin #1 - \$29,300  
Admin #2 - \$29,300

>

\$71,000

REQUEST FOR PROPOSALS FOR CBDG - CLOSE - GRANT APPLICATION AND ADMINISTRATION SERVICES

7. Minority- or Woman-Owned Firm or Section 3/LMI Firm  
Income (LMI) Firm  
Firm is minority- or woman-owned firm or Section 3  
(serving/supporting Low-to-Moderate Income (LMI) persons)  
Firm is not minority or female-owned or Section 3/LMI firm

Maximum 5 Points

5 Points

0 Points

8. Small Business Firm  
A. Firm is a small business  
B. Firm is not a small business

Maximum 5 Points

5 Points

0 Points

\* LARGER OF TWO

**MAXIMUM TOTAL POINTS 120 POINTS**

Proposal submittals should be organized to address the submittal specifications listed in the RFP and the evaluation criteria listed above.

- 90 POINTS

-