

Administration/Professional Services Rating Sheet

Grant Recipient CITY OF BRECKENRIDGE
 Name of Respondent KSBR
 Evaluator's Name JESSICA SUTTER

TxCDBG Contract No. 2025-2026 CDBG
 Date of Rating 10/02/2024

Experience -- Rate the Respondent of the Request For Proposal (RFP) by awarding points up to the maximum listed for each factor. Information necessary to assess the Respondent on these criteria may be gathered either from past experience with the Respondent and/or by contacting past/current clients of the Respondent.

Experience

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Related Experience / Background with federally funded projects	10	<u>9</u>
2. Related Experience / Background with specific project type (housing rehabilitation, acquisition of property, coordination with regulatory agency, etc.)	5	<u>5</u>
4. Certified Administrator of TxCDBG Program by TDA	5	<u>5</u>
5. References from current/past clients	10	<u>8</u>
Subtotal, Experience	30	<u>27</u>

Work Performance

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Submits requests to client/TDA in a timely manner	5	<u>5</u>
2. Responds to client/TDA requests in a timely manner	5	<u>5</u>
3. Past client/TDA projects completed on schedule	5	<u>5</u>
4. Work product is consistently of high quality with low level of errors	5	<u>4</u>
5. Past client/TDA projects have low level of monitoring findings/concerns	5	<u>4</u>
6. Manages projects within budgetary constraints	5	<u>5</u>
Subtotal, Performance	30	<u>28</u>

Capacity to Perform

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Qualifications of Professional Administrators / Experience of Staff	5	<u>5</u>
2. Present and Projected Workloads	5	<u>5</u>
3. Quality of Proposal/Work Plan	5	<u>4</u>
4. Demonstrated understanding of scope of the TxCDBG Project	5	<u>5</u>
Subtotal, Capacity to Perform	20	<u>19</u>

Proposed Cost

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
A = Lowest Proposal \$ <u>32,900</u>		
B = Bidder's Proposal \$ <u>50,000</u>		
	13.16	
A ÷ B X 20 equals Respondent's Score	20	

TOTAL SCORE

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	30	<u>27</u>
<input type="checkbox"/> Work Performance	30	<u>28</u>
<input type="checkbox"/> Capacity to Perform	20	<u>19</u>
<input type="checkbox"/> Proposed Cost	20	<u>13.16</u>
Total Score	100	<u>87.16</u>

Administration/Professional Services Rating Sheet

Grant Recipient CITY OF BRECKENRIDGE
 Name of Respondent PUBLIC MANAGEMENT
 Evaluator's Name JESSICA SUTTER

TxCDBG Contract No. 2025-2026 CDBG
 Date of Rating 10/02/2024

Experience -- Rate the Respondent of the Request For Proposal (RFP) by awarding points up to the maximum listed for each factor. Information necessary to assess the Respondent on these criteria may be gathered either from past experience with the Respondent and/or by contacting past/current clients of the Respondent.

Experience

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Related Experience / Background with federally funded projects	10	<u>10</u>
2. Related Experience / Background with specific project type (housing rehabilitation, acquisition of property, coordination with regulatory agency, etc.)	5	<u>5</u>
4. Certified Administrator of TxCDBG Program by TDA	5	<u>5</u>
5. References from current/past clients	10	<u>10</u>
Subtotal, Experience	30	<u>30</u>

Work Performance

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Submits requests to client/TDA in a timely manner	5	<u>5</u>
2. Responds to client/TDA requests in a timely manner	5	<u>5</u>
3. Past client/TDA projects completed on schedule	5	<u>5</u>
4. Work product is consistently of high quality with low level of errors	5	<u>5</u>
5. Past client/TDA projects have low level of monitoring findings/concerns	5	<u>5</u>
6. Manages projects within budgetary constraints	5	<u>5</u>
Subtotal, Performance	30	<u>30</u>

Capacity to Perform

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Qualifications of Professional Administrators / Experience of Staff	5	<u>5</u>
2. Present and Projected Workloads	5	<u>5</u>
3. Quality of Proposal/Work Plan	5	<u>5</u>
4. Demonstrated understanding of scope of the TxCDBG Project	5	<u>5</u>
Subtotal, Capacity to Perform	20	<u>20</u>

Proposed Cost

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
A = Lowest Proposal <u>\$ 32,900</u>		
B = Bidder's Proposal <u>\$ 58,725</u>		
A ÷ B X 20 equals Respondent's Score	11.2	<u>11.2</u>

TOTAL SCORE

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	30	<u>30</u>
<input type="checkbox"/> Work Performance	30	<u>30</u>
<input type="checkbox"/> Capacity to Perform	20	<u>20</u>
<input type="checkbox"/> Proposed Cost	20	<u>11.2</u>
Total Score	100	<u>91.2</u>

Administration/Professional Services Rating Sheet

Grant Recipient CITY OF BRECKENRIDGE
 Name of Respondent GRANTWORKS
 Evaluator's Name JESSICA SUTTER

TxCDBG Contract No. 2025-2026 CDBG
 Date of Rating 10/02/2024

Experience -- Rate the Respondent of the Request For Proposal (RFP) by awarding points up to the maximum listed for each factor. Information necessary to assess the Respondent on these criteria may be gathered either from past experience with the Respondent and/or by contacting past/current clients of the Respondent.

Experience

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Related Experience / Background with federally funded projects	10	<u>9</u>
2. Related Experience / Background with specific project type (housing rehabilitation, acquisition of property, coordination with regulatory agency, etc.)	5	<u>5</u>
4. Certified Administrator of TxCDBG Program by TDA	5	<u>5</u>
5. References from current/past clients	10	<u>9</u>
Subtotal, Experience	30	<u>28</u>

Work Performance

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Submits requests to client/TDA in a timely manner	5	<u>5</u>
2. Responds to client/TDA requests in a timely manner	5	<u>5</u>
3. Past client/TDA projects completed on schedule	5	<u>5</u>
4. Work product is consistently of high quality with low level of errors	5	<u>4</u>
5. Past client/TDA projects have low level of monitoring findings/concerns	5	<u>5</u>
6. Manages projects within budgetary constraints	5	<u>4</u>
Subtotal, Performance	30	<u>28</u>

Capacity to Perform

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Qualifications of Professional Administrators / Experience of Staff	5	<u>5</u>
2. Present and Projected Workloads	5	<u>5</u>
3. Quality of Proposal/Work Plan	5	<u>5</u>
4. Demonstrated understanding of scope of the TxCDBG Project	5	<u>5</u>
Subtotal, Capacity to Perform	20	<u>20</u>

Proposed Cost

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
A = Lowest Proposal <u>\$ 32,900</u>		
B = Bidder's Proposal <u>\$ 32,900</u>	20	
A ÷ B X 20 equals Respondent's Score	20	

TOTAL SCORE

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	30	<u>28</u>
<input type="checkbox"/> Work Performance	30	<u>28</u>
<input type="checkbox"/> Capacity to Perform	20	<u>20</u>
<input type="checkbox"/> Proposed Cost	20	<u>20</u>
Total Score	100	<u>96</u>