

**Exhibit B  
Administration/Professional Services Rating Sheet**

Grant Recipient \_\_\_\_\_  
 Name of Respondent \_\_\_\_\_  
 Evaluator's Name \_\_\_\_\_

CDBG-DR  
 Date of Rating 12-7-18

**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.)	10	<u>9</u>
5. References from current/past clients	10	<u>10</u>
<b>Subtotal, Experience</b>	<u>30</u>	<u>28</u>

Work Performance

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Submits requests to client/GLO in a timely manner	5	<u>5</u>
2. Responds to client/GLO requests in a timely manner	5	<u>5</u>
3. Past client/GLO 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/GLO projects have low level of monitoring findings/concerns	5	<u>5</u>
6. Manages projects within budgetary constraints	5	<u>5</u>
<b>Subtotal, Performance</b>	<u>30</u>	<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>4</u>
3. Quality of Proposal/Work Plan	5	<u>4</u>
4. Demonstrated understanding of scope of the CDBG-DR Project	5	<u>4</u>
<b>Subtotal, Capacity to Perform</b>	<u>20</u>	<u>17</u>

Proposed Cost

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
Proposed cost is in line with independent estimate and compared with all cost proposals received	20	<u>18</u>
	<u>20</u>	<u>18</u>

**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>30</u>
<input type="checkbox"/> Capacity to Perform	20	<u>17</u>
<input type="checkbox"/> Proposed Cost	20	<u>18</u>
<b>Total Score</b>	<u>100</u>	<u>93</u>

## Exhibit B Administration/Professional Services Rating Sheet

Grant Recipient \_\_\_\_\_  
 Name of Respondent \_\_\_\_\_  
 Evaluator's Name \_\_\_\_\_

CDBG-DR  
 Date of Rating 12-7-18

**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.)	10	<u>10</u>
5. References from current/past clients	10	<u>9</u>
<b>Subtotal, Experience</b>	30	29

Work Performance

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Submits requests to client/GLO in a timely manner	5	<u>5</u>
2. Responds to client/GLO requests in a timely manner	5	<u>5</u>
3. Past client/GLO projects completed on schedule	5	<u>3</u>
4. Work product is consistently of high quality with low level of errors	5	<u>4</u>
5. Past client/GLO projects have low level of monitoring findings/concerns	5	<u>4</u>
6. Manages projects within budgetary constraints	5	<u>4</u>
<b>Subtotal, Performance</b>	30	25

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 CDBG-DR Project	5	<u>5</u>
<b>Subtotal, Capacity to Perform</b>	20	20

Proposed Cost

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
Proposed cost is in line with independent estimate and compared with all cost proposals received	20	<u>20</u>
	20	20

**TOTAL SCORE**

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	30	<u>29</u>
<input type="checkbox"/> Work Performance	30	<u>25</u>
<input type="checkbox"/> Capacity to Perform	20	<u>20</u>
<input type="checkbox"/> Proposed Cost	20	<u>20</u>
<b>Total Score</b>	100	94

**Exhibit B  
Administration/Professional Services Rating Sheet**

Grant Recipient \_\_\_\_\_ CDBG-DR  
 Name of Respondent Langford Community Management Services Date of Rating 12-7-2018  
 Evaluator's Name \_\_\_\_\_

**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** Certified Hub

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
33 yrs 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.)	10	<u>9</u>
015 5. References from current/past clients	10	<u>10</u>
<b>Subtotal, Experience</b>	<u>30</u>	<u>29</u>

**Work Performance**

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
75 Comm 1. Submits requests to client/GLO in a timely manner	5	<u>5</u>
2. Responds to client/GLO requests in a timely manner	5	<u>5</u>
Texas Review 3. Past client/GLO 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/GLO projects have low level of monitoring findings/concerns	5	<u>5</u>
6. Manages projects within budgetary constraints	5	<u>4</u>
<b>Subtotal, Performance</b>	<u>30</u>	<u>29</u>

**Capacity to Perform**

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

**Proposed Cost**

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
Proposed cost is in line with independent estimate and compared with all cost proposals received	20	<u>20</u>
	<u>20</u>	

**TOTAL SCORE**

<u>Factors</u>	<u>Max.Pts.</u>	<u>Score</u>
<input checked="" type="checkbox"/> Experience	30	<u>29</u>
<input checked="" type="checkbox"/> Work Performance	30	<u>29</u>
<input checked="" type="checkbox"/> Capacity to Perform	20	<u>19</u>
<input checked="" type="checkbox"/> Proposed Cost	20	<u>20</u>
<b>Total Score</b>	<u>100</u>	<u>97</u>

Outstanding References ✓