

PROFESSIONAL SERVICE AWARD ANALYSIS

SERVICE: On-Call Grants & Administrative Services

SERVICE DESCRIPTION: Staff support for grant writing and post-award funding administration.

VENDOR: Engineering Solution Services

OVERALL RANKING: 1 out of 4

SUBJECT MATTER EXPERTS/RATERS:

1. Deputy PW Director – Transp & Eng
2. Deputy PW Director - Utilities
3. Administrative Services Manager
4. Asst. CFO

I. MINIMUM QUALIFICATIONS REVIEW

- Written Proposal Score: Avg. of 439

<u>VENDOR NAME – Minimum Qualifications Review</u>		
<u>Criteria</u>	<u>Total Weighted Score</u>	<u>Maximum Score</u>
<i>Compliance with RFP</i>	40	50
<i>Technical Approach</i>	113	125
<i>Qualifications</i>	118	125
<i>Clarity</i>	43	50
<i>Cost</i>	103	125
<i>References and Background</i>	22	25
Total	439	500

II. DUE DILIGENCE REVIEW

- Interview Ranking: 1

Engineering Solutions Services – Summary of Review
<ul style="list-style-type: none">• Engineering staff who secured funds for water, sewer, stormwater, transportation, parks & facilities

Engineering Solutions Services – Pricing
<ul style="list-style-type: none">• Clerical from \$58/hr to Project Manager \$150/hr

PROFESSIONAL SERVICE AWARD ANALYSIS

SERVICE: On-Call Grants & Administrative Services

SERVICE DESCRIPTION: Staff support for grant writing and post-award funding administration.

VENDOR: Avant Garde Corp.

OVERALL RANKING: 2 out of 4

SUBJECT MATTER EXPERTS/RATERS:

1. Deputy PW Director – Transp & Eng
2. Deputy PW Director - Utilities
3. Administrative Services Manager
4. Asst. CFO

I. MINIMUM QUALIFICATIONS REVIEW

- Written Proposal Score: Avg. of 418

<u>VENDOR NAME – Minimum Qualifications Review</u>		
<u>Criteria</u>	<u>Total Weighted Score</u>	<u>Maximum Score</u>
<i>Compliance with RFP</i>	40	50
<i>Technical Approach</i>	106	125
<i>Qualifications</i>	106	125
<i>Clarity</i>	37.5	50
<i>Cost</i>	112.5	125
<i>References and Background</i>	16	25
Total	418	500

II. DUE DILIGENCE REVIEW

- Interview Ranking: 2

Avant Garde Corp – Summary of Review	
•	Admin staff who secured State & Federal funds & provide labor compliance.

Avant Garde Corp – Pricing	
•	Program Asst. from \$75/hr to Program Director \$130/hr

PROFESSIONAL SERVICE AWARD ANALYSIS

SERVICE: On-Call Grants & Administrative Services

SERVICE DESCRIPTION: Staff support for grant writing and post-award funding administration.

VENDOR: Villa Civil Corp.

OVERALL RANKING: 3 out of 4

SUBJECT MATTER EXPERTS/RATERS:

1. Deputy PW Director – Transp & Eng 2. Deputy PW Director - Utilities 3. Administrative Services Manager 4. Asst. CFO

I. MINIMUM QUALIFICATIONS REVIEW

- Written Proposal Score: Avg. of 384

VENDOR NAME – Minimum Qualifications Review		
<u>Criteria</u>	<u>Total Weighted Score</u>	<u>Maximum Score</u>
<i>Compliance with RFP</i>	37.5	50
<i>Technical Approach</i>	109	125
<i>Qualifications</i>	106	125
<i>Clarity</i>	40	50
<i>Cost</i>	75	125
<i>References and Background</i>	16.5	25
Total	384	500

II. DUE DILIGENCE REVIEW

- Interview Ranking: 3

Villa Civil Corp – Summary of Review
<ul style="list-style-type: none">• Engineering staff who secured State & Federal funds for water, sewer, stormwater, transportation, parks & facilities; & provide labor compliance.

Villa Civil Corp – Pricing
<ul style="list-style-type: none">• Admin. Asst. from \$80/hr to Principal Eng. \$220/hr

PROFESSIONAL SERVICE AWARD ANALYSIS

SERVICE: On-Call Grants & Administrative Services

SERVICE DESCRIPTION: Staff support for grant writing and post-award funding administration.

VENDOR: KOA Corp.

OVERALL RANKING: 4 out of 4

SUBJECT MATTER EXPERTS/RATERS:

1. Deputy PW Director – Transp & Eng
2. Deputy PW Director - Utilities
3. Administrative Services Manager
4. Asst. CFO

I. MINIMUM QUALIFICATIONS REVIEW

- Written Proposal Score: Avg. of 366

VENDOR NAME – Minimum Qualifications Review		
<u>Criteria</u>	<u>Total Weighted Score</u>	<u>Maximum Score</u>
<i>Compliance with RFP</i>	40	50
<i>Technical Approach</i>	113	125
<i>Qualifications</i>	118	125
<i>Clarity</i>	43	50
<i>Cost</i>	103	125
<i>References and Background</i>	22	25
Total	366	500

II. DUE DILIGENCE REVIEW

- Interview Ranking: 4

KOA Corp. – Summary of Review	
<ul style="list-style-type: none">• Engineering staff who secured funds for transportation, parks & facilities.	

KOA Corp. – Pricing	
<ul style="list-style-type: none">• Admin Asst. from \$72/hr to Principal Engineer II \$292/hr	