

Request for Proposals (RFP) No. 19-014

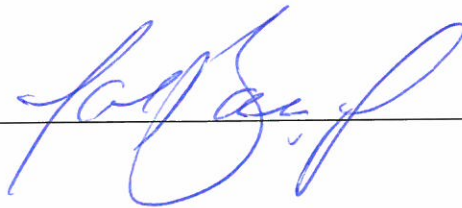
For

City of Rialto – Community Development Block Grant Consultant

**NAME OF FIRM / TEAM
PROPOSER:** Rincon

EVALUATOR: Council Member Joe Baca Jr.

TOTAL PROPOSAL SCORE: 90 **of 100 Points**



A. Project Understanding (25 Points):

The firm's proposal adequately demonstrates an understanding of the Project and familiarity with the City of Rialto.

Note: Firms should not simply restate the information contained in this RFP; this evaluation criteria requires that the proposal provide the proposed approach to delivering the Project, identify “critical issues” to the Project, identify an approach to resolving any critical issues, and otherwise provide additional information regarding the Project supporting the firm’s ability to perform if selected.

Rating Value = 25 Points

Points Awarded:

20

NOTES:

Proposed approach to the Project including the expected time commitment of key personnel, technical approach to the Project, and the emphasis placed on individual tasks.

Rating Value = 25 Points

NOTES:

[illegible]

C. Consultant Staff Qualifications (25 Points)

Past experience with projects of similar scope and complexity.

Qualifications of the staff assigned to manage and provide services related to the Project; identify the specific staff assigned to manage the various phases and elements of work associated with the Project.

Note: This evaluation criteria requires that the proposal identify specific experience with the tasks required by the Project. Relevant experience must be demonstrated.

Rating Value = 25 Points

Points Awarded: 20

NOTES:

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D. Firm Qualifications (15 Points):

Past experience with projects of similar scope and complexity.

Rating Value = 15 Points

Points Awarded:

15

NOTES:

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E. Project Schedule (10 Points)

Thoroughness and reasonableness of the project schedule with emphasis of design completion within Sustainable Grant funding deadlines and the ability to maintain the project within the proposed time frame.

Rating Value = 10 Points

Points Awarded:

10

NOTES:

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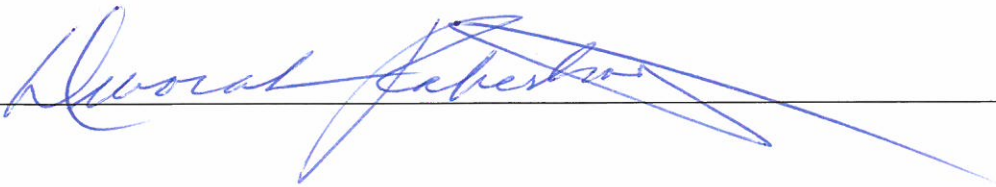
For

City of Rialto – Community Development Block Grant Consultant

**NAME OF FIRM / TEAM
PROPOSER:** Rincon

EVALUATOR: Mayor Deborah Robertson

TOTAL PROPOSAL SCORE: _____ **of 100 Points**

 _____

A. Project Understanding (25 Points):

The firm's proposal adequately demonstrates an understanding of the Project and familiarity with the City of Rialto.

Note: Firms should not simply restate the information contained in this RFP; this evaluation criteria requires that the proposal provide the proposed approach to delivering the Project, identify “critical issues” to the Project, identify an approach to resolving any critical issues, and otherwise provide additional information regarding the Project supporting the firm’s ability to perform if selected.

Rating Value = 25 Points

Points Awarded:

10

NOTES:

B. Scope of Work (25 Points):

Proposed approach to the Project including the expected time commitment of key personnel, technical approach to the Project, and the emphasis placed on individual tasks.

Note: As this RFP has identified a general Scope of Work, evaluation criteria requires that the proposal identify a detailed scope of work to successfully implement the Project. ***The detailed scope of work must be identical to the format in which the Cost Proposal has been submitted*** – each task and sub-task must be identified in the firm’s separately sealed Cost Proposal with a corresponding fee.

Rating Value = 25 Points

Points Awarded: 10

NOTES:

C. Consultant Staff Qualifications (25 Points)

Past experience with projects of similar scope and complexity.

Qualifications of the staff assigned to manage and provide services related to the Project; identify the specific staff assigned to manage the various phases and elements of work associated with the Project.

Note: This evaluation criteria requires that the proposal identify specific experience with the tasks required by the Project. Relevant experience must be demonstrated.

Rating Value = 25 Points

Points Awarded: 5

NOTES:

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D. Firm Qualifications (15 Points):

Past experience with projects of similar scope and complexity.

Rating Value = 15 Points

Points Awarded: 2

NOTES:

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E. Project Schedule (10 Points)

Thoroughness and reasonableness of the project schedule with emphasis of design completion within Sustainable Grant funding deadlines and the ability to maintain the project within the proposed time frame.

Rating Value = 10 Points

Points Awarded:

5

NOTES:

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Request for Proposals (RFP) No. 19-014

For

City of Rialto – Community Development Block Grant Consultant

**NAME OF FIRM / TEAM
PROPOSER:** Rincon

EVALUATOR: Amanda Wells

TOTAL PROPOSAL SCORE: 68 **of 100 Points**

A. Project Understanding (25 Points):

The firm's proposal adequately demonstrates an understanding of the Project and familiarity with the City of Rialto.

Note: Firms should not simply restate the information contained in this RFP; this evaluation criteria requires that the proposal provide the proposed approach to delivering the Project, identify “critical issues” to the Project, identify an approach to resolving any critical issues, and otherwise provide additional information regarding the Project supporting the firm’s ability to perform if selected.

Rating Value = 25 Points

Points Awarded: 15

NOTES: Firm mentions CDBG but does not thoroughly review NSP programs. Firm mentions CEQA and NEPA reporting/reviews, but not management of CDBG and NSP programs themselves. Proposal also goes into great detail regarding Environmental reporting, but still does not delve into specific CDBG and NSP grant monitoring. Proposal feels generic and not specific to the City of Rialto. Firm's experience seems to lie with CEQA and NEPA reporting and environmental reporting.

[illegible]

B. Scope of Work (25 Points):

Proposed approach to the Project including the expected time commitment of key personnel, technical approach to the Project, and the emphasis placed on individual tasks.

Note: As this RFP has identified a general Scope of Work, evaluation criteria requires that the proposal identify a detailed scope of work to successfully implement the Project. ***The detailed scope of work must be identical to the format in which the Cost Proposal has been submitted*** – each task and sub-task must be identified in the firm’s separately sealed Cost Proposal with a corresponding fee.

Rating Value = 25 Points

Points Awarded: 15

NOTES: Proposal does not directly address the City's scope of work/services. Proposal lists available services the firm provides.

Proposal does not mention sub recipient monitoring, which the City has.

C. Consultant Staff Qualifications (25 Points)

Past experience with projects of similar scope and complexity.

Qualifications of the staff assigned to manage and provide services related to the Project; identify the specific staff assigned to manage the various phases and elements of work associated with the Project.

Note: This evaluation criteria requires that the proposal identify specific experience with the tasks required by the Project. Relevant experience must be demonstrated.

Rating Value = 25 Points

Points Awarded: 18

NOTES: Staff is well versed in CEQA/NEPA compliance and reoprting and environmental reporting. Running CIP.

[illegible]

D. Firm Qualifications (15 Points):

Past experience with projects of similar scope and complexity.

Rating Value = 15 Points

Points Awarded: 10

NOTES:

Firm has adequate experience in CEQA/NEPA compliance and reporting and running CIP projects. Not much is mentioned regarding administration of grant funding.

E. Project Schedule (10 Points)

Thoroughness and reasonableness of the project schedule with emphasis of design completion within Sustainable Grant funding deadlines and the ability to maintain the project within the proposed time frame.

Rating Value = 10 Points

Points Awarded: 10

NOTES: RFP does not require a specific project schedule as this is management of grant funding.

[illegible]

Request for Proposals (RFP) No. 19-014

For

City of Rialto – Community Development Block Grant Consultant

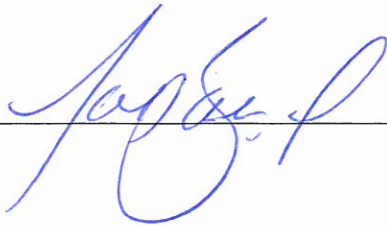
**NAME OF FIRM / TEAM
PROPOSER:** LDM

EVALUATOR: Council Member Joe Baca Jr.

TOTAL PROPOSAL SCORE:

100

of 100 Points



A. Project Understanding (25 Points):

The firm's proposal adequately demonstrates an understanding of the Project and familiarity with the City of Rialto.

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Rating Value = 25 Points

Points Awarded: 25

NOTES:

B. Scope of Work (25 Points):

Proposed approach to the Project including the expected time commitment of key personnel, technical approach to the Project, and the emphasis placed on individual tasks.

Note: As this RFP has identified a general Scope of Work, evaluation criteria requires that the proposal identify a detailed scope of work to successfully implement the Project. ***The detailed scope of work must be identical to the format in which the Cost Proposal has been submitted*** – each task and sub-task must be identified in the firm’s separately sealed Cost Proposal with a corresponding fee.

Rating Value = 25 Points

Points Awarded:

NOTES:

C. Consultant Staff Qualifications (25 Points)

Past experience with projects of similar scope and complexity.

Qualifications of the staff assigned to manage and provide services related to the Project; identify the specific staff assigned to manage the various phases and elements of work associated with the Project.

Note: This evaluation criteria requires that the proposal identify specific experience with the tasks required by the Project. Relevant experience must be demonstrated.

Rating Value = 25 Points

Points Awarded: 25

NOTES:

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D. Firm Qualifications (15 Points):

Past experience with projects of similar scope and complexity.

Rating Value = 15 Points

Points Awarded:

15

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E. Project Schedule (10 Points)

Thoroughness and reasonableness of the project schedule with emphasis of design completion within Sustainable Grant funding deadlines and the ability to maintain the project within the proposed time frame.

Rating Value = 10 Points

Points Awarded:

10

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Request for Proposals (RFP) No. 19-014

For

City of Rialto – Community Development Block Grant Consultant

NAME OF FIRM / TEAM
PROPOSER: LDM

EVALUATOR: Mayor Deborah Robertson



TOTAL PROPOSAL SCORE: _____

of 100 Points

100
w/ Scheduled
Training
Deborah Robertson

A. Project Understanding (25 Points):

The firm's proposal adequately demonstrates an understanding of the Project and familiarity with the City of Rialto.

Note: Firms should not simply restate the information contained in this RFP; this evaluation criteria requires that the proposal provide the proposed approach to delivering the Project, identify “critical issues” to the Project, identify an approach to resolving any critical issues, and otherwise provide additional information regarding the Project supporting the firm’s ability to perform if selected.

Rating Value = 25 Points

Points Awarded:

25

NOTES:

B. Scope of Work (25 Points):

Proposed approach to the Project including the expected time commitment of key personnel, technical approach to the Project, and the emphasis placed on individual tasks.

Note: As this RFP has identified a general Scope of Work, evaluation criteria requires that the proposal identify a detailed scope of work to successfully implement the Project. ***The detailed scope of work must be identical to the format in which the Cost Proposal has been submitted*** – each task and sub-task must be identified in the firm’s separately sealed Cost Proposal with a corresponding fee.

Rating Value = 25 Points

Points Awarded:

25

NOTES:

C. Consultant Staff Qualifications (25 Points)

Past experience with projects of similar scope and complexity.

Qualifications of the staff assigned to manage and provide services related to the Project; identify the specific staff assigned to manage the various phases and elements of work associated with the Project.

Note: This evaluation criteria requires that the proposal identify specific experience with the tasks required by the Project. Relevant experience must be demonstrated.

Rating Value = 25 Points

Points Awarded: 23

NOTES:

[illegible]

D. Firm Qualifications (15 Points):

Past experience with projects of similar scope and complexity.

Rating Value = 15 Points

Points Awarded: 15

NOTES:

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E. Project Schedule (10 Points)

Thoroughness and reasonableness of the project schedule with emphasis of design completion within Sustainable Grant funding deadlines and the ability to maintain the project within the proposed time frame.

Rating Value = 10 Points

Points Awarded:

10

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Request for Proposals (RFP) No. 19-014

For

City of Rialto – Community Development Block Grant Consultant

**NAME OF FIRM / TEAM
PROPOSER:** LDM & Associates

EVALUATOR: Amanda Wells

TOTAL PROPOSAL SCORE: 97 **of 100 Points**

A. Project Understanding (25 Points):

The firm's proposal adequately demonstrates an understanding of the Project and familiarity with the City of Rialto.

Note: Firms should not simply restate the information contained in this RFP; this evaluation criteria requires that the proposal provide the proposed approach to delivering the Project, identify “critical issues” to the Project, identify an approach to resolving any critical issues, and otherwise provide additional information regarding the Project supporting the firm’s ability to perform if selected.

Rating Value = 25 Points

Points Awarded: 24

NOTES: Firm mentions both HUD programs CDBG and NSP in proposal that Rialto has.

[illegible]

B. Scope of Work (25 Points):

Proposed approach to the Project including the expected time commitment of key personnel, technical approach to the Project, and the emphasis placed on individual tasks.

Note: As this RFP has identified a general Scope of Work, evaluation criteria requires that the proposal identify a detailed scope of work to successfully implement the Project. ***The detailed scope of work must be identical to the format in which the Cost Proposal has been submitted*** – each task and sub-task must be identified in the firm's separately sealed Cost Proposal with a corresponding fee.

Rating Value = 25 Points

Points Awarded: 24

NOTES: Provides service on-site and at home office. Propose regularly scheduled hours at the City for administration of CDBG and NSP programs. Additional hours provided at home office. Availability to attend Council meetings, Planning Commission, and other meetings as necessary.

Provides CDBG Program Implementation and Administration: day to day administration, prepare reports, set up and maintain of IDIS records, coordinate with HUD field office, prepare and maintain files, review and process CIP invoices, monitor CIP projects during construction, review completed projects for compliance issues, preparation of environmental review reports.

Provide NSP program implementation and administration: day to day administration, prepare reports, set up and maintain DRGR records and reports, coordinate with HUD field office, prepare and maintain funding plans; coordinate with staff the identification, management and completion of all NSP funded projects; monitor projects during construction, review completed projects for compliance issues, preparation of environmental review reports.

Also provides administration of sub recipient contracts, which the City has. Prepare NOFA, files and contracts, process sub recipient invoices, monitor sub recipients on annual basis.

[illegible]

C. Consultant Staff Qualifications (25 Points)

Past experience with projects of similar scope and complexity.

Qualifications of the staff assigned to manage and provide services related to the Project; identify the specific staff assigned to manage the various phases and elements of work associated with the Project.

Note: This evaluation criteria requires that the proposal identify specific experience with the tasks required by the Project. Relevant experience must be demonstrated.

Rating Value = 25 Points

Points Awarded: 24

NOTES:

Assigned staff has a combined 82 years of experience with CDBG and NSP programs and has sufficient experience dealing with the HUD home office. Additional staff is available as necessary.

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D. Firm Qualifications (15 Points):

Past experience with projects of similar scope and complexity.

Rating Value = 15 Points

Points Awarded: 15

NOTES:

Firm has extensive experience with HUD CDBG and NSP programs across Cities within the State of California

E. Project Schedule (10 Points)

Thoroughness and reasonableness of the project schedule with emphasis of design completion within Sustainable Grant funding deadlines and the ability to maintain the project within the proposed time frame.

Rating Value = 10 Points

Points Awarded: 10

NOTES:

RFP does not require a specific project schedule as this is management of grant funding.

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