

Evaluation Summary for Request for Proposals for CDBG Administrative Services

Related to 13-CIS-102

#1. Project Organization—(10 Points) Provide information of key personnel.

Dawson Area Development—Key Personnel info was included in Proposal. (10 Points awarded)

Miller and Associates—Declined. (No Points awarded)

WCDD—Key Personnel information was included in Proposal. (10 Points awarded)

#2. Experience—(40 Points) Similar Projects administered within the past 3 years.

Dawson Area Development—past record has shown other local projects administered in past three years. (37 Points awarded)

Miller and Associates—Declined. (No Points awarded)

WCDD—Past record shows no experience in CIS or in CDBG for Lexington in the past three years, other projects appeared smaller in scale. (32 Points awarded)

#3. References (30 Points) Names, addresses, phone numbers included in Proposal.

Dawson Area Development—All references included in Proposal, show familiarity with the project area. (28 Points awarded)

Miller and Associates—Declined. (No Points awarded)

WCDD—References were included in proposal as a list of projects, and reference to City of Lexington has Gothenburg City Administrator listed calling question to accuracy of firm. (20 points awarded)

#4. Scope of Services and Contract Cost (20 Points) A cost for each task must be specified.

Dawson Area Development—provided a complete scope of services with firm costs allotted to each task; was not the lowest cost proposal. (15 Points awarded)

Miller and Associates—Declined. (No Points awarded)

WCDD—provided a complete scope of services with firm costs allotted to each task; lowest cost proposal. The CIS project is referenced as a DTR project, concern with firm's accuracy. (20 points awarded)

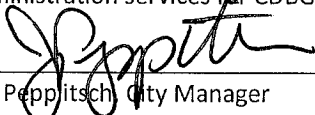
#5. Proposal received within time frame advertised.

Dawson Area Development—Proposal was received on July 11, 2014.

Miller and Associates—Declined.

WCDD—Proposal was received on July 18, 2014.

This evaluation was completed by City of Lexington Staff members Dennis Burnside, Barb Hodges, and Joe Peplitsch. After weighing all criteria with the firms responding to request for proposals for CDBG 13-CIS-102, Staff concluded that Dawson Area Development was more fully qualified and capable of providing the services required for this project. Staff hereby recommends that Dawson Area Development be offered a contract for general administration services for CDBG 13-CIS-102.



Joe Peplitsch, City Manager

July 21, 2014

RFP Evaluation of CDBG General Administration Firms—13-CIS-102

Name of Firm	Address of Firm	Project Organization- 10 Points max	Experience in Similar Projects- 40 Points max	References- 30 Points max	Scope of Services/Cost- 20 Points max	Total Points
West Central Development District	Ogallala, NE	10 Points	32 Points	20 Points	20 Points	82 Points
Miller and Associates— Declined	Kearney, NE	0 Points	0 Points	0 Points	0 Points	0 Points
Dawson Area Development	Dawson County	10 Points	37 Points	28 points	15 points	90 Points