

RESOLUTION

A RESOLUTION OF SABINE COUNTY, TEXAS, AUTHORIZING PROFESSIONAL SERVICE PROVIDER(S) SELECTION FOR TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA) COMMUNITY DEVELOPMENT BLOCK GRANT – CORONA VIRUS (CDBG-CV) COMMUNITY RESILIENCY PROJECT (CRP).

WHEREAS, participation in CDBG-CV (CRP) program(s) requires implementation by professionals experienced in the administration of federally-funded projects;

WHEREAS, in order to identify qualified and responsive providers for these services a Request for Proposals (RFP) process for administration services has been completed in accordance with the TDHCA requirements;

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for each professional service giving consideration to ability to perform successfully under the terms and conditions of the proposed procurement, integrity, compliance with public policy, record of past performance, and financial and technical resources

NOW, THEREFORE, BE IT RESOLVED:

Section 1.	That <u>GrantWorks</u> is selected to assist with application preparation and provide project-related administration and management services for CDBG-CV (CRP) program(s).
Section 2.	That any and all project-related services contracts or commitments made with the above-named service provider(s) are dependent on the successful negotiation of a contract with the service provider(s).

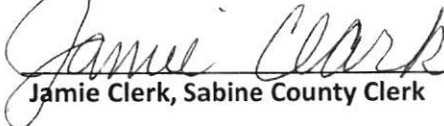
PASSED AND APPROVED ON January 4, 2022.

APPROVED:



Daryl Melton, Sabine County Judge

ATTEST:



Jamie Clerk, Sabine County Clerk



Administration/Management Services Rating Sheet

Grant Recipient Sabine County
 Name of Respondent David J. Waxman, Inc
 Evaluator's Name Tricia Jacks

Resilient Communities Program (RCP)
 Date of Rating January 3, 2022

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 -- Rate the respondent for experience in the following areas:

Comments

	Factor	Max.Pts.		Score
1.	Related Experience / Background with CDBG, CBDG- DR, ARPA and other federally funded programs/projects	20		20
2.	Related Experience / Background with specific project type (community facility/emergency housing, medical care, construction/rehabilitation, acquisition of property, coordination with regulatory agency, etc.)	15		15
3.	References from current/past clients	10		10
Subtotal, Experience		45		45

Work Performance

	Factor	Max.Pts.		Score
1.	Submits & Responds to Client requests in a timely manner	5		5
2.	Past Client projects completed on schedule	5		5
3.	Work product is consistently of high quality with low level of errors	5		5
	Past projects have low level of monitoring findings/concerns	5		5
	Manages projects within budgetary constraints	5		5
Subtotal, Performance		25		25

Capacity to Perform

	Factor	Max.Pts.		Score
1.	Qualifications of Professional Administrators / Experience of Staff	10		10
2.	Present and Projected Workloads	5		5
3.	Quality of Proposal/Work Plan	5		5
	Demonstrated understanding of scope of the Resilient Communities Program (RCP)	5		5
Subtotal, Capacity to Perform		25		25

Proposed Cost

	Factor	Max.Pts.		Score
	Proposed cost is in line with independent estimate and compared with all cost proposals received	5		3
	A = Lowest Proposal \$ _____ A + B X 15 = Respondent's B = Bidder's Proposal \$ _____ Score			
Subtotal, Capacity to Perform		5		3

TOTAL SCORE

	Factor	Max.Pts.		Score
<input checked="" type="checkbox"/>	Experience	45		45
<input checked="" type="checkbox"/>	Work Performance	25		25
<input checked="" type="checkbox"/>	Capacity to Perform	25		25
	Proposed Cost	5		3
Total Score		100		98

Administration/Management Services Rating Sheet

Grant Recipient Sabine County
 Name of Respondent David J. Waxman, Inc
 Evaluator's Name Stanley Jacks

Resilient Communities Program (RCP)
 Date of Rating January 3, 2022

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 -- Rate the respondent for experience in the following areas:

Comments

	Factor	Max.Pts.	Score
1.	Related Experience / Background with CDBG, CBDG- DR, ARPA and other federally funded programs/projects	20	15
2.	Related Experience / Background with specific project type (community facility/emergency housing, medical care, construction/rehabilitation, acquisition of property, coordination with regulatory agency, etc.)	15	15
3.	References from current/past clients	10	10
Subtotal, Experience		45	40

Work Performance

	Factor	Max.Pts.	Score
1.	Submits & Responds to Client requests in a timely manner	5	5
2.	Past Client projects completed on schedule	5	5
3.	Work product is consistently of high quality with low level of errors	5	5
	Past projects have low level of monitoring findings/concerns	5	5
	Manages projects within budgetary constraints	5	5
Subtotal, Performance		25	25

Capacity to Perform

	Factor	Max.Pts.	Score
1.	Qualifications of Professional Administrators / Experience of Staff	10	10
2.	Present and Projected Workloads	5	5
3.	Quality of Proposal/Work Plan	5	5
	Demonstrated understanding of scope of the Resilient Communities Program (RCP)	5	5
Subtotal, Capacity to Perform		25	25

Proposed Cost

	Factor	Max.Pts.	Score
	Proposed cost is in line with independent estimate and compared with all cost proposals received	5	5
	A = Lowest Proposal \$ _____ A + B X 15 = Respondent's B = Bidder's Proposal \$ _____ Score		
Subtotal, Capacity to Perform		5	5

TOTAL SCORE

	Factor	Max.Pts.	Score
<input type="checkbox"/>	Experience	45	40
<input type="checkbox"/>	Work Performance	25	25
<input type="checkbox"/>	Capacity to Perform	25	25
	Proposed Cost	5	5
Total Score		100	95

Administration/Management Services Rating Sheet

Grant Recipient Sabine County
 Name of Respondent David J. Waxman, Inc
 Evaluator's Name James Lowe

Resilient Communities Program (RCP)
 Date of Rating January 3, 2022

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 -- Rate the respondent for experience in the following areas:

Comments

	Factor	Max.Pts.	Score
1.	Related Experience / Background with CDBG, CBDG- DR, ARPA and other federally funded programs/projects	20	15
2.	Related Experience / Background with specific project type (community facility/emergency housing, medical care, construction/rehabilitation, acquisition of property, coordination with regulatory agency, etc.)	15	15
3.	References from current/past clients	10	10
Subtotal, Experience		45	40

Work Performance

	Factor	Max.Pts.	Score
1.	Submits & Responds to Client requests in a timely manner	5	5
2.	Past Client projects completed on schedule	5	5
3.	Work product is consistently of high quality with low level of errors	5	5
	Past projects have low level of monitoring findings/concerns	5	5
	Manages projects within budgetary constraints	5	5
Subtotal, Performance		25	25

Capacity to Perform

	Factor	Max.Pts.	Score
1.	Qualifications of Professional Administrators / Experience of Staff	10	10
2.	Present and Projected Workloads	5	5
3.	Quality of Proposal/Work Plan	5	5
	Demonstrated understanding of scope of the Resilient Communities Program (RCP)	5	3
Subtotal, Capacity to Perform		25	23

Proposed Cost

	Factor	Max.Pts.	Score
	Proposed cost is in line with independent estimate and compared with all cost proposals received	5	3
	A = Lowest Proposal \$ _____ A + B X 15 = Respondent's B = Bidder's Proposal \$ _____ Score		
Subtotal, Capacity to Perform		5	3

TOTAL SCORE

	Factor	Max.Pts.	Score
<input type="checkbox"/>	Experience	45	40
<input type="checkbox"/>	Work Performance	25	25 25
<input type="checkbox"/>	Capacity to Perform	25	23 23
	Proposed Cost	5	3
Total Score		100	91 91

Administration/Management Services Rating Sheet

Grant Recipient Sabine County
 Name of Respondent GrantWorks
 Evaluator's Name Tricia Jacks

Resilient Communities Program (RCP)
 Date of Rating January 3, 2022

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 – Rate the respondent for experience in the following areas:

Comments

	Factor	Max.Pts.		Score
1.	Related Experience / Background with CDBG, CBDG- DR, ARPA and other federally funded programs/projects	20		20
2.	Related Experience / Background with specific project type (community facility/emergency housing, medical care, construction/rehabilitation, acquisition of property, coordination with regulatory agency, etc.)	15		15
3.	References from current/past clients	10		10
Subtotal, Experience		45		45

Work Performance

	Factor	Max.Pts.		Score
1.	Submits & Responds to Client requests in a timely manner	5		5
2.	Past Client projects completed on schedule	5		5
3.	Work product is consistently of high quality with low level of errors	5		5
	Past projects have low level of monitoring findings/concerns	5		5
	Manages projects within budgetary constraints	5		5
Subtotal, Performance		25		25

Capacity to Perform

	Factor	Max.Pts.		Score
1.	Qualifications of Professional Administrators / Experience of Staff	10		10
2.	Present and Projected Workloads	5		5
3.	Quality of Proposal/Work Plan	5		5
	Demonstrated understanding of scope of the Resilient Communities Program (RCP)	5		5
Subtotal, Capacity to Perform		25		25

Proposed Cost

	Factor	Max.Pts.		Score
	Proposed cost is in line with independent estimate and compared with all cost proposals received	5		4
	A = Lowest Proposal \$ _____ A + B X 15 = Respondent's B = Bidder's Proposal \$ _____ Score			
Subtotal, Capacity to Perform		5		4

TOTAL SCORE

	Factor	Max.Pts.		Score
<input checked="" type="checkbox"/>	Experience	45		45
<input checked="" type="checkbox"/>	Work Performance	25		25
<input checked="" type="checkbox"/>	Capacity to Perform	25		25
	Proposed Cost	5		4
Total Score		100		99

Administration/Management Services Rating Sheet

Grant Recipient Sabine County

Resilient Communities Program (RCP)

Name of Respondent GrantWorks

Date of Rating January 3, 2022

Evaluator's Name Stanley Jacks

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.

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Comments

	Factor	Max.Pts.	Score
1.	Related Experience / Background with CDBG, CBDG- DR, ARPA and other federally funded programs/projects	20	20
2.	Related Experience / Background with specific project type (community facility/emergency housing, medical care, construction/rehabilitation, acquisition of property, coordination with regulatory agency, etc.)	15	10
3.	References from current/past clients	10	10
Subtotal, Experience		45	40

Work Performance

	Factor	Max.Pts.	Score
1.	Submits & Responds to Client requests in a timely manner	5	5
2.	Past Client projects completed on schedule	5	5
3.	Work product is consistently of high quality with low level of errors	5	5
	Past projects have low level of monitoring findings/concerns	5	5
	Manages projects within budgetary constraints	5	5
Subtotal, Performance		25	

Capacity to Perform

	Factor	Max.Pts.	Score
1.	Qualifications of Professional Administrators / Experience of Staff	10	10
2.	Present and Projected Workloads	5	5
3.	Quality of Proposal/Work Plan	5	5
	Demonstrated understanding of scope of the Resilient Communities Program (RCP)	5	5
Subtotal, Capacity to Perform		25	25

Proposed Cost

	Factor	Max.Pts.	Score
	Proposed cost is in line with independent estimate and compared with all cost proposals received	5	5
	A = Lowest Proposal \$ _____ A + B X 15 = Respondent's B = Bidder's Proposal \$ _____ Score		
Subtotal, Capacity to Perform		5	5

TOTAL SCORE

	Factor	Max.Pts.	Score
<input type="checkbox"/>	Experience	45	40
<input type="checkbox"/>	Work Performance	25	25
<input type="checkbox"/>	Capacity to Perform	25	25
	Proposed Cost	5	5
Total Score		100	95

Administration/Management Services Rating Sheet

Grant Recipient Sabine County
 Name of Respondent GrantWorks
 Evaluator's Name James Lowe

Resilient Communities Program (RCP)
 Date of Rating January 3, 2022

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2.	Related Experience / Background with specific project type (community facility/emergency housing, medical care, construction/rehabilitation, acquisition of property, coordination with regulatory agency, etc.)	15	15
3.	References from current/past clients	10	5
Subtotal, Experience		45	40

Work Performance

	Factor	Max.Pts.	Score
1.	Submits & Responds to Client requests in a timely manner	5	5
2.	Past Client projects completed on schedule	5	5
3.	Work product is consistently of high quality with low level of errors	5	5
	Past projects have low level of monitoring findings/concerns	5	5
	Manages projects within budgetary constraints	5	5
Subtotal, Performance		25	25

Capacity to Perform

	Factor	Max.Pts.	Score
1.	Qualifications of Professional Administrators / Experience of Staff	10	10
2.	Present and Projected Workloads	5	4
3.	Quality of Proposal/Work Plan	5	5
	Demonstrated understanding of scope of the Resilient Communities Program (RCP)	5	4
Subtotal, Capacity to Perform		25	23

Proposed Cost

	Factor	Max.Pts.	Score
	Proposed cost is in line with independent estimate and compared with all cost proposals received	5	4
	A = Lowest Proposal \$ _____ A + B X 15 = Respondent's B = Bidder's Proposal \$ _____ Score		
Subtotal, Capacity to Perform		5	4

TOTAL SCORE

	Factor	Max.Pts.	Score
<input type="checkbox"/>	Experience	45	40
<input type="checkbox"/>	Work Performance	25	25
<input type="checkbox"/>	Capacity to Perform	25	23
	Proposed Cost	5	4
Total Score		100	92

40
25
23
4
92

The State Of Texas §
County of Sabine §
I hereby certify that these documents were filed and duly
recorded in the Commissioner Court Minutes of Sabine
County, Texas.



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Jamie Clark - County Clerk
By: Bucky Childers
Deputy

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