| EXHIBIT B |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| RFP 22-005 Scoring Worksheet: Grant Writing and Grant Administration Services |  |  |  |  |
| Firm Name: |  |  |  |  |
|  | Range of possible scores per criterion | Score assigned |  | Comments/considerations |
| Company experience, staffing, and capabilities | 0-30 |  |  |  |
| Unresponsive | 0-4 |  | Submittal lacks required information to evaluate the proposal or firm demonstrates no experience in grant writing or grant administration. |  |
| Acceptable | 5-10 |  | Consultant team members have less than 5 years experience writing and administering grants. Firm has some directly related experience and has completed limited grant writing and grant administration |  |
| Advantageous | 11-20 |  | Consultant team members have at least 5 years experience writing and administering grants. Firm has significant experience completing multiple projects that reflect the scope in RFP Section B. |  |
| Highly advantageous | 21-30 |  | Consultant team members have experience that surpasses aforementioned standards. Highly experienced firm has completed extensive work on complex grant writing and grant admininstration projects. Firm has a significant track record of highly successful work demonstrating expert knowledge and skill. |  |
| 0 |  |  |  |  |
| Approach and Methodology | 0-20 |  |  |  |
| Unresponsive | 0-4 |  | Submittal lacks required information to evaluate the proposal or approach and methodology are not clearly stated. |  |
| Acceptable | 5-10 |  | Firm's approach and methodology includes a satisfactory description of a plan to perform grant writing and ARPA grant administration as well as how they will implement that plan. |  |
| Advantageous | 11-15 |  | Firm's approach and methodology includes a clear and concise description of a plan to perform grant writing and ARPA grant administration as well as implementation of that plan. |  |
| Highly advantageous | 15-20 |  | Firm's approach and methodology provides comprehensive planning and implementation of grant consulting services surpassing aforementioned standards . |  |
| Criterion score |  | 0 |  |  |
| Qualifications and References | 0-30 |  |  |  |
| Unresponsive | 0-4 |  | Submittal lacks required information to evaluate the proposal or firm demonstrates minimal qualifications and references. |  |
| Acceptable | 5-10 |  | Firm provided some information showing team's performance, capacity to work successfully together and depth of experience on similar assignments ; submittal includes less than 5 examples of successfully funded grants and less than 5 examples of administered grants; submittal includes 3 references |  |



| EXHIBIT B |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| RFP 22-005 Scoring Worksheet: Grant Writing and Grant Administration Services |  |  |  |  |
| Firm Name: |  |  |  |  |
|  | Range of possible scores per criterion | Score assigned |  | Comments/considerations |
| Use of MBE's/WBE's | 0-5 |  |  |  |
| Unresponsive | 0 |  | Submittal lacks required information to evaluate the proposal or use of DBE's/MBE's is not planned. |  |
| Acceptable | 1-2 |  | Response includes a plan to comply with the six (6) affirmative steps outlined in 2 CFR 200.321, including requiring subconsultants to take these affirmative steps. |  |
| Advantageous | 3-4 |  | Response includes a plan to comply with the six (6) affirmative steps outlined in 2 CFR 200.321, including requiring subconsultants to take these affirmative steps and respondent lists 1 potential MBE/WBE to contract with. |  |
| Highly advantageous | 5 |  | Response includes a plan to comply with the six (6) affirmative steps outlined in 2 CFR 200.321, including requiring subconsultants to take these affirmative steps and respondent lists 2 or more potential MBEs/WBEs to contract with. |  |
| Criterion score |  | 0 |  |  |

