

**Recreation Management Software  
For the Human Service and Recreation Department**

**Request for Proposal Competitive Selection Evaluation Worksheet**

➤ Summary of Awarded Points by Vendor

|                      |                         |         |                                                                                                                                                                                                                                                                                                                                                                                           | Points Awarded Summary |           |              |
|----------------------|-------------------------|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------|--------------|
| No                   | Criteria                | Portion | Description                                                                                                                                                                                                                                                                                                                                                                               | Max Points in Category | ActiveNet | Perfect Mind |
| 1                    | Proposed Solution       | 35%     | <b>Proposed Solution</b> – Points will be assigned for “Functional and Technical Merit” based on the capability of the proposer to satisfy the City requirements identified in the SCOPE OF WORK and as delineated. Points will be assigned for “Completeness of Proposed Solution” based on the vendor submitting a proposal that follows the guidelines specified in the SCOPE OF WORK. | 35                     | 19.4      | 19.2         |
| 2                    | Cost Proposal           | 25%     | <b>Cost Proposal</b> – Points will be assigned based on a “Ratio Method.” The proposer’s cost must include the delivery of the proposed solutions, as well as any recurring costs (if any) as delineated in the Scope of Work and the PRICE PROPOSAL.                                                                                                                                     | 25                     | 25.00     | 22.03        |
| 3                    | Experience              | 30%     | <b>Experience</b> – Points will be assigned for “Experience with Projects of this Size and Scope in an Agency of Similar Size” based on a vendor’s previous experience with municipal agencies, as delineated in the SCOPE OF WORK, and CLIENT REFERENCES.                                                                                                                                | 30                     | 19.2      | 20.8         |
| 4                    | Local Pasadena Business | 5%      | <b>Local Pasadena Business</b> – To be awarded a 5 point preference for this category, the proposer must have an official business address within the City of Pasadena at the time that this RFP is posted on the City’s Website.                                                                                                                                                         | 5                      | 0         | 0            |
| 5                    | Small or Micro-Business | 5%      | <b>Small or Micro-Business</b> – To be awarded a 5 point preference for this category, the proposer must be certified by the State of California as a small or micro-business. Refer to the State of California Department of General Services Division for further information.                                                                                                          | 5                      | 0         | 0            |
| <b>Total Portion</b> |                         |         |                                                                                                                                                                                                                                                                                                                                                                                           | <b>100</b>             |           |              |

|                                                           |              |              |              |
|-----------------------------------------------------------|--------------|--------------|--------------|
| <b>Total Points Awarded to Vendors for All Categories</b> | <b>63.60</b> | <b>62.03</b> | <b>76.46</b> |
|-----------------------------------------------------------|--------------|--------------|--------------|