

SUNRISE

SUNRISE

DTA

1. SOQ Evaluation Matrix – Written Submittals

Score each SOQ on qualifications only. Do not include costs.

Category	Weight	Criteria	Score
Firm Experience & Qualifications	40	Experience with IFFPs, municipal services, recreation planning.	<u>40</u> 35
Project Understanding & Approach	30	Clear approach and understanding of Apple Valley's needs.	<u>30</u> 20
Capacity & Availability	20	Availability of key staff; ability to finish within grant periods.	<u>20</u> 5
References & Past Performance	10	Strong references and record of success.	<u>10</u> 8
			100 68

Cover Sheet – Firms Interviewed

Use this table to record all firms that submitted SOQs and track interview details. All firms that apply and are deemed responsive will be interviewed. Negotiations will take place with the highest-ranked firm after interviews are complete.

Firm Name	Submitted SOQ (Y/N)	Responsive (Y/N)	Interview Date	Projects (CIB / ORPA / Both)
<u>Sunrise</u>	<u>Y</u>	<u>Y</u>	<u>8/17</u>	<u>B</u>
<u>DFA</u>	<u>Y</u>	<u>N</u>	<u>8/17</u>	<u>B</u>
_____	—	—	_____	_____
_____	—	—	_____	_____
_____	—	—	_____	_____

Annie Spendlove

1. SOQ Evaluation Matrix – Written Submittals

Score each SOQ on qualifications only. Do not include costs.

Category	Weight	Criteria	Score	SONRise	DTA
Firm Experience & Qualifications	40	Experience with IFFPs, municipal services, recreation planning.	<u>10</u>	<u>30</u>	
Project Understanding & Approach	30	Clear approach and understanding of Apple Valley's needs.	<u>40</u>	<u>30</u>	<u>20</u>
Capacity & Availability	20	Availability of key staff; ability to finish within grant periods.	<u>20</u>	<u>10</u>	
References & Past Performance	10	Strong references and record of success.	<u>10</u>	<u>2</u>	
			<u>100</u>	<u>70</u>	

2. Interview Scoring Sheet (Individual)

All responsive firms will be interviewed. Fill in this form for each firm.

Firm Information (to be completed by hand):

Firm Name: Sunrise

Primary Contact: Nate

Phone/Email: _____

Interview Date & Time: 9/17

Project(s): CIB ORPA Both

Category	Weight	Criteria	CIB Score	ORPA Score
Firm Experience & Qualifications	25	CIB: Municipal IFFPs. ORPA: Parks & recreation plans.	<u>25</u>	<u>25</u>
Project Understanding & Approach	25	CIB: Growth/facilities. ORPA: Rec needs/service levels.	<u>25</u>	<u>25</u>
Project Team & Capacity	20	Staff availability and ability to complete in time.	<u>20</u>	<u>20</u>
Community Engagement	15	Public meetings, surveys, workshops.	<u>15</u>	<u>15</u>
Technical Tools & Deliverables	10	GIS, maps, spreadsheets, ordinances.	<u>10</u>	<u>10</u>
Overall Fit & Responsiveness	5	Suitability for Apple Valley; responsiveness in interview.	<u>5</u>	<u>5</u>
			<u>100</u>	<u>100</u>

Annie Spendlove

3. Interview Summary Score Sheet (Committee)

After all firms are interviewed, use this sheet to record scores and calculate averages.

Firm Information (to be completed by hand):

Firm Name: _____

Primary Contact: _____

Phone/Email: _____

Interview Date & Time: _____

Project(s): CIB ORPA Both

Firm	Committee Member	CIB Score	ORPA Score
Firm _____	Member Michael Farrar	—	—
Firm _____	Member Kevin Sair	—	—
Firm <u>Sun Rise</u> <u>DTA</u>	Member Annie Spendlove	<u>100</u> <u>20</u>	<u>100</u> <u>20</u>
Firm _____	Member Scott Taylor	—	—
Firm _____	Member Richard Palmer	—	—

Rankings

CIB Final Ranking:

1. Sun Rise
DTA
2. _____
3. _____

ORPA Final Ranking:

1. Sun Rise
DTA
2. _____
3. _____

Scott Taylor

Cover Sheet – Firms Interviewed

Use this table to record all firms that submitted SOQs and track interview details. All firms that apply and are deemed responsive will be interviewed. Negotiations will take place with the highest-ranked firm after interviews are complete.

Firm Name	Submitted SOQ (Y/N)	Responsive (Y/N)	Interview Date	Projects (CIB / ORPA / Both)
<u>SUNRISE ENGINEERING</u>	<u>Y</u>	<u>Y</u>	<u>9/17/25</u>	_____
<u>DTA</u>	<u>Y</u>	<u>N</u>	—	_____
_____	—	—	_____	_____
_____	—	—	_____	_____
_____	—	—	_____	_____

Scott Taylor.

1. SOQ Evaluation Matrix – Written Submittals

Score each SOQ on qualifications only. Do not include costs.

Category	Weight	Criteria	<u>SUNRISE ENGINEERING</u>	<u>DTA</u>
Firm Experience & Qualifications	40	Experience with IFFPs, municipal services, recreation planning.	<u>40</u>	<u>10</u>
Project Understanding & Approach	30	Clear approach and understanding of Apple Valley's needs.	<u>30</u>	<u>5</u>
Capacity & Availability	20	Availability of key staff; ability to finish within grant periods.	<u>20</u>	<u>5</u>
References & Past Performance	10	Strong references and record of success.	<u>10</u>	<u>0</u>
			<u>100</u>	<u>20</u>

Scott Taylor.

2. Interview Scoring Sheet (Individual)

All responsive firms will be interviewed. Fill in this form for each firm.

Firm Information (to be completed by hand):

Firm Name: SUNRISE ENGINEERING

Primary Contact: NATE WALENTINE

Phone/Email: 435 - 215 - 1955

Interview Date & Time: 9/17/25 6:20pm

Project(s): CIB ORPA Both

Category	Weight	Criteria	CIB Score	ORPA Score
Firm Experience & Qualifications	25	CIB: Municipal IFFPs. ORPA: Parks & recreation plans.	—	25
Project Understanding & Approach	25	CIB: Growth/facilities. ORPA: Rec needs/service levels.	—	25
Project Team & Capacity	20	Staff availability and ability to complete in time.	—	20
Community Engagement	15	Public meetings, surveys, workshops.	—	15
Technical Tools & Deliverables	10	GIS, maps, spreadsheets, ordinances.	—	10
Overall Fit & Responsiveness	5	Suitability for Apple Valley; responsiveness in interview.	—	5
				100

2. Interview Scoring Sheet (Individual)

All responsive firms will be interviewed. Fill in this form for each firm.

Firm Information (to be completed by hand):

Firm Name: DTA

Primary Contact: KUDIA WEKWEDE

Phone/Email: —

Interview Date & Time: N/A

Project(s): CIB ORPA Both

Category	Weight	Criteria	CIB Score	ORPA Score	
Firm Experience & Qualifications	25	CIB: Municipal IFFPs. ORPA: Parks & recreation plans.	—	—	10
Project Understanding & Approach	25	CIB: Growth/facilities. ORPA: Rec needs/service levels.	—	—	5
Project Team & Capacity	20	Staff availability and ability to complete in time.	—	—	5
Community Engagement	15	Public meetings, surveys, workshops.	—	—	0
Technical Tools & Deliverables	10	GIS, maps, spreadsheets, ordinances.	—	—	0
Overall Fit & Responsiveness	5	Suitability for Apple Valley; responsiveness in interview.	—	—	0
					20

Scott Taylor.

3. Interview Summary Score Sheet (Committee)

After all firms are interviewed, use this sheet to record scores and calculate averages.

Firm Information (to be completed by hand):

Firm Name: _____

Primary Contact: _____

Phone/Email: _____

Interview Date & Time: _____

Project(s): CIB ORPA Both

Firm	Committee Member	CIB Score	ORPA Score
Firm __	Member Michael Farrar	—	—
Firm __	Member Kevin Sair	—	—
Firm __	Member Annie Spendlove	—	—
Firm <u>SUNRISE</u> <u>ENGINEERING</u>	Member Scott Taylor	—	—
Firm __	Member Richard Palmer	—	—

100

Rankings

CIB Final Ranking:

1. _____
2. _____
3. _____

#1 - SUNRISE
ENGINEERING

ORPA Final Ranking:

1. _____
2. _____
3. _____

#2 - DTA

1. SOQ Evaluation Matrix – Written Submittals

Score each SOQ on qualifications only. Do not include costs.

Category	Weight	Criteria	Score
Firm Experience & Qualifications	40	Experience with IFFPs, municipal services, recreation planning.	35 30
Project Understanding & Approach	30	Clear approach and understanding of Apple Valley's needs.	30 20
Capacity & Availability	20	Availability of key staff; ability to finish within grant periods.	20 10
References & Past Performance	10	Strong references and record of success.	10 8

SUNRISE
DIA

20

10

8

95

68

2. Interview Scoring Sheet (Individual)

All responsive firms will be interviewed. Fill in this form for each firm.

Firm Information (to be completed by hand):

Firm Name: Sen RISE

Primary Contact: NAT

Phone/Email: _____

Interview Date & Time: 9-17-25 600 PM

Project(s): CIB ORPA Both

Category	Weight	Criteria	CIB Score	ORPA Score
Firm Experience & Qualifications	25	CIB: Municipal IFFPs. ORPA: Parks & recreation plans.	20	—
Project Understanding & Approach	25	CIB: Growth/facilities. ORPA: Rec needs/service levels.	25	—
Project Team & Capacity	20	Staff availability and ability to complete in time.	20	—
Community Engagement	15	Public meetings, surveys, workshops.	15	—
Technical Tools & Deliverables	10	GIS, maps, spreadsheets, ordinances.	10	—
Overall Fit & Responsiveness	5	Suitability for Apple Valley; responsiveness in interview.	5	—

2. Interview Scoring Sheet (Individual)

All responsive firms will be interviewed. Fill in this form for each firm.

Firm Information (to be completed by hand):

Firm Name: SUNRISE

Primary Contact: NYAT

Phone/Email: _____

Interview Date & Time: 9-17-25

Project(s): CIB ORPA Both

Category	Weight	Criteria	CIB Score	ORPA Score
Firm Experience & Qualifications	25	CIB: Municipal IFFPs. ORPA: Parks & recreation plans.	25	
Project Understanding & Approach	25	CIB: Growth/facilities. ORPA: Rec needs/service levels.	25	
Project Team & Capacity	20	Staff availability and ability to complete in time.	15	
Community Engagement	15	Public meetings, surveys, workshops.	15	
Technical Tools & Deliverables	10	GIS, maps, spreadsheets, ordinances.	10	
Overall Fit & Responsiveness	5	Suitability for Apple Valley; responsiveness in interview.	5	

3. Interview Summary Score Sheet (Committee)

After all firms are interviewed, use this sheet to record scores and calculate averages.

Firm Information (to be completed by hand):

Firm Name: SUNRISE

Primary Contact: WT

Phone/Email: _____

Interview Date & Time: 9-17-2025

Project(s): CIB ORPA Both

Firm	Committee Member	CIB Score	ORPA Score
Firm _____	Member Michael Farrar	—	
Firm <u>SUNRISE</u>	Member Kevin Sair	95	
Firm _____	Member Annie Spendlove	—	
Firm _____	Member Scott Taylor	—	
Firm _____	Member Richard Palmer	—	

Rankings

CIB Final Ranking:

- _____
- _____
- _____

ORPA Final Ranking:

- ~~_____~~
- ~~_____~~
- ~~_____~~

1. SOQ Evaluation Matrix – Written Submittals

Score each SOQ on qualifications only. Do not include costs.

Category	Weight	Criteria	Score	
Firm Experience & Qualifications	40	Experience with IFFPs, municipal services, recreation planning.	<u>35.</u>	<u>20</u>
Project Understanding & Approach	30	Clear approach and understanding of Apple Valley's needs.	<u>30</u>	<u>25</u>
Capacity & Availability	20	Availability of key staff; ability to finish within grant periods.	<u>20</u>	<u>15</u>
References & Past Performance	10	Strong references and record of success.	<u>10</u>	<u>10</u>
			95	

2. Interview Scoring Sheet (Individual)

All responsive firms will be interviewed. Fill in this form for each firm.

Firm Information (to be completed by hand):

Firm Name: _____

Primary Contact: _____

Phone/Email: _____

Interview Date & Time: _____

Project(s): CIB ORPA Both

SUNRISE

BTB

Category	Weight	Criteria	CIB Score	ORPA Score		
Firm	25	CIB: Municipal	<u>25</u>	<u>25</u>	<u>20</u>	<u>20</u>
Experience & Qualifications		IFFPs. ORPA: Parks & recreation plans.				
Project Understanding & Approach	25	CIB: Growth/facilities. ORPA: Rec needs/service levels.	<u>25</u>	<u>25</u>	<u>20</u>	<u>20</u>
Project Team & Capacity	20	Staff availability and ability to complete in time.	<u>20</u>	<u>20</u>	<u>15</u>	<u>15</u>
Community Engagement	15	Public meetings, surveys, workshops.	<u>15</u>	<u>15</u>	<u>10</u>	<u>10</u>
Technical Tools & Deliverables	10	GIS, maps, spreadsheets, ordinances.	<u>10</u>	<u>10</u>	<u>5</u>	<u>5</u>
Overall Fit & Responsiveness	5	Suitability for Apple Valley; responsiveness in interview.	<u>5</u>	<u>5</u>	<u>3</u>	<u>3</u>

2. Interview Scoring Sheet (Individual)

All responsive firms will be interviewed. Fill in this form for each firm.

Firm Information (to be completed by hand):

Firm Name: Richard Palmer

Primary Contact: _____

Phone/Email: _____

Interview Date & Time: _____

Project(s): CIB ORPA Both

Category	Weight	Criteria	CIB Score	ORPA Score		
Firm Experience & Qualifications	25	CIB: Municipal IFFPs. ORPA: Parks & recreation plans.	<u>25</u>	<u>25</u>	<u>5</u>	<u>5</u>
Project Understanding & Approach	25	CIB: Growth/facilities. ORPA: Rec needs/service levels.	<u>25</u>	<u>25</u>	<u>10</u>	<u>10</u>
Project Team & Capacity	20	Staff availability and ability to complete in time.	<u>20</u>	<u>20</u>	<u>10</u>	<u>10</u>
Community Engagement	15	Public meetings, surveys, workshops.	<u>15</u>	<u>15</u>	<u>10</u>	<u>10</u>
Technical Tools & Deliverables	10	GIS, maps, spreadsheets, ordinances.	<u>10</u>	<u>10</u>	<u>5</u>	<u>5</u>
Overall Fit & Responsiveness	5	Suitability for Apple Valley; responsiveness in interview.	<u>5</u>	<u>5</u>	<u>3</u>	<u>3</u>