

SAMPLE

RFQ for Developer SCORING SHEET FOR RESPONDENTS

Date	Name of Evaluator	Affiliation/Role of Evaluator	Telephone
Respondent (Name of Team/Lead Firm/Key Participants)			Fax
EVALUATION CRITERIA (from RFQ)		Circle One (0 = Lowest, 10 = Highest)	Maximum Score
1.	EXPERIENCE AND QUALIFICATIONS Experience in development, finance and property management of rental housing, including public, assisted, tax credit, market & mixed-income Experience in development of ownership housing, including success with sales and homeowner associations, and experience in inner city areas Experience with HOPE VI and Mixed Finance programs Experience combining mix of uses with housing Experience with development in local area Experience with community-based development, including collaboration with community organizations which may contribute meaningfully here Evidence of quality performance on-time and on-budget	0 1 2 3 4 5 6 7 8 9 10	*2.5
2.	FINANCIAL CAPACITY Overall Financial Strength of Developer Liquidity of Developer: Short-Term Assets (Cash and Securities) Contribution of Investor/Partner	0 1 2 3 4 5 6 7 8 9 10	*1.5
3.	DEVELOPMENT CAPACITY Completeness and Responsiveness to all Elements of RFQ (Incompleteness Grounds for Disqualification) Clarity and Coherence of Presentation Concept: <ul style="list-style-type: none"> • Embodiment of PHA's Objectives • Design and staging to capture or create the market for housing • Enhancement of neighborhood appearance • Plan for long-term property management and asset management • Involvement of residents in planning, operations and benefits 	0 1 2 3 4 5 6 7 8 9 10	*2
4.	FINANCIAL FEASIBILITY Clarity and completeness of cashflows Viability of financing: sufficiency of sources for uses, Income for expenses Reasonableness of assumptions, <i>vis a vis</i> development costs, timing, operations, and financing mechanisms Reasonableness of fees, including for developer, builder's overhead and profit, syndication, management, and other Disclosure and descriptions of any identities of interest among participants, if and as applicable	0 1 2 3 4 5 6 7 8 9 10	*1.5
5.	EFFICIENCY IN UTILIZATION OF PUBLIC FUNDS Savings from maximum available HOPE VI and other PHA funds; Credible leveraging of funds beyond assumptions in HUD application	0 1 2 3 4 5 6 7 8 9 10	*1.5
6.	M/WBE LOCAL PARTICIPATION AND SECTION 3 PARTICIPATION Provision for M/WBE and Section 3 local participation, equal opportunity, affirmative action, and past experience in achieving such participation	0 1 2 3 4 5 6 7 8 9 10	*.5
7.	QUALITY OF REFERENCES Relevance and credibility of sources (Initial Evaluation); Strength and favorability of recommendations (For Short-listed Teams)	0 1 2 3 4 5 6 7 8 9 10	*.5
TOTAL OF RAW SCORES (Maximum of 100)			