

# RFP Evaluation Form:

## RFP Respondent

Date: \_\_\_\_\_

Reviewer: \_\_\_\_\_

Respondent: \_\_\_\_\_

*Rating = Poor, Fair, Good, Excellent*

Evaluation Criteria	Rating	Comments
<p><b>Disciplines of Team</b></p> <p><i>(comprehensive, experience working together, unique / beneficial relationships)</i></p>		
<p><b>Project Management Office</b></p> <p><i>(location – local or out-of-state, staffing capacity, reputation)</i></p>		
<p><b>History, Size, Depth of Lead Firm</b></p> <p><i>(length of time in business, orientation of clients or projects – change over time, perceived as having a niche, infill vs. suburban experience)</i></p>		
<p><b>Implied Understanding of Vision</b></p> <p><i>(articulated vision and partnership roles)</i></p>		
<p><b>Experience w/ Public-Private Partnerships</b></p> <p><i>(number, infill vs. suburban, project types, complexity of financing)</i></p>		

# RFP Evaluation Form (cont'd):

RFP Respondent

Respondent: \_\_\_\_\_

<p><b>Qualify of Proposed Concept</b></p> <p><i>(consistency with vision and goals expressed in Urban Renewal Plan and RFP documents, complimentary integration)</i></p>		
<p><b>Terms of Proposed Partnership</b></p>		
<p><b>Ability to Expand Tax Base</b></p>		
<p><b>Potential Community Impacts</b></p>		
<p><b>Understanding of Components of a Healthy Downtown</b></p> <p><i>(references to pedestrians, housing, ground floor commercial, realistic objectives)</i></p>		
<p><b>Project Experience</b></p> <p><i>(similarity with RFP goals, infill vs. suburban, public sector role (if any), design quality)</i></p>		
<p><b>Clarity of Roles &amp; Responsibilities</b></p> <p><i>(expectations, description, % of effort)</i></p>		
<p><b>Professional References</b></p> <p><i>(see form)</i></p>		
<p><b>General Impressions</b></p> <p><i>(appearance, contacted Authority prior to submission, expressed desire)</i></p>		