

# EVALUATION & SELECTION PROCESS

City staff will review, on an ongoing basis, all timely submittals to determine whether they are complete and responsive to the requirements of this RFQ. Only submittals that are complete, responsive, and that meet the minimum qualifications will be evaluated and considered.

The City reserves the right to request clarification or additional information from individual respondents, and to request that some or all respondents make presentations to staff, the City Council, community groups and other interested parties.

**The City further reserves the right to enter into exclusive negotiations with one or more proposers during the RFQ period, for all or part of NMI.**

Proposers should not contact any elected official or City staff not already identified by name in this RFQ with regard to any proposal, concept or other issue related to this RFQ.

## Minimum Qualifications:

- A minimum of 5 years experience
- Successful completion of projects of similar size and scope
- Superior credit history and demonstrated ability to finance the project from equity or debt from bona fide financial institutions
- The respondent indicates willingness to enter a cost sharing agreement for infrastructure and other project costs either directly with the City or with the other developers/entities
- The project concept requires no less than ten (10) acres of land or 100,000 square feet of buildings, (smaller divisions may be considered based on a high density of sustainable jobs).

The City intends to select a proposer(s) to enter into exclusive negotiations based on the information contained in the responses to the RFQ, an investigation of the proposer team's financial capability, past projects and performance, interviews with the proposer team (if the City elects to hold such interviews), public input and comment, and other pertinent factors.

Submittals received will be broadly reviewed under the following parameters:

- Will the project, as envisioned, achieve the City's objectives of economic and fiscal benefits?
- What is the likelihood of success of the project concept and how long will it take to achieve success?
- Does the proposer have the financial capacity to undertake the project proposed?
- Has the proposer successfully completed similar projects to that proposed?
- Has the proposer demonstrated the ability to beneficially partner with the public sector in its past projects?

## Evaluation Criteria

Submittals will be evaluated and scored based on the following criteria:

<b>Background &amp; Project History</b>	Respondent’s existing partnerships, legal status, and relationships that would enable the entity to successfully implement the project outlined in the proposal. The city will not assume that a respondent will perform services not specifically detailed in the submitted proposal.	20%
<b>Financial Capabilities</b>	Proposer team has the financial capacity to fund debt and equity for the project and secure financing, insurance and bonding adequate to construct the project	25%
<b>Project Development Concept</b>	alignment with approved land uses, accomplishes the City’s project objectives, creates employment for the City, increases property values, enhances the environmental and provides a positive benefit for the City.	20%
<b>Fiscal Impact</b>	Development concept creates operational cash flow for the City while maximizing development opportunities. No capital expenses and operational subsidies from the City are required or anticipated.	15%
<b>Team Qualifications</b>	Includes education, certifications, references, demonstrated experience and past performance of the proposers and its agents, employees and sub-consultants/contractors in developing a similarly complex project.	20%

## Selection

Submissions will **be reviewed and evaluated on an ongoing basis during the RFQ period**. The City may enter into exclusive negotiations with one or more proposer(s) for all or part of NMI at any time during the RFQ period.

**The City Council will consider selection(s) at a duly noticed public meeting**. The City Council is the sole decision-maker regarding this selection and the City Council reserves the right to reject any or all submittals or to terminate this process at any time.