



**Homeless Supportive Housing Developer Selection
QUALIFICATIONS REVIEW**

Instructions:

PLEASE COMPLETE AND RETURN YOUR SCORES AT THE END OF THE MEETING ON NOVEMBER 10

That attached scoring sheet is for the **EVALUATION AND SELECTION** of a development, property manager, and services provider for homeless supportive housing for families. The Homeless Housing Subcommittee is asked to fill out the attached sheet for each submitted proposal.

As indicated on the scoring sheet, each section of qualifications is assigned a weight that will influence its overall affect on the total score for each team. The subcommittee is asked to rank each section of each proposal on a scale of 1 to 10 with 10 being the highest (see chart below for guidelines). The top two scoring proposers will be considered for recommendation.

RATING GUIDELINE		
Points	Description	Explanation
10 - 9	Excellent	Meets/exceeds requirements and expectations.
8 - 7	Very Good	Above average response. Few if any offsetting weaknesses
6 - 5	Good	Average response. Adequately addresses all criteria and meets all requirements.
4 - 3	Fair	Below average. Minimally addresses all requirements.
2 - 1	Poor	Mostly noncompliant. Serious doubts exist about ability to perform work.
0	Unacceptable	Fails to meet baseline requirements



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Agenda

8:30 – 9:00	Review of scoring criteria
9:00 – 9:45	CommonBond
10:00 – 10:45	Cardinal Capital/Journey Mental Health
11:00 – 11:45	Heartland Housing/YWCA
12:00 – 1:00	Discussion (Closed Session)

Format

10-15 minute overview of the organization and relevant experience working with the target population (40 homeless families)
(projector and screen will be provided)

Staff will ask the following questions:

1. What is your most comparable project to what is proposed and what made it successful?
2. What is the key building design criteria for serving our target population of homeless families?
3. What will be the most challenging aspect of managing the proposed property?
4. What are the key services to increase the likelihood of success in their housing for the target population?

The subcommittee will be allowed to ask follow-up and clarifying questions

		CommonBond	Cardinal Capital/Journey Mental Health	Heartland/YWCA	
RFQ SECTION		RATING (1-10)			Notes
30%	Real Estate Development				<ul style="list-style-type: none"> • Obtaining Section 42 Tax Credits AND working with WHEDA • Working in partnership with city, state, or local governments • Developing multifamily housing of a similar scale AND for a similar target population
30%	Property Management				<ul style="list-style-type: none"> • Managing multiunit buildings AND Section 42 financed housing AND Housing with supportive services
30%	Support Services				<ul style="list-style-type: none"> • Directly providing or partnering to provide services for the target population
20%	Team Capacity				<ul style="list-style-type: none"> • Summary of references and guarantees from staff • City of Madison local purchasing preference

Use the space below to provide any additional comments on each of the proposals. In addition, based on the interview, indicate if there is a mitigating factor not covered by the scoring criteria that warrants additional consideration.

ADDITIONAL COMMENTS
<p>CommonBond</p> <p>Should this proposer be given additional consideration? Y / N Why?</p>
<p>Cardinal Capital/Journey Mental Health</p> <p>Should this proposer be given additional consideration? Y / N Why?</p>
<p>Heartland Housing/YWCA</p> <p>Should this proposer be given additional consideration? Y / N Why?</p>