

Housing Study RFP Scoring Criteria

Firm Name: _____.

Category	Points
Quality of Proposal <ul style="list-style-type: none"> - Completeness and thoroughness in addressing the Scope - Understanding of project criteria <ul style="list-style-type: none"> <i>General Demographic Information</i> <i>Housing Stock Characteristics</i> <i>Trends Impacting Housing Need and Demand</i> <i>Housing Needs Indicator</i> <i>Other Barriers</i> <i>Stakeholder Engagement</i> <i>Public Presentation and Report</i> <p><i>Does their proposal address the overall goal of this study?</i></p>	50
Consultant's Approach to the Project's Scope <ul style="list-style-type: none"> - Approach to the study analysis <i>(Are they suggesting a comprehensive review of existing data?)</i> - Quality and quantity of services to be performed <i>(What is their overall strategy for the process? Any innovative ideas?)</i> 	50
Organization, Personnel, and Experience <ul style="list-style-type: none"> - Qualifications of Personnel <i>(Education, Certification)</i> - Specific experience of firm in conducting housing studies or strongly related activities <i>(Do they provide an extensive resume of their firms past related projects?)</i> - Experience of individual team members on the topic of housing <i>(Have they worked on related activities?)</i> - An interdisciplinary team of bona fide personnel <i>(Team has a range of education, experience, and knowledge)</i> - Previous work done in the La Crosse area <i>(Firm has previously worked within the La Crosse market)</i> 	100
Review and scoring of consulting firm's <u>existing related housing activity</u> and/or previously utilized housing studies <i>(How did they present the content? Was the study both detailed and digestible?)</i>	50
Proposed Project Timeline & Budget <ul style="list-style-type: none"> - Does timeline include benchmarks, deliverables, community and staff engagement? How reasonable/competitive is the overall timeline for completion? - Is the budget reasonable and competitive? 	50
Proposal Total	300