

Evaluation and Selection

Below is the process for evaluating and selecting the successful Respondent.

1. **Selection Committee:** The review and Selection Committee will consist of five members selected by the City Manager's Office.
2. **Evaluation Process:** The Selection Committee will evaluate the short-listed Proposals and measure each Respondent's response against the selection content set forth in this document, resulting in a numerical score for each Response. There are a total of 100 points available in the categories listed. The Selection Committee will use this evaluation criteria as a guide in making their recommendation. Responses shall be rejected if they are not in accord with the RFP, incomplete, or do not meet the objectives of the City. The Selection Committee may send questions to Respondents to seek clarification on portions of their Responses and may conduct interviews of the top Respondents following the initial review. The City may request supplemental information during the selection process. The City will inform all Submitters when the selection process is complete and will provide the results of the selection process.
3. **Recommendation to City Council:** The Selection Committee's recommendation will then be forwarded to the Reno City Council who may, by motion, instruct staff to prepare a draft development/sale or lease agreement, reject the recommendation, or suggest different terms. The City reserves the right to conclude the selection process if it finds that none of the packages meet the City's expectations or Council desires to explore other opportunities for the site.
4. **Negotiate a Development/Sale or Lease Agreement:** Once a Response is accepted, staff will enter into negotiations for an Economic Development/Sale or Lease Agreement where the City agrees to sell or lease the Property and the Purchaser agrees to construct and operate the Economic Development Project with the possibility that the property would revert to the City if the project is not built within a specified time period. The City Council must approve the Economic Development/Sale or Lease Agreement. Any loan or grant of city funds may also require City Council approval.

Scoring:

Criteria	Maximum Points	Score
1. Consistency with the Stated Project Goals <ul style="list-style-type: none"> a. Address Affordable and Workforce Housing b. Increase Housing Density c. Placemaking and Quality of Life d. Sustainability e. An Attractive and Vibrant Downtown 	20	
2. Team Experience <ul style="list-style-type: none"> a. Past performance and overall experience of individuals or project team on similar projects. 	15	
3. Design <ul style="list-style-type: none"> a. Design is appropriate for location. b. Project incorporates sustainable design features. c. Demand for parking is adequately addressed and opportunities to reduce parking onsite. d. Amenities and Landscaping. e. Design addresses site constraints. 	15	
4. Financial Structure <ul style="list-style-type: none"> a. Market Demand and pro-forma assumptions are documented and justified. b. Project budget is realistic and supported by evidence. c. Pro-Forma is realistic and achievable. d. City funding assistance leveraged with other funding sources. e. Evaluation of the proposed offer price. f. Structure provides a return to the city, if possible. 	25	
5. Financial Capacity <ul style="list-style-type: none"> a. Demonstrates adequate financial capacity to develop the proposed project with financing references. b. Demonstrates adequate financial risk in the project. 	20	
6. Timeline <ul style="list-style-type: none"> a. Evaluation of the achievability of the proposers time schedule and the ability to complete the project satisfactorily in a timely manner. 	5	
Total Points	100	