

VI. Evaluation Process and Evaluation Factors

The proposal evaluation process is designed to award the contract, not necessarily to the Respondent(s) of least cost, but rather to the Respondent(s) whose proposal represents the best overall value as determined by an evaluation of the best technical score (a combination of qualifications and experience) and price/costs. Evaluations are based upon the evaluation factors and weights specifically established within this RFP.

Respondent(s) must provide all information outlined in the Evaluation Factors (as defined below) for the Respondent's proposal to be considered responsive. The quality of answers rather than length of responses to this RFP is important.

After evaluations, the Evaluation Committee will determine a competitive range. The competitive range includes the proposals that have a reasonable chance of being selected for award considering all aspects of the RFP. HACM will negotiate with the Respondent(s) who fall within the competitive range. If required, only those Respondents within the competitive range may be selected for an oral presentation and/or interview.

The presentation/interview process will be arranged to assist the evaluation committee in differentiating those Respondents within the competitive range. Points may be added or deducted from the Respondent's preliminary score as deemed necessary by the evaluation committee. HACM reserves the right to negotiate the final scope of services, price, schedule and any and all aspects of this solicitation with all Respondents in the competitive range.

Once negotiations are complete, HACM may establish a date and time for the submission of best and final offers. If a Respondent does not submit a notice of withdrawal of its offer, or a best and final offer, the Respondent's immediate previous offer shall be construed as its best and final offer. The best and final offers shall be evaluated in essentially the same manner as the initial offers unless otherwise specified.

HACM may award Contract pursuant to the outcome of the application of the Evaluation Criteria contained in this RFP. Award shall be to Responsible and Responsive Respondent whose proposal is in the best interest of HACM. Award shall be subject to the formal approval of HACM's Board of Commissioners. Award may also be subject to approval by HUD. No award may be made to a Respondent whose firm or principals appear on the list of businesses ineligible to receive awards from HACM, the City of Milwaukee or the U.S. Federal government.

HACM reserves the right to reject any and all proposals and reserves the right to secure services solicited by this RFP by means of a non-competitive procurement in accordance with 2 CFR Part 200.320 (f)(4).

The maximum points that shall be awarded for each of the Evaluation Factors are detailed and described below.

Evaluation Factor	Items		Points
A	Team Expertise / Firm Experience [see Section V (3)]	Required	25 Points
B	HCV Management Plan [See Section V (4)]	Required	50 Points
C	Past Performance [See Section V (5)]	Required	25 Points
D	Cost [see Section V (6)]	Required	EVALUATED NOT SCORED
	Maximum Point Value		100 Points

The establishment, application, interpretation and scoring of the above Evaluation Factors (Questions) shall be solely within the discretion of HACM. HACM reserves the right to determine the suitability of proposals on the basis of all of these factors.

DESCRIPTIONS OF EVALUATION FACTORS

The maximum points that shall be awarded for each of the Evaluation Factors are detailed and described below.

Evaluation Factor A (Team Expertise)

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25 Points

The selected firm will demonstrate a strong subject matter expertise regarding laws, rules and regulations governing the operation, administration, regulatory compliance and the methods and means of