



PART 2 – Evaluation Methodology

PURPOSE

The purpose of the Evaluation Methodology is to formalize a competitive and transparent approach to inform the disposition of City-owned land under the guidance of the Non-Market Housing Land Disposition Policy. The completion and tendering of requested information in no way obligates an applicant to purchase City-owned land and it is not in any way binding upon The City to sell City-owned land. Results derived through implementation of the Evaluation Methodology are for information purposes only.

To be considered, an application must be complete and submitted in accordance with **Application Submission Instructions**. Incomplete applications will not be evaluated. At the discretion of The City, applicants may be asked to clarify application material prior to and during the evaluation process.

EVALUATION FRAMEWORK

The evaluation process will entail a review of criteria related to Strength of Applicant and Strength of Project and an assignment of weighted scoring frameworks. A total combined minimum score of 65/100 is required for an application to be considered viable and feasible. Should an application fail to achieve a total combined minimum score of 65/100, The City of Calgary reserves the right to withhold the selection of a Purchaser.

1. Strength of Applicant

Each of the following criteria submitted pursuant to **PART 1 – Purchaser Application Form** will be considered by an Evaluation Committee and awarded a score based on the depth and detail of information. Applicants who demonstrate a high degree of competence, experience, and reliability will be scored higher.

- Indigenous Non-Market Housing Experience
- Project Team
- Organizational Financial Health

Strength of Applicant scoring will be calculated in accordance with the weighted framework below.

STRENGTH OF APPLICANT	WEIGHTING (%)
Indigenous Non-Market Housing Experience	15
Project Team	10
Organizational Financial Health	15

A. Indigenous Non-Market Housing Experience

SCORE	DESCRIPTION
1.00	Demonstrates significant experience in Indigenous Non-Market Housing.
0.75	Demonstrates strong amount of experience in Indigenous Non-Market Housing
0.50	Demonstrates some amount of experience in Indigenous Non-Market Housing
0.25	Demonstrates very little amount of experience in Indigenous Non-Market Housing
0.00	Does not show any experience in Indigenous Non-Market Housing

B. Project Team

SCORE	DESCRIPTION
1.00	Has a very strong project team. Excellent probability of success.
0.75	Has a somewhat strong project team. High probability of success.
0.50	Project team has a higher number of experienced team members. Good probability of success.
0.25	Project team has a balanced number of experienced and inexperienced team members. Fair probability of success.
0.00	Project team has little to no expertise and experience. Low probability of success.

C. Organizational Financial Health

SCORE	DESCRIPTION
1.00	Clearly meets and exceeds objectives. Excellent probability of success.
0.75	Somewhat exceeds objectives. High probability of success.
0.50	Meets objectives. Good probability of success.
0.25	Somewhat meets objectives. Fair probability of success.
0.00	Does not meet most objectives. Low probability of success.

2. Strength of Project

Each of the following project specific criteria will be awarded a score based on declared levels of commitment made by each Applicant. Deeper commitments will yield a higher score.

- Affordability
- Financial Capacity
- Administrative Capacity
- Support Service for Indigenous Residents

Strength of Project scoring will be calculated in accordance with the weighted framework below.

STRENGTH OF PROJECT	WEIGHTING (%)
Affordability	15
Financial Capacity	15
Administrative Capacity	15
Support Service for Indigenous Residents	15

Each Applicant is asked to read the following carefully and confirm a level of project commitment by indicating a ☒ on the appropriate response.

D. Affordability (choose one)

☐ Rental

What is the average aggregate monthly rent for the project as a percentage of CMHC Median Market Rent (MMR) for the City of Calgary? The MMR for the City of Calgary is (Oct/24 CMHC): • bachelor = \$1300/month • 1 bedroom = \$1560/month • 2 bedroom = \$1848/month • 3 bedroom = \$1939/month	Score
- 40% - < 50% of MMR	1.00
- 26% - < 39% of MMR	0.75
- 11% - < 25% of MMR	0.50
- 1% - < 10% of MMR	0.25
- Minimum Criteria (at MMR)	0.00

☐ Ownership

What is the average annual housing cost (including mortgage, interest, taxes, utilities, condo fees and homeowner's insurance) as a percentage of household income?	Score
- less than 20% of annual household income	1.00
- 20%-23%	0.75
- 24%-27%	0.50
- 28%-29%	0.25
- more than 29% of annual household income	0.00

E. Financial Capacity

What percentage of overall costs are secured in place and readily available to allocate to the development?	Score
- Applicant has demonstrated that at least 30% or more funding has been secured to execute the project and has shown strong plans to secure the remainder.	1.00
- Applicant has demonstrated that at least 10% - 29% funding has been secured to execute the project and has shown strong plans to secure the remainder. Applicant has also identified contingency plans in case funding falls through (e.g. loans, charitable contribution, etc)	0.67
- Applicant has demonstrated that 9% or less in funding has been secured but has clear plans to secure the remainder. Applicant has also identified contingency plans in case funding falls through (e.g. loans, charitable contribution, etc)	0.33
- Applicant has not demonstrated any plans to secure funding	0.00

F. Administrative Capacity

Does Appendix "A" Facility Proforma reveal a positive net operating income?	Score
- Yes	1.00
- No. The Applicant has adequately demonstrated how shortfalls will be accommodated.	0.67
- No. The Applicant has somewhat demonstrated how shortfalls will be accommodated,	0.33
- No. The Applicant has not demonstrated how shortfalls will be accommodated.	0.00

G. Accessibility

City Council's Advisory Committee on Accessibility supports integrating universal design into new developments and projects so that environments are useable, functional and accessible to everyone. An inclusive society is one in which every citizen is welcome to participate in all aspects of everyday life in the community. To be inclusive, the built environment must be accessible to all citizens.

Given Council's support, and the demonstrated need for housing that is accessible, minimum accessibility criteria are required for all proposed projects, including:

- Access to the building from the exterior by a barrier-free path of travel
- Movement throughout the interior of the building by a barrier-free path of travel.
- All common areas within and on the property shall be barrier-free.
- A minimum of 10 per cent of the units must be accessible (as defined by the Safety Codes Council of Alberta) for new construction.

A letter from the project Prime Consultant must be provided confirming the level of accessibility to be achieved for the proposed project.

Will the project meet the minimum acceptable accessibility standards?

- ☐ Yes
☐ No

H. Energy Efficiency and GHG Emissions Reductions

Projects are expected to achieve Tier 2 or higher of the National Energy Code of Canada for Buildings ("NECB") 2020 edition or Tier 3 or higher of the National Building Code ("NBC") 2023 AE Edition (as applicable).

A letter from the project Prime Consultant must be provided confirming the level of energy efficiency to be achieved for the proposed project.

Will the project meet the minimum acceptable energy efficiency standards?

- ☐ Yes
☐ No

I. Support Service for Indigenous Residents

Criteria: Is there a clear plan in place to provide supports and services to Indigenous residents onsite, and does the applicant explain how these supports and services will meet the needs of Indigenous residents?	Score
- Yes, fully meets or exceeds criteria	1.00

- Yes, mostly meets criteria	0.75
- Yes, somewhat meets criteria	0.50
- No clear plan to provide supports and services onsite	0.00

TABULATED SCORING RESULTS

Tabulated scoring results **will be completed by The City of Calgary**. It will consolidate all weighted scores arising from the review of all submitted Strength of Applicant materials and all Strength of Project commitments.

STRENGTH OF APPLICANT	WEIGHTING (%) (A)	SCORE (B)	RESULT (A x B = C)
Indigenous Non-Market Housing Experience	15		
Project Team	10		
Organizational Financial Health	15		
Subtotal (C)	40		
<u>STRENGTH OF PROJECT</u>	WEIGHTING (%) (D)	SCORE (E)	RESULT (D x E = F)
Affordability	15		
Financial Capacity	15		
Administrative Capacity	15		
Support Service for Indigenous Residents	15		
Subtotal (F)	60		
TOTAL (C + F)	100		