

Scoring Rubric

Section 1 - Qualifications of Firm

1.1 CDBG-DR Experience – 10 pts

Evaluates demonstrated prime contractor experience in CDBG-DR funded residential programs, including calendar-year participation, unit counts, and award types.

Consider:

- Number of distinct CDBG-DR programs (calendar years)
- Total homes completed (rehab, recon, MHU)
- Prime contractor role
- Documented outcomes (cycle times, compliance performance)

Scoring:

- Up to 10 pts: Extensive CDBG-DR experience (3+ programs), >150 homes, documented outcomes (build time, quality, compliance, multi-year participation).
- Up to 7 pts: Moderate CDBG-DR experience (1–2 programs), 50–150 homes, adequate outcomes.
- Up to 4 pts: Minimal CDBG-DR experience (<1 full program or <50 homes).
- 0 pts: No relevant CDBG-DR experience.

1.2 Organizational Strength & Capacity – 10 pts

Evaluates firm's ability to scale, manage, and staff a large scattered-site program.

Consider:

- Corporate structure and ownership transparency
- Local field offices and Florida presence
- Total employee count and field staffing
- Demonstrated surge capacity
- Ability to manage concurrent assignments
- Firm is financially solvent

Scoring:

- Up to 10 pts: Clear operational capability with strong local presence and demonstrated surge capacity.
- Up to 7 pts: Sufficient capability with moderate local presence.
- Up to 4 pts: Limited capacity evidence or unclear local staffing plan.
- 0 pts: Insufficient capacity.

1.3 Past Performance & References – 10 pts [Reference RFP Reference Response Document]

Evaluates performance on similar programs including:

- Timeliness and production
- Quality of work
- Davis-Bacon and environmental compliance (LBP/ACM)
- History of involuntary terminations or defaults
- Reference quality

Scoring:

- Up to 10 pts: All references exemplary, no adverse actions.
- Up to 7 pts: Good performance with minor issues resolved.
- Up to 4 pts: Mixed reference responses, slow schedules, or repeat issues.
- 0 pts: Poor references or unresolved adverse history.

Section 2 - Qualifications of Staff

2.1 Project Manager Qualifications – 8 pts

Evaluates:

- PM experience in CDBG-DR residential programs
- Scattered-site housing management
- Reconstruction oversight
- Local presence in Dallas County response area

Scoring:

- Up to 8 pts: PM has 5+ years DR experience & strong production record.
- Up to 5 pts: PM has 3–5 years relevant experience.
- Up to 3 pts: PM minimally meets requirements.
- 0 pts: PM does not meet minimums.

2.2 Superintendent & Key Personnel – 8 pts

- Superintendent experience and coverage
- Demonstrated $\leq 8:1$ jobsite-to-superintendent ratio
- Dedicated roles for:
 - o Permitting/Preconstruction
 - o Warranty
 - o Homeowner Liaisons / Customer Service

Scoring:

- Up to 8 pts: Fully staffed; Highly qualified team with CDBG-DR background.
- Up to 5 pts: Qualified team with some disaster-related experience.
- Up to 3 pts: Minimal demonstrated experience.
- 0 pts: Team qualifications insufficient.

2.3 Safety Record & EMR – 4 pts

- Insurance-verified EMR (last 5 years)
- Dedicated safety manager
- Written safety program

Scoring:

- Up to 4 pts: EMR consistently <1.0 and strong safety program.
- Up to 3 pts: EMR around 1.0 with adequate safety program.
- Up to 2 pt: EMR slightly above 1.0 or limited documentation.
- 0 pts: EMR indicates significant safety risk.

Section 3 - Technical Approach

3.1 Rehab Approach – 7 pts

Evaluates ability to execute:

- Tier II ERR compliance
- LBP/ACM abatement
- Standard-grade replacement requirements
- 30/60/90-day rehab schedule adherence

Assesses: Detailed approach to the management of resources for this, including compliance with Program Guidelines, Alabama Building Codes, Municipal Building Codes, applicable federal regulations, and local and/or regional codes and/or land use regulations will be ensured

Scoring:

- Up to 7 pts: Highly detailed work plan tailored to program rules.
- Up to 5 pts: Sufficient detail with minor gaps.
- Up to 3 pts: High-level narrative only.
- 0 pts: Insufficient or generic response.

3.2 Reconstruction Approach – 7 pts

Evaluates:

- Ability to build to standardized 2-, 3- bedroom plans
- Floodplain & Elevation requirements
- Site prep, demolition, surveying, utility coordination
- 120-day schedule adherence

Assesses: Detailed approach to the management of resources for this, including compliance with Program Guidelines, Alabama Building Codes, Municipal Building Codes, applicable federal regulations, and local and/or regional codes and/or land use regulations will be ensured

Scoring:

- Up to 7 pts: Detailed, realistic, fully compliant plan.
- Up to 5 pts: Generally adequate plan.
- Up to 3 pts: Limited detail or unclear sequencing.
- 0 pts: Non-responsive.

3.3 MHU Replacement Approach – 3 pts (up to 17 pts for MHU only contractors - no points provided to Rehab or Recon Approach)

Evaluates:

- Sourcing HUD-certified Wind Zone 3 units
- Demolition & pad preparation
- Tie-down, utility hookups, title work
- 60-day schedule compliance

Assesses: Detailed approach to the management of resources for this, including compliance with Program Guidelines, Alabama Building Codes, Municipal Building Codes, applicable federal regulations, and local and/or regional codes and/or land use regulations will be ensured

Scoring:

- Up to 3 pts: Fully detailed and compliant.
- Up to 2 pts: Mostly compliant with minor gaps.
- Up to 1 pt: Limited detail.
- 0 pts: Not addressed.

3.4 Homeowner Communication & Customer Service – 2 pts

Assesses ability to:

- Coordinate pre-construction meetings
- Document twice-weekly contact in Canopy™
- Maintain informed customer service

Evaluates: Detailed approach to the management of resources for this

Scoring:

- Up to 2 pts: Strong methods and tracking system.
- Up to 1 pt: Adequate approach.
- Up to 0.5 pts: Minimal description.
- 0 pts: Not addressed.

3.5 Warranty & Closeout – 1 pts

Evaluates:

- One-year workmanship and 10-year structural warranty process
- Closeout documentation management

Assesses: Detailed approach to the management of resources for this

Scoring:

- Up to 1 pt: Complete and well-defined process.
- Up to 0.5 pts: General commitment but limited detail.
- 0 pts: Not addressed.

Reviewer Evaluation Notes	Score
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