

## RESOURCE I

# Checklist of Evaluation Criteria to Evaluate Proposals

Projects of interest to the private sector are often more complex and carry greater financial and operating risk than projects involving most community organizations. It is therefore important that proponent proposals are thoroughly vetted to determine if the relationship is acceptable to the municipality.

The following criteria have been utilized by several municipalities to analyze proposed relationships with private enterprises:

- Confirmation of legal authority to undertake the proposal;
- Clear community benefit and/or economic impact spin-offs for the municipality;
- Inherent value in the proposal that would provide the municipality with enhanced levels of service;
- Proponent is capable of demonstrating operating and technical qualifications and financial ability commensurate with the nature and scope of the project;
- Project is clear of any environmental concerns;
- Proposal includes a risk analysis (financial, continuity of service, public relations, liability, etc.) that is acceptable to the municipality; and
- Proposal includes a benefit analysis for both the municipality and the proponent that is acceptable to the municipality.

