

**RFP NUMBER 3606Z1**  
**Statewide Transit Software System**  
**Opening Date: Wednesday, May 18, 2011, 2:00 p.m. CST**

**Evaluation Criteria**

**Mandatory Requirements**

The proposals will first be examined to determine if all mandatory requirements listed below have been addressed to warrant further evaluation. Proposals not meeting mandatory requirements will be excluded from further evaluation. The mandatory requirement items are as follows:

1. signed Request for Proposal for Contractual Services form;
2. Executive Summary;
3. Corporate Overview;
4. Technical Approach;
5. Cost Proposal; and
6. Addendum to RFP3606Z1 Federal Clauses

**Evaluation Criteria**

All responses to this Request for Proposal, which fulfill all mandatory requirements, will be evaluated. Each category will have a maximum possible point potential. Areas that will be addressed and scored during the evaluation include:

Evaluation Criteria	Possible Points
Part 1 — Executive Summary	20
Part 2 — Corporate Overview	580
Part 3 — Technical Approach	1105
Part 4 — Cost Proposal Points	40
Total Points without Oral Interviews	1745
Oral Interviews, (if required)	600
Total Points with Oral Interviews	2345

**Part 4 – Cost Proposal Points**

Cost points should be calculated as follows:

1. Establish lowest cost submitted – lowest cost submitted receives the maximum points.
2. To assign points to all others, the following formula should be followed:

**Lowest Cost Submitted ÷ Cost Submitted x Maximum Possible Cost Points =  
Cost Points to Award (see samples below)**

Formula	Sample	Sample	Sample
Lowest Cost Submitted	\$100,000	\$100,000	\$100,000
÷ Cost Submitted	\$100,000	\$200,000	\$150,000
x Maximum Possible Cost Points	40	40	40
= Points To Award	40	20	26.7