

RFP NUMBER 4188Z1

Department of Health and Human Services

Medicaid Managed Care Enrollment Broker Services

Opening Date: February 5, 2013; 2:00 PM Central Time

Evaluation Criteria

MANDATORY REQUIREMENTS

The proposals will first be examined by State Purchasing 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:

- The signed, in ink, Request for Proposal for Contractual Services form;
- Executive Summary
- Corporate Overview
- Scope of Work

EVALUATION CRITERIA

All responses to this Request for Proposal, which fulfil 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	10
Part 2 - Corporate Overview	25
Part 3 - Scope of Work	64
Part 4 - Cost Proposal	70
Total Points without Oral Interviews	169
Oral Interviews, (if required)	30
Total Points with Oral Interviews	199

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	70	70	70
=	Points To Award	70	35	46.7

