

RFP NUMBER 68509 03
Web-based/Mobile Software Application for
Health Navigation Registry
Opening Date: July 8, 2013 10:00am 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; and
5. Cost Proposal.

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	100
Part 2 — Corporate Overview	175
Part 3 — Technical Approach	575
Part 4 — Cost Proposal Points	850
Total Points without Oral Interviews	1700
Oral Interviews, (if required)	0
Total Points with Oral Interviews	1700

Part 4 – Cost Proposal Points (50%)

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:

$\text{Lowest Cost Submitted} \div \text{Cost Submitted} \times \text{Maximum Possible Cost Points} =$
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	850	850	850
=	Points To Award	850	425	566