

# EVALUATION CRITERIA

**RFP NUMBER RFP 114045 O3, for the purpose of selecting qualified Nebraska non-profit entities to provide services necessary to carry out the grant functions of the InternNE grant program**

**Opening Date: December 21, 2022, 2:00 PM**

**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. Request for Proposal For Contractual Services form, signed manually in ink or by DocuSign;
2. Corporate Overview;
3. Technical Approach; and
4. 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 — Corporate Overview/Strategic and Tactical Plan	175
Part 2 — Technical Approach	170
Part 3 — Cost Proposal Points	140
Total Points without Oral Interviews	485
Oral Interviews, (if required)	25
Total Points with Oral Interviews	510

**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	140	140	140
= Points To Award	140	70	93.3

