

EVALUATION CRITERIA

RFP NUMBER 5914 Z1, Credential and Testing Solution (CATS) Opening Date: October 25, 2018 at 2:00 pm Central Time

REQUEST FOR PROPOSAL/PROPOSAL REQUIREMENTS

The proposals will first be examined to determine if all requirements listed below have been addressed and whether further evaluation is warranted. Proposals not meeting the requirements may be rejected as non-responsive. The requirements are:

1. Original Request for Proposal for Contractual Services form signed using an indelible method;
2. Clarity and responsiveness of the proposal;
3. Completed Section II thorough IV;
4. Completed Corporate Overview (Appendix A: Bidder Response)
5. Completed Technical Approach (Appendix A: Bidder Response)
6. Completed State Cost Proposal
7. Submission of 48 credential samples.

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
Corporate Overview	2,205
Technical Approach	43,575
Credential Samples	1,579
Cost Proposal Points	15,786
Total Points without Oral Interviews	63,145
Oral Interviews, (if required)	15,786
Total Points with Oral Interviews	78,931

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:

$$\text{Lowest Cost Submitted} \div \text{Cost Submitted} \times \text{Maximum Possible Cost Points} = \text{Cost Points to Award (see samples below)}$$

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	15786	15786	15786
= Points To Award	15786	7893	10524