

EVALUATION CRITERIA

RFP NUMBER 6056 Z1 Aging Information System Software Solution Opening Date: May 1, 2019

Requirements

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

1. Request for Proposal For Contractual Services form, signed in ink;
2. Corporate Overview;
3. Completed Sections II through VI;
4. Completed Business Requirements; Attachment B;
5. Completed Technical Requirements; Attachment D;
6. Technical Approach; and
7. Completed State Cost Proposal Attachment A

Evaluation Criteria

All responses to this Request for Proposal, which fulfill all 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	600
Part 2 — Technical Approach	1500
Part 3 — Cost Proposal Points	900
Total Points without Oral Interviews	3000
Oral Interviews, (if required)	500
Total Points with Oral Interviews	3500

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