

# EVALUATION CRITERIA

## REVISION ONE

### RFP NUMBER 6098 Z1 Consulting Services

Opening Date: June 27, 2019 at 2:00 PM CT

#### Request for Proposal Requirements

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

1. Request for Proposal For Contractual Services form, signed in ink;
2. Corporate Overview;
3. Completed Sections II through IV;
4. Technical Approach: (a.) Understanding of the project requirements; Section V.C, (b.) Bidder Requirements: Section V.D.1-15; and
5. State Cost Proposal.

#### Evaluation Criteria

All responses to this Request for Proposal, which fulfill all proposal 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	400
Part 2 — Technical Approach	910
Part 3 — Cost Proposal Points	350
Total Points without Oral Interviews	1660
Oral Interviews, (if required)	300
Total Points with Oral Interviews	1960

#### 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	40	40	40
=	Points To Award	40	20	26.7