

# EVALUATION CRITERIA

## RFP NUMBER 6102 Z1, Administrative Support Services for the State of Nebraska Employee Health Care Benefits Plans Opening Date: August 08, 2019 at 2:00 P.M. 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 Corporate Overview (Attachment A Bidder Questionnaire);
4. Completed Sections II through VI;
5. Completed Technical Approach (Attachment A Bidder Questionnaire); and
6. Completed State Cost Proposal Template.

### 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
Corporate Overview	2,300
Technical Approach	8,720
Cost Proposal Points	3,706
Total Points without Oral Interviews	14,726
Oral Interviews, (if required)	2,594
Total Points with Oral Interviews	17,320

### Cost Proposal Points

Cost points should be calculated as follows:

1. The highest savings submitted receives the maximum points.
2. To assign points to all others, the following formula should be followed:  
**Savings Submitted ÷ Highest Savings Submitted x Maximum Possible Cost Points = Cost Points to Award (see samples below)**

Formula	Sample	Sample	Sample
Savings Submitted	\$100,000	\$200,000	\$150,000
÷ Highest Savings Submitted	\$200,000	\$200,000	\$200,000
x Maximum Possible Cost Points	40	40	40
= Points To Award	20	40	30