

EVALUATION CRITERIA

RFP NUMBER 6126 Z1, Foster and Adoptive Parent Home Study Services Opening Date: September 18, 2019 at 2:00 pm. CST

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;
4. Completed Sections II through VI;
5. Adoptive and Foster Care Home Study Guidebooks and templates;
6. Copy of Nebraska Child Placing Agency License;
7. Copy of Accreditation;
8. Completed, Bidder Requirements; and
9. Completed State Cost Proposal Template

Evaluation Criteria

All responses to this Request for Proposal, which fulfill all RFP 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	75
Bidder Requirements	250
Cost Proposal Points	300
Total Points without Oral Interviews	625
Oral Interviews, (if required)	200
Total Points with Oral Interviews	825

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