

# EVALUATION CRITERIA

## RFP NUMBER 6264 Z1 Option B - NGCS

**Opening Date: June 3, 2020**

### 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 IV;
5. Attachment C - Technical Requirements Option B
6. Proposed high-level project plan
7. Schedule for the lifecycle of this project; and
8. 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
Part 1 — Corporate Overview	400
Part 2 — Technical Approach	2620
Part 3 — Cost Proposal Points	450
Total Points without Oral Interviews	3470
Oral Interviews, (if required)	820
Total Points with Oral Interviews	4290

### 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