EVALUATION CRITERIA – REVISION ONE

RFP NUMBER 6317 Z1 - QIO Entity
Opening Date: July 30, 2020

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. Request for Proposal For Contractual Services form, signed in ink;
2. Completed Sections II through IV;
3. Technical Approach;
   a. Title Page and Table of Contents;
   b. Minimum Qualifications Documentation;
   c. Scope of Work Requirements;
   d. QIDS Technical Requirements Traceability Matrix;
4. Corporate Overview; and
5. Cost Proposal.

Evaluation Criteria

All responses to this Request for Proposal, which fulfill all mandatory 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 3.c: Scope of Work Requirements	1050
Part 3.d: QIDS Technical Requirements Traceability Matrix	575
Part 4: Corporate Overview	315
Part 5: Cost Proposal Points	900
Total Points without Oral Interviews	2840
Oral Interviews, (if required)	300
Total Points with Oral Interviews	3140

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