

EVALUATION CRITERIA

RFP NUMBER 6677 Z1, Centralized Alcohol Management Project Opening Date: April 25, 2022, 2:00 pm Central

EVALUATION OF PROPOSALS

1. All proposals that are responsive to the solicitation will be evaluated. Each evaluation category will have a maximum point potential. The State will conduct a fair, impartial, and comprehensive evaluation of all proposals in accordance with the criteria set forth below. Areas that will be addressed and scored during the evaluation include:
 - a. Corporate Overview should include but is not limited to:
 - i. the ability, capacity, and skill of the Bidder to deliver and implement the system or project that meets the requirements of the solicitation;
 - ii. the character, integrity, reputation, judgment, experience, and efficiency of the Bidder;
 - iii. whether the Bidder can perform the contract within the specified time frame;
 - iv. the quality of vendor performance on prior contracts;
 - v. such other information that may be secured and that has a bearing on the decision to award the contract;
 - b. Technical Approach; and,
 - c. Cost Proposal.
2. To be eligible for consideration of contract award, the Bidder must meet all minimum qualification requirements as outlined in the Solicitation, including requirements stated within any part of this RFP. A proposal must clearly demonstrate that the Bidder meets the following minimum qualifications:
 - a. Bidder must have experience with implementing an alcohol licensing solution in one (1) state minimum of similar size and/or complexity within the last five (5) years.
 - b. Bidder must have experience providing first-line support (technical and functional help/service desk) for an alcohol licensing and regulatory system.
 - c. Bidder Project Manager must have one (1) year of experience implementing the proposed solution and been through at least one (1) full lifecycle deployment with the proposed software solution.

Failure to meet these minimum qualifications shall result in disqualification of the response and the response shall receive no further consideration.

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 1 — Corporate Overview	23
Part 2 — Technical Approach	62
Part 3 — Cost Proposal Points	15
Total Points without Oral Interviews	100
Presentations/demos, (if required)	20
Total Points with Presentations/demos	120

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	15	15	15
=	Points To Award	15	7.5	10