

# EVALUATION CRITERIA

## RFP NUMBER R225-23 Turnkey Vanpool Services Opening Date: August 31, 2023

### Mandatory Requirements

The proposals will first be examined to determine if all mandatory requirements listed below have been addressed to warrant further evaluation. Proposals not meeting mandatory requirements will be excluded from further evaluation. The mandatory requirement items are as follows:

1. Signed Request for Proposal for Contractual Services form;
2. Completed Sections II through IV; and
3. Attachment A Vanpool Requirements Matrix.

### 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	Enterprise Rent-A-Car Company Midwest LLC
Part 1 - Corporate Overview	1950	1798.33
Part 2 - Technical Approach	2400	2255
Part 3 - Additional Requirements	200	200
Part 4 - Cost Proposal	200	200
<b>Total Points without Oral Interviews</b>	<b>4750</b>	<b>4453.33</b>
Oral Interviews, (if required)	500	--
<b>Total Points with Oral Interviews</b>	<b>5250</b>	--

### 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

