

ATTACHMENT 6: PROPOSAL EVALUATION FORM

All proposals will be reviewed for responsiveness and then evaluated using the criteria set out herein.

Offeror Name: _____
Evaluator Name: _____
Date of Review: _____
RFP Number: 2020-0200-4381

EVALUATION CRITERIA AND SCORING

THE TOTAL NUMBER OF POINTS USED TO SCORE THIS PROPOSAL IS 1000

4.04 Prior Experience and Qualifications—15 Percent

Maximum Point Value for this Section - 150 Points

1000 Points x 150 Percent = 150 Points

Proposals will be evaluated against the questions set out below.

1) Has the Offeror explained in detail the information required in Section 4.04 of this RFP?

NOTES:

2) Has the Offeror listed any additional information outside of that required information?

NOTES:

EVALUATOR'S POINT TOTAL FOR 4.04: _____

4.05 Management Plan used for the Project—10 Percent

Maximum Point Value for this Section - 100 Points

1000 Points x 10 Percent = 100 Points

Proposals will be evaluated against the questions set out below.

- 1) How comprehensive is the management plan and does it depict a logical approach to fulfilling the requirements of the RFP?

NOTES:

- 2) How well does the management plan match and achieve the points set out in Section 4.05?

NOTES:

- 3) Does the management plan talk about other points besides the listed minimums?

NOTES:

- 4) Do the timeline and milestones in the management plan interface with the time schedule in the RFP?

NOTES:

EVALUATOR'S POINT TOTAL FOR 4.05: _____

4.06 Phase 1 – Assessment of Current State—12.5 Percent

Maximum Point Value for this Section - 125 Points

1000 Points x 12.5 Percent = 125 Points

Proposals will be evaluated against the questions set out below.

1) How thoroughly has the offeror addressed maturity assessment framework, the voice of the customer, and gaps and observations listed in Section 4.06?

NOTES:

2) Did the offeror thoroughly address any additional activities the firm would perform, or require the State to conduct outside of the minimum response requirements listed in that section?

NOTES:

3) Did the Offeror include a timeline for this assessment Phase of the consolidation?

NOTES:

EVALUATOR'S POINT TOTAL FOR 4.06: _____

4.07 Phase 2 – Plan Development—12.5 Percent

Maximum Point Value for this Section -125 Points

1000 Points x 12.5 Percent = 125 Points

Proposals will be evaluated against the questions set out below.

1) How thoroughly did the Offeror address all the minimum response requirements listed in Section 4.07?

NOTES:

- 2) Did the Offeror cover any additional activities the firm would perform, or require the State to conduct outside of those minimum response requirements?

NOTES:

- 3) Did the Offeror include a timeline for this Phase of the consolidation?

NOTES:

EVALUATOR'S POINT TOTAL FOR 4.07: _____

4.08 Phase 3 – Build and Implementation—20 Percent

Maximum Point Value for this Section -200 Points

1000 Points x 20 Percent = 200 Points

Proposals will be evaluated against the questions set out below.

- 4) How thoroughly did the Offeror address all the minimum response requirements listed in Section 4.08?

NOTES:

- 5) Did the Offeror cover any additional activities the firm would perform, or require the State to conduct outside of the listed minimums?

NOTES:

- 6) Did the Offeror include a timeline for this Phase of the consolidation?

NOTES:

EVALUATOR'S POINT TOTAL FOR 4.08: _____

EVALUATOR'S COMBINED POINT TOTAL FOR ALL EVALUATED SECTIONS: _____

4.09 Contract Cost — 20 Percent

Maximum Point Value for this Section — 200 Points

1000 Points x 20 Percent = 200 Points

Overall, a minimum of 20 percent of the total evaluation points will be assigned to cost. The cost amount used for evaluation may be affected by one or more of the preferences referenced under SECTION 5.

Converting Cost to Points

The lowest cost proposal will receive the maximum number of points allocated to cost. The point allocations for cost on the other proposals will be determined through the method set out in SECTION 5.09.

5.06 Alaska Offeror Preference — 10 Percent

Point Value for this Section — 100 Points

1000 Points x 10 Percent = 100 Points

If an offeror qualifies for the Alaska Bidder Preference, the offeror will receive an Alaska Offeror Preference. The preference will be 10 percent of the total available points. This amount will be added to the overall evaluation score of each Alaskan offeror.