

## ATTACHMENT F: 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:	2522S071
Title	AMHS COMPREHENSIVE EVALUATION

### EVALUATION CRITERIA AND SCORING

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

#### 5.01 Task One: Preliminary Survey and Project Work Plan—5 Percent

Maximum Point Value for this Section - 50 Points

1000 Points x 5 Percent = 50 Points

Proposals will be evaluated against the questions set out below.

- 1) How well has the offeror demonstrated a thorough understanding of the requirement to complete a thorough and comprehensive Preliminary Survey and Project Work Plan?

NOTES: \_\_\_\_\_  
\_\_\_\_\_

- 2) To what extent has the offeror described the methodology and process proposed to complete this requirement?

NOTES: \_\_\_\_\_  
\_\_\_\_\_

- 3) How well has the offeror identified pertinent issues and potential risks related to this task?

NOTES: \_\_\_\_\_  
\_\_\_\_\_

- 4) To what degree has the offeror demonstrated an understanding of the deliverables the state expects it to provide?

NOTES: \_\_\_\_\_  
\_\_\_\_\_

- 5) To what extent has the offeror demonstrated an understanding of the state's time schedule and can meet it?

NOTES: \_\_\_\_\_  
\_\_\_\_\_

EVALUATOR'S POINT TOTAL FOR 5.01: \_\_\_\_\_

**5.02 Task Two: Operational Resiliency and Efficiency Analysis—5 Percent**

**Maximum Point Value for this Section - 50 Points**

**1000 Points x 5 Percent = 50 Points**

**Proposals will be evaluated against the questions set out below.**

1. How well has the offeror demonstrated a thorough understanding of the requirement to complete a thorough and comprehensive Operational Resiliency and Efficiency Analysis?

**NOTES:** \_\_\_\_\_

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2. To what extent has the offeror described the methodology and process proposed to complete this requirement?

**NOTES:** \_\_\_\_\_

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3. How well has the offeror identified pertinent issues and potential risks related to this task?

**NOTES:** \_\_\_\_\_

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4. To what degree has the offeror demonstrated an understanding of the deliverables the state expects it to provide?

**NOTES:** \_\_\_\_\_

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5. To what extent has the offeror demonstrated an understanding of the state's time schedule and can meet it?

**NOTES:** \_\_\_\_\_

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**EVALUATOR'S POINT TOTAL FOR 5.02:** \_\_\_\_\_

**5.03 Task Three: Information Technology Analysis (Data Integrity and Protection)—5 Percent**

**Maximum Point Value for this Section - 50 Points**

**1000 Points x 5 Percent = 50 Points**

**Proposals will be evaluated against the questions set out below.**

1. How well has the offeror demonstrated a thorough understanding of the requirement to complete a thorough and comprehensive Information Technology Analysis?

**NOTES:** \_\_\_\_\_

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2. To what extent has the offeror described the methodology and process proposed to complete this requirement?

NOTES: \_\_\_\_\_  
\_\_\_\_\_

3. How well has the offeror identified pertinent issues and potential risks related to this task?

NOTES: \_\_\_\_\_  
\_\_\_\_\_

4. To what degree has the offeror demonstrated an understanding of the deliverables the state expects it to provide.

NOTES: \_\_\_\_\_  
\_\_\_\_\_

5. To what extent has the offeror demonstrated an understanding of the state's time schedule and can meet it?

NOTES: \_\_\_\_\_  
\_\_\_\_\_

EVALUATOR'S POINT TOTAL FOR 5.03: \_\_\_\_\_

**5.04 Task Four: Fleet Maintenance Evaluation—5 Percent**

**Maximum Point Value for this Section - 50 Points**

**1000 Points x 5 Percent = 50 Points**

**Proposals will be evaluated against the questions set out below.**

1. How well has the offeror demonstrated a thorough understanding of the requirement to complete a thorough and comprehensive Fleet Maintenance Evaluation?

**NOTES:** \_\_\_\_\_

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2. To what extent has the offeror described the methodology and process proposed to complete this requirement?

**NOTES:** \_\_\_\_\_

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3. How well has the offeror identified pertinent issues and potential risks related to this task?

**NOTES:** \_\_\_\_\_

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4. To what degree has the offeror demonstrated an understanding of the deliverables the state expects it to provide.

**NOTES:** \_\_\_\_\_

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5. To what extent has the offeror demonstrated an understanding of the state's time schedule and can meet it?

**NOTES:** \_\_\_\_\_

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**EVALUATOR'S POINT TOTAL FOR 5.04:** \_\_\_\_\_

**5.05 Task Five: Financial Vitality and Resiliency Analysis—5 Percent**

**Maximum Point Value for this Section - 50 Points**

**1000 Points x 5 Percent = 50 Points**

**Proposals will be evaluated against the questions set out below.**

1. How well has the offeror demonstrated a thorough understanding of the requirement to complete a thorough and comprehensive Financial Vitality and Resiliency Analysis?

**NOTES:** \_\_\_\_\_

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2. To what extent has the offeror described the methodology and process proposed to complete this requirement?

**NOTES:** \_\_\_\_\_

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3. How well has the offeror identified pertinent issues and potential risks related to this task?

**NOTES:** \_\_\_\_\_

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4. To what degree has the offeror demonstrated an understanding of the deliverables the state expects it to provide.

**NOTES:** \_\_\_\_\_

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5. To what extent has the offeror demonstrated an understanding of the state's time schedule and can meet it?

**NOTES:** \_\_\_\_\_

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**EVALUATOR'S POINT TOTAL FOR 5.05:** \_\_\_\_\_

**5.06 Task Six and Seven: System Analysis Technical Support and Operational and Planning Support--5 Percent**

**Maximum Point Value for this Section - 50 Points**

**1000 Points x 5 Percent = 50 Points**

**Proposals will be evaluated against the questions set out below.**

1. How well has the offeror demonstrated a thorough understanding of, and the ability to, provide additional staffing to assist with System Analysis Technical Support as requested by the state??

**NOTES:** \_\_\_\_\_

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2. How well has the offeror demonstrated a thorough understanding of, and ability to provide additional staffing to assist with Operational and Planning Support as requested by the state?

**NOTES:** \_\_\_\_\_

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**EVALUATOR'S POINT TOTAL FOR 5.06:** \_\_\_\_\_

**5.07 Experience and Qualifications: 30 Percent**

**Maximum Point Value for this Section - 300 Points**

**1000 Points x 30 Percent = 300 Points**

**Proposals will be evaluated against the questions set out below.**

**1) Questions regarding the Firm and Subcontractor(s) (if used)**

- a) To what extent does the Firm exceed the minimum required experience as defined in Section 1.04?

**NOTES:** \_\_\_\_\_  
\_\_\_\_\_

- b) To what degree has the firm demonstrated experience in completing similar projects?

**NOTES:** \_\_\_\_\_  
\_\_\_\_\_

- c) Has the firm provided letters of reference from previous clients?

**NOTES:** \_\_\_\_\_  
\_\_\_\_\_

- d) If a subcontractor will perform work on the contract, to what extent has the offeror described and provided the information as required under Section 3.17?

**NOTES:** \_\_\_\_\_  
\_\_\_\_\_

**2) Questions regarding the Offered Staff:**

- a) To what extent does the offered Project Manager and staff meet or exceed the minimum prior experience requirements as defined in Section 1.04.

**NOTES:** \_\_\_\_\_  
\_\_\_\_\_

- b) If the offered project manager is not PMP Certified, to what extent is the offered experience pertinent and applicable to this project?

**NOTES:** \_\_\_\_\_  
\_\_\_\_\_

**EVALUATOR'S POINT TOTAL FOR 5.07: \_\_\_\_\_**

SCORING SUMMARY

Section 5.01:	Preliminary Survey and Project Work Plan:	Maximum Score: 50 Points	_____
Section 5.02:	Operational Resiliency and Efficiency Analysis:	Maximum Score: 50 Points	_____
Section 5.03:	Information Technology (Data Integrity and Protection):	Maximum Score: 50 Points	_____
Section 5.04:	Fleet Maintenance Evaluation:	Maximum Score: 50 Points	_____
Section 5.05:	Financial Vitality and Resiliency Analysis:	Maximum Score: 50 Points	_____
Section 5.06:	System Analysis Technical Support and Operational and Planning Support:	Maximum Score: 50 Points	_____
Section 5.07:	Experience and Qualifications:	Maximum Score: 300 Points	_____

EVALUATOR'S COMBINED POINT TOTAL FOR ALL EVALUATED SECTIONS: \_\_\_\_\_