
ATTACHMENT H: 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: _____
IRFP Number: 2522H089
Project Title: INNOVATIVE TECHNOLOGY DEPLOYMENT PLAN / TOP LEVEL DESIGN

EVALUATION CRITERIA AND SCORING

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

SEC. 5.01 UNDERSTANDING OF THE PROJECT (15%)

Maximum point value for this section is 150 Points 1000 Points x 15% = 150 Points

Proposals will be evaluated against the questions set out below:

- 1) How well has the offeror demonstrated a thorough understanding of the purpose and scope of the project?

Notes: _____

- 2) How well has the offeror identified pertinent issues and potential problems related to the project?

Notes: _____

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

Notes: _____

- 4) Has the offeror demonstrated an understanding of the state's time schedule and can meet it?

Notes: _____

Total Points Awarded for Section 5.01: UNDERSTANDING OF THE PROJECT:

SEC. 5.02 METHODOLOGY USED FOR THE PROJECT (10%)

Maximum point value for this section is 10 Points 1000 Points x 10% = 100 Points

Proposals will be evaluated against the questions set out below:

- 1) How comprehensive is the methodology and does it depict a logical approach to fulfilling the requirements of the IRFP?

Notes: _____

- 2) How well does the methodology match and achieve the objectives set out in the IRFP?

Notes: _____

- 3) Does the methodology interface with the time schedule in the IRFP?

Notes: _____

Total Points Awarded for Section 5.02: METHODOLOGY USED FOR THE PROJECT: _____

SEC. 5.03 MANAGEMENT PLAN FOR THE PROJECT (15%)

Maximum point value for this section is 150 Points 1000 Points x 15% = 150 Points

Proposals will be evaluated against the questions set out below:

- 1) How well does the management plan support all of the project requirements and logically lead to the deliverables required in the IRFP?

Notes: _____

- 2) How well is accountability completely and clearly defined?

Notes: _____

- 3) Is the organization of the project team clear?

Notes: _____

- 4) How well does the management plan illustrate the lines of authority and communication?

Notes: _____

- 5) Does it appear that the offeror can meet the schedule set out in the IRFP?

Notes: _____

- 6) Has the offeror gone beyond the minimum tasks necessary to meet the objectives of the IRFP?

Notes: _____

- 7) To what degree is the proposal practical and feasible?

Notes: _____

- 8) To what extent has the offeror identified potential problems and solutions?

Notes: _____

Total Points Awarded for Section 5.03: MANAGEMENT PLAN FOR THE PROJECT: _____

SEC. 5.04 EXPERIENCE AND QUALIFICATIONS (20%)

Maximum point value for this section is 200 Points 1000 Points x 20% = 200 Points

Proposals will be evaluated against the questions set out below:

1) Questions regarding the Offeror:

- a) To what degree does the Offeror meet or exceed the minimum requirement of three years of experience in the past five years (2016 to 2021) as a company engaged in the business of providing support and development for system and software development, integration and maintenance for advanced ITS , networks, Connected Vehicle research, and communications?

Notes: _____

- b) To what extent does the Offeror meet or exceed the minimum requirement of two years of experience in the past five years (2016 to 2021) performing system integration?

Notes: _____

- c) To what degree does the Offeror meet or exceed the minimum requirement of two years' experience in the past five years (2016 to 2021) performing jobs that are similar in size and complexity?

Notes: _____

- d) To what extent does the Offeror demonstration experience working with local, state, or federal entities in the planning, development and implementation of ITS?

Notes: _____

- e) To what extent does the Offeror meet or exceed the requirement of successfully completing at least two FMCSA approved ITD PP/TLD Documents for other State Department of Transportation or other State agencies within the past five years (2016 to 2021)?

Notes: _____

2) Questions regarding the Project Manager:

- a) To what extent does the offered Project Manager meet or exceed the minimum experience requirement of four years of project management experience, within the last ten years (2011 to 2021), in government or the private sector?

Notes: _____

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- b) To what degree does the offered Project Manager meet or exceed the minimum of three years of experience, within the last ten years (2011 to 2021), managing systems architecture and development projects?

Notes: _____

- c) To what degree does the offered Project Manager meet or exceed the minimum of two years of experience with systems analysis and design?

Notes: _____

- d) To what extent does the offered Project Manager meet or exceed the minimum of two years of experience with systems development and implementation?

Notes: _____

- e) To what degree has the Offeror demonstrated the offered Project Manager has successfully completed at least two PP/TLD documents within the past five years (2016 to 2021)?

Notes: _____

3) Questions regarding the Technical Lead:

- a) To what degree does the offered Technical Lead meet or exceed the minimum of four years of experience in systems development, design and programming of automated systems?

Notes: _____

- b) To what extent does the offered Technical Lead meet or exceed the minimum of four years of experience developing systems using a relational database?

Notes: _____

- c) To what degree does the offered Technical Lead meet or exceed the minimum of two years of experience developing Internet applications?

Notes: _____

- d) To what degree does the offered Technical Lead meet or exceed the minimum of two years of experience managing systems architecture and systems development projects?

Notes: _____

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- e) To what degree has the Offeror demonstrated the offered Technical Lead has successfully completed at least two projects within the past five years (2016 to 2021) that involved conducting a pilot implementation and determining the readiness of the system production?

Notes: _____

Total Points Awarded for Section 5.04: EXPERIENCE AND QUALIFICATIONS: _____

SCORING SUMMARY

Section 5.01:	Understanding of the Project	_____
Section 5.02	Methodology for the Project	_____
Section 5.03	Management Plan for the Project	_____
Section 5.04	Experience and Qualifications	_____
Total Technical Score Awarded		_____