



ATTACHMENT C

Child Care Project Manager
RLB#: JFS-IS-10-11
Technical Proposal Score Sheet

PHASE I: Initial Qualifying Criteria

The proposal must meet all of the following Phase I proposal acceptance criteria in order to be considered for further evaluation. Any proposal receiving a "no" response to any of the following qualifying criteria shall be disqualified, and none of its offered candidates will be considered for the project.

Vendor Name: \_\_\_\_\_

Table with 5 columns: ITEM, PROPOSAL ACCEPTANCE CRITERIA, RLB Section Reference, YES, NO. It lists 5 criteria for proposal acceptance.

PHASE II: Criteria for Scoring of Technical Quality

Technical proposals for each qualifying vendor (i.e., those passing all Phase I criteria) and each Report Professional Candidate offered by each qualifying vendor will be collectively scored by a Proposal Review Team (PRT) appointed by ODJFS.

- Does Not Meet Requirement/Expectation -- 0 points
Meets Requirement/Expectation = 2 points
Exceeds Requirement/Expectation = 4 points

Each candidate's total technical quality score will be the sum of the point value for all PHASE II evaluation criteria. The candidates who do not earn a technical score of at least 24 points (a score which represents that the candidate generally "meets" all the evaluation criteria) out of a maximum of 48 points, will be disqualified from further consideration.

Candidate's Name: \_\_\_\_\_

ITEM #	PHASE II EVALUATION CRITERIA	RLB SEC. REF.	weight	Doesn't Meet 0	Meets 2	Exceeds 4
<b>ORGANIZATIONAL EXPERIENCE &amp; CAPABILITIES</b>						
1	Does the Vendor Profile give brief descriptions of, and provide contact information for at least two (2) recent references (within the past three (3) years), for similar work? (Yes = 2 pts., No = 0 pts.)	VII	1			
2	Does the work projects described indicate the general capabilities of the vendor to successfully manage the work described in this RLB?	VII	2			
<b>CANDIDATE REQUIRED QUALIFICATIONS</b>						
3	Does the Vendor provide references for this submitted resource?	V	2			
4	Does the resource show experience in at least three (3) projects of similar size?	V	2			
5	Does the resource have experience in Child Care Acquisitions of similar size?	V	2			
6	Does the resource have experience in Human Services programs and/or systems such as child care, licensing, certification or payment modules?	V	2			
(NOTE: If the vendor or candidate earned a score of "0" for any of the above criteria, the vendor or candidate may <b>be disqualified</b> at this point.)						
<b>CANDIDATE DESIRABLE QUALIFICATIONS</b>						
8	Does the candidate have any previous experience with at least three (3) similar Requirements Definition project? (Yes = 2 pts., No = 0 pts.)	V	1			
9	Does the candidate have a minimum of three (3) years experience with developing Business Requirements within the last ten (10) years ? (Yes = 2 pts., No = 0 pts.)	V	1			
10	Does the candidate demonstrate experience with Change Leadership Analysis? (Yes = 2 pts., No = 0 pts.)	V	1			
<b>Column Subtotal of "Meets" points</b>						
<b>Column Subtotal of "Exceeds" points</b>						
<b>PHASE II TOTAL TECHNICAL SCORE:</b> (The point value earned on each criterion is multiplied by that criterion's weight, and then the sum of all those weighted scores is the Phase II score for the candidate.)						

**Based upon the Phase II Total Technical Score earned, does the vendor's proposal proceed to the Phase III evaluation? (Candidate's Phase II Total Technical Score must be at least 24 points.)**

**Yes \_\_\_\_\_ No \_\_\_\_\_**

(If "No," this candidate is disqualified from any further consideration for this project.)

### **PHASE III: Cost Consideration**

Only individual candidates earning at least twenty-four (24) points in Phase II scoring will be advanced to Phase III review. Costs will then be considered for those candidates by ranking the vendor's hourly rate offered for their candidate's services. The Phase III cost score earned by a vendor will be added to the Phase II scores for each of the qualifying candidates offered by that vendor.

The vendor offering the lowest rate will earn a score of forty (40) points for the Phase III cost score. Vendors offering rates no more than 10% above the lowest rate will earn a score of thirty (30) points; those whose rates are more than 10% above but less than 20% above will earn twenty (20) points; those whose rates more than 20% above but less than 30% above will earn ten (10) points; and those offering rates more than 30% above but less than 40% above will earn only five (5) points. Vendors offering rates in excess of 40% over the lowest rate offered will earn no points in the Phase III cost consideration. The points earned through this process are the vendor's Phase III score.

The final grand total score for each qualified candidate will be the sum of the Phase II Total Technical Score plus the offering vendor's Phase III Cost Score.

ODJFS will select vendors' candidates based on higher final grand total (Phase II plus Phase III) scores. Even if the vendor earning the highest total score could offer all candidates needed for this work, ODJFS may, at its sole discretion for any administrative reasons, offer portions of the work to more than one vendor. However, if selections of multiple vendors' candidates are made, the candidates will be the successively highest scoring individuals.

Caveat: In scoring vendor bids, ODJFS reserves the right to waive minor defects, errors, or omissions in a vendor's submissions if those items do not unreasonably obscure the meaning of the information in the bids. ODJFS further reserves the right to contact vendors to request clarification of any information or materials in the bid packet. Any such communication initiated by ODJFS is not considered a violation of the Communication Prohibition Section of this RLB (Section XIV.).