

ATTACHMENT D

RLB#: R-89-21-8010 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 from consideration**.

ITEM	PROPOSAL ACCEPTANCE CRITERIA	RLB Section Reference	YES	NO
1	Was the vendor’s proposal received by the deadline as specified in the RLB?	II. & V.		
2	Vendor’s proposal includes all required affirmative statements and certifications, signed by the vendor’s responsible representative, as described in Attachment A. to the RFP?	V., X., & Attach. A.		
3	Included in those certifications, the vendor states that it is not excluded from entering into a contract with ODJFS, due to restrictions related to the federal debarment list, unfair labor findings, or R.C. § 9.24.	V., X., & Attach. A.		
4	ODJFS’ review of the Auditor of State website verifies that the vendor is not excluded from contracting with ODJFS by R.C. § 9.24 for an unresolved finding for recovery.	V., X., & Attach. A.		

PHASE II: Criteria for Scoring of Technical Proposal

Qualifying technical proposals will be collectively scored by a Proposal Review Team (PRT) appointed by GOFBCI. For each of the evaluation criteria given in the following score sheet, reviewers will collectively judge whether the technical proposal exceeds, meets, partially meets or does not meet the requirements expressed in the RLB, and assign the appropriate point value, as follows:

0	6	8	10
Does Not Meet Requirement	Partially Meets Requirement	Meets Requirement	Exceeds Requirements

A technical proposal’s total PHASE II score will be the sum of the point value for all the evaluation criteria. The review team will collectively score each individual qualifying proposal. Technical proposals which do not meet or exceed a total score of at least **110** points (a score which represents that it generally “meets” all the evaluation criteria) out of a maximum of **150** points, will be disqualified from further consideration.

ITEM #	EVALUATION CRITERIA	RLB SEC. REF.	Weighting	Doesn’t Meet 0	Partially Meets 6	Meets 8	Exceeds 10
VENDOR QUALIFICATIONS							
Organizational and Key Staff Experience and Capabilities							
1	The vendor has demonstrated that it has a minimum of 5 years of experience in information gathering; formulation of policy recommendations, and report writing regarding economic conditions (preferably in Ohio) and relevant poverty-related information and trends.	V.B. 1.	2				
2	The vendor has provided names and contact information for at least three entities for which it has performed similar large scale projects in the past five years.	V. B. 5.	1				
3	The vendor has identified, by position and by name, those staff it considers key to the project’s success (at minimum, key staff identified must include a project manager)	V. B. 2.	1				

ITEM #	EVALUATION CRITERIA	RLB SEC. REF.	Weighting	Doesn't Meet 0	Partially Meets 6	Meets 8	Exceeds 10
4	The vendor has included resume(s) of key staff expected to work on the project. Proposed Project Manager must have at least a Bachelors Degree in public policy, public affairs, political science, organizational management/social planning, marketing, public relations, communications, business or business management, or in a related area of study.	V. B. 3.	2				
5	The credentials and experience included for the proposed key staff indicate appropriate preparedness to successfully perform the work described in this RLB.	V. B. 3.	2				
6	The vendor has provided adequate, appropriate writing samples (at least 2) which demonstrate to the State that the vendor has experience producing quality work in, at minimum, information gathering, organizing, making analyses and evaluations of data, and writing targeted for a specific, professional audience.	V. B. 4.	2				
7	The writing samples are accompanied by an explanation from the vendor on the overall nature of the work, etc., demonstrating sufficient similarities to the work described in the RLB in order to indicate the likelihood of success.	V. B. 4.	1				
8	The provided writing samples indicate to the State sufficient expertise and quality of work to predict likely success on this project.	V. B. 4.	2				
9	The provided writing samples demonstrate appropriate skills and ability to draft reports similar in scope and purpose to the work described in this RLB.	V. B. 4.	2				
Column Subtotal of "Partially Meets" points							
Column Subtotal of "Meets" points							
Column Subtotal of "Exceeds" points							
GRAND TOTAL SCORE:							