

Attachment 3 – Scoring Rubric Form

In accordance with Administrative Regulation 3.10, Competitive Sealed Proposal(s), awards shall be made to the responsible Offeror whose proposal is determined in writing to be the most advantageous to the City based upon the evaluation criteria. The evaluation criteria are listed below along with the possible points assigned to each. The evaluation criteria sections will be evaluated in the following format:

Criteria 1: Service Methodology	500 Points
Criteria 2: Cost and Fiscal Ability	200 Points
Criteria 3: Organizational Capacity	200 Points
Criteria 4: Implementation Plan	<u>100 Points</u>
TOTAL AVAILABLE POINTS:	1,000 Points

Rating Definitions for Criteria 1, 3 and 4	% of Max Points
Exceeds Expectations = The Offeror's response fully addresses the requirement(s) of the RFP but also provides superior experience, a creative/innovative approach, or an exceptional solution.	100% Points
Above Expectations = The Offeror's response meets all requirement(s) outlined in the RFP but goes beyond what is required in some aspects.	80% Points
Meets Expectations = The response meets the requirement(s) outlined in the RFP.	60% Points
Below Expectations = The response minimally addresses the requirement(s) of the RFP, but one or more major considerations of the requirement(s) is not addressed, or the experience and/or solution is so limited that it results in a low degree of confidence in the response or proposed solution.	40% Points
Unacceptable = The response fails to address the requirement(s) of the RFP or fails to provide any experience related to the requirement(s) of the RFP or elements of the proposal are unacceptable.	0 Points

Rating Definitions for Criteria 2	Max Points
Itemized Service Budget (4.3.1)	100 % points
Budget Narrative (4.3.2)	40% points
Fiscal Ability Questionnaire (4.3.3)	30% points
Financial Statements (4.3.4)	30% points