

ATTACHMENT 12: Proposal Scoring and Evaluation Tools

Stage 3 – Evaluation of Cost Proposal

Work Plan	Proposed Amount within allotted %?	If yes=pass; if no=fail
Deliverable 1 shall not exceed 20% of total proposed cost	Yes / No	Pass / Fail
Deliverable 2 shall not exceed 15% of total proposed cost	Yes / No	Pass / Fail
Deliverable 3 shall not exceed 5% of total proposed cost	Yes / No	Pass / Fail
Deliverable 4 shall not exceed 15% of total proposed cost	Yes / No	Pass / Fail
Deliverable 5 shall not exceed 20% of total proposed costs	Yes / No	Pass / Fail
Deliverable 6 shall not exceed 20% of total proposed costs	Yes / No	Pass / Fail
Deliverable 7 shall not exceed 5% of total proposed costs	Yes / No	Pass / Fail
<p>If any cost allocations for Deliverables 1-7 above “fail”, the final Cost Proposal score noted below should be a zero (0). If all items above “pass”, the scoring calculation described in Section 7 of the RFP should be used to calculate the score.</p>		
Total Bid Amount:	\$	If lowest bid, score = 25. Otherwise, lowest bid / total bid x 25 = final score.
Lowest Bid Amount:	\$	
Final Cost Proposal Score:		

Stages 4 & 5 – Combine Scores for Stage 2 and Stage 3 and Application of Preferences

Component	Possible Point Values	Points Awarded
Part One: Proposer's Experience and Part Two: Project Narrative/Work Plan	124	
Part Three: Cost Points	25	
Total Points Possible	149	
Preference Points for Small Business		
Preference Points for DVBE		
Total Score		