

## Question and Answer for MPACT RFP Records Administrator Contract

- **Please clarify Section 3.25.A.v. which states “The evaluation committee will be scoring the technical and cost criteria blindly. Respondent should submit their technical and cost data so that it can be separate from the pricing and management information. The technical and cost information should not contain the company name or logo or any identifying symbol or slogan. OST staff will review proposals to ensure all names, logos, slogans, etc. are redacted.”**

**Would you please identify exactly which sections, questions and appendices require this format?**

*The following evaluation criteria and questions will be scored blind requiring the information to be separate and without vendor identification.*

### 4.2 EVALUATION CRITERIA

#### 2) Technical – 30% (blind scoring)

##### a) Methodology and Work Statement – 20%

- i) *How well does the proposed scheduling timeline meet the needs of the soliciting agency? - 2.5 points (2.5%)*
- ii) *Does the offeror's proposal use innovative technology and techniques? – 5 points (5%)*
- iii) *How well does the plan for performing required services meet the needs of the agency - 12.5 (12.5%)*

##### b) Work Plan – 5%

- i) *Is the offeror's proposal complete and responsive to the specific RFP requirements? – 5 points (5%)*

##### c) Executive Summary/Understanding of Project – 5%

- i) *Does the offeror's proposal demonstrate a clear understanding of the scope of work and related objectives? – 5 points (5%)*

#### 3) Cost – 10% (blind scoring)

##### a) Assurances of performance – 5%

- i) *If required, are suitable bonds, warranties or guarantees provided? - 2.5 points (2.5%)*
- ii) *Does the proposal or qualification include quality control and assurance programs? - 2.5 points (2.5%)*

##### b) Offeror's financial stability and strength – 5%

- i) *Does the offeror have sufficient financial resources to meet its obligations? – 5 points (5%)*

*OST staff will review RFP responses to ensure all vendor identification is redacted before the evaluation committee review and scoring.*