



Real Estate Development and Management

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ATTACHMENT G – EVALUATION CRITERIA

GENERATOR PREVENTATIVE MAINTENANCE SERVICES

RFP NO.: DMS-20/21-130

THE STATE OF FLORIDA

DEPARTMENT OF MANAGEMENT SERVICES

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OVERVIEW

An evaluation team will be established to review and evaluate Proposals received for this solicitation. For the purposes of evaluation, scoring, and ranking, Proposals are divided into two (2) categories. The following shows the maximum number of points that may be awarded by category.

CATEGORY 1 – TECHNICAL RESPONSE (TAB 3) 70 POINTS

CATEGORY 2 – FINANCIAL RESPONSE (TAB 4) 30 POINTS

Evaluators will use the following criteria to evaluate Proposers' proposals:

CATEGORY 1. TECHNICAL RESPONSE (MAXIMUM 70 POINTS)

Evaluators, based on the Proposers' detailed Proposals, will award points for the following:

1.1 Industry Experience (0 – 20 Points)

The Proposer shall provide a narrative detailing the company's experience and capabilities in providing services consistent with those required in Attachment A – Statement of Work.

1.2 Approach to the Statement of Work (0 – 30 Points)

The Proposer shall provide a narrative describing its approach to accomplish the operational services described in Attachment A – Statement of Work and fulfill the contractual obligations of Attachment B – Draft Contract.

1.3 Project Team (0 – 20 Points)

The Proposer shall provide a listing of each team member and a description of the proposed duties and responsibilities of each identified team member. In addition, the Proposer shall provide a brief resume of each team member that the Proposer will be using to provide the services. Each resume should provide the team member's name, title, licenses and/or certifications, years of experience, and years of service with the Proposer.

Evaluators will consider the following questions when reviewing Technical Responses:

- Has the Proposer demonstrated via the Proposal that it has experience in performing contracts of similar size and scope for Generator Preventative Maintenance Services?
- How well did the Proposer convey the ability to provide these Generator Preventative Maintenance Services?
- Are there any issues or concerns identified regarding Proposer's experience and ability to provide Generator Preventative Maintenance Services?
- How well does the summary of the solution, and the explanation of why it is the best solution for the state, address and meets the goals, needs and expectations of the State?
- How well does the Proposer understand the goals to be achieved via this solicitation?

CATEGORY 2. FINANCIAL RESPONSE (MAXIMUM 30 POINTS)

The Procurement Officer will be responsible for calculating and awarding points for price as follows:

The Proposer with the lowest combined price (Annual Price Total + Renewal Price Total) will receive 30 points. Each additional Proposer will be awarded a percentage of the 30 points relative to the lowest combined price based on their financial response $(\text{Lowest Combined Price} \div \text{Individual Proposer's Combined Price}) \times 30 \text{ points} = \text{Points Awarded}$.