PROPOSAL EVALUATION FORM

University/Consultant Name _________________________________________________________

Name of Reviewer ______________________ Date of Review __________________

THE TOTAL NUMBER OF POINTS USED TO SCORE THIS PROPOSAL IS 100.

Proposals will be evaluated against the questions set out in each section.

SECTION 1: UNDERSTANDING OF THE PROJECT – 25 points

1. How well has the applicant demonstrated a thorough understanding of the purpose and scope of the project?
   EVALUATOR’S NOTES ____________________________________________________________
   __________________________________________________________________________

2. To what degree has the applicant demonstrated an understanding of the deliverables the state expects it to provide?
   EVALUATOR’S NOTES ____________________________________________________________
   __________________________________________________________________________

3. Has the applicant demonstrated an understanding of the Ticketing Aggressive Cars and Trucks (TACT) program?
   EVALUATOR’S NOTES ____________________________________________________________
   __________________________________________________________________________

4. How well has the applicant demonstrated an understanding of the state’s time schedule and ability to meet it?
   EVALUATOR’S NOTES ____________________________________________________________
   __________________________________________________________________________

EVALUATOR’S POINT TOTAL FOR THIS SECTION _____________
PROPOSAL EVALUATION FORM

University/Consultant Name _________________________________________________________

SECTION 2: METHODOLOGY USED FOR THE PROJECT – 30 Points

1. How comprehensive is the methodology and does it depict a logical approach to fulfilling the requirements of the RFP?

EVALUATOR’S NOTES _____________________________________________________________
________________________________________________________________________________

2. How well does the proposed methodology address each of the tasks and deliverables?

EVALUATOR’S NOTES _____________________________________________________________
________________________________________________________________________________

3. How well does the proposed methodology address the applicant’s knowledge of traffic safety issues?

EVALUATOR’S NOTES _____________________________________________________________
________________________________________________________________________________

4. How well does the proposed methodology address meeting the document standards?

EVALUATOR’S NOTES _____________________________________________________________
________________________________________________________________________________

5. How well does the proposed methodology address the ability to conduct the data analysis and identification of commercial vehicle-involved traffic areas as identified in Task #2 and Task #4?

EVALUATOR’S NOTES _____________________________________________________________
________________________________________________________________________________

EVALUATOR’S POINT TOTAL FOR SECTION #2

_____________
University/Consultant Name __________________________________________________________

SECTION 3: PROJECT MANAGEMENT – 20 Points

1. Has the applicant clearly identified the project team members and any sub-consultants(s)?
   EVALUATOR’S NOTES _____________________________________________________________
   ___________________________________________________________________________

2. Has the applicant included the resumes of the project team members who will be working on this project?
   EVALUATOR’S NOTES _____________________________________________________________
   ___________________________________________________________________________

3. Is the organization of the applicant’s project team clear?
   EVALUATOR’S NOTES _____________________________________________________________
   ___________________________________________________________________________

4. To what extent does the applicant have the resources necessary to successfully complete the contract, i.e., software, hardware, etc?
   EVALUATOR’S NOTES _____________________________________________________________
   ___________________________________________________________________________

5. How well does the management plan support all of the project requirements and logically lead to the deliverables required in the RFP?
   EVALUATOR’S NOTES _____________________________________________________________
   ___________________________________________________________________________

   EVALUATOR’S POINT TOTAL FOR SECTION #3 _______________________________________
PROPOSAL EVALUATION FORM

University/Consultant Name _________________________________________________________

SECTION 4: EXPERIENCE AND QUALIFICATIONS – 15 points

1. Does the applicant have experience working with government agencies in developing transportation related plans?
EVALUATOR’S NOTES _____________________________________________________________
________________________________________________________________________________

2. Has the applicant provided examples to demonstrate their report writing abilities?
EVALUATOR’S NOTES _____________________________________________________________
________________________________________________________________________________

3. Are the resumes complete and do they demonstrate backgrounds that would be desirable for individuals engaged in the work the RFP requires?
EVALUATOR’S NOTES _____________________________________________________________
________________________________________________________________________________

EVALUATOR’S POINT TOTAL FOR SECTION #4     ______________

SECTION #5: CONTRACT COST – 10 Points

1. Is the budget complete and detailed?
EVALUATOR’S NOTES _____________________________________________________________
________________________________________________________________________________

2. Are the costs included in the budget directly related to completion of this project?
EVALUATOR’S NOTES _____________________________________________________________
________________________________________________________________________________

EVALUATOR’S POINT TOTAL FOR SECTION #5     ______________

TOTAL EVALUATOR’S POINTS    ______________