

APPENDIX A: Primary & Optional Pricing

Bidder Letter:_____ Rater #:_____

Primary & Optional Pricing

Primary Category	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E	Vendor F	Vendor G
External Audit							
Additional Costs							
Primary Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Separately Priced Options (from sheet with same name)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

APPENDIX A: Separately Priced Options

Bidder Letter:_____ Rater #:_____

Separately Priced Options

#	Description	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E	Vendor F	Vendor G
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
Totals		0.00	0.00	0.00	0.00	0.00	0.00	0.00

APPENDIX A: Document Quality Comparison
Bidder Letter:_____ Rater #:_____

Document Quality Comparison

- 1 The document examination compares the accuracy and content of the RFP response document.
- 2 What percentage of the document did the bidder respond to? (Completeness)
- 3 Are the responses direct and complete? (Accuracy)
- 4 Does the document reflect a high level of understand of the problems? (Knowledge)
 - A. Complexity and completeness of diagrams.
 - B. Level of detail throughout the document.
- 5 Does the document reflect a high level of competency? (Competency)
- 6 How much does the bidder really want our business? (Motivation)

RATE AS FOLLOWS: 5= EXCELLENT, 4=GOOD, 3=FAIR, 2=POOR, 1=INSUFFICIENT, 0=NON-EXISTANT
WEIGHT AS FOLLOWS: 3=VERY IMPORTANT, 2=SOMEWHAT IMPORTANT, 1=NOT IMPORTANT
SCORE = RATE * WEIGHT

Mandatory Categories	Vendor A				Vendor B				Vendor C				Vendor D				Vendor E				Vendor F				Vendor G			
SCORE = RATE * WEIGHT	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments
Work Plan			0				0				0				0				0				0				0	
Identification of Anticipated Potential Problems			0				0				0				0				0				0				0	
Performance Verification			0				0				0				0				0				0				0	
Technical Staff			0				0				0				0				0				0				0	
Reports Content			0				0				0				0				0				0				0	
Mandatory Category Totals			0				0				0				0				0				0				0	
Optional Categories																												
SCORE = RATE * WEIGHT	Rate	Weight	Total		Rate	Weight	Total		Rate	Weight	Total		Rate	Weight	Total		Rate	Weight	Total		Rate	Weight	Total		Rate	Weight	Total	
			0				0				0				0				0				0				0	
			0				0				0				0				0				0				0	
			0				0				0				0				0				0				0	
			0				0				0				0				0				0				0	
			0				0				0				0				0				0				0	
Optional Category Totals			0				0				0				0				0				0				0	
Total Score			0				0				0				0				0				0				0	

APPENDIX A: Functional/Technical External Audit Comparison

Bidder Letter:_____ Rater #:_____

Functional/Technical External Audit Comparison

The functional / technical examination is designed to determine if the proposed solution meets the business requirements specified in the RFP.
Will the proposed solution meet the business needs of ITSD?

RATE AS FOLLOWS: 5= EXCELLENT, 4=GOOD, 3=FAIR, 2=POOR, 1=INSUFFICIENT, 0=NON-EXISTANT

WEIGHT AS FOLLOWS: 3=VERY IMPORTANT, 2=SOMEWHAT IMPORTANT, 1=NOT IMPORTANT

SCORE = RATE * WEIGHT

Mandatory External Audit Categories	Vendor A				Vendor B				Vendor C				Vendor D				Vendor E				Vendor F				Vendor G			
SCORE = RATE * WEIGHT	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments
Overall Approach			0				0				0				0				0				0				0	
Firewalls Test			0				0				0				0				0				0				0	
Routers Test			0				0				0				0				0				0				0	
Modems Access			0				0				0				0				0				0				0	
Wireless Access			0				0				0				0				0				0				0	
VPN Access			0				0				0				0				0				0				0	
Virus (simulated/non-intrusive) test			0				0				0				0				0				0				0	
FTP Test			0				0				0				0				0				0				0	
SFTP Test			0				0				0				0				0				0				0	
Denial of Service (simulated/non-intrusive test)			0				0				0				0				0				0				0	
E-Mail Ttest			0				0				0				0				0				0				0	
IRC servers Test			0				0				0				0				0				0				0	
SSH configuration information test			0				0				0				0				0				0				0	
HTTPS Test			0				0				0				0				0				0				0	
Sample reports			0				0				0				0				0				0				0	
ITSD			0				0				0				0				0				0				0	
ITSD			0				0				0				0				0				0				0	
Quality of Staff			0				0				0				0				0				0				0	
Performance:																												
Does the vendor have the processes to handle a project of this size and complexity?			0				0				0				0				0				0				0	
Does the vendor have the skills to handle a project of this size and complexity?			0				0				0				0				0				0				0	
Does the vendor have the tools to handle a project of this size and complexity?			0				0				0				0				0				0				0	
Planning:																												
Does the vendor have the people, skills, tools and processes to plan a project of this size and complexity?			0				0				0				0				0				0				0	
Does the vendor have the ability to meet the proposed timeframes to complete work?			0				0				0				0				0				0				0	
Mandatory Category Totals			0				0				0				0				0				0				0	
Optional Categories	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments
			0				0				0				0				0				0				0	
			0				0				0				0				0				0				0	
			0				0				0				0				0				0				0	
			0				0				0				0				0				0				0	
			0				0				0				0				0				0				0	
			0				0				0				0				0				0				0	
			0				0				0				0				0				0				0	
Optional Category Totals			0				0				0				0				0				0				0	
Total Scores			0				0				0				0				0				0				0	

APPENDIX A: Organization Comparison

Bidder Letter:_____ Rater #:_____

Organization Comparison

The organizational examination is designed to determine if vendor has the capacity

RATE AS FOLLOWS: 5= EXCELLENT, 4=GOOD, 3=FAIR, 2=POOR, 1=INSUFFICIENT, 0=NON-EXISTANT

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SCORE = RATE * WEIGHT

Categories	Vendor A				Vendor B				Vendor C				Vendor D				Vendor E				Vendor F				Vendor G			
SCORE = RATE * WEIGHT	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments	Rate	Weight	Total	Comments
CORPORATE MATURITY																												
1	Does the vendor have the business experience and longevity to give us confidence they can perform both in the near and long term?						0					0				0				0				0				0
2	How many years has company has been in business as it is structured now?						0					0				0				0				0				0
3	How many years of experience does the company have with similar or larger systems?						0					0				0				0				0				0
4	Has the vendor has prior experience with the County?						0					0				0				0				0				0
QUALITY OF REFERENCES																												
5	Do the provided references indicate that the vendor has enough experience with systems activities similar to the proposed activities?						0					0				0				0				0				0
6	How many references are equal or greater in size and complexity?						0					0				0				0				0				0
QUALITY CONTROL																												
7	Does the vendor have the quality control systems in place necessary to insure the delivery of quality products and services?						0					0				0				0				0				0
8	Has the vendor successfully implemented quality control?						0					0				0				0				0				0
9	How long has the vendor been involved in quality control?						0					0				0				0				0				0
FINANCIAL STABILITY																												
10	Can the vendor withstand the financial stress experienced in normal business cycles?						0					0				0				0				0				0
11	Is the company a division or subsidiary of a larger parent company?						0					0				0				0				0				0
12	Is the company an independent organization with a few principles?						0					0				0				0				0				0
ORGANIZATIONAL CAPACITY																												
13	Does the organization have sufficient staff to provide the needed level of service?						0					0				0				0				0				0
14	How many local support staff are proposed?						0					0				0				0				0				0
15	How many management personnel will be assigned to the project?						0					0				0				0				0				0
16	What is the management-to-staff ratio?						0					0				0				0				0				0
STAFF QUALIFICATIONS																												
17	Does the staff have the qualifications to perform the functions necessary to complete the project and provide the level of product and service desired by the Information Technology Services Department? <i>Evaluate the resumes and rate on a scale of 1 to 10</i>						0					0				0				0				0				0
TOTAL SCORE						0					0				0					0				0				0

APPENDIX A: Summary Comparison

Bidder Letter:_____ Rater #:_____

The Summary Comparison summarizes all the major evaluation criterion on a single worksheet.

Categories	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E	Vendor F	Vendor G
Primary Pricing	0	0	0	0	0	0	0
Separately Priced Options	0	0	0	0	0	0	0
Document Comparison	0	0	0	0	0	0	0
External Comparison	0	0	0	0	0	0	0
Organizational Comparison	0	0	0	0	0	0	0