

Evaluation - RFP No. _____ -- **Surplus Library Items Resale**

Evaluator No: _____ Vendor: _____

Date: _____

TOTAL SCORE (total 1 through 8) _____
(max 120)

- 1) Do the service descriptions address all the areas identified in the RFP? Will the proposed services satisfy County's needs and to what degree?

Score from 0 to 20 points

SCORE

Comments and basis for score:

- 2) Proposal Effectiveness: How well does this contractor understand the RFP's objective of physical removal of items while adhering to an agreed upon schedule? (see Scope of Work)

Score from 0 to 20 points

SCORE

Comments and basis for score:

- 3) Is the bidder capable of meeting specialized needs and requirements? (see Scope of Work)

Score from 0 to 20 points

SCORE

Comments and basis for score:

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- 4) Capability and Qualifications: Does the contractor have the organization, resources, expertise and a successful track record with other libraries and / or other comparable institutions with similar needs as FCPL?

Score from 0 to 10 points

SCORE

Comments and basis for score:

- 5) Management Plan: Does the contractor have experienced staff available who can consistently meet scheduled deadlines and provide sales reports?

Score from 0 to 10 points

SCORE

Comments and basis for score:

- 6) Current services: Are sample reports clear and informative?

If no score 0 / If yes, score from 1 to 10 based on scope and quality

SCORE

Comments and basis for score:

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7) Current services: Is the contractor's website intuitive and inviting? Website should also be rated on ease of use. _____
If no score 0 / If yes, score from 1 to 10 based on scope and quality SCORE
Comments and basis for score:

8) Cost Proposal _____
Score from 0 to 20 points SCORE
Itemized Costs:

- Percentage of Gross Sales to go to Vendor \$ _____
- Percentage of Gross Sales to go to Library \$ _____
- Commission Rate \$ _____
- Additional Fees and Charges \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____