CAMINO REAL
REGIONAL MOBILITY
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# Appendix A
# Sample Scoring Sheet

2 Civic Center Plaza, 9th Floor • El Paso, Texas 79901
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## Toll Integration and Maintenance Evaluator Scoring

### Proposing Firm

Company Name

### Evaluator

Name/Title

Agency

### Scoring Instructions

**Step 1-Assign a Qualitative Assessment**

**The evaluator determines whether the section being evaluated exceeds requirements, depicts strengths, meets requirements, is weak, or fails based on the definitions below. Selection of the grade is made through a dropdown box in the soft copy of the form.**

| | |
|---|---|
| **Exceeds** | **The Proposal features performance, experience, and/or knowledge far beyond what was expected. The feature should offer some additional benefits to CRRMA.** |
| **Strength** | **A feature of a Proposal that will contribute to better-than-acceptable performance with regard to quality, references, and personnel. The feature should exceed the stated requirements or offer some additional benefit.** |
| **Meets** | **The Proposal offers acceptable performance in relation to the RFP requirement being evaluated.** |
| **Weak** | **A feature of a Proposal that is below the applicable requirement(s) of the RFP but may contribute with less than optimal performance. A weakness is not necessarily a deficiency. A significant weakness in the Proposal is a flaw that appreciably increases the risk of unsuccessful contract performance.** |
| **Fail** | **Failure, no response** |

**Step 2 - Review Quantitative Score**

**Once the evaluator assigns a qualitative assessment to the criteria, a quantitative score is automatically assigned. Qualitative assessments may include a " +" or " –" to better differentiate within an qualitative rating. However, ratings of " Fail –" or " Exceeds +" will not be used.**

**Evaluator Scoring**

| Technical Proposal Evaluation Factors | Criteria Points | Qualitative Assessment | Quantitative Score | Point Subtotals |
|---|---|---|---|---|
| **5.1 Responsiveness and Pass/Fail** | | | | |
| Proposers has the necessary experienced personnel and facilities to support the activities required of the CRRMA's toll system integration and maintenance Contractor for the Managed Lanes. | N/A | | N/A | N/A |
| Item above shall be evaluated on a pass/fail basis by all evaluators. All other pass/fail elemnets listed in section 5.1 of the RFP are evaluated by others. | | | | |
| **5.3.1. Team Organization & Experience 21%** | | | | |
| Comprehensive organizational structure and management hierarchy in line with project needs | 7 | | | |
| Efficient and appropriate use of subcontractors | 7 | | | |
| Staff resources and availability necessary to meet the Project schedule | 7 | | | |
| Each of the proposed Key Project Personnel will be evaluated against the minimum requirements set out in Section 4.5. Key Personnel who exceed the minimum requirements with regard to experience, training or both, will score higher.<br>Additional points may also be awarded based on Proposals demonstrating the similarity and relevance of experience to the Project, and a history of working with agencies similar to CRRMA. | | | | |
| **5.3.2. Approach to Project Management & Delivery 21%** | | | | |
| Overall understanding and ability to manage the Project | 4 | | | |
| Use of professional project management tools and techniques. | 4 | | | |
| Detailed approach to contract administration and the description of Proposer's contract administration procedures and systems | 4 | | | |
| Capability and approach to efficiently manage change, schedule, risk, and quality | 4 | | | |
| Integrated approach to project management and communication with CRRMA, its consultants and other third parties | 5 | | | |
| The proposed Project schedule will be evaluated to determine if it demonstrates the understanding of work structure breakdown, use of resources, critical path activities, and the overall ability to meet the Milestones set forth in Attachment B – Scope of Work. | | | | |
| **5.3.3. Approach to System Design, Development, & Implementation 33%** | | | | |
| Detailed and methodical approach to system design and development | 5 | | | |
| Cost-efficient and operationally effective design concepts that substantially reduce annual maintenance costs | 7 | | | |
| Detailed approach to installation and testing | 5 | | | |
| Overall understanding and capability of delivering the system technical and performance requirements | 5 | | | |
| System offers ease of maintenance and minimized lane closures | 6 | | | |
| Demonstration of high confidence for system availability through redundancy | 5 | | | |
| **5.3.4. Maintenance Plan 25%** | | | | |
| Efficiencies and economies that substantially reduce annual maintenance costs | 7 | | | |
| Demonstrates effective maintenance tracking and reporting | 4 | | | |
| Maintenance processes are clearly established and ensure response and repair time goals | 4 | | | |
| Redundancy in system so that maintenance can be performed without lane closures or during off-peak periods | 6 | | | |
| System security, accuracy, and reliability | 4 | | | |
| **Technical Proposal Score %(400 points max)** | | | | **0.00%** |

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# Appendix B
# Request for Proposal
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