

AIR FILTRATION SCORING RUBRIC

Name of Organization:

Date Reviewed:

Name of Reviewer:

Evaluation Criteria Scale

0	Unacceptable:	Respondent does not address requirement or response does not meet the minimum requirements
25	Unsatisfactory	Respondent demonstrates limited experience or understanding of requirements. Bidder has either not completed any relevant projects within the last 3 years or completed projects were of smaller scale and complexity. Response contains significant deviations from on or more key requirements.
50-69	Marginal	Respondent demonstrates marginal experience or limited understanding of requirements with deficiencies, to varying degrees, of one or more specified requirements. Respondent completed projects of similar or smaller scale and complexity within the last 3 years.
70-79	Satisfactory	Respondent demonstrates relevant experience or understanding and satisfying the identified requirements in an adequate manner. Respondent completed projects of similar scale and complexity within the last 3 years.
80-89	Good	Respondent clearly demonstrates a broad range of relevant experience or exceeds, to varying degrees, one or more specified requirements. Respondent completed projects of similar scale and complexity within the last 3 years.
90-100	Excellent	Respondent demonstrates a broad range of relevant experience or response clearly details how provided services will exceed all specified requirements. Respondent completed projects within the last three years of similar scale and complexity with at least one completed contract of larger scale complexity.

Evaluation Criteria	Weight/Max Points	Raw Points	Weighted Points
Vendor is a Historically Underutilized Business	5%	0	0
Qualifications, Performance Capacity, and Sustainability	30%	0	0
Reputation of the Vendor	10%		0
Executive Summary	3%		0
Experience providing air filtration products and services	10%		0
Ability to comply with state and federal law and statutes when using state and federal funds for purchases	5%		0
Experience working with Education Service Center Region 13	2%		0
Quality Control & Project Approach	30%	0	0
Organizations Ordering Process	5%		0
Organizations return and restocking policy	5%		0

Organizations customer service support/problem resolution process	5%		0
Organizations response to emergency situations	5%		0
Average time delivery rate and history of meeting delivery timelines	5%		0
Availability of supplies	5%		0
Budget Proposal	35%	0	0
Detailed Line-item budget as specified in RFP	35%		0
TOTAL	100%	0	0

****Vendors must meet 80% or higher in order to be approved/The vendor receiving the highest score will be awarded**