

**EVALUATION FORM
TRANSIT OPERATIONAL SERVICES FARGO-MOORHEAD**

Evaluator's Name _____ Date _____
 Company Name _____

Mandatory Elements

| Description | Yes | No |
|---|-----|----|
| The company has no conflict of interest with regard to any other work performed by the company for the Cities of Fargo or Moorhead. | | |
| The company has not been debarred or suspended by the Federal Government from working of federally-funded contracts (Checked Sam.gov website for confirmation.) | | |
| The company adhered to the instructions in this RFP on preparing and submitting the proposal. | | |
| The company has supplied the financial information required. | | |
| The company has provided a listing of references and signed the "Reference Release" form. | | |
| The company has provided documentation that they can meet the insurance and bonding requirements. | | |

Technical and Price Evaluation

| Description | Maximum Points | Score |
|--|----------------|-------|
| Firm's past experience and performance | 15 | |
| Project/General Manager's experience and qualifications | 10 | |
| Organizational structure and personnel resource plan | 10 | |
| Service implementation plans and schedule | 5 | |
| Management approach, philosophy and innovativeness of employment practices (hiring/training/safety/evaluations/incentives) | 10 | |
| Safety program and safety record | 15 | |
| Employee health insurance plan and cost for employee | 5 | |
| SUBTOTAL TECHNICAL EVALUATION | 70 | |
| * Price | 60 | |
| TOTAL | 130 | |

* *Price Evaluation*: The lowest proposed price will receive 60 points. The other proposers will receive points in direct proportion to the lowest price. For example, if the lowest total cost is \$600,000 and someone bid \$660,000, they would receive 54 points ($60,000/600,000 = 10\%$, $100\% - 10\% = 90\%$, $90\% \times 60 = 54$ points)