

ATTACHMENT B

Technical Proposal Evaluation Score Sheet 180 points possible

Responding Company:				
Experience & Qualifications	Poor 0 points	Fair 1-5 points	Good 6-10 points	Score 10 points possible
Company overview demonstrates solid experience in the industry. Company is experienced in delivering similar services. Proposal included descriptions and/or samples of similar projects completed in the past five years.	Notes:			
Service and Support	Poor 0 points	Fair 1-5 points	Good 6-10 points	Score 10 points possible
Demonstrated responsive service call procedures with timely responses. Service technicians well trained and certified. Described conditions under which Loaners/replacements would be provided without charge. Certified the destruction of the hard drive at the end of the lease period.	Notes:			
Training	Poor 0 points	Fair 1-5 points	Good 6-10 points	Score 10 points possible
Well described training plan, including provision of documentation.	Notes:			
Reporting and Billing	Poor 0 points	Fair 1-5 points	Good 6-10 points	Score 10 points possible
Monthly invoicing and reporting is comprehensive and well described.	Notes:			
Delivery and Installation	Poor 0 points	Fair 1-5 points	Good 6-10 points	Score 10 points possible
Reasonable time proposed for delivery and installation	Notes:			
References	Poor 0 points	Fair 1-5 points	Good 6-10 points	Score 10 points possible
Up to three references provided	Notes:			

Technical Proposal Evaluation Score Sheet
Equipment Specifications

Minimum Requirements for All Machines	Fails to Meet 0 points	Meets 1-20 points	Exceeds 21-40 points	Score 40 points possible
All proposed machines meet or exceeds all minimum requirements	Notes:			
Segment 3 Machines (Black and White)	Fails to Meet 0 points	Meets 1-20 points	Exceeds 21-40 points	Score 40 points possible
Proposed equipment meets and/or exceeds minimum standards. Failure rates meet/exceed industry averages. Appropriate documentation provided.	Notes:			
Segment 3 Machines (Black & White, Color)	Fails to Meet 0 points	Meets 1-20 points	Exceeds 21-40 points	Score 40 points possible
Proposed equipment meets and/or exceeds minimum standards. Failure rates meet/exceed industry averages. Appropriate documentation provided.	Notes:			
Comments:				Final Score