

EVALUATION MATRIX
 PRODUCTION OF A 2005-2008 COMPREHENSIVE HIV NEEDS ASSESSMENT
 RFP NO. VD04300108

10-21-04

#27

Evaluation Factors	NEW SOLUTIONS New Brunswick, NJ	JOHN SNOW, INC. Boston, MA	SAGE ASSOCIATES Houston, TX	COLLABORATIVE RESEARCH New York, NY
Systems Concept and Solutions Documents have sufficient detail to show an understanding of the Scope of Work and grantor requirements-10 points	10	7	9	2
Program Methodologies Technical plan and methodologies appear thorough and feasible; proposed incentives appear effective; proposed progress payment schedule ok; no exceptions to City Terms & Conditions-50 points	44	40	35	30
Project Management Structure Proposed structure seems reasonable for scope of project-10 points	10	9	7	7
Prior Experience and Personnel Documents indicate experience with HIV needs assessments; staff education and experience appropriate for tasks assigned-15 points	14	14	8	9
Proposal Cost Lowest cost gets most points; percentage ratio formula applied to remaining proposals-15 points	12	12	15	13
TOTAL POINTS	90	82	74	61