

PROPOSAL EVALUATION CRITERIA

Proposal Evaluation Criteria

In the Proposal evaluation phase, the evaluation team will rate the Proposals submitted in response to this RFP

Criteria	Does Not Meet	Meets	Exceeds	Score
1. Cover Letter.	0	2	N/A	
2. Completed/Signed Declaration Statements (Attachment 1).	0	2	N/A	
3. Contract Performance (Attachment 2)	0	2	N/A	
4. Scope of Service/Work	0	2	N/A	
5. Payment Address.	0	2	N/A	
6. Cost Summary (ex:credit hour per student)	0	2	N/A	
7. Completed W-9 Form.	0	2	N/A	

Scope of Work	Does Not Meet	Meets	Post Release	Pre-Release	Score
1. Must be accredited and in good standing with the Higher Learning Commission.	Reject	10	N/A	N/A	
2. The ability to provide scholarships and or grants to assist students post and pre-release.	NA	NA	4	6	
3. The ability to allow eligible students to self-pay for college-level classes while incarcerated.	0	5	N/A	N/A	
4. Must provide a post and prerelease career counseling mirroring close to what is provided on their college or university campuses.	Reject	10	N/A	N/A	
5. Provide at least (1) one Official transcript upon request or an unofficial copy to the student or another college at no cost to the student or college. Transcript must be accepted by Ohio college campuses.	0	5	N/A	N/A	
6. Show how a seamless transition to the awarded contractor's college campus will happen once released or to other colleges or universities that are members of the Ohio Penal Consortium.	0	15	N/A	N/A	

7. Must provide a list of courses and identify the related degree(s) or certification(s). All college credit courses offered, shall lead to a degree or certificate. All course(s) must articulate what is offered on the contractor's main campus.	0	10	N/A	N/A	
8. Must Provide a designated coordinator(s) to work within the institution(s).	0	5	N/A	N/A	
9. Technology incorporated into curriculum.	0	5	N/A	N/A	
10. Contractor must provide a substitute licensed instructor when assigned staff is unavailable for scheduled classes	0	5	N/A	N/A	
11. Contractor must provide their own books and materials for courses being offered.	0	10	N/A	N/A	
12. Contractor Agrees to use and complete ODRC's electronic attendance forms for each course (date and time) and submit each month.	Reject	5	N/A	N/A	
13. Proof of experience working in a correctional facility with offenders. (recent contracts, MOU's, etc)	0	5	N/A	N/A	

ATTACHMENT ONE: DECLARATION STATEMENTS

A. STATEMENT OF COMPLIANCE, PURCHASE CONTRACT

_____, Offeror, acknowledges to having read, understood, and agrees to the Purchase Contract as set forth in Attachment Three. Offeror is able to contractually comply with all the terms and conditions set forth in the Purchase Contract. If there are any such terms and conditions which Offeror is unable to contractually comply, the Offeror must provide a detailed statement (attached to Attachment Three) as to the reason(s) such terms and or conditions cannot be met and provide alternative language which may be considered by ODRC.

B. CONFLICT OF INTEREST STATEMENT

_____, Offeror confirms Offeror and any people who may work on the Project through the Offeror do not have a conflict of interest, direct or indirect, which is incompatible with the fulfillment of the Project. See Attachment Three- Purchase Contract, Article 10, for conflict of interest and ethics compliance as it relates to award of this RFP. Offeror further agrees that the ODRC has the right to reject a Proposal in which a conflict is disclosed or cancel the Contract if any interest is later discovered that could give the appearance of a conflict.

C. EXECUTIVE ORDER 2019-12D

CONTRACTOR/SUBCONTRACTOR AFFIRMATION AND DISCLOSURE:

By the signature affixed to this response, the Offeror affirms, understands and will abide by the requirements of Executive Order 2019-12D. If awarded the Contract, the Offeror becomes the Contractor and affirms that both the Contractor and any of its subcontractors shall perform no services requested under this Contract outside of the United States.

The Offeror shall provide all the name(s) and location(s) where services under this Contract will be performed in the spaces provided below or by attachment. Failure to provide this information as part of the response will deem the Offeror not responsive and no further consideration will be given to the response. Offeror’s offering will not be considered. If the Offeror will not be using subcontractors, indicate “Not Applicable” in the appropriate spaces.

- 1. Principal location of business of Contractor:

(Address)

(City, State, Zip)

Name/Principal location of business of subcontractor(s):

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

2. Location where services will be performed by Contractor:

(Address)

(City, State, Zip)

Name/Location where services will be performed by subcontractor(s):

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

3. Location where state data will be stored, accessed, tested, maintained or backed-up by Contractor:

(Address)

(Address, City, State, Zip)

Name/Location(s) where state data will be stored, accessed, tested, maintained or backed-up by subcontractor(s):

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

4. Location where services to be performed will be changed or shifted by Contractor:

(Address)

(Address, City, State, Zip)

Name/Location(s) where services will be changed or shifted to be performed by subcontractor(s):

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

ATTACHMENT TWO: CONTRACT PERFORMANCE

The Offeror must provide the following information for this section for the past seven years. Please indicate yes or no in the column next to each Description.

Yes/No	Description
	The Offeror has had a contract terminated for default or cause. If so, the Offeror must submit full details, including the other party's name, address, and telephone number.
	The Offeror has been assessed any penalties in excess of five thousand dollars (\$5,000), including liquidated damages, under any of its existing or past contracts with any organization (including any governmental entity). If so, the Offeror must provide complete details, including the name of the other organization, the reason for the penalty, and the penalty amount for each incident.
	The Offeror was the subject of any governmental action limiting the right of the Offeror to do business with that entity or any other governmental entity.
	Trading in the stock of the company has been suspended. If so, the Offeror must submit full details including the date(s) and explanation(s).
	The Offeror, any officer of the Offeror, or any owner of a twenty percent interest or greater in the Offeror has filed for bankruptcy, reorganization, a debt arrangement, moratorium, or any proceeding under any bankruptcy or insolvency law, or any dissolution or liquidation proceeding.
	The Offeror, any officer of the Offeror, or any owner with a twenty percent interest or greater in the Offeror has been convicted of a felony or is currently under indictment on any felony charge.

If the answer to any item is affirmative, the Offeror must provide complete background details about the matter. While an affirmative answer to any of these items will not automatically disqualify an Offeror from consideration, at the sole discretion of the Evaluation Committee, such an answer and a review of the background details may result in a rejection of the Proposal. The Evaluation Committee will make this decision based on its determination of the seriousness of the matter, the matter's possible impact on the Offeror's performance on the Project, and the best interests of the ODRC.

I attest that I am a representative of the Offeror listed in this Proposal and have the authority to legally bind the Offeror to the aforementioned requirements (A. through D., inclusive) in Attachment Two.

Signature: _____

Print Name and Title: _____

Date: _____

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