



**KITSAP COUNTY
RFP 2023-034
SCORE SHEET**

Purchasing Department
619 Division St., MS-7
Port Orchard, WA 98366
Phone: (360) 337-4788
Email: Purchasing@co.kitsap.wa.us

PROPOSAL CRITERIA AND SCORE SHEET

1. Introduction – Company Profile

- A. Full legal name and address of the offeror’s company
- B. Mailing address, and phone number of the contact person.
- C. Identify type of business identity and state of incorporation.
- D. Identify the number of years offeror has operated under the current company name.
- E. Prior debarment, suspension, proposed for debarment, declared ineligible, or voluntarily excluded from doing business with another government entity.

2. Experience

- A. Previous experience, capabilities, and other qualifications to provide the services requested.
- B. Three (3) references from entities offeror provided or is providing the same or similar services using Contractor Reference Form (Attachment D).

3. Personnel, Inmate Workers

- A. Identify and describe the roles and qualifications of all individuals who will be part of the management team and relevant staff providing Services under the Contract.
- B. Identify and provide references for all entities and Subcontractors that will be providing supplies and/or Services under the Contract, using Attachment E (Subcontractor Identification Form) and Attachment F (Subcontractor Reference Form).
- C. Describe the business names, titles, roles, responsibilities and qualifications of Subcontractors.
- D. Describe how Contractor will manage the Subcontractors and assign responsibilities.
- E. For Offeror and Offeror’s proposed Subcontractors provide:
 - A copy of the Registered Tow Truck Operator license.
 - A copy of the Registered Tow Truck Operator Branch license.

4. Services

- A. Complete and return the Scope of Work with any exceptions or deviations.
- B. Describe any Service enhancements and/cost reductions you would propose if awarded the Contract.
- C. Complete and provide the Attachment C (Cost Proposal Form).
- D. Provide a sample invoice and statement.
- E. Provide a copy of the tow truck permit for each tow truck to be used to provide Services.

5. Performance (Active and Inactive Contracts).

- A. Provide a complete list of all closed or pending legal judgments, claims, or lawsuits, against

Offeror or its Subcontractors including a summary of the complaint, answer, and final disposition, if closed, in the past five (5) years. Include a copy of the caption and cause number.

B. Identify if any closed or pending legal judgments, claims, or lawsuits contributed to any contracts being terminated, or were related to any deficiencies, concerns, failures, non-compliance, sanctions, or monetary off-sets during the contract term.

6. Descriptive Literature. Proposals shall include complete manufacturer's descriptive literature regarding the equipment and goods to be furnished and contain sufficient detail to provide a full and fair evaluation of the equipment and goods to be provided.

EVALUATION CRITERIA		TOTAL POINTS POSSIBLE	BETHEL	CHICO	LIBERTY
A	Compliance with solicitation requirements	15 Points	15	15	15
B	Company profile, experience, references, personnel	20 Points	20	15	10
C	Scope of Work/Services	35 Points	35	30	20
D	Performance, Descriptive Literature	35 Points	35	30	20
E	Cost proposal, attachments	25 Points	15	20	25
TOTAL POINTS		130 Points	120	110	90

Offeror or its Subcontractors including a summary of the complaint, answer, and final disposition, if closed, in the past five (5) years. Include a copy of the caption and cause number.

B. Identify if any closed or pending legal judgments, claims, or lawsuits contributed to any contracts being terminated, or were related to any deficiencies, concerns, failures, non-compliance, sanctions, or monetary off-sets during the contract term.

6. Descriptive Literature. Proposals shall include complete manufacturer's descriptive literature regarding the equipment and goods to be furnished and contain sufficient detail to provide a full and fair evaluation of the equipment and goods to be provided.

EVALUATION CRITERIA		TOTAL POINTS POSSIBLE	BETHEL	CHICO	LIBERTY
A	Compliance with solicitation requirements	15 Points	15	15	15
B	Company profile, experience, references, personnel	20 Points	20	15	10
C	Scope of Work/Services	35 Points	35	30	20
D	Performance, Descriptive Literature	35 Points	35	30	20
E	Cost proposal, attachments	25 Points	15	20	25
TOTAL POINTS		130 Points	120	110	90

Offeror or its Subcontractors including a summary of the complaint, answer, and final disposition, if closed, in the past five (5) years. Include a copy of the caption and cause number.

B. Identify if any closed or pending legal judgments, claims, or lawsuits contributed to any contracts being terminated, or were related to any deficiencies, concerns, failures, non-compliance, sanctions, or monetary off-sets during the contract term.

6. Descriptive Literature. Proposals shall include complete manufacturer's descriptive literature regarding the equipment and goods to be furnished and contain sufficient detail to provide a full and fair evaluation of the equipment and goods to be provided.

EVALUATION CRITERIA		TOTAL POINTS POSSIBLE	BETHEL	CHICO	LIBERTY
A	Compliance with solicitation requirements	15 Points	15	15	15
B	Company profile, experience, references, personnel	20 Points	All Equipment 2015 only. More Distros. 20	unknown 15 less experience	Other than 10 New to them less experience
C	Scope of Work/Services	35 Points	35	30	20
D	Performance, Descriptive Literature	35 Points	35	30 Issues in scene	20
E	Cost proposal, attachments	25 Points	15	20	25
TOTAL POINTS		130 Points	120	110	90