

SECTION FOUR

EVALUATION CRITERIA

Evaluation criteria and the associated points are listed below. The award will be made to the responsive Offeror whose proposal is determined to be the most advantageous to the State based on the evaluation criteria listed in this section.

The total number of points used to score this contract is 130.

1. Competitiveness and Reasonableness of Price (10 points)
2. Previous experience, capability and proficiency (45 points)
 - A. Offeror's Overall Project Approach/Business Solution (15)

The Offeror's approach and comprehensiveness of the proposal as it relates to the services requested in Section Two, Scope of Work including the development of the plan/annex/checklist and use of synchronization matrix as a method of planning.
 - B. Offeror Organization and Staffing (30)

Experience of key personnel assigned to the project (including professional work experience in Hawaii and years of hands-on experience with homeland security-related planning and/or specialized planning expertise.
Acknowledgement that any person tasked to the project must obtain Protected Critical Infrastructure Information certification via the Office of Homeland Security.
Offeror experience working with Federal, State, and private sector entities
3. Sample projects and/or examples of written plans, organizational charts, contact trees, etc. (10 points)
4. Past Performance on Projects of Similar Scope for Public Agencies or Private Industry in Hawaii (20 points)

Number of years in the business and the number of years performing services specified in the RFP, to include specialized planning expertise in the areas of planning activities, and emergency management
5. Project Proposal (20 points)
 - A. Demonstrated ability to complete awarded work within allotted time. (Has Offeror failed to complete any awarded work, e.g. terminated for default or failed to complete a contract in the last five (5) years.)
 - B. Development of documents (plan, annex, checklist) based on state and county requirements.
 - D. Offeror must identify planning methodology for successful plan development.
6. Financial/Price Proposal Review (25 points)

ADDENDUM 3 – REVISION TO EVALUATION CRITERIA December 22, 2025

The financial/price proposal review will be evaluated for financial and contractual acceptability and reasonableness of the price proposal. The proposal with the lowest cost factor will receive the highest available rating allocated to cost. Each proposal that has a higher cost factor than the lowest will be assigned a lower rating for cost.

The points allocated to higher priced proposals must be equal to the lowest proposal price multiplied by the maximum points available for price, divided by the higher proposal price as follows:

$$\frac{\text{Price of the lowest price proposal} \times 25}{\text{Price of the proposal being rated}}$$

In determining whether a proposal is responsive, DLE-OHS will evaluate the costs and supporting documentation against realistic operational expenses.