Attachment F: Evaluation Scoring Rubric

Statewide Law Enforcement Job Task Analysis and Training Recommendations

Solicitation #RFP-27-LESB-001

F.1 Scoring Method

Each evaluator assigns one rating to each scored item in this rubric, using the 1 to 5 scale defined in RFP Section 5.4.1 Technical Proposal Scoring: 1 Poor, 2 Marginal, 3 Adequate (meets minimum), 4 Good, 5 Exceptional. Evaluators perform no calculations. Section 5.4.1 governs the averaging of ratings across evaluators, the conversion of averaged ratings to item points, and the computation of criterion scores, and Section 5.4.3 governs the computation of total scores. The Cost Proposal criterion is calculated rather than rated, as provided in F.7.

Each evaluator will provide a written explanation of the basis for the evaluator's scoring, as required by HAR §3-122-52(c) and Section 5.4.3 Total Score.

F.2 Understanding of the Project

RFP Section: 5.2.1 | Criterion Maximum Points: 5

No.	Scored Item	Source	Rating Instruction	Item Maximum Points
1	Comprehension of the project objectives and deliverables	RFP Section 5.2.1 RFP Section 1.4 Attachment A, A.2	Rate the Offeror's stated understanding of the project objectives and the required deliverables.	**1.50**
2	Consideration of Hawaii’s unique law enforcement environment	RFP Section 5.2.1 RFP Section 1.6 RFP Section 1.7	Rate how well the proposal addresses Hawaii's geographic, cultural, and operational conditions and the variation among the participating agencies.	**1.50**
3	Alignment of proposed tasks and activities with the statutory mandates	RFP Section 5.2.1 RFP Section 1.3 HRS Chapter 139	Rate how well the proposal addresses the training HRS Chapter 139 requires: • basic: §139-3(4); also §139-6(a)(1) • specialized: §139-3(4) • in-service: §139-3(4) • continuing education: §139-3(8) • use of force: §139-6(a)(2) and its components	**2.00**

F.3 Methodology and Approach

RFP Section: 5.2.2 | Criterion Maximum Points: 25

No.	Scored Item	Source	Rating Instruction	Item Maximum Points
4	Project Plan	RFP Section 5.2.2 Attachment A, A.2, Deliverable 1 A.1.2, A.1.3 Phase 1	Rate the proposed method for overall project planning and stakeholder engagement.	**3.00**
5	Data Collection Instruments and Methods	RFP Section 5.2.2 Attachment A, A.2, Deliverables 2 and 3 A.1.4 A.1.5 Phases 1 and 2	Rate the proposed data collection instruments and their use across ranks, job assignments, agencies, and islands, and the safeguards for participant confidentiality.	**6.00**
6	Existing Agency Training and Assessment Content Inventory	RFP Section 5.2.2 Attachment A, A.2, Deliverable 4 A.1.6 Phase 2	Rate the proposed method for collection and comparative analysis of the training content and assessment items in use at each agency.	**5.50**
7	Preliminary Analysis Report	RFP Section 5.2.2 Attachment A, A.2, Deliverable 6 A.1.8, A.1.9, A.1.10, A.1.11 Phase 3	Rate the proposed method for identifying essential tasks, documenting where official duties, actual field duties, and existing training content diverge, and verifying the findings with stakeholders.	**6.50**

No.	Scored Item	Source	Rating Instruction	Item Maximum Points
8	Analytic Rigor and Traceability	RFP Section 5.2.2 Attachment A, A.1.19 All phases	Rate the proposed method for sampling, verifying data accuracy and completeness, and maintaining the traceability record from essential task to curriculum recommendation.	**4.00**

F.4 Performance Standards, Assessment Recommendations, and Curriculum Approach

RFP Section: 5.2.3 | Criterion Maximum Points: 25

No.	Scored Item	Source	Rating Instruction	Item Maximum Points
9	Performance Objectives	RFP Section 5.2.3 Attachment A, A.2, Deliverable 7 A.1.12 Phase 4	Rate the proposed method for authoring performance objectives that: • address one or more essential tasks • are organized by domain, competency, and topic • state what the officer must be able to do • state the conditions under which the officer must do it • recommend the means of assessment	**7.00**
10	Proposed Performance Standards and Passing Levels	RFP Section 5.2.3 Attachment A, A.2, Deliverable 8 A.1.13 Phase 4	Rate the proposed method for deriving: • the performance standard for each competency • the passing level for each topic within each competency • the evidentiary basis for each	**5.00**
11	Assessment Recommendations	RFP Section 5.2.3 Attachment A, A.2, Deliverable 9 A.1.14 Phase 4	Rate the proposed method for identifying which existing assessment items and scenarios to retain or revise, and where new ones are needed.	**4.50**

No.	Scored Item	Source	Rating Instruction	Item Maximum Points
12	Curriculum Recommendations	RFP Section 5.2.3 Attachment A, A.2, Deliverable 10 A.1.15 Phase 4	Rate the proposed method for measuring existing training content against the performance objectives and identifying refinements, gaps, and conflicts requiring LESB resolution.	**5.50**
13	Certification Type Recommendations	RFP Section 5.2.3 Attachment A, A.2, Deliverable 11 A.1.16 Phase 4	Rate the proposed method for grouping job assignments into recommended certification types distinguished by the competencies required for each.	**3.00**

F.5 Qualifications and Experience

RFP Section: 5.2.4 | Criterion Maximum Points: 15

No.	Scored Item	Source	Rating Instruction	Item Maximum Points
14	Familiarity with law enforcement training, certification, and operational standards	RFP Section 5.2.4 RFP Section 4.4	Rate the familiarity with law enforcement training, officer certification, and operational standards that the Offeror's proposal reflects.	**7.00**
15	Expertise of key personnel assigned to the project	RFP Section 5.2.4 RFP Section 4.4	Rate the qualifications of the proposed key personnel against the responsibilities assigned to them.	**8.00**

F.6 Proposed Timeline and Work Plan

RFP Section: 5.2.5 | Criterion Maximum Points: 15

No.	Scored Item	Source	Rating Instruction	Item Maximum Points
16	A timeline and work plan with milestones for each project phase	RFP Section 5.2.5 RFP Section 1.1 RFP Section 4.4	Rate how well the proposed timeline and work plan set milestones for each project phase and provide for acceptance of all deliverables in sufficient time for the July 1, 2028 deadline stated in RFP Section 1.1 to be met.	**9.00**
17	Flexibility to adapt to unforeseen challenges while maintaining project objectives	RFP Section 5.2.5	Rate the contingencies the Offeror proposes for unforeseen challenges to the timeline and work plan.	**6.00**

F.7 Cost Proposal

RFP Section: 5.2.6 | Criterion Maximum Points: 15

No.	Scored Item	Source	Rating Instruction
18	Total Proposed Price	RFP Section 5.4.2 RFP Section 4.3	***Calculated, not rated by evaluators.*** • Scored on the Total Proposed Price entered in HIePRO, reduced by any preference established under RFP Section 5.3. That figure is the adjusted price. • The proposal with the lowest adjusted price receives 15 points. • Each higher-priced proposal receives the number of points equal to the lowest adjusted price multiplied by 15, divided by that proposal's adjusted price, as provided in HAR §3-122-52(d). • The preference affects scoring only. The contract amount is the Total Proposed Price entered in HIePRO, without the reduction.