



New Jersey Schools Insurance Group  
6000 Midlantic Drive, Suite 300 North  
Mount Laurel, New Jersey 08054  
[www.njsig.org](http://www.njsig.org)

Request for proposals: LC-2017-0001

Evaluation Criteria Weight

August 31, 2017

Criteria	Weight, %
<p>1. Technical Criteria</p> <ul style="list-style-type: none"> <li>a. Does the proposer’s proposal demonstrate a clear understanding of the scope of work and related objectives?</li> <li>b. Is the proposer’s proposal complete and responsive to the specific RFP requirements?</li> <li>c. Has the past performance of the proposer’s proposed methodology been documented?</li> <li>d. Does the proposer’s proposal use innovative technology and techniques?</li> <li>e. Are sound environmental practices such as recycling, energy efficiency, and waste reduction used?</li> <li>f. Does the proposer offer a majority of the professional development courses required by the State of New Jersey?</li> </ul>	35%
<p>Management Criteria</p>	
<ul style="list-style-type: none"> <li>1. Project management: <ul style="list-style-type: none"> <li>a. How well does the proposed scheduling timeline meet the contracting unit’s needs?</li> <li>b. Is there a project management plan?</li> </ul> </li> <li>2. History and experience in performing the work: <ul style="list-style-type: none"> <li>a. Does the proposer document a record of reliability of timely delivery and on-time and on-budget implementation?</li> <li>b. Does the proposer demonstrate a track record of service as evidenced by on-time, on-budget, and contract compliance performance?</li> </ul> </li> </ul>	35%

<ul style="list-style-type: none"> <li>c. Does the proposer document industry or program experience?</li> <li>d. Does the proposer have a record of moral integrity?</li> </ul> <p>3. Availability of personnel, facilities, equipment and other resources:</p> <ul style="list-style-type: none"> <li>a. To what extent does the proposer rely on in-house resources vs. contracted resources?</li> <li>b. Are the availability of in-house and contract resources documented?</li> </ul> <p>4. Qualification and experience of personnel:</p> <ul style="list-style-type: none"> <li>a. Documentation of experience in performing similar work by employees and when appropriate, sub-contractors?</li> <li>b. Does the proposer make use of business capabilities or initiatives that involve women, the disadvantaged, small and/or minority owned business establishments?</li> <li>c. Does the proposer demonstrate cultural sensitivity in hiring and training staff?</li> </ul>	
<p>Cost Criteria</p>	
<ul style="list-style-type: none"> <li>1. Cost of goods to be provided or services to be performed: <ul style="list-style-type: none"> <li>a. Relative cost: How does the cost compare to other similarly scored proposals?</li> <li>b. Full explanation. Is the price and its component charges, fees, etc. adequately explained or documented?</li> </ul> </li> <li>2. Assurances of performance: <ul style="list-style-type: none"> <li>a. If required, are suitable bonds, warranties, or guarantees provided?</li> </ul> </li> </ul>	<p>30%</p>

<p>b. Does the proposal include quality control and assurance programs?</p> <p>3. Proposer's financial stability and strength:</p> <p>a. Does the proposer have sufficient financial resources to meet its obligations?</p>	
---	--