

Justification Statement

PROPOSAL EVALUATION PROCESS

Stage 1: Initial Review

In the initial phase of the evaluation process, the conducting procurement unit will review all proposals timely received. Non-responsive proposals not conforming to RFP requirements or unable to meet the mandatory minimum requirements will be eliminated from further consideration.

3 submittals were received and 2 passed Stage 1.

Stage 2: Technical Proposal Evaluation

Responsive proposals will then be evaluated by an evaluation committee appointed by the conducting procurement unit against the proposal evaluation criteria noted in this RFP. Proposals will be evaluated against the evaluation criteria as follows: Refer to Evaluation Score Sheet: Scoreable Technical Criteria Offerors that achieve minimum score threshold of 455 will proceed to the Final Stage: Cost Proposal Evaluation. Offerors with a score of less than the minimum required technical points will be deemed non-responsive and ineligible for further consideration. The evaluation score sheet has been attached to this RFP. The attached evaluation score sheet states the relative weight that will be given to each evaluation criteria. The evaluation committee, for this RFP, will tally the final scores for criteria other than cost to arrive at a consensus score by the following method: an average of the individual scores.

Out of the 2 submittals that passed Stage 1, all 2 passed Stage 2.

Final Stage: Cost Proposal Evaluation

Offerors successful in the technical evaluation will advance to the Final State: Cost Proposal Evaluation. The Offeror with the lowest total cost will receive the maximum points of 300. Points assigned to each Offeror's cost proposal will be based on the lowest proposal price. The Offeror with the lowest total cost will receive 300, or 100% of the total cost points. All other Offerors will receive a portion of the total cost points based on what percentage higher their total cost is than the total lowest cost. The formula to compute the points is: $\text{Cost Points} \times (\text{Lowest Proposed Price} / \text{Proposed Price})$.

Must receive a combined total (Technical Requirements + Cost) of 700 points to receive an award.

Out of the 2 submittals that passed Stage 2, all 2 passed the Final Stage.

Based on the award methodology and total points, the evaluation committee determined the vendor's proposals stated below offered best value to the State and therefore these vendors will be notified to begin the contract award process. This request for proposal ("RFP") was conducted under Part 7 of the Utah Code 63G-6a and R33-107 of Admin Rule.

Intent to award:

Amazon Business

Bob Barker Company

TR24-8 Online Marketplace

	Minimum Mandatory Requirements	Amazon Business	Bob Barker Company
1	Offeror MUST certify that they can provide solutions that meet the Scope of Work.	PASS	PASS
2	Offeror MUST upload a Technical Response.	PASS	PASS
3	Offeror MUST upload a completed Cost Sheet.	PASS	PASS
4	Offeror MUST upload any Price Catalog(s) (website links are acceptable) and additional agreements if applicable.	PASS	PASS
5	Offeror MUST upload completed response to Exhibit A found in Attachment E.	PASS	PASS
Weight	Technical Scores	Amazon Business	Bob Barker Company
	Criteria #1 EXPERIENCE, KNOWLEDGE, AND EXPERTISE:		
	Total Average Score	5.0	3.7
40.0	Criteria #1 - Total Points (Total Possible Points = 200)	200.0	146.7
	Criteria #2 BREADTH OF OFFERINGS AND ORDERING:		
	Total Average Score	4.7	4.7
40.0	Criteria #2 - Total Points (Total Possible Points = 200)	186.7	186.7
	Criteria #3 CUSTOMER SERVICE, TRAINING, AND SUPPORT:		
	Total Average Score	4.0	4.3
25.0	Criteria #3 - Total Points (Total Possible Points = 125)	100.0	108.3
	Criteria #4 OMNIA MASTER AGREEMENT PROMOTION:		
	Total Average Score	3.7	4.0
35.0	Criteria #4 - Total Points (Total Possible Points = 175)	128.3	140.0
	Total Technical Points (Total Possible Points = 700) Minimum Threshold = 455	615.0	581.7
Total Cost Points	Cost Scores	Amazon Business	Bob Barker Company
	Cost categories 1-4	\$686.94	no bid
	Cost categories 5-6	\$28.18	\$4.54
300.0	Cost Points categories 1-4	300.0	no bid
300.0	Cost Points categories 5-6	48.3	300.0
	Score Summary		
	Total Technical Points (Total Possible = 700)	615.0	581.7
	Total Cost Points (Total Possible = 300) categories 1-4	300.0	no bid
	Total Cost Points (Total Possible = 300) categories 5-6	48.3	300.0
	Grand Total Points (Total Possible = 1,000) categories 1-4	915.0	no bid
	Grand Total Points (Total Possible = 1,000) categories 5-6	348.3	881.7

Must receive a combined total (Technical Requirements + Cost) of 700 points to receive an award.

- categories
 1-Education
 2-IT
 3-MRO
 4-Office
 5-Apparel
 6-Personal Care

Lakeshore Learning Materials
FAIL
PASS
FAIL
PASS
PASS
Lakeshore Learning Materials

Vendor marked Yes, but their cost sheet only offered one category pricing. The SOW stated vendors had to provide for a minimum of two categories.

Vendor only submitted cost for one category (Education) . The SOW stated vendors had to provide for a minimum of two categories.