Diversity Scorecard RFP Evaluation															
			Hubbard & Hubbard					Navigation							
	Max Total Score		DA	JB	FC	JD	TJ	DA	JB	FC	JD	TJ		NOTES	
1. Proposal Quality	40														
1.1 Project approach is well-structured, clear, and succinct; the proposal is well organized; easy to read and free of acronyms/jargon		15	15	13	15	14	10	10	15	10	15	10		**H&H**: Demonstrated extensive knowledge of the subject mater; utilizes dashboard metrics; innovative, created the Diversity Retirn on Investment method; annual follow up check-in support offered/**NAV**: Proposal easy to follow; expertise in creating various balanced scorecards although not in diversity; a model for managing change; no follow up support offered; stong communications plan	
1.2 Project approach shows creativity and innovation		10	10	10	10	9	8	5	8	5	8	5			
1.3 Project approach demonstrates knowledge of project subject matter and is realistic		15	15	15	15	15	15	7	10	5	10	6			
2. Project Team Experience	25														
2.1 Team has full range of education and expertise to meets the project's needs. Team should include experience in many of the following areas: diversity program evaluation, project management, balanced scorecard development, development of key performance indicators (KPIs), business process improvement, communications		15	15	15	15	15	15	5	7	5	8	9		**H&H:** Lead consultant has 30 years of experience in creating D&I scorcards for public, private & nonprofits; authored several books on scorecard methodology that includes KPI development and produces a blanaced approach; Team has extensive technical experience in D&I; included good examples of past performance /**NAV:** scorecard and KPI development experience but none in the D&I space; has minimal D&I experience but a 97% client satisfaction rating on self-survey for services provided	
2.2 Past performance of the prime/lead consultant as reflected by relevancy of the projects including those performed for the City of Columbus, other city agencies and other public sector clients of the team, with respect to such factors as similarity, scope, quality of work, success in controlling costs, and success in meeting deadlines		10	10	10	10	9	10	5	3	5	10	7			
2.3 Past performance of the subconsultants as reflected by relevancy of the projects including those performed by for the City of Columbus, other city agencies and other public sector clients of the team, with respect to such factors as similarity, scope, quality of work, success in controlling costs, and success in meeting deadlines		N/A	0		0	0	0	0		0	0	0		Neither firm plans to use subconsultants	
3. Project Workload	10														

3.1 Proposal demonstrates the availability of the project team to complete the project expeditiously		10	10	10	10	10	10	10	7	10	10	10			Both firms indicated project managers and team members had needed availability. Both provided a project plan with milestones and deliverables identified
4. Environmentally Preferable Offeror	5														
4.1 Demonstration that the services offered are equal to or superior to those of a non-environmentally preferred offeror.		5	5	2	5	5	3	2	2	2	5	3			
5. Local Workforce (one of the following applies)	20														
5.1 At least 90% of the Project Team's labor costs are assignable to employees paying City of Columbus income tax on the date the proposal is submitted, or at least 90% of the Project Team's labor costs are assignable to the office location within Franklin County if the office was established prior to 1995		20	0	0	0	0	0	20	20	20	20	20			H&H is headquartered out of state (Utah & Chicago); NAV is located in Franklin County.
5.2 At least 75% of the Team's project labor costs are assignable to employees paying City of Columbus income tax on the date the proposal is submitted		15													
5.3 At least 90% of the Team's labor will be performed in an office location within Franklin County but outside of the Columbus corporate limits on the date the proposal is submitted		7													
5.4 At least 50% of the Team's project labor costs are assignable to employees paying City of Columbus income tax on the date the proposal is submitted		5													
			80	75	80	77	71	64	72	62	86	70			
TOTAL	**100**		**Total = 383/5 = 76.6**					**Total = 354/5 = 70.8**							