

Proposer Name: _____

Evaluator Name: _____

Selection Review Committee RFP Evaluation Form

Recreational and Aquatic Center Operations and Management Services

Instructions: Each member of the Selection Review Committee will provide two evaluations for each proposal:

1. An evaluation of the written proposal.
2. An evaluation of the interview (if applicable).

Each evaluation will be made based on the following scoring criteria:

	TOTAL POINTS	100
Criteria		Maximum Score
Introductory Letter (not scored, but considered)		--
Overall Experience		30
Proposed Programming/Operational Plan		30
References		15
Budget/Financial Proposal		25
	TOTAL POINTS	100

After the interview evaluation process has been completed, determination of the successful proposer will be based on **both** the interview evaluation and the written proposal evaluation.

Written Proposal Evaluation

Criteria	Notes	Max Points	My Score
Overall Experience		30	
Proposed Programming / Operational Plan		30	
References		15	
Budget/Financial Proposal		25	
	Total:	100	

Note: This form is subject to Oregon Public Records Law

Interview Evaluation

Criteria	Notes	Max Points	My Score
Overall Experience		30	
Proposed Programming / Operational Plan		30	
References		15	
Budget/Financial Proposal		25	
Total:		100	

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