

OPIOID SETTLEMENT FUNDS - REQUEST FOR PROPOSALS SCORING SHEET - MAC TEMPLATE



CRITERIA

*Adjust criteria to align with county-specific Request for Proposals (RFP).

Scores available from 1-5 (low to high). Reasoning for scoring must be listed with specific examples.

1. Adherence to RFP Instructions	As Measured By	VENDOR 1	VENDOR 2	VENDOR 3	REASONING
Timeliness	Submission by deadline	0	0	0	
Completeness	All fields and documents completed	0	0	0	
Overall Quality & Level of Professionalism	Articulation of all RFP requirements	0	0	0	
Overall Response	Comprehensiveness of proposal	0	0	0	
Average Score		0	0	0	
2. Organization Information & Description		VENDOR 1	VENDOR 2	VENDOR 3	REASONING
Experience with Subject Matter	Experts within organization, field of organization, impact of organization, etc.	0	0	0	
Organizational Structure	Capacity for project and appropriate support	0	0	0	
Partnerships/References	Existing collaboration	0	0	0	
Average Score		0	0	0	
3. Project Description		VENDOR 1	VENDOR 2	VENDOR 3	REASONING
Overall Comprehension of Project Objectives	Clarity of goals and outcomes	0	0	0	
Completeness of Description	Level of detail	0	0	0	
Alignment with Exhibit E	Identified as allowable in link	0	0	0	
Focus on Those Profoundly Impacted	Lived experience, shared experience, marginalized population, etc.	0	0	0	
Viability of Project Objectives	Likelihood of completion with intended outcomes	0	0	0	
Average Score		0	0	0	
4. Population Served & Geographic Area		VENDOR 1	VENDOR 2	VENDOR 3	REASONING
Appropriateness of Geographic Area	Focus on specific county	0	0	0	
Experience with Target Population	Demonstrated familiarity with population and associated needs	0	0	0	
Average Score		0	0	0	
5. Data to Support Need		VENDOR 1	VENDOR 2	VENDOR 3	REASONING
Appropriateness of Data	Data illustrates specific need	0	0	0	
Accessibility of Data	Ease of access to data	0	0	0	

Data Collection Process	Comprehensiveness of process				
Demonstrated Need	Data highlights need	0	0	0	
Average Score		0	0	0	
6. Timeline		VENDOR 1	VENDOR 2	VENDOR 3	REASONING
Appropriateness of Timeline	Alignment with funding period	0	0	0	
Feasibility of Timeline	Likelihood of completion within timeframe	0	0	0	
Average Score		0	0	0	
7. Scope of Work		VENDOR 1	VENDOR 2	VENDOR 3	REASONING
Collaboration/Partnerships	Identification of partners and intention of collaboration	0	0	0	
Alignment with Exhibit E	Identified as allowable in link	0	0	0	
Focus on Those Profoundly Impacted	Lived experience, shared experience, marginalized population, etc.	0	0	0	
Flexibility	Ability to adapt to changing drug environment (new substances, policy changes, etc.)	0	0	0	
Feasibility	Likelihood of accomplishing specified activities and outcomes	0	0	0	
Alignment with County Priorities	Outline county priorities (equity, innovation, youth prevention, harm reduction, treatment, recovery, etc.)	0	0	0	
Alignment with Johns Hopkins Principles	Link	0	0	0	
Demonstrated Impact	Impact of program in previous years	0	0	0	
Appropriateness of Evidence Base	Identified and verified evidence base	0	0	0	
Average Score		0	0	0	
8. Measures of Success		VENDOR 1	VENDOR 2	VENDOR 3	REASONING
Appropriateness of Measures	Meaningfulness of identified metrics	0	0	0	
Data Collection Process	Ease of access and comprehensiveness of process	0	0	0	
Reporting Outlined	Reporting plan included or referenced	0	0	0	
Average Score		0	0	0	
9. Sustainability		VENDOR 1	VENDOR 2	VENDOR 3	REASONING
Outside Funding Opportunities	Identification of sources	0	0	0	
Sustainability Planning	Plan included or referenced	0	0	0	
Average Score		0	0	0	
10. Budget		VENDOR 1	VENDOR 2	VENDOR 3	REASONING

Detailed Narrative	Level of detail	0	0	0	
Appropriateness of Requested Funds	Overall funding amount and ROI	0	0	0	
Average Score		0	0	0	

*Change weights based on county requirements. Total score should = 1.00

CRITERIA SCORES

	WEIGHT	VENDOR 1 WEIGHTED SCORE	VENDOR 2 WEIGHTED SCORE	VENDOR 3 WEIGHTED SCORE	NOTES
1. Adherence to RFP Instructions	0.05	0.00	0.00	0.00	
2. Organization Information & Description	0.05	0.00	0.00	0.00	
3. Project Description	0.25	0.00	0.00	0.00	
4. Population Served & Geographic Area	0.05	0.00	0.00	0.00	
5. Data to Support Need	0.05	0.00	0.00	0.00	
6. Timeline	0.05	0.00	0.00	0.00	
7. Scope of Work	0.25	0.00	0.00	0.00	
8. Measures of Success	0.10	0.00	0.00	0.00	
9. Sustainability	0.10	0.00	0.00	0.00	
10. Budget	0.05	0.00	0.00	0.00	
Total Score		1.00	0.00	0.00	0.00