APPENDIX A – SAMPLE EVALUATION FORMS

Factor 1 - Past Performance **Individual Evaluator Proposal Evaluation Worksheet**	
Project #1	
Evaluator:	**Offeror: #**
Evaluation Factor: Factor 1 – Past Performance	
Project Description/Relevancy:	
Project Performance Record Summary:	
Strengths: (Precede the strength with an (S) if it identifies a significant strength.)	
Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)	
Deficiencies:	
Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)	

Factor 1 - Past Performance **Individual Evaluator Proposal Evaluation Worksheet**	
Project #2	
Evaluator:	**Offeror: #**
Evaluation Factor: Factor 1 – Past Performance	
Project Description/Relevancy:	
Project Performance Record Summary:	
Strengths: (Precede the strength with an (S) if it identifies a significant strength.)	
Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)	
Deficiencies:	
Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)	

Factor 1 - Past Performance **Individual Evaluator Proposal Evaluation Worksheet**
Project #3

Evaluator:	**Offeror: #**
Evaluation Factor: Factor 1 – Past Performance	
Project Description/Relevancy:	
Project Performance Record Summary:	
Strengths: (Precede the strength with an (S) if it identifies a significant strength.)	
Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)	
Deficiencies:	
Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)	

Factor 1 - Past Performance
Individual Evaluator Proposal Evaluation Worksheet

Project #4

Evaluator:	**Offeror: #**

Evaluation Factor: Factor 1 – Past Performance

Project Description/Relevancy:

Project Performance Record Summary:

Strengths: (Precede the strength with an (S) if it identifies a significant strength.)

Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)

Deficiencies:

Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)

APPENDIX A – SAMPLE EVALUATION FORMS

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Factor 1 - Past Performance **Individual Evaluator Proposal Evaluation Worksheet**	
Project #1	
Evaluator:	**Offeror: #**
Evaluation Factor: Factor 1 – Past Performance	
Project Description/Relevancy:	
Project Performance Record Summary:	
Strengths: (Precede the strength with an (S) if it identifies a significant strength.)	
Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)	
Deficiencies:	
Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)	

Factor 1 - Past Performance **Individual Evaluator Proposal Evaluation Worksheet**	
Project #2	
Evaluator:	**Offeror: #**
Evaluation Factor: Factor 1 – Past Performance	
Project Description/Relevancy:	
Project Performance Record Summary:	
Strengths: (Precede the strength with an (S) if it identifies a significant strength.)	
Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)	
Deficiencies:	
Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)	

Factor 1 - Past Performance **Individual Evaluator Proposal Evaluation Worksheet**
Project #3

Evaluator:	**Offeror: #**
Evaluation Factor: Factor 1 – Past Performance	
Project Description/Relevancy:	
Project Performance Record Summary:	
Strengths: (Precede the strength with an (S) if it identifies a significant strength.)	
Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)	
Deficiencies:	
Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)	

Factor 1 - Past Performance
Individual Evaluator Proposal Evaluation Worksheet

Project #4

Evaluator:	**Offeror: #**

Evaluation Factor: Factor 1 – Past Performance

Project Description/Relevancy:

Project Performance Record Summary:

Strengths: (Precede the strength with an (S) if it identifies a significant strength.)

Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)

Deficiencies:

Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)

Factor 1 - Past Performance **Individual Evaluator Proposal Evaluation Worksheet**	
Project #1	
Evaluator:	**Offeror: #**
Evaluation Factor: Factor 1 – Past Performance	
Project Description/Relevancy:	
Project Performance Record Summary:	
Strengths: (Precede the strength with an (S) if it identifies a significant strength.)	
Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)	
Deficiencies:	
Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)	

Factor 1 - Past Performance **Individual Evaluator Proposal Evaluation Worksheet**	
Project #2	
Evaluator:	**Offeror: #**
Evaluation Factor: Factor 1 – Past Performance	
Project Description/Relevancy:	
Project Performance Record Summary:	
Strengths: (Precede the strength with an (S) if it identifies a significant strength.)	
Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)	
Deficiencies:	
Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)	

Factor 1 - Past Performance **Individual Evaluator Proposal Evaluation Worksheet**
Project #3

Evaluator:	**Offeror: #**
Evaluation Factor: Factor 1 – Past Performance	
Project Description/Relevancy:	
Project Performance Record Summary:	
Strengths: (Precede the strength with an (S) if it identifies a significant strength.)	
Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)	
Deficiencies:	
Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)	

Factor 1 - Past Performance
Individual Evaluator Proposal Evaluation Worksheet

Project #4

Evaluator:	**Offeror: #**

Evaluation Factor: Factor 1 – Past Performance

Project Description/Relevancy:

Project Performance Record Summary:

Strengths: (Precede the strength with an (S) if it identifies a significant strength.)

Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)

Deficiencies:

Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)

Factor 2 – Proposed Contract Duration, Phasing and Summary Schedule **Individual Evaluator Proposal Evaluation Worksheet**	
Overall Submission for Factor 2	
Evaluator:	**Offeror: #**
Evaluation Factor: Factor 2 – Proposed Contract Duration, Phasing and Summary Schedule	
Strengths: (Precede the strength with an (S) if it identifies a significant strength.)	
Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)	
Deficiencies:	
Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)	

Factor 3 – Organizational Approach **Individual Evaluator Proposal Evaluation Worksheet**	
Overall Submission for Factor 3	
Evaluator:	**Offeror: #**
Evaluation Factor: Factor 3 – Organizational Approach	
Strengths: (Precede the strength with an (S) if it identifies a significant strength.)	
Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)	
Deficiencies:	
Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)	

Factor 4 – Small Business **Individual Evaluator Proposal Evaluation Worksheet**	
Small Business Participation Plan	
Evaluator:	**Offeror: #**
Evaluation Factor: Factor 5 – Small Business	
Strengths: (Precede the strength with an (S) if it identifies a significant strength.)	
Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)	
Deficiencies:	
Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)	

Factor 4 – Small Business
Individual Evaluator Proposal Evaluation Worksheet

Past Utilization of Small Business

Evaluator:	**Offeror: #**

Evaluation Factor: Factor 5 – Small Business

Strengths: (Precede the strength with an (S) if it identifies a significant strength.)

Weaknesses: (Precede the weakness with an (S) if it identifies a significant weakness.)

Deficiencies:

Items for Negotiation: (Required for each weakness, significant weakness, deficiency and uncertainty.)

Minority Opinion Report	
RFP No. W912DS23R0003	
Evaluator:	**Offeror:**
Factor:	
Comments:	