

**REQUEST FOR PROPOSALS FOR  
TIRES, TUBES, AND SERVICES**

Issued by the **State of Iowa**  
Solicitation Number **RFB0223005113**



**Attachment 3  
RFP EVALUATION PLAN**

**Stage 1: Initial Responsiveness.** Proposals will be reviewed for completeness and initial responsiveness. Proposals omitting required documents or responses may be rejected in accordance with Attachment 1, RFP Terms and Conditions.

**Stage 2: Mandatory Minimum Requirements.** Complete and responsive proposals will be reviewed for compliance with the following Mandatory Minimum Requirements:

Criteria	Evaluation	Result
Tires and Tubes Subcategories	Pass/fail	
Product and Service Specifications	Pass/fail	
Customer Service	Pass/fail	
Multi-Accounts within a Using Entity	Pass/fail	
Payment Types	Pass/fail	
Recruiting and Education of Approved Distributors	Pass/fail	
<b>Stage 2 Result:</b>		

Proposals failing to meet or exceed all Mandatory Minimum Requirements may be rejected in accordance with Attachment 1, RFP Terms and Conditions.

**Stage 3: Technical Criteria.** Proposals meeting or exceeding the Mandatory Minimum Requirements will be evaluated against the following Technical Criteria:

Criteria	Points Possible	Offeror's Points Earned
Offeror's Experience, Background, References, Personnel	50	
Ability to Meet the Scope of Work	50	
Service Area & Availability of Products	150	
Education & Compliance of Approved Distributors	125	
Customer Service	125	
Emergency Response & Roadside Assistance	50	
Marketing NASPO	100	
Green Initiative	50	
<b>Stage 3 Total:</b>		<b>700</b>

Offerors earning a minimum of 400 points will move on to the cost evaluation. The proposal of any Offeror not earning the minimum of 400 points will be rejected.

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**Stage 4: Cost.** Cost Proposals for proposals not rejected following evaluation of Technical Criteria will be evaluated and the contents of Attachment 9, Cost Proposal will be scored as follows:

**PROPOSED COSTS**

Market Basket	Subcategory	Offeror's Cost	Points Possible	Offeror's Points Earned
Pursuit and Performance Tires	B1		75	
Automobile/Passenger Tires	B2		75	
Light Duty Trucks	B3		75	
Medium Commercial/Heavy Duty Trucks/Buses	B4		75	
<b>Total:</b>			<b>300</b>	

In the Cost Evaluation there are 75 points available for each subcategory. The proposed tire cost for the subcategory shall be compared against the other Offeror's tire cost to the subcategory.

The formula for calculating cost points earned for Proposed Costs is **Lowest Cost / Offeror's Cost x 75 Points Possible**.

Total cost points for Proposed Costs will be normalized to a 300 -point scale.

Cost Proposals may also be subject to an independent review for reasonableness and best value by the Lead State. Costs determined not to be reasonable or best-value by the Lead State may result in all or part of Offeror's proposal being rejected, notwithstanding the results of the Cost Proposal evaluation.

**EVALUATION SUMMARY**

Stage	Points Possible	Offeror's Points Earned
Technical Criteria Evaluation	700	
Cost Evaluation	300	
<b>Total:</b>	<b>1000</b>	

**AWARD SELECTION**

The Lead State and Multistate Sourcing Team will then determine which proposals are most advantageous to the Lead State and potential Participating and Purchasing Entities. The Lead State will award the Contract(s) to the Responsible Offeror(s) whose Responsive Proposal the agency believes will provide the best value to the Lead State and NASPO ValuePoint.

Prior to announcement of awards and execution of Master Agreements, the Lead State will present an award recommendation to the NASPO ValuePoint Executive Council for approval of the proposed awards.

Following approval of the NASPO ValuePoint Executive Council, Notice of Intent to Award the Contract(s) will be sent to all Offerors submitting a timely Proposal. Negotiation and execution of the Contract(s) shall be completed no later than thirty (30) days from the date of the Notice of Intent to Award or such other time as designated by Lead State. If the successful Offeror fails to negotiate and deliver an executed Contract by that date, the Lead State, in its sole discretion, may cancel the award and award the Contract to the remaining Offerors the Lead State believes will provide the best value to the Lead State and NASPO ValuePoint.