



Mon., Nov. 9, 2020

To: All Potential Bidders

Re: RFP1221595002 - RFP for DPS-DCI Fingerprinting services

ADDENDUM ONE

Further breakdown of the evaluation criteria and available points for this RFP include:

Technical Scored Points 700

Cost Proposal Points 300

TOTAL POINTS AVAILABLE 1,000

RFP Section Scored Specifications	Technical Criteria	Possible Technical Points
4.2.1	Experience	85
4.2.2	Describe Fingerprint collection and submission services process	125
4.2.3	Describe how proposed solution has met needs of one or more other governmental agencies	85
4.2.4	List and describe proposed Iowa fingerprinting locations	125
4.2.5	List and describe proposed hours of operation at the various proposed Iowa fingerprinting locations	125
4.2.6	Describe proposed customer support, help-desk and related options	85
4.2.7	Describe and explain payment options vendor will accept	40
4.2.8	Explain process used to verify valid applicant identification	30
	Total Possible Technical Scored Points	700
	Vendors that obtain the minimum required score of 50% or above (350 or more points) for Sec. 4.2 Scored Technical Specifications will proceed to have their Cost Proposals opened and tabulated.	

RFP Cost Proposal	Cost Criteria	Possible Cost Points
Total Possible Cost Proposal Points	In order to calculate estimated costs based on approximate usage proportions, the costs will be tabulated as follows: Vendor Fee per STANDARD applicant will be multiplied by .85 (85%). The Vendor Fee per VOLUNTEER will be multiplied by .15 (15%). The resulting two Fee amounts will then be added together to provide the total all-inclusive cost. The Vendor providing the lowest all-inclusive total cost will be awarded the maximum cost points. The other Vendors will receive a proportional # of points in relation to the lowest cost proposal. For a more detailed explanation, see RFP Section 5.4.	300