

State of Iowa OCIO -- RFP #0321-286-01

RFP Scoring Methodology

RFP Technical Proposal Section	Scored Specification	Points Available
4.4.1	Describe the proposed solution, including product features/capabilities, alignment with the Agency's goals, system design, user experience, and other information supporting a determination that the proposed solution will meet the needs of the Agency for a e-Library Resources similar in nature to the background provided in Section 1.3 and the Mandatory Specifications in Section 4.3.	21
4.4.2	Describe the ease of use and ease of navigation designed into the proposed solution.	452
4.4.3	Describe your customization and extensibility capabilities.	86
4.4.4	Describe the plan for hosting the proposed solution. Include your security measures to protect User information.	129
4.4.5	Describe your plan for deployment of the proposed solution. Include an estimated timeline for the deployment.	388
4.4.6	Describe recommended implementation strategy including on-site coordination and support services, best practice consulting options and professional services.	302
4.4.7	Provide an implementation timeline.	This spec is a duplication of Specification 4.4.5, and will not be scored. Responses to 4.4.7 will be included as part of 4.4.5.
4.4.8	Describe how local system administrator permissions work including but not limited to Add/Delete/Modify Users, password access, etc.	302

4.4.9	Describe in a short paragraph the reporting available through the admin interface of the product including formats of reporting data available for export such as tab delimited and/or comma delimited file types.	280
4.4.10	Describe the methods available in the proposed solution that allow Consortium members to authenticate patrons' library membership prior to checking out electronic materials.	409
4.4.11	Describe the proposed solution's features for directing Users to find age appropriate content for children and teens.	65
4.4.12	Describe the process for obtaining MARC records for materials purchased through the proposed solution. If there is a separate cost for obtaining MARC records, Respondent shall indicate those costs in the Cost Proposal.	194
4.4.13	Describe the proposed solution's search capabilities for both the catalog & user interface.	452
4.4.14	Describe your approach to digital rights management from a library User's point of view.	474
4.4.15	Describe your available catalog, including: All formats available, e.g. ebook, audiobook, magazine, video Accessibility options, e.g. downloadable for offline use, streaming The age groups your resources serve Search features, e.g. sorting features, availability of reviews, publishers available Any exclusions	538
4.4.16	Describe the process to import the current collection, in all formats, into the proposed solution. In the event that is not possible, describe an opening day collection.	517

4.4.17	Describe how Consortium members can purchase specific titles for use by their own patrons. Also, explain how that library can share those titles with other Users if it chooses.	108
4.4.18	Describe materials lending options for Users (e.g. loan periods, number of checkouts) within the proposed solution.	280
4.4.19	Describe any other value-added services you offer in addition to the proposed solution.	21
4.4.20	Describe Respondent's experience and capacity to conduct statewide and local training and ongoing support of the project.	215
4.4.21	Describe the training program offered with the proposed solution for Users at all levels (i.e. Agency administration, library staff, library patrons). Include all delivery methods (live, online/self-guided, manuals, etc), online resources, and vendor support that is offered.	345
4.4.22	Describe the ongoing support to be provided for the proposed solution for the duration of the Contract. Include the technical support process for Consortium member libraries and State Library administrators.	388
4.4.23	Describe Respondent's plan for post-implementation ongoing maintenance and upgrades. Include a description of how you will respond to system malfunctions, security breaches, and diagnose and solve problems with the network, hardware, or software. Responses should include the plan to be provided to the State, which would include identifying the team responsible to resolve problems, a description of their actions, and the approach to that resolution.	323

4.4.24	Describe the documentation provided with the product along with applicable costs for any additional documentation.	65
4.4.25	Describe your approach to promoting use of the proposed solution in marketing and publicity materials and support provided.	172
4.4.26	Describe how the proposed solution allows for customizable branding for both the Agency and the member libraries making up the Consortium.	151
4.4.27	Describe the billing process and how it works within a consortium arrangement. Include details regarding Respondent's ability to bill member libraries for materials as described in Section 1.3 of this RFP.	323
	Total Possible Points for Technical Proposal	7000
RFP Attachment #1 Cost Proposal	Cost Criteria	Possible Cost Points
Total Possible Cost Proposal Points	The qualified Respondent with the lowest all-inclusive total cost will be awarded the maximum points. All other Respondents will receive a Cost Proposal score proportional to the lowest cost proposal.	3000