



New Jersey Schools Insurance Group

6000 Midlantic Drive, Suite 300 North
Mount Laurel, New Jersey 08054
(609) 386-6060 • FAX (609) 386-8877
www.njsig.org

NEW JERSEY SCHOOLS INSURANCE GROUP MEMORANDUM

Date: March 28, 2018

To: Board of Trustees
New Jersey Schools Insurance Group

From: Evaluation Committee for I-2018-0001

Subject: Document management software and services (I-2018-0001)
competitive contracting narrative summary report and
recommendations

NJSIG is a school board insurance group, also known as a governmental risk pool, established in accordance with P.L. 1983, c. 108, that provides insurance coverage and risk management services to member school districts. NJSIG has approximately seventy-five (75) full-time employees. NJSIG's current document management system, ImageRight from Vertafore, has approximately thirteen million files, totaling approximately six hundred gigabytes in size, with a SQL database size of approximately forty-four gigabytes. NJSIG utilizes eighteen active released workflows for all departments and drawers.

A full copy of the scope of work is contained within the request for proposals for document management software and services (I-2018-0001).

On January 5, 2018, NJSIG issued a request for proposals for document management software and services (I-2018-0001), which were due on March 2, 2018. As a result of that fair and open competitive contracting process, NJSIG received five proposals in total. An evaluation committee was convened to evaluate and summarize the proposals based on weighted evaluation criteria. These weighted evaluation criteria were designed to fairly evaluate all proposals, and are based on the model evaluation criteria set forth by the State of New Jersey, Department of Community Affairs, Division of Local Government Services as codified at N.J.A.C. 5:34-4.2. This evaluation methodology is designed to fairly evaluate the responsiveness of each proposal, and the responsibility of each proposer, based on the technical criteria, management criteria and cost criteria. A complete copy of the evaluation criteria, the



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relative weights assigned to the evaluation criteria and an explanation of the factors each criteria are intended to evaluate is included in the request for proposals for sub-fund administration services (I-2018-0001).

The results of the evaluation committee are summarized below:

1. Vertafore: 93.33 mean composite score. The evaluation committee found this proposal reasonable as to cost. The evaluation committee found the proposal to be responsive as to management and technical criteria. The evaluation committee recommends accepting the three-year proposal, with an option to extend for two additional one-year terms.
2. LDI Color Toolbox: 45.67 mean composite score. The evaluation committee found the proposal to be responsive as to management and technical criteria. The evaluation committee recommends rejecting this proposal.
3. Image Access Corp.: 35.67 mean composite score. The evaluation committee found the proposal to be responsive as to management and technical criteria. The evaluation committee recommends rejecting this proposal.
4. Keymark, Inc.: 47 mean composite score. The evaluation committee found the proposal to be responsive as to management and technical criteria. The evaluation committee recommends rejecting this proposal.
5. GRM: 32.33 mean composite score. The evaluation committee found the proposal to be responsive as to management and technical criteria. The evaluation committee recommends rejecting this proposal.

A copy of the evaluation committee's report is attached.



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**Resolution Authorizing the Execution of a
Contract Pursuant to the Public School Contracts Law**

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage for its members;

WHEREAS, NJSIG requires document management software and services;

WHEREAS, NJSIG has engaged in a fair and open competitive contracting process, pursuant to which proposals were solicited; and,

WHEREAS, an evaluation committee was convened by NJSIG and has evaluated all proposals submitted.

NOW THEREFORE, BE IT RESOLVED that:

- 1) NJSIG awards the contract for document management software and services to Vertafore;
- 2) NJSIG awards the contract for document management software and services to this provider based on technical criteria, management criteria and cost criteria;
- 3) The Executive Director is hereby authorized to execute a contract with the above-referenced service provider;
- 4) This designation is in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq.;



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5) A notice of this action shall be published once in the official newspaper designated by NJSIG, and is on file and available for public inspection at the office of NJSIG.

I certify that the foregoing is a true copy of a Resolution passed by the New Jersey Schools Insurance Group at the meeting duly held on the 28th day of March, 2018.

New Jersey Schools Insurance Group

By: _____

Irene Le Febvre, Chairperson

Board Secretary
Use Only

DATE:

MOVED BY:

SECONDED BY:

VOTE:








Company Names:

DESCRIPTION OF BUSINESS REQUIREMENTS	LDI COLOR TOOLBOX		IMAGE ACCESS CORP		KEYMARK, INC		GRM DMS		VERTAFORE		
	Fee Proposal	Note	Fee Proposal	Note	Fee Proposal	Note	Fee Proposal	Note	Fee Proposal	Note	
Migration Cost (One Time Cost)	\$ 38,000.00		\$ 50,000.00	Profes. Serv., Install.	\$ 40,000.00	\$30-\$40k	\$ 22,540.00		\$ 45,000.00	Software	
One Time Cost	\$ 71,000.00	Conf 18 existing	\$ 4,000.00	Est. Travel Expen.	\$ 45,000.00	Tech Serv. 200 Hrs. @	\$ 16,220.00	Set-up and training	\$ 90,750.00	Professional Services	
One Time Cost	\$ 45,000.00	\$9,000.00 * 5 yrs			\$ 6,000.00	Training, Per Person			\$ 8,100.00	Maint./ Support	
One Time Cost	\$ 18,000.00	\$3,600.00 * 5 yrs			\$ 5,400.00	One Time Set-up					
Other Costs					\$ 45,500.00	OnBase Maintenance					
Other Costs					\$ 4,995.00	Keymark App. Supp.					
Other Costs						Travel Cost at Actual					
Total Migration Cost / One Time Cost	\$ 172,000.00		\$ 54,000.00		\$ 146,895.00		\$ 38,760.00		\$ 143,850.00		
Yearly Licensing, Maintenance and Support 36 Mnth Contract	\$ 49,600.00		\$ 24,800.00		\$ 225,000.00		\$ 171,900.00		\$ 203,607.00		
Yearly Licensing, Maintenance and Support 48 Mnth Contract	\$ 57,400.00		\$ 27,900.00		\$ 300,000.00		\$ 229,200.00		\$ 271,476.00		
Yearly Licensing, Maintenance and Support 60 Mnth Contract	\$ 65,200.00	\$ 326,000.00	\$ 31,000.00	\$ 155,000.00	\$ 375,000.00		\$ 286,500.00		\$ 339,345.00		
Annual Storage Cost (If hosted or Cloud based) 36 Mnth Contract	\$ 86,400.00		\$ 88,875.00	\$395.00 / Qty 75	\$ 163,800.00	HOSTING					
Annual Storage Cost (If hosted or Cloud based) 48 Mnth Contract	\$ 115,200.00		\$ 118,500.00		\$ 218,400.00	HOSTING					
Annual Storage Cost (If hosted or Cloud based) 60 Mnth Contract	\$ 144,000.00		\$ 148,125.00		\$ 273,000.00	HOSTING					
Grand Total	\$ 498,000.00		\$ 209,000.00		\$ 521,895.00	Plus Addtl Fees	\$ 325,260.00		\$ 483,195.00		
Number of Years Organization in Business	18 yrs		32 yrs		17 yrs		15 yrs ?		48 yrs		
EXHIBIT A: RFP Questions and Responses Document Management System		Indicate if Software has Functionality Described by checking (YES or NO)		Indicate if Software has Functionality Described by checking (YES or NO)		Indicate if Software has Functionality Described by checking (YES or NO)		Indicate if Software has Functionality Described by checking (YES or NO)		Indicate if Software has Functionality Described by checking (YES or NO)	
		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
System Type								Not Submitted	Not Submitted		
Self Managed and Self Hosted		YES		YES-IMAGE TRUST		Yes				Yes	
Cloud Hosted Solution (ASP model)		YES		YES-BOX		Yes					No
Database Type for Self Hosted								Not Submitted	Not Submitted		
SQL Database		YES				Yes				Yes	
Oracle Database			NO			Yes				Yes	
Software and Hardware compatibility								Not Submitted	Not Submitted		
Microsoft Sql Server 2012 or greater		YES		YES		Yes				Yes	
Microsoft Windows Server 2008 (64-bit) or greater		YES		YES		Yes				Yes	
VMware Virtual Network 6.0.0 or greater		YES		YES		Yes				Many customers impl. Using VMware we do not certify	
Microsoft Windows 7 or greater 64bit		YES		YES		Yes				Yes	
Microsoft .NET 4.5 or greater		YES		YES		Yes				Yes	
API Tools: RESTfulAPI		YES		YES		Yes				Yes	
Google Chrome (62.0.3 or greater) 64bit		YES		YES		Yes				Yes	
Mozilla Firefox (57.0.2 or greater) 64bit		YES		YES		Yes				Yes	
IE11 64bit		YES		YES		Yes				Yes	
Edge 64bit		YES		YES		Yes				Yes	
HP 64bit desktops		YES		YES		Yes				Yes	
Microsoft Office (10 or greater) 64bit		YES		YES		Yes				Yes	
Features								Not Submitted	Not Submitted		
Application Program Interface (API)		YES		YES		Yes				Yes	
Integrated with Origami Risk Claim/Policy Management System		YES- CUSTOM			NO-NOT CURREN	Yes				Custom integration	
Integrated with Navrisk Policy Management System		YES- CUSTOM			NO-NOT CURREN	Yes				Custom integration	
Integrated with People Soft		YES			NO-NOT CURREN	Yes				Custom integration	
Single-Sign-On		YES		YES		Yes				With Active Directory	
Folder Types by drawers		YES		YES		Yes				Yes	
Document types by drawers		YES		YES		Yes				Yes	
File types by drawers		YES		YES		Yes				Yes	
Scanning								Not Submitted	Not Submitted		
Kodak Scanner i730 can be used		YES		YES		Yes					Not Certified/ discontinued
Kodak scanner i280 can be used		YES		YES		Yes					Not Certified/ discontinued
Kodak scanner i1150 can be used		YES		YES		Yes					Not Certified
Black/White scanning		YES		YES		Yes				Yes	
Color scanning		YES		YES		Yes				Yes	
Batch scanning		YES		YES		Yes				Yes	
Batch scanning history and Reporting			NO	YES		Yes				Yes	

Scanning preview prior to accepting batch		YES		YES		Yes				Yes	
Reporting and Analysis										Not Submitted	Not Submitted
Users and security reports		YES		YES		Yes				Yes	
Comprehensive list of report templates		YES		YES		Yes				Yes	
Reporting integrated throughout application		YES		YES		Yes				Yes	
Report wizard (Ad HOC customized report capability)			NO	YES		Yes				Yes	
Interactive live reports		YES		YES		Yes				Yes	
Drill down reports		YES		YES		Yes				Yes	
Graph reports			NO	YES		Yes				Yes	
Dynamic sorts, filters and grouping in reports		YES		YES		Yes				Yes	
Workflow Reporting		YES		YES		Yes				Yes	
Flow Steps		YES		YES		Yes				Yes	
Flow Step Access			NO	YES		Yes				Yes	
Report Formats										Not Submitted	Not Submitted
PDF		YES			NO-CAN BE CUST	Yes				Yes	
Microsoft Word			NO		NO-CAN BE CUST	Yes					No
Excel		YES			YES-CAN BE CUSTOMIZED TO ADD THIS	Yes				Yes	
CSV		YES			YES	Yes					No
HTML			NO		NO-CAN BE CUST	Yes				Yes	
Document Import										Not Submitted	Not Submitted
Scanning Black/White		YES-HARDWARE DEP.		YES		Yes				Yes	
Scanning Color		YES-HARDWARE DEP.		YES		Yes				Yes	
Scanning Negative		YES-HARDWARE DEP.		YES		Yes				Yes	
Printing Black/White		YES-HARDWARE DEP.		YES		Yes				Yes	
Printing Color		YES-HARDWARE DEP.		YES		Yes				Yes	
Email (Outlook)		YES		YES		Yes				Yes	
Limit to number of email addresses for automated importing		YES		YES		Yes					No
Faxing - Zetafax		YES VIA PRINT		YES		Yes				Yes	
Faxing - Right Fax		YES VIA PRINT		YES		Yes				Yes	
Import and preserve native file formats		YES		YES		Yes				Yes	
Video Footage (Size limitations)		YES		YES		Yes				Yes	
Search Capabilities										Not Submitted	Not Submitted
Page search		YES		YES		Yes				Yes	
Document search		YES		YES		Yes				Yes	
Folder search		YES		YES		Yes				Yes	
OCR Full text search		YES		YES		Yes				Yes	
Task search		YES		YES		Yes				Yes	
Page marks history		YES		YES		Yes					No
Batch scans		YES		YES		Yes				Yes	
Annotations		YES			NO	Yes				Yes	
Date captured		YES		YES		Yes				Yes	
Merged Files		YES		YES		Yes				Yes	
Workflows										Not Submitted	Not Submitted
Workflow designer		YES		YES		Yes				Yes	
Client access with ability to create own workflows		YES		YES		Yes				Yes	
Workflow Security Module		YES		YES		Yes				Yes	
Security										Not Submitted	Not Submitted
Security manager		YES		YES		Yes				Yes	
Manage users / user group settings		YES		YES		Yes				Yes	
Granular role and permission based security		YES		YES		Yes				Yes	
Manage fields, labels, form layout & codes		YES		YES		Yes				Yes	
System diagnostic utilities		YES		YES		Yes				Yes	
Buddy list or shared task reporting		YES		YES		Yes				Yes	
Consolidated Administration Console		YES		YES		Yes				Yes	
Tasks										Not Submitted	Not Submitted
Dedicated task module			NO	YES		Yes				Yes	
Associate tasks with drawer, flow and step		YES		YES		Yes				Yes	
Tasks stand alone as independent projects		YES		YES		Yes				Yes	
Scheduling or rescheduling tasks		YES		YES		Yes				Yes	
Manage tasks with priority and due dates		YES		YES		Yes				Yes	
Calendar capabilities			NO	YES		Yes				Yes	
Bulk Task Transfer abilities		YES		YES		Yes				Yes	
Task Note		YES		YES		Yes				Yes	
Disaster Recovery and Continuity Plans										Not Submitted	Not Submitted
Detailed Recovery Plan for Hosted Services		YES		YES		Yes				N/A	
Redundant Hardware Systems		YES		YES		Yes				N/A	
Redundant ISP or Ethernet Services		YES		YES		Yes				N/A	
Backup Generators		YES		YES		Yes				N/A	
Hot Site or Failover Site		YES		YES		Yes				N/A	

The Response must detail the organization's experience, personnel, proposed scope and approach, and any other relevant information as set forth in greater detail below...	✓		✓		✓		✓		✓	
A Response must evidence ability to protect NJSIG from errors and omissions. The Respondent(s) must present evidence of current insurance in the form of a Certificate of Insurance or a letter from its insurance broker that the specific Professional Liability Insurance required by this RFP can be obtained...	✓			✗	✓			✗	✓	
Provide copies of audited financial statements for your organization or other evidence of financial stability of your organization for the past three (3) years.		✗		✗		✗		✗	✓	
Note Select WordPad to view exact verbage of Section 3- General Information (Section 2.5.2 Criteria)										
										
Section 4 – Organization profile and experience (Section 2.5.3)										
2.5.3 Organization profile and experience										
As a minimum, it is preferred the proposer have ten years' experience as a document management system software and services provider for public entities in the State of New Jersey. The proposer must demonstrate a high degree of knowledge of the operation of local governmental units in State of New Jersey. The proposer must also:	250 Total Employees		45 Total Employees		119 Total Employees		Not Supplied		1600+ Total Employees	
i.) Indicate the date your organization was established.	✓		✓		✓			✗	✓	
ii.) Describe the services provided by your organization.	✓		✓		✓			✗	✓	
iii.) Identify the number of employees in your organization. Indicate any special training or experience members of your organization possess that may assist in providing the requested services.	✓		✓		✓			✗	✓	
iv.) Describe the participation of women and minorities in your organization...	KOTA Solutions	✗	✓		✓			✗	✓	
v.) Provide a description of your organization's presence in New Jersey. Note the location of each office, the number of employees resident in each office.	✓		✓		✓		✓			✗
vi.) Identify any public entities, boards of education, educational service commissions, charter schools, or other school entities which your organization has provided services to during the last ten (10) years, generally and specifically with respect to each specialty area where consideration is requested...	✓		✓		✓			✗	✓	
vii.) Indicate the amount of professional malpractice insurance coverage which you carry, the amount of any self-retention and the name of the carrier.	✓			✗	✓			✗	✓	
viii.) Describe your organization's approach to maintaining responsive communication with NJSIG and keeping NJSIG informed of problems and progress.	✓		✓		✓			✗	✓	
ix.) Provide a representative listing of your organization's major private and public sector clients.	✓		✓		✓			✗	✓	
x.) Provide the name, address, telephone number, email address, and facsimile number for the designated contact person in your organization.	✓		✓		✓		✓		✓	
Section 5 – Qualifications and Experience (Section 2.5.4)										
2.5.4 Qualifications and Experience										
i.) Please indicate what percentage of your organization's business is in providing electronic document management system software and services to public entities in the State of New Jersey.	MaxxVault		ImageTrust (w)Box.com		Hlyand's OnBase			✗	✓	
ii.) Describe your organization's experience in providing document management system software and services to public entities in the State of New Jersey.	MaxxVault		ImageTrust (w)Box.com	Approx. 10 NJ Customers	Hlyand's OnBase	Approx. 10 NJ Customers		✗	✓	

iii.) State the qualifications and experience of the employees proposed to staff the work assigned. For each member of your organization that would be involved in handling the work detailed in this request for proposals, provide a detailed resume including information as to:	✓		✓		✓		✓			✗
a.) Education, including advanced degrees;	✓		✓		✓		✓			✗
b.) Number of years engaged in the designated practice area;	✓		✓		✓		✓			✗
c.) General work experience;	✓		✓		✓		✓			✗
d.) Area(s) of specialization;	✓		✓		✓		✓			✗
Note Select WordPad to view exact verbage of Section 4 – Organization profile and experience (Section 2.5.3)										
										
Section 6 – Forms / Exhibits (Section 2.5.5)										
7 Exhibits										
7.1 Affidavit of Moral Integrity	✓		✓		✓		✓		✓	
7.2 Disclosure of Investigations and Other Actions Involving Proposer	✓		✓		✓		✓		✓	
7.3 Disclosure of Investment Activities in Iran	✓		✓		✓		✓		✓	
7.4 Ownership Disclosure Form	✓		✓		✓		✓		✓	
7.5 Affidavit of Non-collusion	✓		✓		✓		✓		✓	
7.6 Subcontractor Utilization Plan	✓		✓		✓		✓			✗
7.7 NJSIG document management system checklist	✓		✓		✓			✗	✓	
Section 2.5.5 Forms										
2.5.5.1 Affidavit of Moral Integrity										
Note Select WordPad to view exact verbage of 2.5.5.1 Affidavit of Moral Integrity										
										
2.5.5.2 Ownership disclosure form										
Note Select WordPad to view exact verbage of 2.5.5.2 Ownership disclosure form										
										
2.5.5.3 Disclosure of investigations/actions involving proposer										
Note Select WordPad to view exact verbage of 2.5.5.3 Disclosure of investigations/actions involving proposer										
										
2.5.5.4 Subcontractor utilization form										
Note Select WordPad to view exact verbage of 2.5.5.4 Subcontractor utilization form										
										
2.5.5.5 Affidavit of Non-Collusion										

Note Select WordPad to view exact verbage of 2.5.5.5 Affidavit of Non-Collusion



2.5.5.6 Proofs of registration that must be submitted with the proposal

Note Select WordPad to view exact verbage of 2.5.5.6 Proofs of registration that must be submitted with the proposal



2.5.5.7 Affirmative action

Note Select WordPad to view exact verbage of 2.5.5.7 Affirmative action



2.5.5.8 Certification of Non-Involvement in Prohibited Activities in Iran

Note Select WordPad to view exact verbage of 2.5.5.8 Certification of Non-Involvement in Prohibited Activities in Iran



3 Special contractual terms and conditions

Note Select WordPad to view exact verbage of Special contractual terms and conditions





Evaluation Criteria Weight	Weight, %	LDI COLOR TOOLBOX			IMAGE ACCESS CORP			KEYMARK, INC			GRW DMS			VERTAFORE		
		Jeff Cook	Tiffani Jackson	Mike Weiner	Jeff Cook	Tiffani Jackson	Mike Weiner	Jeff Cook	Tiffani Jackson	Mike Weiner	Jeff Cook	Tiffani Jackson	Mike Weiner	Jeff Cook	Tiffani Jackson	Mike Weiner
Technical Criteria:																
Weight Percentage: 35%																
a) Does the proposer's proposal demonstrate a clear understanding of the scope of work and related objectives?	7	0	0	0	0	0	0	5	6	5	0	0	0	7	7	7
b) Is the proposer's proposal complete and responsive to the specific RFQ requirements?	7	3	3	3	4	3	4	4	4	4	1	1	1	6	7	6
c) Has the past performance of the proposer's proposed methodology been documented?	7	0	0	0	0	0	0	3	4	3	0	0	0	7	7	7
d) Does the proposer's proposal use innovative technology and techniques?	7	7	7	7	7	7	7	7	7	7	2	3	2	7	7	7
e) Are sound environmental practices such as recycling, energy efficiency, and waste reduction used?	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7
Total		17	17	17	18	17	18	26	28	26	10	11	10	34	35	34
Management Criteria:																
Weight Percentage: 35%																
1. Project management:																
a) How well does the proposed scheduling timeline meet the contracting unit's needs?	3.18	0	0	0	0	0	0	0	0	0	0	0	0	3.18	3.18	3.18
b) Is there a project management plan?	3.18	0	0	0	0	0	0	2	1.5	1.5	0	0	0	3.18	3.18	3.18
2. History and experience in performing the work:																
a) Does the proposer document a record of reliability of timely delivery and on-time, on-budget implementation?	3.18	0	0	0	0	0	0	2.5	2.5	2	0	0	0	3.18	3.18	3.18
b) Does the proposer demonstrate a track record of service as evidenced by on-time, on-budget, and contract compliance performance?	3.18	0	0	0	0	0	0	0	0	0	0	0	0	3.18	3.18	3.18
c) Does the proposer document industry or program experience?	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18
d) Does the proposer have a record of moral integrity?	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18	3.18
3. Availability of personnel, facilities, equipment and other resources:																
a) To what extent does the proposer rely on in-house resources vs. contracted resources?	3.18	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	3.18	3.18	3.18	3.18	3.18	3.18
b) Are the availability of in-house and contract resources documented?	3.18	2	2	2	1.5	1.5	1.5	1.5	1.5	1.5	3.18	3.18	3.18	3.18	3.18	3.18
4. Qualification and experience of personnel:																
a) Documentation of experience in performing similar work by employees and when appropriate, sub-contractors?	3.18	3.18	3.18	3.18	1.5	1.5	1.5	1.5	1.5	1.5	3.18	3.18	3.18	0	0	0
b) Does the proposer make use of business capabilities or initiatives that involve women, the disadvantaged, small and/or minority owned business establishments?	3.18	3.18	3.18	3.18	3.18	3.18	3.18	0	0	0	0	0	0	3.18	3.18	3.18
c) Does the proposer demonstrate cultural sensitivity in hiring and training staff?	3.18	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total		16.3	16.3	16.3	14.1	14.1	14.1	15.4	14.9	14.4	15.9	15.9	15.9	28.7	28.7	28.7
Cost Criteria:																
Weighted Percentage: 30%																
1. Cost of goods to be provided or services to be performed:																
a) Relative cost: How does the cost compare to other similarly scored proposals?	6	5	4	5	0	0	0	2	2	1	0	0	0	6	6	6
b) Full explanation. Is the price and its component charges, fees, etc. adequately explained or documented?	6	5	5	5	0	0	0	0	0	0	0	0	0	6	6	6
2. Assurances of performance:																
a) If required, are suitable bonds, warranties, or guarantees provided?	6	3	3	3	3	3	3	3	3	3	6	6	6	6	6	6
b) Does the proposal include quality control and assurance programs?	6	0	0	0	1	1	1	1	1	1	0	0	0	6	6	6
3. Proposer's financial stability and strength:																
a) Does the proposer have sufficient financial resources to meet its obligations?	6	0	0	0	0	0	0	0	0	0	0	0	0	6	6	6
Total		13	12	13	4	4	4	6	6	5	6	6	5	30	30	30
Grand Total		46%	45%	46%	36%	35%	36%	47%	49%	45%	32%	33%	32%	93%	94%	93%

Evaluation Criteria Weight
 0-Does Not Meet Req.
 1-3 Meets Minimal Expectations
 4-5 Meets Expectations
 6-Exceeds Req.

Management Criteria
 0-Does Not Meet Req.
 1-3 Meets Minimal Expectations
 2-3 Meets Expectations
 3.18-Exceeds Req.

Cost Criteria
 0-Does Not Meet Req.
 1-3 Meets Minimal Expectation
 4-5 Meets Expectations
 6-Exceeds Req.

Score Matrix Key

Scored based on details provided in the Proposal and the Web Demos and the vendors project management outline

Evaluators scored each section separately to arrive at the overall score. ie. In area of non-compliance with the mandatory requirements vendors scores reduced accordingly.

Evaluators posed the Question of: Did the proposer provide detailed methodology for implementation steps?

Vertafore provided superior detail in their project management plan documentation

Vertafore rating based on NISIG experience.

Resellers scores reduced as a result of multi-contracts

Viewed as a list of available resources in both the Sales and software company (Resellers)

Scores of 0 awarded to Cloud base Solutions. Rated Self Hosted Solutions. KeyMark, Inc. Excluded costs ie. Shipping costs, travel cost, and method of software delivery cost, pricing structure unclear for additional yearly support costs. Rated on Price Lowest to Highest, Lowest Priced awarded highest score.

All Resellers scored lower due to the necessity of multiple contracts

0= No Documented Q&A measures were provided by Vendors. 1= Testing mentioned in pricing only.