

RFP-1339 Offsite Storage of the Port Authority's Business Records

Budget: \$300,0000 (over 5 years)

Date: December 9, 2019

| Project Relative Weight | VeriTrust Corporation | | | Average Team Score |
|--|-----------------------|------|------|--------------------|
| | E1 | E2 | E3 | |
| Price - 35 pts | | | | |
| Purchase Price - <u>35</u> pts o Lowest Eligible Price will receive maximum # of points | 35.00 | | | 35.00 |
| Respondent - 32 pts | | | | |
| Quality of Respondent's goods and services - <u>5</u> pts o Respondent's reputation o The reputation of Respondent's services and goods o Respondent's demonstrated ability and qualifications to successfully perform work of this size, scope and complexity, including references that show that Respondent has successfully provided the same or substantively comparable services and goods to others | 5.00 | 5.00 | 5.00 | 5.00 |
| Financial position and stability of Respondent - <u>1</u> pt | 1.00 | 1.00 | 1.00 | 1.00 |
| The Respondent's past performance - <u>5</u> pts | 5.00 | 5.00 | 5.00 | 5.00 |
| Respondent's demonstrated understanding and acceptance of the RFP requirements, objectives, and scope of services - <u>2</u> pts | 2.00 | 2.00 | 2.00 | 2.00 |

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| | Qualifications and experience of assigned personnel in services or projects like this Project - <u>2</u> pts | 2.00 | 1.00 | 2.00 |
| Availability of other resources, including staffing capabilities and location of facilities - <u>2</u> pts | 2.00 | 1.00 | 2.00 | 1.67 |
| Current applicable licenses and certifications - <u>1</u> pt | 1.00 | 1.00 | 1.00 | 1.00 |
| Respondent's safety and environmental records - <u>2</u> pts | 2.00 | 1.00 | 2.00 | 1.67 |
| The security and business continuity of Respondent's facilities and procedures, including buildings, physical security, transport of records, access, and personnel - <u>5</u> pts | 5.00 | 5.00 | 5.00 | 5.00 |
| Effective, efficient, and cooperative client relations, as evidenced by responses to PHA requests for information and acceptance of PHA contract terms - <u>5</u> pts | 5.00 | 5.00 | 5.00 | 5.00 |
| The quality of Respondent's overall proposed plan of action, including but not limited to strategy, methodology, and quality assurance control measures - <u>1</u> pt | 1.00 | 1.00 | 1.00 | 1.00 |

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| Respondent's plan for communicating with PHA - <u>1</u> pt | 1.00 | 1.00 | 1.00 | 1.00 |
| Total Average - Respondent | 32.00 | 29.00 | 32.00 | 31.00 |
| Benefit to Port Authority - 20 pts | | | | |
| The extent to which services, including available service options and solutions proposed meet the PHA's needs: <u>5</u> pts o they are compatible with existing PHA systems and procedures o they incorporate systems that are environmentally friendly o they exhibit the ability to meet PHA needs | 5.00 | 4.00 | 5.00 | 4.67 |
| The anticipated cost of maintenance, including costs related to compatibility (or lack thereof) with other PHA systems, procedures, and equipment - <u>5</u> pts | 5.00 | 5.00 | 5.00 | 5.00 |
| After contract support, including the availability and quality of technical support and ability to timely deliver needed services - <u>5</u> pts | 5.00 | 5.00 | 5.00 | 5.00 |
| The total long-term cost to acquire goods or services - <u>3</u> pts | 3.00 | 3.00 | 3.00 | 3.00 |

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| Project Relative Weight | E1 | E2 | E3 | |
| Any unique or specialized processes, organization, or capabilities - <u>2</u> pts | 1.00 | 1.00 | 2.00 | 1.33 |
| Total Average - Benefit to Port Authority | 19.00 | 18.00 | 20.00 | 19.00 |
| Overall Compliance with PHA Policies and Instructions - 5 pts | | | | |
| Full completion of the proposal Response form and submission of the items required by the proposal documents, including, but not limited to, all items set forth in Section C of the proposal Response form, and including addenda, if any - <u>1</u> pt | 1.00 | 1.00 | 1.00 | 1.00 |
| Understanding and acceptance of PHA's contract requirements - <u>2</u> pts | 2.00 | 2.00 | 2.00 | 2.00 |
| Transparency of all fees - <u>1</u> pt | 1.00 | 1.00 | 1.00 | 1.00 |
| Response acceptably presented in terms of clarity, conciseness, organization and appearance - <u>1</u> pt | 1.00 | 1.00 | 1.00 | 1.00 |
| Total Average - Overall Compliance with PHA Policies and Instructions | 5.00 | 5.00 | 5.00 | 5.00 |

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| Local Business and Small Business Participation - 8 pts | | | | |
| Calculation of Local Business participation will be performed by the Small Business Staff during the evaluation phase - 3 pts | | 3.00 | | 3.00 |
| Calculation of Small Business participation will be performed by the Small Business Staff during the evaluation phase - 5 pts | | 0.00 | | 0.00 |
| Total Average - Small Business Participation and Local Business | | | | 3.00 |
| TEAM AVERAGE TOTAL SCORES | | | | |
| | | | | 93.00 |

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