

Bidder: \_\_\_\_\_

**CAVEN POINT REQUEST FOR PROPOSALS**  
**Internal Evaluation Criteria**

Each evaluation shall consist of two separate rankings: one based on non-monetary criteria and another based on the bidder's monetary proposal.

**TOTAL OVERALL SCORE: \_\_\_\_/500**

**I. NON-MONETARY PROPOSAL (400 points)**

**1. Operations: (200 points)**

A. Feasibility and Quality of Recreational Amenities Proposed (50 points)  
Recreational amenities and bidder proposes for Caven Point  
Score: \_\_\_\_

B. Ancillary Structures (5 points)  
Quality and desirability of any proposed ancillary structures necessary for operation of proposed recreational amenities (excluding any structures deemed non-ancillary or unnecessary)  
Score: \_\_\_\_

C. Staffing Plan (5 points)  
Whether the staffing plan is consistent with and can satisfy the Operation Plan  
Score: \_\_\_\_

D. Hours of Operation (5 points)  
Whether the proposed hours of operation and months of operation provide sufficient recreational opportunities  
Score: \_\_\_\_

F. Budget, including fee or price schedule (5 points)  
Whether the fee schedule/prices are comparable to other recreational and event service providers (within a 50-mile radius) in the area  
Score: \_\_\_\_

G. Marketing (5 points)  
Marketing plans and strategies to promote proposed recreational amenities  
Score: \_\_\_\_

H. Maintenance Operations (5 points)  
Whether the bidder's maintenance plan will ensure the property remains in good condition  
Score: \_\_\_\_

I. Security & Crowd control Plan (5 points)  
Whether bidder has adequate plans for addressing security issues  
Score: \_\_\_\_

**Bidder:** \_\_\_\_\_

J. Parking Plan (5 points)

Has bidder set forth a reasonable plan to address any anticipated parking needs

Score: \_\_\_\_\_

K. Utility Plan (5 points)

Has bidder set forth a reasonable plan to address all water, sewer and other utility needs

Score: \_\_\_\_\_

L. Permit Feasibility (15 points)

Whether bidder can feasibly obtain permits required to accommodate the proposal

Score: \_\_\_\_\_

M. Operational Timeframe (5 points)

Reasonableness and feasibility of timeframe in proposal for operation of recreational amenities at Caven Point

Score: \_\_\_\_\_

N. Equipment (5 points)

Whether the proposal shows that the bidder's plan for the purchase and distribution of equipment, inventory, supplies, materials, etc. is sufficient to satisfy the Operation Plan and to meet the deadline proposed by the bidder

Score: \_\_\_\_\_

O. Potential Problems/Contingencies (5 points)

Extent of anticipated problems or contingencies that may prevent implementation of proposed recreational amenities

Score: \_\_\_\_\_

P. Land Use Restrictions (25 points)

Consistency with Green Acres Act and LWCF regulations, including quality and feasibility of any proposed compensation where proposed use is a possible diversion or conversion

Score: \_\_\_\_\_

Q. Community/Public Benefit (25 points)

The extent to which bidder's proposal will confer a benefit to the surrounding communities and the public in general

Score: \_\_\_\_\_

P. Benefit to State (25 points)

The extent to which bidder's proposal will benefit the State

Score: \_\_\_\_\_

Total: \_\_\_\_\_

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2. **Preservation and Enhancement of Public Recreational Uses, Natural Resources and Ecological Values (150 points)**

A. Preservation and Enhancement of Recreational Uses (75 points)

Overall quality of proposal to preserve and enhance existing public recreational uses of Caven Point, including replacement of any impacted amenities with ones of higher recreation value within Liberty State Park and creation of public access to beach and water areas

Score: \_\_\_\_\_

B. Preservation and Enhancement of Natural Resources and Ecological Values (75 points)

Overall quality of proposal to preserve and enhance natural resource and ecological values, including proposed mitigation or compensation for any impacts in a manner that enhances Liberty State Park.

Score: \_\_\_\_\_

Total: \_\_\_\_\_

3. **Organizational Support, Experience and Financial Viability (50 points)**

A. Has the bidder managed other facilities of similar scope and size in the past five (5) years? **(10 points)**

Score: \_\_\_\_\_

B. If so, how many? **(5 points)**

Score: \_\_\_\_\_

C. Is the bidder currently managing other similar facilities? **(5 points)**

Score: \_\_\_\_\_

D. Does the information provided in the organization chart list key personnel who will run Caven Point? **(5 points)**

Score: \_\_\_\_\_

E. Whether the proposal demonstrates that the bidder has sufficient experienced personnel (number and qualifications) to meet the obligations set forth in the Request for Proposal and the Lease Agreement **(10 points)**

Score: \_\_\_\_\_

F. Extent to which bidder will require sub-operators/sub-lessees to complete or operate proposed recreation amenities. Maximum points if bidder requires no sub-operators/sub-lessees **(5 points)**

Score: \_\_\_\_\_

Total: \_\_\_\_\_

G. Demonstrated financial ability to operate the proposed recreational amenities **(10 points)**

Total: \_\_\_\_\_

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**II. MONETARY PROPOSAL (100 points total)**

A. **Fixed Rent (40 points)**  
Fair market value of for proposed use  
Score:\_\_\_\_\_

B. **Variable Rent (40 points)**  
Percentage of gross receipts, no less than eight percent (8%)  
Score:\_\_\_\_\_

C. **Estimated annual rent (20 points)**  
Annual income based on fixed rent and projections of variable rent.  
Score:\_\_\_\_\_

Total:\_\_\_\_\_

**Bidder:** \_\_\_\_\_

**FORMS CHECKLIST**

1. **4.4.1.1 Affirmative Action Employee Information Report**

Affirmative Action Employee Information Report, or:

(1) a New Jersey Affirmative Action Certificate or

(2) evidence that the bidder is operating under a Federally-approved or sanctioned affirmative action program.

2. **4.4.1.2 Business Registration Reporting**

Proof of valid business registration with the Division of Revenue, Department of Treasury, State of New Jersey, should be submitted by the bidder with its bid proposal.

3. **4.4.1.3 Pay to Play**

Ownership Disclosure Form

Contractor Certification and Disclosure of Political Contributions Form (P.L. 2005, c. 51)

Vendor Certification and Disclosure of Political Contribution Disclosure Form (P.L. 2005, c. 271)