

Bidder: _____

**FOOD AND RETAIL SERVICES
LIBERTY STATE PARK
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.

I. NON-MONETARY PROPOSAL (250 points)	___/250
1. Management Plan, including the following: (125 points total)	___/125
A. <u>Food and Retail Services (30 points)</u> The types of food and merchandise the bidder plans on promoting and providing	___/30
B. <u>Staffing Plan (15 points)</u> Whether the staffing plan is consistent with, and can satisfy the Operational Management Plan.....	___/15
C. <u>Hours of Operation (5 points)</u> Whether the proposed hours of operation and months of operation sufficiently make the Operation Areas available to the public.	___/5
D. <u>Fee or Price Schedule (5 points)</u> Whether the fee schedule/menu prices are comparable to those charged by other food and retail service provides in the area.	___/5
E. <u>Marketing/Optional Services (10 points)</u> Has the bidder proposed plans for advertising and publicizing the food and retail reservices?	___/10
F. <u>Maintenance Operations (5 points)</u> Whether the bidder's maintenance plan will ensure the property remains in good condition	___/5
G. <u>Security Plan (5 points)</u> Whether bidder has adequate plans for addressing security issues.....	___/5
H. <u>Improvement Plan for projects described (50 points)</u>	
(i) Has the bidder set forth a reasonable plan to address the required and optional Immediate Improvements?	___/25
(ii) Has the bidder set forth a plan to address the Renewal Improvements?	___/25

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| 2. | Mobilization and Implementation Plan (30 points total) | ____/30 |
| A. | Whether the proposal shows that the bidder will be able to have the Operation Areas operational within the timeframe identified by the bidder and otherwise meet the obligations in the Operating Agreement. (20 points) | ____/20 |
| B. | Whether the proposal demonstrates that the bidder has sufficient experienced personnel (number and qualifications) to fulfill the goals in its mobilization and implementation plan. (5 points) | ____/5 |
| C. | 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 Operational Management plan and to meet the deadline proposed by the bidder (5 points) | ____/5 |
| 3. | Organizational Support and Experience (45 points total) | ____/45 |
| A. | Has the bidder managed other facilities of similar scope and size in the past five (5) years? (10 points) | ____/10 |
| B. | If so, how many? (10 points) | ____/10 |
| C. | Is the bidder currently managing other similar facilities? (10 points) | ____/10 |
| D. | Does the information provided in the organization chart list key personnel who will run the Operation Areas? (5 points) | ____/5 |
| E. | Does the information provided (including information obtained from references and outside sources) demonstrate that the bidder will be able to meet the obligations set forth in the Request for Proposal and the Operating Agreement? (10 points) | ____/10 |
| 4. | Financial Viability and Organizational History (50 points total)..... | ____/50 |
| A. | Has the bidder demonstrated it is financially viable to run the Compound in a manner that is acceptable to DEP? (10 points) | ____/10 |
| B. | Is the bidder's financial viability consistent with its plans and proposals for the Operation Areas and any proposed Improvements? (20 points) | ____/20 |
| C. | Has the bidder demonstrated that it is a successful business based on its responses to the questions set forth in Section 4.4.4.6 of the Request for Proposal? (20 points) | ____/20 |

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II. MONETARY PROPOSAL

Each monetary proposal should consist of a percent of annual gross revenue of at least five percent (5%) which the Operator will be required to remit to the Department. The score for this section shall be the percentage proposed by the bidder. The higher the percentage, the greater the score.

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. N.J.S.A. 52:24.4 Owner Ship Disclosure Form**
 - Business Registration Certificate
- 3. 4.4.1.3 Pay to Play**
 - Two-Year Chapter 51/Executive Order 117 Vendor Certification and Disclosure of Political Contributions 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)

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.
- 4. MacBride Principles Certification Form**
- 5. Iranian Investment Activities Form**