

**ATTACHMENT C
EVALUATOR SCORE SHEET**

INSTRUCTIONS

Each evaluator may want to read the entirety of a Response before attempting to assign scores. Evaluators must score each Respondent being evaluated on a separate Evaluator Score Sheet. Throughout the evaluation process, the confidentiality and security of the Responses and the scoring process must be maintained.

Response Evaluation – Each evaluator will independently score Volume Two: Technical Response. Evaluators will not review or evaluate any other volumes of the Response.

RESPONSE EVALUATION CRITERIA

The evaluation of the Responses will involve scoring the following two (2) categories:

- Category 1 – Experience and Ability
- Category 2 – Proposed Solution

Criteria have been developed for each category and are presented on the Evaluator Score Sheet. A score should be assigned to each criterion as follows:

Assessment	Maximum Score - 20	Maximum Score - 15
Excellent	18-20	13-15
Good	14-17	10-12
Adequate	10-13	7-9
Poor	6-9	4-6
Unacceptable	0-5	0-3

Scoring should reflect the evaluator’s independent evaluation of the Respondent’s overall response based on each criterion and should consider the Respondent’s ability to meet each function, characteristic, performance level, or specification described in the solicitation.

Once the evaluator has completed a score sheet for each Response, the evaluator should submit the completed score sheets to the Point of Contact.

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EVALUATOR SCORE SHEET

Respondent's Name:			
CATEGORY 1 – Experience and Ability			
Criteria for Evaluation	Maximum Points	RCP/Statement of Work Section	Points Received
1. How well did the Response demonstrate that the Respondent has adequate experience to provide the Medical Bill Review and Utilization Review/Peer Review services sought in this RCP?	20	RCP Section 3.1.2	
2. How well did the Respondent demonstrate its ability to effectively administer, manage, and support the services sought in this RCP?	20	RCP Section 3.1.2	
3. To what extent do the Respondent's current and/or past contracts demonstrate experience in providing the services sought in this RCP?	20	RCP Section 3.1.2	
CATEGORY 2 – Proposed Approach			
4. How well did the Respondent's Continuity of Operations Plan (COOP) demonstrate the Respondent's ability to provide the services during an emergency or other non-typical event?	15	RCP Section 3.1.2, B., 1.	
5. How well does the Response demonstrate the Respondent's ability to perform the services required for Part A - Administrative Set-Up Requirements, as described in the Statement of Work (SOW)?	20	SOW Section 4.2, Part A – Administrative Set-Up Requirements	
6. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.1, Electronic Medical Bill Review and Re-pricing System?	20	SOW Section 4.3., Part B – Medical Bill Review, Utilization Review and Peer Review Services	
7. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR and Utilization Review (UR) Services, as required in the SOW, Section 4.3.2, Call Center and Customer Support?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
8. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.3, Claim Eligibility and File Maintenance?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	

9. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.4, Vendor File?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
10. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.5, Medical Bill Review (MBR) and Re-pricing Services?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
11. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.6, PPO Networks and Discounts?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
12. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.7, Utilization and Peer Review (UR/PR)?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
13. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.8, Medical Payable File Submission?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
14. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.9, Utilization Review/Peer Review Payable File Submission?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
15. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.10, Invoicing and Payment to Contractor?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
16. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.11, Medical Payable File Exceptions and Reconsiderations?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
17. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.12, Claim Overpayment Recovery?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	

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18. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.13, Compliance with DWC/EDI Filing?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
19. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.14, Petitions for Reimbursement Disputes?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
20. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.15, Ad-Hoc Reports?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
21. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.16, Satisfaction Survey?	15	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
22. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.17, Complaint Resolution?	15	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
23. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.18, Quality Assurance and Performance Improvement (QAPI)?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
24. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.19, Utilization Review Accreditation Commission (URAC)?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
25. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.20, SSAE 18 (SOC 1 and SOC 2) Type II Audit and Contractor's Self-Assessment Tools?	15	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
26. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.21, Subcontractors?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	

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27. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.22, Stewardship Meetings?	15	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
28. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.23, Corrective Action Plan (CAP)?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
29. How well does the Response demonstrate the Respondent's ability to perform the services required for MBR Services, as required in the SOW, Section 4.3.24, Transition and Close-Out?	20	SOW Section 4.3, Part B – Medical Bill Review, Utilization Review and Peer Review Services	
TOTAL POINTS RECEIVED FOR CATEGORY 2			
COMBINED TOTAL POINTS RECEIVED FOR TECHNICAL RESPONSE (Category 1 & Category 2 = Maximum of 555 Points Possible)			

Evaluator Name: _____ **Date:** _____

Evaluator Signature: _____