



**ARRA-SEP
SCORING SHEET
For Requests for Proposals**

Proposal to be reviewed: Administrator for EE/RE Loans and Grants for Businesses

Bidder name:

Contact person:

Date Reviewed:

Reviewer:

On the Reviewing Team of:

- 1.
- 2.
- 3.
- 4.
- 5.

Score:

Group Score:

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Reviewer:

Scoring Criteria	Possible Points	Earned Points	Explanation	Comments
Complete Proposal	0	0	Incomplete proposals will not be accepted	
Quality and Clarity of Proposal, Program, and Applicant's capacity and financial soundness	15		Concise and appropriate information provided	
OEP Confidence that Essential Program Requirements will be Met, Scope of Services	15		Appropriate information provided	
OEP Confidence with Bidder's Ability to Meet Reporting and Other Compliance Requirements	15		Monthly and quarterly reporting requirements, Davis Bacon, Buy American, NEPA, etc. OEP and/or DOE can retract funding if out of compliance	
Budget	15		Shows understanding of program challenges; Reflects confidence of reporting ability; Expects financial audits and other scrutiny	
Ability to disburse funds expeditiously	5		All funds must be expended by April 30, 2012	
Understanding EE and RE Measures, Technologies, Priorities	5		Within reason, the bidder should create a mechanism to avoid investments in lower-priority projects when higher priority projects should be addressed first	
Ability to Publicize the Program to Businesses	5		Realistic? Creative? Use existing outreach methods?	
Diversity of Program	5		Regionally, project type, business type, loans versus grants, etc.	
Creativity of Program	5		Innovative (and realistic) solutions are encouraged	
Administrative Costs Relative to Program	5		Realistic? Leveraged administrative costs?	
Leveraging of Other Funds	5		Shows collaboration with other entities, knowledge of and maximizing existing programs	
Other Considerations	5		Explained by the reviewer	
Total	100			

In the event of a tie, preference will be given to the more innovative project.