

BOSTON CONSORTIUM RFP 2025

RFP EVALUATION

The Consortium will evaluate proposals, in part, according to the general evaluation and criteria shown below. The Consortium reserves the right to develop specific evaluation and criteria for the Non-Homemaker procurement process to be used by evaluators reviewing these proposals. Evaluations will be used to assess the strength of the proposal received. Each member of the Consortium, independently, reserves the right not to renew or award a contract based the bidder's proposal.

In determining whether to renew or award a contract, the Consortium may consider a number of relevant factors, including but not limited to: the bidder's completed proposal; the bidder's experience in providing relevant services; the bidder's qualifications; the bidder's cost of services as outlined in the bidder's proposed rate details and financial materials; the bidder's compliance with reporting requirements and the overall satisfaction of the respondent as compiled by satisfaction surveys completed by Consortium staff; the bidder's audit results and compliance with state regulations and requirements.

The Consortium has included the general evaluation and criteria (shown below) to guide the respondents in completing the proposals.

Please note the following:

1. In general, proposals received after the deadline will not be reviewed or considered for contracting.
2. Once a proposal has been submitted, the Consortium reserves the right to request additional information to clarify any responses/proposals received. The Consortium shall have the right to specify the amount of time for submission of such additional information and/or revisions. The Consortium shall have the right to disqualify responses where such information and/or revisions are not submitted within the timeframe specified by the Consortium.
3. The Consortium reserves the right to interview respondents as part of the procurement and evaluation process to clarify any part of the proposal.
4. The Consortium reserves the right to award conditional contracts to bidders if the respondents fulfill language and cultural needs to specified Boston neighborhoods in which other respondents do not adequately cover. Conditional contracts will be for a period not less than three months with possibility of extension to full term if the respondent is able to successfully improve on RFP application areas which were found to be below required standards. This will be accomplished and evaluated through corrective action plans.

[Continued Below]

BOSTON CONSORTIUM RFP 2025

RFP EVALUATION

Current Providers

- Documented Experience with Providers:
 - Service Delivery
 - Contract Compliance
 - Billing Integrity
 - Satisfaction Surveys
- Fiscal
 - Financial Sustainability & Stability
- Worker Availability
 - Language (See City of Boston Language & Communications Access Demographics Report)
 - Geography (see Attachment C)
 - Skills (see Attachment H, Summary, or Other)
- Policy Compliance (See Admin Overview)
- Client Not at home policy (See Admin Overview)
- Emergency Policy
- Rate Structure (see Attachment D)
- Quality Improvement Plan
- Service Specific Attachment (Attachment H)
- Encryption Software
- Electronic Visit Verification (EVV) software
- Supplier Diversity Office (SDO) Certification (if applicable)

New Applicants

- Response demonstrates understanding of ASAP needs and service requirements and the ability to meet needs and requirements
- References as to responsiveness, demonstrated ability to provide similar services, communication with business
- Fiscal
 - Financial Sustainability & Stability
- Worker Availability
 - Language (See City of Boston Language & Communications Access Demographics Report)
 - Geography (see Attachment C)
 - Skills (see Attachment H, Summary, or Other)
- Policy Compliance (See Admin Overview)
- Client Not at home policy (See Admin Overview)
- Emergency Policy
- Rate Structure (see Attachment D)
- Quality Improvement Plan (compensates for no experience score)
- Service Specific Attachment (Attachment H)
- Company Summary
- Encryption Software
- Electronic Visit Verification (EVV) software
- Supplier Diversity Office (SDO) Certification (if applicable)