OCC Outside Counsel
Criteria, Subcriteria Sheet
HHS0010934

Evaluator				
Respondent				
#	**Criteria**	**Weight**	**Score**	**Comments**
1	**Qualifications**			
1.1	Evaluate how well the Respondent demonstrated recent immigration law practice of a minimum of five (5) consecutive years.	20%		
1.2	Evaluate the Respondent's past performance in providing similar services.	20%		
	Subtotal	**40%**		
2	**Experience**			
2.1	Evaluate how well the documentation supports the Lead Attorney's specialization in immigration and experience with immigration.	15%		
2.2	Evaluate the Respondent's documented Lead Attorney's good standing with the State Bar of Texas and area of specialization relevant to the requested services.	10%		
2.3	Evaluate how well the Respondent's legal staff resumes document qualifications, including license information for the State Bar of Texas, role in projects, and experience in immigration law.	15%		
	Subtotal	**40%**		
3	**Completeness and Quality of Response**			
3.1	Evaluate how well the respondent's proposal demonstrates their ability to meet the requirements of the scope of work	10%		
3.2	Evaluate how well the respondent's proposal demonstrates realistic commitment, competence, and an understanding of the risk and complexity of services.	10%		
	Subtotal	**20%**		
	TOTAL (%)	**100%**		

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Evaluation Scoring Guide		
Score	**Level**	**Description**
Unacceptable	**1**	Response does not address requirement. Response is completely unacceptable.
Unacceptable	**2**	Response mentions requirement, but is not responsive to the elements of the requirement.
Unacceptable	**3**	Response addresses requirement, but response described does not allow HHSC to fulfill mission.
Marginal. Fails to meet evaluation standards but failures are correctable.	**4**	Response meets fundamental requirements, however could not be implemented as described (would require both HHSC and Vendor to make significant changes not currently anticipated).
Marginal. Fails to meet evaluation standards but failures are correctable.	**5**	Response meets fundamental requirements, however could not be implemented as described (implementation would require both HHSC and Vendor to make minor changes not currently anticipated).
Marginal. Fails to meet evaluation standards but failures are correctable.	**6**	Response meets fundamental requirements, however could not be implemented as described (implementation would require changes to be made by Vendor only).
Acceptable	**7**	Response clearly satisfies requirement but has some minor weaknesses.
Acceptable	**8**	Response clearly satisfies requirement.
Acceptable	**9**	Response satisfies requirements and has some benefits above requirement.
Exceptional	**10**	Response far exceeds all aspects of requirement.

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No.	Best Value Criteria	Weight
1	Qualifications	40%
2	Experience	40%
3	Completeness and Quality of Response	20%
	GRAND TOTAL	100%