



Proposal Evaluation Scoring Matrix

Project: Emergency Operations Plan Update – City of Bridgeport, WV

Criteria	Description	Points	Score
1. Understanding of Scope	Proposal demonstrates a clear understanding of the EOP update, gap analysis, and recovery annex.	20 points	
2. Methodology & Work Plan	Approach is logical, well-structured, compliant with FEMA CPG 101 v3.1, and includes key steps.	20 points	
3. Timeline & Deliverables	The proposed timeline is realistic, with milestones and deliverables clearly outlined.	15 points	
4. Relevant Experience/Qualifications	Proposer's experience with similar EOP projects and FEMA compliance planning.	15 points	
5. Proximity to Bridgeport WV	Quality and experience of assigned team members.	10 points	
6. Cost Proposal	Overall cost competitiveness and value for services provided.	10 points	
7. Clarity and Organization	The proposal is professionally presented, organized, and free of errors.	5 points	
8. Stakeholder Engagement Strategy	Plan for engaging stakeholders and departments within the city of Bridgeport during the planning process.	5 Points	