



**OHIO TURNPIKE AND  
INFRASTRUCTURE COMMISSION**

**ADDENDUM NO. 2  
ISSUED OCTOBER 2, 2026**

**to**

**RFP NO. 14-2026  
BUSINESS INCLUSION PROGRAM CONSULTING SERVICES**

**RESPONSE DUE DATE: 5:00 P.M. (EASTERN TIME) ~~SEPTEMBER 1~~ OCTOBER 9, 2026**

**ATTENTION OF RESPONDENTS IS DIRECTED TO:**

The Commission became aware that the Fee Proposal Scoring language in the RFP failed to state that for submittals with more than one hourly rate, the Commission would take the average of the hourly rates submitted. This was always the Commission's intent – to take the average of the hourly rates submitted - but not what was conveyed in the RFP or Addendum No. 1.

In the interest of transparency and out of an abundance of caution, this Addendum is issued to provide the revised Fee Proposal Scoring language (see next page – language in **yellow**) and to extend the Proposal deadline to October 9, 2026.

Respondents that have already submitted a Proposal are **not** required to resubmit the Proposal but, are not prohibited from doing so if the Respondent deems it necessary.

We apologize for this oversight and any resulting inconvenience.

Issued by the Ohio Turnpike and Infrastructure Commission through Aimee W. Lane, Esq, Director of Contracts Administration.

*Aimee W. Lane*

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Aimee W. Lane, Esq.,  
Director of Contracts Administration

October 2, 2026  
Date

## **PART IX. EVALUATION OF PROPOSALS**

The Commission will form an Evaluation Team of Commission staff to review the submitted Proposals. The Commission may require Respondents to make an oral presentation and will contact Respondents during the evaluation period to schedule any such oral presentation. A Contract may be awarded, if any award be made, on the basis of the responsive Proposal which, in the judgment of the Commission, offers the best value to the Commission in terms of service and price. A Proposal will be considered responsive if the Proposal responds to all of the requirements of this RFP including Appendix A and contains no deviations from the RFP, including Appendix A, that would affect the amount of the Proposal or otherwise create a competitive advantage. Award of a Contract will not be based solely on the cost to the Commission, but on a combination of factors. In determining the selection of a Respondent, the Commission will consider the Respondent's technical experience, conduct and performance on previous contracts (if any) and ability to execute the agreement properly as well as the Fee Proposal as indicated below.

Proposal evaluations will be based upon the numerical weighting set forth in Proposal Evaluation Scoring table below. The Technical Proposal will have a weighting of sixty percent (60%) of the total score and the Fee Proposal will have a weighting of forty percent (40%) of the total score.

### **PROPOSAL EVALUATION SCORING TABLE**

| Evaluation Criteria                                                                                                                                                                                                                 | POINTS     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| <b>Technical proposal</b>                                                                                                                                                                                                           | <b>60</b>  |
| <i>Respondent's understanding of the scope of work, its ability to meet the schedule, its capabilities to meet the requirements of the RFP and its means and approach to performing the services described in <u>Appendix A</u></i> | 30         |
| <i>Respondent's skills, reputation, experience, capabilities and expertise in performing the required services</i>                                                                                                                  | 20         |
| <i>Qualifications of the individuals proposed to perform services</i>                                                                                                                                                               | 10         |
| <i>Significant economic presence in Ohio</i>                                                                                                                                                                                        | Pass/Fail  |
| <b>Fee Proposal</b>                                                                                                                                                                                                                 | <b>40</b>  |
| <b>Total Potential Maximum Point Awarded</b>                                                                                                                                                                                        | <b>100</b> |

The Commission may elect, after evaluation of technical proposals, to shortlist the most highly rated Respondents who would then be eligible to further proceed in the evaluation process. Consistent with the Commission's effort to obtain the best value in terms of service and price, Commission may request a written response of questions/clarifications on any significant weaknesses, deficiencies, and other aspects of its proposal from each respondent still being considered for award.

### **FINAL TECHNICAL SCORING**

Information gained from the written responses (if any) will be used to determine the final Technical Score.

### **FEE PROPOSAL SCORING**

The basis for the Fee Proposal scoring is the hourly rate(s) shown on the Fee Proposal Form. If more than one hourly rate is provided, the Commission will take the average of the rates provided.

The following formula will be used to determine points (the “Fee Score”) for each Fee Proposal opened:

$$\text{Respondent's Fee Score} = (\text{Lowest Proposed Fee} / \text{Respondent's Proposed Fee}) \times 40$$

**Final Proposal Scoring**

The final Proposal scoring and ranking for the Respondents will be based on the following formula:

$$\text{Total Proposal Score (max. 100 points)} = \text{Fee Score (max. 40 points)} + \text{Technical Score (max. 60 points)}$$

**Best and Final Offer**

If the Commission asks for and receives a “Best and Final” offer, the Commission will re-score the Final Proposal scoring and re-rank the Respondents.

**Contract Award**

Following the final ranking of the Proposals submitted, the Evaluation Team may recommend award of a contract. A contract will be awarded, if any, which, in the sole judgment of the Commission, represents the best value to the Commission in terms of service and price.