

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
Number						
6.1 MANDATORY CRITERIA						
a)	The Response must be received at the closing location or submitted on BC Bid by the specified closing date and time.	Yes				
b)	The Response must be in English and must not be sent by facsimile or email.	Yes				
c)	If delivery by hard copy is selected, four (4) hard copies of the Response must be submitted plus one (1) electronic copy of the Response must be submitted, either in MSWord or PDF format and either on CD, DVD or USB media. If delivery by BC Bid is selected, one complete electronic Response must be submitted electronically on BC Bid in accordance with BC Bid instructions. Respondents must choose one delivery method only and must submit a Response either in hard copy format or electronically through BC Bid.	Yes				
d)	The Response must include a completed form, in substantially the same form as Appendix B, for each Consultant to be considered.	Yes				
	Passed All Mandatories (Yes / No)	Yes				
NOTES FOR USING THIS EVALUATION HANDBOOK						
The Evaluation team may award points for related, valuable information provided in the Response that is not included in the lists below. Evaluators may also award partial points (i.e. 1/2) if a criterion is mentioned or additional related and valuable information is included, but details are lacking for the evaluators to understand what is being offered.						
In all cases, Evaluators are expected to check those criteria that are fully met in the Response, and to include comments to support how it is met if this is not obvious. Comments are also expected where only 1/2 points are given explaining the rationale for the award, and to fully describe any points given for additional information not included in the list.						

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

Number		EVALUATION CRITERIA				Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
7.1 DESIRABLE CRITERIA										Evaluate only 2 Consultants; if more than 2 are offered, evaluate the first 2 only.  Consider information contained in Appendix B and resumes only.
a)		Experience working with Ethnic Communities				30		Dates that overlap are to be considered only once.		
1 & 6		1. Describe the Consultant's work and volunteer experience within the past 10 years with specific Ethnic Communities. For all experience cited, identify the specific Ethnic Communities that apply.  6. Provide no less than two references that can verify the experience cited in this section. Each reference should include a contact name, title, phone number and email address								
		Consultant has experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations by any of the following: contacting community members regarding community issues, attending community events and/or programs, participating in an ongoing community group/committee, etc.)				1				Met criteria, refer to resume and Appendix B response
		Consultant has <b>at least 3 years</b> experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations)				1				Met criteria, refer to resume and Appendix B response
		Consultant has <b>at least 5 years</b> experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations)				1				Met criteria, refer to resume and Appendix B response
		This experience is specific to <b>more than one</b> named Ethnic Community				0				Criteria not met, no points awarded. Proponent only appears to have experience with Korean community, no clear reference to other communities. refer to resume and Appendix B response
		Resume supports at least 3 years of this experience (i.e. can be found as either work or volunteer experience)				1				Met criteria, refer to resume and Appendix B response
		References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 3 years experience within the past 10 years in this area				1				Criterion met. Section A. References of proponent working with Korean Community provided.
		Award 10 points if all 6 criteria met; Award 8 points if 5 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed				5	9	8	7.2	
2 & 6		Describe the Consultant's work and volunteer experience within the past 10 years with Newcomers to Canada				Section A. Experience Working with Ethnic Communities.				

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant has experience within the past 10 years working with Newcomers to Canada	1				Met criteria, refer to resume and Appendix B response
	Consultant has <b>at least 3 years</b> experience within the past 10 years working with Newcomers to Canada	1				Met criteria, refer to resume and Appendix B response
	Consultant has <b>at least 5 years</b> experience within the past 10 years working with Newcomers to Canada	1				Met criteria, refer to resume and Appendix B response
	Resume supports at least 3 years of this experience (i.e. can be found as either work or volunteer experience)	1				Met criterion. Resume supports at least 3 years of this experience
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 3 years experience within the past 10 years in this area	1				Met criterion. Resume supports at least 3 years of this experience
	Award 10 points if all 5 criteria met; Award 8 points if 4 criteria are met; Award 6 points if 3 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5	9	10	9	
3 & 6	Describe at least one instance where the Consultant was directly able to overcome an Ethnic Community's reluctance to engage with government. Be specific as to why the individuals were reluctant to deal with government, the specific approaches that the Consultant used, and the final relationship that resulted between the Ethnic Community and government.					
	Consultant described <b>at least one</b> instance where he/she directly overcame an Ethnic Community's reluctance to engage with government	1				Met criterion described one instance where he/she directly overcame an Ethnic Community's reluctance to engage with government
	Consultant described <b>at least two</b> instances where he/she directly overcame an Ethnic Community's reluctance to engage with government	0.5				Partly met criterion. Examples needed more detail. Did not clearly describe at least two instances where he/she directly overcame an Ethnic Community's reluctance to engage with government.
	The Respondent provided a logical rationale for why the individuals were reluctant to deal with government for <b>at least one</b> incident (If point is not given, explain why in the Comments section)	0				Did not meet criterion. Did not provide a logical rationale for why the individuals were reluctant to deal with government for at least one incident. Deficient and missing information, leading to logical rationale. Proponent stated she would tell individuals to vote to have voices heard. Telling them to vote does not meet criterion, of providing why the individual should vote and why the individual needs to be heard. Did not provide a clear rationale that related voting to paying too much in taxes.

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	The Respondent provided a logical rationale for why the individuals were reluctant to deal with government for <b>at least two</b> incidents (If point is not given, explain why in the Comments section)	0				see above
	The Respondent described specific logical approaches to overcome this reluctance for <b>at least one</b> incident (If point is not given, explain why in the Comments section)	0.5				Partly met criterion. <b>Example cited by lacked a clear explanation.</b> Provided minimal information on use of a logical approach to overcome reluctance for at least one incident, using Canadian values, beliefs, laws, social responsibility of citizens. Answer insufficient.
	The Respondent described specific logical approaches to overcome this reluctance for <b>at least two</b> incidents (If point is not given, explain why in the Comments section)	0.5				Partly met criterion. <b>Provided 2 examples but explanation is not sufficient.</b> Failed to describe or provide detail and any specific logical approaches to overcome this reluctance for at least two incident using Canadian values, beliefs, laws, social respons bly of citizens
	The Respondent described a positive relationship that ultimately resulted between the Ethnic Community and government for <b>at least one</b> incident	0.5				Criterion partly met. Minimal information on describing a positive relationship that ultimately resulted between the Ethnic Community and government for at least one incident. Indicated people voted as a result of her involvement.
	The Respondent described a positive relationship that ultimately resulted between the Ethnic Community and government for <b>at least two</b> incidents	0				<b>Criterion not met.</b> Indicated people voted as a result of her involvement, and pay taxes. No rationale other than stating "no negative affect", to Ann Woo telling individuals to vote and paying taxes. Minimal information supporting a positive relationship that ultimately resulted between the Ethnic Community and government for at least two incidents.
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support the experience cited for at least 1 incident	0				Criterion not met. Unable to clearly correlate a reference to substantiate at least one incident describing a positive relationship or proponent using specific logical approach to over come reluctance in the Ethnic community in which they have worked or volunteered.
	Award 10 points if all 9 criteria met; Award 8 points if 8 criteria are met; Award 6 points if 6 criteria are met; Award 4 points if 4 criteria are met; Award 2 points if 2 criteria are met; and Award 0 points if no criteria are addressed	3	6	3	1.8	

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

Number		EVALUATION CRITERIA				Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
4, 5 & 6	4. Describe the Consultant's experience within the past five years providing direct support services to Newcomers.									
	5. Identify whether or not the Consultant personally was a Newcomer to Canada within the past five years. If so, describe any services for new immigrants that the Consultant accessed since arriving, and how those services assisted the Consultant to ultimately become independent (i.e. legally able to reside and work within Canada).									
	Consultant has experience within the past 5 years providing direct support services to Newcomers					1				Met criterion, she has experience within the past 5 years providing direct support services to Newcomers.
	Consultant has <b>at least 1 year</b> experience within the past 5 years providing direct support services to Newcomers					1				Met criterion, she has experience within the past 5 years providing direct support services to Newcomers.
	Consultant has <b>at least 3 years</b> experience within the past 5 years providing direct support services to Newcomers					1				Met criterion, but lacked dates, including time frames and agency where she has experience within the past 5 years providing direct support services to Newcomers.
	The Consultant was a Newcomer to Canada within the past 5 years					0				Did not meet criterion. Proponent is not a new comer. Indicates has been in Canada S. 22
	The Consultant described the services he/she accessed for new immigrants since arriving within the past 5 years					0				Did not meet criterion.
	Resume supports the Consultant's relevant experience and/or the Consultant's status as a Newcomer in the past 5 years (i.e. can be found as either work or volunteer experience)					1				Met criterion.
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 1 year experience within the past 5 years in this area OR the Consultant was a Newcomer to Canada within the past 5 years					1				Met criterion. References provided.
	Award 10 points if all 7 criteria met; Award 8 points if 6 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed					5	6	7	4.2	
Total Score: Experience working with Ethnic Communities							30		22.2	
b) Ability to Work Positively and Proactively							30			

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

Number	EVALUATION CRITERIA				Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
7	For each Ethnic Community addressed in section A, question 1 above, explain the key protocols and practices that demonstrate respect, understanding and appreciation of that culture.						Provide a rationale for the choice made in the Comments section		
i)	The Response identifies the protocols and/or practices for at least one applicable Ethnic Communities, information lacking to determine whether or not this description clearly demonstrates respect, understanding and appreciation of the culture								Criterion met.
ii)	The Response identifies the key protocols and practices for <b>at least one</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture (examples of these protocols and differences include but are not limited to differences within the culture (e.g. women, youth/elders), recognizing the local territory, common celebrations, “rules” regarding meals/drink)								Criterion met.
iii)	The Response identifies the key protocols and practices for <b>at least one</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture, AND at least one other Ethnic Community applies but the description is lacking information to clearly demonstrate the same level of understanding for this culture(s)					1			Criterion met.
iv)	The Response identifies the key protocols and practices for <b>at least two</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture								Criterion not met. Response fails to clearly identify the protocols and/or practices for at least two applicable Ethnic Communities, information lacking .
Award 10 points if item (iv) is met; Award 8 points if item (iii) is met; Award 6 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed						1	10	8	8
8	For each Ethnic Community addressed in section A, question 1 above, describe how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed						Provide a rationale for the choice made in the Comments section		
i)	The Response states that the Consultant has created a comfortable atmosphere, but information lacking on how this was done in order to manage any fears of safety or unfair treatment					1			Criterion met at a basic level



# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
Number						
ii)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for <b>at least one</b> applicable Ethnic Community (Examples of creating a comfortable atmosphere include but are not limited to pro-active measures specific to the location, such as where it is in the community, set-up of the room, location of exits, etc. Examples of addressing fears include but are not limited to pro-active measures specific to how the group interacts, such as seating arrangements, refreshments offered, role of officials such as elected officials, police or other authority figures)  - things to avoid, such as insensitive or disrespectful comments, culturally controversial literature, pictures or topics	0.5	10	4.5	4.5	Criterion partly met. . 5 point awarded. <b>Indicates she will create rapport by having a meal and initiating discussion by talking about children, then link it to concerns, which is inferred would lead to more meaningful interaction and response.</b> Response is minimal and insufficient and information is missing. Response fails to logically describe , how any fears of safety or unfair treatment would be managed for at least one applicable Ethnic Community. Needed to provide examples of how as a consultant she addresses fears. Does not include pro-active measures specific to how the group interacts, such as seating arrangements, role of officials such as elected officials, police or other authority figures). Did not provide an indication of things to avoid, such as insensitive or disrespectful comments, culturally controversial literature, pictures or topics
iii)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for at least one applicable Ethnic Community, AND at least one other Ethnic Community applies but the description is lacking information to clearly demonstrate the same level of expertise	0				Criterion not met. Failed to descr be how any fears of safety or unfair treatment would be managed for at least one applicable Ethnic Community, AND at least one other Ethnic Community applies but the description is lacking information to clearly demonstrate the same level of expertise
iv)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for <b>at least two</b> applicable Ethnic Communities	0				"see above"
Award 10 points if item (iv) is met; Award 8 points if item (iii) is met; Award 6 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		1.5				
9	Explain how the Consultant's existing networks with the Ethnic Communities identified in Section A, question 1 above can be used to assist delivering the services described in this RFQ. Be specific to each of the bullets found in section 4.1 Services.		If existing networks are claimed but insufficient information is provided to clearly indicate that the criterion has been met, explain why in the Comments section			
	Consultant describes at least one existing network with an applicable Ethnic Community	1	Criterion met at a basic level			

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will promote full participation of individuals from this Ethnic Community in BC society (A network is defined as a formal or informal arrangement between the Proponent and organization(s) within the Ethnic Community where reciprocal referrals, joint service delivery, joint promotion of each others' services, etc. take place).	1				Criterion met at a basic level
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will promote full participation of individuals from this Ethnic Community in BC society	1				Criterion met at a basic level
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government	1				Criterion met at a basic level
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government	1				Criterion met at a basic level
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears	0				Criterion not met. <b>Process not clear. Does not clearly describe how</b> network will increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears	0				"see above"
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities	1				Criterion met.



# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities	0				Criterion not met. <b>Only met for one network.</b> Response insufficient lacking appropriate detail, clarity and information missing.
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required	1				Criterion met.
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required	0				Criterion not met. <b>Only met for one existing network</b>
	Award 10 points if all 11 criteria met; Award 8 points if 8 criteria are met; Award 6 points if 6 criteria are met; Award 4 points if 4 criteria are met; Award 2 points if 2 criteria are met; and Award 0 points if no criteria are addressed	7	10	7	7	
	<b>Total Score: Ability to Work Positively and Proactively</b>		<b>30</b>		<b>19.5</b>	
<b>c) Public Sector Governance Experience 10</b>						
<b>10 &amp; 12</b>	10. Describe the Consultant's experience within the past ten years providing liaison services with the Canadian federal, provincial and/or municipal government(s). Highlight any of this experience that applies to the Ethnic Communities identified in section A above.  12. Provide at least one reference from the applicable Canadian federal, provincial and/or municipal government(s) that can verify the experience cited in this section. Each reference should include a contact name, title, phone number and email address.					
	Consultant has experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				Criterion met. Stated in resume.
	Consultant has <b>at least one</b> year experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				Criterion met. Stated in resume.

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant has <b>at least three</b> years experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				Criterion met. Stated in resume.
	This experience is specific to <b>more than one</b> named Ethnic Community	0				Criterion not met. Only one Ethnic Community indicated (i.e. Korean)
	At least one of the Ethnic Communities named for this section are also named in section (a)	1				Criterion met
	References (including contact information) were provided from Canadian federal, provincial and/or municipal government(s) to support at least 1 years experience within the past 10 years in this area	1				Criterion met
	Award 10 points if all 6 criteria met; Award 8 points if 5 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5				
11 & 12	Describe the Consultant's experience within the past ten years delivering community services on behalf of Canadian federal, provincial and/or municipal government(s).					
	Consultant has experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)					Criterion met
	Consultant has <b>at least one</b> year experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)					Criterion met
	Consultant has <b>at least three</b> years experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)					Criterion met
	This experience is specific to <b>more than one</b> named Canadian federal, provincial and/or municipal government entity					Criterion met
	References (including contact information) were provided from Canadian federal, provincial and/or municipal government(s) to support at least 1 year experience within the past 10 years in this area					Criterion met
	Award 10 points if all 5 criteria met; Award 8 points if 4 criteria are met; Award 6 points if 3 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed					
		5	5	10	5	

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

Number	EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Total Score: Public Sector Governance Experience			10		9	
d)	Ability to Bring People Together			10			Minimum Score = 6
13	Explain how the Consultant has been able to develop strong organizational skills. Include a description of at least one instance where this ability enabled the Consultant to meet multiple conflicting deadlines						Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong organizational skills, but no evidence is given to support to this claim						
ii)	Consultant provides general information that provides some indication that he/she has strong organizational skills, but no specific example is cited						
iii)	Consultant gives general information that indicates strong organizational skills, AND provides <b>one example</b> of a specific instance where this ability enabled the Consultant to meet multiple conflicting deadlines		1				Criterion met
iv)	Consultant gives information that indicates strong organizational skills, AND provides more than <b>one example</b> of specific instances where this ability enabled the Consultant to meet multiple conflicting deadlines						Criterion not met. Only one example. Consultant did not to provide more than one example of specific instances where this ability enabled the Consultant to meet multiple conflicting deadlines.
v)	Consultant gives detailed information that clearly demonstrates his/her strong organizational skills, AND provides more than <b>one example</b> of specific instances where this ability enabled the Consultant to meet multiple conflicting deadlines						see above
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed			4	6	2.4	
14	Explain how the Consultant has been able to develop strong English-language verbal communication skills. Include any experience with public speaking that demonstrates effective communication with a large crowd, as well as one or more specific examples of small group or one-on-one sessions where the Consultant effectively managed a particularly difficult issue.						Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong English-language verbal communication skills, but no evidence is given to support to this claim						
ii)	Consultant provides general information that provides some indication that he/she has strong English-language verbal communication skills, but no specific example is cited						

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
iii)	Consultant gives general information that indicates strong English-language verbal communication skills that includes public speaking, but no specific examples of effectively managing a difficult issue is provided	1				Criterion met
iv)	Consultant gives information that indicates strong English-language verbal skills that includes public speaking, AND provides <b>at least one</b> specific example of small group and/or one-on-one sessions where the Consultant effectively managed a particularly difficult issue					Criterion not met. Failed to provide at least one specific example of small group and/or one-on-one sessions where the Consultant effectively managed a particularly difficult issue
v)	Consultant gives information that indicates strong English-language verbal skills that includes public speaking, AND provides <b>more than one</b> specific example of small group AND one-on-one sessions where the Consultant effectively managed a particularly difficult issue					see above
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		2	6	1.2	
15	Explain how the Consultant has been able to develop strong English-language written communication skills. Identify the types of written materials that demonstrate this skill.					Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong English-language written communication skills, but no evidence is given to support to this claim					
ii)	Consultant provides general information that provides some indication that he/she has strong English-language written communication skills, but no types of written materials are described to support this skill					
iii)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least one</b> type of written material to demonstrate this skill	1				Criterion met
iv)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least two distinct</b> types of written material to demonstrate this skill					Criterion not met, Did not provide 2 distinct types of materials.
v)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least two distinct</b> types of written material to demonstrate this skill AND the quality of Response itself supports strong English-language written communication skills					see above.

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

Number		EVALUATION CRITERIA				Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE			
		Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed					2	6	1.2				
16	Identify all languages that the Consultant can fluently speak and write. In addition, identify any other languages that the Consultant knows but is not fluent in speaking and/or writing.												
	Consultant states that they are fluent in speaking and writing <b>at least one</b> language in addition to English					1					Criterion met  Criterion not met, fluent in only one language in addition to English. Criterion met  Criterion not met, fluent in only one language in addition to English.		
	Consultant states that they are fluent in speaking and writing <b>at least two</b> languages in addition to English					0							
	<b>At least one</b> of these additional languages is specific to an Ethnic Community named as part of the Consultant's experience					1							
	<b>At least two</b> of these additional languages is specific to an Ethnic Community named as part of the Consultant's experience					0							
	Award 10 points if all 4 criteria met; Award 8 points if 3 criteria are met; Award 6 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed					2	2	6	1.2				
Total Score: Ability to Bring People Together			10		6	Minimum Score = 6							
4.2	Pricing										20	If a range of rates is provided for a single price, use the highest price only	
Insert the hourly rate proposed for 0-30 days (i.e. up to 160 hours):													
Insert the hourly rate proposed for 30+ days (i.e. over 160 hours)													
Average rate:													
If the average rate is below \$150.00, this is a Category A price and will be scored from a possible 10 points overall;													
If the average rate is between \$150.00 and \$299.99, this is a Category B price and will be scored from a possible 10 points overall; and													
If the average rate is \$300.00 or higher, this is a Category C price and will be scored from a possible 5 points													

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Ann Woo

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Ann Woo

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	<p>To score this section, use the following formula:</p> <p>Lowest average rate / this average rate X overall points available for the applicable category</p>	40	S. 21	6.4		
	Total Score: Pricing		20		6.4	
TOTAL SCORE FOR PROPONENT			100%			
	Total Score for Proponent		100		63.1	



RESPONDENT NAME: Clara KK Chow

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Clara KK Chow

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
Number						
6.1 MANDATORY CRITERIA						
a)	The Response must be received at the closing location or submitted on BC Bid by the specified closing date and time.	Yes				
b)	The Response must be in English and must not be sent by facsimile or email.	Yes				
c)	If delivery by hard copy is selected, four (4) hard copies of the Response must be submitted plus one (1) electronic copy of the Response must be submitted, either in MSWord or PDF format and either on CD, DVD or USB media. If delivery by BC Bid is selected, one complete electronic Response must be submitted electronically on BC Bid in accordance with BC Bid instructions. Respondents must choose one delivery method only and must submit a Response either in hard copy format or electronically through BC Bid.	Yes				
d)	The Response must include a completed form, in substantially the same form as Appendix B, for each Consultant to be considered.	Yes				
	Passed All Mandatories (Yes / No)	Yes				
NOTES FOR USING THIS EVALUATION HANDBOOK						
The Evaluation team may award points for related, valuable information provided in the Response that is not included in the lists below. Evaluators may also award partial points (i.e. 1/2) if a criterion is mentioned or additional related and valuable information is included, but details are lacking for the evaluators to understand what is being offered.						
In all cases, Evaluators are expected to check those criteria that are fully met in the Response, and to include comments to support how it is met if this is not obvious. Comments are also expected where only 1/2 points are given explaining the rationale for the award, and to fully describe any points given for additional information not included in the list.						

**CONSULTANT NAME:** Clara KK Chow

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
7.1 DESIRABLE CRITERIA		Evaluate only 2 Consultants; if more than 2 are offered, evaluate the first 2 only.  Consider information contained in Appendix B and resumes only.				
a)	Experience working with Ethnic Communities	30			Dates that overlap are to be considered only once.	
1 & 6	1. Describe the Consultant's work and volunteer experience within the past 10 years with specific Ethnic Communities. For all experience cited, identify the specific Ethnic Communities that apply.  6. Provide no less than two references that can verify the experience cited in this section. Each reference should include a contact name, title, phone number and email address			<div>Criterion met, page 2 Appendix B</div> <div>Criterion met, page 2 Appendix B</div> <div>Criterion met, page 2 Appendix B</div> <div>Criterion partly met, page 3. Indicates volunteering in fund raising for Haiti, Japan but lacked information/details of how it clearly involved community work.</div> <div>Criterion met, page 2&amp;3. Appendix B - refer to resume</div> <div>Criterion met, page 2&amp;3. Appendix B - refer to resume</div>		
Consultant has experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations by any of the following: contacting community members regarding community issues, attending community events and/or programs, participating in an ongoing community group/committee, etc.)		1				
Consultant has <b>at least 3 years</b> experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations)		1				
Consultant has <b>at least 5 years</b> experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations)		1				
This experience is specific to <b>more than one</b> named Ethnic Community		0.5				
Resume supports at least 3 years of this experience (i.e. can be found as either work or volunteer experience)		1				
References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 3 years experience within the past 10 years in this area		1				
Award 10 points if all 6 criteria met; Award 8 points if 5 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed		5.5	9			
2 & 6	Describe the Consultant's work and volunteer experience within the past 10 years with Newcomers to Canada			Section A. Experience Working with Ethnic Communities.		

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Clara KK Chow

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Clara KK Chow

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant has experience within the past 10 years working with Newcomers to Canada	1				Criterion met, page 3.
	Consultant has <b>at least 3 years</b> experience within the past 10 years working with Newcomers to Canada	1				Criterion met, page 3.
	Consultant has <b>at least 5 years</b> experience within the past 10 years working with Newcomers to Canada	1				Criterion met, page 3.
	Resume supports at least 3 years of this experience (i.e. can be found as either work or volunteer experience)	1				Criterion met, page 3.
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 3 years experience within the past 10 years in this area	1				Criterion met, page 3.
	Award 10 points if all 5 criteria met; Award 8 points if 4 criteria are met; Award 6 points if 3 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5	9	10	9	
<b>3 &amp; 6</b>	Describe at least one instance where the Consultant was directly able to overcome an Ethnic Community's reluctance to engage with government. Be specific as to why the individuals were reluctant to deal with government, the specific approaches that the Consultant used, and the final relationship that resulted between the Ethnic Community and government.					
	Consultant described <b>at least one</b> instance where he/she directly overcame an Ethnic Community's reluctance to engage with government	0				page 4 - Did not meet criterion. No information provided which could be used to meet this criterion. Failed to clearly describe one instance where he/she directly overcame an Ethnic Community's reluctance to engage with government.
	Consultant described <b>at least two</b> instances where he/she directly overcame an Ethnic Community's reluctance to engage with government	0				page 4 -Did not meet criterion. Failed to clearly provide two or more instances using facts, reasoning, logic and educational methods to deal with reluctance of Ethnic community to engage with government.
	The Respondent provided a logical rationale for why the individuals were reluctant to deal with government for <b>at least one</b> incident (If point is not given, explain why in the Comments section)	0				page 4 -Did not meet criterion .No information provided which could be used to meet this criterion. Did not provide a logical rationale for why the individuals were reluctant to deal with government for one incident.
	The Respondent provided a logical rationale for why the individuals were reluctant to deal with government for <b>at least two</b> incidents (If point is not given, explain why in the Comments section)	0				see above

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Clara KK Chow

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Clara KK Chow

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	The Respondent described specific logical approaches to overcome this reluctance for <b>at least one</b> incident (If point is not given, explain why in the Comments section)	0				page 4 - -Did not meet criterion. Did not describe or provide specific logical approaches to overcome this reluctance for at least one incident. Did not describe a situation in which she was directly involved with an Ethnic Community in dealing with reluctance and specific approaches which she would use to deal with the reluctance, etc.
	The Respondent described specific logical approaches to overcome this reluctance for <b>at least two</b> incidents (If point is not given, explain why in the Comments section)	0				page 4 -Did not meet criterion. See above
	The Respondent described a positive relationship that ultimately resulted between the Ethnic Community and government for <b>at least one</b> incident	1				page 4 -Criterion met. Described a positive relationship between the Ethnic Community and Police. No evidence of any reluctance in engaging with Police to deal with vandalism issue.
	The Respondent described a positive relationship that ultimately resulted between the Ethnic Community and government for <b>at least two</b> incidents	0				page 4 -Criterion not met. <b>Only one relationship</b> was described response lacking and insufficient, information missing.
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support the experience cited for at least 1 incident	1				Criterion met.
	Award 10 points if all 9 criteria met; Award 8 points if 8 criteria are met; Award 6 points if 6 criteria are met; Award 4 points if 4 criteria are met; Award 2 points if 2 criteria are met; and Award 0 points if no criteria are addressed	2	6	2	1.2	
4, 5 & 6	4. Describe the Consultant's experience within the past five years providing direct support services to Newcomers.  5. Identify whether or not the Consultant personally was a Newcomer to Canada within the past five years. If so, describe any services for new immigrants that the Consultant accessed since arriving, and how those services assisted the Consultant to ultimately become independent (i.e. legally able to reside and work within Canada).					
	Consultant has experience within the past 5 years providing direct support services to Newcomers	1				page 4 - Met criterion, has experience within the past 5 years providing direct support services to Newcomers.
	Consultant has <b>at least 1 year</b> experience within the past 5 years providing direct support services to Newcomers	1				page 4 -Met criterion, has at least 1 year experience within the past 5 years providing direct support services to Newcomers.

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Clara KK Chow

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Clara KK Chow

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant has <b>at least 3 years</b> experience within the past 5 years providing direct support services to Newcomers	1				page 4 -Met criterion, has at least 3 years experience within the past 5 years providing direct support services to Newcomers.
	The Consultant was a Newcomer to Canada within the past 5 years	0				page 4 -Did not meet criterion. Proponent is not a new comer.
	The Consultant described the services he/she accessed for new immigrants since arriving within the past 5 years	0				page 4 -Did not meet criterion. Proponent is not a new comer. Did not clearly indicate services accessed in response section.
	Resume supports the Consultant's relevant experience and/or the Consultant's status as a Newcomer in the past 5 years (i.e. can be found as either work or volunteer experience)	1				page 4 -Met criterion. Indicates has been in Canada almost S. 22 Has relevant experience, worked as a volunteer in MP's office.
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 1 year experience within the past 5 years in this area OR the Consultant was a Newcomer to Canada within the past 5 years	1				page 4 -Met criterion. Proponent is not a new comer. Indicates has been in Canada S. 22 Provided references (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 1 year experience within the past 5 years in this area.
	Award 10 points if all 7 criteria met; Award 8 points if 6 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5	6	7	4.2	
	<b>Total Score: Experience working with Ethnic Communities</b>		<b>30</b>		<b>22.5</b>	
<b>b) Ability to Work Positively and Proactively 30</b>						
7	For each Ethnic Community addressed in section A, question 1 above, explain the key protocols and practices that demonstrate respect, understanding and appreciation of that culture.					Provide a rationale for the choice made in the Comments section <b>Concur with your approach</b>
i)	The Response identifies the protocols and/or practices for at least one applicable Ethnic Communities, information lacking to determine whether or not this description clearly demonstrates respect, understanding and appreciation of the culture					

RESPONDENT NAME: Clara KK Chow

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Clara KK Chow

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
ii)	The Response identifies the key protocols and practices for <b>at least one</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture (examples of these protocols and differences include but are not limited to differences within the culture (e.g. women, youth/elders), recognizing the local territory, common celebrations, "rules" regarding meals/drink)	1	10	6	6	page 5&6 Criterion met. Provided description that clearly demonstrates respect, understanding and appreciation of the culture, identifies the key protocols and practices for at least one applicable Ethnic Community, demonstrate respect, understanding and appreciation of that culture (examples of these protocols and differences include but are not limited to differences within the culture (e.g. women, youth/elders), recognizing the local territory, common celebrations, "rules" regarding meals/drink)
iii)	The Response identifies the key protocols and practices for <b>at least one</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture, AND at least one other Ethnic Community applies but the description is lacking information to clearly demonstrate the same level of understanding for this culture(s)					page 5&6 Criterion not met. <b>only one applicable Ethnic Community.</b> (Asian)
iv)	The Response identifies the key protocols and practices for <b>at least two</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture					see above
	Award 10 points if item (iv) is met; Award 8 points if item (iii) is met; Award 6 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed					
8	For each Ethnic Community addressed in section A, question 1 above, describe how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed					Provide a rationale for the choice made in the Comments section <b>Concur with your approach</b>
i)	The Response states that the Consultant has created a comfortable atmosphere, but information lacking on how this was done in order to manage any fears of safety or unfair treatment					



# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Clara KK Chow

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Clara KK Chow

Number	EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
ii)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for <b>at least one</b> applicable Ethnic Community (Examples of creating a comfortable atmosphere include but are not limited to pro-active measures specific to the location, such as where it is in the community, set-up of the room, location of exits, etc. Examples of addressing fears include but are not limited to pro-active measures specific to how the group interacts, such as seating arrangements, refreshments offered, role of officials such as elected officials, police or other authority figures) - things to avoid, such as insensitive or disrespectful comments, culturally controversial literature, pictures or topics		1				Criterion met Provided an appropriate description for one Ethnic Community, (Asian) but no others. (ie. Example of a group of Asian residents in town house estate dealing with the issue of vandalism at a school playground, and using network with RCMP to obtain a positive result.)
iii)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for at least one applicable Ethnic Community, AND at least one other Ethnic Community applies but the description is lacking information to clearly demonstrate the same level of expertise						Criterion not met, Only one Ethnic Community, (Asian) but no others.
iv)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for <b>at least two</b> applicable Ethnic Communities						see above
	Award 10 points if item (iv) is met; Award 8 points if item (iii) is met; Award 6 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed			10	6	6	
9	Explain how the Consultant's existing networks with the Ethnic Communities identified in Section A, question 1 above can be used to assist delivering the services described in this RFQ. Be specific to each of the bullets found in section 4.1 Services.						If existing networks are claimed but insufficient information is provided to clearly indicate that the criterion has been met, explain why in the Comments section
	Consultant describes at least one existing network with an applicable Ethnic Community	1					page 6 Criterion met
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will promote full participation of individuals from this Ethnic Community in BC society (A network is defined as a formal or informal arrangement between the Proponent and organization(s) within the Ethnic Community where reciprocal referrals, joint service delivery, joint promotion of each others' services, etc. take place).	1					page 6 Criterion met.

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Clara KK Chow

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Clara KK Chow

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will promote full participation of individuals from this Ethnic Community in BC society	0				page 6 Criterion not met. <b>Failed to clearly identify two networks, only one network</b> indicated. no 2nd network.
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government	1				page 6 Criterion met <b>Described one existing network with an applicable Ethnic Community</b>
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government	0				Criterion not met. Only provided information on one network
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears	1				page 6 Criterion met <b>Described one existing network with an applicable Ethnic Community</b>
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears	0				Criterion not met. <b>Failed to clearly identify two networks, only one was provided.</b> Response insufficient lacking appropriate detail, clarity and information missing on second network.
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities	1				page 6 Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities	0				Criterion not met. <b>Did not clearly identify two networks, only one was provided.</b>

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Clara KK Chow

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Clara KK Chow

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required	1				page 6 Criterion met at a basic level for one network.
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required	0				Criterion not met. <b>Failed to clearly identify two networks, only one was provided.</b>
	Award 10 points if all 11 criteria met; Award 8 points if 8 criteria are met; Award 6 points if 6 criteria are met; Award 4 points if 4 criteria are met; Award 2 points if 2 criteria are met; and Award 0 points if no criteria are addressed	6	10	6	6	
	<b>Total Score: Ability to Work Positively and Proactively</b>		<b>30</b>		<b>18</b>	
<b>c) Public Sector Governance Experience</b>			<b>10</b>			
<b>10 &amp; 12</b>	10. Describe the Consultant's experience within the past ten years providing liaison services with the Canadian federal, provincial and/or municipal government(s). Highlight any of this experience that applies to the Ethnic Communities identified in section A above.  12. Provide at least one reference from the applicable Canadian federal, provincial and/or municipal government(s) that can verify the experience cited in this section. Each reference should include a contact name, title, phone number and email address.					
	Consultant has experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				page 7 - Criterion met. Consultant has experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s) provided dates.
	Consultant has <b>at least one</b> year experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				Criterion met. Consultant has experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s) provided dates. Chinese Advisory Council.

# ON-002260 Community Liaison Consultant

RESPONDENT NAME: Clara KK Chow

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Clara KK Chow

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant has <b>at least three</b> years experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				Criterion met. Volunteer a MP Office in Richmond, since 2004 . Provided evidence that consultant has at least three years experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)
	This experience is specific to <b>more than one</b> named Ethnic Community	0				Criterion not met. Only one Ethnic Community indicated (i.e. Chinese)
	At least one of the Ethnic Communities named for this section are also named in section (a)	1				Criterion met
	References (including contact information) were provided from Canadian federal, provincial and/or municipal government(s) to support at least 1 years experience within the past 10 years in this area	1				Criterion met
	Award 10 points if all 6 criteria met; Award 8 points if 5 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5	5	8	4	
11 & 12	Describe the Consultant's experience within the past ten years delivering community services on behalf of Canadian federal, provincial and/or municipal government(s).					
	Consultant has experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)	1				page 5, 8, 9 Criterion met
	Consultant has <b>at least one</b> year experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)	1				page 5, 8, 9 Criterion met
	Consultant has <b>at least three</b> years experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)	1				page 5, 8, 9 Criterion met
	This experience is specific to <b>more than one</b> named Canadian federal, provincial and/or municipal government entity	1				page 5, 8, 9 Criterion met
	References (including contact information) were provided from Canadian federal, provincial and/or municipal government(s) to support at least 1 year experience within the past 10 years in this area	1				page 5, 8, 9 Criterion met

RESPONDENT NAME: Clara KK Chow

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Clara KK Chow

Number		EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
		Award 10 points if all 5 criteria met; Award 8 points if 4 criteria are met; Award 6 points if 3 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5	5	10	5	
		<b>Total Score: Public Sector Governance Experience</b>		<b>10</b>		<b>9</b>	
<b>d)</b>		<b>Ability to Bring People Together</b>	<b>10</b>		<b>Minimum Score = 6</b>		
13		Explain how the Consultant has been able to develop strong organizational skills. Include a description of at least one instance where this ability enabled the Consultant to meet multiple conflicting deadlines					Provide a rationale for the choice made in the Comments section
	i)	Consultant claims that he/she has strong organizational skills, but no evidence is given to support to this claim					Concur with your approach
	ii)	Consultant provides general information that provides some indication that he/she has strong organizational skills, but no specific example is cited					
	iii)	Consultant gives general information that indicates strong organizational skills, AND provides <b>one example</b> of a specific instance where this ability enabled the Consultant to meet multiple conflicting deadlines	1				Criterion met Consultant gives general information that indicates strong organizational skills, AND provides <b>one example</b> of a specific instance where this ability enabled the Consultant to meet multiple conflicting deadlines
	iv)	Consultant gives information that indicates strong organizational skills, AND provides more than <b>one example</b> of specific instances where this ability enabled the Consultant to meet multiple conflicting deadlines					Criterion not met. See above, only <b>one example</b>
	v)	Consultant gives detailed information that clearly demonstrates his/her strong organizational skills, AND provides more than <b>one example</b> of specific instances where this ability enabled the Consultant to meet multiple conflicting deadlines					
		Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		4	6	2.4	

RESPONDENT NAME: Clara KK Chow

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Clara KK Chow

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
14	Explain how the Consultant has been able to develop strong English-language verbal communication skills. Include any experience with public speaking that demonstrates effective communication with a large crowd, as well as one or more specific examples of small group or one-on-one sessions where the Consultant effectively managed a particularly difficult issue.					Provide a rationale for the choice made in the Comments section Concur with approach
i)	Consultant claims that he/she has strong English-language verbal communication skills, but no evidence is given to support to this claim					
ii)	Consultant provides general information that provides some indication that he/she has strong English-language verbal communication skills, but no specific example is cited					
iii)	Consultant gives general information that indicates strong English-language verbal communication skills that includes public speaking, but no specific examples of effectively managing a difficult issue is provided	1				page 9 - Criterion met
iv)	Consultant gives information that indicates strong English-language verbal skills that includes public speaking, AND provides <b>at least one</b> specific example of small group and/or one-on-one sessions where the Consultant effectively managed a particularly difficult issue					Page 9. Criterion not met. Did not provide a specific example of small group and/or one-on-one sessions where the Consultant effectively managed a particularly difficult issue
v)	Consultant gives information that indicates strong English-language verbal skills that includes public speaking, AND provides <b>more than one</b> specific example of small group AND one-on-one sessions where the Consultant effectively managed a particularly difficult issue					
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		2	6	1.2	
15	Explain how the Consultant has been able to develop strong English-language written communication skills. Identify the types of written materials that demonstrate this skill.					Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong English-language written communication skills, but no evidence is given to support to this claim					
ii)	Consultant provides general information that provides some indication that he/she has strong English-language written communication skills, but no types of written materials are described to support this skill	1				Criterion met. Response provided educational credentials from S. 22



RESPONDENT NAME: Clara KK Chow

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Clara KK Chow

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
iii)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least one</b> type of written material to demonstrate this skill					Criterion not met. Only indicates that if required consultant can provide a President's messages printed on a program, but does not indicate that these messages are in English and written by her, lacks clarity.
iv)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least two distinct</b> types of written material to demonstrate this skill					see above
v)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least two distinct</b> types of written material to demonstrate this skill AND the quality of Response itself supports strong English-language written communication skills					see above
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		2	4	0.8	
16	Identify all languages that the Consultant can fluently speak and write. In addition, identify any other languages that the Consultant knows but is not fluent in speaking and/or writing.					
	Consultant states that they are fluent in speaking and writing <b>at least one</b> language in addition to English	1				p. 10 - Criterion met
	Consultant states that they are fluent in speaking and writing <b>at least two</b> languages in addition to English	1				p. 10 - Criterion met, fluent in Cantonese and Mandarin, in addition to English.
	<b>At least one</b> of these additional languages is specific to an Ethnic Community named as part of the Consultant's experience	1				p. 10 - Criterion met
	<b>At least two</b> of these additional languages is specific to an Ethnic Community named as part of the Consultant's experience	1				p. 10 - Criterion met, fluent in Cantonese and Mandarin, in addition to English.
	Award 10 points if all 4 criteria met; Award 8 points if 3 criteria are met; Award 6 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	4	2	10	2	
	<b>Total Score: Ability to Bring People Together</b>		10		6.4	Minimum Score = 6
4.2	<b>Pricing</b>		20			If a range of rates is provided for a single price, use the highest price only

**EVALUATORS:** Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

Number

Number

RESPONDENT: Karina Oropeza

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Karina Oropeza

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
Number						
6.1 MANDATORY CRITERIA						
a)	The Response must be received at the closing location or submitted on BC Bid by the specified closing date and time.	Y				
b)	The Response must be in English and must not be sent by facsimile or email.	Y				
c)	If delivery by hard copy is selected, four (4) hard copies of the Response must be submitted plus one (1) electronic copy of the Response must be submitted, either in MSWord or PDF format and either on CD, DVD or USB media. If delivery by BC Bid is selected, one complete electronic Response must be submitted electronically on BC Bid in accordance with BC Bid instructions. Respondents must choose one delivery method only and must submit a Response either in hard copy format or electronically through BC Bid.	Y				
d)	The Response must include a completed form, in substantially the same form as Appendix B, for each Consultant to be considered.	Y				
	Passed All Mandatories (Yes / No)	Yes				
NOTES FOR USING THIS EVALUATION HANDBOOK						
The Evaluation team may award points for related, valuable information provided in the Response that is not included in the lists below. Evaluators may also award partial points (i.e. 1/2) if a criterion is mentioned or additional related and valuable information is included, but details are lacking for the evaluators to understand what is being offered.						
In all cases, Evaluators are expected to check those criteria that are fully met in the Response, and to include comments to support how it is met if this is not obvious. Comments are also expected where only 1/2 points are given explaining the rationale for the award, and to fully describe any points given for additional information not included in the list.						

RESPONDENT: Karina Oropeza

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Karina Oropeza

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
Number						
7.1 DESIRABLE CRITERIA		Evaluate only 2 Consultants; if more than 2 are offered, evaluate the first 2 only.				
		Consider information contained in Appendix B and resumes only.				
a)	Experience working with Ethnic Communities	30			Dates that overlap are to be considered only once.	
1 & 6	1. Describe the Consultant's work and volunteer experience within the past 10 years with specific Ethnic Communities. For all experience cited, identify the specific Ethnic Communities that apply.			<div>Criterion met, page 4 Appendix B - Consultant demonstrates experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations by any of the following: contacting community members regarding community issues, attending community events and/or programs, participating in an ongoing community group/committee, etc.)</div> <div>Criterion met, page 4 Appendix B</div> <div>Criterion met, page 4 Appendix B</div> <div>Criterion met, page 4 Appendix B</div> <div>Criterion met, page 4 Appendix B</div> <div>Criterion met, page 6 Appendix B</div>		
6. Provide no less than two references that can verify the experience cited in this section. Each reference should include a contact name, title, phone number and email address						
Consultant has experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations by any of the following: contacting community members regarding community issues, attending community events and/or programs, participating in an ongoing community group/committee, etc.)		1				
Consultant has at least 3 years experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations)		1				
Consultant has at least 5 years experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations)		1				
This experience is specific to more than one named Ethnic Community		1				
Resume supports at least 3 years of this experience (i.e. can be found as either work or volunteer experience)		1				
References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 3 years experience within the past 10 years in this area		1				
Award 10 points if all 6 criteria met; Award 8 points if 5 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed		6	9	10	9	
2 & 6	Describe the Consultant's work and volunteer experience within the past 10 years with Newcomers to Canada			Section A. Experience Working with Ethnic Communities.		

RESPONDENT: Karina Oropeza

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Karina Oropeza

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant has experience within the past 10 years working with Newcomers to Canada	1				Criterion met, page 5 Appendix B - refer to resume
	Consultant has <b>at least 3 years</b> experience within the past 10 years working with Newcomers to Canada	1				Criterion met, page 5 Appendix B - refer to resume
	Consultant has <b>at least 5 years</b> experience within the past 10 years working with Newcomers to Canada	1				Criterion met, page 5 Appendix B - refer to resume
	Resume supports at least 3 years of this experience (i.e. can be found as either work or volunteer experience)	1				Criterion met, page 5 Appendix B - refer to resume
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 3 years experience within the past 10 years in this area	1				Criterion met, page 6. Appendix B - refer to resume
	Award 10 points if all 5 criteria met; Award 8 points if 4 criteria are met; Award 6 points if 3 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5	9	10	9	
<b>3 &amp; 6</b>	Describe at least one instance where the Consultant was directly able to overcome an Ethnic Community's reluctance to engage with government. Be specific as to why the individuals were reluctant to deal with government, the specific approaches that the Consultant used, and the final relationship that resulted between the Ethnic Community and government.					
	Consultant described <b>at least one</b> instance where he/she directly overcame an Ethnic Community's reluctance to engage with government	1				Criterion met, page 5, Appendix B
	Consultant described <b>at least two</b> instances where he/she directly overcame an Ethnic Community's reluctance to engage with government	0				Criterion not clearly met, page 5, Appendix B <b>only one instance provided.</b>
	The Respondent provided a logical rationale for why the individuals were reluctant to deal with government for <b>at least one</b> incident (If point is not given, explain why in the Comments section)	1				Page 5 Criterion met. Provided a logical rationale for why the individuals were reluctant to deal with government for at least one incident. Women impacted by abuse.
	The Respondent provided a logical rationale for why the individuals were reluctant to deal with government for <b>at least two</b> incidents (If point is not given, explain why in the Comments section)	0				Criterion not clearly met, page 5, Appendix B <b>only one instance provided.</b>

RESPONDENT: Karina Oropeza

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Karina Oropeza

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	The Respondent described specific logical approaches to overcome this reluctance for <b>at least one</b> incident (If point is not given, explain why in the Comments section)	1				Page 5 Criterion met. Provided a specific logical approach to overcome this reluctance for at least one incident
	The Respondent described specific logical approaches to overcome this reluctance for <b>at least two</b> incidents (If point is not given, explain why in the Comments section)	0				Criterion not clearly met, page 5, Appendix B <b>only one instance provided.</b>
	The Respondent described a positive relationship that ultimately resulted between the Ethnic Community and government for <b>at least one</b> incident	0				Page 5 Criterion not met. Failed to describe a positive relationship that ultimately resulted between the Ethnic Community and government for at least one incident
	The Respondent described a positive relationship that ultimately resulted between the Ethnic Community and government for <b>at least two</b> incidents	0				<b>Page 5 Criterion not met. See above</b>
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support the experience cited for at least 1 incident	1				Criterion met, page 5, Appendix B
	Award 10 points if all 9 criteria met; Award 8 points if 8 criteria are met; Award 6 points if 6 criteria are met; Award 4 points if 4 criteria are met; Award 2 points if 2 criteria are met; and Award 0 points if no criteria are addressed	4	<b>6</b>	<b>4</b>	<b>2.4</b>	
4, 5 & 6	4. Describe the Consultant's experience within the past five years providing direct support services to Newcomers.					
	5. Identify whether or not the Consultant personally was a Newcomer to Canada within the past five years. If so, describe any services for new immigrants that the Consultant accessed since arriving, and how those services assisted the Consultant to ultimately become independent (i.e. legally able to reside and work within Canada).					
	Consultant has experience within the past 5 years providing direct support services to Newcomers	1				
	Consultant has <b>at least 1 year</b> experience within the past 5 years providing direct support services to Newcomers	1				Criterion met, Consultant has at least 1 year experience within the past 5 years providing direct support services to Newcomers.



RESPONDENT: Karina Oropeza

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Karina Oropeza

Number		EVALUATION CRITERIA			Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
		Consultant has <b>at least 3 years</b> experience within the past 5 years providing direct support services to Newcomers	1						Criterion met, Provided evidence that she has at least 3 years experience within the past 5 years providing direct support services to Newcomers. Volunteered since 2010
		The Consultant was a Newcomer to Canada within the past 5 years	1						Criterion met, Consultant is a Newcomer.
		The Consultant described the services he/she accessed for new immigrants since arriving within the past 5 years	1						Criterion met. Consultant described the services he/she accessed for new immigrants since arriving within the past 5 years
		Resume supports the Consultant's relevant experience and/or the Consultant's status as a Newcomer in the past 5 years (i.e. can be found as either work or volunteer experience)	1						Criterion met. Proponent is a new comer. Resume supports the Consultant's relevant experience in the past 5 years (i.e. can be found as either work or volunteer experience since 2010).
		References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 1 year experience within the past 5 years in this area OR the Consultant was a Newcomer to Canada within the past 5 years	1						Criterion met. References (including contact information) were provided from organization(s) within the applicable Ethnic Community dates and/or time frame to support at least 1 year experience within the past 5 years in this area.
		Award 10 points if all 7 criteria met; Award 8 points if 6 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	7		6	10	6		
		<b>Total Score: Experience working with Ethnic Communities</b>			<b>30</b>		<b>26.4</b>		
<b>b)</b>		<b>Ability to Work Positively and Proactively</b>			<b>30</b>				
7		For each Ethnic Community addressed in section A, question 1 above, explain the key protocols and practices that demonstrate respect, understanding and appreciation of that culture.							Provide a rationale for the choice made in the Comments section
i)		The Response identifies the protocols and/or practices for at least one applicable Ethnic Communities, information lacking to determine whether or not this description clearly demonstrates respect, understanding and appreciation of the culture	0.5						page 7 - Criterion partly met. Response generic. Descripton not specific to Latin American culture and protocols, practices. It can be infered in the information provided that she demonstrates respect, understanding and appreciation of diverse cultures. Response deficient.
ii)		The Response identifies the key protocols and practices for <b>at least one</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture (examples of these protocols and differences include but are not limited to differences within the culture (e.g. women, youth/elders), recognizing the local territory, common celebrations, "rules" regarding meals/drink)	0						page 7 Criterion not met.

RESPONDENT: Karina Oropeza

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Karina Oropeza

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
iii)	The Response identifies the key protocols and practices for <b>at least one</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture, AND at least one other Ethnic Community applies but the description is lacking information to clearly demonstrate the same level of understanding for this culture(s)	0				Criterion not met. Response deficient and general needs more information. Description demonstrate respect, understanding and appreciation of the culture, for at least one applicable Ethnic Community. <b>Information provided for only one culture, no other Ethnic community.</b>
iv)	The Response identifies the key protocols and practices for <b>at least two</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture	0				Criterion not met. Failed to identify the key protocols and practices for at least two applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture . <b>Only one culture</b>
	Award 10 points if item (iv) is met; Award 8 points if item (iii) is met; Award 6 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed	0.5	10	1.5	1.5	
8	For each Ethnic Community addressed in section A, question 1 above, describe how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed					Provide a rationale for the choice made in the Comments section
i)	The Response states that the Consultant has created a comfortable atmosphere, but information lacking on how this was done in order to manage any fears of safety or unfair treatment					
ii)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for <b>at least one</b> applicable Ethnic Community (Examples of creating a comfortable atmosphere include but are not limited to pro-active measures specific to the location, such as where it is in the community, set-up of the room, location of exits, etc. Examples of addressing fears include but are not limited to pro-active measures specific to how the group interacts, such as seating arrangements, refreshments offered, role of officials such as elected officials, police or other authority figures) - things to avoid, such as insensitive or disrespectful comments, culturally controversial literature, pictures or topics	1				page 7 Criterion met.
iii)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for at least one applicable Ethnic Community, AND at least one other Ethnic Community applies but the description is lacking information to clearly demonstrate the same level of expertise	0				page 7. Criterion not met. Only addressed for one Ethnic Community"

RESPONDENT: Karina Oropeza

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Karina Oropeza

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
iv)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for <b>at least two</b> applicable Ethnic Communities	0				page 7. Criterion not met.
	Award 10 points if item (iv) is met; Award 8 points if item (iii) is met; Award 6 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		10	6	6	
9	Explain how the Consultant's existing networks with the Ethnic Communities identified in Section A, question 1 above can be used to assist delivering the services described in this RFQ. Be specific to each of the bullets found in section 4.1 Services.					If existing networks are claimed but insufficient information is provided to clearly indicate that the criterion has been met, explain why in the Comments section
	Consultant describes at least one existing network with an applicable Ethnic Community	1				page 7 & 8 -Criterion met
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will promote full participation of individuals from this Ethnic Community in BC society (A network is defined as a formal or informal arrangement between the Proponent and organization(s) within the Ethnic Community where reciprocal referrals, joint service delivery, joint promotion of each others' services, etc. take place).	1				page 7 & 8 -Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will promote full participation of individuals from this Ethnic Community in BC society	1				page 7 & 8 -Criterion met
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government	1				page 7 & 8 -Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government	0				page 7 & 8 Criterion not clearly met. Information provided for only one culture, no other Ethnic community. Consultant does not describes at least two existing networks with an applicable Ethnic Community that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government

RESPONDENT: Karina Oropeza

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Karina Oropeza

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears	1				page 7 & 8 -Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears	0				p. 7&8 - Criterion not met. Information provided for only one culture, no other Ethnic community.
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities	1				page 7 & 8 -Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities	0				p. 7&8 - Criterion not met. Information provided for only one culture, no other Ethnic community.
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required	1				page 7 & 8 -Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required	0				p. 7&8 - Criterion not met. Information provided for only one culture, no other Ethnic community.
	Award 10 points if all 11 criteria met; Award 8 points if 8 criteria are met; Award 6 points if 6 criteria are met; Award 4 points if 4 criteria are met; Award 2 points if 2 criteria are met; and Award 0 points if no criteria are addressed	7	10	7	7	
	<b>Total Score: Ability to Work Positively and Proactively</b>		<b>30</b>		<b>14.5</b>	
<b>c)</b>	<b>Public Sector Governance Experience</b>		<b>10</b>			

# ON-002260 Community Liaison Consultant

**RESPONDENT: Karina Oropeza**

**EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet**

**CONSULTANT NAME: Karina Oropeza**

Number	EVALUATION CRITERIA				COMMENTS / RATIONALE FOR SCORE	
	Criteria Addressed	Available Points	Proponent Score	Weighted Score		
<b>10 &amp; 12</b>	10. Describe the Consultant's experience within the past ten years providing liaison services with the Canadian federal, provincial and/or municipal government(s). Highlight any of this experience that applies to the Ethnic Communities identified in section A above.					
	12. Provide at least one reference from the applicable Canadian federal, provincial and/or municipal government(s) that can verify the experience cited in this section. Each reference should include a contact name, title, phone number and email address.					
	Consultant has experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1			page 8 - Criterion met.	
	Consultant has <b>at least one</b> year experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1			page 8 - Criterion met. Consultant has experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s) provided dates. CVMS since 2010.	
	Consultant has <b>at least three</b> years experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1			page 8 - Criterion met. Proponent has at least three years experience within the past 10 years doing liaison work between Latin American Ethnic Community and the Canadian federal, provincial and/or municipal government(s) Volunteer since 2010 at CVMS.	
	This experience is specific to <b>more than one</b> named Ethnic Community	0			Criterion not met. <u>Information provided for only Latin American Ethnic community / culture.</u>	
	At least one of the Ethnic Communities named for this section are also named in section (a)	1			page 8 - Criterion met. Latin American community	
	References (including contact information) were provided from Canadian federal, provincial and/or municipal government(s) to support at least 1 years experience within the past 10 years in this area	0			page 8 - Criterion not met, no government references.	
	Award 10 points if all 6 criteria met; Award 8 points if 5 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	4	5	6	3	
<b>11 &amp; 12</b>	Describe the Consultant's experience within the past ten years delivering community services on behalf of Canadian federal, provincial and/or municipal government(s).					
	Consultant has experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)	0			page 8 - Criterion not met. Question answered as N/A. No points awarded. Response insufficient lacking appropriate detail, clarity and information missing.	

RESPONDENT: Karina Oropeza

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Karina Oropeza

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant has <b>at least one</b> year experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)					See above
	Consultant has <b>at least three</b> years experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)					See above
	This experience is specific to <b>more than one</b> named Canadian federal, provincial and/or municipal government entity					See above
	References (including contact information) were provided from Canadian federal, provincial and/or municipal government(s) to support at least 1 year experience within the past 10 years in this area					See above
	Award 10 points if all 5 criteria met; Award 8 points if 4 criteria are met; Award 6 points if 3 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	0	5	0	0	
	<b>Total Score: Public Sector Governance Experience</b>		<b>10</b>		<b>3</b>	
<b>d)</b>	<b>Ability to Bring People Together</b>		<b>10</b>		<b>Minimum Score = 6</b>	
<b>13</b>	Explain how the Consultant has been able to develop strong organizational skills. Include a description of at least one instance where this ability enabled the Consultant to meet multiple conflicting deadlines					Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong organizational skills, but no evidence is given to support to this claim					
ii)	Consultant provides general information that provides some indication that he/she has strong organizational skills, but no specific example is cited					
iii)	Consultant gives general information that indicates strong organizational skills, AND provides <b>one example</b> of a specific instance where this ability enabled the Consultant to meet multiple conflicting deadlines					
iv)	Consultant gives information that indicates strong organizational skills, AND provides more than <b>one example</b> of specific instances where this ability enabled the Consultant to meet multiple conflicting deadlines					
v)	Consultant gives detailed information that clearly demonstrates his/her strong organizational skills, AND provides more than <b>one example</b> of specific instances where this ability enabled the Consultant to meet multiple conflicting deadlines	1				page 9 Criterion met



RESPONDENT: Karina Oropeza

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Karina Oropeza

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		4	10	4	
14	Explain how the Consultant has been able to develop strong English-language verbal communication skills. Include any experience with public speaking that demonstrates effective communication with a large crowd, as well as one or more specific examples of small group or one-on-one sessions where the Consultant effectively managed a particularly difficult issue.					Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong English-language verbal communication skills, but no evidence is given to support to this claim					
ii)	Consultant provides general information that provides some indication that he/she has strong English-language verbal communication skills, but no specific example is cited					
iii)	Consultant gives general information that indicates strong English-language verbal communication skills that includes public speaking, but no specific examples of effectively managing a difficult issue is provided					
iv)	Consultant gives information that indicates strong English-language verbal skills that includes public speaking, AND provides <b>at least one</b> specific example of small group and/or one-on-one sessions where the Consultant effectively managed a particularly difficult issue					
v)	Consultant gives information that indicates strong English-language verbal skills that includes public speaking, AND provides <b>more than one</b> specific example of small group AND one-on-one sessions where the Consultant effectively managed a particularly difficult issue	1				page 9 Criterion met
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		2	10	2	
15	Explain how the Consultant has been able to develop strong English-language written communication skills. Identify the types of written materials that demonstrate this skill.					Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong English-language written communication skills, but no evidence is given to support to this claim					

RESPONDENT: Karina Oropeza

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Karina Oropeza

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
ii)	Consultant provides general information that provides some indication that he/she has strong English-language written communication skills, but no types of written materials are described to support this skill					
iii)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least one</b> type of written material to demonstrate this skill					
iv)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least two distinct</b> types of written material to demonstrate this skill					
v)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least two distinct</b> types of written material to demonstrate this skill AND the quality of Response itself supports strong English-language written communication skills	1				page 9 Criterion met
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		2	10	2	
16	Identify all languages that the Consultant can fluently speak and write. In addition, identify any other languages that the Consultant knows but is not fluent in speaking and/or writing.					
	Consultant states that they are fluent in speaking and writing <b>at least one</b> language in addition to English	1				Criterion met, fluent in Spanish and French, in addition to English.
	Consultant states that they are fluent in speaking and writing <b>at least two</b> languages in addition to English	1				Criterion met, fluent in Spanish and French, in addition to English.
	<b>At least one</b> of these additional languages is specific to an Ethnic Community named as part of the Consultant's experience	1				Criterion met, fluent in Spanish and French, in addition to English.
	<b>At least two</b> of these additional languages is specific to an Ethnic Community named as part of the Consultant's experience	1				Criterion met, fluent in Spanish and French, in addition to English.
	Award 10 points if all 4 criteria met; Award 8 points if 3 criteria are met; Award 6 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	4	2	10	2	
	<b>Total Score: Ability to Bring People Together</b>		10		10	Minimum Score = 6
4.2	<b>Pricing</b>		20			If a range of rates is provided for a single price, use the highest price only

RESPONDENT: Karina Oropeza

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Karina Oropeza

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
Number						
	Insert the hourly rate proposed for 0-30 days (i.e. up to 160 hours):					
	Insert the hourly rate proposed for 30+ days (i.e. over 160 hours)		S. 21			
	Average rate:					
	<i>If the average rate is below \$150.00, this is a Category A price and will be scored from a possible 20 points overall;</i>					
	<i>If the average rate is between \$150.00 and \$299.99, this is a Category B price and will be scored from a possible 10 points overall; and</i>					
	<i>If the average rate is \$300.00 or higher, this is a Category C price and will be scored from a possible 5 points overall.</i>					
	To score this section, use the following formula:					
	Lowest average rate / this average rate X overall points available for the applicable category		S. 21			
		\$ 40.00		17.78		
	<b>Total Score: Pricing</b>		<b>20</b>		<b>17.78</b>	
<b>TOTAL SCORE FOR PROPONENT</b>			<b>100%</b>			
	<b>Total Score for Proponent</b>		<b>100</b>		<b>71.68</b>	

## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number		EVALUATION CRITERIA			Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
6.1 MANDATORY CRITERIA									
	a)	The Response must be received at the closing location or submitted on BC Bid by the specified closing date and time.	Yes						
	b)	The Response must be in English and must not be sent by facsimile or email.	Yes						
	c)	If delivery by hard copy is selected, four (4) hard copies of the Response must be submitted plus one (1) electronic copy of the Response must be submitted, either in MSWord or PDF format and either on CD, DVD or USB media. If delivery by BC Bid is selected, one complete electronic Response must be submitted electronically on BC Bid in accordance with BC Bid instructions. Respondents must choose one delivery method only and must submit a Response either in hard copy format or electronically through BC Bid.	Yes						
	d)	The Response must include a completed form, in substantially the same form as Appendix B, for each Consultant to be considered.	Yes						
	Passed All Mandatories (Yes / No)		Yes						
NOTES FOR USING THIS EVALUATION HANDBOOK									
The Evaluation team may award points for related, valuable information provided in the Response that is not included in the lists below. Evaluators may also award partial points (i.e. 1/2) if a criterion is mentioned or additional related and valuable information is included, but details are lacking for the evaluators to understand what is being offered.									
In all cases, Evaluators are expected to check those criteria that are fully met in the Response, and to include comments to support how it is met if this is not obvious. Comments are also expected where only 1/2 points are given explaining the rationale for the award, and to fully describe any points given for additional information not included in the list.									

## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
7.1	DESIRABLE CRITERIA	Evaluate only 2 Consultants; if more than 2 are offered, evaluate the first 2 only.				
a)	Experience working with Ethnic Communities	30				
1 & 6	1. Describe the Consultant's work and volunteer experience within the past 10 years with specific Ethnic Communities. For all experience cited, identify the specific Ethnic Communities that apply.  6. Provide no less than two references that can verify the experience cited in this section. Each reference should include a contact name, title, phone number and email address	Dates that overlap are to be considered only once.				
	Consultant has experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations by any of the following: contacting community members regarding community issues, attending community events and/or programs, participating in an ongoing community group/committee, etc.)	1				page 1-3 Criterion met Appendix B - refer to resume
	Consultant has <b>at least 3 years</b> experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations)	1				page 1-3 Criterion met, page 3. Appendix B - refer to resume
	Consultant has <b>at least 5 years</b> experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations)	1				Criterion met, page 1-3, Appendix B Response
	This experience is specific to <b>more than one</b> named Ethnic Community	0				Criterion not met, page 1-3, Appendix B Latin American community is the only one she clearly worked with.
	Resume supports at least 3 years of this experience (i.e. can be found as either work or volunteer experience)	1				Criterion met, page 1-3, Appendix B Resume, Years provided.
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 3 years experience within the past 10 years in this area	1				Criterion met, page 1-3, Appendix B Resume, Years provided.
	Award 10 points if all 6 criteria met; Award 8 points if 5 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5	9	8	7.2	

## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
2 & 6	Describe the Consultant's work and volunteer experience within the past 10 years with Newcomers to Canada					Section A. Experience Working with Ethnic Communities.
	Consultant has experience within the past 10 years working with Newcomers to Canada	1				Criterion met, page 3. Appendix B - refer to resume
	Consultant has <b>at least 3 years</b> experience within the past 10 years working with Newcomers to Canada	1				Criterion met, page 3. Appendix B - refer to resume
	Consultant has <b>at least 5 years</b> experience within the past 10 years working with Newcomers to Canada	1				Criterion met, page 3. Appendix B - refer to resume
	Resume supports at least 3 years of this experience (i.e. can be found as either work or volunteer experience)	1				Criterion met, page 3. Appendix B - refer to resume
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 3 years experience within the past 10 years in this area	1				Criterion met, page 3. Appendix B - refer to resume
	Award 10 points if all 5 criteria met; Award 8 points if 4 criteria are met; Award 6 points if 3 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5	9	10	9	
3 & 6	Describe at least one instance where the Consultant was directly able to overcome an Ethnic Community's reluctance to engage with government. Be specific as to why the individuals were reluctant to deal with government, the specific approaches that the Consultant used, and the final relationship that resulted between the Ethnic Community and government.					
	Consultant described <b>at least one</b> instance where he/she directly overcame an Ethnic Community's reluctance to engage with government	1				Criterion met, page 5. Appendix B - refer to resume
	Consultant described <b>at least two</b> instances where he/she directly overcame an Ethnic Community's reluctance to engage with government	1				Criterion met, page 3& 5. Appendix B
	The Respondent provided a logical rationale for why the individuals were reluctant to deal with government for <b>at least one</b> incident (If point is not given, explain why in the Comments section)	1				Criterion met, page 3& 5. Appendix B
	The Respondent provided a logical rationale for why the individuals were reluctant to deal with government for <b>at least two</b> incidents (If point is not given, explain why in the Comments section)	1				Criterion met, page 3& 5. Appendix B
	The Respondent described specific logical approaches to overcome this reluctance for <b>at least one</b> incident (If point is not given, explain why in the Comments section)	1				Criterion met, page 3& 5. Appendix B



## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	The Respondent described specific logical approaches to overcome this reluctance for <b>at least two</b> incidents (If point is not given, explain why in the Comments section)	1				Criterion met, page 3& 5. Appendix B
	The Respondent described a positive relationship that ultimately resulted between the Ethnic Community and government for <b>at least one</b> incident	1				Criterion met, page 3& 5. Appendix B
	The Respondent described a positive relationship that ultimately resulted between the Ethnic Community and government for <b>at least two</b> incidents	1				Criterion met, page 3& 5. Appendix B
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support the experience cited for at least 1 incident	1				Criterion met, page 3& 5. Appendix B
	Award 10 points if all 9 criteria met; Award 8 points if 8 criteria are met; Award 6 points if 6 criteria are met; Award 4 points if 4 criteria are met; Award 2 points if 2 criteria are met; and Award 0 points if no criteria are addressed	9	6	10	6	
4, 5 & 6	4. Describe the Consultant's experience within the past five years providing direct support services to Newcomers.  5. Identify whether or not the Consultant personally was a Newcomer to Canada within the past five years. If so, describe any services for new immigrants that the Consultant accessed since arriving, and how those services assisted the Consultant to ultimately become independent (i.e. legally able to reside and work within Canada).					
	Consultant has experience within the past 5 years providing direct support services to Newcomers	1				page 6 - Met criterion, has experience within the past 5 years providing direct support services to Newcomers. Provided assistance in obtaining jobs, etc., attend seminars.
	Consultant has <b>at least 1 year</b> experience within the past 5 years providing direct support services to Newcomers	1				page 6 -Criterion met, Consultant has at least 1 year experience within the past 5 years providing direct support services to Newcomers.
	Consultant has <b>at least 3 years</b> experience within the past 5 years providing direct support services to Newcomers	1				page 6 -Criterion met
	The Consultant was a Newcomer to Canada within the past 5 years	0				page 6 -Did not meet criterion. Proponent is not a new comer. Indicates came to Canada in 1993.
	The Consultant described the services he/she accessed for new immigrants since arriving within the past 5 years	0				Did not meet criterion. Proponent is not a new comer.

## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	<i>Resume supports the Consultant's relevant experience and/or the Consultant's status as a Newcomer in the past 5 years (i.e. can be found as either work or volunteer experience)</i>	0				page 6 -Criterion not met. Proponent is not a new comer.
	<i>References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 1 year experience within the past 5 years in this area OR the Consultant was a Newcomer to Canada within the past 5 years</i>	1				page 6 -Criterion met. References (including contact information) were provided from organization(s) within the applicable Ethnic Community but no dates and/or time frame to support at least 1 year experience within the past 5 years in this area.
	<i>Award 10 points if all 7 criteria met; Award 8 points if 6 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed</i>	4	6	6	3.6	
	<b>Total Score: Experience working with Ethnic Communities</b>		<b>30</b>		<b>25.8</b>	
<b>b) Ability to Work Positively and Proactively 30</b>						
7	For each Ethnic Community addressed in section A, question 1 above, explain the key protocols and practices that demonstrate respect, understanding and appreciation of that culture.					Provide a rationale for the choice made in the Comments section
i)	<i>The Response identifies the protocols and/or practices for at least one applicable Ethnic Communities, information lacking to determine whether or not this description clearly demonstrates respect, understanding and appreciation of the culture</i>					page 7 - Criterion met.
ii)	<i>The Response identifies the key protocols and practices for <b>at least one</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture (examples of these protocols and differences include but are not limited to differences within the culture (e.g. women, youth/elders), recognizing the local territory, common celebrations, "rules" regarding meals/drink)</i>	1				page 7 - Criterion met.

## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
iii)	The Response identifies the key protocols and practices for <b>at least one</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture, AND at least one other Ethnic Community applies but the description is lacking information to clearly demonstrate the same level of understanding for this culture(s)					page 7 - Criterion not met. <b>( Filipino) Community only identified.</b> Consultant failed to identify any other Ethnic Community
iv)	The Response identifies the key protocols and practices for <b>at least two</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture					see above
	Award 10 points if item (iv) is met; Award 8 points if item (iii) is met; Award 6 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed	1	10	6	6	
8	For each Ethnic Community addressed in section A, question 1 above, describe how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed					Provide a rationale for the choice made in the Comments section
i)	The Response states that the Consultant has created a comfortable atmosphere, but information lacking on how this was done in order to manage any fears of safety or unfair treatment	1				p 7 criterion met
ii)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for <b>at least one</b> applicable Ethnic Community (Examples of creating a comfortable atmosphere include but are not limited to pro-active measures specific to the location, such as where it is in the community, set-up of the room, location of exits, etc. Examples of addressing fears include but are not limited to pro-active measures specific to how the group interacts, such as seating arrangements, refreshments offered, role of officials such as elected officials, police or other authority figures) - things to avoid, such as insensitive or disrespectful comments, culturally controversial literature, pictures or topics					page 7 - Criterion not met. Consultant <b>failed to logically describe how</b> the she/he would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for at least one applicable Ethnic Community No clear examples of addressing fears or limited to pro-active measures specific to how the group interacts, such as seating arrangements, refreshments offered, role of officials such as elected officials, police or other authority figures) Did not describe any things to avoid, such as insensitive or disrespectful comments, culturally controversial literature, pictures or topics

## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
iii)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for at least one applicable Ethnic Community, AND at least one other Ethnic Community applies but the description is lacking information to clearly demonstrate the same level of expertise					
iv)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for <b>at least two</b> applicable Ethnic Communities					
	Award 10 points if item (iv) is met; Award 8 points if item (iii) is met; Award 6 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		10	3	3	
9	Explain how the Consultant's existing networks with the Ethnic Communities identified in Section A, question 1 above can be used to assist delivering the services described in this RFQ. Be specific to each of the bullets found in section 4.1 Services.					If existing networks are claimed but insufficient information is provided to clearly indicate that the criterion has been met, explain why in the Comments section
	Consultant describes at least one existing network with an applicable Ethnic Community	1				page 8 - Criterion met
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will promote full participation of individuals from this Ethnic Community in BC society (A network is defined as a formal or informal arrangement between the Proponent and organization(s) within the Ethnic Community where reciprocal referrals, joint service delivery, joint promotion of each others' services, etc. take place).	1				page 8 - Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will promote full participation of individuals from this Ethnic Community in BC society	1				page - 8 -Criterion met Philippine Consulate, Filipino organizations in BC, Multicultural Helping House, Chamber of Commerce, Rotary Club.
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government	1				page - 8 -Criterion met Philippine Consulate, Filipino organizations in BC, Multicultural Helping House, Chamber of Commerce, Rotary Club. Use of town hall meetings, summer bbq, social media, contest among children

## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government	1				page - 8 -Criterion met Philippine Consulate, Filipino organizations in BC, Multicultural Helping House, Chamber of Commerce, Rotary Club. Use of town hall meetings, summer bbq, social media, contest among children
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears	1				page - 8 - Criterion met.
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears	0				page - 8 -Criterion not met. Did not describe how 2 networks will increase the number of Ethnic Communities that government engages with. Response lacking clarity and detail. Only provided explanation for one.
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities	1				page - 8 - Criterion met.
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities	0				page - 8 -Criterion not met. Did not clearly describe how (at least 2) networks will help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities. Explanation of how this will be done is not clear or missing.
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required	1				page - 8 - Criterion met.
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required	0				page - 8 -Criterion not met. Did not address how (at least 2 networks) will contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required. Restated the criterion as a response. Explanation of how is not clear, information missing.

## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Award 10 points if all 11 criteria met; Award 8 points if 8 criteria are met; Award 6 points if 6 criteria are met; Award 4 points if 4 criteria are met; Award 2 points if 2 criteria are met; and Award 0 points if no criteria are addressed	8	10	8	8	
	<b>Total Score: Ability to Work Positively and Proactively</b>		<b>30</b>		<b>17</b>	
<b>c) Public Sector Governance Experience</b>		<b>10</b>				
<b>10 &amp; 12</b>	10. Describe the Consultant's experience within the past ten years providing liaison services with the Canadian federal, provincial and/or municipal government(s). Highlight any of this experience that applies to the Ethnic Communities identified in section A above.  12. Provide at least one reference from the applicable Canadian federal, provincial and/or municipal government(s) that can verify the experience cited in this section. Each reference should include a contact name, title, phone number and email address.					
	Consultant has experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				page - 9 -Criterion met. Demonstrated experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s) provided dates.
	Consultant has <b>at least one</b> year experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				page - 9 -Criterion met. Demonstrated experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s) provided dates. Putting on an entertainment event is not liaison work.
	Consultant has <b>at least three</b> years experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				page - 9 - Criterion met. Proponent failed to provide evidence that consultant has at least three years experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)
	This experience is specific to <b>more than one</b> named Ethnic Community	0				Criterion not met. Information provided for <b>Filipino Community</b> , no other Ethnic community. Failed to demonstrate liaison work/volunteer experience is specific to more than one named Ethnic Community
	At least one of the Ethnic Communities named for this section are also named in section (a)	1				page - 9 - Criterion met.



## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	References (including contact information) were provided from Canadian federal, provincial and/or municipal government(s) to support at least 1 years experience within the past 10 years in this area	1				page - 9 - Criterion met ,
	Award 10 points if all 6 criteria met; Award 8 points if 5 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5	5	8	4	
11 & 12	Describe the Consultant's experience within the past ten years delivering community services on behalf of Canadian federal, provincial and/or municipal government(s).					
	Consultant has experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)	1				page - 9 - Criterion met ,
	Consultant has <b>at least one</b> year experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)	1				page - 9 - Criterion met ,
	Consultant has <b>at least three</b> years experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)	1				page - 9 - Criterion met ,
	This experience is specific to <b>more than one</b> named Canadian federal, provincial and/or municipal government entity	0				Criterion not met. Inferred only one municipal government entity, was relevant.
	References (including contact information) were provided from Canadian federal, provincial and/or municipal government(s) to support at least 1 year experience within the past 10 years in this area	1				page - 9 - Criterion met , S. 22 councillor City of Richmond.
	Award 10 points if all 5 criteria met; Award 8 points if 4 criteria are met; Award 6 points if 3 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	4	5	8	4	
	<b>Total Score: Public Sector Governance Experience</b>		<b>10</b>		<b>8</b>	
d)	<b>Ability to Bring People Together</b>		<b>10</b>			<b>Minimum Score = 6</b>
13	Explain how the Consultant has been able to develop strong organizational skills. Include a description of at least one instance where this ability enabled the Consultant to meet multiple conflicting deadlines					Provide a rationale for the choice made in the Comments section

## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
i)	Consultant claims that he/she has strong organizational skills, but no evidence is given to support to this claim		4	10	4	
ii)	Consultant provides general information that provides some indication that he/she has strong organizational skills, but no specific example is cited					
iii)	Consultant gives general information that indicates strong organizational skills, AND provides <b>one example</b> of a specific instance where this ability enabled the Consultant to meet multiple conflicting deadlines					
iv)	Consultant gives information that indicates strong organizational skills, AND provides more than <b>one example</b> of specific instances where this ability enabled the Consultant to meet multiple conflicting deadlines					
v)	Consultant gives detailed information that clearly demonstrates his/her strong organizational skills, AND provides more than <b>one example</b> of specific instances where this ability enabled the Consultant to meet multiple conflicting deadlines	1				page - 9 - Criterion met ,
Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed						
<b>14</b>	Explain how the Consultant has been able to develop strong English-language verbal communication skills. Include any experience with public speaking that demonstrates effective communication with a large crowd, as well as one or more specific examples of small group or one-on-one sessions where the Consultant effectively managed a particularly difficult issue.					Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong English-language verbal communication skills, but no evidence is given to support to this claim		1			
ii)	Consultant provides general information that provides some indication that he/she has strong English-language verbal communication skills, but no specific example is cited					page - 10 - Criterion met
iii)	Consultant gives general information that indicates strong English-language verbal communication skills that includes public speaking, but no specific examples of effectively managing a difficult issue is provided					page - 10 - Criterion not met <b>Did not provide clear evidence she has experience in public speaking , and no specific examples of effectively managing a difficult issue is provided</b>

## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
iv)	Consultant gives information that indicates strong English-language verbal skills that includes public speaking, AND provides <b>at least one</b> specific example of small group and/or one-on-one sessions where the Consultant effectively managed a particularly difficult issue		2	4	0.8	page - 10 - Criterion not met. Did not provide evidence or a specific example of small group and/or one-on-one sessions where the Consultant effectively managed a particularly difficult issue
v)	page - 10 - Consultant gives information that indicates strong English-language verbal skills that includes public speaking, AND provides <b>more than one</b> specific example of small group AND one-on-one sessions where the Consultant effectively managed a particularly difficult issue					
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed					
15	Explain how the Consultant has been able to develop strong English-language written communication skills. Identify the types of written materials that demonstrate this skill.					Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong English-language written communication skills, but no evidence is given to support to this claim		1			
ii)	Consultant provides general information that provides some indication that he/she has strong English-language written communication skills, but no types of written materials are described to support this skill					page - 10 - Criterion met
iii)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least one</b> type of written material to demonstrate this skill					page - 10 - Criterion not met. Response not provided, information needed to evaluate missing. No written material cited.
iv)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least two distinct</b> types of written material to demonstrate this skill					
v)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least two distinct</b> types of written material to demonstrate this skill AND the quality of Response itself supports strong English-language written communication skills					

## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		2	4	0.8	
16	Identify all languages that the Consultant can fluently speak and write. In addition, identify any other languages that the Consultant knows but is not fluent in speaking and/or writing.					
	Consultant states that they are fluent in speaking and writing <b>at least one</b> language in addition to English	1				Criterion met, fluent in Filipino, in addition to English.
	Consultant states that they are fluent in speaking and writing <b>at least two</b> languages in addition to English	0				Criterion not met, fluent in only Filipino, in addition to English, writes Spanish but is not fluent in Spanish.
	<b>At least one</b> of these additional languages is specific to an Ethnic Community named as part of the Consultant's experience	1				Criterion met, fluent in Filipino, in addition to English.
	<b>At least two</b> of these additional languages is specific to an Ethnic Community named as part of the Consultant's experience	0				Criterion not met, fluent in only Filipino in addition to English.
	Award 10 points if all 4 criteria met; Award 8 points if 3 criteria are met; Award 6 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	2	2	6	1.2	
	<b>Total Score: Ability to Bring People Together</b>		<b>10</b>		<b>6.8</b>	<b>Minimum Score = 6</b>
4.2	<b>Pricing</b>		<b>20</b>			If a range of rates is provided for a single price, use the highest price only
	Insert the hourly rate proposed for 0-30 days (i.e. up to 160 hours):	\$				
	Insert the hourly rate proposed for 30+ days (i.e. over 160 hours)	\$				
	Average rate:	\$				

## EVALUATION CRITERIA

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Estrellita Nuguid

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	<p>If the average rate is below \$150.00, this is a Category A price and will be scored from a possible 20 points overall;  If the average rate is between \$150.00 and \$299.99, this is a Category B price and will be scored from a possible 10 points overall; and  If the average rate is \$300.00 or higher, this is a Category C price and will be scored from a possible 5 points overall.</p> <p>To score this section, use the following formula:</p> <p>Lowest average rate / this average rate X overall points available for the applicable category</p>					
		\$ 40.00	S. 21	6.15		
	<b>Total Score: Pricing</b>		<b>20</b>	<b>6.154</b>		
<b>TOTAL SCORE FOR PROPONENT</b>			<b>100%</b>			
	<b>Total Score for Proponent</b>		<b>100</b>	<b>63.75</b>		

RESPONDENT: Pavandip Singh Bahia

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Pavandip Singh Bahia

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
Number						
6.1 MANDATORY CRITERIA						
a)	The Response must be received at the closing location or submitted on BC Bid by the specified closing date and time.	Yes				
b)	The Response must be in English and must not be sent by facsimile or email.	Yes				
c)	If delivery by hard copy is selected, four (4) hard copies of the Response must be submitted plus one (1) electronic copy of the Response must be submitted, either in MSWord or PDF format and either on CD, DVD or USB media. If delivery by BC Bid is selected, one complete electronic Response must be submitted electronically on BC Bid in accordance with BC Bid instructions. Respondents must choose one delivery method only and must submit a Response either in hard copy format or electronically through BC Bid.	Yes				
d)	The Response must include a completed form, in substantially the same form as Appendix B, for each Consultant to be considered.	Yes				
	Passed All Mandatories (Yes / No)	Yes				
NOTES FOR USING THIS EVALUATION HANDBOOK						
The Evaluation team may award points for related, valuable information provided in the Response that is not included in the lists below. Evaluators may also award partial points (i.e. 1/2) if a criterion is mentioned or additional related and valuable information is included, but details are lacking for the evaluators to understand what is being offered.						
In all cases, Evaluators are expected to check those criteria that are fully met in the Response, and to include comments to support how it is met if this is not obvious. Comments are also expected where only 1/2 points are given explaining the rationale for the award, and to fully describe any points given for additional information not included in the list.						



RESPONDENT: Pavandip Singh Bahia

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Pavandip Singh Bahia

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
Number						
7.1 DESIRABLE CRITERIA		Evaluate only 2 Consultants; if more than 2 are offered, evaluate the first 2 only.  Consider information contained in Appendix B and resumes only.				
a)	Experience working with Ethnic Communities	30	Dates that overlap are to be considered only once.			
1 & 6	1. Describe the Consultant's work and volunteer experience within the past 10 years with specific Ethnic Communities. For all experience cited, identify the specific Ethnic Communities that apply.  6. Provide no less than two references that can verify the experience cited in this section. Each reference should include a contact name, title, phone number and email address					
	Consultant has experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations by any of the following: contacting community members regarding community issues, attending community events and/or programs, participating in an ongoing community group/committee, etc.)	1				Criterion met, Appendix B - Consultant demonstrates experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations by any of the following: contacting community members regarding community issues, attending community events and/or programs, participating in an ongoing community group/committee, etc.)
	Consultant has <b>at least 3 years</b> experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations)	1				Criterion met, , Appendix B
	Consultant has <b>at least 5 years</b> experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations)	1				Criterion met, , Appendix B
	This experience is specific to <b>more than one</b> named Ethnic Community	0				Criterion not clearly met, <b>no other Ethnic community.</b>
	Resume supports at least 3 years of this experience (i.e. can be found as either work or volunteer experience)	1				Criterion met, Appendix B
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 3 years experience within the past 10 years in this area	0				Criterion not met, Appendix B Appendix B Failed to provide a reference from any organization in any applicable Ethnic community.
	Award 10 points if all 6 criteria met; Award 8 points if 5 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	4	9	6	5.4	

RESPONDENT: Pavandip Singh Bahia

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Pavandip Singh Bahia

Number	EVALUATION CRITERIA				Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
2 & 6	Describe the Consultant's work and volunteer experience within the past 10 years with Newcomers to Canada								Section A. Experience Working with Ethnic Communities.
	Consultant has experience within the past 10 years working with Newcomers to Canada	1							Criterion met, Appendix B
	Consultant has <b>at least 3 years</b> experience within the past 10 years working with Newcomers to Canada	1							Criterion met, Appendix B
	Consultant has <b>at least 5 years</b> experience within the past 10 years working with Newcomers to Canada	1							Criterion met, Appendix B
	Resume supports at least 3 years of this experience (i.e. can be found as either work or volunteer experience)	1							Criterion met, Appendix B
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 3 years experience within the past 10 years in this area	0							Criterion not met, Appendix B Failed to provide a reference from any organization in any applicable Ethnic community.
	Award 10 points if all 5 criteria met; Award 8 points if 4 criteria are met; Award 6 points if 3 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	4	9	8					
3 & 6	Describe at least one instance where the Consultant was directly able to overcome an Ethnic Community's reluctance to engage with government. Be specific as to why the individuals were reluctant to deal with government, the specific approaches that the Consultant used, and the final relationship that resulted between the Ethnic Community and government.								
	Consultant described <b>at least one</b> instance where he/she directly overcame an Ethnic Community's reluctance to engage with government	1							Criterion met, Appendix B
	Consultant described <b>at least two</b> instances where he/she directly overcame an Ethnic Community's reluctance to engage with government	0							Did not meet criterion. Did not provide two instances where he/she directly overcame an Ethnic Community's reluctance to engage with government <b>Generic information on only one Ethnic community.</b> ( South Asian ).
	The Respondent provided a logical rationale for why the individuals were reluctant to deal with government for <b>at least one</b> incident (If point is not given, explain why in the Comments section)	1							Criterion met. Provided a logical rationale for why the individuals were reluctant to deal with government for at least one incident. Complaining would increase wait time.
	The Respondent provided a logical rationale for why the individuals were reluctant to deal with government for <b>at least two</b> incidents (If point is not given, explain why in the Comments section)	0							only one incident described

RESPONDENT: Pavandip Singh Bahia

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Pavandip Singh Bahia

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	The Respondent described specific logical approaches to overcome this reluctance for <b>at least one</b> incident (If point is not given, explain why in the Comments section)	1				Met criterion. Provided any specific logical approaches to overcome this reluctance for at least one incident
	The Respondent described specific logical approaches to overcome this reluctance for <b>at least two</b> incidents (If point is not given, explain why in the Comments section)	0				only one incident described
	The Respondent described a positive relationship that ultimately resulted between the Ethnic Community and government for <b>at least one</b> incident	1				Criterion met. Described a positive relationship that ultimately resulted between the Ethnic Community and government for at least one incident
	The Respondent described a positive relationship that ultimately resulted between the Ethnic Community and government for <b>at least two</b> incidents	0				only one incident described
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support the experience cited for at least 1 incident	0				Criterion not met. References provided but could not correlate to support experience.
	Award 10 points if all 9 criteria met; Award 8 points if 8 criteria are met; Award 6 points if 6 criteria are met; Award 4 points if 4 criteria are met; Award 2 points if 2 criteria are met; and Award 0 points if no criteria are addressed	4	6	4	2.4	
4, 5 & 6	4. Describe the Consultant's experience within the past five years providing direct support services to Newcomers.					
	5. Identify whether or not the Consultant personally was a Newcomer to Canada within the past five years. If so, describe any services for new immigrants that the Consultant accessed since arriving, and how those services assisted the Consultant to ultimately become independent (i.e. legally able to reside and work within Canada).					
	Consultant has experience within the past 5 years providing direct support services to Newcomers	1				Met criterion, has experience within the past 5 years providing direct support services to Newcomers. Provided assistance in obtaining jobs, etc., attend seminars.
	Consultant has <b>at least 1 year</b> experience within the past 5 years providing direct support services to Newcomers	1				Criterion met, Consultant has at least 1 year experience within the past 5 years providing direct support services to Newcomers.

RESPONDENT: Pavandip Singh Bahia

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Pavandip Singh Bahia

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant has <b>at least 3 years</b> experience within the past 5 years providing direct support services to Newcomers	1				Criterion met, Consultant has at least 3 years experience within the past 5 years providing direct support services to Newcomers.
	The Consultant was a Newcomer to Canada within the past 5 years	0				Did not meet criterion. Proponent is not a new comer.
	The Consultant described the services he/she accessed for new immigrants since arriving within the past 5 years	0				Did not meet criterion. Proponent is not a new comer.
	Resume supports the Consultant's relevant experience and/or the Consultant's status as a Newcomer in the past 5 years (i.e. can be found as either work or volunteer experience)	1				Criterion met. Proponent is not a new comer. Resume supports the Consultant's relevant experience in the past 5 years (i.e. can be found as either work or volunteer experience)
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 1 year experience within the past 5 years in this area OR the Consultant was a Newcomer to Canada within the past 5 years	0				<b>Criterion met. References (including contact information) not from organization(s) within the applicable Ethnic Community.</b>
	Award 10 points if all 7 criteria met; Award 8 points if 6 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	4	6	6	3.6	
	<b>Total Score: Experience working with Ethnic Communities</b>		<b>30</b>		<b>18.6</b>	
<b>b) Ability to Work Positively and Proactively</b>			<b>30</b>			
7	For each Ethnic Community addressed in section A, question 1 above, explain the key protocols and practices that demonstrate respect, understanding and appreciation of that culture.					<b>Provide a rationale for the choice made in the Comments section</b>
i)	The Response identifies the protocols and/or practices for at least one applicable Ethnic Communities, information lacking to determine whether or not this description clearly demonstrates respect, understanding and appreciation of the culture					
ii)	The Response identifies the key protocols and practices for <b>at least one</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture (examples of these protocols and differences include but are not limited to differences within the culture (e.g. women, youth/elders), recognizing the local territory, common celebrations, "rules" regarding meals/drink)	1				Criterion met. Provided a description that clearly demonstrates respect, understanding and appreciation of the culture, in identifying the key protocols and practices for at least one applicable Ethnic Community, demonstrate respect, understanding and appreciation of that culture (examples of these protocols and differences include but are not limited to differences within the culture (e.g. women, youth/elders), recognizing the local territory, common celebrations, "rules" regarding meals/drink)

RESPONDENT: Pavandip Singh Bahia

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Pavandip Singh Bahia

Number	EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
iii)	The Response identifies the key protocols and practices for <b>at least one</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture, AND at least one other Ethnic Community applies but the description is lacking information to clearly demonstrate the same level of understanding for this culture(s)						Criterion not met. Information on Punjabi Ethnic community.
iv)	The Response identifies the key protocols and practices for <b>at least two</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture						
	Award 10 points if item (iv) is met; Award 8 points if item (iii) is met; Award 6 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed			10	6	6	
8	For each Ethnic Community addressed in section A, question 1 above, describe how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed						Provide a rationale for the choice made in the Comments section
i)	The Response states that the Consultant has created a comfortable atmosphere, but information lacking on how this was done in order to manage any fears of safety or unfair treatment						
ii)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for <b>at least one</b> applicable Ethnic Community (Examples of creating a comfortable atmosphere include but are not limited to pro-active measures specific to the location, such as where it is in the community, set-up of the room, location of exits, etc. Examples of addressing fears include but are not limited to pro-active measures specific to how the group interacts, such as seating arrangements, refreshments offered, role of officials such as elected officials, police or other authority figures) - things to avoid, such as insensitive or disrespectful comments, culturally controversial literature, pictures or topics		1				Criterion met.
iii)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for at least one applicable Ethnic Community, AND at least one other Ethnic Community applies but the description is lacking information to clearly demonstrate the same level of expertise						Criterion not met. Only Punjabi Ethnic Community addressed.

RESPONDENT: Pavandip Singh Bahia

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Pavandip Singh Bahia

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
iv)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for <b>at least two</b> applicable Ethnic Communities					
	Award 10 points if item (iv) is met; Award 8 points if item (iii) is met; Award 6 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		10	6	6	
9	Explain how the Consultant's existing networks with the Ethnic Communities identified in Section A, question 1 above can be used to assist delivering the services described in this RFQ. Be specific to each of the bullets found in section 4.1 Services.					If existing networks are claimed but insufficient information is provided to clearly indicate that the criterion has been met, explain why in the Comments section
	Consultant describes at least one existing network with an applicable Ethnic Community	1				Criterion met
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will promote full participation of individuals from this Ethnic Community in BC society (A network is defined as a formal or informal arrangement between the Proponent and organization(s) within the Ethnic Community where reciprocal referrals, joint service delivery, joint promotion of each others' services, etc. take place).	1				Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will promote full participation of individuals from this Ethnic Community in BC society	0				Criterion not met. Information on only one Ethnic community. Consultant does not describe at least two existing network with an applicable Ethnic Community that clearly describes how this network will promote full participation of individuals from this Ethnic Community in BC society
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government	1				Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government	0				Criterion not clearly met. Information on only one Ethnic community. Consultant does not describes at least two existing networks with an applicable Ethnic Community that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government



RESPONDENT: Pavandip Singh Bahia

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Pavandip Singh Bahia

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears	1				Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears	0				Criterion not met. Only one network described.
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities	1				Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities	0				Criterion not met. Information on only one network. Response insufficient lacking appropriate detail, clarity and information missing.
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required	0				Criterion not met. Did not describe how connection with the one network will contribute to evaluating effectiveness of outreach initiatives and events through use of reports and/or feedback, as required. No clear identification evaluation methodology, process. Response insufficient lacking appropriate detail, clarity; information missing.
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required	0				Criterion not met. see above
	Award 10 points if all 11 criteria met; Award 8 points if 8 criteria are met; Award 6 points if 6 criteria are met; Award 4 points if 4 criteria are met; Award 2 points if 2 criteria are met; and Award 0 points if no criteria are addressed	5	10	5	5	
	<b>Total Score: Ability to Work Positively and Proactively</b>		<b>30</b>		<b>17</b>	
<b>c)</b>	<b>Public Sector Governance Experience</b>		<b>10</b>			

# ON-002260 Community Liaison Consultant

RESPONDENT: Pavandip Singh Bahia

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Pavandip Singh Bahia

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
10 & 12	10. Describe the Consultant's experience within the past ten years providing liaison services with the Canadian federal, provincial and/or municipal government(s). Highlight any of this experience that applies to the Ethnic Communities identified in section A above.					
	12. Provide at least one reference from the applicable Canadian federal, provincial and/or municipal government(s) that can verify the experience cited in this section. Each reference should include a contact name, title, phone number and email address.					
	Consultant has experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				Criterion met.
	Consultant has <b>at least one</b> year experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				Criterion met. Consultant has experience within the past 10 years doing liaison work between one Ethnic Community and Canadian federal, provincial and/or municipal government(s) provided dates.
	Consultant has <b>at least three</b> years experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				Criterion met. Proponent has at least three years experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)
	This experience is specific to <b>more than one</b> named Ethnic Community	0				Criterion not met. Inferred consultant works with only with Indo-Canadian Ethinc community , Did not name other Ethnic Communities.
	At least one of the Ethnic Communities named for this section are also named in section (a)	1				Criterion met.
	References (including contact information) were provided from Canadian federal, provincial and/or municipal government(s) to support at least 1 years experience within the past 10 years in this area	1				Criterion met ,
	Award 10 points if all 6 criteria met; Award 8 points if 5 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5	5	8	4	
11 & 12	Describe the Consultant's experience within the past ten years delivering community services on behalf of Canadian federal, provincial and/or municipal government(s).					
	Consultant has experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)	1				Criterion met.

RESPONDENT: Pavandip Singh Bahia

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Pavandip Singh Bahia

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant has <b>at least one</b> year experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)	1				Criterion met.
	Consultant has <b>at least three</b> years experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)	1				Criterion met.
	This experience is specific to <b>more than one</b> named Canadian federal, provincial and/or municipal government entity	1				Criterion met. MLA and Federal Gov't
	References (including contact information) were provided from Canadian federal, provincial and/or municipal government(s) to support at least 1 year experience within the past 10 years in this area	1				Criterion met. Federal Gov't MP
	Award 10 points if all 5 criteria met; Award 8 points if 4 criteria are met; Award 6 points if 3 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5	5	10	5	
	<b>Total Score: Public Sector Governance Experience</b>		<b>10</b>		<b>9</b>	
<b>d)</b>	<b>Ability to Bring People Together</b>		<b>10</b>		<b>Minimum Score = 6</b>	
<b>13</b>	Explain how the Consultant has been able to develop strong organizational skills. Include a description of at least one instance where this ability enabled the Consultant to meet multiple conflicting deadlines					Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong organizational skills, but no evidence is given to support to this claim					
ii)	Consultant provides general information that provides some indication that he/she has strong organizational skills, but no specific example is cited					
iii)	Consultant gives general information that indicates strong organizational skills, AND provides <b>one example</b> of a specific instance where this ability enabled the Consultant to meet multiple conflicting deadlines	1				Criterion met
iv)	Consultant gives information that indicates strong organizational skills, AND provides <b>more than one example</b> of specific instances where this ability enabled the Consultant to meet multiple conflicting deadlines					Criterion not met, only provided one example.

RESPONDENT: Pavandip Singh Bahia

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Pavandip Singh Bahia

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
v)	Consultant gives detailed information that clearly demonstrates his/her strong organizational skills, AND provides more than <b>one example</b> of specific instances where this ability enabled the Consultant to meet multiple conflicting deadlines					
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		4	6	2.4	
14	Explain how the Consultant has been able to develop strong English-language verbal communication skills. Include any experience with public speaking that demonstrates effective communication with a large crowd, as well as one or more specific examples of small group or one-on-one sessions where the Consultant effectively managed a particularly difficult issue.					Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong English-language verbal communication skills, but no evidence is given to support to this claim					
ii)	Consultant provides general information that provides some indication that he/she has strong English-language verbal communication skills, but no specific example is cited					
iii)	Consultant gives general information that indicates strong English-language verbal communication skills that includes public speaking, but no specific examples of effectively managing a difficult issue is provided					
iv)	Consultant gives information that indicates strong English-language verbal skills that includes public speaking, AND provides <b>at least one</b> specific example of small group and/or one-on-one sessions where the Consultant effectively managed a particularly difficult issue					
v)	Consultant gives information that indicates strong English-language verbal skills that includes public speaking, AND provides <b>more than one</b> specific example of small group AND one-on-one sessions where the Consultant effectively managed a particularly difficult issue	1				Criterion met
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed	1	2	10	2	

RESPONDENT: Pavandip Singh Bahia

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Pavandip Singh Bahia

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
15	Explain how the Consultant has been able to develop strong English-language written communication skills. Identify the types of written materials that demonstrate this skill.					Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong English-language written communication skills, but no evidence is given to support to this claim					
ii)	Consultant provides general information that provides some indication that he/she has strong English-language written communication skills, but no types of written materials are described to support this skill					
iii)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least one</b> type of written material to demonstrate this skill					
iv)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least two distinct</b> types of written material to demonstrate this skill					
v)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least two distinct</b> types of written material to demonstrate this skill AND the quality of Response itself supports strong English-language written communication skills	1				Criterion met.
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed	1	2	10	2	
16	Identify all languages that the Consultant can fluently speak and write. In addition, identify any other languages that the Consultant knows but is not fluent in speaking and/or writing.					
	Consultant states that they are fluent in speaking and writing <b>at least one</b> language in addition to English	1				Criterion met, fluent in Punjabi, in addition to English.
	Consultant states that they are fluent in speaking and writing <b>at least two</b> languages in addition to English	1				Criterion met, Clearly states fluent in Punjabi, Has basic comprehension of Hindi, Urdu, (i.e not fluent in these languages) Score changed
	<b>At least one</b> of these additional languages is specific to an Ethnic Community named as part of the Consultant's experience	1				Criterion met, fluent in Punjabi, in addition to English.
	<b>At least two</b> of these additional languages is specific to an Ethnic Community named as part of the Consultant's experience	1				Criterion met, Clearly states fluent in Punjabi, Has basic comprehension of Hindi, Urdu, (i.e not fluent in these languages) Score changed



RESPONDENT: Waqar Ahmad Jan

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Waqar Ahmad Jan

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
Number						
6.1 MANDATORY CRITERIA						
a)	The Response must be received at the closing location or submitted on BC Bid by the specified closing date and time.	Yes				
b)	The Response must be in English and must not be sent by facsimile or email.	Yes				
c)	If delivery by hard copy is selected, four (4) hard copies of the Response must be submitted plus one (1) electronic copy of the Response must be submitted, either in MSWord or PDF format and either on CD, DVD or USB media. If delivery by BC Bid is selected, one complete electronic Response must be submitted electronically on BC Bid in accordance with BC Bid instructions. Respondents must choose one delivery method only and must submit a Response either in hard copy format or electronically through BC Bid.	Yes				
d)	The Response must include a completed form, in substantially the same form as Appendix B, for each Consultant to be considered.	Yes				
	Passed All Mandatories (Yes / No)	Yes				
NOTES FOR USING THIS EVALUATION HANDBOOK						
The Evaluation team may award points for related, valuable information provided in the Response that is not included in the lists below. Evaluators may also award partial points (i.e. 1/2) if a criterion is mentioned or additional related and valuable information is included, but details are lacking for the evaluators to understand what is being offered.						
In all cases, Evaluators are expected to check those criteria that are fully met in the Response, and to include comments to support how it is met if this is not obvious. Comments are also expected where only 1/2 points are given explaining the rationale for the award, and to fully describe any points given for additional information not included in the list.						



RESPONDENT: Waqar Ahmad Jan

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Waqar Ahmad Jan

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
Number						
7.1 DESIRABLE CRITERIA						Evaluate only 2 Consultants; if more than 2 are offered, evaluate the first 2 only.  Consider information contained in Appendix B and resumes only.
a)	Experience working with Ethnic Communities	30	Dates that overlap are to be considered only once.			
1 & 6	1. Describe the Consultant's work and volunteer experience within the past 10 years with specific Ethnic Communities. For all experience cited, identify the specific Ethnic Communities that apply.  6. Provide no less than two references that can verify the experience cited in this section. Each reference should include a contact name, title, phone number and email address					
	Consultant has experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations by any of the following: contacting community members regarding community issues, attending community events and/or programs, participating in an ongoing community group/committee, etc.)	1				Criterion met, Appendix B - Consultant demonstrates experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations by any of the following: contacting community members regarding community issues, attending community events and/or programs, participating in an ongoing community group/committee, etc.)
	Consultant has <b>at least 3 years</b> experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations)	1				Criterion met, Appendix B
	Consultant has <b>at least 5 years</b> experience within the past 10 years working and/or volunteering with at least one Ethnic Community (e.g. building community relations)	1				Criterion met, Appendix B response, since 2005
	This experience is specific to <b>more than one</b> named Ethnic Community	1				Criterion met, Appendix B response, since 2005 and 2009-present.
	Resume supports at least 3 years of this experience (i.e. can be found as either work or volunteer experience)	1				Criterion met, Appendix B since 2005 refer to resume as well
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 3 years experience within the past 10 years in this area	1				Criterion met, Appendix B since 2005 refer to professional experience in job profile. Experience working with Ethnic communities section.
	Award 10 points if all 6 criteria met; Award 8 points if 5 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	6	9	10	9	
2 & 6	Describe the Consultant's work and volunteer experience within the past 10 years with Newcomers to Canada			Section A. Experience Working with Ethnic Communities.		

RESPONDENT: Waqar Ahmad Jan

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Waqar Ahmad Jan

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant has experience within the past 10 years working with Newcomers to Canada	1				Criterion met, Appendix B response, since 2005 refer to professional experience in job profile.
	Consultant has <b>at least 3 years</b> experience within the past 10 years working with Newcomers to Canada	1				Criterion met, Appendix B response, since 2005 and 2009-present, also refer to professional experience in job profile.
	Consultant has <b>at least 5 years</b> experience within the past 10 years working with Newcomers to Canada	1				Criterion met, Appendix B response, since 2005 and 2009-present, also refer to professional experience in job profile.
	Resume supports at least 3 years of this experience (i.e. can be found as either work or volunteer experience)	1				Criterion met, Appendix B response, since 2005 and 2009-present, also refer to professional experience in job profile.
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 3 years experience within the past 10 years in this area	1				Criterion met, Appendix B
	Award 10 points if all 5 criteria met; Award 8 points if 4 criteria are met; Award 6 points if 3 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5	9	10	9	
<b>3 &amp; 6</b>	Describe at least one instance where the Consultant was directly able to overcome an Ethnic Community's reluctance to engage with government. Be specific as to why the individuals were reluctant to deal with government, the specific approaches that the Consultant used, and the final relationship that resulted between the Ethnic Community and government.					
	Consultant described <b>at least one</b> instance where he/she directly overcame an Ethnic Community's reluctance to engage with government	1				Criterion met, Appendix B response,
	Consultant described <b>at least two</b> instances where he/she directly overcame an Ethnic Community's reluctance to engage with government	0				<b>Criterion not met, only one incident described.</b>
	The Respondent provided a logical rationale for why the individuals were reluctant to deal with government for <b>at least one</b> incident (If point is not given, explain why in the Comments section)	1				Criterion met. Provided a logical rationale for why the individuals were reluctant to deal with government for at least one incident. Women impacted by abuse.
	The Respondent provided a logical rationale for why the individuals were reluctant to deal with government for <b>at least two</b> incidents (If point is not given, explain why in the Comments section)	0				<b>Criterion not met, only one incident described.</b>
	The Respondent described specific logical approaches to overcome this reluctance for <b>at least one</b> incident (If point is not given, explain why in the Comments section)	1				Criterion met. Provided a specific logical approach to overcome this reluctance for at least one incident
	The Respondent described specific logical approaches to overcome this reluctance for <b>at least two</b> incidents (If point is not given, explain why in the Comments section)	0				<b>Criterion not met, only one incident described.</b>

RESPONDENT: Waqar Ahmad Jan

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Waqar Ahmad Jan

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	The Respondent described a positive relationship that ultimately resulted between the Ethnic Community and government for <b>at least one</b> incident	1				Criterion met. Described a positive relationship that ultimately resulted between the Ethnic Community and government for at least one incident
	The Respondent described a positive relationship that ultimately resulted between the Ethnic Community and government for <b>at least two</b> incidents	0				Criterion not met, only one incident described.
	References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support the experience cited for at least 1 incident	1				Criterion met. References provided which support experience. BC Muslim Association
	Award 10 points if all 9 criteria met; Award 8 points if 8 criteria are met; Award 6 points if 6 criteria are met; Award 4 points if 4 criteria are met; Award 2 points if 2 criteria are met; and Award 0 points if no criteria are addressed	5	6	5	3	
4, 5 & 6	4. Describe the Consultant's experience within the past five years providing direct support services to Newcomers.  5. Identify whether or not the Consultant personally was a Newcomer to Canada within the past five years. If so, describe any services for new immigrants that the Consultant accessed since arriving, and how those services assisted the Consultant to ultimately become independent (i.e. legally able to reside and work within Canada).					
	Consultant has experience within the past 5 years providing direct support services to Newcomers	1				Met criterion, has experience within the past 5 years providing direct support services to Newcomers.
	Consultant has <b>at least 1 year</b> experience within the past 5 years providing direct support services to Newcomers	1				Criterion met, Consultant has at least 1 year experience within the past 5 years providing direct support services to Newcomers.
	Consultant has <b>at least 3 years</b> experience within the past 5 years providing direct support services to Newcomers	1				Criterion met, Consultant provides evidence that she has at least 3 years experience within the past 5 years providing direct support services to Newcomers. Worked delivering services since 2005
	The Consultant was a Newcomer to Canada within the past 5 years	0				Criterion not met, Consultant not a Newcomer.
	The Consultant described the services he/she accessed for new immigrants since arriving within the past 5 years	0				Criterion not met, Consultant not a Newcomer.
	Resume supports the Consultant's relevant experience and/or the Consultant's status as a Newcomer in the past 5 years (i.e. can be found as either work or volunteer experience)	1				Criterion met. Resume supports the Consultant's relevant experience in the past 5 years (i.e. can be found as either work or volunteer experience since 2005).

RESPONDENT: Waqar Ahmad Jan

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Waqar Ahmad Jan

Number		EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
		References (including contact information) were provided from organization(s) within the applicable Ethnic Community to support at least 1 year experience within the past 5 years in this area OR the Consultant was a Newcomer to Canada within the past 5 years		1				Criterion met. References (including contact information) were provided from organization(s) within the applicable Ethnic Community dates and/or time frame to support at least 1 year experience within the past 5 years in this area.
		Award 10 points if all 7 criteria met; Award 8 points if 6 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed		5	6	7	4.2	
		<b>Total Score: Experience working with Ethnic Communities</b>			<b>30</b>		<b>25.2</b>	
<b>b)</b>		<b>Ability to Work Positively and Proactively</b>		<b>30</b>				
7		For each Ethnic Community addressed in section A, question 1 above, explain the key protocols and practices that demonstrate respect, understanding and appreciation of that culture.						Provide a rationale for the choice made in the Comments section
i)		The Response identifies the protocols and/or practices for at least one applicable Ethnic Communities, information lacking to determine whether or not this description clearly demonstrates respect, understanding and appreciation of the culture						
ii)		The Response identifies the key protocols and practices for <b>at least one</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture (examples of these protocols and differences include but are not limited to differences within the culture (e.g. women, youth/elders), recognizing the local territory, common celebrations, "rules" regarding meals/drink)		1				Criterion met. Provides a description that demonstrates respect, and general understanding and appreciation of the Ethnic Communities.
iii)		The Response identifies the key protocols and practices for <b>at least one</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture, AND at least one other Ethnic Community applies but the description is lacking information to clearly demonstrate the same level of understanding for this culture(s)						Criterion not met. Consultant failed to identify key protocols and practices for more than one distinct Ethnic Community or a description that clearly demonstrates the same level of understanding of a second culture(s). Response is generic and does not clearly indicate an understanding of the differences, between cultures.
iv)		The Response identifies the key protocols and practices for <b>at least two</b> applicable Ethnic Communities that demonstrate respect, understanding and appreciation of that culture						

RESPONDENT: Waqar Ahmad Jan

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Waqar Ahmad Jan

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Award 10 points if item (iv) is met; Award 8 points if item (iii) is met; Award 6 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		10	6	6	
8	For each Ethnic Community addressed in section A, question 1 above, describe how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed					Provide a rationale for the choice made in the Comments section
i)	The Response states that the Consultant has created a comfortable atmosphere, but information lacking on how this was done in order to manage any fears of safety or unfair treatment					
ii)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for <b>at least one</b> applicable Ethnic Community (Examples of creating a comfortable atmosphere include but are not limited to pro-active measures specific to the location, such as where it is in the community, set-up of the room, location of exits, etc. Examples of addressing fears include but are not limited to pro-active measures specific to how the group interacts, such as seating arrangements, refreshments offered, role of officials such as elected officials, police or other authority figures) - things to avoid, such as insensitive or disrespectful comments, culturally controversial literature, pictures or topics					
iii)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for at least one applicable Ethnic Community, AND at least one other Ethnic Community applies but the description is lacking information to clearly demonstrate the same level of expertise	1				Criterion met. Created a positive atmosphere by assisting access to services and a program developed on community recommendations and consultations (based on years of engagement with community) .
iv)	The Response logically describes how the Consultant would create a comfortable atmosphere, and how any fears of safety or unfair treatment would be managed for <b>at least two</b> applicable Ethnic Communities					Criterion not met. Did not answer question. Failed to identify or provide examples that described any fears of safety or unfair treatment and how consultant would create a comfortable atmosphere to manage fears of safety or unfair treatment, for 2 distinct Ethnic communities.
	Award 10 points if item (iv) is met; Award 8 points if item (iii) is met; Award 6 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed	1	10	8	8	

RESPONDENT: Waqar Ahmad Jan

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Waqar Ahmad Jan

Number	EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
9	Explain how the Consultant's existing networks with the Ethnic Communities identified in Section A, question 1 above can be used to assist delivering the services described in this RFQ. Be specific to each of the bullets found in section 4.1 Services.						If existing networks are claimed but insufficient information is provided to clearly indicate that the criterion has been met, explain why in the Comments section
	Consultant describes at least one existing network with an applicable Ethnic Community	1					Criterion met
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will promote full participation of individuals from this Ethnic Community in BC society (A network is defined as a formal or informal arrangement between the Proponent and organization(s) within the Ethnic Community where reciprocal referrals, joint service delivery, joint promotion of each others' services, etc. take place).	1					Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will promote full participation of individuals from this Ethnic Community in BC society	0					Criterion not clearly met. <b>One work related network identified</b> , information was lacking and missing on the other network(s).
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government	1					Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will assist in raising awareness of available government programs to members of the applicable Ethnic Communities that otherwise may not be highly engaged with government	0					Criterion not clearly met. One work related network identified, information was lacking and missing on the other network(s).
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears	1					Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears	0					Criterion not clearly met. One work related network identified, information was lacking and missing on the other network(s).



# ON-002260 Community Liaison Consultant

RESPONDENT: Waqar Ahmad Jan

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Waqar Ahmad Jan

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities	1				Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities	0				Criterion not clearly met. <b>One work related network identified</b> , information was lacking and missing on the other network(s).
	Consultant describes <b>at least one</b> existing network with an applicable Ethnic Community that clearly describes how this network will contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required	1				Criterion met
	Consultant describes <b>at least two</b> existing networks with an applicable Ethnic Community(ies) that clearly describes how this network will contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required	0				Criterion not clearly met. One work related network identified, information was lacking and missing on the other network(s).
	Award 10 points if all 11 criteria met; Award 8 points if 8 criteria are met; Award 6 points if 6 criteria are met; Award 4 points if 4 criteria are met; Award 2 points if 2 criteria are met; and Award 0 points if no criteria are addressed	6	10	6	6	
	<b>Total Score: Ability to Work Positively and Proactively</b>		30		20	
<b>c) Public Sector Governance Experience 10</b>						
10 & 12	10. Describe the Consultant's experience within the past ten years providing liaison services with the Canadian federal, provincial and/or municipal government(s). Highlight any of this experience that applies to the Ethnic Communities identified in section A above.  12. Provide at least one reference from the applicable Canadian federal, provincial and/or municipal government(s) that can verify the experience cited in this section. Each reference should include a contact name, title, phone number and email address.					
	Consultant has experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				Criterion met.



# ON-002260 Community Liaison Consultant

**RESPONDENT: Waqar Ahmad Jan**

**EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet**

**CONSULTANT NAME: Waqar Ahmad Jan**

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	Consultant has <b>at least one</b> year experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				Criterion met. Consultant has experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s) provided dates. PICS since 2005.
	Consultant has <b>at least three</b> years experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s)	1				Criterion met. Proponent has at least three years experience within the past 10 years doing liaison work between one or more Ethnic Communities and the Canadian federal, provincial and/or municipal government(s) PICS since 2005
	This experience is specific to <b>more than one</b> named Ethnic Community	1				Criterion met. Consultant reference South Asian communities and Muslim communities
	At least one of the Ethnic Communities named for this section are also named in section (a)	1				Criterion met Ethnic Communities named for this section are also named in section (a) is inferred by the information provided in the references section.
	References (including contact information) were provided from Canadian federal, provincial and/or municipal government(s) to support at least 1 years experience within the past 10 years in this area	1				Criterion met ,
	Award 10 points if all 6 criteria met; Award 8 points if 5 criteria are met; Award 6 points if 4 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	6	5	10	5	
11 & 12	Describe the Consultant's experience within the past ten years delivering community services on behalf of Canadian federal, provincial and/or municipal government(s).					
	Consultant has experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)	1				Criterion met ,
	Consultant has <b>at least one</b> year experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)	1				Criterion met ,
	Consultant has <b>at least three</b> years experience within the past 10 years doing community work on behalf of the Canadian federal, provincial and/or municipal government(s)	1				Criterion met ,
	This experience is specific to <b>more than one</b> named Canadian federal, provincial and/or municipal government entity	1				Criterion met ,
	References (including contact information) were provided from Canadian federal, provincial and/or municipal government(s) to support at least 1 year experience within the past 10 years in this area	1				Criterion met ,

RESPONDENT: Waqar Ahmad Jan

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Waqar Ahmad Jan

EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
Number						
	Award 10 points if all 5 criteria met; Award 8 points if 4 criteria are met; Award 6 points if 3 criteria are met; Award 4 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed	5	5	10	5	
	<b>Total Score: Public Sector Governance Experience</b>		<b>10</b>		<b>10</b>	
<b>d) Ability to Bring People Together</b>		<b>10</b>		<b>Minimum Score = 6</b>		
<b>13</b>	Explain how the Consultant has been able to develop strong organizational skills. Include a description of at least one instance where this ability enabled the Consultant to meet multiple conflicting deadlines					Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong organizational skills, but no evidence is given to support to this claim					
ii)	Consultant provides general information that provides some indication that he/she has strong organizational skills, but no specific example is cited					
iii)	Consultant gives general information that indicates strong organizational skills, AND provides <b>one example</b> of a specific instance where this ability enabled the Consultant to meet multiple conflicting deadlines					
iv)	Consultant gives information that indicates strong organizational skills, AND provides more than <b>one example</b> of specific instances where this ability enabled the Consultant to meet multiple conflicting deadlines					
v)	Consultant gives detailed information that clearly demonstrates his/her strong organizational skills, AND provides more than <b>one example</b> of specific instances where this ability enabled the Consultant to meet multiple conflicting deadlines	1				Criterion met
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed		4	10	4	
<b>14</b>	Explain how the Consultant has been able to develop strong English-language verbal communication skills. Include any experience with public speaking that demonstrates effective communication with a large crowd, as well as one or more specific examples of small group or one-on-one sessions where the Consultant effectively managed a particularly difficult issue.					Provide a rationale for the choice made in the Comments section

RESPONDENT: Waqar Ahmad Jan

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Waqar Ahmad Jan

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
i)	Consultant claims that he/she has strong English-language verbal communication skills, but no evidence is given to support to this claim					
ii)	Consultant provides general information that provides some indication that he/she has strong English-language verbal communication skills, but no specific example is cited					
iii)	Consultant gives general information that indicates strong English-language verbal communication skills that includes public speaking, but no specific examples of effectively managing a difficult issue is provided					
iv)	Consultant gives information that indicates strong English-language verbal skills that includes public speaking, AND provides <b>at least one</b> specific example of small group and/or one-on-one sessions where the Consultant effectively managed a particularly difficult issue					
v)	Consultant gives information that indicates strong English-language verbal skills that includes public speaking, AND provides <b>more than one</b> specific example of small group AND one-on-one sessions where the Consultant effectively managed a particularly difficult issue	1				Criterion met
Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed			2	10	2	
15	Explain how the Consultant has been able to develop strong English-language written communication skills. Identify the types of written materials that demonstrate this skill.					Provide a rationale for the choice made in the Comments section
i)	Consultant claims that he/she has strong English-language written communication skills, but no evidence is given to support to this claim					
ii)	Consultant provides general information that provides some indication that he/she has strong English-language written communication skills, but no types of written materials are described to support this skill					
iii)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least one</b> type of written material to demonstrate this skill					
iv)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least two distinct</b> types of written material to demonstrate this skill					

RESPONDENT: Waqar Ahmad Jan

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Waqar Ahmad Jan

Number		EVALUATION CRITERIA		Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
v)	Consultant gives general information that indicates strong English-language written communication skills AND identifies <b>at least two distinct</b> types of written material to demonstrate this skill AND the quality of Response itself supports strong English-language written communication skills		1					Criterion met.
	Award 10 points if item (v) is met; Award 8 points if item (iv) is met; Award 6 points if item (iii) is met; Award 4 points if item (ii) is met; Award 3 points if item (i) is met; and Award 0 points if no criteria are addressed			2	10	2		
16	Identify all languages that the Consultant can fluently speak and write. In addition, identify any other languages that the Consultant knows but is not fluent in speaking and/or writing.							
	Consultant states that they are fluent in speaking and writing <b>at least one</b> language in addition to English		1				Criterion met, fluent in Pashto, Urdu, Punjabi, Hindko in addition to English.  Criterion met, fluent in Pashto, Urdu, Punjabi, Hindko in addition to English.  Criterion met, fluent in Pashto, Urdu, Punjabi, Hindko in addition to English.  Criterion met, fluent in Pashto, Urdu, Punjabi, Hindko in addition to English.	
	Consultant states that they are fluent in speaking and writing <b>at least two</b> languages in addition to English		1					
	<b>At least one</b> of these additional languages is specific to an Ethnic Community named as part of the Consultant's experience		1					
	<b>At least two</b> of these additional languages is specific to an Ethnic Community named as part of the Consultant's experience		1					
	Award 10 points if all 4 criteria met; Award 8 points if 3 criteria are met; Award 6 points if 2 criteria are met; Award 2 points if 1 criterion is met; and Award 0 points if no criteria are addressed		4	2	10	2		
Total Score: Ability to Bring People Together			10		10	Minimum Score = 6		
4.2 Pricing				20	If a range of rates is provided for a single price, use the highest price only			
	Insert the hourly rate proposed for 0-30 days (i.e. up to 160 hours):	\$	-				No Hourly rate provided.	
	Insert the hourly rate proposed for 30+ days (i.e. over 160 hours)	\$	-				No Hourly rate provided.	
	Average rate:	\$	-					

# ON-002260 Community Liaison Consultant

RESPONDENT: Waqar Ahmad Jan

EVALUATORS: Chris Garcia (lead), Madhavee Inamdar, Anneke Van Vliet

CONSULTANT NAME: Waqar Ahmad Jan

Number	EVALUATION CRITERIA	Criteria Addressed	Available Points	Proponent Score	Weighted Score	COMMENTS / RATIONALE FOR SCORE
	<p>If the average rate is below \$150.00, this is a Category A price and will be scored from a possible 20 points overall;                      If the average rate is between \$150.00 and \$299.99, this is a Category B price and will be scored from a possible 10 points overall; and                      If the average rate is \$300.00 or higher, this is a Category C price and will be scored from a possible 5 points overall.</p>					No points awarded for this section
	<p>To score this section, use the following formula:</p> <p>Lowest average rate / this average rate X overall points available for the applicable category</p>	\$ 40.00	\$ -	0.00		
	<b>Total Score: Pricing</b>		<b>20</b>		<b>0</b>	
	<b>TOTAL SCORE FOR PROPONENT</b>		<b>100%</b>			
	<b>Total Score for Proponent</b>		<b>100</b>		<b>65.2</b>	

MINISTRY OF JOBS, TOURISM AND INNOVATION  
**DECISION NOTE**

Cliff #: 67807

Date: August 2, 2012

**PREPARED FOR:** Shannon Baskerville, Assistant Deputy Minister

**ISSUE:** Results of Community Liaison Consultant RFQ

**BACKGROUND:**

- The Community Liaison Consultant RFQ (ON-002260) was posted on June 11, 2012 and closed on July 4, 2012.
- The total budget for the initiative is \$100,000.
- There were six proposals submitted, all of which passed mandatory requirements.
- Contracts with Qualified Suppliers will include any or all of the following services:
  - Promote full participation of individuals from multicultural groups in BC society;
  - Assist in raising awareness of available government programs to members of Ethnic Communities that otherwise may not be highly engaged with government;
  - Increase the number of Ethnic Communities that government engages with, and add to the diversity of viewpoints that government hears;
  - Help organize outreach events ( such as roundtables) and provide opportunities for meetings and dialogues with Ethnic Communities; and
  - Contribute to evaluating effectiveness of outreach initiatives and events through reports and/or feedback as required.

**DISCUSSION:**

- Consensus for the RFQ identified six qualified proponents.

**Table 1.0**

<b>Proponent</b>	<b>Language</b>	<b>Score</b>
Pavandip Singh Bahia	Punjabi, Hindi and Urdu	73
Estrellita (Lita) Nuguid	Filipino (Ta Ga Log) and Spanish	63.95
Ann Woo	Korean	62.1
Clara K K Chow	Cantonese, Mandarin and French	61.53

**Table 2.0**

Karina Garcia Oropeza	Spanish and French	71.68
Waqar Ahmad Jan	Pashto, Urdu, Punjabi and Hindko	65.20

- Table 1.0 highlights those qualified suppliers who given language facility and experience offer the greatest opportunity for the Government to engage with diverse ethnic groups in British Columbia.

- These languages represent the largest communities in BC based on diversity profiles (Census 2006) as well as the largest numbers of new immigrants to BC (2010 CIC Landed Immigrant Data / country of origin).
- This does not preclude consultants from reaching out to other communities (e.g. in English / languages include Spanish and French).
- Proposed budget indicated three consultants at \$20,000 each plus \$40,000 for expenses, however the RFQ did not state the number of contracts to be awarded.
- Procurement policy allows the Ministry to contract with any of the successful RFQ proponents based on the open process through BC Bid and given contracts are under \$25,000.

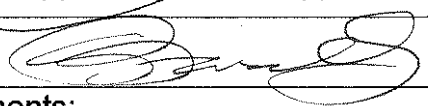
### Recommendation:

**Option 1:** Establish four contracts (Table 1.0) at a maximum of \$25,000 each (including expenses).

Implications: does not exceed budgeted amount; exceeds the 3 contracts proposed in the budget approval process; maximizes outreach to largest ethnic/new immigrant communities in BC.

S. 13

**Recommended: Option 1: Establish four contracts (Table 1.0) at a maximum of \$25,000 each (including expenses).**

Approved / Not Approved	Date: August 3, 2012
	
Comments:	

Prepared by: Mark Seeley  
Telephone: 604 660-5140

Reviewed by:				
Dir: MS	ED: DZ			



**From:** Lowe, Elizabeth LCTZ:EX  
**Sent:** Wednesday, August 8, 2012 2:26 PM  
**To:** S. 22  
**Subject:** Request for Qualifications #ON-002260 Community Liaison Consultant

August 8, 2012

Ann Woo

Via email: S. 22  
S. 22

Dear Ann Woo:

Re: Request for Qualifications #ON-002260 Community Liaison Consultant

Thank you for your response to the above Request for Qualifications (RFQ). The Province has completed its evaluation process and has determined that you are on the List of Qualified Suppliers. As described in the RFQ, the Ministry of Jobs, Tourism and Innovation may contact you on an "as, if and when requested" basis to contract directly or to compete for a Contract specific to liaison and outreach services to individuals and multicultural groups and communities.

Congratulations on your success.

Sincerely,

*Liz Lowe*, CPPB  
Director, Advisory Services  
Procurement Services Branch  
Shared Services BC

Fax: (250) 387-7309  
[elizabeth.lowe@gov.bc.ca](mailto:elizabeth.lowe@gov.bc.ca)

Visit us online at: [www.pss.gov.bc.ca/psb](http://www.pss.gov.bc.ca/psb)

**Committed to our customers ... always working for you!**

**From:** Lowe, Elizabeth LCTZ:EX  
**Sent:** Wednesday, August 8, 2012 2:27 PM  
**To:** S. 22  
**Subject:** Request for Qualifications #ON-002260 Community Liaison Consultant

August 8, 2012

Karina Garcia Oropeza  
Via email S. 22

Dear Karina Oropeza:

Re: Request for Qualifications #ON-002260 Community Liaison Consultant

Thank you for your response to the above Request for Qualifications (RFQ). The Province has completed its evaluation process and has determined that you are on the List of Qualified Suppliers. As described in the RFQ, the Ministry of Jobs, Tourism and Innovation may contact you on an "as, if and when requested" basis to contract directly or to compete for a Contract specific to liaison and outreach services to individuals and multicultural groups and communities.

Congratulations on your success.

Sincerely,

*Liz Lowe*, CPPB  
Director, Advisory Services  
Procurement Services Branch  
Shared Services BC

Fax: (250) 387-7309  
[elizabeth.lowe@gov.bc.ca](mailto:elizabeth.lowe@gov.bc.ca)

Visit us online at: [www.pss.gov.bc.ca/psb](http://www.pss.gov.bc.ca/psb)

**Committed to our customers ... always working for you!**

**From:** Lowe, Elizabeth LCTZ:EX  
**Sent:** Wednesday, August 8, 2012 2:27 PM  
**To:** S. 22  
**Subject:** Request for Qualifications #ON-002260 Community Liaison Consultant

August 8, 2012

Estrellita (Lita) Nuguid

Via email S. 22  
S. 22

Dear Estrellita (Lita) Nuguid:

Re: Request for Qualifications #ON-002260 Community Liaison Consultant

Thank you for your response to the above Request for Qualifications (RFQ). The Province has completed its evaluation process and has determined that you are on the List of Qualified Suppliers. As described in the RFQ, the Ministry of Jobs, Tourism and Innovation may contact you on an "as, if and when requested" basis to contract directly or to compete for a Contract specific to liaison and outreach services to individuals and multicultural groups and communities.

Congratulations on your success.

Sincerely,

*Liz Lowe*, CPPB  
Director, Advisory Services  
Procurement Services Branch  
Shared Services BC

Fax: (250) 387-7309  
[elizabeth.lowe@gov.bc.ca](mailto:elizabeth.lowe@gov.bc.ca)

Visit us online at: [www.pss.gov.bc.ca/psb](http://www.pss.gov.bc.ca/psb)

**Committed to our customers ... always working for you!**

**From:** Lowe, Elizabeth LCTZ:EX  
**Sent:** Wednesday, August 8, 2012 2:28 PM  
**To:** S. 22  
**Subject:** Request for Qualifications #ON-002260 Community Liaison Consultant

August 8, 2012

Waqar Ahmad Jan

Via email S. 22  
S. 22

Dear Waqar Ahmad Jan:

Re: Request for Qualifications #ON-002260 Community Liaison Consultant

Thank you for your response to the above Request for Qualifications (RFQ). The Province has completed its evaluation process and has determined that you are on the List of Qualified Suppliers. As described in the RFQ, the Ministry of Jobs, Tourism and Innovation may contact you on an "as, if and when requested" basis to contract directly or to compete for a Contract specific to liaison and outreach services to individuals and multicultural groups and communities.

Congratulations on your success.

Sincerely,

*Liz Lowe*, CPPB  
Director, Advisory Services  
Procurement Services Branch  
Shared Services BC

Fax: (250) 387-7309  
[elizabeth.lowe@gov.bc.ca](mailto:elizabeth.lowe@gov.bc.ca)

Visit us online at: [www.pss.gov.bc.ca/psb](http://www.pss.gov.bc.ca/psb)

**Committed to our customers ... always working for you!**

**From:** Lowe, Elizabeth LCTZ:EX  
**Sent:** Wednesday, August 8, 2012 2:27 PM  
**To:** S. 22  
**Subject:** Request for Qualifications #ON-002260 Community Liaison Consultant

August 8, 2012

Pavandip Singh Bahia

S. 22

Via email

S. 22

Dear Pavandip Bahia:

Re: Request for Qualifications #ON-002260 Community Liaison Consultant

Thank you for your response to the above Request for Qualifications (RFQ). The Province has completed its evaluation process and has determined that you are on the List of Qualified Suppliers. As described in the RFQ, the Ministry of Jobs, Tourism and Innovation may contact you on an "as, if and when requested" basis to contract directly or to compete for a Contract specific to liaison and outreach services to individuals and multicultural groups and communities.

Congratulations on your success.

Sincerely,

*Liz Lowe*, CPPB

Director, Advisory Services  
Procurement Services Branch  
Shared Services BC

Fax: (250) 387-7309  
[elizabeth.lowe@gov.bc.ca](mailto:elizabeth.lowe@gov.bc.ca)

Visit us online at: [www.pss.gov.bc.ca/psb](http://www.pss.gov.bc.ca/psb)

**Committed to our customers ... always working for you!**

From: "Lowe, Elizabeth LCTZ:EX" <Elizabeth.Lowe@gov.bc.ca>  
To: " " S.22  
Sent: Wednesday, August 8, 2012 2:25 PM  
Subject: Request for Qualifications #ON-002260 Community Liaison  
Consultant

August 8, 2012

Kim Kum Chow S.22  
Via email: S.22

Dear Clara K K Chow:

Re: Request for Qualifications #ON-002260 Community Liaison  
Consultant

Thank you for your response to the above Request for Qualifications (RFQ). The Province has completed its evaluation process and has determined that you are on the List of Qualified Suppliers. As described in the RFQ, the Ministry of Jobs, Tourism and Innovation may contact you on an "as, if and when requested" basis to contract directly or to compete for a Contract specific to liaison and outreach services to individuals and multicultural groups and communities.

Congratulations on your success.

Sincerely,

Liz Lowe, CPPB  
Director, Advisory Services  
Procurement Services Branch  
Shared Services BC  
Fax: (250) 387-7309  
elizabeth.lowe@gov.bc.ca

Visit us online at: [www.pss.gov.bc.ca/psb](http://www.pss.gov.bc.ca/psb)

Committed to our customers ... always working for you!