

**Captive Manager Evaluation Matrix - For Illustration Only**

**Step 1: Grade the various criteria outlined in the proposal. Assign points based on the range recommended.**

Proposal Criteria		Points	A	B	C	D	E	Marcum	Comments
<b>Approach to Development of the Captive</b>		<b>15 points max</b>							
	The proposal outlines a development approach that is tailored based on obtaining an understanding of the captive insurer's aims and activities.	0-5	4	3	3	5	3	4	
	The proposal indicates an approach that is tailored based on the firm's advanced understanding of the captive insurance industry.	0-5	5	3	3	4	3	5	
	The proposal outlines the firm's processes for ensuring an efficient and effective process to gain approval of Captive's business plan and retention of necessary external professional service providers.	0-5	5	3	3	4	3	4	
<b>Team Knowledge and Experience</b>		<b>25 points max</b>							
	The proposal highlights the firms commitment to professional training and staff continuity.	0-5	5	2	4	3	2	4	
	The proposal outlines qualifications, captive industry experience and strengths for all partners/officers.	0-5	4	3	2	3	3	5	
	The proposal specifies the strengths of assigned team members as well as their years of prior experience in the captive insurance management and type of engagements.	0-5	4	3	2	4	2	5	
	The proposal identifies how the firm will comply with applicable captive industry industry reporting regulations	0-5	5	3	4	4	3	4	
	The proposal provides the firm's background, client base, licensing information if applicable and years in business.	0-5	5	3	5	3	3	5	
<b>Unique Qualifications</b>		<b>15 points max</b>							
	The proposal conveys a positive and confident feeling derived from the firm's business beliefs, communication practices and unique qualifications of which lays the foundation for a trusted relationship.	0-10	10	5	6	7	4	9	
	Preference will be given to firms with a nexus to state of domicile	0-5	3	1	5	5	0	5	
<b>Value Added Services</b>		<b>10 points max</b>							
	The proposal provides a listing of additional value added services the firm provides beyond typical captive management services. (e.g. proactively monitor and communicate topics relevant to your financial and business operations all year long that may impact your future success)	0-5	5	2	4	3	2	4	
	It is evident that the firm understands our business and our challenges. The firm is committed to being our business advisor, beyond the management of the captive insurer	0-5	5	2	4	4	2	4	
<b>Scope and Pricing of the Engagement</b>		<b>25 points max</b>							
	The proposal clearly provides a framework for the scope, timing, steps and resources to complete the development of the Captive.	0-5	5	3	3	5	3	4	
	The proposal specifies the price for the engagement and how it will be billed.	0-5	5	3	3	4	2	4	
	The proposal specifies fees to be paid to specialists for the engagement (if any).	0-5	2	2	3	5	2	4	
	The proposal addresses all items requested by us whether verbally or in the RFP	0-5	4	3	3	4	3	4	
	The proposed fee is reasonable based on the experience, unique value and knowledge the firm brings to the engagement.	0-5	5	3	4	1	2	4	
<b>Total Points</b>		<b>90</b>	<b>81</b>	<b>47</b>	<b>61</b>	<b>68</b>	<b>42</b>	<b>78</b>	

**Step 2: Based on the above grading, document your decision to award the engagement to the proposal with the highest points.**

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