

# High Impact Support Packages

**Delivering value  
where it matters most**

Evaluation support packages  
to accelerate and improve  
your procurement.



# Make a Critical Impact on Your Next Procurement

With Our High Impact Support Packages

At Commerce Decisions, we believe that adding the right expertise to procurements will help you achieve **better outcomes** and reach them **more rapidly**.

Over the past 20+ years we have gained that expertise from contributing to the development and validation of the evaluation designs of some of the most strategic procurements worldwide.

It's this expertise that forms the basis of our high impact packages, to provide you with guidance and support when you need it most. They are designed to provide exceptional value-add to procurements ranging from \$10m to \$500m / £10m to £350m, and span the procurement process from start to finish.

**20+**  
years of  
expertise

Over  
**40%**  
average time  
saved

trusted on over  
**20,000**  
projects



The High Impact Packages span the length of your procurement process:



By engaging with our packages you will be able to:

Gain confidence that your procurement design will realise your strategic objectives, leveraging unrivaled design and analysis.

Achieve your timelines with the added capacity and exceptional design competencies we offer.

Rest easy knowing that your procurement is perfectly configured in our comprehensive cloud-based evaluation solution: AWARD®.

Oversee and control the procurement process with real-time reporting on communications, progress, outcomes, and audit.

**BETTER**

**FASTER**

**TRUSTED**

**GREATER VISIBILITY**



## INITIATE

# Procurement Design Review



### Gain confidence in your procurement from the outset

Our experts work with you to understand and document your strategic objectives during the initial planning stage and craft a bespoke suite of recommendations to get your project off to a flying start.



### Enhance your procurement with actionable insights

The report you receive will include findings from workshops and the documentation review, as well as observations from our thought leaders, so you can refine your approach based on the very latest in best practice.



### Align stakeholders with strategic objectives

Projects often struggle with the question of where to start and it's not unusual for teams to be misaligned at this point. Our thought leaders will guide your team as you position and align on the key procurement objectives – these will serve as a reference point in the design of the procurement strategy and evaluation framework. By aligning stakeholders and your strategic objectives, you can be sure everyone is pulling together in the same direction to eliminate risk right from the outset.

### As part of the review, you'll benefit from:

- A review and subsequent feedback on your project objectives and key documentation.
- Up to three one-day workshops with key project stakeholders.
- Detailed studies on identified risk areas.
- The development of a Procurement Design Report that offers recommendations on:
  - Solicitation process considerations.
  - Approach to technical criteria development.
  - Industry engagement(s) options.
  - Contract and basis of payment considerations.
  - Suitable best value approaches.
  - Key risk and potential mitigation strategies.



### Who's it for?

You're in the early stages of design.

OR you're looking for the renewal of an ongoing procurement program.

You want to eliminate risks and align project teams.

Est. 4–6 weeks.



DESIGN

# Criteria Development



## Instant-on expertise, exactly where you need it

Understanding the complexities of criteria writing is fundamental to ensuring that you get the best outcome from your project. This package is an easy and effective way for you to add critical experience and expertise in the early stages of your project and to arrive at a desired outcome faster.



## Expert assistance for greater efficiency

Developing effective criteria is both an art and a science; expert assistance will allow you to complete this process more rapidly. It will also deliver a high-quality evaluation design that you can be assured will result in a better procurement outcome.



## Bespoke support to navigate this crucial stage

No two criteria sets are the same: this package will be tailored specifically to your needs to ensure you get the outcome that will meet your objectives. Our experts will put together a plan to ensure your criteria set is effective in meeting your needs, and will support you with its development.

### This flexible package can include:

- Evaluation Masterclass<sup>1</sup> one-day training course – Effective Criteria Writing – situating your team with common approaches and skills.
- Discovery workshops to explore the strategic objectives, risks, dependencies, and constraints to generate the procurement “Win Themes”.
- Facilitated criteria development workshops with stakeholders.
- Derivation of scoring schemes.
- Support to criteria drafting and revision, as agreed.
- Version control and change control board secretarial services.
- Management of the evaluation design process on behalf of the project team.
- Criteria Design Report that includes:
  - Strategic objectives.
  - Criteria, including scoring schemes.
  - Version/change control history.
- Leadership-ready briefing material.

### Who's it for?

You're ready to start criteria development.

You want to take advantage of our expertise.

Est. 6–26 weeks depending on various factors – [speak to our team](#) to find out more.

DESIGN

# Criteria Weighting



## Create a defensible, robust set of weights

Deciding the right weighting for your project's criteria is a fundamental step in ensuring that you achieve the outcome you desire. Our experts will analyze your needs and then apply proven methodologies to help you arrive at a defensible, robust set of criteria weights. With our assistance, you can move through this critical step quickly and rigorously with the assurance of the highest quality expertise.



## Navigate this crucial stage with ease

Developing defensible weights for evaluation criteria is a more challenging and critical activity than many project teams realize. Our experts are not only practitioners for a variety of weighting techniques, but they can determine quickly which one(s) are best suited to your criteria set, and have the experience necessary to facilitate the use of those techniques effectively. This will allow you to complete weighting more rapidly and will result in a high-quality evaluation design that you can be assured will result in a better procurement outcome.



## Future-proof from challenges

Our Weighting Reports are powerful tools in explaining and defending the resulting weights to governance and oversight bodies. This substantiation will provide your team with added support to withstand any scrutiny and future challenge.

### This package can be tailored specifically to your needs and can include:

- Evaluation Masterclass<sup>2</sup> one-day training course – Weighting Workshop – orienting the team with common approaches and skills.
- Assessment of project criteria design and appropriate weighting method(s).
- In-depth overview of criteria weighting factors – establishment of a basis for comparison.
- Facilitated weighting workshop(s), led by expert consultants.
- Consultant use of the AWARD® Weighting module in applying Commerce Decisions' 4-Factor method.
- Version control and change control board secretarial services.
- Management of the overall weighting process on behalf of the project team.
- Weighting Report including the rationale, basis of comparison, weighting approach, and audit trail of alternation.

### Who's it for?

You've got draft criteria and are ready to establish weights.

You want to progress quickly and rigorously.

Est. 6–26 weeks depending on various factors – [speak to our team](#) to find out more.

<sup>1</sup> A series of 5 expert training courses – Commerce Decisions Evaluation Masterclass

<sup>2</sup> A series of 5 expert training courses – Commerce Decisions Evaluation Masterclass

## DESIGN

# Value for Money Design

## Demystify this challenging process

Best Value is an outcome that every project seeks to achieve. But defining it and designing the basis of selection that achieves it is extremely challenging. It requires the establishment of Tier one weights – Cost, Capability, and Socio-Economic benefits<sup>3</sup> in conjunction with a selection algorithm that requires a careful balancing of competing and inter-relating objectives. We have the expertise and experience to support you through the design of your approach to achieving Value for Money, ensuring that you will deliver the selection of the best possible outcome.

## Withstand future scrutiny

Our experts can help you navigate this extremely challenging procurement design step. Their advice and support will help you to withstand any scrutiny and future challenge, so you can be confident with your decisions.

## Ensure Best Value is genuinely achieved

Different approaches to evaluating value for money can result in varied outcomes: some will deliver unwanted and unforeseen results. We'll lead you through the commonly used methods and show you the differing results you can expect. This insight will highlight which approach is best for you, and how you can genuinely achieve value from your market.

### Our experts deliver the following:

- Work with project team to ascertain:
  - Strategic objectives, constraints, assumptions, and risks.
  - Technical Evaluation scheme (mandatory and rated).
  - Financial Evaluation scheme.
  - Socio-Economic or other ancillary evaluation schemes, if applicable.
- Perform analysis of appropriate Value for Money methods.
- Facilitation of quantitative/qualitative techniques to derive weights, cost control points, thresholds, utility curves, or other required variables.
- Sensitivity Analysis or other testing techniques to verify performance of the Value for Money design.
- Completion of a Value for Money report, describing the techniques, rationale, outputs, and testing conducted.
- Leadership-ready briefing material.

### Who's it for?

You're ready to establish your final weights and Basis of Selection method.

You want to be confident Value for Money will be achieved.

## DESIGN

# Delivery Risk Evaluation Design

## Assess more than the quality and performance

A critical requirement in public procurement is not only to assess the quality and performance of the material and services being procured, but also gain assurances that it will be delivered on time with the promised capabilities. To achieve this, production, engineering, development and integration risks need to be factored into the evaluation design. Our experts have been trailblazers of this approach over many years and can bring this expertise to your project.

## Gain assurance

This package is ideal for project teams that seek assurance that the capability being acquired will be delivered as promised, or that the risk inherent in the successful delivery of the desired capability is evaluated to ensure the best possible outcome.

## Expose the hidden risk

Commerce Decisions will work with your project team to identify and understand the risks facing your complex procurement, and ensure you avoid the most common project failures. This crucial insight will save you a lot of time and mitigate risks further down the line, and ensure you're optimized for success.

### Our experts will work with you to:

- Conduct a kickoff meeting to understand the overall scope of the procurement and to gather relevant project documentation.
- Run workshops as needed to elicit capability delivery risks and objectives.
- Develop an understanding of the delivery risk profile.
- Determine appropriate delivery risk evaluative method (integrated, multiplicative, additive).
- Develop draft delivery risk criteria.
- Provide version control and change control board secretarial services.
- Determine appropriate weighting protocol and conduct weighting workshops.
- Conduct Sensitivity Analysis as appropriate to test and verify delivery risk design performance.
- Develop a Delivery Risk Evaluation Design Report to document process, risks, criteria, weights, and outcome of verification activities.
- Provide leadership-ready briefing material.

### Who's it for?

Your project is for a high-complexity, bespoke, or integrated system.

You're in the early stages of evaluation design.

You want to follow best practice to ensure your project doesn't fail.

Est. 6–8 weeks.

<sup>3</sup> Socio-Economic benefits vary by jurisdiction and can include Social Value (UK), Aboriginal/Indigenous Procurement Policies (Canada/Australia/New Zealand), Industrial Technological Benefits Value Proposition (Canada), Net Zero and Green procurement (various), Social Procurement (US), Socio-economic Duty (Wales), Sustainable Procurement Duty (Scotland) etc.

VALIDATE

# Strategic Objective Alignment Review

## The value of third-party validation

Our experts will review your draft procurement design as a trusted third party to validate that the evaluation scheme matches the strategic objectives and implements effective risk mitigation strategies. You can be assured that it privileges the selection of the best possible outcome.

## Assurance that your RFP/ITT aligns with your objectives

This package is ideal for project teams to seek assurance, through a trusted third party, that their RFP/ITT is aligned with the strategic objectives of the procurement. This is relevant for any procurement where the risk of a poor outcome will have significant or lasting impact or for a project that has experienced a turnover of key personnel or a significant scope shift/objective realignment.

## Understand how to mitigate risk

After undertaking the strategic review, you'll be provided with a Strategic Objective Alignment Report to identify any risks and undesirable outcomes. This crucial information will allow you to mitigate risk before it's too late, and make key changes to your procurement design to ensure you're set for success.

## The Strategic Objective Alignment Review package includes:

- A kickoff meeting with the project leader to gain an understanding of the project and collect key documentation.
- Three one-day workshops with key project stakeholders.
- Detailed studies on identified risk areas.
- Elements of Sensitivity Analysis (as appropriate).
- A Development of a Strategic Objective Alignment Report that will identify:
  - Strategic Objectives sought through the procurement.
  - Assessment of the evaluation design to identify:
    - Risks and potentially undesirable outcomes.
    - Benefits expected.
    - Gaming opportunities.
  - Assessment of the delta between Strategic Objectives and evaluation design.
- Recommendations for improvements and to mitigate risk.

### Who's it for?

You're in definition phase with a complete, or mostly complete, evaluation design (RFP/ITT).

You want to prevent mis-evaluating the wrong specifics.

Est. 4–6 weeks and should be commenced no more than three months prior to intended RFP/ITT release.

VALIDATE

# Sensitivity Analysis

## Ensure you'll reach your desired outcome

Understand what your desired final outcome would be and the reasoning for it, so you know whether you're set up to make the right decision. And if you're not, find out how to correct it.

## Access advanced analytic techniques

Our experts will employ a variety of highly specialized mathematical and statistical (Monte Carlo<sup>4</sup>) analytic techniques to review your evaluation design at a foundational level and provide you with unequivocal evidence to support your decision-making in the finalization of your RFP/ITT.

## Make crucial changes before it's too late

This package will give you invaluable insight into whether your evaluation and weighting has been designed to reach the right decision, so you can make any crucial changes before it's too late. You'll have access to advanced analytic techniques that have traditionally only been made available to the largest of strategic projects. This will greatly assist in gaining assurance of achieving the successful outcomes desired through the procurement design.

## The Sensitivity Analysis package includes:

- A kickoff meeting with the project lead to discuss and review the evaluation design, and to determine the analytic objectives.
- Assumption elicitation workshops with key project stakeholders.
- Confirmation briefing on techniques, assumptions, and objectives.
- Conduct of Sensitivity Analysis, possibly including techniques such as:
  - Scoring Range Analysis.
  - Equivalence Analysis.
  - Scenario-based Analysis.
  - Competitive Analysis.
- Preparation of a Sensitivity Analysis report, documenting:
  - Evaluation design.
  - Assumptions and constraints.
  - Techniques and methods employed.
  - Analysis outcomes.
- Leadership-ready briefing material.

### Who's it for?

You've nearly completed RFP/ITT.

You want assurance that your procurement is designed to provide your desired outcome.

Est. 3–5 weeks, can be commenced any time after the evaluation and weighting schemes have been finalized. Can also be used in support of final Tier one weight setting or Value for Money scheme design.

<sup>4</sup> Monte Carlo method - Wikipedia



An abstract graphic on the left side of the page. It features a large, white, dome-shaped satellite dish pointing towards the top left. From the dish, several curved, glowing lines (representing signal waves) arc across the frame. These lines are composed of small dots and have a gradient from light blue to purple. The background is a deep blue gradient, transitioning to a lighter blue at the bottom where a faint, white, cloud-like texture is visible.

**ANYTIME**

# Confidence-Based Criteria: Enhanced Training & Toolkit



## Upskill with our pioneering approach

When running a complex procurement, you want assurance that selected suppliers will deliver the objectives sought. Confidence-based evaluation techniques are emerging as a best practice to assess strategic objectives, when the innovation sought must be balanced with reduction of risk in bidders delivering promises of future behavior. Commerce Decisions has pioneered this approach and can provide your team with the training and toolsets to compose confidence-based evaluation criteria independently.



## Invest in your team

This package is ideal for project teams that want to develop confidence-based criteria independently but need assistance in developing the experience and tools necessary.



## Develop skills to work independently

This package sets your team up with the skills they need to put together confidence-based evaluation criteria. We'll impart the skills and knowledge needed to do so, and empower your team to complete the work themselves. It offers a great return on investment, by arming your team with a set of new transferable skills to apply to your next project.

**In providing your team with the skills they (and you) need to ensure best possible outcomes, Commerce Decisions will deliver:**

- Five one-day hands-on workshops.
  - Day one: Objective elicitation: “killer” criteria.
  - Day two: Aim statements and evidence required.
  - Day three: Confidence characteristics.
  - Day four: Scoring scheme and industry engagement.
  - Day five: Evaluation and consensus techniques.
- Confidence-based evaluation criteria templates.
- A suite of sample criteria.
- Two days of follow-up consultancy for client-developed criteria review and assistance.
- E-badges and certificates for attendees of the workshop training.
  - Note: training can be delivered at the client office or offsite<sup>7</sup>.



### Who's it for?

Your project is at the opening stages of evaluation criteria development.

OR You're looking to invest and upskill your team at any time.

<sup>7</sup> Additional cost for offsite delivery where external meeting costs are incurred



ANYTIME

# Commerce Decisions 4-Factor Weighting Methods

(Including AWARD® software module)

## **A robust, repeatable, and defensible approach**

Developing the right weighting for your project's criteria is a fundamental step in ensuring that you achieve the outcome you desire. While there are a multitude of weighting techniques available, Commerce Decisions' 4-Factor (CD4F) proven method stands out as a robust, defensible, and repeatable approach that is appropriate to a wide variety of evaluation designs. Our experts will provide your team with a deeper understanding of the criteria weighting problem as well as the training and toolsets needed to implement the CD4F weighting method successfully on your next project.

## **Upskill your team for now and the future**

This package is ideal for project teams that want to develop criteria weights using the CD4F method but need assistance in developing the necessary experience and training in the use of tools.

## **Develop a community of weighting experts**

This package arms your team with key transferable skills in the realms of weighting. They'll be able to take their new skills and experience with them to all future projects, making this a great return on investment. The training covers up to 12 team members, and the detailed facilitator training is for a maximum of three people.

### **This package includes:**

- Day one: Evaluation Masterclass training – Weighting Workshop (all).
- Day two: Hands-on training for CD4F facilitators (facilitators only).
  - Facilitation techniques and rationale capture.
  - AWARD® Weighting module setup, configuration, reporting.
- Day three: CD4F method detailed review and exercises (all).
  - Review and weighting exercise – Commerce Decisions-led.
  - Client facilitator-led weighting exercises – Commerce Decisions will provide coaching and support to your facilitators, who will learn-by-doing alongside your wider team.
- Day four: Review & revision (facilitators).
- AWARD® Weighting module license<sup>5</sup>:
  - 120 days: single project, five users.
  - Helpdesk support (9h–17h EST).
- Two days of follow-up consultancy for facilitator advice and AWARD® configuration support.
- E-badges and certificates for attendees.
- Training can be delivered at client office or offsite<sup>6</sup>.

### **Who's it for?**

Your project is at the opening stages of evaluation design.

OR You're looking to invest and upskill your team at any time.

<sup>5</sup> AWARD® licensed under applicable contract terms or Commerce Decisions terms

<sup>6</sup> Additional cost for offsite delivery where external meeting costs are incurred





Get better procurement outcomes now: find out more about our packages and which is right for you.

**Get in touch:**

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**[commercedecisions.com/highimpactpackages](https://commercedecisions.com/highimpactpackages)**

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