|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | ARTIFICIAL INTELLIGENCE ASSESSMENT FORM (AIAF) | | | | | |
| Note: All questions regarding Artificial Intelligence Usage at TRS in respect to this assessment form should be directed to the TRS Procurement Professional point of contact. | | | | | | |
| Artificial Intelligence Vendor/Provider Name: | | |  | | Date: |  |
| Address: | | |  | | Website: |  |
| Support Contact: | | Email: | |  | Phone: |  |
| Artificial Intelligence Contact: | | Email: | |  | Phone: |  |
| **Name of the Services/Products:** | | |  | | | |

|  |  |
| --- | --- |
| **Question** | **Response** |
| What is your AI’s core technology, architecture, and algorithm? |  |
| Describe any pertinent AI outsourced, contracted, subprocessor, third- or fourth-party technologies used in your AI architecture. |  |
| If architecture is associated with an LLM, describe the *temperature* and *top\_p* controls your AI technology provides. Will TRS have control over these parameters? |  |
| What stage is your product in: procurement, development, testing, or production? |  |
| Describe how the AI technology is integrated into your product. |  |
| Describe the purpose of your product and its capabilities. |  |
| Describe the specific inputs and outputs utilized by the AI technology. |  |
| How is the input data generated, collected, and processed? |  |
| How is the output tracked and logged? Provide examples of logging data. |  |
| What is your model’s performance in real-time applications? |  |
| How does your AI integrate with our existing systems? |  |
| How is your AI model updated and improved over time? |  |
| What is your AI technology roadmap for future development? |  |
| Can your AI model be customautoized to our specific needs? |  |
| What data does your AI require for training? |  |
| How do you ensure your AI model’s accuracy? Describe your validation process. |  |
| Has your AI technology been independently tested for bias and fairness? |  |
| Does your product have a known bias? |  |
| How do you ensure interpretability and transparency in your AI technology and processes? |  |
| What kind of support and training do you provide? End-user and administrative training are required. |  |
| How do you ensure data security and privacy? |  |
| Will the AI technology be used for automated decision-making? |  |
| If yes, will the AI technology used in automated decision-making be a FINAL (no human oversight) or SUPPORTED (human oversight required) system? |  |
| Does the AI technology draw upon intellectual property of another person or entity? |  |
| How are permissions obtained to use such works or remove such works from the output if you do not obtain permission? |  |
| How does your AI provide for explainability in its usage? |  |
| What are the benefits of your product? |  |
| What is the total cost of ownership of your AI system? |  |
| What cost savings are achieved through the use of your product, if any? |  |
| Can you provide references from other clients in our industry? |  |
| Can we conduct a pilot or proof-of-concept project? |  |

**For TRS Use Only**

Comments:

Reviewed By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved: ☐ Rejected: ☐

Business Justification if Rejected: