

Area 17 OhioMeansJobs Operator RFP Evaluation Sheet

EVALUATION GUIDANCE

Please read this section carefully before proceeding to the evaluation tool.

Please check your evaluation packet and summary page to ensure that your answers correspond with the correct proposal option.

When reviewing and scoring an application, consider only what is written in the application; make no assumptions. To score each section, please adhere to the following guidelines:

- Rate each evaluated section using one of the following categories:
 - Outstanding
 - Acceptable
 - Marginal
 - Not mentioned
 - Not Applicable
- Outstanding means:
 - The section is well-written and exceeds my expectation
 - The plan to achieve the goal is aspirational, realistic and likely to happen given the implementation method
 - The section is detailed and clear. As a reviewer, I can easily communicate it to the evaluation team
- Acceptable means:
 - The description is standard or average, i.e. not inspiring
 - The description is clear enough that as a reviewer, I can communicate it to the evaluation team
- Marginal means:
 - The goal and plan are vague/boilerplate/unrealistic/unclear
 - The applicant repeats the RFP statements verbatim without providing their own descriptions/rationale
- Not mentioned/Not Applicable:
 - I've looked throughout the proposal and can find no mention of this, therefore the score is 0; The evaluation item is not applicable, therefore mark N/A.

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Minimum Proposal Requirements: All minimum requirements must be "Yes" in order for proposals to be evaluated and scored. (10 points)	Yes	No
The proposal was received on or before the closing date and time.		
The proposing organization submitted five (5) paper copies and an electronic copy of its proposal.		
The proposing organization provided its most recent financial statement and audit(s).		
The proposing organization provided a cover page, signed by the person with authority to represent the organization.		
The proposing organization has been in existence for at least 7 years.		

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Demonstrated Ability (18 points)						
No.	Check one box on the right to indicate if criteria is:	Outstanding/ Very Good (3)	Acceptable (2)	Marginal (1)	Not Mentioned (0); mark N/A if not applicable	Cite Page Number(s)
1.	Indicates the organization's knowledge and understanding of WIOA and any workforce related laws.					
2.	Describes past or current experience as a One-Stop Operator.					
3.	Explains experience implementing resource sharing agreements.					
4.	Describes past or current experience leveraging or bringing in additional resources to the One-Stop system.					
5.	Demonstrates expertise in coordinating comprehensive workforce development services.					
6.	Identifies the organization's key staff who will be involved in implementing and overseeing the One-Stop Operator services.					
One-Stop Operator Services (33 points)						
7.	Indicates how operations and services would be maintained and enhanced at the current locations.					
8.	Identifies how staffing will be coordinated for all locations.					
9.	Explains specifically how outreach activities will be conducted for job seekers, with use of required branding requirement(s).					
10.	Identifies how partner services will be offered in a seamless and streamlined fashion.					
11.	Clearly outlines the services that will be provided in the Resource Rooms and OhioMeansJobs Centers.					

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12.	Explains the flow of job seeking customers in the OhioMeansJobs Center.					
13.	Describes how customer information will be collected and maintained.					
14.	Explains how customers will be connected to program specific services.					
15.	Explains how collaboration with partners, the Board, and the community will be achieved.					
16.	Demonstrates understanding of WIOA performance measures.					
17.	Identifies strategies to ensure continuous improvement of service delivery.					

Budget (9 points)

18.	Provides a detailed justification for each line item on the budget.					
19.	The detailed justification for each line item is reasonable to provide services requested.					
20.	The proposed total budget is reasonable to meet the intent of services requested.					

TOTAL SCORE =

Comments: Write additional strengths, weaknesses or areas of concern.
