

**High Country WDB  
 PY 2015 WIOA RFP Evaluation Criteria  
 Career Center Operator; Adults/Dislocated Workers, Business Services; Youth Services**

**Proposing Organization:** \_\_\_\_\_

**Reviewer Name:** \_\_\_\_\_

**Reviewer Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

***Organizations will be evaluated on the following sections and point criteria for a total of 800 points.***

<u>Basic Submission Requirements Met</u> <u>Experience and Capacity: 40%</u> Organizational Experience and Capacity: 200 points Budget: 50 points Projected Enrollments: 50 points	<u>Service Delivery: 60%</u> NCWorks Career Center Operations: 80 points Adult/Dislocated Workers: 150 points Business Services: 120 points Youth Services: 150 points
Proposals will be reviewed by WDB staff, the WDB Executive Committee, and the Chief Elected Official. An organization's final score will be an average of those evaluations.	

***Basic Submission Requirements***

	<b>No</b>	<b>Yes</b>
Does proposal meet basic requirements of submission?		
Intent to Bid submitted by deadline		
Attended Bidders Conference		
Proposal submitted by established deadline		
Proposal includes the Cover Sheet; Required Forms/Attachments; Statement of Work Narratives; Budget; Projected Service Levels		

**Notes/Comments:**

**Organizational Experience and Capacity (Maximum of 200 points)**

<p>This category will evaluate past experience in providing services similar to those proposed, including the capacity to deliver as proposed, attain, track, and report performance.</p> <p>Evaluation of the performance and management capability of the proposing agency(s) will include the following:</p> <p><b>A. Experience</b></p>	<p><b>Page #</b></p>	<p><b>Points Earned</b></p>
<p>1. Organizational background and mission (20 point max)</p>		
<p>2. Organization’s financial and administrative experience (20 point max)</p>		
<p>3. Past and current activities demonstrate ability (25 points max)</p>		
<p>4. Experience providing oversight and capacity building (20 points max)</p>		
<p>5. Resources/knowledge will assist towards successful performance (25 points max)</p>		
<p><b>B. Capacity</b></p>		
<p>1. Organizational resources and support (20 points max)</p>		
<p>2. Staffing plan: job descriptions, qualifications, locations, training (25 points max)</p>		
<p>3. Administrative monitoring and tracking (20 points max)</p>		
<p>4. Fiscal tracking and management (25 point max)</p>		
<p><b>Total Points Earned</b></p>		

**Notes/Comments:**

***Budget (Maximum of 50 points)***

This category will evaluate the proposed budget for reasonableness and how it correlates with proposed services.	Page #	Points Earned
1. Falls within provided funding amounts (10 points max)		
2. Staffing reasonableness (10 points max)		
3. Participant costs (10 points max)		
4. Youth: minimum 20% allocated for work-based learning (10 points max)		
5. Youth: minimum 75% out-of-school (10 points max)		
<b>Total Points Earned</b>		

**Notes/Comments:**

***Projected Enrollment Goals (Maximum of 50 points)***

This category will evaluate the proposed enrollment goals for the proposed service area in relation to proposed budget.	Page #	Points Earned
1. Adults (10 points max)		
2. Dislocated Workers (10 points max)		
3. Youth (10 points max)		
4. Career Services (10 points max)		
5. Businesses Served (10 points max)		
<b>Total Points Earned</b>		

**Notes/Comments:**

**NCWorks Operations (Maximum of 80 points)**

This category will evaluate the proposer’s vision, ability, and partnerships for the operations of the NCWorks Career Centers.	<b>Page #</b>	<b>Points Earned</b>
<b>A. Delivery</b>		
1. Vision of operations, target customers, outcomes (10 points max)		
2. Shared/functional supervision of staff (10 points max)		
3. Workshop design (10 points max)		
4. Assessing customer needs (10 points max)		
<b>B. Partnerships</b>		
1. Partner meeting processes (10 points max)		
2. Current and new partnerships (15 points max)		
3. Collaborative projects (15 points max)		
<b>Total Points Earned</b>		

**Notes/Comments:**

**Adult/Dislocated Worker Services (Maximum of 150 points)**

This category will evaluate the proposer’s plans for providing services for adult and dislocated worker participants. <b>A. Program Description:</b>	<b>Page #</b>	<b>Points Earned</b>
1. Includes description of project with goals/outcomes (10 points max)		
2. Target population and geographic area (10 points max)		
3. Past Experience (15 points max)		
<b>B. Service Delivery</b>		
1. Eligibility and enrollment process description (10 points max)		
2. Appropriate referrals (10 points max)		
3. Serving various types of populations (10 points max)		
4. Effective career services (15 points max)		
5. Strategies to enhance customer success (10 points max)		
6. Training services; ITA process; transition to employment (15 points max)		
7. Work-based learning; OJT processes (15 points max)		
8. Service strategies align with labor market demands (10 points max)		
9. Plan for delivery for achieving goals/performance/outreach (10 points max)		
10. Transition planning (10 points max)		
<b>Total Points Earned</b>		

**Notes/Comments:**

**Business Services (Maximum of 120 points)**

This category will evaluate the proposer’s plans for providing business services.	Page #	Points Earned
<b>A. Program Description:</b>		
1. Includes description of project with goals/outcomes (10 points max)		
2. Target population and geographic area (10 points max)		
3. Past experience (15 points max)		
<b>B. Service Delivery</b>		
1. Identifying needs; services/strategies to meet those needs (15 points max)		
2. Strategies to match hiring needs of business (10 points max)		
3. Outreach/collaboration for work based learning for participants (15 points max)		
4. Coordination of business services and increased use of system (15 points max)		
5. Efforts to support sector strategies (10 points max)		
6. Additional plans/information for collaboration (10 points max)		
7. Relationships/partnerships for outreach (10 points max)		
<b>Total Points Earned</b>		

**Notes/Comments:**

**Youth Services (Maximum of 150 points)**

This category will evaluate the proposer’s plans for providing services for youth participants.	Page #	Points Earned
<b>A. Program Description:</b>		
1. Includes description of project with goals/outcomes (10 points max)		
2. Target population and geographic area (10 points max)		
3. Past experience (15 points)		
<b>B. Service Delivery</b>		
1. Education/training; opportunities/strategies; Literacy/Numeracy (15 points max)		
2. Career pathways strategies and partnerships (10 points)		
3. Description of leadership development/skill-building opportunities (10 points max)		
4. Work-based learning opportunities (15 points max)		
5. Description of 14 elements; incentives; follow-up strategies (10 points max)		
6. Appropriate referrals (10 points max)		
7. Partnerships/collaborations; strategies for out-of-school youth (15 points max)		
8. Strategies to obtain feedback (10 points max)		
9. Other plans/resources to support successful youth services (10 points max)		
10. Transition planning (10 points max)		
<b>Total Points Earned</b>		

**Notes/Comments:**

## Summary Sheet

Organization: \_\_\_\_\_

Proposed Counties: \_\_\_\_\_

Negotiation Items:

Category	Total Points Earned
Basic Submission Requirements (Met or Not Met)	
Organizational Experience/Capacity (200 max)	
Budget (50 max)	
Projected Enrollments (50 max)	
NCWorks Operation (80 max)	
Adult/DW Services (150 max)	
Business Services (120 max)	
Youth Services (150 max)	
<b>Total Points (Max of 800)</b>	