

**Monmouth County WIOA Youth Program
RFP Evaluation 2021
CC-11-2021**

Program Name of: _____

Name /Type of Program: _____

Name of Reviewer: _____

POINTS	GUIDANCE
5	Excellent response
4	More than adequate response
3	Adequate response
2	Inadequate response
1	Poor response
0	No response

Please add comments on strengths and weakness of each evaluation criteria.

A. Administrative Capability

Item #	Evaluation Criteria	Evaluator's score – max score of 15 points for this section. Please add comments based on strengths and weakness of the proposal.
1.	Does the Contractor demonstrate a complete understanding of the purpose and scope of the Youth Program, including what is expected of the vendor, the youth and the work sites (if applicable)?	
2.	Does the Contractor demonstrate collaborative partnerships and coordination with organizations throughout the communities evidenced by Memorandums of Understanding?	
3.	Does the Contractor have adequate administrative experience to operate the activity or services proposed?	

Comments:

B. Experience and Past Performance

Item #	Evaluation Criteria	Evaluator's score – max score of 10 points for this section. Please add comments based on strengths and weakness of the proposal.
4.	Does the proposed program offer a history of success working with youth in workforce development?	
5.	Does the mission of the Contractor's organization appear appropriate to the type of services to be performed?	

Comments

C. Program/Services

Item #	Evaluation Criteria	Evaluator's score– max score of 75 points for this section. Please add comments based on strengths and weakness of the proposal.
6.	Does Contractor have a clear plan on how to engage, retain, and motivate youth?	
7.	Does the Contractor have a clear plan on how youth will be recruited?	
8.	Does the Contractor explain how the Individual Service Strategy will be used to identify and strengthen youth skills and goals and objectives?	
9.	Does the proposed program offer specific activities that are interesting, likely to attract youth and are beneficial?	
10.	Is the customer flow through completion of program feasible and well planned?	
11.	Does the program offer an industry recognized credential (GED included to youth)?	
12.	Does the program offer resources that assist youth on a career pathway?	
13.	Does program contain a work experience aspect?	
14.	Does the proposed program offer clear staffing for the program?	
15.	Does the proposed program offer clear and convenient hours of operation?	

16.	Are the 14 mandatory WIOA program elements incorporated into the proposed program?	
17.	Does the proposed program address the performance indicators as required by the federal guidelines?	
18.	Does the program work with collaborative partners to offer the services to youth?	
19.	Is the program offered in a convenient location?	
20.	Does the program offer multiple locations?	

Comments: _____

D. Budget/Budget Narrative

Item #	Evaluation Criteria	Evaluator's score – max score of 25 points for this section. Please add comments based on strengths and weakness of the proposal
21.	Is the budget complete and accurate?	
22.	Does the Contractor have costs that are reasonable and justified for the services and activities proposed?	
23.	Are additional resources/in-kind services made available and/or defray costs?	
24.	Does the Contractor offer a year-round program?	
25.	Is there appropriate leveraging of funds (in kind)?	

Comments: _____

E. Overall Impression

Item #	Evaluation Criteria	Evaluator's score – max score of 5 points for this section. Please add comments based on strengths and weakness of the proposal
26.	This proposal provided specific, more than adequate and thorough information in response to the narrative questions and responded with logic, consistency and accuracy.	

Evaluation Conclusion (please be specific):

A. Would you recommend this proposal as written? _____ Yes _____ No

B. Accept this proposal with the following modifications of: _____

C. Would not accept this proposal and the reason why: _____

Evaluation Totals

A. Administrative Capability	15 Max Score	
B. Experience and Past Performance	10 Max Score	
C. Program Services	75 Max Score	
D. Budget / Budget Narrative	25 Max Score	
E. Overall Impression	5 Max Score	
Total		

Total score not to exceed 130 overall points

Submitted by: _____ Date: _____