

## Area 14 EVALUATION TOOL FOR WIOA OSO, CAREER SERVICES, AND YOUTH SERVICES RFP

RESPONDENT ORGANIZATION: \_\_\_\_\_

EVALUATOR: \_\_\_\_\_ DATE: \_\_\_\_\_

<b>ORGANIZATION'S DEMONSTRATED ABILITY – 50 POINTS</b>	<b>COMMENTS</b>	<b>POINTS</b>
1. Prior performance, including fiscal capabilities, reporting capabilities, staff capabilities, and subcontractor capabilities (as applicable)		
2. Organizational structure		
3. Hiring and training capabilities, including onboarding and ongoing training		
4. Past corrective action, as applicable		
5. Leveraged or alternative resources and/or in-kind contributions		
6. Transition plans		
7. Knowledge and skill of assigned personnel Resumes and job descriptions - ATTACHMENTS		
Missing / incomplete information?		
Unique aspects / best practices?		
<b>TOTAL</b>		



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<b>OMJ CENTER OPERATIONS – 25 POINTS</b>	<b>COMMENTS</b>	<b>POINTS</b>
1. OMJ Center Location(s)		
2. Outreach plans for job seekers		
3. Outreach plans for businesses		
4. Partner service utilization		
5. Staffing plans for Resource Room and workshops		
6. Job fairs and hiring events		
7. Customer feedback tracking/reporting		
8. Referral tracking process		
9. OMJ workshops		
10. Technology usage		
11. EEO and ADA compliance		
12. Staff training for all OMJ personnel		
13. Performance tracking and reporting, including maintaining confidentiality		
14. New/Alternative access points		
Missing / incomplete information?		
Unique aspects / best practices?		

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TOTAL	COMMENTS	POINTS
<b>WIOA Adult/DLW Services – 25 POINTS</b>		
1. OMJ Center Location(s)		
2. Intake and eligibility		
3. Career counseling/development		
4. Assessments		
5. Individual Employment Plans		
6. Supportive services		
7. Community resources		
8. Career pathways		
9. Assistance to low-income		
10. Occupational skills training services		
11. Business services		
12. Customer feedback tracking/reporting		
13. Coordinating services with partners		
14. Follow up services		
15. Work-based learning		
16. Technology usage		
17. Performance management/reporting		
18. ARIES Usage		
19. Funds tracking and reporting		
20. Delivery of services and caseload management		
Missing / incomplete information?		
Unique aspects / best practices?		

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TOTAL	COMMENTS	POINTS
<b>WIOA YOUTH SERVICES – 25 POINTS</b>		
1. Location(s)		
2. 14 WIOA elements		
3. Co-enrollment in TANF CCMEP		
4. Outreach plans		
5. Work-based learning		
6. Employers and worksites		
7. Intake and assessment/Ineligible youth		
8. Coordination with other providers		
9. Individual Service Strategies		
10. Supportive services		
11. Technology usage		
12. Expenditure levels		
13. Performance management/reporting		
14. ARIES usage		
15. Funds tracking and reporting		

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16. Delivery of services and caseload management		
Missing / Incomplete information?		
Unique aspects / best practices?		
<b>TOTAL</b>		
<b>BUDGET – 25 POINTS</b>	<b>COMMENTS</b>	<b>POINTS</b>
1. Costs within required limits for training, administration, and indirect costs / Costs are reasonable and allowable		
2. Narrative describes line items		
3. Sufficient cash flow		
4. Fiscal control & accounting procedures		
5. Experience handling federal funds		
6. Accounting system		
7. Internal controls		
8. Alternative or leveraged resources, or in-kind contributions		
9. Handling of disallowed costs		
10. Not supplementing other state or federal funds		

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Missing / incomplete information?		
Unique aspects / best practices?		
<b>TOTAL</b>		
<b>REQUIRED ATTACHMENTS</b>		<b>YES/NO/ or N/A</b>
Assurances and Certifications		
Organizational Chart for Entire Organization		
Organizational Chart for Local Project by OMJ Center		
Resumes of Key Personnel		
Job Descriptions for All Proposed Positions		
Letters of Commitment from Consortium Members (as applicable)		
Indirect Cost Plan		
<b>OTHER COMMENTS/NOTES ON PROPOSAL:</b>		

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