



REQUEST FOR PROPOSAL FOR:
Broadband Coordinator

DATE ISSUED: August 25, 2023

DUE DATE FOR PROPOSALS: September 11, 2023

LATE PROPOSALS WILL BE REJECTED

For further information regarding this RFP, contact:

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1.0 REQUIREMENTS AND SPECIFICATIONS

1.1 Introduction and Purpose of the Request for Proposal

The purpose of this document is to provide interested parties information, on a fair and competitive basis, and in a manner that will ensure the highest possible quality of services, to enable them to prepare and submit a written proposal for a Broadband Coordinator position. WDB Area 14 intends to use the results of this process to award a contract for broadband coordinator services. Any contract awarded must be approved by WDB Area 14 Executive Committee.

1.2 Terms and Abbreviations

The following terms and acronyms are used throughout the request for proposal:

- WDB Area 14 means Workforce Development Board Area 14
- CFR means Code of Federal Regulations
- ODJFS mean Ohio Department of Job and Family Services
- OWD means Office of Workforce Development
- Contractor/Provider means the successful Proposer awarded the contract
- Proposer means an organization or agency submitting a written proposal in response to the RFP
- RFP means Request for Proposal

1.3 Background

Area 14's WDB is composed of representatives from Athens, Meigs, and Perry Counties. The WDB has designated a fiscal agent, which is Perry County Department of Job & Family Services and a Workforce Development Director that serves as an administrative agent to support its operations and carry out directives of the members. All state and federal WIOA funds designated for Area 14 will be allocated and distributed to the Area 14 Fiscal Agent.

Ohio University, Hocking College, Tri County Career Center (TCCC) and the Area 14 Workforce Development Board are partnering together to increase awareness and access to education and training along with increasing awareness of the broadband industries. This will be accomplished by the Broadband and 5G Regional Node Structure grant.

ODJFS /OWD selected applicants for this grant to carry out the following activities related to fulfilling the three pillars of the workforce strategy. 1) to increase broadband industry career awareness; 2) to establish and scale education and training programs and 3) to capitalize on state and federal funding mechanisms to reduce costs and bring solutions to market.

1.4 Services to be Provided

Area 14 is seeking proposals from qualified organizations with experience in assessing and working on broadband expansion. This will be considered a broadband coordinator position that is responsible for operational functions of the assigned broadband/5G program including ensuring compliance with all agency, local, state and federal regulations.

Area 14 WDB is seeking a highly qualified firm or individual to provide services, as directed by Area 14 WDB, in the following areas:

- Responsible for maintaining knowledge and assure compliance with all assigned broadband/5G/QUEST program funding source regulations, program components and guidelines.
- Establish and maintain relationships with partners/employees during development, implementation and evaluation of program.
- Conducts program orientations, intake assessments, and trainings with participants in order to assess and determine eligibility for QUEST funding.
- Works with Area WDB, OhioMeansJobs Centers, and other community action agencies to identify participants and communicate all training dates/times for recruitment activities.
- Provides customer service that is timely, thorough, friendly and helpful.
- Establishes participant eligibility.
- Maintains participant files and performs data collection and reporting functions and data entry into the state ARIES system.
- Works with Hocking College and TCCC to establish tuition payments and knowledge on training dates and time.
- Works with Hocking College and TCCC to hold hiring events at the end of the training.
- Works with employers throughout the Region for recruitment, hiring events and identifying trainers for higher education.
- Maintains job knowledge of different technology developments and trainings in the region and statewide.
- Prepare reports as needed.
- Assume other responsibilities as assigned by supervisor.

1.5 Qualifications and Requirements

- Must be an individual of good character and responsibility; high level of confidentiality and integrity are required.
- Must be reliable and dependable and must be willing to work flexible hours if necessary.
- Must have a valid driver's license and reliable transportation.
- Demonstrated end-user expertise with personal computers, digital devices, internet applications, office productivity software, and other job-related equipment.
- May require heavy lifting of 25lbs. or more light lifting of 25 lbs. or less.
- Associate degree or higher is preferred.
- Must be able to work as part of a team – this includes operating with integrity, excellent written and verbal communication skills, active listening, respectfulness, accountability, and the ability to build and maintain rapport with all members of our community including staff, community partners, and customers.
- Must possess strong organizational skills and be able to deal with detailed reports and keep accurate records.
- Ability to work independently with people of all ages and socio-economic backgrounds. A commitment to working to address issues of poverty in the community is essential.

Area 14 WDB has estimated needing full-time hours of work on this project. Knowledge of the state reporting systems of ARIES and CFIS preferred.

2.0 GENERAL INSTRUCTIONS AND CONDITIONS

2.1 General Instructions

The evaluation and selection of a vendor/individual and the contract will be based on the information submitted in the proposal plus references. Elaborate proposals (i.e., excessive letters of recommendation) beyond that sufficient to present a complete and effective proposal, are neither necessary nor desired. Area 14 WDB is not liable for any cost incurred by Proposers who reply to this RFP.

2.2 Contract Period

The contract shall be for a period of one year beginning September 20, 2023, through September 19, 2024. Area 14 WDB, at its sole discretion, may decide to extend the contract for up to two additional years at one-year intervals, and is contingent upon an extension and the level of future federal, state and local funding, provider effectiveness and demonstrated need for the services being provided. A contract and any extension require the approval of the Area 14 WDB Executive Committee.

2.3 Funding Level

QUEST grant funds will be utilized for this project/program. The budget for the Broadband Coordinator position is up to \$95,800 including salary and fringe. Other budgeted items are accounted for in the QUEST Funds which include things like, travel costs, outreach, participant expenses, etc.

2.4 Incurring Costs

Area 14 WDB is not liable for any cost incurred by Proposers replying to this RFP.

2.5 Public Information

All proposals shall be deemed public records within the meaning of Chapter 149 of the Ohio Revised Code. However, the contents of the responses for the RFP will not be deemed public records and will be treated as confidential information until completion of the evaluation process. If a Proposer believes that the RFP requires the disclosure of technical, proprietary, or trade secret information that the Proposer is not willing to make public, such information should not be submitted. No part of the proposal may be designated as confidential.

2.6 Proposal are Unconditional

All proposals shall be unconditional. Any proposal that purports to impose conditions not included in this RFP will be deemed non-responsive. Area 14 WDB may, however, waive minor informalities and omissions in a proposal if it decides, in its sole discretion, that such informality or omissions are not prejudicial to interests of Area 14 WDB or to fair competition. The successful Proposer will be required to execute the contract acceptable to Area 14 WDB within

10 days after acceptance of the proposal or within such further time as designated by Area 14 WDB

2.7 Calendar of Events

Listed below are specific and estimated dates and times of actions related to this RFP. The actions within specific dates must be completed as indicated unless otherwise changed by Area 14 WDB in the event that Area 14 WDB finds it necessary to change any of the specific dates and times in the calendar of events, it will do so by issuing a supplement to this RFP. There may or may not be a formal notification issued for changes in the estimated dates and times.

Action Item	Delivery Date
RFP Issued	August 25, 2023
Deadline for Receiving RFP Questions	September 6th, 2023, by 9:00am
Deadline for Issuing RFP Answers	September 6th 2023, by 4:30pm
RFP Deadline	September 11th, 2023, 12:00pm
Proposals Opened	September 11th 2023, 1:00pm
Notification of Intent to Award	September 13 th thru September 15th, 2023

2.8 Provider Email Address

All prospective Proposers must provide an email address to Area 14 WDB, by emailing mendra.hupp@jfs.ohio.gov, in order to receive answers to questions submitted regarding this RFP, updates, material changes, and supplements to this RFP. Proposers are responsible for obtaining any such changes without further action from Area 14 WDB

3.0 PROCEDURES FOR SUBMISSION OF PROPOSALS

3.1 RFP Availability

Copies of this RFP may be obtained by visiting our website www.ohioarea14.org, telephone, mail, or email from Area 14 WDB by contacting Mendra Hupp, 740-621-0496, mendra.hupp@jfs.ohio.gov.

3.2 RFP Deliverable

All proposals must be addressed to and received by Area 14 WDB in the following format:

Perry County Job and Family Services
 AREA 14 WDB – ATTN: Mendra Hupp
 ATTN: Broadband Coordinator RFP
 5250 State Route 37 E
 PO Box 311
 New Lexington, OH 43764

- OR -

Via email with PDF Attachments to:
mendra.hupp@jfs.ohio.gov

All proposals must be received **on or before September 11th, 2023, NOON**. Paper copy Proposals should be clearly marked “Broadband Coordinator RFP”, or email submission’s subject line should read “Broadband Coordinator RFP”. Proposals must be received either via mail or email prior to

the specified deadline. All proposals must be time-stamped by the stated time. Proposals not time stamped will not be accepted. All proposals must be packaged, sealed and showing information on the outside of the package:

- Proposer's name and address
- RFP title
- Proposal due date

3.3 RFP Original and Copies, or Email Submission

Each Proposer must submit:

HARD COPY:

- One original and three (3) copies, packaged and sealed
- A separate sealed envelope labeled "Cost Proposal" for hourly rate and expense requirements

EMAIL SUBMISSION:

- One PDF attachment with proposal
- One separate PDF attachment with Cost Proposal (can be included within the same email message)

3.4 Inquiries

Written questions concerning this RFP must be submitted and be received by Area 14 WDB no later than the date specified in the Calendar of Events. Questions may be submitted to the address given above or emailed to: mendra.hupp@jfs.ohio.gov. Area 14 WDB will endeavor, but shall not be required to answer, any such request for information. If Area 14 WDB does respond, the answers will be furnished to all persons/firms who have received copies of this RFP and provided its email address to Area 14 WDB. All answers will be sent to the email address provided by the Proposer.

3.5 Revision/Withdrawal of Proposal

Proposals may be corrected, modified, or withdrawn prior to the deadline for submission by submitting the required number of copies of such correction, modification, withdrawal or a new submission, clearly marked on the outside envelope with the appropriate heading, by the deadline listed in this RFP. Proposals may not be withdrawn or modified for a period of sixty (60) days after the opening of the proposals.

3.6 Oral Presentations

Selected Proposers may be required to make oral presentations to supplement their proposals, if requested by Area 14 WDB. Area 14 WDB will make every reasonable attempt to schedule each presentation at a time and location that is agreeable to the Proposer. Failure of the Proposer to conduct a presentation to Area 14 WDB on the date scheduled will result in rejection of the Proposer's proposal.

3.7 Limitations

The RFP does not commit Area 14 WDB to award a contract to pay any costs incurred in the preparation of a proposal for this RFP, or to procure or contract for services. Area 14 WDB reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with all qualified sources, or to cancel in part or in its entirety, this RFP if it is in the best interest of

Area 14 WDB. Area 14 WDB may require the selected organizations to participate in negotiations and to submit any fiscal, technical, or other revisions of their proposals that may result from negotiations.

3.8 Contract Award

Area 14 WDB may award a cost reimbursement or similar contract based on offers received, without discussion of such offers with the Proposers. Each proposal should, therefore, be submitted in the most favorable terms from a cost, programmatic, and technical standpoint. However, Area 14 WDB reserves the right to conduct an onsite monitoring review of the Proposer and/or request additional data, oral discussion, or presentation in support of the proposal.

4.0 GENERAL REQUIREMENTS AND PROPOSAL FORMAT

The narrative of the proposal must present the following information and be organized with the following headings. Each heading should be separated by tables or otherwise clearly marked. Proposals should be typed (standard typeface, 12-point font) and submitted on 8.5x11 white paper (no less than 1" margins), bound securely.

4.1 Letter of Transmittal

On business letterhead paper, prepare a letter transmitting the proposal. The letter should identify the name and phone number of a key contact person and have the signature of a person with authority to obligate the Proposer. The transmittal letter shall also contain a statement that the proposal is a firm offer for a sixty (60) day period.

4.2 Organizational and Individual Capabilities

Provide a current description of yourself or your organization. Include a discussion of the history of yourself or your organization and describe any experience in providing similar services to those specified within this RFP. Be specific and identify projects, dates, services performed and results. Describe the ability to provide services for the period of the contract.

4.3 Qualifications of Staff

Provide brief resumes describing the educational and work experience for staff member or yourself whom would assume the role of Broadband Coordinator. Please include any knowledge or experience related to the requirements of this RFP. Any substitution in staff may not be made without the prior written authorization of Area 14 WDB. This is required only if Proposer is an organization with more than one employee.

4.4 Service Components

4.4.1 Describe how you will fulfill the scope and service requirements specified in Section 1.4. Provide supporting documentation of cited experience.

4.4.2 The following general requirements must be address for both the organization and the staff that will be providing the services:

- a. Experience in broadband industry and training
- b. Experience workforce development outreach and recruitment

- c. Experience reporting on grants, activities, services.
- d. Conducting/facilitating orientation, trainings, meetings
- e. Experience working with higher education sectors.
- f. Experience in working with different technologies.

4.5 Proposer References

Proposers must include in their proposal a list of private and public sector organizations, including points of contact (name, address, and telephone number) that can be used as references for work performed in the area of service required. Use the format shown in Attachment C to provide this information. Selected organizations may be contacted to determine the quality of work performed and personnel assigned.

4.6 Required Forms

To the narrative portion of the proposal, the following forms are required to be attached:

- Attachment A: Cover Sheet
- Attachment B: Signature Affidavit
- Attachment C: Reference Form

5.0 PREPARING THE COST PROPOSAL

5.1 General

The cost proposal should be submitted in a separate sealed envelope with the written proposal, or a separate PDF attachment if submitted via email. Cost proposals will not be opened until the evaluation of the written proposals has been completed by the evaluation committee. The cost proposal will be scored using a standard quantitative calculation where the most points will be awarded to the proposal with the lowest cost. Various costing methodologies and models are available to analyze the cost information submitted to determine the potential value to be derived by Area 14 WDB . Area 14 WDB will select one method and use it consistently throughout the evaluation.

5.2 Format for Submitting Cost Proposals

The Proposer must provide cost information as an overall cost rate that would breakdown to salary and fringe offered.

5.3 Fixed Price Period

All prices, costs, and conditions outlined in the proposal shall remain fixed and valid for acceptance for sixty (60) calendar days starting on the due date for the proposals.

6.0 PROPOSAL SELECTION AND AWARD PROCESS

6.1 Preliminary Evaluation

A preliminary review of all proposals submitted on time will be completed to ensure the proposal adheres to the mandatory requirements specified in the RFP. Proposals that meet the mandatory requirements will be deemed qualified. Those that do not, shall be deemed non-

qualified. Non-qualified proposals may be rejected at the discretion of Area 14 WDB. In the event that all Proposers do not meet one or more of the mandatory requirements, PCJFS reserves the right to continue the evaluation of the proposals and to select the proposal which most closely meets the requirements specified in the RFP. Qualified proposals in response to this RFP must contain the following mandatory requirements:

- a. Timely Submission – the proposal is received at the address designated above, or received via email, no later than the specified deadline. Proposals mailed but not received at the designated location shall be deemed non-qualified and rejected.
- b. Transmittal Letter
- c. Responses to Service Components
- d. Staff Qualifications and/or Resumes
- e. Cost Proposal
- f. Cover Sheet
- g. Signature Affidavit
- h. References

6.2 Scoring Evaluation

Accepted proposals will be reviewed by an evaluation committee and scored against the stated criteria. The committee may review references, request oral presentations, and use the results in scoring the proposals.

6.3 Right to Reject Proposals and Negotiate Contract Terms

Area 14 WDB reserves the right to accept or reject any and all proposals or reflect any part thereof. Further, PCJFS reserves the right to negotiate the terms of the contract, including the award amount, with the selected Proposer prior to entering into such a contract. If contract negotiations cannot be concluded successfully with the highest scoring Proposer, Area 14 WDB may negotiate a contract with the next highest scoring Proposer.

6.4 Evaluation Process

Area 14 WDB reserves the right to interview or to seek additional information related to criteria already in the RFP from any candidate after opening the proposals, but before entering into a contract, to reject any proposal if it deems it to be in the best interest of Area 14 WDB, and to award a contract to the next qualified Proposer. Area 14 WDB reserves the right to check references identified by any Proposer or associated with any previous employer of any employee of the Proposer identified in the proposal. Based upon the results of the evaluation, Area 14 WDB will select the proposal deemed to be most advantageous, with price and other factors considered. PCJFS reserves the right to award a contract based on considerations other than price.

6.5 Award of Contract

Area 14 WDB will prepare a contract with the successful Proposer and recommend its approval by the Area 14 WDB Executive Committee.

7.0 EVALUATION CRITERIA

7.1 Mandatory Criteria

Area 14 WDB will evaluate the proposals based on the required criteria listed in the RFP.

7.2 Qualifications of Staff Assigned to Project

It should be noted that the evaluation criteria are designed to evaluate the individuals and firms. If the Proposer is a firm whose staff will collectively fulfill the requirements, the firm should submit qualifications of individuals that will be working on the project on behalf of Area 14 WDB Proposals, where the work is done by an unqualified employee/consultant under supervision of a qualified individual, will be deemed as non-responsive.

7.3 Scoring

Proposers will receive scores based on firm capabilities, knowledge and experience of staff, Proposer's references, and price. See Attachment D for the evaluation scoring sheet that will be utilized to score the proposals.

8.0 PROTEST PROCEDURE

8.1 Protests

A. Any potential, or actual, Proposer objecting to the award of a contract resulting from the issuance of this RFP may file a protest of the award of the contract, or any other matter relating to the process of soliciting the proposals. The protest shall be in writing and contain the following:

- a. The name, address and telephone number of the protestor.
- b. A detailed statement of the legal and factual grounds for the protest, including copies of any relevant documents.
- c. A request for a ruling by Area 14 WDB.
- d. A statement as to the form of relief requested from Area 14 WDB.
- e. Any other information the protestor believes to be essential to the determination of the factual and legal questions at issue in the written protest.

B. A timely protest shall be considered by Area 14 WDB if it is received within the following periods:

- a. A protest based upon alleged improprieties in the issuance of the RFP or any other event preceding the closing date for receipt of proposals which are apparent or should be apparent prior to the closing date for the receipt of proposals shall be filed no later than 1:00pm on the closing date for the receipt of proposals, as specified in the Calendar of Events, of this RFP.
- b. If the protest relates to the announced intent to award a contract, the protest shall be filed no later than 1:00pm of the fifth (5th) calendar days after the notification of intent to award date as specified in the Calendar of Events of this RFP.

C. An untimely protest may be considered by Area 14 WDB if it determined that the protest raises issues significant to Area 14 WDB's procurement system. An untimely protest is one received by Area 14 WDB after the time period mentioned in item B of this section.

D. All protests must be filed at the following location:

Perry County Job and Family Services

Area 14 WDB – Attn: Mendra Hupp

*Broadband Coordinator RFP

5250 State Route 37 E

PO Box 311

New Lexington, OH 43764

mendra.hupp@jfs.ohio.gov

E. When a timely protest is filed, a contract award will not proceed until a decision on the protest is issued or the matter is otherwise resolved, unless Area 14 WDB determines that a delay will severely disadvantage Area 14 WDB The Proposer(s) who would have been awarded the contract shall be notified in receipt of the protest.

F. Area 14 WDB will issue a written decision on all timely protests and shall notify any vendor who filed an untimely protest as to whether or not the protest will be considered.

8.2 Caveats

Area 14 WDB is under no obligation to issue a contract as a result of this solicitation if, in the opinion of Area 14 WDB, none of the proposals are responsive to the objectives and needs of Area 14 WDB. Area 14 WDB reserves the right to not select any vendor should Area 14 WDB decide not to proceed. Changes in this RFP of a material nature will be provided to the email address provided to Area 14 WDB. All Proposers are responsible for supplying Area 14 WDB with a valid email address and for obtaining any such changes without further notice by Area 14 WDB.

**ATTACHMENT A: COVER SHEET
PCJFS REQUEST FOR PROPOSAL
Broadband Coordinator**

SECTION I. PROPOSER CONTACT INFORMATION

Proposer Name			
Address			
Contact Name		Email	
Phone		Fax	

SECTION II. TYPE OF ORGANIZATION

<input type="radio"/> Public	Type (County, School District, College)	
<input type="radio"/> Private	Type (Not for Profit)	
Date Incorporated (If Applicable)		Tax Exempt Status

SECTION III. ORGANIZATIONAL STRUCTURE (Select One)

<input type="radio"/> Organization is independently operated (Legally Unaffiliated: do not complete Section IV)
<input type="radio"/> Organization is affiliated with a parent organization (complete Section IV)

SECTION IV. PARENT ORGANIZATION INFORMATION

Type of Affiliation	<input type="radio"/> Subsidiary <input type="radio"/> Chapter <input type="radio"/> Branch <input type="radio"/> Other (Describe):		
Parent Organization			
Address			
Contact Name		Email	
Phone		Fax	

**ATTACHMENT B
SIGNATURE AFFIDAVIT**

In signing this proposal, we also certify that we have not either directly or indirectly entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition, that no attempt has been made to induce any other person or firm to submit or not to submit a proposal, that this proposal has been independently arrived at without collusion with any other proposer competitor or proposals to any other proposer or competitor, that the above statement is accurate under penalty of perjury.

The undersigned, submitting this proposal, hereby agrees with all the terms, conditions, and specifications required by Area 14 WDB in this request for proposal, and declare that the attached proposal and pricing are in conformity therein.

SIGNATURE

DATE

NAME (Type or Print)

FIRM

TITLE

ADDRESS

EMAIL

PHONE

**ATTACHMENT C
REFERENCE SHEET FORMAT**

FOR PROPOSER: Provide organization’s name, address, and contact person, telephone number, and appropriate information on the services provided within the past five years with requirements similar to those included in this RFP.

ORGANIZATION REFERENCE 1:

BUSINESS NAME			
ADDRESS			
CONTACT PERSON		PHONE	
SERVICES PERFORMED			

ORGANIZATION REFERENCE 2:

BUSINESS NAME			
ADDRESS			
CONTACT PERSON		PHONE	
SERVICES PERFORMED			

ORGANIZATION REFERENCE 3:

BUSINESS NAME			
ADDRESS			
CONTACT PERSON		PHONE	
SERVICES PERFORMED			

**ATTACHMENT D
PROPOSAL EVALUATION SHEET**

PROPOSAL SUBMITTED BY: _____

COMPLIANCE CHECKLIST FOR PROPOSAL ACCEPTANCE:

- Submitted by Deadline
- Submitted in Proper Manner
 - One Original and Three Copies – OR –
 - Email Submission
- RFP Formatted Correctly
- Organizational History and Statement of Demonstrated Effectiveness
- Proposal Narrative Response to Service Components
- Cost Proposal Submitted in a Separate Sealed Envelope (or separate PDF attachment)
- Staff Resumes and Qualifications
- Required Attachments
- Cover Sheet
- Signature Affidavit
- References

EVALUATOR'S ASSESSMENT

- Responsive
- Non-Responsive

EVALUATION CRITERIA
RFP for Broadband Coordinator

Name of Proposer: _____

Organization History/Demonstrated Effectiveness – 25 Points

Points may be awarded in units of tenth of a point (.10 points)

- | | | |
|--|----------|--------------------------|
| A. General Broadband Career Knowledge. | 6 points | <input type="checkbox"/> |
| B. Experience with contracts funded by federal and/or state funds. | 4 points | <input type="checkbox"/> |
| C. Experience administering or managing federal and state grants and reporting requirements. | 6 points | <input type="checkbox"/> |
| D. Experience responding to monitoring and/or audit reports. | 4 points | <input type="checkbox"/> |
| E. Perceived ability of the Proposer to perform the services specified in the RFP. | 5 points | <input type="checkbox"/> |

TOTAL POINTS _____

Comments:

Signature of Evaluators

Date

Name of Proposer _____

Knowledge and Experience of Staff – 50 Points

Points may be awarded in units of tenth of a point (.10 points)

- | | | |
|--|-----------|----------------------|
| A. Experience working with federal and state grants | 10 points | <input type="text"/> |
| B. Knowledge of fiscal and program components of the WIOA program eligibility under a dislocated worker grant. | 10 points | <input type="text"/> |
| C. Ability to establish and maintain relationships with partners/employers. | 6 points | <input type="text"/> |
| D. Knowledge of ODJFS case management system (ARIES) and financial system (CFIS). | 8 points | <input type="text"/> |
| E. Experience maintaining participant files. | 6 points | <input type="text"/> |
| F. Experience in customer service. | 5 points | <input type="text"/> |
| G. Experience in working with higher education institutions. | 5 points | <input type="text"/> |

TOTAL POINTS _____

Comments:

Signature of Evaluators

Date

**Perry County Department of Job and Family Services
Broadband Coordinator Proposal**

Budget Scoring Sheet

Name of Proposer _____

Costs and Price – 25 Points Total

Points may be awarded in units of tenth of a point (.10 points)

Cost – 15 Points

- | | | |
|---|----------|----------------------|
| A. Proposer committed to hours of service | 4 points | <input type="text"/> |
| B. Salary and Fringe within the budget | 3 points | <input type="text"/> |
| C. Proposer does not list additional costs outside of budget | 3 points | <input type="text"/> |
| D. The Proposer's total maximum costs (rate + expenses)
Do not exceed \$95,800 | 5 points | <input type="text"/> |

TOTAL POINTS _____

Comments:

Price – 10 Points

- | | | |
|---|----------|----------------------|
| Proposer Budget is in required format | 3 points | <input type="text"/> |
| Total Component Cost is lower than estimated cost | 7 points | <input type="text"/> |

TOTAL POINTS _____

Comments:

Signature of Evaluators _____ Date _____

**Area 14 Workforce Development Board
Broadband Coordinator Proposal
Evaluation Summary**

CATEGORY SCORES

	Evaluator Score
Organization History/Demonstrated Effectiveness – 25 points	_____
Knowledge and Experience of Staff – 50 points	_____
Costs/Price – 25 points	_____
TOTAL SCORE	_____

Signature of Evaluators

Date