

Workforce Development Board of North Missouri

Adult & Dislocated Worker Services RFP Reviewer Scoring Sheet

Instructions: Rate each section on a scale of 0-5 using the guide below.

5 – Excellent: Exceeds requirements; very strong response.

4 – Good: Meets all requirements; solid response with minor gaps.

3 – Fair: Meets most requirements but lacks depth or detail.

2 – Weak: Limited response; missing key information.

0-1 – Poor: Does not address requirements or shows lack of understanding.

Please provide comments to explain your scores.

1. Organizational Capacity and Experience (20 points)

What to Look For: Demonstrated experience and capability in providing workforce programs; staff qualifications; fiscal and administrative capacity; internal monitoring and oversight.

Rating 0-5	Weighted Score (4)

Notes

2. Program Design and Innovation (30 points)

What to Look For: Quality of proposed service delivery model; participant flow; outreach; training; rural coverage; innovation.

Rating 0-5	Weighted Score (6)

Notes

3. Past Performance and Outcomes (20 points)

What to Look For: Documented success in meeting or exceeding past performance goals; measurable results; references or data supporting effectiveness.

Rating 0-5	Weighted Score (4)

Notes

Large yellow rectangular area for notes.

5. Budget and Cost Effectiveness (20 points)

What to Look For: Budget realism and alignment with proposed services; reasonable cost per participant; justification of costs; leveraged resources.

Rating 0-5	Weighted Score (4)

Notes

Large yellow rectangular area for notes.

6. Collaboration and Leveraged Resources (10 points)

What to Look For: Collaboration with Job Centers, schools, employers, and community organizations; referral systems, co-enrollment strategies, and coordination of supportive services.

Rating 0-5	Weighted Score (2)

Notes

Notes area (yellow background)

SCORING TOTALS

Section	Max Points	Weighted Score
1. Organizational Capacity and Experience	20	
2. Program Design and Innovation	30	
3. Past Performance and Outcomes	20	
4. Budget and Cost Effectiveness	20	
6. Collaboration and Leveraged Resources	10	
Total 100	100	

Reviewer Name

X
