

# Workforce Development Board of North Missouri

## One-Stop Operator 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 (30 points)

What to Look For: Demonstrated capacity to coordinate a multi-partner workforce system. Includes relevant organizational experience, staff qualifications, and prior success managing collaborative projects or workforce programs.

Rating 0-5	Weighted Score (6)

Notes

### 2. Adherence and Plan for Scope of Work (30 points)

What to Look For: Clear understanding of required duties under WIOA. Proposal outlines how the organization will meet the coordination, communication, and reporting requirements of the One-Stop Operator role.

Rating 0-5	Weighted Score (6)

Notes

**3. Budget and Cost Reasonableness (20 points)**

What to Look For: Budget is reasonable and clearly supports proposed activities. Costs align with the size and scope of responsibilities and demonstrate fiscal accountability.

Rating 0-5	Weighted Score (4)

Notes

**4. Ability to Avoid Conflict of Interest (20 Points)**

If the proposer also provides WIOA services, the proposal demonstrates a clear and effective plan to avoid conflicts of interest and ensure operational independence as required under WIOA § 678.615.

Rating 0-5	Weighted Score (4)

Notes

**SCORING TOTALS**

Section	Max Points	Weighted Score
1. Organizational Capacity and Experience	30	
2. Adherence and Plan for Scope of Work	30	
3. Budget and cost reasonableness	20	
4. Ability to avoid conflict of interest	20	
<b>Total 100</b>	<b>100</b>	

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Reviewer Name

