

RFP EVALUATION REPORT

RFP Number:

RFP-17-0033A

Title:

One Stop Operator Management Services 2017-2018

Review Committee:

Steven Mader, Board of Social Services
Yvonne Payton, NJDOL
Kelly West, American Job Center/Workforce Development Board

Report Prepared By:

Kelly West, Executive Director
Workforce Development Board/American Job Center

I. Summary of Proposals Received:

America Works of NJ
Rowan College at Burlington County (RCBC)
UIH Family Partners

II. Award Recommendation:

Award America Works of NJ	09/01/17 through 06/30/18	\$ 65,708.63
	07/01/18 through 06/30/19	\$ 83,687.50
	07/01/19 through 06/30/20	\$ 86,198.13

III. Justification for Award:

The panel thoroughly reviewed all submissions to the RFP. The panel analyzed the submissions using a point scale evaluation form. Each panel member was given sufficient amount of time to review each document. The panel gathered on July 7, 2017 to discuss their findings. Everyone was given the chance to explain his/her comments and concerns for awarding or not awarding.

Proposal Rating Form

Bidder: America Works

Reviewer: Review Team

	Yes	No
Are all required documents included?	X	
Did the respondent clearly define an organizational structure that allows services to be delivered effectively?	X	
<i>If any of the above questions are answered no, write non-responsive in the adjoining block and proceed no further.</i>		

A. Cover letter that includes: ✓

1. Legal name of firm
2. Address
3. Name and title of firm owner, principal or managing partner
4. Federal Employer Identification Number (FEIN)
5. Dun & Bradstreet (D&B) number
6. Organization type (Private for profit, private non-profit or governmental corporation, sole proprietorship, community based organization, etc.)
7. Phone/FAX number and email address/website of the firm
8. Name of primary contact for this RFP
9. Phone/FAX number and email address of the primary contact

B. References that include: ✓

Listing of clients we may contact. Clients listed should be of similar nature to our organization and be serviced by the same staff who would be assigned to this engagement. Please include specific contact name and telephone number.

C. Other: ✓

Please include any additional information not already requested that you consider essential to your response. If there is no additional information to include, please state, "There is no additional information we wish to present."

Proposal Rating Form Continued – Max 100 Points

Bidder: America Works

Evaluate the Vendor's Qualifications and the Service(s) Proposed:	Points
Service that is being offered. 28, 27, 15 0-30	70 23
Experience working with Federal Programs. 10, 10, 9 0-10	10 (9.6)
Experience working with the Private Sector. 10, 9, 9 0-10	9 (9.3)
Who is going to do it? 25, 25, 25 0-30	25
Fiscal Evaluation:	Points
Proposed Pricing 16, 18, 15 0-20	16
Total Points 90, 87, 74	100 83

Reviewer's Signature:

Date: _____

* Clarification of Quality Assurance Methods as they are Beyond the Scope of the OSO Requested deliverable

Proposal Rating Form

Bidder: UIH

Reviewer: Review Team

	Yes	No
Are all required documents included?	X	
Did the respondent clearly define an organizational structure that allows services to be delivered effectively?	X	
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C. Other: ✓

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Proposal Rating Form Continued – Max 100 Points

Bidder: UIH

Evaluate the Vendor's Qualifications and the Service(s) Proposed:	Ave Points
Service that is being offered. 0-30 22, 20, 5	16
Experience working with Federal Programs. 0-10 8, 5, 5	6
Experience working with the Private Sector. 0-10 2, 2, 5 5	3
Who is going to do it? 0-30 20, 10, 22	17
Fiscal Evaluation:	Points
Proposed Pricing 5, 10, 5 0-20	7
Total Points	16

Reviewer's Signature:

Review Team Date: 7/7/17

- Outside of Scope of Work asked for.
- Began in 2006 have gotten only 270 jobs in 11 yrs.
- Pricing did not reflect services being sought.
 (travel, indirect expenses \$49,000)
 ↓
 as allowable by Mercer Co. One Stop

Proposal Rating Form

Bidder: RCBC

Reviewer: Review Team

	Yes	No
Are all required documents included?	X	
Did the respondent clearly define an organizational structure that allows services to be delivered effectively?	X	
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C. Other: ✓

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Proposal Rating Form Continued – Max 100 Points

Bidder: RCBC

Evaluate the Vendor's Qualifications and the Service(s) Proposed:	AVE Points
Service that is being offered. 25, 10 0-30	17.5
Experience working with Federal Programs. 6, 3 Education is one aspect of Workforce Dev. 0-10	4.5
Experience working with the Private Sector. 6, 5 not enough documented 0-10	5.5
Who is going to do it? * See comments below 15, 22 0-30	18.5
Fiscal Evaluation:	Points
Proposed Pricing 15, 18 0-20	16.5
Total Points 48, 77	62.5

Reviewer's Signature:

Review Team Date: 7/7/17

Reviewers felt that there was a conflict re: John Miller or Unit mgr. being the Supervisor of the OS operator and the career SVCS case mgmt. and an employee of a trng. Vendor.
Not enough Separation or autonomy

Proposal Rating Form

Bidder: Ameera Woeks

Reviewer: Yvonne Payton

	Yes	No
Are all required documents included?	X	
	X	Y
Did the respondent clearly define an organizational structure that allows services to be delivered effectively?		Y
<i>If any of the above questions are answered no, write non-responsive in the adjoining block and proceed no further.</i>		

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C. Other:

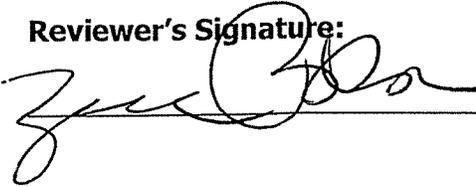
Please include any additional information not already requested that you consider essential to your response. If there is no additional information to include, please state, "There is no additional information we wish to present."

Proposal Rating Form Continued – Max 100 Points

Bidder: _____

Evaluate the Vendor's Qualifications and the Service(s) Proposed:	Points
Service that is being offered. 0-30	15
Experience working with Federal Programs. 0-10	10
Experience working with the Private Sector. 0-10	9
Who is going to do it? 0-30	25
Fiscal Evaluation:	Points
Proposed Pricing 0-20	15
Total Points	74

Reviewer's Signature:



Date:

7/7/17

Proposal Rating Form

Bidder: RCBC

Reviewer: YVONNE PAYTON

	Yes	No
Are all required documents included?	X	
Did the respondent clearly define an organizational structure that allows services to be delivered effectively?	X	
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C. Other:

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Proposal Rating Form Continued – Max 100 Points

Bidder: RCBC

Evaluate the Vendor's Qualifications and the Service(s) Proposed:	Points
Service that is being offered. 0-30	10
Experience working with Federal Programs. 0-10	3 <small>THIS BID WAS VOID OF CONTRACT EXAMPLES</small>
Experience working with the Private Sector. 0-10	5
Who is going to do it? 0-30	15
Fiscal Evaluation:	Points
Proposed Pricing 0-20	15
Total Points	48

Reviewer's Signature:

Yigme (Signature) Date: 7/6/17

Proposal Rating Form

Bidder: UTIA Family Partners

Reviewer: YVONNE PAYTON

	Yes	No
Are all required documents included?	✓	
Did the respondent clearly define an organizational structure that allows services to be delivered effectively?	✓	
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Proposal Rating Form Continued – Max 100 Points

Bidder: _____

Evaluate the Vendor's Qualifications and the Service(s) Proposed:	Points
Service that is being offered. 0-30	5
Experience working with Federal Programs. 0-10	5
Experience working with the Private Sector. 0-10	2
Who is going to do it? 0-30	10
Fiscal Evaluation:	Points
Proposed Pricing 0-20	5
Total Points	27

Reviewer's Signature:

Yame Rho Date: 7/6/17

Proposal Rating Form

Bidder: AWNS

Reviewer: Steve Mader

	Yes	No
Are all required documents included?	✓	
Did the respondent clearly define an organizational structure that allows services to be delivered effectively?	✓	
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Proposal Rating Form Continued – Max 100 Points

Bidder: AWNS

Evaluate the Vendor's Qualifications and the Service(s) Proposed:	Points
Service that is being offered. 0-30	28
Experience working with Federal Programs. 0-10	9
Experience working with the Private Sector. 0-10	9
Who is going to do it? 0-30	25
Fiscal Evaluation:	Points
Proposed Pricing 0-20	16
Total Points	87

Reviewer's Signature:

 Date: 7-7-17

Proposal Rating Form

Bidder: RCBC

Reviewer: Steve Mader

	Yes	No
Are all required documents included?	✓	
Did the respondent clearly define an organizational structure that allows services to be delivered effectively?	✓	
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Proposal Rating Form Continued – Max 100 Points

Bidder: RCBC

Evaluate the Vendor's Qualifications and the Service(s) Proposed:	Points
Service that is being offered. 0-30	25
Experience working with Federal Programs. 0-10	6
Experience working with the Private Sector. 0-10	6
Who is going to do it? 0-30	22
Fiscal Evaluation:	Points
Proposed Pricing 0-20	18
Total Points	77

Reviewer's Signature:



Date: 7-7-17

Proposal Rating Form

Bidder: UIH Family Partners

Reviewer: Steve Mad

	Yes	No
Are all required documents included?	✓	
Did the respondent clearly define an organizational structure that allows services to be delivered effectively?	✓	
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Proposal Rating Form Continued – Max 100 Points

Bidder: UIH Family Partners

Evaluate the Vendor's Qualifications and the Service(s) Proposed:	Points
Service that is being offered. 0-30	22
Experience working with Federal Programs. 0-10	5
Experience working with the Private Sector. 0-10	5
Who is going to do it? 0-30	22
Fiscal Evaluation:	Points
Proposed Pricing 0-20	5
Total Points	59 59

Reviewer's Signature:

_____ **Date:** _____

Proposal Rating Form

Recused myself

Bidder: Rowan College @ BC

Reviewer: Kelly West

	Yes	No
Are all required documents included?	X	
Did the respondent clearly define an organizational structure that allows services to be delivered effectively?	X	
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A. Cover letter that includes:

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C. Other:

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Proposal Rating Form Continued – Max 100 Points

Bidder: _____

Evaluate the Vendor's Qualifications and the Service(s) Proposed:	Points
Service that is being offered. 0-30	
Experience working with Federal Programs. 0-10	
Experience working with the Private Sector. 0-10	
Who is going to do it? 0-30	
Fiscal Evaluation:	Points
Proposed Pricing 0-20	
Total Points	

Reviewer's Signature:

_____ **Date:** _____

Proposal Rating Form

Bidder: America Works

Reviewer: Kelly West

	Yes	No
Are all required documents included?	X	
Did the respondent clearly define an organizational structure that allows services to be delivered effectively?	X	
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Proposal Rating Form Continued – Max 100 Points

Bidder: America Works

Evaluate the Vendor's Qualifications and the Service(s) Proposed:	Points
Service that is being offered. 0-30	27
Experience working with Federal Programs. 0-10	10
Experience working with the Private Sector. 0-10	10
Who is going to do it? 0-30	25
Fiscal Evaluation:	Points
Proposed Pricing 0-20	18
Total Points	90

Reviewer's Signature:

Kelley West Date: 7/6/17

* Clarification of Quality Assurance Methods - Beyond
Scope of OSO Requested deliverable

Proposal Rating Form

Bidder: WIH

Reviewer: Kelly West

	Yes	No
Are all required documents included?	X	
Did the respondent clearly define an organizational structure that allows services to be delivered effectively?	X	
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Proposal Rating Form Continued – Max 100 Points

Bidder: _____

Evaluate the Vendor's Qualifications and the Service(s) Proposed:		Points
Service that is being offered. 0-30	Not sure re: clarity of role	20
Experience working with Federal Programs. 0-10		8
Experience working with the Private Sector. 0-10	3 employers Arby's Shoprite BBQ	7
Who is going to do it? 0-30		20
Fiscal Evaluation:		Points
Proposed Pricing 0-20	Inserted costs above personnel	10
Total Points		60

Reviewer's Signature:

_____ Kelly West Date: 7/5/17