

Individual Score Worksheet

710-19-1043 Child Care Resource and Referral (Child Care Aware)

Prospective Contractor Name: Northwest Ark Child Care Resource and Referral

Key for Assignment of Points:

0 = Unacceptable 1 = Poor 2 = Marginal 3 = Acceptable 4 = Good 5 = Excellent

Criteria		Points Awarded	This column can be used for recording reasons for assigning a score.
E.1	Executive Summary/Description of Project		
A.	How well does the respondent summarize the full proposals? Is it clear?	4	
B.	Are there clear objectives or indicators of success?	3	
C.	How clearly does the respondent identify plans for meeting the objective and method to measure success?	3	
Total Points for E.1		0	

E.2 Technical Approach to Scope of Work/Viable Implementation Plan			
A.	How well does the proposal indicate how the requirements will be met?	4	
B.	Is there a specific, attainable plan that addresses how the respondent will provide trainings and technical assistance that includes clear objectives and goals for each of the following:		
	1. parents and families	4	
	2. family engagement	4	
	3. business management and on-site consultation	4	
	4. emergency preparedness	5	
	5. physical and mental health	5	
C.	Are the early care and education core competencies, target audience, training length, and PDR level identified?	5	
D.	Is there a clear method for evaluating training and services?	4	
E.	Are there a minimum of three (3) partnership agreements included that outline responsibilities?	5	
F.	Is there a specific, attainable plan that addresses how the respondent will promote and support infant/toddler quality?	5	
G.	Is the implementation plan for delivery included?	5	
Total Points for E.2		0	

E.3 Project Organization, Staffing and Experience			
A.	Does the proposal have an overall organizational chart and a project-specific organization chart showing proposed staff by job title and lines of supervision that are sufficient to meet objectives?	5	
B.	Are all staff identified as well as staff proposed to meet the requirements of the RFP?	5	

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C.	Are the backgrounds and experience listed for key staff indicating an ability to successfully perform the work?	5	
D.	Does the proposal indicate that trainers be verified in the PDR system?	4	
E.	Are agency locations with business hours identified? Are the hours listed sufficient to meet the needs of the project?	5	
F.	Does the respondent show a clear understanding of the requirement and needs of the contract?	5	
G.	Does the respondent give background information of ownership (whether public, partnership, subsidiary or specified other) and date of establishment?	5	
H.	Are three (3) letters of recommendation included?	5	
Total Points for E.3		0	

E.4 Management Plan/Financial Disclosure			
A.	Is there a clear ability to manage and control projects activities, report progress and coordinate with DHS?	4	
B.	Is there a reliable method for collecting, tracking, and reporting data that is relevant to the project and DCCEGE requests?	4	
C.	Does the respondent show complete financial disclosure with the ability to carry out the project?	5	
D.	Does the respondent have diverse sources of funding?	5	
E.	Did respondent include a line item budget and budget justification?	5	
F.	Are the respondent's financial statements and most recent audit enclosed or available electronically?	5	
Total Points for E.4		0	

Signature: Rebecca Mitchem
 Printed Name: Rebecca Mitchem
 Date: 5/7/19

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B.	Are there clear objectives or indicators of success?	4	
C.	How clearly does the respondent identify plans for meeting the objective and method to measure success?	4	
Total Points for E.1		0	

E.2 Technical Approach to Scope of Work/Viable Implementation Plan			
A.	How well does the proposal indicate how the requirements will be met?	54	
B.	Is there a specific, attainable plan that addresses how the respondent will provide trainings and technical assistance that includes clear objectives and goals for each of the following:		
	1. parents and families	5	
	2. family engagement	5	
	3. business management and on-site consultation	54	
	4. emergency preparedness	5	
	5. physical and mental health	5	
C.	Are the early care and education core competencies, target audience, training length, and PDR level identified?	5	
D.	Is there a clear method for evaluating training and services?	5	
E.	Are there a minimum of three (3) partnership agreements included that outline responsibilities?	4	
F.	Is there a specific, attainable plan that addresses how the respondent will promote and support infant/toddler quality?	5	
G.	Is the implementation plan for delivery included?	5	
Total Points for E.2		0	

E.3 Project Organization, Staffing and Experience			
A.	Does the proposal have an overall organizational chart and a project-specific organization chart showing proposed staff by job title and lines of supervision that are sufficient to meet objectives?	5	
B.	Are all staff identified as well as staff proposed to meet the requirements of the RFP?	5	

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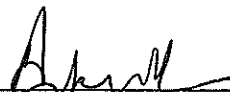
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C.	Are the backgrounds and experience listed for key staff indicating an ability to successfully perform the work?	5	
D.	Does the proposal indicate that trainers be verified in the PDR system?	5	
E.	Are agency locations with business hours identified? Are the hours listed sufficient to meet the needs of the project?	5	
F.	Does the respondent show a clear understanding of the requirement and needs of the contract?	5	
G.	Does the respondent give background information of ownership (whether public, partnership, subsidiary or specified other) and date of establishment?	5	
H.	Are three (3) letters of recommendation included?	5	
Total Points for E.3		0	

E.4 Management Plan/Financial Disclosure			
A.	Is there a clear ability to manage and control projects activities, report progress and coordinate with DHS?	5	
B.	Is there a reliable method for collecting, tracking, and reporting data that is relevant to the project and DCCECE requests?	4	
C.	Does the respondent show complete financial disclosure with the ability to carry out the project?	4.5	
D.	Does the respondent have diverse sources of funding?	4	
E.	Did respondent include a line item budget and budget justification?	5	
F.	Are the respondent's financial statements and most recent audit enclosed or available electronically?	5	
Total Points for E.4		0	

Signature: 

Printed Name: Amber Harris

Date: 5/7/19

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B.	Are there clear objectives or indicators of success?	4	
C.	How clearly does the respondent identify plans for meeting the objective and method to measure success?	4	
Total Points for E.1		0	

E.2 Technical Approach to Scope of Work/Viable Implementation Plan			
A.	How well does the proposal indicate how the requirements will be met?	3	
B.	Is there a specific, attainable plan that addresses how the respondent will provide trainings and technical assistance that includes clear objectives and goals for each of the following:		
	1. parents and families	3 4	
	2. family engagement	4	
	3. business management and on-site consultation	3	
	4. emergency preparedness	3 4	
	5. physical and mental health	4	
C.	Are the early care and education core competencies, target audience, training length, and PDR level identified?	4	
D.	Is there a clear method for evaluating training and services?	4	
E.	Are there a minimum of three (3) partnership agreements included that outline responsibilities?	3 4	
F.	Is there a specific, attainable plan that addresses how the respondent will promote and support infant/toddler quality?	3 4	
G.	Is the implementation plan for delivery included?	4	
Total Points for E.2		0	

E.3 Project Organization, Staffing and Experience			
A.	Does the proposal have an overall organizational chart and a project-specific organization chart showing proposed staff by job title and lines of supervision that are sufficient to meet objectives?	3 4	
B.	Are all staff identified as well as staff proposed to meet the requirements of the RFP?	4	

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C.	Are the backgrounds and experience listed for key staff indicating an ability to successfully perform the work?	5	
D.	Does the proposal indicate that trainers be verified in the PDR system?	5	
E.	Are agency locations with business hours identified? Are the hours listed sufficient to meet the needs of the project?	4	
F.	Does the respondent show a clear understanding of the requirement and needs of the contract?	4	
G.	Does the respondent give background information of ownership (whether public, partnership, subsidiary or specified other) and date of establishment?	4	
H.	Are three (3) letters of recommendation included?	5	
Total Points for E.3		0	

E.4 Management Plan/Financial Disclosure			
A.	Is there a clear ability to manage and control projects activities, report progress and coordinate with DHS?	4	
B.	Is there a reliable method for collecting, tracking, and reporting data that is relevant to the project and DCCECE requests?	3	
C.	Does the respondent show complete financial disclosure with the ability to carry out the project?	4	
D.	Does the respondent have diverse sources of funding?	3	
E.	Did respondent include a line item budget and budget justification?	3 4	
F.	Are the respondent's financial statements and most recent audit enclosed or available electronically?	4	
Total Points for E.4		0	

Signature: 
 Printed Name: Sherree Fagon
 Date: 5/17/19