



PERRY COUNTY

Job & Family Services

REQUEST FOR PROPOSAL FOR:

Technical Assistance

DATE ISSUED: February 24, 2026

DUE DATE FOR PROPOSALS: March 18, 2026, by Noon

LATE PROPOSALS WILL BE REJECTED

For further information regarding this RFP, contact:

Fiscal Department
Perry County Job and Family Services
PO Box 311
New Lexington, OH 43764
perryfiscal@jfs.ohio.gov



Table of Contents

1.0 REQUIREMENTS AND SPECIFICATIONS	4
1.1 Introduction and Purpose of the Request for Proposal	4
1.2 Terms/Abbreviations	4
1.3 Background	4
1.4 Services to be Provided	4
2.0 GENERAL INSTRUCTIONS AND CONDITIONS	5
2.1 General Instructions	5
2.2 Contract Period	5
2.3 Estimated Hours of Service	5
2.4 Incurring Costs	5
2.5 Public Information	5
2.6 Proposals are Unconditional	5
2.7 Calendar of Events	6
2.8 Provider Email Address	6
3.0 PROCEDURES FOR SUBMISSION OF PROPOSALS	6
3.1 RFP Availability	6
3.2 RFP Deliverable	6
3.3 RFP Original and Copies, or Email Submission	7
3.4 Inquiries	7
3.5 Revision/Withdrawal of Proposal	7
3.6 Limitations	7
3.7 Contract Award	7
3.8 Opening of Bids	7
4.0 GENERAL REQUIREMENTS AND PROPOSAL FORMAT	8
4.1 Letter of Transmittal	8
4.2 Organization and Individual Capabilities	8
4.3 Qualifications for Staff	8
4.4 Service Components	8
4.5 Proposer References	9
4.6 Required Forms	9
5.0 PREPARING FOR COST PROPOSAL	9
5.1 General	9
5.2 Format for Submitting Cost Proposals	9
5.3 Fixed Price Period	9
6.0 PROPOSAL SELECTION AND AWARD PROCESS	9
6.1 Preliminary Evaluation	9
6.2 Scoring Evaluation	10
6.3 Right to Reject Proposals and Negotiate Contract Terms	10
6.4 Evaluation Process	10
6.5 Award of Contract	10



7.0 EVALUATION CRITERIA 10

 7.1 Mandatory Criteria 11

 7.2 Qualifications of Staff Assigned to Project 11

 7.3 Scoring 11

8.0 PROTEST PROCEDURE 11

 8.1 Protests 11

 8.2 Caveats 12

ATTACHMENT A: COVER SHEET 13

ATTACHMENT B: SIGNATURE AFFIDAVIT 14

ATTACHMENT C: REFERENCE SHEET FORMAT 15

ATTACHMENT D: PROPOSAL EVALUATION SHEET 16

EVALUATION CRITERIA SCORING GUIDE 17

BUDGET SCORING SHEET 18

CATEGORY SCORES SUMMARY 19



Request for Proposals Technical Assistance

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 technical assistance services. Perry County Job and Family Services intend to use the results of this process to award a contract for technical assistance services. Any contract awarded must be approved by Perry County Job and Family Services Director, Assistant Director and the Perry County Commissioners.

1.2 Terms and Abbreviations

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

- PCJFS: Perry County Job and Family Services
- ODJFS: Ohio Department of Job and Family Services
- Contractor/Provider: the successful Proposer awarded the contract
- Proposer: an organization or agency submitting a written proposal in response to the RFP
- RFP: Request for Proposal
- WDB: Workforce Development Board

1.3 Background

PCJFS operates under the mission of building a stronger community by providing an effective support system that empowers children, adults and families with the resources they need to achieve economic stability and success.

As a pass-through agency of funding for programs administered by ODJFS, PCJFS works to ensure that each dollar of funding is maximized for the development and betterment of the Perry County community. PCJFS is acting Fiscal Agent for Area 14 Workforce Development Board.

Ensuring the fiscal integrity of the agency, PCJFS seeks the guidance of a technical assistance consultant. This individual will offer guidance, fiscal assistance and support, as well as industry insights on best practices, providing PCJFS with best practices and processes.

1.4 Services to be Provided

PCJFS is seeking a highly qualified firm or individual to provide assistance, as directed by PCJFS, in the following areas:

- Provide onsite training and assistance on CFIS modules: PA, CSEA, WIOA-FA, WIOA-SA)
- As needed and/or requested, perform monitoring of PCJFS contracts, including vendor agreements and subgrants, with review of both fiscal and program aspects of an agreement as needed.
- Assist in reconciling funds on as needed basis on all subsets.



- Prepare reports as needed.
- Provide technical assistance including applicable law, regulation and/or policy related to all programs.
- Other related fiscal matters if requested and in scope.

2.0 GENERAL INSTRUCTIONS AND CONDITIONS

2.1 General Instructions

The evaluation and selection of a contractor 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. PCJFS 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. PCJFS, at its sole discretion, may decide to extend the contract for a term of an additional two years, contingent upon 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 PCJFS Director, PCJFS Assistant Director and the Perry County Commissioners.

2.3 Estimated Hours of Service

PCJFS has estimated needing at a maximum **40 hours** of services throughout the contract period. PCJFS has budgeted an adequate amount of funds to cover contract expenditure. The budgeted costs include personnel and related business expenses. Due to a significant portion of PCJFS's funding being reliant upon the appropriations of the General Assembly, the budgeted funds should be considered conditional.

2.4 Incurring Costs

PCJFS 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. PCJFS 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 PCJFS or to fair competition. The successful Proposer will be required to execute the contract acceptable to PCJFS within 10 days after acceptance of the proposal or within such further time as designated by PCJFS.

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 PCJFS in the event that PCJFS 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	February 24, 2026
Deadline for Receiving RFP Questions	March 4, 2026, by 12:00 pm
Deadline for Issuing RFP Answers	March 5, 2026, by COB
RFP Deadline	March 18, 2026, 12:00pm
Proposals Opened	March 18, 2026, 1:00pm
Notification of Intent to Award	March 23, 2026, through March 27, 2026

2.8 Provider Email Address

All prospective Proposers must provide an email address to PCJFS, by emailing perryfiscal@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 PCJFS.

3.0 PROCEDURES FOR SUBMISSION OF PROPOSALS

3.1 RFP Availability

Copies of this RFP may be obtained by visiting our website www.perryjfs.org, telephone, mail, or email from PCJFS by contacting perryjfsfiscal@jfs.ohio.gov.

3.2 RFP Deliverable

All proposals must be addressed to and received by PCJFS in the following format:

Perry County Job and Family Services
Attn: Technical Assistance RFP
5250 State Route 37 East
New Lexington, OH 43764

-OR-

Via email with PDF attachments to:

perryfiscal@jfs.ohio.gov

Subject line: Technical Assistance RFP

All proposals must be received on or before **March 18, 2026, NOON**. All documents must be clearly marked as described above. All proposals must be time-stamped by the stated time. Proposals not time stamped will not be accepted.



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 PCJFS no later than the date specified in the Calendar of Events. Questions may be submitted to the address given above or emailed to: perryfiscal@jfs.ohio.gov. PCJFS will endeavor but shall not be required to answer any such request for information. If PCJFS does respond, the answers will be furnished to all persons/firms who have received copies of this RFP and provided its email address to PCJFS. 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 a revised copy with the correction notated, modification notated or notification of withdrawal. Proposals may not be withdrawn or modified for a period of sixty (60) days after the opening of the proposals.

3.6 Limitations

The RFP does not commit PCJFS to award a contract to pay any costs incurred in the preparation of a proposal, or to procure or contract for services. PCJFS 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 PCJFS. PCJFS 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.

3.7 Contract Award

PCJFS 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, PCJFS reserves the right to conduct an onsite monitoring review of the Proposer and/or request additional data, or presentation in support of the proposal.

3.8 Opening of Bids

Bids will be opened on March 18, 2026, at 1:00pm at PCJFS located at 5250 State Route 37 East,



New Lexington, Ohio 43764. PCJFS reserves the right to accept or reject all bids on any basis without disclosure of reason.

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 on an as-needed basis.

4.3 Qualifications of Staff

Provide brief resumes describing the educational and work experiences for each staff member who would likely be assigned to assist PCJFS and the estimated percentage of time each would be available to PCJFS. Please include any knowledge or experience related to the requirements of this RFP. Any substitution in staff or material changes in the amount of staff time to be devoted to the project may not be made without the prior written authorization of PCJFS. This is required only if Proposer is a firm 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 addressed for both the organization and the staff that will be providing the services:

- a. Experience monitoring contracts and performing related services;
- b. Experience monitoring contracts funded by federal and/or state funds;
- c. Knowledge of general ODFJS financial operations, including its financial structure, as well as policies and procedures for distributing federal and state funds to counties (ODJFS, CDJFS, WDB);
- d. Experience administering and managing federal and state grants;
- e. Experience responding to audits performed by the Auditor of State, federal and state auditors, and monitoring reports issued by ODJFS.



- f. Experiencing reconciling revenues and expenditures;
- g. Experience in CFIS web system;
- h. Knowledge of CDJFS involvement in ODJFS Cost Allocation;
- i. Experience in dealing with the Governor’s Workforce Policy Boards;
- j. Experience in assessing business risk as it relates to internal controls.

4.5 Proposer References

Proposers must include in their proposal a list of 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 PCJFS. PCJFS will select one method and use it consistently throughout the evaluation.

5.2 Format for Submitting Cost Proposals

The Proposer must provide cost information in two categories, “Base Hourly Rate” and “Expenses”. An itemized list of the anticipated expenses should be provided (i.e., travel, postage, copies, etc.).

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 PCJFS. 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

PCJFS 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, PCJFS may negotiate a contract with the next highest scoring Proposer.

6.4 Evaluation Process

PCJFS 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 PCJFS, and to award a contract to the next qualified Proposer. PCJFS 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, PCJFS 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

PCJFS will prepare a contract with the successful Proposer and recommend its approval by the Perry County Commissioners.

7.0 EVALUATION CRITERIA



7.1 Mandatory Criteria

PCJFS 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 PCJFS 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 PCJFS.
- d. A statement as to the form of relief requested from PCJFS.
- 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 PCJFS 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 PCJFS if it determined that the protest raises issues significant to PCJFS's procurement system. An untimely protest is one received by PCJFS 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

ATTN: Technical Assistance RFP

5250 State Route 37 East

New Lexington, OH 43764

perryfical@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 PCJFS determines that a delay will severely disadvantage PCJFS. The Proposer(s) who would have been awarded the contract shall be notified in receipt of the protest.

F. PCJFS 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

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



**ATTACHMENT A: COVER SHEET
PCJFS REQUEST FOR PROPOSAL
TECHNICAL ASSISTANCE**

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 PCJFS 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 Technical Assistance Services

Name of Proposer: _____

Organization History/Demonstrated Effectiveness – 35 Points

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

- | | | |
|---|-----------|--------------------------|
| A. Commitment of proposer to be available on “as needed basis”
(Benchmark is 24 hours response to telephone/written requests
4 working days for on-site availability) | 3 points | <input type="checkbox"/> |
| B. Years of experience offering consulting services to government sector
(5 years is the benchmark) | 6 points | <input type="checkbox"/> |
| C. Number of government clients over the past couple years
(3 is the benchmark) | 2 points | <input type="checkbox"/> |
| D. Experience with CFIS Web System | 10 points | <input type="checkbox"/> |
| E. Experience with programs offered through ODJFS
(5 years is the benchmark) | 2 points | <input type="checkbox"/> |
| F. Experience in responding to auditor reports and/or findings
(5 years is the benchmark) | 3 points | <input type="checkbox"/> |
| G. Experience with the state funding methodologies and procedures
(5 years is the benchmark) | 3 points | <input type="checkbox"/> |
| H. Experience in monitoring sub-recipient contracts and/or general contracts
(10 years is the benchmark) | 4 points | <input type="checkbox"/> |
| I. Experience in assessing business risk as it relates to internal controls
(5 years is the benchmark) | 2 points | <input type="checkbox"/> |

TOTAL POINTS _____

Comments:

Signature of Evaluator

Date



Knowledge and Experience of Staff – 45 Points

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

- A. Experience working in CFIS Web System 10 points
- B. Years of experience in CDJFS cost structure and funding methodologies (5 years is the benchmark) 5 points
- C. Knowledge of CDJFS involvement in ODFJS' cost allocation plan (5 years or demonstrated extensive knowledge is the benchmark) 2 points
- D. Experience in dealing with the Governor's Workforce Policy Boards (5 years or demonstrated extensive knowledge is the benchmark) 5 points
- E. Familiarity with the current/historic relationship between CDJFS and ODJFS, WIOA State Policy Board and established Workforce Development Boards (5 years or demonstrated extensive knowledge is the benchmark) 10 points
- F. Experience in monitoring the expenditures and program efforts of sub-grantees of federal and state funds 8 points
- G. Experience in reconciling revenue and expenditures. (5 years or demonstrated extensive knowledge is the benchmark) 5 points

TOTAL POINTS _____

Comments:

Signature of Evaluator

Date



**Perry County Department of Job and Family Services
Technical Assistance Services Proposal**

Budget Scoring Sheet

_____ Date

Name of Proposer _____

Costs and Price – 20 Points Total

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

Cost – 10 Points

- | | | |
|--|----------|----------------------|
| A. Proposer committed to hours of service | 2 points | <input type="text"/> |
| B. Proposer committed to minimum of 5% on-site hours | 1 point | <input type="text"/> |
| C. Proposer's base hourly rate does not exceed \$125 | 4 points | <input type="text"/> |
| D. Proposer's expenses do not exceed 15% of base hourly rate | 2 points | <input type="text"/> |
| E. The Proposer's total maximum costs (rate + expenses)
Do not exceed \$6,000 | 1 points | <input type="text"/> |

TOTAL POINTS _____

Comments: _____

Price – 10 Points

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

TOTAL POINTS _____

Comments: _____

Signature of Evaluator _____ **Date** _____



**Perry County Department Job and Family Services
Technical Assistance Services Proposal
Evaluation Summary**

CATEGORY SCORES

	Evaluator Score
Organization History/Demonstrated Effectiveness – 35 points	_____
Knowledge and Experience of Staff – 45 points	_____
Costs/Price – 20 points	_____
TOTAL SCORE	_____

Signature of Evaluator

Date

