

State of Maine
Master Score Sheet

RFP# 202012177						
Adult Education Workforce Innovation Grant						
Bidder Name:		Bangor Adult & Community Education	Lewiston Public Schools	Portland Adult Education	Cumberland County Career Access and Development Hub (Portland Adult Education)	
Proposed Cost:		\$124,400	\$134,500	\$51,010	\$300,000	
Scoring Sections		Points Available				
Section I: General Information		No Points (NP)	NP	NP	NP	NP
Section II: Proposed Project		65	58	39	47	52
Section III: Budget Proposal		35	32	25	30	25
TOTAL		<u>100</u>	<u>90</u>	<u>64</u>	<u>77</u>	<u>77</u>
Bidder Name:		Regional School Unit 25	Regional School Unit 25 (b)	SAD 1 Adult & Community Education		
Proposed Cost:		\$188,461.55	\$96,187.50	\$300,000		
Scoring Sections		Points Available				
Section I: General Information		No Points (NP)	NP	NP	NP	
Section II: Proposed Project		65	63	40	51	
Section III: Budget Proposal		35	30	30	30	
TOTAL		<u>100</u>	<u>93</u>	<u>70</u>	<u>81</u>	

Award Justification Statement
RFP# 202012177 Adult Education Workforce Innovation Grant

I. Summary

For Fiscal Year 2021, the Department of Education, Office of Adult Education will be making grants to Maine Adult Education programs for projects which demonstrate new and/or improved methods or systems for placing adult learners on a career pathway that may lead directly to employment or further education and training, align with and supports economic and workforce development in Maine communities, and promote adult education as a vital component of Maine’s workforce development and educational systems. The projects must target a specific unmet or under resourced workforce development training need or special issue, place participants on an identified and in-demand career pathway, include authentic partnerships, integrate employability skills, relevant academic skills, and English language acquisition, as needed, lead to quantifiable participant outcomes, consider sustainability, and include a project timeline and work plan.

II. Evaluation Process

The evaluation team consisted of subject matter experts in workforce development and adult education and members of the Adult Education team at the Department of Education: Curtis Picard, Director, Retail Association of Maine, Jeff Sneddon, Economic and Community Development Specialist, Kate Rotroff, former adult education program director, Gail Senese, Adult Education State Director, Megan Dichter, Workforce Development Coordinator, Kelley Heath, Data and High School Equivalency Coordinator, and Amy Poland, Professional Development Coordinator. Members of the team have experience with coordinating and developing workforce training, working with workforce partners, and all aspects of adult education programming, including instructional design, coordination, and program administration.

III. Qualifications & Experience

Awarded bidders identified their ability to deliver workforce development projects through their qualifications in delivering adult education services (academic, advising), their expertise in developing workforce training, and their established partnerships.

IV. Proposed Services

Awarded bidders’ workforce development projects:

- Strengthened regional collaboration among adult education programs and employers, including improved communication and coordination of services.
- Developed a clear pathway to further education and training or employment in in-demand careers, including wrap-around supports and occupational training.

- Targeted special populations in their regions for workforce development training and included specific strategies for addressing barriers to participation, including “earn while you learn,” transportation supports, and technology access.
- Integrated academics, digital literacy, employability skills, and other relevant contextualized instruction.
- Projected measurable outcomes for participants, including credentials, employment, and increased coordination of activities.
- Described specific strategies for sustaining the project once grant funds have been expended.

V. Cost Proposal

The total grant funds available for this competition are \$1,200,000.00. The seven awarded bidders proposed projects with budgets from \$51,010.00 to \$300,000.00. Submitted budgets were reasonable for the scope of the proposed projects.

VI. Conclusion

Awards were granted to all applicants. Those with higher scores used regional data to demonstrate the need for their project, included strong and authentic partnerships with other adult education programs, employers, workforce partners, and higher education institutions, projected specific and significant participant outcomes, and outlined specific strategies for sustainability. Those with higher scores also included best practices for scaling their work in other Maine adult education programs.

From: [Poland, Amy](#)
To: gleavitt@bangorschools.net
Cc: [Senese, Gail](#); [Poland, Amy](#); [Dichter, Megan](#)
Subject: RFP #202012177 Adult Education Workforce Innovation Grant
Date: Tuesday, March 30, 2021 7:55:38 AM
Attachments: [Bangor Award Letter PDF.pdf](#)

Dear Greg,

Attached is notification of the RFP# 202012177 Adult Education Workforce Innovation Grant contract awards. The Department will be contacting the awarded applicants soon to negotiate a contract.

Thank you for your commitment to delivering innovative services in your program and region.

Best,

Amy

Amy L. Poland
Professional Development Coordinator
Office of Adult Education
State of Maine | Department of Education
Office: (207)624-6780
amy.poland@maine.gov



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**A. Pender Makin
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**Janet T. Mills
Governor**

March 30, 2021

Greg Leavitt, Director
Bangor Adult & Community Education
885 Broadway
Bangor, Maine 04401

SUBJECT: Notice of Conditional Contract Awards under RFP #202012177, Adult Education Workforce Innovation Grant

Dear Greg:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for the **Adult Education Workforce Innovation Grant**. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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- Bangor Adult & Community Education
- SAD 1 Adult & Community Education
- Cumberland County Career Access and Development Hub- Portland Adult Education
- Portland Adult Education
- Regional School Unit 25 (B)
- Lewiston Public Schools

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in cursive script that reads "Gail Senese".

Gail Senese, Ph.D.
State Director, Office of Adult Education

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).

From: [Poland, Amy](#)
To: [Anita St Onge](#)
Cc: [Senese, Gail](#); [Dichter, Megan](#); [Poland, Amy](#)
Subject: RFP# 202012177 Adult Education Workforce Innovation Grant
Date: Tuesday, March 30, 2021 7:58:01 AM
Attachments: [Cumberland County PAE Award Letter PDF.pdf](#)

Dear Anita,

Attached is notification of the RFP# 202012177 Adult Education Workforce Innovation Grant contract awards. The Department will be contacting the awarded applicants soon to negotiate a contract.

Thank you for your commitment to delivering innovative services in your program and region.

Best,

Amy

Amy L. Poland
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March 30, 2021

Anita St. Onge, Executive Director
Cumberland County Career Access and Development Hub
Portland Adult Education
14 Locust Street
Portland, Maine 04101

SUBJECT: Notice of Conditional Contract Awards under RFP #202012177, Adult Education Workforce Innovation Grant

Dear Anita:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for the **Adult Education Workforce Innovation Grant**. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Sincerely,

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State Director, Office of Adult Education

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From: [Poland, Amy](#)
To: [William Grant](#)
Cc: [Senese, Gail](#); [Dichter, Megan](#); [Poland, Amy](#)
Subject: RFP# 202012177 Adult Education Workforce Innovation Grant
Date: Tuesday, March 30, 2021 7:59:54 AM
Attachments: [Lewiston Award Letter PDF.pdf](#)

Hello Bill,

Attached is notification of the RFP# 202012177 Adult Education Workforce Innovation Grant contract awards. The Department will be contacting the awarded applicants soon to negotiate a contract.

Thank you for your commitment to delivering innovative services in your program and region.

Best,

Amy

Amy L. Poland
Professional Development Coordinator
Office of Adult Education
State of Maine | Department of Education
Office: (207)624-6780
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March 30, 2021

William Grant, Director
Lewiston Adult Education
156 East Avenue
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Awards under RFP #202012177, Adult Education Workforce Innovation Grant

Dear Bill:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for the **Adult Education Workforce Innovation Grant**. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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- Lewiston Public Schools

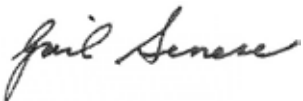
The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in cursive script that reads "Gail Senese".

Gail Senese, Ph.D.
State Director, Office of Adult Education

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From: [Poland, Amy](#)
To: [Anita St Onge](#)
Cc: [Senese, Gail](#); [Dichter, Megan](#); [Poland, Amy](#)
Subject: RFP# 202012177 Adult Education Workforce Innovation Grant
Date: Tuesday, March 30, 2021 8:01:59 AM
Attachments: [Portland Award Letter PDF.pdf](#)

Dear Anita,

Attached is notification of the RFP# 202012177 Adult Education Workforce Innovation Grant contract awards. The Department will be contacting the awarded applicants soon to negotiate a contract.

Thank you for your commitment to delivering innovative services in your program and region.

Best,

Amy

Amy L. Poland
Professional Development Coordinator
Office of Adult Education
State of Maine | Department of Education
Office: (207)624-6780
amy.poland@maine.gov



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**A. Pender Makin
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March 30, 2021

Anita St. Onge, Executive Director
Portland Adult Education
14 Locust Street
Portland, Maine 04101

SUBJECT: Notice of Conditional Contract Awards under RFP #202012177, Adult Education Workforce Innovation Grant

Dear Anita:

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From: [Poland, Amy](#)
To: kpelletier@rsu25.org
Cc: [Senese, Gail](#); [Dichter, Megan](#); [Heath, Kelley](#)
Subject: RFP202012177 Adult Education Workforce Innovation Grant
Date: Tuesday, March 30, 2021 8:06:00 AM
Attachments: [RSU 25 Award Letter PDF.pdf](#)

Dear Kathy,

Attached is notification of the RFP# 202012177 Adult Education Workforce Innovation Grant contract awards. The Department will be contacting the awarded applicants soon to negotiate a contract.

Thank you for your commitment to delivering innovative services in your program and region.

Best,

Amy

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March 30, 2021

Kathy L. Pelletier, Adult Education Director
Regional School Unit 25
102 Broadway, Suite One
Bucksport, ME 04416

SUBJECT: Notice of Conditional Contract Awards under RFP #202012177, Adult Education Workforce Innovation Grant

Dear Kathy:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for the **Adult Education Workforce Innovation Grant**. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Gail Senese, Ph.D.
State Director, Office of Adult Education

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From: [Poland, Amy](#)
To: kpelletier@rsu25.org
Cc: [Senese, Gail](#); [Dichter, Megan](#); [Heath, Kelley](#); [Poland, Amy](#)
Subject: RFP202012177 Adult Education Workforce Innovation Grant
Date: Tuesday, March 30, 2021 8:10:30 AM
Attachments: [RSU 25 B Award Letter PDF.pdf](#)

Dear Kathy,

Attached is notification of the RFP# 202012177 Adult Education Workforce Innovation Grant contract awards. The Department will be contacting the awarded applicants soon to negotiate a contract.

Thank you for your commitment to delivering innovative services in your program and region.

Best,

Amy

Amy L. Poland
Professional Development Coordinator
Office of Adult Education
State of Maine | Department of Education
Office: (207)624-6780
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March 30, 2021

Kathy L. Pelletier, Adult Education Director
Regional School Unit 25
102 Broadway, Suite One
Bucksport, ME 04416

SUBJECT: Notice of Conditional Contract Awards under RFP #202012177, Adult Education Workforce Innovation Grant

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Gail Senese, Ph.D.
State Director, Office of Adult Education

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From: [Poland, Amy](#)
To: lerae.kinney@sad1.org
Cc: [Senese, Gail](#); [Dichter, Megan](#); [Poland, Amy](#)
Subject: RFP#202012177 Adult Education Workforce Innovation Grant
Date: Tuesday, March 30, 2021 8:04:49 AM
Attachments: [SAD 1 Award Letter PDF.pdf](#)

Dear LeRae,

Attached is notification of the RFP# 202012177 Adult Education Workforce Innovation Grant contract awards. The Department will be contacting the awarded applicants soon to negotiate a contract.

Thank you for your commitment to delivering innovative services in your program and region.

Best,

Amy

Amy L. Poland
Professional Development Coordinator
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**A. Pender Makin
Commissioner**

March 30, 2021

LeRae Kinney
SAD 1 Adult & Community Education
79 Blakes Street, Suite 2
Presque Isle, ME 04769

SUBJECT: Notice of Conditional Contract Awards under RFP #202012177, Adult Education Workforce Innovation Grant

Dear LeRae:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for the **Adult Education Workforce Innovation Grant**. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Gail Senese, Ph.D.
State Director, Office of Adult Education

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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Bangor Adult & Community Education
DATE: March 15, 2021

**EVALUATION OF SECTION I
General Information**

Total Points Available: No points **Score:** No points

Evaluation Team Comments:

Directions: For each page/section of the Team Consensus Evaluation Notes, follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

1. Proposal Cover page--OK
2. Debarment, Performance and Non-Collusion Certification-- OK
3. Litigation-- OK

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Bangor Adult & Community Education
DATE: March 15, 2021

**EVALUATION OF SECTION II
Proposed Project**

Total Points Available: 65 points **Score:** 58

Evaluation Team Comments:

1. *Target specific area workforce needs* (15)
 - Is this CASAS score a barrier? Will those who participate in the contextualized instruction automatically be able to enroll in next cohort? Or have to retest?
 - -Mentions district Diversity and Inclusion committee, but it's not clear how the Committee's goals will specifically be addressed in this project.
 -
2. *Place participants on an identified and in demand pathway* (10)
 - + Both CDL A&B
 - + Opportunities for "earn while you learn"
 -
3. *Include partners* (5)
 - +working with VR
 - + employers get a "first hand look" at participants for employment
 -
4. *Integrate employability skills, relevant academic skills and ELA as needed* (10)
 - + identified skills needed for digital literacy for positions
 -
5. *Lead to quantifiable outcomes* (10)
 - What are the outcomes for the cohorts? Are the numbers listed enrollments or expected completers?
 -
6. *Considers Sustainability* (5)
 - -not clear that this is sustainable
 - Can WIOA pay for participants or only for the training costs?
 - + looking at ETPL
 -
7. *Project Timeline and Workplan* (10)
 - +3 cohorts—learn, grow, adapt

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Bangor Adult & Community Education
DATE: March 15, 2021

**EVALUATION OF SECTION III
Budget Proposal**

Total Points Available: 35 points **Score:** 32

Evaluation Team Comments:

- + Using the grant to fill the need of paid training, but how will they sustain the project beyond the grant (\$67,200).
- How does the budget provide access to technology for participants, esp. since digital literacy is an important part of the training?

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: March 15, 2021

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Education

NAME OF RFP COORDINATOR: Amy Poland

NAMES OF EVALUATORS: Megan Dichter, Kelley Heath, Curtis Picard, Amy Poland, Kate Rotroff, Jeff Sneddon, Gail Senese

SUMMARY PAGE

		<u>Points Awarded:</u>
Numerical Score:		
Section I. General Information	(Max: No Points)	No Points
Section II. Proposed Project	(Max: 65 Points)	52
Section III: Budget Proposal	(Max: 35 Points)	25
TOTAL POINTS		77

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: March 15, 2021

**EVALUATION OF SECTION I
General Information**

Total Points Available: No points **Score:** No points

Evaluation Team Comments:

Directions: For each page/section of the Team Consensus Evaluation Notes, follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

1. Proposal Cover page--OK
2. Debarment, Performance and Non-Collusion Certification-- OK
3. Litigation—OK

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: March 15, 2021

**EVALUATION OF SECTION II
Proposed Project**

Total Points Available: 65 points **Score:** 52

Evaluation Team Comments:

1. *Target specific area workforce needs*
 - +demonstrated need for healthcare pathway
 - +detailed barriers and solutions
 - +/- transportation subsidies—Metro passes a positive, but what does transportation support look like in areas outside of Portland metro?
 - -More detail needed on scholarship? Criteria?

2. *Place participants on an identified and in demand pathway*
 - +support to higher ed partners and incumbent workers
 - -What will the referral process among adult education partners look like?
 -

3. *Include partners*
 - +Variety of external partners
 -

4. *Integrate employability skills, relevant academic skills and ELA as needed*
 -
 -

5. *Lead to quantifiable outcomes*
 - +reasonable measures of completions
 -

6. *Considers Sustainability*
 - -more detail would be helpful? What's already been done?
 -

7. *Project Timeline and Workplan*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: March 15, 2021

**EVALUATION OF SECTION III
Budget Proposal**

Total Points Available: 35 points **Score:** 25

Evaluation Team Comments:

A large chunk of this budget is salaries—Need more detail about how this is broken out. How many people? Are these all new positions? Need to make sure that this grant funding is supplementing current funding and not supplanting.

There's funding for the development of the MA IET, but what about the delivery?

Scholarships included in narrative, but not in budget?

Expected revenues?

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Lewiston Public Schools
DATE: March 15, 2021

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Education
NAME OF RFP COORDINATOR: Amy Poland
NAMES OF EVALUATORS: Megan Dichter, Kelley Heath, Curtis Picard, Amy Poland, Kate Rotroff, Jeff Sneddon, Gail Senese

SUMMARY PAGE

		<u>Points Awarded:</u>
Numerical Score:		
Section I. General Information	(Max: No Points)	No Points
Section II. Proposed Project	(Max: 65 Points)	39
Section III: Budget Proposal	(Max: 35 Points)	25
TOTAL POINTS		64

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Lewiston Public Schools
DATE: March 15, 2021

**EVALUATION OF SECTION I
General Information**

Total Points Available: No points **Score:** No points

Evaluation Team Comments:

Directions: For each page/section of the Team Consensus Evaluation Notes, follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

1. Proposal Cover page--OK
2. Debarment, Performance and Non-Collusion Certification-- OK
3. Litigation—OK

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Lewiston Public Schools
DATE: March 15, 2021

**EVALUATION OF SECTION II
Proposed Project**

Total Points Available: 65 points **Score:** 39

Evaluation Team Comments:

1. *Target specific area workforce needs*
 - + demonstrated that it's a needed approach
 - +could be a model for moving work forward
 - -the described position seems like a lot for one person
 -
2. *Place participants on an identified and in demand pathway*
 - +database plan for coordination
 -
3. *Include partners*
 - Is there a higher education partner? Or other workforce partners?
 -
4. *Integrate employability skills, relevant academic skills and ELA as needed*
 -
 -
5. *Lead to quantifiable outcomes*
 - -it would have been helpful to have baseline data for the outcomes.
 -
6. *Considers Sustainability*
 - -the sustainability seems to fall on individual advisors? It's not clear that there's a sustainability plan for this position.
 -
7. *Project Timeline and Workplan*
 - Steps are clear for identifying the coordinator, but the plan after seems to be less clear.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Lewiston Public Schools
DATE: March 15, 2021

**EVALUATION OF SECTION III
Budget Proposal**

Total Points Available: 35 points **Score:** 25

Evaluation Team Comments:

- -minimal in-kind included.
-
-

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Portland Adult Education
DATE: March 15, 2021

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Education
NAME OF RFP COORDINATOR: Amy Poland
NAMES OF EVALUATORS: Megan Dichter, Kelley Heath, Curtis Picard, Amy Poland, Kate Rotroff, Jeff Sneddon, Gail Senese

SUMMARY PAGE

		<u>Points Awarded:</u>
Numerical Score:		
Section I. General Information	(Max: No Points)	No Points
Section II. Proposed Project	(Max: 65 Points)	47
Section III: Budget Proposal	(Max: 35 Points)	30
TOTAL POINTS	(Max: 100 Points)	77

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Portland Adult Education
DATE: March 15, 2021

**EVALUATION OF SECTION I
General Information**

Total Points Available: No points **Score:** No points

Evaluation Team Comments:

Directions: For each page/section of the Team Consensus Evaluation Notes, follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

1. Proposal Cover page--OK
2. Debarment, Performance and Non-Collusion Certification-- OK
3. Litigation—OK

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Portland Adult Education
DATE: March 15, 2021

**EVALUATION OF SECTION II
Proposed Project**

Total Points Available: 65 points **Score:** 47

Evaluation Team Comments:

1. *Target Specific are workforce needs*
 - +clearly outlined the barriers and how the project addresses the barriers
 - +appreciated the strategy to diversify workplaces and the employer connections
 - -the pathway is partially clear—still need to work on “closing the loop” for participants to get them to the credential
 -
2. *Place participants on an identified and in demand pathway*
 - It appears that partnerships with the employers are in process. What will happen if the identified employers are not able to fully engage as outlined?
3. *Include partners*
 - +Diverse
 - -Workforce partner? To help with recruitment?
4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - +model could be transferable to other industries (testing support, wrap around services)
5. *Lead to quantifiable outcomes*
 - +Realistic numbers, so can manage the planned individualized support
 - -How many completions do they expect? What % do they expect will earn their CDL?
6. *Considers Sustainability*
 - -Not sure WIOA funding will support a permit course
7. *Project Timeline and Workplan*
 - Workforce partners are in the work plan, but not in the grant
 - +Appreciate that starting relationships is first
 - +One-on-one support and tutoring

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Portland Adult Education
DATE: March 15, 2021

**EVALUATION OF SECTION III
Budget Proposal**

Total Points Available: 35 points **Score:** 30

Evaluation Team Comments:

Why isn't licensure an outcome since it's mentioned in the budget narrative and in the budget?

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Regional School Unit 25
DATE: March 15, 2021

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Education
NAME OF RFP COORDINATOR: Amy Poland
NAMES OF EVALUATORS: Megan Dichter, Kelley Heath, Curtis Picard, Amy Poland, Kate Rotroff, Jeff Sneddon, Gail Senese

SUMMARY PAGE

		<u>Points Awarded:</u>
Numerical Score:		
Section I. General Information	(Max: No Points)	No Points
Section II. Proposed Project	(Max: 65 Points)	63
Section III: Budget Proposal	(Max: 35 Points)	30
TOTAL POINTS	(Max: 100 Points)	93

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Regional School Unit 25
DATE: March 15, 2021

**EVALUATION OF SECTION I
General Information**

Total Points Available: No points **Score:** No points

Evaluation Team Comments:

Directions: For each page/section of the Team Consensus Evaluation Notes, follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

1. Proposal Cover page--OK
2. Debarment, Performance and Non-Collusion Certification-- OK
3. Litigation—OK

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Regional School Unit 25
DATE: March 15, 2021

**EVALUATION OF SECTION II
Proposed Project**

Total Points Available: 65 points **Score:** 63

Evaluation Team Comments:

1. *Target specific area workforce needs*
 - +county-specific data was helpful to demonstrate the need
 - +identified gender disparity in field, and plan to target males for programming
 -
2. *Place participants on an identified and in demand pathway*
 - +thinking about the healthcare infrastructure in Maine
 -
 -
3. *Include partners*
 - +building on existing agreements with employers, rather than engaging a specific employer OR will these connections happen through the workforce board engagement?
 - +connections with University
 -
 -
4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - +appreciated the focus on coursework with the hands-on and the expansion with mobile lab
 - +employability skill of the week
 -
 -
5. *Lead to quantifiable outcomes*
 - IC3 scores—are these the accurate scores for earning a badge?
 -
 -
6. *Considers Sustainability*
 - +clear steps for sustaining the work
 - +tracking for 2 years
 -
 -
7. *Project Timeline and Workplan*
 - -Seems like lots of work for one year
 - +working on articulated credit with University system

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Regional School Unit 25
DATE: March 15, 2021

**EVALUATION OF SECTION III
Budget Proposal**

Total Points Available: 35 points **Score:** 30

Evaluation Team Comments:

- More detail is needed in Category B & D—what does the mobile lab look like? What will be the sustainability of the mobile lab beyond the grant period?
- Are pandemic protections considered in the budget?

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Regional School Unit 25 B
DATE: March 15, 2021

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DEPARTMENT NAME: Department of Education
NAME OF RFP COORDINATOR: Amy Poland
NAMES OF EVALUATORS: Megan Dichter, Kelley Heath, Curtis Picard, Amy Poland, Kate Rotroff, Jeff Sneddon, Gail Senese

SUMMARY PAGE

		<u>Points Awarded:</u>
Numerical Score:		
Section I. General Information	(Max: No Points)	No Points
Section II. Proposed Project	(Max: 65 Points)	40
Section III: Budget Proposal	(Max: 35 Points)	30
TOTAL POINTS		70

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Regional School Unit 25 B
DATE: March 15, 2021

**EVALUATION OF SECTION I
General Information**

Total Points Available: No points **Score:** No points

Evaluation Team Comments:

Directions: For each page/section of the Team Consensus Evaluation Notes, follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

1. Proposal Cover page--OK
2. Debarment, Performance and Non-Collusion Certification-- OK
3. Litigation—OK

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Regional School Unit 25 B
DATE: March 15, 2021

**EVALUATION OF SECTION II
Proposed Project**

Total Points Available: 65 points **Score:** 40

Evaluation Team Comments:

1. *Target Specific are workforce needs*
 - -local data? The data is not specific
 - -referenced labor market data only, not other sources identified in the question
 -
 -
2. *Place participants on an identified and in demand pathway*
 - -employer input is not clear—has it happened?
 - Will the pathway lead to employment?
 -
 -
3. *Include partners*
 - -no employers identified as partners
 - -no higher education partner
 -
 -
4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - Why are they offering the office skills credential? Is the assumption it will help people pass the IC3?
 -
 -
 -
5. *Lead to quantifiable outcomes*
 - Check the scores of the IC3 for badging
 -
 -
6. *Considers Sustainability*
 -
 -
 -
 -
7. *Project Timeline and Workplan*
 - Partners are listed here—why are they not in the other list or have letters of support?

There are lots of gaps in the project. More evidence of the need and the planning is needed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: Regional School Unit 25 B
DATE: March 15, 2021

**EVALUATION OF SECTION III
Budget Proposal**

Total Points Available: 35 points **Score:** 30

Evaluation Team Comments:

- Clear explanation of funding, but is the pricing of the products based on bulk pricing that's currently negotiated by the state office?

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: SAD 1 Adult and Community Education
DATE: March 15, 2021

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DEPARTMENT NAME: Department of Education
NAME OF RFP COORDINATOR: Amy Poland
NAMES OF EVALUATORS: Megan Dichter, Kelley Heath, Curtis Picard, Amy Poland, Kate Rotroff, Jeff Sneddon, Gail Senese

SUMMARY PAGE

		<u>Points Awarded:</u>
Numerical Score:		
Section I. General Information	(Max: No Points)	No Points
Section II. Proposed Project	(Max: 65 Points)	51
Section III: Budget Proposal	(Max: 35 Points)	30
TOTAL POINTS	(Max: 100 Points)	81

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: SAD 1 Adult and Community Education
DATE: March 15, 2021

**EVALUATION OF SECTION I
General Information**

Total Points Available: No points **Score:** No points

Evaluation Team Comments:

Directions: For each page/section of the Team Consensus Evaluation Notes, follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

1. Proposal Cover page--OK
2. Debarment, Performance and Non-Collusion Certification-- OK
3. Litigation—OK

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: SAD 1 Adult and Community Education
DATE: March 15, 2021

**EVALUATION OF SECTION II
Proposed Project**

Total Points Available: 65 points **Score:** 51

Evaluation Team Comments:

1. *Target specific area workforce needs*
 - +specific evidence to support need
 - +clear strategies to meet the barriers (labs, technology, buses)—specific and county-wide
 -
2. *Place participants on an identified and in demand pathway*
 - +engaged with employers (sign on bonuses)
 - +covers most of the entry level healthcare courses
 - +specific to area need
 - -The “stackable credential pathways” are unclear. A visual or outline would be helpful to understand (could be used with prospective participants, too.)
 -
3. *Include partners*
 - +diversity of included employer partners
 - It’s mentioned that the Academy of Medical Professions offers payment plans. Is it anticipated that participants will have to pay for these courses? Or is the grant going to cover the cost of classes for participants?
 -
4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - +/- Many tools listed—How will these tools be used? Are they duplicative?
 -
5. *Lead to quantifiable outcomes*
 - -It’s hard to understand the projected total head count because the stackable credential pathway is unclear. Projected completers vs. enrollments?
 - +Cohort numbers seem reasonable.
 -
6. *Considers Sustainability*
 - -More clarity is needed about how this work will continue, esp. with the buses. How will they maintain the vehicles and drivers?
 -
7. *Project Timeline and Workplan*
 - Ambitious plan—is this work already happening? Where’s the program design step?
 - How are they designing the implementation of the products?
 -

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER: SAD 1 Adult and Community Education
DATE: March 15, 2021

**EVALUATION OF SECTION III
Budget Proposal**

Total Points Available: 35 points **Score:** 30

Evaluation Team Comments:

Is this funding new positions or new sections? How is it supplementing current funding?
Money for scholarships—what is the criteria for eligibility?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Bangor Adult & Community Education
DATE: 03/05/21
EVALUATOR NAME: Megan Dichter
EVALUATOR DEPARTMENT: MDOE/Adult Education

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - Yes-recent LMI
 - Good references to LMI and plans etc. shows an area need
 -
 -
 2. *Place participants on an identified and in demand pathway*
 - Well described but diversity mention is a throw away- address this more
 -
 -
 -
 3. *Include partners*
 - Well done- good employer/local partner involvement
 -
 -
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - Schedule?
 - Who is teaching basic skills etc.?
 -
 -
 -
 5. *Lead to quantifiable outcomes*
 - Yes- 3 credentials

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Bangor Adult & Community Education

DATE: 03/05/21

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: MDOE/Adult Education

- Earn and learn model
- Connected to 2 employers with jobs
-
- 6. *Considers Sustainability*
 - Yes- recognize that there will be learning that has to happen
 -
 -
 -
- 7. *Project Timeline and Workplan*
 -
 - Yes
 -

III. Budget Narrative

- 1. *Purpose of expenditures*
 - Yes
 -
 -
 -
- 2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 -
 - Technology access for students? Devices and/or wifi?
 -
 -

Megan Dichter

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: 03/02/21

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: MDOE/Adult Education

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - *Yes- local data?*
 -
 -
 -
 2. *Place participants on an identified and in demand pathway*
 - *Yes- though pathways from one credential to the next could be better described*
 - *Emphasis on diversifying*
 -
 -
 -
 3. *Include partners*
 - *Yes- more details in partnerships- what does support look like?*
 -
 -
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - *yes*
 -
 -
 -
 5. *Lead to quantifiable outcomes*
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: 03/02/21

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: MDOE/Adult Education

- Yes
-
-
- 6. *Considers Sustainability*
 - Yes
 -
 -
 -
- 7. *Project Timeline and Workplan*
 -
 - Yes
 -

III. Budget Narrative

- 1. *Purpose of expenditures*
 -
 -
 - *How many people will be served? How many additional positions?*
 -
- 2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 -
 - Yes
 -
 -

Megan Dichter

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Lewiston Public Schools
DATE: 03/08/21
EVALUATOR NAME: Megan Dichter
EVALUATOR DEPARTMENT: MDOE/Adult Education

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Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - Yes, Aspirations coordinator would focus on Education, Construction and Healthcare
 -
 -
 -
 2. *Place participants on an identified and in demand pathway*
 - Yes
 -
 -
 -
 3. *Include partners*
 - Yes- where is higher ed?
 -
 -
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - I would like to see this fleshed out a bit more
 -
 -
 -
 5. *Lead to quantifiable outcomes*
 - Yes- but I would like to see increase in retention not just enrollment
 - Hard to measure success of position

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Lewiston Public Schools

DATE: 03/08/21

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: MDOE/Adult Education

-
-
-

6. *Considers Sustainability*

- Yes and no- advisors will be well positioned but...

-
-
-

7. *Project Timeline and Workplan*

- Yes

-
-

III. *Budget Narrative*

1. *Purpose of expenditures*

- Yes

-
-
-

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

- Yes

-
-
-

Megan Dichter

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Portland Adult Education
DATE: 03/02/21
EVALUATOR NAME: Megan Dichter
EVALUATOR DEPARTMENT: MDOE/Adult Education

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - Yes—good data from all the sources including additional data regarding immigrants
 - What if employers don't sign on?
 -
 -
 2. *Place participants on an identified and in demand pathway*
 - Yes
 -
 -
 -
 3. *Include partners*
 - Yes
 -
 -
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - Yes- need more details on breakdown of the class
 -
 -
 -
 5. *Lead to quantifiable outcomes*
 - Yes- but doesn't have licensure as an outcome.
 - How many will graduate?
 -
 -
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Portland Adult Education

DATE: 03/02/21

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: MDOE/Adult Education

6. *Considers Sustainability*

- Yes
-
-
-

7. *Project Timeline and Workplan*

- Yes
-
-

III. *Budget Narrative*

1. *Purpose of expenditures*

-
- If budgeting for licensure than licensure needs to be an outcome.
-
-

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

-
- Yes, but a lot of unknowns
-
-

Megan Dichter

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Regional School Unit 25
DATE: 03/08/21
EVALUATOR NAME: Megan Dichter
EVALUATOR DEPARTMENT: MDOE/Adult Education

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - Yes- nice county specific data
 - Good connection between robust healthcare infrastructure and other economic development goals
 -
 -
 2. *Place participants on an identified and in demand pathway*
 - Yes- employer piece could be more fleshed out.
 -
 -
 -
 3. *Include partners*
 - Yes- AE's, Local boards, OSO, University system
 - No employers
 -
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - Yes
 -
 -
 -
 5. *Lead to quantifiable outcomes*
 -
 - Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: 03/08/21

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: MDOE/Adult Education

-
-
- 6. *Considers Sustainability*
 -
 - Yes- should include stronger employer engagement
 -
 -
- 7. *Project Timeline and Workplan*
 -
 - Yes
 -

III. Budget Narrative

- 1. *Purpose of expenditures*
 - Good- funds for personnel and PD – designing and mapping curriculum
 -
 -
 -
- 2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 - Yes but want more info on mobile lab?
 -
 -
 -

Megan Dichter

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Regional School Unit 25
DATE: 03/05/21
EVALUATOR NAME: Megan Dichter
EVALUATOR DEPARTMENT: MDOE/Adult Education

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - Unclear- no local data
 -
 -
 -
 2. *Place participants on an identified and in demand pathway*
 -
 - Unclear- nationally yes not sure of the need in their area
 -
 -
 3. *Include partners*
 - Only includes other AE's- why no UMS?
 -
 -
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - Yes- but not contextualized.
 -
 -
 -
 5. *Lead to quantifiable outcomes*
 -
 - Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: 03/05/21

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: MDOE/Adult Education

-
-
- 6. *Considers Sustainability*
 - Not financially
 -
 -
 -
- 7. *Project Timeline and Workplan*
 -
 - Yes
 -

III. Budget Narrative

- 1. *Purpose of expenditures*
 - Yes
 -
 -
 -
- 2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 -
 - Yes
 -
 -

Megan Dichter

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: SAD 1 Adult & Community Education
DATE:03/02/21
EVALUATOR NAME: Megan Dichter
EVALUATOR DEPARTMENT: MDOE/Adult Education

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - Yes- model based on Governor's Economic Recovery model.
 - Show's need- employer sign on bonus
 -
 -
 -
 2. *Place participants on an identified and in demand pathway*
 - Yes- sign on bonuses
 - Systematic approach
 -
 -
 3. *Include partners*
 - Yes- has Education, Workforce and Employer partners
 -
 -
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - Yes, but a bit vague- no mention of digital literacy skills
 -
 -
 -
 5. *Lead to quantifiable outcomes*
 - Yes- but how many students served? Unclear
 -
 -
 -
 6. *Considers Sustainability*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: SAD 1 Adult & Community Education

DATE: 03/02/21

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: MDOE/Adult Education

- Yes- but not financially- needs more info here

-
-
-

7. *Project Timeline and Workplan*

- Yes- who is teaching academic skills?

-
-

III. *Budget Narrative*

1. *Purpose of expenditures*

- Elements here that are not in workplan- Schoology courses

-
-
-

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

- Criteria for scholarships
- Funding for instructors

-
-

Megan Dichter

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Bangor Adult & Community Education

DATE: 3/12/2021

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE/Adult Education

DocuSigned by:
Kelley Heath
02556FD4B6884B5...

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
 - Overall Strong Proposal
- II. *Proposed Project*
 - CDL class B- Intensive training program
1. *Target Specific are workforce needs*
 - + Bus Drivers needed
 - + State Plan referenced & wage data included
 - ++ Barriers addressed – Lack of wage while training!
 -
2. *Place participants on an identified and in demand pathway*
 - + passenger buses or expand to CDL - A
 - + connections with employers with ready to go jobs
 -
3. *Include partners*
 - + Bangor Adult Education and Bangor Public Schools
 - + Employer - Cyr Bus Lines
 - + EMDC
 - + Employer - City Connector
4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - + Integration of Essential skills
 - + integration of literacy & math
 - - CASAS cut score, barrier?
 - ++ Digital literacy!
5. *Lead to quantifiable outcomes*
 - - Included participation but how many will complete/pass?
 - + Includes CDL-B license
 -
6. *Considers Sustainability*
 - + in-house training lowers training costs
 - + Funded by ETPL
 - - How to continue with paid training?

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Bangor Adult & Community Education

DATE: 3/12/2021

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE/Adult Education

7. Project Timeline and Workplan

- + Concise and complete
-
-

III. Budget Narrative

1. Purpose of expenditures

- + Complete and meets standards
-
-

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

- + Includes paid training
-
-
-

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Lewiston Public Schools
DATE: 3/12/2021
EVALUATOR NAME: Kelley Heath
EVALUATOR DEPARTMENT: MDOE/Adult Education

DocuSigned by:
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Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
 - Overall – Innovative idea and much needed.
- II. *Proposed Project*
 - Aspirations Coordinator position – Healthcare, Construction, and Education
1. *Target Specific are workforce needs*
 - + Helping the moving parts all work together
 - + Improve efficiency
 -
 -
2. *Place participants on an identified and in demand pathway*
 - + Helps support Strengthen LA Initiative
 -
3. *Include partners*
 - Local Adult Education Programs
 - Partners w/Strengthen LA
 - - would like to know more about strengthen LA partners. Some of the specific employers. Needed more detail.
 -
4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - + Building connections
 - + ELL
 -
5. *Lead to quantifiable outcomes*
 - Harder to show outcomes with this, but attempt was made (10 more)
 - - Think percentages (20% more participants) would have been better
 -
 -
6. *Considers Sustainability*
 - - Not a strong response.
 - - perhaps a statement with a commitment to fund a certain way if it proves successful?

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Lewiston Public Schools

DATE: 3/12/2021

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE/Adult Education

7. Project Timeline and Workplan

- Complete
-
-

III. Budget Narrative

1. Purpose of expenditures

- - Maybe more detail in other areas of match, in-kind support with equip. etc.
-
-
-

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

- Looks like the budget will adequately support the position
-
-
-

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Portland Adult Education

DATE: 3/12/2021

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE/Adult Education

DocuSigned by:
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Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
 - CDL – Pathway
- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - + LMI included
 - + other research included
 - + barriers addressed
 -
 2. *Place participants on an identified and in demand pathway*
 - + Pathway beginning
 - - only permit training included, not CDL driving and licensing to a CDL Permit
 -
 3. *Include partners*
 - Westbrook Adult Education
 - Portland Public Schools
 - Employers
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - + integration at beginning level
 - + Connections with employers
 -
 -
 5. *Lead to quantifiable outcomes*
 - - doesn't go far enough, permit only
 - - needs stronger pathway and commitment to CDL-A & B licensing for participants
 - + Outcomes have both number of participants and % of completers, etc.
 -
 6. *Considers Sustainability*
 - - not sure it is sustainable (permit only not WIOA eligible)
 - - need stronger plan for sustainability and more authentic pathway through CDL license. That is where funding is really an issue.

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Portland Adult Education

DATE: 3/12/2021

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE/Adult Education

7. Project Timeline and Workplan

- + Thorough
-
-

III. Budget Narrative

1. Purpose of expenditures

- Would have liked to see this project have funding to include non-cost CDL training up through licensing.
- Need more detail regarding salary positions
-
-

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

- - Not sure how much of \$ 27,618 is for new teacher to teach permit/testing class and how much is for already existing infrastructure and programming? Teachers, intake, advising, etc.
-
-
-

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: 3/12/2021

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE/Adult Education

DocuSigned by:
Kelley Heath
02556FD4B6884B5...

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
 - Overall – would like to know more about Rural Healthcare Grant and other grants and funding. Is this duplicative of existing efforts?
- II. *Proposed Project*
 - Establish Bridge to Medical Assisting program in their already established Bridges to Advancement in Healthcare
1. *Target Specific are workforce needs*
 - + LMI info
 - + Governor's plan and WIOA state plan
 - + Targeting English language learners
 -
2. *Place participants on an identified and in demand pathway*
 - + support throughout the process
 - + past lessons indicate additional support in test prep
 - ++ Incumbent worker training!
 -
3. *Include partners*
 - + Employers
 - + SMCC
 - + CCWI
 - - Other adult education programs mostly a referral service?
4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - + integrated contextualized learning
 - + digital literacy
 -
 -
5. *Lead to quantifiable outcomes*
 - ++ includes not just expected participation but also student success targets!
 - Strong outcomes
 -

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: 3/12/2021

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE/Adult Education

6. *Considers Sustainability*

- + once programming/ design is complete it can be replicated
- - no innovation for sustainability
-
-

7. *Project Timeline and Workplan*

- + very thorough
- + relationship building included
-

III. *Budget Narrative*

1. *Purpose of expenditures*

- - over 80% of grant on salaries. Need greater explanation. Are these new positions or existing? If existing, then how are they being funded now?
- - Concerns regarding funds that should support not supplant programming.
-
-

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

- - Needs further explanation. Would like to know more about the rural healthcare grant and it's funding.
-
-
-

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: 3/12/2021

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE/Adult Education

DocuSigned by:
Kelley Heath
02556FD4B6884B5...

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments: KELLEY HEATH

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. *General Information- no comments necessary*
Overall, strong grant

- II. *Proposed Project*
Regional Healthcare training model
 1. *Target Specific are workforce needs*
 - LMI Research included
 - ++ County specific data
 - ++ Specific target of men – (inclusion)
 -
 2. *Place participants on an identified and in demand pathway*
 - ++ Already established classes and pathways
 - ++ In-house course development promotes fluidity/ more wholistic
 -
 3. *Include partners*
 - ++ Employers
 - ++ University/Community College system
 - + Adult Education programs and future expansion to other rural areas (mobile labs)
 - ++ NWDB, EMDC
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - Integration
 - Student Support
 - One on One ELA tutoring
 -
 5. *Lead to quantifiable outcomes*
 - Participation outcomes, but how many will complete? All?
 -
 6. *Considers Sustainability*
 - ++ Strong sustainability. Creating in-house program
 - ++ Updated equipment! And mobile lab used for many years
 -

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: 3/12/2021

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE/Adult Education

7. Project Timeline and Workplan

- + Sounds well though out
-
-

III. Budget Narrative

1. Purpose of expenditures

- - Not sure about 36,379.90 for instructional supplies? All textbooks? This is not including medical equipment. Is this including a van for the mobile lab? Need more specifics about this cost
- Wonder if salaries include any new positions or current staff and teachers?
-

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

- - needs more detail. New positions. High supplies cost allows to be used for multiple years, etc.
-

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: 3/12/2021

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE/Adult Education

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Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
 - Overall – Fair RFP. Application looks rushed and although complete, not fleshed out in an exemplary way.
- II. *Proposed Project*
 - Expanded IT offerings for Hub 1
 1. *Target Specific are workforce needs*
 - + LMI research
 - - recordings and technology to address barriers
 - - low cost tuition and career center funding
 -
 2. *Place participants on an identified and in demand pathway*
 - Confusing. Opportunities are there, but can't understand the pathway and how this RFP will help in the process.
 -
 -
 -
 3. *Include partners*
 - Adult Education programs only
 - No letters for other partners
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - + WorkReady
 - Integrated foundational skills
 -
 -
 5. *Lead to quantifiable outcomes*
 - - Outcomes for participation not completion and success for participants
 -
 -
 6. *Considers Sustainability*
 - + 2-year tracking participants
 - Weak sustainability – work with partners to reduce costs?

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: 3/12/2021

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE/Adult Education

7. *Project Timeline and Workplan*

- OK
-
-

III. *Budget Narrative*

1. *Purpose of expenditures*

- New staff?
-
-
-

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

- Rushed
-
-
-

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: SAD 1 Adult & Community Education

DATE: 3/12/2021

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE/Adult Education

DocuSigned by:
Kelley Heath
02556FD4B6884B5...

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments: KELLEY HEATH

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. *General Information- no comments necessary*

Creation of a hub-wide programming and hybrid-model course(s) for healthcare field.

- II. *Proposed Project- barriers*
This section could be stronger
 1. *Target Specific are workforce needs*
 - Healthcare
 - ++ Shared teaching staff
 - ++ Curriculum and delivery model
 - - - *Sharing REVENUE?! Should be no revenue for this programming. Participants shouldn't be paying for the training.*

 2. *Place participants on an identified and in demand pathway*
 - + Many pathways already created and being worked on
 - + Multi entrances to participation

 3. *Include partners*
 - + Adult Education Programs
 - + Employers
 - + UMPI
 - + Region II- CTE
 - + Strong letters included

 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - + Integrated foundational skills
 - - Academy of Med. Prof. – Perhaps can grow their own in the future?

 5. *Lead to quantifiable outcomes*
 - + Strong outcomes
 - + 2 Minibuses
 -
 -

**TATE OF MAINE
VIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: SAD 1 Adult & Community Education

DATE: 3/12/2021

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE/Adult Education

6. *Considers Sustainability*

- ++ Establish Hub 2 Adult Education Programs as the premiere, one-stop shop for entry level training needs in healthcare!!!

•

•

•

7. *Project Timeline and Workplan*

- + Seems realistic

•

•

III. *Budget Narrative*

1. *Purpose of expenditures*

- - Academy of Medical professionals. Wish there was something different rather than paying high tuition to this program. Perhaps this can eventually become in-house?

•

•

•

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

- yep

•

•

•

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Bangor Adult & Community Education
DATE: 3/7/2021 and 3/10/2021
EVALUATOR NAME: Curtis Picard
EVALUATOR DEPARTMENT:

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Proposed Project
 1. Target Specific are workforce needs
 - . What is the unmet or under resourced need? (P) Targeting Class B CDLs w Passenger Endorsement.
 - . Does it refer to LMI, Unified State Plan, ERC and 10 year plan? (P) Yes, Unified State Plan
 - . What are the potential barriers for participants? (P) Lack of income while training; literacy incl digital; work ready; lack of soft skills
 - . And possible solutions? (P) pay people min wage while training (160 hours); plus addressing literacy deficiencies (Q) Not sure how Bangor Schools DEI fits.
 2. Place participants on an identified and in demand pathway
 - . Does this proposal include employer input and engagement? (P) Yes. City of Bangor and Cyr Bus
 - . Is it purpose focused and learned centered? (P) Yes
 - . Will this lead participants to employment or further ed and training? (P) Yes. Demonstrated need and willingness of employers to hire graduates. (P) 30 available jobs right now.
 - .
 3. Include partners
 - . Could include other adult ed, employers, post-secondary, or other state agencies
 - . Was there meaningful involvement of the partners? (P) yes. Clear collaboration with Cyr, Community Connector and City of Bangor. (P) plan to address lacking soft skills
 - .
 - .
 4. Integrate employability skills, relevant academic skills and ELA as needed
 - . How does this future proof participants? (P) Gives candidates reading comprehension, test taking strategies, written skills, critical thinking skills; time management, database, resume and interviewing. Plus, driving skills
 - . Does it include digital literacy and resilience, cognitive and metacognitive skills, and self-efficacy. (P) Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Bangor Adult & Community Education

DATE: 3/7/2021 and 3/10/2021

EVALUATOR NAME: Curtis Picard

EVALUATOR DEPARTMENT:

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.
5. *Lead to quantifiable outcomes*

- . *What are the metrics and measures of success? (P) 30 students will earn CDL-B, digital literacy credential and work ready credential*
- . *Do these metrics include qualitative and quantitative measures? (P) Yes.*
- . *Academic credentials, high school completion, micro-credentials, licensure, demonstration of competencies, employment, participation in apprenticeship, further education, training or industry-recognized exams? (P) It is clear that there are job opportunities for these 30 people.*

.
6. *Considers Sustainability*

- . *What's the plan post-grant? (P) They expect the market for these jobs to continue to 2028 at least. Want to make the program available for training funds.*

.
7. *Project Timeline and Workplan*

- . *Explain the strategies and activities that outline the work to be done that meets the goals and identifies roles and outcomes.*
- . *(P) As noted above, this proposal will produce 30 graduates for CDL-B followed by employment. The timeline seems reasonable.*

II. *Budget Narrative*

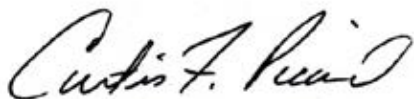
- a. *(!) I find it interesting that they are proposing to pay trainees during the training. That accounts for a significant amount of the grant.*

1. *Purpose of expenditures*

- . *Do applicants provide a minimum 15% match? Match may include donated goods, services, labor, space, supplies, equipment, training time, etc? YES*
- . *Administrative costs shall not exceed 5% of requested grant amount. YES*

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

- . *(P) Yes*



**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: 3/7/2021 and 3/10/2021

EVALUATOR NAME: Curtis Picard

EVALUATOR DEPARTMENT:

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Proposed Project
 1. Target Specific are workforce needs
 - What is the unmet or under resourced need? (P) Proposal is focusing both on healthcare and addressing cultural competence.
 - Does it refer to LMI, Unified State Plan, ERC and 10 year plan? (P) Yes, mentions ERC
 - What are the potential barriers for participants? (P) As the focus is on new Mainers, there are language, educational, financial and other obstacles.
 - And possible solutions? (P) Yes, innovative training model including cross-enrolling with the Hub. "Bridge" building for specific programs; English classes; addressing geographic barriers. Specifically mentions working with Maine Health and Northern Light
 2. Place participants on an identified and in demand pathway
 - Does this proposal include employer input and engagement? (P) Yes. Maine Health and Northern Light primarily.
 - Is it purpose focused and learned centered? (P) Yes
 - Will this lead participants to employment or further ed and training? (P) Yes. Clear pathway on the training and employment.
 -
 3. Include partners
 - Could include other adult ed, employers, post-secondary, or other state agencies
 - Was there meaningful involvement of the partners? (P) Yes, employers and SMCC
 -
 -
 4. Integrate employability skills, relevant academic skills and ELA as needed
 - How does this future proof participants? Provides English language, healthcare vocab, test-taking, licensure, math, digital literacy. (P) Includes flexibility for future changes.
 - Does it include digital literacy and resilience, cognitive and metacognitive skills, and self-efficacy? (P) Yes
 -
 -
 5. Lead to quantifiable outcomes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: 3/7/2021 and 3/10/2021

EVALUATOR NAME: Curtis Picard

EVALUATOR DEPARTMENT:

- *What are the metrics and measures of success? (Q) Hard to tell how many students. I think 204? (P) But they do have % targets for completion*
- *Do these metrics include qualitative and quantitative measures? (P) Yes*
- *Academic credentials, high school completion, micro-credentials, licensure, demonstration of competencies, employment, participation in apprenticeship, further education, training or industry-recognized exams? (P) Yes.*

6. *Considers Sustainability*

- *What's the plan post-grant?*
- *(P) Want to replicate successful programs.*

7. *Project Timeline and Workplan*

- *Explain the strategies and activities that outline the work to be done that meets the goals and identifies roles and outcomes.*

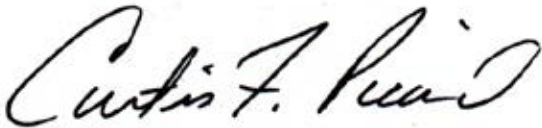
II. *Budget Narrative*

1. *Purpose of expenditures*

- *Do applicants provide a minimum 15% match? Match may include donated goods, services, labor, space, supplies, equipment, training time, etc? (P) Yes*
- *Administrative costs shall not exceed 5% of requested grant amount.*

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

- *Yes*



**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Lewiston Public Schools
DATE: 3/7/2021 and 3/10/2021
EVALUATOR NAME: Curtis Picard
EVALUATOR DEPARTMENT:

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Proposed Project
 1. Target Specific are workforce needs
 - What is the unmet or under resourced need? Focusing on hiring an "Aspirations Coordinator" to help with Healthcare, Construction and Education jobs
 - Does it refer to LMI, Unified State Plan, ERC and 10 year plan? (P) Yes. Unified State Plan, Maine Economic Dev Strategy and LMI
 - What are the potential barriers for participants? (P) Yes, transportation, childcare, economic hardship, homelessness, disabilities, language/culture
 - And possible solutions? The aspirations coordinator will help with recruitment earlier by navigating the existing infrastructure.
 2. Place participants on an identified and in demand pathway
 - Does this proposal include employer input and engagement?(Q) While this includes the LA Metro Chamber, not sure how it directly involves specific employers. How does Strengthen LA work?
 - Is it purpose focused and learned centered? (N) Not certain.
 - Will this lead participants to employment or further ed and training? (N) Not sure.
 -
 3. Include partners
 - Could include other adult ed, employers, post-secondary, or other state agencies
 - Was there meaningful involvement of the partners? Yes, but includes primarily the chamber and adult ed. Not seeing direct employer involvement.
 -
 -
 4. Integrate employability skills, relevant academic skills and ELA as needed
 - How does this future proof participants? (N) this is listed as a secondary objective and is vague in how this will be achieved
 - Does it include digital literacy and resilience, cognitive and metacognitive skills, and self-efficacy? Yes
 -
 -
 5. Lead to quantifiable outcomes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Lewiston Public Schools

DATE: 3/7/2021 and 3/10/2021

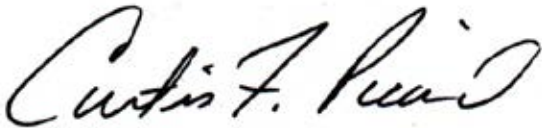
EVALUATOR NAME: Curtis Picard

EVALUATOR DEPARTMENT:

- *What are the metrics and measures of success? (N) Seems like 30 additional participants in the three areas are the target goal, but it will be hard to measure how this position will directly lead to an increase in participation.*
- *Do these metrics include qualitative and quantitative measures? (Q) How is this being measured quantitatively?*
- *Academic credentials, high school completion, micro-credentials, licensure, demonstration of competencies, employment, participation in apprenticeship, further education, training or industry-recognized exams? (P) Yes, but the path to employment is not clear.*
-
- 6. *Considers Sustainability*
 - *What's the plan post-grant? (Q) How will the position be funded beyond the grant?*
 -
 -
 -
- 7. *Project Timeline and Workplan*
 - *Explain the strategies and activities that outline the work to be done that meets the goals and identifies roles and outcomes.*
 - *(N) Timeline is for hiring the coordinator. The timeline after that is less clear for recruiting the 30 students.*
 -

II. Budget Narrative

1. *Purpose of expenditures*
 - *Do applicants provide a minimum 15% match? Match may include donated goods, services, labor, space, supplies, equipment, training time, etc? Yes*
 - *Administrative costs shall not exceed 5% of requested grant amount. Yes*
 -
 -
2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 - *Yes*
 -
 -
 -



**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Portland Adult Education
DATE: 3/7/2021 and 3/10/2021
EVALUATOR NAME: Curtis Picard
EVALUATOR DEPARTMENT:

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Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Proposed Project
 1. Target Specific are workforce needs
 - What is the unmet or under resourced need? (P) CDL A and B Drivers and working to diversify the workplace. New Mainers CDL
 - Does it refer to LMI, Unified State Plan, ERC and 10 year plan? (P) Yes. Unified
 - What are the potential barriers for participants? English, lack of test taking, lack of professional networks, racism, scheduling challenges, unfamiliar with bureaucracy, lack of experience, complicated pathway to licensing
 - And possible solutions? (P) Yes
 2. Place participants on an identified and in demand pathway
 - Does this proposal include employer input and engagement? (P) Yes, Hannaford and Allagash, but it's not clear if those employers are fully on board.
 - Is it purpose focused and learned centered? Yes
 - Will this lead participants to employment or further ed and training? (P) Yes, direct pathway
 -
 3. Include partners
 - Could include other adult ed, employers, post-secondary, or other state agencies
 - Was there meaningful involvement of the partners? (P) Yes. Hannaford and Allagash plus Portland Public Schools, and Westbrook adult ed. As noted above, the employer connections could be more concrete.
 -
 -
 4. Integrate employability skills, relevant academic skills and ELA as needed
 - How does this future proof participants? (P) Help with test prep; improve digital literacy; provide real life learning; expand professional networks; internships and apprentice(!) I like how they will individualize the pathways. (N) This will get someone to a permit, but not full license.
 - Does it include digital literacy and resilience, cognitive and metacognitive skills, and self-efficacy? Yes
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Portland Adult Education

DATE: 3/7/2021 and 3/10/2021

EVALUATOR NAME: Curtis Picard

EVALUATOR DEPARTMENT:

5. *Lead to quantifiable outcomes*

- *What are the metrics and measures of success? (P) Yes, but hard to determine exactly how many students. I think 24.*
- *Do these metrics include qualitative and quantitative measures? Yes*
- *Academic credentials, high school completion, micro-credentials, licensure, demonstration of competencies, employment, participation in apprenticeship, further education, training or industry-recognized exams? Yes*

6. *Considers Sustainability*

- *What's the plan post-grant? (N) Seek or utilize other grant funding. Sort of vague.*

7. *Project Timeline and Workplan*

- *Explain the strategies and activities that outline the work to be done that meets the goals and identifies roles and outcomes.*
- *(P) like how they engaged employers early on.*

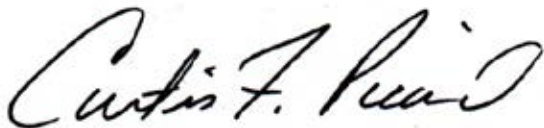
II. *Budget Narrative*

1. *Purpose of expenditures*

- *Do applicants provide a minimum 15% match? Match may include donated goods, services, labor, space, supplies, equipment, training time, etc? Yes*
- *Administrative costs shall not exceed 5% of requested grant amount. Yes*

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

- *Yes. (P) Modest proposal financially.*



**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Regional School Unit 25
DATE: 3/7/2021 and 3/10/2021
EVALUATOR NAME: Curtis Picard
EVALUATOR DEPARTMENT:

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Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Proposed Project
 1. Target Specific are workforce needs
 - What is the unmet or under resourced need? (P) Healthcare workers especially CMA's. Develop program in house. Macro-badges and micro-credentials.
 - Does it refer to LMI, Unified State Plan, ERC and 10 year plan? Yes, LMI and ERC
 - What are the potential barriers for participants? Transportation, child care, income, work schedules. (!) I like how they highlighted the gender disparity
 - And possible solutions? Pairing coursework with hand-on labs; bringing program in house; mobile lab; targeted advertising to males
 2. Place participants on an identified and in demand pathway
 - Does this proposal include employer input and engagement? (P) Yes, number of area health care providers. (!) Because of that, there was feedback to address specific gaps and provide supplemental courses.
 - Is it purpose focused and learned centered? Yes. (P) I like how they recognize that one credential does not fully prepare in some situations.
 - Will this lead participants to employment or further ed and training? Yes
 -
 3. Include partners
 - Could include other adult ed, employers, post-secondary, or other state agencies
 - Was there meaningful involvement of the partners? (P) Yes, very meaningful partnerships with multiple hospitals. Employers will be guest speakers, and job shadows.
 -
 -
 4. Integrate employability skills, relevant academic skills and ELA as needed
 - How does this future proof participants? Provide relevant certifications for individuals. (!) I like how they will target an Employability Skill of the week.
 - Does it include digital literacy and resilience, cognitive and metacognitive skills, and self-efficacy? YES
 -
 -
 5. Lead to quantifiable outcomes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: 3/7/2021 and 3/10/2021

EVALUATOR NAME: Curtis Picard

EVALUATOR DEPARTMENT:

- . *What are the metrics and measures of success? Yes. I believe at least 34 students but may be more. Details the stackable credentials available*
- . *Do these metrics include qualitative and quantitative measures? Yes*
- . *Academic credentials, high school completion, micro-credentials, licensure, demonstration of competencies, employment, participation in apprenticeship, further education, training or industry-recognized exams? Yes.*

6. *Considers Sustainability*

- . *What's the plan post-grant?*
- . *Post program evals.*
- . *(!) Track and survey students for 2 years*
- . *Tap into pool of graduates*

7. *Project Timeline and Workplan*

- . *Explain the strategies and activities that outline the work to be done that meets the goals and identifies roles and outcomes. (P) Project timeline is clear and well-planned.*

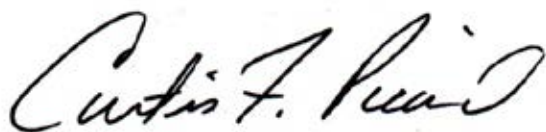
II. *Budget Narrative*

1. *Purpose of expenditures*

- . *Do applicants provide a minimum 15% match? Match may include donated goods, services, labor, space, supplies, equipment, training time, etc? Yes*
- . *Administrative costs shall not exceed 5% of requested grant amount. Yes*
- . *(P) Budget is clear.*

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

- . *Yes. (P) Like the investment in EKG machines, CPR models, etc.*



**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Regional School Unit 25b
DATE: 3/7/2021 and 3/12/2021
EVALUATOR NAME: Curtis Picard
EVALUATOR DEPARTMENT:

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. Proposed Project
 1. Target Specific are workforce needs
 - *What is the unmet or under resourced need? (P) Focusing on IT training including microcredentialing and macro-badges; 900 annual job openings for IT (not sure if this is regional or statewide?); (P) identified a growth sector and also mentioned retirement (Q) Is this a new or improved method?*
 - *Does it refer to LMI, Unified State Plan, ERC and 10 year plan? (P) Refer to LMI (N) Did not mention Unified Plan, ERC or 10 year plan.*
 - *What are the potential barriers for participants? Transportation, childcare, low income and inconsistent work schedules*
 - *And possible solutions? Use of LMS/Schoology, Northstar Digital Literacy etc.*
 2. Place participants on an identified and in demand pathway
 - *Does this proposal include employer input and engagement? (N) This is not clear to me. The grant app talks about engaging employers during the grant, but it's not clear if this has already happened.*
 - *Is it purpose focused and learner centered? (P) It seems so.*
 - *Will this lead participants to employment or further ed and training? (P and N) I believe so but the pathway could use clarity.*
 -
 3. Include partners
 - *Could include other adult ed, employers, post-secondary, or other state agencies. (N) Partners are primarily existing Adult Ed programs, but the connection to other groups is not as clear. Why isn't UMaine involved?*
 - *Was there meaningful involvement of the partners? Of the existing partners, yes.*
 -
 -
 4. Integrate employability skills, relevant academic skills and ELA as needed
 - *How does this future proof participants? (P)IT skills are a growing field with solid salaries. It also enables people to be more mobile or work remotely.*
 - *Does it include digital literacy and resilience, cognitive and metacognitive skills, and self-efficacy? (P) Digital literacy for sure. (N) Not sure on the other points*
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25b

DATE: 3/7/2021 and 3/12/2021

EVALUATOR NAME: Curtis Picard

EVALUATOR DEPARTMENT:

5. *Lead to quantifiable outcomes*

- *What are the metrics and measures of success? (P) Up to 120 people will earn a credential*
- *Do these metrics include qualitative and quantitative measures? (P) Yes*
- *Academic credentials, high school completion, micro-credentials, licensure, demonstration of competencies, employment, participation in apprenticeship, further education, training or industry-recognized exams? (P) Yes*

6. *Considers Sustainability*

- *What's the plan post-grant? (P and I) Really liked how they pledge to track students for two years post-completion.*
- *(P) Conduct post-completion evaluations*
- *(N) Other strategies are more fuzzy.*

7. *Project Timeline and Workplan*

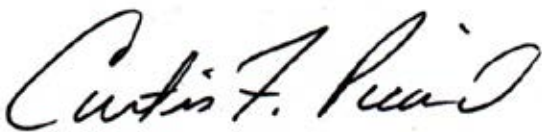
- *Explain the strategies and activities that outline the work to be done that meets the goals and identifies roles and outcomes.*

II. *Budget Narrative*

1. *Purpose of expenditures*

- *Do applicants provide a minimum 15% match? Match may include donated goods, services, labor, space, supplies, equipment, training time, etc? Yes.*
- *Administrative costs shall not exceed 5% of requested grant amount.*
- *(N) Seems like large portion of budget goes to existing salaries. (P) However, if they are able to help 120 people earn credentials, that's approximately \$800 per student. Good ROI.*

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*



**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: SAD 1 Adult & Communication Education

DATE: 3/8/2021 and 3/10/2021

EVALUATOR NAME: Curtis Picard

EVALUATOR DEPARTMENT:

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *Proposed Project*
 1. *Target Specific are workforce needs*
 - *What is the unmet or under resourced need? County-wide systemic healthcare training project. CNA's and PSS*
 - *Does it refer to LMI, Unified State Plan, ERC and 10 year plan? (P) Yes, Unified State plan, 10 year plan and ERC. Mentions NWDB Strat Plan*
 - *What are the potential barriers for participants? Supplies for labs, transportation, tuition and technology.*
 - *And possible solutions? Yes. Purchase 2 mini-buses; laptops and hotspots, lab equipment supplies. Not sure how the mini-buses will be maintained post-grant.*
 2. *Place participants on an identified and in demand pathway*
 - *Does this proposal include employer input and engagement? (P and !) Yes, employers are also agreeing to sign on bonuses.*
 - *Is it purpose focused and learned centered? Yes*
 - *Will this lead participants to employment or further ed and training? Yes*
 - *Seems like they are targeting a significant number of students, but the student's pathways are not always clear beyond the specific credential.*
 -
 3. *Include partners*
 - *Could include other adult ed, employers, post-secondary, or other state agencies*
 - *Was there meaningful involvement of the partners? Yes. Multiple rehab and nursing facilities; UMPI; etc. (P) Well outlined.*
 -
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - *How does this future proof participants? (P) Stackable credentials that has multiple pathways for growth, but the pathways could use some clarity.*
 - *Does it include digital literacy and resilience, cognitive and metacognitive skills, and self-efficacy? Yes.*
 -
 -
 5. *Lead to quantifiable outcomes*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: SAD 1 Adult & Communication Education

DATE: 3/8/2021 and 3/10/2021

EVALUATOR NAME: Curtis Picard

EVALUATOR DEPARTMENT:

- *What are the metrics and measures of success? Looks to be at least 50 total students across the various credentials.*
- *Do these metrics include qualitative and quantitative measures? Yes.*
- *Academic credentials, high school completion, micro-credentials, licensure, demonstration of competencies, employment, participation in apprenticeship, further education, training or industry-recognized exams? Yes*

6. *Considers Sustainability*

- *What's the plan post-grant? (N) Needs more clarity.*

7. *Project Timeline and Workplan*

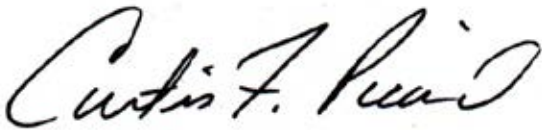
- *Explain the strategies and activities that outline the work to be done that meets the goals and identifies roles and outcomes.*

II. *Budget Narrative*

1. *Purpose of expenditures*

- *Do applicants provide a minimum 15% match? Match may include donated goods, services, labor, space, supplies, equipment, training time, etc? Yes.*
- *Administrative costs shall not exceed 5% of requested grant amount. Yes*

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*



**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Bangor Adult & Community Education
DATE:
EVALUATOR NAME: Amy Poland
EVALUATOR DEPARTMENT: MDOE/Adult Education

Amy L. Poland

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - How were the CASAS scores determined? If someone completes the contextualized instruction, do they have to retake the CASAS or will they automatically be able to enroll in the course.
 - +specific digital literacy skills aligned with needs of position
 - + paid training
 - -What is the guidance of the DEI committee?
 2. *Place participants on an identified and in demand pathway*
 -
 -
 -
 -
 3. *Include partners*
 - +partner—will they hire participants or only interview?
 -
 -
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 -
 -
 -
 -
 5. *Lead to quantifiable outcomes*
 - Reasonable cohorts—are these numbers completions or enrollments?
 -
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Bangor Adult & Community Education

DATE: March 3, 2021

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: MDOE/Adult Education

-
- 6. *Considers Sustainability*
 - +Exploring other funding sources

-
-
-
- 7. *Project Timeline and Workplan*

III. *Budget Narrative*

- 1. *Purpose of expenditures*
 - Technology access for participants?
 - Most of budget for paid training—how will they sustain this for future trainings?
 -
 -
- 2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 -
 -
 -
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: March 8, 2021

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: MDOE/Adult Education

Amy L Poland

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - +clear data on need and barriers with targeted strategies for addressing
 - What's the referral process look like for the "enrolling and promoting" programs? How will they track this process?
 - Scholarships—criteria? Other sources to address financial barriers?
 - +satellite locations—would like to know more about this? How will the be managed? How will students receive support in those satellite sites?
 2. *Place participants on an identified and in demand pathway*
 - +connection to SMCC and focus on incumbent workers, esp. environmental services workers
 -
 -
 -
 3. *Include partners*
 -
 -
 -
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - +detailed outline of skills integration
 - Tech support?
 -
 -
 5. *Lead to quantifiable outcomes*
 - +appreciate the percentages of completions
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: March 8, 2021

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: MDOE/Adult Education

-
-
- 6. *Considers Sustainability*
 - Referral process—how could that help with sustainability?
 -
 -
 -
- 7. *Project Timeline and Workplan*
 -
 -
 -

III. Budget Narrative

- 1. *Purpose of expenditures*
 - New positions? Or building on current programming?
 -
 -
 -
- 2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 -
 -
 -
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Lewiston Public Schools
DATE: March 4, 2021
EVALUATOR NAME: Amy Poland
EVALUATOR DEPARTMENT: MDOE/Adult Education

Amy L Poland

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - +special issue identified— coordination among regional partners and initiatives
 -
 -
 -
 2. *Place participants on an identified and in demand pathway*
 - Increase efficiencies and effectiveness— this could be a model for state
 -
 -
 -
 3. *Include partners*
 - +Chamber—employer partners indirectly
 - Why no higher ed partners?
 -
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 -
 -
 -
 -
 5. *Lead to quantifiable outcomes*
 - Curious about the database and how it will work—could be a best practice
 - Are there other qualitative outcomes from this work?
 -
 -
 6. *Considers Sustainability*
 - Advisors—if they don't have funding for this position beyond the grant, how will they structure it so that advisors are ready to take over?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Lewiston Public Schools

DATE: March 4, 2021

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: MDOE/Adult Education

-
-
-

7. *Project Timeline and Workplan*

-
-
-

III. *Budget Narrative*

1. *Purpose of expenditures*

- Primarily salary

-
-
-

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

-
-
-
-

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Portland Adult Education
DATE: March 4, 2021
EVALUATOR NAME: Amy Poland
EVALUATOR DEPARTMENT: MDOE/Adult Education

Amy L. Poland

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - +targeted needs
 - +Outlined specific barriers and strategies—appreciate the step of addressing racism and implicit bias in the workplace
 - - “seek” to develop and “potentially” partner—how signed on are the employers to this project
 - +individualized wrap-around services
 2. *Place participants on an identified and in demand pathway*
 - +like the employer participation here—relationship building
 -
 -
 -
 3. *Include partners*
 -
 -
 -
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - Tech provided for blended model?
 -
 -
 -
 5. *Lead to quantifiable outcomes*
 - Expecting 100% completion of the permit exam or are the number enrollments?
 - Is there a hiring outcome? 70% interviewed—but % hired?
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Portland Adult Education

DATE: March 4, 2021

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: MDOE/Adult Education

-
- 6. *Considers Sustainability*
 -
 -
 -
 -
- 7. *Project Timeline and Workplan*
 - +supports to get participants to the next step
 -
 -

III. Budget Narrative

- 1. *Purpose of expenditures*
 - +seems reasonable for scope of the project
 -
 -
 -
- 2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 -
 -
 -
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Regional School Unit 25
DATE: March 9, 2021
EVALUATOR NAME: Amy Poland
EVALUATOR DEPARTMENT: MDOE/Adult Education

Amy L Poland

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

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- I. *General Information- no comments necessary*
- II. *Proposed Project*

Lots of assumptions about what the evaluators know about the work being done with TechHire and micro-credentialing, so at times I had a tough time see how the pieces fit together and were extensions of work being done.

1. *Target Specific are workforce needs*
 - *+lacking specific data on region and need for the region*
 - *+support for specific identified barriers*
 - *Is the expectation that participants will pay for this programming? Or will it be supported by career center? "low cost tuition"*
 -
2. *Place participants on an identified and in demand pathway*
 - *Why adding the Office Skills certification to level 1?*
 -
3. *Include partners*
 - *Why only AE partners? Employer partner?*
 - *Continuing work with the U Maine System?*
 -
4. *Integrate employability skills, relevant academic skills and ELA as needed*
 -
 -
5. *Lead to quantifiable outcomes*
 - *Enrollments or completions?*
 -
6. *Considers Sustainability*
 - *Specific steps*
 -
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: March 9, 2021

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: MDOE/Adult Education

-
- 7. *Project Timeline and Workplan*
 - UMS and other partners in workplan, but not in partner list?
 -
 -

III. Budget Narrative

- 1. *Purpose of expenditures*
 - Low cost tuition in narrative—do they expect revenues from this?
 - How does this funding work with current funding streams?
 -
 -
- 2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 -
 -
 -
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Regional School Unit 25
DATE: March 8, 2021
EVALUATOR NAME: Amy Poland
EVALUATOR DEPARTMENT: MDOE/Adult Education

Amy L Poland

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*

- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - +specific data, including for region, to show need
 - +focus on gender disparity—interested in the results of this work
 - +work with UMS—articulated credit, too?
 -
 2. *Place participants on an identified and in demand pathway*
 - How will advising play a role in this?
 -
 3. *Include partners*
 - +Many established employer connections—what will they be reviewing their agreements for?
 - It would have been nice to see an employer directly engaged in this project
 -
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - +detailed outline of skills
 -
 -
 5. *Lead to quantifiable outcomes*
 - -Are these numbers enrollments or completions?
 - Why are they offering NorthStar and IC3?
 - What's BLS?
 -
 6. *Considers Sustainability*
 - +Clearly outlined strategy for sustaining the work
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: March 8, 2021

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: MDOE/Adult Education

-
-
- 7. *Project Timeline and Workplan*
-
-
-

III. Budget Narrative

- 1. *Purpose of expenditures*
 - +reasonable
 -
 -
- 2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
-
-
-

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: SAD 1 Adult & Community Education
DATE: March 3, 2021
EVALUATOR NAME: Amy Poland
EVALUATOR DEPARTMENT: MDOE/Adult Education

Amy L. Poland

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Directions: *Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.*

- I. *General Information- no comments necessary*
- II. *Proposed Project*
 1. *Target Specific are workforce needs*
 - +Strong evidence of need and connection to local and state data
 - +Specific barriers and strategies identified
 - Who is the target audience for these programs?
 -
 2. *Place participants on an identified and in demand pathway*
 - Would like to know more about the advising and navigation processes?
 - Pathways—what do they look like? How are the pieces stackable?
 - +Articulated credit
 -
 3. *Include partners*
 - +varied and well-established partnerships
 -
 4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - -No mention of the “future-proofing” strategies
 -
 -
 5. *Lead to quantifiable outcomes*
 - Significant outcomes—but are these individual enrollments or completions? What does the pathway look like for participants?
 -
 6. *Considers Sustainability*
 - Evaluation of the model?
 -
 7. *Project Timeline and Workplan*
 - Where's the program design in the work plan? Is this work already being done?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: SAD 1 Adult & Community Education

DATE: March 3, 2021

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: MDOE/Adult Education

- Project evaluation?
-

III. Budget Narrative

1. Purpose of expenditures

- Specific programs outlined in expenditures—where are they in the program design?
- +in-kind and using this with other funding
- Revenues?
-

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

-
-
-
-

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Portland Adult Education
DATE: March 8, 2021
EVALUATOR NAME: Kate Rotroff
EVALUATOR DEPARTMENT:

Kate R

~~Portland Adult Education~~
Hub

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

I. General Information- no comments necessary

II. Proposed Project

1. Target Specific are workforce needs

- enter or advanced
- healthcare
- increase cultural competence
- Target: foreign trained med. people

2. Place participants on an identified and in demand pathway

- Bridge to medical assisting roles
- PSS, Pharmacy tech, service rep. Associate in Business

3. Include partners

- Cumberland County Hub
- SMCC
- ME Health Network
- 15 partners all supported w/ Dellen

4. Integrate employability skills, relevant academic skills and ELA as needed

✓ includes a range of supports

5. Lead to quantifiable outcomes

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Portland Adult Education

DATE: March 8, 2021

EVALUATOR NAME: Kate Rotroff

EVALUATOR DEPARTMENT:

•
•
6. Considers Sustainability

- leverage workforce development supports
- fund raising employ

•
7. Project Timeline and Workplan

- Comprehensive

III. Budget Narrative

1. Purpose of expenditures

- coordination support
- materials support
- transportation lesson fees

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

-
-
-
-
-

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

Print

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Portland Adult Education

DATE: March 8, 2021

EVALUATOR NAME: Kate Rotroff

EVALUATOR DEPARTMENT:

CDL



Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

I. General Information- no comments necessary

II. Proposed Project

1. Target Specific are workforce needs

- Truck drives A+B (permits)
-
-
-

2. Place participants on an identified and in demand pathway

- Truck drive A
- " " B
-
-

3. Include partners

- AIDUSA Westbrook AE
- Allagash
- Potomac / Metro + City of Portland

needs

letters Attached

4. Integrate employability skills, relevant academic skills and ELA as needed

- ESL advancement
- Academic skills to pass tests
- Workplace skills

5. Lead to quantifiable outcomes

- 24 students, passing CDL permit exam w/ endorsement
-

1/2 will be accepted into driving school

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Portland Adult Education

DATE: March 8, 2021

EVALUATOR NAME: Kate Rotroff

EVALUATOR DEPARTMENT:

6. Considers Sustainability

-
-
- *Success in the post award phase*
- *for successful program and utilizing*
- *agency supports & funds*
-

7. Project Timeline and Workplan

-
- *OK*
-

III. Budget Narrative

1. Purpose of expenditures

- *Does not way for direct training*
- *will be covered public funding*
- *NAEL students*
-

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

-
- *yes*
-
-

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

Print

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: March 9th 2021

EVALUATOR NAME: Kate Rotroff

EVALUATOR DEPARTMENT:



Tech

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

I. General Information- no comments necessary

II. Proposed Project

1. Target Specific are workforce needs

- Technology training
-
-

Digital lit
Office skills
IC 2
COMP THE A*

2. Place participants on an identified and in demand pathway

- IT
-
-

3. Include partners

- R.S.U. 25 + 24 + UAF only
- no UM
-

No outside suppliers

4. Integrate employability skills, relevant academic skills and ELA as needed

-
-
-

5. Lead to quantifiable outcomes

-
-

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: March 9, 2021

EVALUATOR NAME: Kate Rotroff

EVALUATOR DEPARTMENT:

•
•
6. *Considers Sustainability*

•
•
•
•
7. *Project Timeline and Workplan*

•
•
•
III. *Budget Narrative*

1. *Purpose of expenditures*

•
•
•
2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

Print

RFP #: 202012177
 RFP TITLE: Adult Education Workforce Innovation Grant
 BIDDER NAME: Regional School Unit 25
 DATE: March 10, 2021
 EVALUATOR NAME: Kate Rotroff
 EVALUATOR DEPARTMENT:

Done

Kate R

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

I. General Information- no comments necessary

II. Proposed Project

1. Target Specific are workforce needs

- Health Care
- multi level re service
- Credentialing

main new advancement in college enrollment

recognized by U.S. system

2. Place participants on an identified and in demand pathway

- CCMA
- CMAA

Regional success

3. Include partners

- U Maine Gorham/Bucks
- Ass of C/ Gorgon/Bucks
- Hospitals
- Voc Rehab / Career Ctr

University a CC system

North East WDB

4. Integrate employability skills, relevant academic skills and ELA as needed

- Work Ready IC-3
- Digital
- Good description of specific skills

Basic Resource

5. Lead to quantifiable outcomes

- CCMA
- CMAA
- digital literacy
- IC-3

math work ready K-LL

for course work Math

Comprehensive program w/ Timeline & outcomes

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: March 10, 2021

EVALUATOR NAME: Kate Rotroff

EVALUATOR DEPARTMENT:

•
•
6. Considers Sustainability

- comprehensive plan to evaluate grant
- *Prop plan*
- Partner funds

•
7. Project Timeline and Workplan

- *ok*
- *a lot of work*

III. Budget Narrative

1. Purpose of expenditures

- % of Budget to each area

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

- *ye*

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

Kate R

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Bangor Adult & Community Education
DATE: March 10, 2021
EVALUATOR NAME: Kate Rotroff
EVALUATOR DEPARTMENT:

? What is alternative
to City or
could provide instruction

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Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

I. General Information- no comments necessary

II. Proposed Project

1. Target Specific are workforce needs

- Shortage of CDL B drivers
- Digital Literacy
-

Governor's Economic recovery Committee - mentions could get CDL A not mentioned again

2. Place participants on an identified and in demand pathway

- Yes
-

3. Include partners

- ~~any~~ Cyr Bus line
- ~~HR~~
- City of Bangor
-

Paid to for Community connector Eastern W. Development Corp

Let this yes

4. Integrate employability skills, relevant academic skills and ELA as needed

- Computer skills / Tech
- Work readiness
-

Contextualize instruction

5. Lead to quantifiable outcomes

- License prepared for
- Work Ready
- Digital skills

person's list?

Question: How many will complete (to dropouts)

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Bangor Adult & Community Education

DATE: March 10, 2021

EVALUATOR NAME: Kate Rotroff

EVALUATOR DEPARTMENT:

•
•
6. Considers Sustainability

• ETPZ
• ED. provide list - DoL
• question \$ to support students needs
• as in the grant

7. Project Timeline and Workplan
•
•
•

III. Budget Narrative

1. Purpose of expenditures

• Digital list + narrative
• pay students
• PL work

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.
•
•
•
•

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

Print

RFP #: 202012177

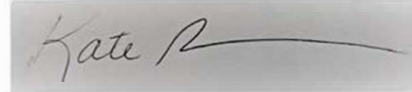
RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: SAD 1 Adult & Community Education

DATE: March 12, 2021

EVALUATOR NAME: Kate Rotroff

EVALUATOR DEPARTMENT:



Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. General Information- no comments necessary
- II. Proposed Project
 1. Target Specific are workforce needs
 - Coordinate health care training
 - All levels " " " as needed
 - Transportation
 2. Place participants on an identified and in demand pathway
 - County wide entry level health care 12 option
 - Pasely
 3. Include partners
 - 19 partners including AE/college/medical
 - partners
 4. Integrate employability skills, relevant academic skills and ELA as needed
 - Work Ready
 - Minds Edge
 - CASAS Academy
 5. Lead to quantifiable outcomes
 - Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: SAD 1 Adult & Community Education

DATE: March 12, 2021

EVALUATOR NAME: Kate Rotroff

EVALUATOR DEPARTMENT:

•
•
6. **Considers Sustainability**

- all questions should be
- answered.
-

7. **Project Timeline and Workplan**

-
- Cohorts
-

III. **Budget Narrative**

1. **Purpose of expenditures**

-
- Yes
-

2. **Budget narrative aligns with and provides an explanation of the content in the Budget Forms.**

-
- Training for teachers
- instruction
- deep med.

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

Print

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Lewiston Public Schools

DATE: March 14, 2021

EVALUATOR NAME: Kate Rotroff

EVALUATOR DEPARTMENT:



interesting approach

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Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

I. General Information- no comments necessary

II. Proposed Project

1. Target Specific are workforce needs

- improve methods of delivery
- " System via a transition coordinator
-
-

Coordinate concrete relationship with Business community

2. Place participants on an identified and in demand pathway

- health care
- construction by providing coordination
- education across 4 AE program
-

3. Include partners

- local chamber MOU
- 3 other AE programs
-
-

4. Integrate employability skills, relevant academic skills and ELA as needed

- what they already do
-
-

5. Lead to quantifiable outcomes

- increase in students

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Lewiston Public Schools

DATE: March 14, 2021

EVALUATOR NAME: Kate Rotroff

EVALUATOR DEPARTMENT:

•
•
6. *Considers Sustainability*

• ?
•
•

•
7. *Project Timeline and Workplan*

•
• *Makes sense*
•

III. *Budget Narrative*

1. *Purpose of expenditures*

•
• *salary*
•
•

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

•
• *yes*
•
•

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Lewiston Public Schools
DATE: March 18, 2021
EVALUATOR NAME: Gail Senese
EVALUATOR DEPARTMENT: MDOE/Adult Education
Lewiston Adult Education
March 18, 2021
Evaluator: Gail Senese



Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. General Information- no comments necessary

- II. Proposed Project Aspirations Coordinator
 - 1. Target Specific are workforce needs
 - Need for system of coordinated efforts, outreach
 - Good use of data
 - Any local surveys or studies identifying this need specifically in the grant area?
 -
 - 2. Place participants on an identified and in demand pathway
 - Getting people on career pathways as a RESULT of Aspirations Coordinator may be tricky to establish.
 - Programs identified but how participants may progress not very clear
 -
 - 3. Include partners
 - The partner that seems to be missing is post-secondary
 -
 - 4. Integrate employability skills, relevant academic skills and ELA as needed
 - LEA has a good record of doing this successfully
 -
 - 5. Lead to quantifiable outcomes
 - What % of those who participate will complete?
 - Like the distinction of number involved due to spirations Coordinator

RFP #202012177

- RFP Title: Adult Education Workforce Innovation Grant
- Bidder Name: Lewiston Public Schools
- Date: March 18, 2021
- Evaluator Name: Gail Senese
- Evaluator Department: Dept of Education

P. 2 of 2

Lewiston Public
Schools

Mar 18, 2021

Gail Senese

6. *Consider Sustainability*

- A bit "loose" as to how this position will be funding post grant
- Is part of the AC role to build a system so the job is no longer needed?
- Want more details
-

7. *Project Timeline and Workplan*

- Seems reasonable

III. *Budget Narrative*

1. *Purpose of expenditures*

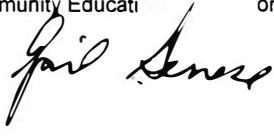
- Almost all salary related
-
-

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

-
-
-

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Bangor Adult & Community Education
DATE: March 18, 2021
EVALUATOR NAME: Gail Senese
EVALUATOR DEPARTMENT: MDOE/Adult Education
Bangor Adult and Community Education on
March 18, 2021
Evaluator Gail Senese



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Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. General Information- no comments necessary

- II. Proposed Project CDL-B Driver Training
 - 1. Target Specific are workforce needs
 - Uses data to support need
 - Cites local data
 - Plans for more
 -
 - 2. Place participants on an identified and in demand pathway
 - CDL B with Passenger Endorsement
 - Build in micro-credentials in related areas to strengthen employability
 - Earn while you learn is great benefit
 -
 - 3. Include partners
 - Includes partners who have the capacity to hire the students and are interested in doing so.
 -
 - 4. Integrate employability skills, relevant academic skills and ELA as needed
 - Wide range of skills building being offered to increase potential for success
 -

RFP #202012177
RFP Title: Adult Education Workforce Innovation Grant
Bidder Name: Bangor Adult and Community Education
Date: March 18, 2021
Evaluator Name: Gail Senese
Evaluator Department: Dept of Education

P 2 of 2
Bangor Ad + Comm Ed
Gail Senese
Mar 18, 2021

5. Lead to quantifiable outcomes

- Enrollment numbers seem reasonable
- What's the estimated completion number for earning credential?

6. Considers Sustainability

- Good idea to look at use of MCCA and AEFLA funds
- ETPL
- Wide ranging promotional efforts
- Other workforce system partners

7. Project Timeline and Workplan

- Seems manageable and realistic

III. Budget Narrative

1. Purpose of expenditures

- Bulk going to participants for earn while you learn

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: March 17, 2021

EVALUATOR NAME: Gail Senese

EVALUATOR DEPARTMENT: MDOE/Adult Education



Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

I. General Information- no comments necessary

II. Proposed Project Healthcare Bridge Pathways

1. Target Specific are workforce needs

- Did document needs
- Articulate barriers facing target population

•

2. Place participants on an identified and in demand pathway

- Health positions available
- Establishes pathways – though I found it confusing to read

•

3. Include partners

- Relationships with other hub programs should already include the items mentioned. Should already be doing all this.

•

4. Integrate employability skills, relevant academic skills and ELA as needed

- Includes the variety of support services mentioned in #4

•

Hub

mar 17, 2021



-
- 5. Lead to quantifiable outcomes
 - Appreciate inclusion of % of completers and not just enrollees

-
- 6. Considers Sustainability
 - Need more information on sustainability – not concrete

- WIOA

-

-

- 7. Project Timeline and Workplan
 - Appears reasonable

-

-

III. Budget Narrative

1. Purpose of expenditures

- Salaries
- Assessments

-

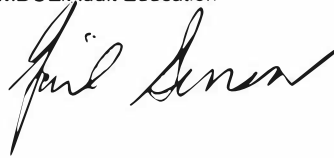
-

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

- Need much more clarity on breakdown for salaries. How many people, what is their role, how many hours
- Fees should not be charged if creating a barrier to participation
- Any fees should be captured in the budget
- If scholarships are awarded should establish criteria in conjunction with DOE
- If scholarships are awarded they need to be reflected in the budget

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Regional School Unit 25
DATE: March 16, 2021
EVALUATOR NAME: Gail Senese
EVALUATOR DEPARTMENT: MDOE/Adult Education



Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. General Information- no comments necessary

- II. Proposed Project Healthcare
 - 1. Target Specific are workforce needs
 - No connections to area data to show need
 - How many jobs are available?
 - Appropriate responses to address barriers

 - 2. Place participants on an identified and in demand pathway
 - Well-designed pathways and program details (labs, tours, professional guest speakers)
 - Developing means to offer programs in-house
 - Stackable credentials
 - Aspirations timelines

 - 3. Include partners
 - Appropriate partners
 - Like idea of partner team

 - 4. Integrate employability skills, relevant academic skills and ELA as needed
 - Steps to future proof
 - Academic supports for ELLs
 - Using feedback from employers about adding math

 - 5. Lead to quantifiable outcomes
 - Lacked outcome info- How many students estimated to complete and earn credential?

RFP #202012177

RFP Title: Adult Education Workforce Innovation Grant

Bidder Name: Regional School Unit 25

Date: March 16, 2021

Evaluator Name: Gail Senese

Evaluator Department: Dept of Education

p. 2 of 2

March 16, 2021

Gail Senese

6. Considers Sustainability

- Strong response of details steps
- Developing a model

7. Project Timeline and Workplan

- Good planning time included
-

III. Budget Narrative

1. Purpose of expenditures

- Want clarification about mobile labs
-
-
-

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

- Scholarships – Shows that fees may be a barrier to participation.
- What would be the criteria for awarding scholarships?
-

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Regional School Unit 25 B IT Pathway
DATE: March 16, 2021
EVALUATOR NAME: Gail Senese
EVALUATOR DEPARTMENT: MDOE/Adult Education



Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

I. General Information- no comments necessary

II. Proposed Project IT Pathway

1. Target Specific are workforce needs

- Insufficient data on local area needs
- Lack of reference to state documents note in RFP

2. Place participants on an identified and in demand pathway

- Described pathways and credentials needed to get to employment
- Addresses overcoming learner barriers
- Why not plan next steps beyond CompTIA to expand employment opportunities?
- Pathways are to livable wage jobs. Are those listed area salaries?

3. Include partners

- Non-adult education partners mentioned in narrative but not in partner list
- No letters of support from non-adult ed partners

4. Integrate employability skills, relevant academic skills and ELA as needed

- Good plan for integrating list of skills in #4

5. Lead to quantifiable outcomes

RFP #202012177

RFP Title: Adult Education Workforce Innovation Grant

Bidder Name: Regional School Unit 25 B IT Pathways

Date: March 16, 2021

Evaluator Name: Gail Senese

Evaluator Department: Dept of Education

- No info on outcomes, only anticipated enrollments
- Pathway makes sense, but how many will move along the pathway or end at 1st level?

Mar 16, 2021
Gail Senese
D. 2022

6. Considers Sustainability

- Tracking students for data and program effectiveness excellent ideas
- Use of MCCA Funds a great idea
- Continue to collaborate
- Will promote program

7. Project Timeline and Workplan

- Timeline and workplan make sense

III. Budget Narrative

1. Purpose of expenditures

- Technology and connectivity
- Instructors
- Licenses
- Assessments

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

- Budget breakdowns not detailed enough
-
-
-

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: SAD 1 Adult & Community Education
DATE: March 16, 2021
EVALUATOR NAME: Gail Senese
EVALUATOR DEPARTMENT: MDOE/Adult Education



Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. General Information- no comments necessary

- II. Proposed Project Healthcare and Social Assistance
 - 1. Target Specific are workforce needs
 - Excellent use of data resources to support need
 - Specifics regarding available jobs in each target area
 - Creative solutions to barriers of transportation and costs including driver ed

 - 2. Place participants on an identified and in demand pathway
 - Focus on separate positions within healthcare sector
 - Builds pathways through stackable credentials
 - Dual enrollment with University of Maine PI

 - 3. Include partners
 - Appropriate list of partners
 - Real partners already working with adult education

 - 4. Integrate employability skills, relevant academic skills and ELA as needed
 - Plan involves integration of skills noted in #4
 - Offering face ro face and online

 - 5. Lead to quantifiable outcomes
 - Is list of participant outcomes realistic?

RFP #202012177
RFP Title: Adult Education Workforce Innovation Grant
Bidder Name: SAD 1 Adult & Community Education
Date: March 16, 2021
Evaluator Name: Gail Senese
Evaluator Department: Dept of Education

SAD1 Ad + Comm Educ.
Mar 16, 2021
Gail Senese
p. 2 of 2

- Unsure of % of participants expected to complete and earn credentials

•

6. Considers Sustainability

- Improving the referral system
- Accessing other WIOA sources for training dollars
- Once established courses can be offered to a larger area and for a reasonable fee

•

7. Project Timeline and Workplan

- Seems reasonable and complete

III. Budget Narrative

1. Purpose of expenditures

- Technology/connectivity
- Vans/drivers
- Lab equipment
- Marketing

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

- Budget does align

•

•

•

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Portland Adult Education
DATE: March 17, 2021
EVALUATOR NAME: Gail Senese
EVALUATOR DEPARTMENT: MDOE/Adult Education



Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

I. General Information- no comments necessary

II. Proposed Project CDL Permit

1. Target Specific are workforce needs

- Clear that it meets a need for drivers by supporting adults to attain permits.
- Addresses barriers

•

2. Place participants on an identified and in demand pathway

- Students will be on a pathway IF access to CDL courses are available to them

•

3. Include partners

- Would like to see commitment with partners established with less language about something that "will" be done or partnerships under development
- Will CDL courses be available once people get the permit?

•

4. Integrate employability skills, relevant academic skills and ELA as needed

- Has included relevant academic, ELA and employability skills

•

•

5. Lead to quantifiable outcomes

- Appreciate estimates of completers and not just number of projected enrollees

RFP #202012177

RFP Title: Adult Education Workforce Innovation Grant

Bidder Name: Portland Adult Education

Date: March 17, 2021

Evaluator Name: Gail Senese

Evaluator Department: Dept of Education

p. 2 of 2

6. Considers Sustainability

- Need more concrete details regarding sustainability
WIOA funds generally not available for programs that don't end in a job or certification

7. Project Timeline and Workplan

- Appears reasonable

III. Budget Narrative

1. Purpose of expenditures

- Mainly salaries

2. Budget narrative aligns with and provides an explanation of the content in the Budget Forms.

- Need much for detail related to the salaries – instructional hours, hourly wages, etc.
- Are these salaries for teachers who are already being paid out of other funds and program enrollees are in those classes with other students?

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Bangor Adult & Community Education
DATE: March 7, 2021
EVALUATOR NAME: Jeff Sneddon
EVALUATOR DEPARTMENT:

DocuSigned by:
JEFF SNEDDON
DC0A45732CB7439...

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. General Information- no comments necessary
- II. Proposed Project
 - 1. Target Specific are workforce needs
 - CDL – B and development skills, paid participants (earn & learn)
 - Community Connector/Cyr Bus/School dept acknowledged shortage of drivers
 - References made to CWRI, Unified State Plan regarding the need for more CDL drivers
 - Proposal listed potential barriers and ways to address them (e.g. assessments in reading using CASAS, digital literacy using micro-credentials, soft skills using WorkReady)
 -
 - 2. Place participants on an identified and in demand pathway
 - CDL _B can lead to further endorsements
 - Employer engagement includes City of Bangor, Cyr Bus, Community Connector, they are involved in project design & necessary soft skills, and will have first opportunity to interact and/or hire students
 -
 -
 - 3. Include partners
 - The proposal mentions partners will be part of design, and lists their roles in the project
 - Letters of commitment submitted
 -
 -
 - 4. Integrate employability skills, relevant academic skills and ELA as needed
 - (P) Outlines primary training objectives and includes how developmental skills are integrated into the training program and for what purpose and will be used to future proof students

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Bangor Adult & Community Education

DATE: March 7, 2021

EVALUATOR NAME: Jeff Sneddon

EVALUATOR DEPARTMENT:

- The instructors will conduct formative assessments to ensure content comprehension and retention. Good strategy to facilitate program completers.
-
-
- 5. *Lead to quantifiable outcomes*
 - Proposal identifies credential outcomes, measurement methods and realistic outcomes (assuming all enrolled complete the program...)
 -
 -
 -
- 6. *Considers Sustainability*
 - To help sustain program, they will get program approved for the ETPL to help with tuition assistance, work with partners to recruit and fill the program
 - (Q) what about the earn & learn component?
 - Identified the labor shortage through 2028
 -
- 7. *Project Timeline and Workplan*
 - Workplan outlined the activities and expected outcomes seem reasonable
 -
 -

III. Budget Narrative

1. *Purpose of expenditures*
 - Meets 15% in-kind requirement, expenses seem reasonable
 - (Q) How will the bus in-kind be maintained; costs for driver, gas, insurance, etc.
 - (Q) Will all in-kind be ongoing (e.g. EMDC WorkReady, bus for training, paid training for participants)
 -
2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 - Narrative identifies categories and describes the expenses for that category
 -

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: March 7, 2021

EVALUATOR NAME: Jeff Sneddon

EVALUATOR DEPARTMENT:

DocuSigned by:
JEFF SNEDDON
DC0A45732CB7439...

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. General Information- no comments necessary
- II. Proposed Project
 - 1. Target Specific are workforce needs
 - Healthcare workforce shortage
 - Current staffing only covers 59% of the demand for HC workers
 - Referenced SWB unified plan
 - Referenced Governor's economic recovery committee
 - Listed barriers included New Mainer's barriers and ways to address them
 - 2. Place participants on an identified and in demand pathway
 - Good strategies - advising, assessments, map out career/education plan for students (includes pathways to licensing)
 - Bridge programs to prepare students for training
 - Prep for exams to be able to enter Nursing program
 - Working closely with MaineHealth & Northern Light, discuss pathways to advancement
 - 3. Include partners
 - Provides list of primary partners and project roles (comprehensive list)
 - Diverse list of employers' support
 - AE support/community college support
 -
 - 4. Integrate employability skills, relevant academic skills and ELA as needed
 - Good description and integration of development skills and future proofing
 - Test prep for FTTHP, vocational math, healthcare vocabulary/English
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Cumberland County Career Access and Development Hub (Portland Adult Education)

DATE: March 7, 2021

EVALUATOR NAME: Jeff Sneddon

EVALUATOR DEPARTMENT:

5. *Lead to quantifiable outcomes*
 - *Clear types of outcomes leading to certifications/higher ed/employment*
 - *Realistic results (not everyone finishes)*
 -
6. *Considers Sustainability*
 - *Leverage resources with workforce agencies (Fedcap, Voc-Rehab, WIOA) for tuition support*
 - *Seek longer term support from employers*
 - *Use positive outcomes for fundraising*
 -
7. *Project Timeline and Workplan*
 - *Clear descriptions of activities and expected outcomes*
 - *Includes test prep course and FTHP advising and job placement*
 -

III. Budget Narrative

1. *Purpose of expenditures*
 - *Overall descriptions for use of funds*
 - *Expenses seem adequate*
 -
 -
2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 - *Budget narrative was much less detailed than budget Description of Activity*
 - *Need to breakout total costs to align with budget descriptions*
 - *Budget explains matched expenses*
 -

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Lewiston Public Schools
DATE: March 9, 2021
EVALUATOR NAME: Jeff Sneddon
EVALUATOR DEPARTMENT:

DocuSigned by:
JEFF SNEDDON
DC0A45732CB7439...

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. General Information- no comments necessary
- II. Proposed Project
 - 1. Target Specific are workforce needs
 - Unified State Plan calls for “developing more coordination & alignment among programs” essential
 - Maine’s ED strategy calls for “fostering collaboration among public/private & education sector
 - Healthcare, construction, education identified by CWRI as in-demand openings in Maine to 2027
 - Barriers identified but not clear *how* Aspirations Coordinator (AC) will address them
 - (Q) are the barriers – lack of time, notice extended time in research?
 - Language barriers- AC’s help in research so ESOL navigator can work with more students & immigrant population
 - 2. Place participants on an identified and in demand pathway
 - The proposal states that they will implement the Strengthen LA 5 strategies, but no details on how the strategies related to this project or the AC’s role
 -
 -
 - 3. Include partners
 - Partnering with the Chamber has all the necessary partners or access to them
 - Identifies partners and key partners but no real details about how resources and opportunities will be identified
 - Workforce & business reps will inform development and delivery of services, but it doesn’t say how describe process (e.g. this will happen, consist of what by who)
 -
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Lewiston Public Schools

DATE: March 9, 2021

EVALUATOR NAME: Jeff Sneddon

EVALUATOR DEPARTMENT:

4. *Integrate employability skills, relevant academic skills and ELA as needed*
 - Proposal indicates primary objective is to increase the number of AE students, and AC will help speed up the process by coordinating efforts....
 - Not clear how they will “future proof” students.
 - Mention “self-sufficiency” but does not describe how this will be done
 -
5. *Lead to quantifiable outcomes*
 - (Q) only 10 AE students are connected to supports and benefit from them?
 - Seem like low outcomes compared to new coordinator networking/collaborating by AC and Strengthen LA
 -
 -
6. *Considers Sustainability*
 - Proposal acknowledges funding will be difficult and may not be financially supported but no attempt to figure out how to keep AC
 - (Q) who will do the role of the AC (40 hrs/week?)
 -
7. *Project Timeline and Workplan*
 - Adequately provides activities, timeline, roles and outcomes
 -
 -

III. Budget Narrative

1. *Purpose of expenditures*
 - Adequate descriptions
 -
 -
 -
2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 - Category F: in-kind not explained or sourced in proposal?
 - (Q) what does the onboarding or advisor training consist of and who provides the professional development?
 -
 -

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Portland Adult Education
DATE: March 9, 2021
EVALUATOR NAME: Jeff Sneddon
EVALUATOR DEPARTMENT:

DocuSigned by:
JEFF SNEDDON
DC0A45732CB7439...

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. General Information- no comments necessary
- II. Proposed Project
 - 1. Target Specific are workforce needs
 - Transportation industry needs workers
 - Referenced LMI data, SWB unified plan
 - (P) Clear description of barriers and details to address them
 -
 - 2. Place participants on an identified and in demand pathway
 - (P) Describes how students are placed and the training they will receive including employability/soft skills
 - (P) PAE advising will provide support on job applicants and create a pathway for each student
 -
 -
 - 3. Include partners
 - Describes employer partnerships
 - Identified roles for each
 -
 -
 - 4. Integrate employability skills, relevant academic skills and ELA as needed
 - Clear, developed outline for training and support into employment
 - Create individual pathways for each student and developing employer partnerships to build the pathways
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Portland Adult Education

DATE: March 9, 2021

EVALUATOR NAME: Jeff Sneddon

EVALUATOR DEPARTMENT:

5. *Lead to quantifiable outcomes*

- Clear outcomes, measurement methods and outcomes with realistic percentages of completion
-
-

6. *Considers Sustainability*

- Described strategies identified to help with sustainability
- Screen students for WIOA eligibility for tuition assistance
- Approach employers for financial support
- Advocate for increased funding from school district to train drivers for their schools

7. *Project Timeline and Workplan*

- (P) Building employer engagement early in project
- (P) Partner with employers to build curriculum and contextualized learning job search skill, employability
-

III. *Budget Narrative*

1. *Purpose of expenditures*

- *Good use of funds and in-kind match*
-
-
-

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

- *Clear explanation of expenses*
- *Looking for match/donations*
-
-

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Regional School Unit 25
DATE: March 12, 2021
EVALUATOR NAME: Jeff Sneddon
EVALUATOR DEPARTMENT:

DocuSigned by:
JEFF SNEDDON
DC0A45732CB7439...

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. General Information- no comments necessary
- II. Proposed Project
 - 1. Target Specific are workforce needs
 - Healthcare shortage 15% of the HC workers are 55+ -aging out
 - DOL, LMI, NMWB reports
 - Referenced in Governor's economic recovery committee
 - Identifies barriers
 - Addressed barrier removal, integrate foundations skills into MA curriculum
 - 2. Place participants on an identified and in demand pathway
 - Employer engagement - determine skill gaps/employer needs
 - Redesign curriculum to include academic, clinical, employability skills
 - Learners and advisor review courses to support employability
 - Stackable certificates for multiple pathways
 - 3. Include partners
 - Employers will be guest speakers, workshops, job shadowing
 - Good descriptions (extensive partnerships in plan, develop, implement of program)
 - Good descriptions of project roles
 -
 - 4. Integrate employability skills, relevant academic skills and ELA as needed
 - Mention micro-credentials but don't provide details on topics
 - (P) Mobile hands on lab
 - Clear description of primary training objectives
 - Training includes academic and vocational components
 - (P) Good idea of employability skill of the week for understanding and reinforcement

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: March 12, 2021

EVALUATOR NAME: Jeff Sneddon

EVALUATOR DEPARTMENT:

- (P) Good idea of IC3 certification for HIT learners
- 5. *Lead to quantifiable outcomes*
 - Clear outcome types discrete and sequential
 - Clear detailed measurement methods
 - Result outcomes seem manageable
 -
- 6. *Considers Sustainability*
 - Provides information on how to continue responsiveness to needs
 - Set reasonable fees to keep enrollment
 - Potential use of micro badges to help with enrollment
 - Good idea of a mobile hands on lab
- 7. *Project Timeline and Workplan*
 - Detailed strategies/activities and expected outcomes
 - Diverse and well represented responsible actors
 -

III. Budget Narrative

1. *Purpose of expenditures*
 - Seem reasonable
 - Overall clear description for use on budget Description of Activity
 -
 -
2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 - Need to breakout costs instead of aggregate figures
 -

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: Regional School Unit 25
DATE: March 12, 2021
EVALUATOR NAME: Jeff Sneddon
EVALUATOR DEPARTMENT:

DocuSigned by:
JEFF SNEDDON
DC0A45732CB7439...

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Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. General Information- no comments necessary
- II. Proposed Project
 - 1. Target Specific are workforce needs
 - IT professionals shortage – 11% increase in vacancies from 2019-2024
 - Referenced US BOL, LMI, EMDC
 - Identified barriers
 - Described how program components addressed each barrier
 -
 - 2. Place participants on an identified and in demand pathway
 - Employers – job shadowing, externships, placement, guest speakers
 - Clear descriptions on how participants will be placed in career pathways or education, employment
 -
 -
 - 3. Include partners
 - Clear descriptions of project roles
 - Didn't really identify who would engage employers
 -
 -
 - 4. Integrate employability skills, relevant academic skills and ELA as needed
 - Clear explanation of training objectives
 - Clear explanation of integrating development of skills into the academic and vocational training
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: Regional School Unit 25

DATE: March 12, 2021

EVALUATOR NAME: Jeff Sneddon

EVALUATOR DEPARTMENT:

5. *Lead to quantifiable outcomes*

- Types of outcomes are credential based/stackable
- Measurement methods are clear
- Results seem manageable
-

6. *Considers Sustainability*

- Responsive to new needs, feedback loops- students, employers, partners
- Work with partners for reasonable costs/tuition
- No real strategy to sustain program post-grant
-

7. *Project Timeline and Workplan*

- Identifies some options for sustainability
-
-

III. *Budget Narrative*

1. *Purpose of expenditures*

- Travel expenses seem low
- Clear description of use of funds
-
-

2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*

- Clearly identifies cost categories
-
-

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant
BIDDER NAME: SAD 1 Adult & Community Education
DATE: March 12, 2021
EVALUATOR NAME: Jeff Sneddon
EVALUATOR DEPARTMENT:

DocuSigned by:
JEFF SNEDDON
DC0A45732CB7439...

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Individual Evaluator Comments:

Directions: Follow the sections of your RFP to develop a bulleted outline for notes. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. General Information- no comments necessary
- II. Proposed Project
 - 1. Target Specific are workforce needs
 - Healthcare CNAS, PSS workforce shortage
 - Referenced unified strategic plan, Governor's Economic Recovery Committee, Maine Economic Development Strategy
 - Barriers are identified and addressed
 - Not sure about lack of supplies as part of a participant's barrier, it is a program issue not a participant issue
 - 2. Place participants on an identified and in demand pathway
 - Good examples of placing students and offering further education opportunities w/stackable credentials
 - Employer input - employer training and employment agreements
 - 3. Include partners
 - (P) Very comprehensive list, many employers (diverse list)
 - (Q) Not sure about each project role, it looks like titles (of employment)
 - (P) Good description of partner roles in the narrative
 - 4. Integrate employability skills, relevant academic skills and ELA as needed
 - High number of health care occupational trainings/use CASAS assessments , may be too many at once to start if not already offering them
 - Combining two hubs for increased resources include employability skilled training
 - They will partner with service providers to integrate employability skills into academic programming

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202012177

RFP TITLE: Adult Education Workforce Innovation Grant

BIDDER NAME: SAD 1 Adult & Community Education

DATE: March 12, 2021

EVALUATOR NAME: Jeff Sneddon

EVALUATOR DEPARTMENT:

5. *Lead to quantifiable outcomes*
 - (P) High number of credentials (250)
 - Clear outcomes
6. *Considers Sustainability*
 - Good example of sharing resources, expanding medical labs
 - Expanding supports for teachers and students
 - System in place to respond to new training needs
7. *Project Timeline and Workplan*
 - (P) Expanding delivery with smaller cohorts, and many employers or support of facilities and hiring
 - Good use and example of professional development

III. Budget Narrative

1. *Purpose of expenditures*
 - In-kind contribution total could be broken out by category
 - General overview of expenses could be more detailed in dollar amounts
2. *Budget narrative aligns with and provides an explanation of the content in the Budget Forms.*
 - There is more details in the "budget Description of Activities" than in the budget narrative



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant

I, (**print name at right**) _____ Megan Dichter _____ accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education . I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Megan Dichter

3/17/2021

Signature

Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant

I, Kelley Heath accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education . I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

DocuSigned by:
Kelley Heath
02556FD4B6884B5...

3/17/2021

Signature

Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant

I, (print name at right) Curtis Picard
accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Signature

1/28/2021

Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant

I, (print name at right) _____Amy Poland_____ accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Amy L. Poland

Signature

March 15, 2021

Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant

I, (print name at right) Kathryn Rotroff
accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Kathryn Rotroff _____
Signature Date 1/29/21



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant

I, (print name at right) Gail Senese accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

DocuSigned by:
Gail Senese
F296A73F71414EC...
Signature _____ 1/28/2021 _____ Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202012177
RFP TITLE: Adult Education Workforce Innovation Grant

I, (print name at right) Jeffrey R. Sneddon
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Jeffrey R. Sneddon
Signature
3/17/2021
Date