

State of Maine
Master Score Sheet

RFP# 202206089					
Strengthening Maine's Workforce					
Bidder Name:		MSAD 75 Merrymeeting Adult Education	Five Town Adult Education for MidCoast Adult Education Hub 7	Regional School Unit 25	Westbrook Adult Education/Westbrook School Department
Proposed Cost:		\$33,850	\$378,077	\$486,080	\$199,319
Scoring Sections	Points Available				
Section I: Preliminary Information	Pass/Fail	Pass	Pass	Pass	Pass
Section II: Specifications of Work to be performed	75	30	40	55	68
Section III: Cost Proposal	25	05	13	10	13
TOTAL	<u>100</u>	<u>35</u>	<u>53</u>	<u>65</u>	<u>81</u>
Bidder Name:		SAD 1 Adult & Community Education	South Portland Adult Education	Portland Public Schools/Portland Adult Education	Portland Public Schools/Portland Adult Education
Proposed Cost:		\$398,408	\$260,450	\$500,000	\$489,850
Scoring Sections	Points Available				
Section I: Preliminary Information	Pass/Fail	Pass	Pass	Pass	Pass
Section II: Specifications of Work to be performed	75	65	65	68	70
Section III: Proposed Services	25	17	19	20	23
TOTAL	<u>100</u>	<u>82</u>	<u>84</u>	<u>88</u>	<u>93</u>

Bidder Name:		Portland Public Schools/Portland Adult Education	
Proposed Cost:		\$490,650	
Scoring Sections	Points Available		
Section I: Preliminary Information	Pass/Fail	Pass	
Section II: Specifications of Work to be performed	75	75	
Section III: Cost Proposal	25	20	
TOTAL	<u>100</u>	<u>95</u>	



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

9/1/2022

Alan Lampert, Director of Adult Education
MSAD 75 Merrymeeting Adult Education
50 Republic Ave
Topsham, ME 04086

SUBJECT: Notice of Conditional Contract Awards under RFP #202206089

Dear Alan:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for Strengthening Maine's Workforce. 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:

- Portland Schools/Portland Adult Education
- South Portland Adult Education
- SAD 1 Adult and Community Education
- Westbrook Adult Education/Westbrook School Department
- Regional School Unit 25
- Five Towns Adult Education for Midcoast Adult Education, Hub 7

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,

Monique Roy

Monique Roy
State Director of Adult Education
Workforce Development & Innovative Pathways
Maine Department of Education
23 State House Station, 5th Floor
Augusta, Maine 04333-0023

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).



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

9/1/2022

David A. Watts, Director, Adult Education
Five Towns Adult Education for MidCoast Adult Education Hub 7
25 Keelson Drive
Rockport, ME 04856

SUBJECT: Notice of Conditional Contract Awards under RFP #202206089

Dear David:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for Strengthening Maine's Workforce. 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:

- Portland Schools/Portland Adult Education
- South Portland Adult Education
- SAD 1 Adult and Community Education
- Westbrook Adult Education/Westbrook School Department
- Regional School Unit 25
- Five Towns Adult Education for Midcoast Adult Education, Hub 7

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,

Monique Roy

Monique Roy
State Director of Adult Education
Workforce Development & Innovative Pathways
Maine Department of Education
23 State House Station, 5th Floor
Augusta, Maine 04333-0023

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).



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

9/1/2022

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

SUBJECT: Notice of Conditional Contract Awards under RFP #202206089

Dear Kathy:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for Strengthening Maine's Workforce. 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:

- Portland Schools/Portland Adult Education
- South Portland Adult Education
- SAD 1 Adult and Community Education
- Westbrook Adult Education/Westbrook School Department
- Regional School Unit 25
- Five Towns Adult Education for Midcoast Adult Education, Hub 7

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,

Monique Roy

Monique Roy
State Director of Adult Education
Workforce Development & Innovative Pathways
Maine Department of Education
23 State House Station, 5th Floor
Augusta, Maine 04333-0023

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).



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

9/1/2022

Shelli Pride, Director of Adult Education
Westbrook Adult Education/Westbrook School Department
125 Stroudwater St.
Westbrook, ME 04092

SUBJECT: Notice of Conditional Contract Awards under RFP #202206089

Dear Shelli:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for Strengthening Maine's Workforce. 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:

- Portland Schools/Portland Adult Education
- South Portland Adult Education
- SAD 1 Adult and Community Education
- Westbrook Adult Education/Westbrook School Department
- Regional School Unit 25
- Five Towns Adult Education for Midcoast Adult Education, Hub 7

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,

Monique Roy

Monique Roy
State Director of Adult Education
Workforce Development & Innovative Pathways
Maine Department of Education
23 State House Station, 5th Floor
Augusta, Maine 04333-0023

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).



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

9/1/2022

LeRae Kinney, Director of Adult Education
SAD 1 Adult and Community Education
79 Blake St., Suite 2
Presque Isle, ME 04092

SUBJECT: Notice of Conditional Contract Awards under RFP #202206089

Dear LeRae:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for Strengthening Maine's Workforce. 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:

- Portland Schools/Portland Adult Education
- South Portland Adult Education
- SAD 1 Adult and Community Education
- Westbrook Adult Education/Westbrook School Department
- Regional School Unit 25
- Five Towns Adult Education for Midcoast Adult Education, Hub 7

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,
Monique Roy

Monique Roy
State Director of Adult Education
Workforce Development & Innovative Pathways
Maine Department of Education
23 State House Station, 5th Floor
Augusta, Maine 04333-0023

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).



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

9/1/2022

Sue De Cesare Director of Adult Education
South Portland Adult Education
63 Highland Ave
South Portland, ME 04106

SUBJECT: Notice of Conditional Contract Awards under RFP #202206089

Dear Sue:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for Strengthening Maine's Workforce. 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:

- Portland Schools/Portland Adult Education
- South Portland Adult Education
- SAD 1 Adult and Community Education
- Westbrook Adult Education/Westbrook School Department
- Regional School Unit 25
- Five Towns Adult Education for Midcoast Adult Education, Hub 7

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,

Monique Roy

Monique Roy
State Director of Adult Education
Workforce Development & Innovative Pathways
Maine Department of Education
23 State House Station, 5th Floor
Augusta, Maine 04333-0023

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).



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

9/1/2022

Elizabeth Love, Assistant Director of Adult Education
Portland Public Schools/Portland Adult Education
14 Locust St.
Portland, ME 04101

SUBJECT: Notice of Conditional Contract Awards under RFP #202206089

Dear Liz:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for Strengthening Maine's Workforce. 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:

- Portland Schools/Portland Adult Education
- South Portland Adult Education
- SAD 1 Adult and Community Education
- Westbrook Adult Education/Westbrook School Department
- Regional School Unit 25
- Five Towns Adult Education for Midcoast Adult Education, Hub 7

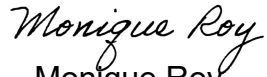
The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice 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,



Monique Roy
State Director of Adult Education
Workforce Development & Innovative Pathways
Maine Department of Education
23 State House Station, 5th Floor
Augusta, Maine 04333-0023

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).

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: MSAD 75 Merrymeeting Adult Education
DATE: 8/04/2022

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Megan Dichter
Names of Evaluators: Megan Dichter, Monique Roy, Kelley Heath, Amy Poland, Julia Trujillo Luengo

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information		
• Addresses one or more of the project requirements	X	
• Responded about eligible industry of applicable	X	
• Serves an eligible population	X	
• Provided partnership list	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	30
Section III. Budget Proposal	25	05
<u>Total Points</u>	<u>100</u>	<u>35</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: MSAD 75 Merrymeeting Adult Education
DATE: 8/04/2022

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: MSAD 75 Merrymeeting Adult Education
DATE: 8/04/2022

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	30

Evaluation Team Comments:

- *Project Overview*
 - *P- Need is there*
 - *N- Scope of work does not adequately address the need*
 - *N- no support for student barriers*
 - *N- fieldtrips connection is weak*
 - *N- no outreach regarding new interpretation services*

- *Identification of Need*
 - *P- Data on enrollment and employer needs*
 - *N- Career Pathway is nonexistent*

- *Project Description*
- *Project design addresses priority areas for eligible population*
- - *Q- CNA-Prep course textbook aligned to CCR*
 - *Q- how will it improve instruction*
 - *Q-Is the scope of the project big enough to address all 3 requirements selected*
 - *N- 10th grade level may be too high or unrealistic with no info*
 - *N- field trips for cultural trips don't align with RFA*
 - *N- No connection to further certificate/training for CNA*

- *Project Timeline with milestone dates*
 - *P- Start Date is not possible*
 - *Q- CNA is this supplanting a course they already have*
 - *N- no years specified*
 - *N- only applied for 1 year*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: MSAD 75 Merrymeeting Adult Education
DATE: 8/04/2022

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Budget Proposal	25	05

Evaluation Team Comments:

- *Budget form*
 - *N- Budget does not adequately address the scope and need*
 - *N- Only 13% of transportation funds are for workplace visits the rest is for leisure activities which doesn't align with RFA*
 - *Q- why two part time positions instead of 1 full time*

- *Budget Narrative*
 - *N – no information on why/how costs are fair and reasonable based on community economics.*
 - *N- no narrative*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER: Five Town Adult Education for Mid Coast Adult Education Hub 7

DATE: 8/4/2022

SUMMARY PAGE

Department Name: Maine Department of Education

Name of RFP Coordinator: Megan Dichter

Names of Evaluators: Megan Dichter, Monique Roy, Kelley Heath, Amy Poland, Julia Trujillo Luengo

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information		
• Addresses one or more of the project requirements	X	
• Responded about eligible industry of applicable	X	
• Serves an eligible population	X	
• Provided partnership list	n/a	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	40
Section III. Budget Proposal	25	13
<u>Total Points</u>	<u>100</u>	<u>53</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER: Five Town Adult Education for Mid Coast Adult Education Hub 7

DATE: 8/4/2022

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

- Q/N-No partner list although they checked #1 – follow up with them

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER: Five Town Adult Education for Mid Coast Adult Education Hub 7

DATE: 8/4/2022

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	40

Evaluation Team Comments:

- *Project Overview*
 - *P- good idea to support those ineligible for other funds*
 - *N- very broad project- money is for position and bucket of money to support students fills gaps*
 - *N- doesn't quite align with project requirements*

- *Identification of Need*
 - *N- no identification of need for populations indicated in Section 1*
 - *N- no local data on ELL Q- are there existing resources they could be using-*
 - *P- good data on barriers and students who are ineligible*
 - *P- Hub wide problem and solution*

- *Project Description*
- *Project design addresses priority areas for eligible population*
 - *Q- Coordinator position duties are huge and will require someone with a diverse set of skills*
 - *N- no outreach and recruitment strategy*
 - *N- employer partnerships are hypothetical*

- *Project Timeline with milestone dates*
 - *N- unrealistic timeline*
 - *N- no outcomes listed*
 - *P- MJRP Navigator is listed as member f Advisory Group*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER: Five Town Adult Education for Mid Coast Adult Education Hub 7

DATE: 8/4/2022

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Budget Proposal	25	13

Evaluation Team Comments:

- *Budget form*
 - *Q- Earn While you Learn- can this be done by the Business Office*
 - *P/N mentions number of cohorts, but not number of students*
 - *Q- How will childcare be determined – w/o numbers it is hard to determine if this is reasonable*
 - *Q- can we pay another entity for tuition*

- *Budget Narrative*
 - *P- Covers transportation*
 -

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Regional School Unit 25
DATE: 8/4/22

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Megan Dichter
Names of Evaluators: Megan Dichter, Monique Roy, Kelley Heath, Amy Poland, Julia Trujillo Luengo

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information		
• Addresses one or more of the project requirements	X	
• Responded about eligible industry of applicable	X	
• Serves an eligible population	X	
• Provided partnership list	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	55
Section III. Budget Proposal	25	10
<u>Total Points</u>	<u>100</u>	<u>65</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Regional School Unit 25
DATE: 8/4/22

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

Q- No primary contact listed for partners

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Regional School Unit 25
DATE:8/4/22

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	55

Evaluation Team Comments:

- *Project Overview*
 - *P- Clear vision of expansion*
 - *P- Interesting inclusion of student perception of work?*
 - *P- Hub vision*
 - *P- includes scaffolding stackable credentials*
 - *N- scope is too large for what they want to do*

- *Identification of Need*
 - *P- identified targeted skills gaps and staffing shortages*
 - *N- no connection to success/challenges of former pathway works*

- *Project Description*
- *Project design addresses priority areas for eligible population*
 - *N- unclear whether foundational skills are contextualized*
 - *N- is there enough support to bridge students from foundational to occupational skills*
 - *Q- Stipend piece is unclear*
 - *N- no info on recruitment*
 - *P- alignment to Higher Ed/Micro-credential*
 - *P- Hub collaboration*

- *Project Timeline with milestone dates*
 - *N- not that new or innovative*
 - *N- no outcomes listed- how many will be served*
 - *N-employer input/participation is listed throughout timeline, but employer commitment seems uncertain at time of submission*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Regional School Unit 25
DATE: 8/4/22

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Budget Proposal	25	10

Evaluation Team Comments:

- *Budget form*
 - *N- unclear about breakout of contracted services to other programs within the Hub*
 - *N- Amount seems too big for actual expenses*
 - *N- Instructional materials listed in Non-instructional materials*

- *Budget Narrative*
 - *N- High amount for stipends for guest speakers – are they allowed*
 - *Q- is there enough money for planning over the life of the grant*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Westbrook Adult Education/Westbrook School Department
DATE: 8/04/2022

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Megan Dichter
Names of Evaluators: Megan Dichter, Monique Roy, Kelley Heath, Amy Poland, Julia Trujillo Luengo

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information		
• Addresses one or more of the project requirements	x	
• Responded about eligible industry of applicable	x	
• Serves an eligible population	x	
• Provided partnership list	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	68
Section III. Budget Proposal	25	13
<u>Total Points</u>	<u>100</u>	<u>81</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER: Westbrook Adult Education/Westbrook School Department

DATE: 8/04/2022

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

Q- Why didn't they check # 1

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER: Westbrook Adult Education/Westbrook School Department

DATE: 8/04/2022

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	68

Evaluation Team Comments:

- *Project Overview*
 - *Strong P- strong connection between program design and employer/employee needs*
 - *P/- classes onsite at employer*
 - *N- no Hub model – where are AE programs in the area*

- *Identification of Need*
 - *Q- What is the employer's goal – attraction and retention strategy?*
 - *N- need for ELA is an assumption – no data only says majority are ML's*
 - *N- no data on employment needs of ML in the area*
 - *P- eye on sustainability*

- *Project Description*
- *Project design addresses priority areas for eligible population*
 - *P- class instruction/employment for Saco residents*
 - *P- Employee on Advisory Group*
 - *P- good transportation. Childcare supports*
 - *Q- more info on research based instructional methods*
 - *Q- Is this an Earn While you Learn*

- *Project Timeline with milestone dates*
 - *N-lacked specific dates*
 - *P- Advisory Group- clear evaluation process*
 - *N- no clear number of students served*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER: Westbrook Adult Education/Westbrook School Department

DATE: 8/04/2022

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Budget Proposal	25	13

Evaluation Team Comments:

- *Budget form*
 - Q- *Why does the coordinator move to ½ time*
 - Q- *where are other positions*
 - Q- *Incentives for completion- what does completion mean*

- *Budget Narrative*
 - P- *includes onsite childcare*
 - N- *Low salary for Coordinator and then moves to ½ time- how will they fill this position*
 - N- *no financial incentive to attend classes- is incentive of transportation and childcare enough*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: SAD 1 Adult & Community Education
DATE: 8/4/2022

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Megan Dichter
Names of Evaluators: Megan Dichter, Monique Roy, Kelley Heath, Amy Poland, Julia Trujillo Luengo

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information		
• Addresses one or more of the project requirements	x	
• Responded about eligible industry of applicable	x	
• Serves an eligible population	x	
• Provided partnership list	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	65
Section III. Budget Proposal	25	17
<u>Total Points</u>	<u>100</u>	<u>82</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: SAD 1 Adult & Community Education
DATE: 8/4/2022

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: SAD 1 Adult & Community Education
DATE: 8/4/2022

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	65

Evaluation Team Comments:

- *Project Overview*
 - *N- Addresses all 4 areas of project requirements but project doesn't really address Multilingual learners*
 - *P- Partner involvement is clear*
 - *P- focuses on three clearly defined Hospitality pathways and addresses stigma of Hospitality*
 - *P- introduces career ladders in this industry*

- *Identification of Need*
 - *N- no data on the target populations*
 - *P- hospitality focused economy that was really hit by Covid – local data on employer needs*
 - *P- Clear goals- 25 new jobs*
 - *Q- Apprenticeship- how will/does this connect to other MJRP initiatives*

- *Project Description*
- *Project design addresses priority areas for eligible population*
 - *Q- process for learners was unclear*
 - *Q/N- support for self-paced courses*
 - *P- create stability in Aroostook county Hospitality industry*
 - *P- clear, realistic project goals*

- *Project Timeline with milestone dates*
 - *Q- Goals and project milestones don't appear to match what is in the budget*
 - *N- EnGen is only offering for Multilingual learners*
 - *Q- Husson University is this an allowable expense*

Q- flesh out ELL part or uncheck

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: SAD 1 Adult & Community Education
DATE: 8/4/2022

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Budget Proposal	25	17

Evaluation Team Comments:

- *Budget form*
 - *P- Very specific correlation between numbers of students and certificates*
 - *Q/N-Large portion going to contracted services*
 - *Q- Is marketing budget enough*
 - *Q- Is 10 hours a week enough for proposed number of people served*

- *Budget Narrative*
 - *Q- Earn While you Learn- will this work*
 - *Q- Are all these credentials of value*
 - *N- Digital Literacy is not addressed*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: South Portland Adult Education
DATE: 8/04/2022

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Megan Dichter
Names of Evaluators: Megan Dichter, Monique Roy, Kelley Heath, Amy Poland, Julia Trujillo Luengo

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information		
• Addresses one or more of the project requirements	X	
• Responded about eligible industry of applicable	n/a	
• Serves an eligible population	X	
• Provided partnership list	n/a yes	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	65
Section III. Budget Proposal	25	19
<u>Total Points</u>	<u>100</u>	<u>84</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: South Portland Adult Education
DATE: 8/04/2022

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: South Portland Adult Education
DATE: 8/04/2022

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	65

Evaluation Team Comments:

- *Project Overview*
 - *Address the English language needs of immigrants and asylum-seekers who have little or no English proficiency.*
 - *Providing scheduling and transportation that fits with the needs of parents who have children enrolled in school*
 - *Developing a childcare program for children too young for school*
 - *Translating materials and using language interpreters as needed to conduct outreach, recruitment and evaluation*
 - *Increasing the relevance of our English language acquisition courses by using a culturally aware model that builds towards readiness for workforce participation.*
 - *P- 4 strategies for cultural success*
 - *P- includes supports for childcare and transportation*
 - *P- aims to set up a program that meets local needs- realistic scope*
 - *N- lack of understanding of different immigrant populations needs and resources doesn't align to a culturally aware model*
- *Identification of Need*
 - *N- No local adult education data given*
- *Project Description*
- *Project design addresses priority areas for eligible population*
 - *N-Very traditional class schedule that may not align to student needs*
 - *N- Delivery model is not flexible*
 - *N-Offer of childcare and transportation was not clear*
 - *Q-do their students numbers/level support the model they are proposing*
- *Project Timeline with milestone dates*
 - *N- Generic timeline that follows an inflexible schedule*
 - *P- realistic goals for starting a program*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: South Portland Adult Education
DATE: 8/04/2022

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Budget Proposal	25	19

Evaluation Team Comments:

- *Budget form*
 - *N- more part time positions instead of full time*
 - *N- large proportion of funds to explore childcare options and not enough to execute the plan*
 - *N- no mention of sustainability- given large cost of transportation*

- *Budget Narrative*
 - *P-Classes at residence is*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Portland Public Schools/Portland Adult Education
DATE: 8/04/2022
 Healthcare Pathways

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Megan Dichter
Names of Evaluators: Megan Dichter, Monique Roy, Kelley Heath, Amy Poland, Julia Trujillo Luengo

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information		
• Addresses one or more of the project requirements	X	
• Responded about eligible industry of applicable	X	
• Serves an eligible population	X	
• Provided partnership list	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	68
Section III. Budget Proposal	25	20
<u>Total Points</u>	<u>100</u>	<u>88</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Portland Public Schools/Portland Adult Education
DATE: 8/04/2022
Healthcare Pathways

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

Checked all 4

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Portland Public Schools/Portland Adult Education
DATE: 8/04/2022
 Healthcare Pathways

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	68

Evaluation Team Comments:

- *Project Overview*
 - *P- Healthcare Pathway On ramp at all levels*
 - *Q- is this (foreign trained professionals' pathway) supplant (WIG)- how is this supplement?*
 - *P- Expansion through the addition of Northern Light*

- *Identification of Need*
 - *P- addresses equity in the industry*
 - *P- strong connection to Governor's Economic Recovery Plan*
 - *P- show current need is strong*
 - *N- Where are longitudinal results*

- *Project Description*
- *Project design addresses priority areas for eligible population*
 - *P- courses for low level incumbent workers at Northern Light*
 - *P- contextualized low level healthcare English class*
 - *P- includes targeted marketing and recruitment strategy*
 - *Q- Who is getting Earn While you Learn Stipend*

- *Project Timeline with milestone dates*
 - *P- realistic timeline*
 - *P- projection of number of students to be served*
 - *Q- Are these reasonable CASAS Gains*
 - *N- No plan for evaluation of new programs*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Portland Public Schools/Portland Adult Education
DATE: 8/04/2022
Healthcare Pathways

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Budget Proposal	25	20

Evaluation Team Comments:

- *Budget form*
 - *P- A large Earn While you Learn budget*
 - *Q- Is Earn While you Learn supplementing – we know they got another grant to do certain work*
 -

- *Budget Narrative*
 - *P- anticipated matching funds from employer to support a full time*
 - *N- lots of small percentages of time*
 - *Q- why not use EnGen*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Portland Public Schools/Portland Adult Education
DATE: 8/4/2022
 Extended Language Access Project

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Megan Dichter
Names of Evaluators: Megan Dichter, Monique Roy, Kelley Heath, Amy Poland, Julia Trujillo Luengo

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information		
• Addresses one or more of the project requirements	X	
• Responded about eligible industry of applicable	n/a	
• Serves an eligible population	X	
• Provided partnership list	n/a	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	70
Section III. Budget Proposal	25	23
<u>Total Points</u>	<u>100</u>	<u>93</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Portland Public Schools/Portland Adult Education
DATE: 8/4/2022
Extended Language Access Project

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Portland Public Schools/Portland Adult Education
DATE: 8/4/2022
 Extended Language Access Project

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	70

Evaluation Team Comments:

- *Project Overview*
 - *P -Addresses long wait list*
 - *P- will look at wait list itself "assess and improve waitlist system."*
 - *P- adding summer instruction*
 - *P- more regional approach*
 - *P- Technology and technology support for students*
 - *P- specific percentages for impacted by Covid*

- *Identification of Need*
 - *P- the waitlist is the need very targeted*
 - *P- barriers well described and addressed*

- *Project Description*
- *Project design addresses priority areas for eligible population*
 - *P - addresses Extended Learning opportunities- what can people do while waiting*
 - *P- thoughtful system wide approach, understand root causes and then make change*
 - *Q- how are you engaging other partners engaged in similar work to address wait list*
 - *Q- who are other external partners referenced here*
 - *P- Additional of summer instruction is an important point for this program*

- *Project Timeline with milestone dates*
 - *P- Goals for students served*
 - *P- Includes examining intake orientation*
 - *Q- would ELO students be enrollments*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Portland Public Schools/Portland Adult Education
DATE: 8/4/2022
Extended Language Access Project

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Budget Proposal	25	23

Evaluation Team Comments:

- *Budget form*
 - *Q- no mention of Chromebooks in Project Description*
 - *P- Headsets are included*
 - *P- Full time teaching instructor*

- *Budget Narrative*
 - *P -clear and reasonable*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Portland Public Schools/Portland Adult Education
DATE: 8/04/2022
 English and Digital Skills Integration

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Megan Dichter
Names of Evaluators: Megan Dichter, Monique Roy, Kelley Heath, Amy Poland, Julia Trujillo Luengo

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information		
• Addresses one or more of the project requirements	X	
• Responded about eligible industry of applicable	n/a	
• Serves an eligible population	X	
• Provided partnership list	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	75
Section III. Budget Proposal	25	20
<u>Total Points</u>	<u>100</u>	<u>95</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Portland Public Schools/Portland Adult Education
DATE: 8/04/2022
English and Digital Skills Integration

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce
BIDDER: Portland Public Schools/Portland Adult Education
DATE: 8/04/2022
 English and Digital Skills Integration

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Specifications of Work to be Performed	75	75

Evaluation Team Comments:

- *Project Overview*
 - *I- Digital skills integration into traditional ESOL classes*
 - *P- Very targeted thoughtful approach*

- *Identification of Need*
 - *P-Addresses need for digital equity*
 - *P- connection to retention and success*
 - *P- Employer connection*
 - *P- addressed professional development need for staff*

- *Project Description*
- *Project design addresses priority areas for eligible population*
 - *P- Digital literacy standards embedded into curriculum*
 - *I- Tech Support specialist included*
 - *P- Learning Lab is tied to instruction*
 - *P- Long term transformational shift based on a vision statement*

- *Project Timeline with milestone dates*
 - *P- iterative process that included student feedback*
 - *P- anticipates multi year purchase of technology*

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER: Portland Public Schools/Portland Adult Education

DATE: 8/04/2022

English and Digital Skills Integration

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Budget Proposal	25	20

Evaluation Team Comments:

- *Budget form*
 - *N- not enough details about tracking systems for the amount of money budgeted*
 - *N- Licenses should be listed instructional materials*
 - *Q- Are they accessing state rate*

- *Budget Narrative*
 - *P- Paying teachers for PD*
 - *Q- sustainability of asset management system*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: MSAD 75 Merrymeeting Adult Education

DATE: August 1, 2022

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: Department of Education, 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:

Merrymeeting Adult Education

- I. *General Information—Yes—Project start date not possible & requesting funding for one year only*
 1. *Addresses one or more of project requirements*
 2. *Responded re: eligible industry (if applicable)*
 3. *Serves an eligible population (if applicable)*
 4. *Agrees to requirements outlined in Section C*
 5. *Partnership Listing (if applicable)*

- II. *Specification of Work to be Performed*
 1. *Project Overview*
 - seem like disconnected elements to serve MLs. Where are the connections among the CNA, ELL textbooks and field trips
 2. *Identification of Need*
 - +data to show regional and program needs

 3. *Project Description: Project design addresses priority areas for eligible population*

Need is there, but the project design doesn't fully address the need.

? Field trips—how are the non-workforce trips connected to the grant requirements? Is this an allowable expense?

 - more info needed on textbooks—aligned to ELPS? Consumable? How are the texts integrated into ELA instruction? Levels?
 - CNA—more info on program needed. Will learners get advising around healthcare career pathways? Is the 10th grade reading level a reasonable goal for students?
 - plan for outreach and recruitment?

 4. *Project Timeline with milestone dates*
 - not possible with contract start date and only for one year

- III. *Budget Proposal*
 1. *Budget form and 2. Budget Narrative*
 - ? why 3 part time positions and not FT?
 - no narrative

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: MSAD 75 Merrymeeting Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of 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:

I. General Information

1. Addresses one or more of project requirements

#1, #3, and #4

2. Responded re: eligible industry (if applicable)

Healthcare

3. Serves an eligible population (if applicable)

ALL Populations Selected

4. Agrees to requirements outlined in Section C

5. Partnership Listing (if applicable)

Compete

II. Specification of Work to be Performed

1. Project Overview

Good use of data and community partners.

2. Identification of Need

Strong, clear identification of need.

3. Project Description

*• Project design addresses priority areas for eligible population
Jumbled proposal with a need established but not really a structured proposal.
Rather a jumble of services they want to do but don't know how to pay for.
Field trip? CNA?*

Scope of work not aligned with programming needs. More instructional rigor needed.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: MSAD 75 Merrymeeting Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of Adult Education

4. Project Timeline with milestone dates

III. Budget Proposal

1. Budget form: \$33,850.00
to low

2. Budget Narrative

Not really included.

OVERALL: Proposal lacks scope to make a difference in real need. I do not recommend funding this proposal.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: MSAD 75 Merrymeeting Adult Education

DATE: 8/1/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

I. General Information

1. Addresses one or more of project requirements

- Yes

2. Responded re: eligible industry (if applicable)

- Yes-Healthcare

3. Serves an eligible population (if applicable)

- Yes- all

4. Agrees to requirements outlined in Section C

- Yes

5. Partnership Listing (if applicable)

- Yes

II. Specification of Work to be Performed

1. Project Overview

- **P**-Supplements the work they have started
- **P**- Involves community partners
- **Q**- support for student barriers- transportation, childcare etc.

2. Identification of Need

- **P**- strong connection to employer partners in terms of need

3. Project Description

- Project design addresses priority areas for eligible population
- **Q**- what is the employers role?

- **Q**- CNA Prep- where is the connection to further training/certification?

4. Project Timeline with milestone dates

III. Budget Proposal

1. Budget form

- **N**- Only 13% of transportation funds are for workplace visits the rest is for leisure activities

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: MSAD 75 Merrymeeting Adult Education

DATE: 8/1/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

2. Budget Narrative

- ***N** – no information on why/how costs are fair and reasonable based on community economics.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: MSAD 75 Merrymeeting Adult Education

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

I. General Information

- 1. Stated to address #'s 1, 3 & 4*
- 2. Responded re: eligible industry (if applicable)*
 - *Healthcare*
- 3. Serves an eligible population (if applicable)*

All
- 4. Agrees to requirements outlined in Section C*

Yes
- 5. Partnership Listing (if applicable)*

Yes

II. Specification of Work to be Performed

1. Project Overview

*Provide more programming and intake support for multilingual learners who have more than doubled in the past two years. **(negative-This project, at the scope proposed, does not seem to match what the need is.)***

2. Identification of Need

- *Enrollment up from 66 students in 2019-2020 to 95 in 21-22 and anticipated to be 135+ in 22-23*
- *Demand for CNA's at partner healthcare facilities (MidCoast Senior Health, MidCoast Parkview Hospital, Winship Green Health, Horizons, Avita of Brunswick)*
- *Intakes need to be more efficient*

3. Project Description

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: MSAD 75 Merrymeeting Adult Education

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

- *ELLCNA Prep identifies qualified ELL students for the program. Bring students up to 10th grade reading level (**question-what level are students now..is this attainable**)*
 - *Interpreter services and student support (**positive**)*
 - *Multilingual textbooks-(**question-why utilize World Eng only for multilingual instruction**)*
 - *Provide field trips to explore cultural and social opportunities (**negative-not sure if this meets the requirements of the grant, excluding workforce site visits**)*
4. *Project Timeline with milestone dates*
- *Month by month specific dates for programming to begin and staff to be hired. (**negative-No years are listed**)*

III. *Budget Proposal*

1. *Budget form*

- *Detailed excluding specifics on field trips (**negative-money doesn't match the need**)*

2. *Budget Narrative*

- *No real narrative (**negative**)*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: : MSAD 75 Merrymeeting Adult Education

DATE: 8/3/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

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:

I. General Information-

- 1. Addresses one or more of project requirements*
 - Yes 1, 3 and 4*
- 2. Responded re: eligible industry (if applicable)*
 - Yes- healthcare*
- 3. Serves an eligible population (if applicable)*
 - all*
- 4. Agrees to requirements outlined in Section C*
 - yes*
- 5. Partnership Listing (if applicable)*
 - yes*

II. Specification of Work to be Performed

- 1. Project Overview*
- 2. Identification of Need*
 - Explosive growth of ELL population – outlines employee demand but not skills or talent of current students.*
- 3. Project Description*
 - CNA training and cultural/social field trips?*
 - Why not using WIOA or FedCap*
- 4. Project Timeline with milestone dates*

III. Budget Proposal

- 1. Budget form*
 -

2. Budget Narrative -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: : MSAD 75 Merrymeeting Adult Education

DATE: 8/3/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Five Town Adult Education for MidCoast Adult Education Hub 7

DATE: August 3, 2022

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: Department of Education, 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:
Bridge to Employment in the MidCoast

I. General Information--

- 1. Addresses one or more of project requirements Y*
- 2. Responded re: eligible industry (if applicable) Y*
- 3. Serves an eligible population (if applicable) Y*
- 4. Agrees to requirements outlined in Section C Y*
- 5. Partnership Listing (if applicable) N/A*

II. Specification of Work to be Performed

1. Project Overview

- ? "Fills the gap" for participants
- ? Coordination of programs? A little unclear of the primary purpose/goals of project

2. Identification of Need

- + data on barriers to participation – costs of transportation, other household expenses
- + shared data on students ineligible for other funding
- data on multilingual population missing? Proposing to serve? What's the need?

3. Project Description: Project design addresses priority areas for eligible population

- + leveraging expertise within programs for ELL design and instruction
- /+ Like the program coordinator, but the job description seems like a lot for one position
- ? what's the recruitment and outreach strategy?
- ? how is this different from the MJRP navigator?

4. Project Timeline with milestone dates

- ? Consider adding students to the advisory group?
- lacks outcomes and targets for the work—what are the specific goals for the project?

III. Budget Proposal

1. Budget form and 2. Budget Narrative

- ? What will the processes be for Earn-to-Learn?" How will learners be paid?
- ? Are the contracted services tuition?
- ? More information about the incentives and gas cards? How determined who gets?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Five Town Adult Education for Mid Coast Adult Education Hub 7

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of 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:

I. General Information

1. Addresses one or more of project requirements

#1, #3, and #4

2. Responded re: eligible industry (if applicable)

All four checked

3. Serves an eligible population (if applicable)

ALL Populations Selected

4. Agrees to requirements outlined in Section C

5. Partnership Listing (if applicable)

Checked #1- but don't have a partner list ???

II. Specification of Work to be Performed

1. Project Overview

Vague. Not sure how this is any different from the services they are already offering.

2. Identification of Need

No clear detail or data regarding Multilingual learners. 20% gap – strong.

3. Project Description

- Project design addresses priority areas for eligible population*

Expansion of programming- but are they meeting the need already?

Program coordinator position – unrealistic? Curr. dev?

No data or program goals

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Five Town Adult Education for Mid Coast Adult Education Hub 7

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of Adult Education

- 4. *Project Timeline with milestone dates*
Unrealistic timeline- enroll students Winter 2022.

III. *Budget Proposal*

- 1. *Budget form: \$378,077.00*

Complete.

- 2. *Budget Narrative*

OVERALL: Vauge with no data or metrics, unrealistic timeline. Concerns about the money.



**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Five Towns Adult Education for Midcoast Adult Education Hub 7

DATE: 7/28/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

I. General Information

1. Addresses one or more of project requirements

- yes

2. Responded re: eligible industry (if applicable)

- yes

3. Serves an eligible population (if applicable)

- yes

4. Agrees to requirements outlined in Section C

- Yes

5. Partnership Listing (if applicable) –

- **Q/N** No partners listed despite the proposal checking #1 for project focus

II. Specification of Work to be Performed

1. Project Overview

- **Q**- hard to visualize the project
- **Q**- is another position necessary
-

2. Identification of Need

- **Q** -what is local data
- **I/P** prioritized eligibility based on description of need
- **N**- need not connected to populations indicated in part 1
- **P**- Hub wide problem/Hub wide solution

3. Project Description

- Project design addresses priority areas for eligible population
- **Q**-How many new classes
- **Q**-how many expanded offerings-

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Five Towns Adult Education for Midcoast Adult Education Hub 7

DATE: 7/28/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

- *Q-what are waitlists now?*
- *N-partnerships will need to be developed*
- *P-thinking about sustainability of position*
- *N-metrics are an important part of sustainability- no metrics are proposed so how will they measure success to encourage funding.*
- *N-mentions project goals but they are not outlined*

4. Project Timeline with milestone dates

- *N- time line doesn't seem realistic – from advisory council in Fall 22 to student's enrollment in winter 22*
- *N-Without targets it will be hard to evaluate this project*
- *P- Navigator is part of the Advisory Group*

III. Budget Proposal

1. Budget form

- *P- mentions the number of proposed cohorts*
- *Q- is full time coordination necessary given Navigator*
- *N- no student number- where do amounts come from?*

2. Budget Narrative

- *N- role of coordinator closely resembles role of mjr Navigator assigned to this area*
- *P- covers transportation a huge barrier in this area*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Five Town Adult Education for MidCoast Adult Education HUB 7

DATE: 8/1/2022

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

I. General Information

*1. Addresses one or more of project requirements
Slated to meet #'s 1, 3 and 4*

*2. Responded re: eligible industry (if applicable)
All areas, healthcare, hospitality, retail and manufacturing. Although no specific partners are named, they are working closely with FEDCAP and DHHS who also have ties to employers, will hire a program coordinator to work with HR departments.*

*3. Serves an eligible population (if applicable)
Yes*

*4. Agrees to requirements outlined in Section C
Yes*

5. Partnership Listing (if applicable)

- None listed (negative)*

II. Specification of Work to be Performed

1. Project Overview

(questions/possible negative-no specific plan has been formulated, positive working with those who do not qualify for other resources)

- Through the use of a program coordinator, there would be a plan to work specifically with those who do not qualify for other funding but have been impacted by Covid with regard to employment.*
- The target audience also is in need of transportation, childcare and paying for training.*
- The programming also includes contextualized learning for multilingual learners*

2. Identification of Need

(addressing this need would be positive) *Based on our experience over the past two years*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Five Town Adult Education for MidCoast Adult Education HUB 7

DATE: 8/1/2022

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

throughout the pandemic, approximately 20% of our students do not qualify for funding through other resources but fall within the gaps previously identified

3. Project Description

- *Utilizing experienced multilingual teaching staff to create effective instruction/curriculum-(**how?question**)*
- *Utilize/strengthen healthcare and workforce training already established how? (**how?question**)*
- *Obtain a project coordinator-this position has an extensive list of duties that will most likely need the support of other adult education professionals within the HUB (**positive**)*

4. Project Timeline with milestone dates

*(**positive**) Not too specific but within general guidelines/dates of grant spending timelines*

III. Budget Proposal

1. Budget form

General but adequate

2. Budget Narrative

Strong explanation of one of the biggest spending buckets, contracted services, that includes, "based on our experience that approximately 20% of potential students within Healthcare related fields – CNA, CNA-M, CCMA, Phlebotomy, CRMA, Dental Assisting do not qualify for funding through other sources".

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Five Town Adult Education for MidCoast Adult Education Hub 7

DATE: 8/3/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

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:

I. General Information-

1. Addresses one or more of project requirements

#1, # 3 , #4

2. Responded re: eligible industry (if applicable)

- Yes- all 4*

3. Serves an eligible population (if applicable)

- all*

4. Agrees to requirements outlined in Section C

- yes*

5. Partnership Listing (if applicable)

- Yes-*

II. Specification of Work to be Performed

1. Project Overview

- Bridge program to serve 20% of students not supported by WIOA, FedCap etc.*

2. Identification of Need

- 20% clear, unclear who their ELL population is*

3. Project Description

4. Project Timeline with milestone dates

III. Budget Proposal

1. Budget form

- yes*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Five Town Adult Education for MidCoast Adult Education Hub 7

DATE: 8/3/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

2. *Budget Narrative - yes*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Regional School Unit 25

DATE: August 1, 2022

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: Department of Education, 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:

Healthcare Pathways to Strengthen Maine's Workforce

I. General Information- Yes

1. Addresses one or more of project requirements
2. Responded re: eligible industry (if applicable)
3. Serves an eligible population (if applicable)
4. Agrees to requirements outlined in Section C
5. Partnership Listing (if applicable) Missing specific contact—connection made regarding this project?

II. Specification of Work to be Performed

1. Project Overview
 - +/-Builds on work started with WIG—where's info on what works and leading to expansion?
 - + focused on low-skilled adults
 - many pieces—what are the 2-3 big goals?
2. Identification of Need
 - +data on workforce need in healthcare in region (aging and COVID)
 - +qualitative/anecdotal about digital literacy/math
 - data from WIG
3. Project Description: Project design addresses priority areas for eligible population
 - + alignment with higher education and micro-credential
 - contextualization of math and digital literacy- not clear if this is happening or math being offered separately
 - concerned about scores for classes—what are they based on? What happens if someone doesn't pass?
 - ? more info needed on the participant stipend—how is it determined when someone received it? Who's paying? Logistics could be tricky
 - recruitment and outreach plans?
 - ? students involved in evaluation process and regular meetings?
4. Project Timeline with milestone dates
 - work proposed before the contract start date (CNA class)
 - outcomes? Learners served?

III. Budget Proposal

1. Budget form and 2. Budget Narrative
 - ? \$5,000 advertising—more info about outreach plan
 - ? \$90,000 in stipends—more info needed about implementation
 - Tech is in instructional line—move to technology access

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Regional School Unit 25

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of 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:

I. General Information

1. Addresses one or more of project requirements

#1 and #2

2. Responded re: eligible industry (if applicable)

Healthcare

3. Serves an eligible population (if applicable)

ALL Populations except Immigrants selected

4. Agrees to requirements outlined in Section C

5. Partnership Listing (if applicable)
complete

II. Specification of Work to be Performed

1. Project Overview

Good Overview Continuation of work being done..

2. Identification of Need

Ok. Wonder about recruiting and getting enough participation

3. Project Description

Good description. Not sure what is new or different about this from previous work.

4. Project Timeline but no data or enrollment targets

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Regional School Unit 25

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of Adult Education

III. Budget Proposal

1. Budget form: \$486,080.00

Complete.

2. Budget Narrative

Ok. I think too much and may not be able to spend all of the \$

OVERALL: A good continuation on work being done, but worry about finding enough people to participate, hire, etc. Also wonder what is new about plan.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Regional School Unit 25

DATE: 8/1/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

I. General Information

1. Addresses one or more of project requirements

- Yes

2. Responded re: eligible industry (if applicable)

- Yes- Healthcare

3. Serves an eligible population (if applicable)

- Yes-

4. Agrees to requirements outlined in Section C

- Yes

5. Partnership Listing (if applicable)

- Yes
- **N-** no primary contact listed for partners

II. Specification of Work to be Performed

1. Project Overview

- **P-** clear description of courses and cohorts to be developed and expanded
-
-

2. Identification of Need

-

3. Project Description

- Project design addresses priority areas for eligible population
- **P-** exploring micro-credentials
- **P-** exploring connections to apprenticeship
- **N-** Employer partners role is based on work not yet accomplished
- **N-** Hancock County Tech Center isn't listed as a partner
- **P-** Use this funding where AEFLA and MCCA funding leave off
- **P-** participant stipend
- **Q-** Who are the tutors with Math and Medical backgrounds

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Regional School Unit 25

DATE: 8/1/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

•

4. Project Timeline with milestone dates

- *N- quick turnaround time for Pilot Hybrid CNA course*
- *N- employer input/participation is listed through out timeline but employer commitment seems uncertain at time of submission*

III. Budget Proposal

1. Budget form

- *Q- is there enough money for planning over the life of the grant*

2. Budget Narrative

- *Q- Where do mentors come from*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Regional School Unit 25

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

I. General Information

1. Stated to address #'s 1 & 2

2. Responded re: eligible industry (if applicable)

- Healthcare*

3. Serves an eligible population (if applicable)

All but immigrant

4. Agrees to requirements outlined in Section C

Yes

5. Partnership Listing (if applicable)

Yes

II. Specification of Work to be Performed

1. Project Overview

*Healthcare pathway for multiple healthcare positions will address skill gaps, inform and prepare students for a variety of options and multiple entry points up to and including college. **(positive/question about employer partners, delivery of instruction)***

2. Identification of Need

- Staffing shortages within the region **(positive)***
- Skills gaps in the area... 75% in the Certified Clinical Medical Assistant pilot program indicated that they were unable to complete more than one or two questions on an exam given to all Mas. Unable to pass digital literacy assessment. **(positive)***

3. Project Description

- Creates in-house Certified Clinical Medical Assistant program in addition to preparing for healthcare training in the HUB (PSS, CNA, CRMA, CCMA and*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Regional School Unit 25

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

*prerequisites to college nursing programs. **(positive/question about delivery of services and employer partners)***

4. Project Timeline with milestone dates

- *Detailed month by month **(positive)***

III. Budget Proposal

1. Budget form

- *Most costs are going toward personnel spread out through the HUB and stipends for outside agencies **(question why is RSU 25 personnel split out from HUB personnel as contracted services)***

2. Budget Narrative

- *Explains the geographic challenges met with this initiative through HUB cooperation. **(positive)***

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Regional School Unit 25

DATE: 8/3/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

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:

I. General Information-

1. Addresses one or more of project requirements

- Yes 1 and 2*

2. Responded re: eligible industry (if applicable)

- healthcare*

3. Serves an eligible population (if applicable)

- All- except immigrants*

4. Agrees to requirements outlined in Section C

- yes*

5. Partnership Listing (if applicable)

- yes*

II. Specification of Work to be Performed

1. Project Overview

2. Identification of Need

Received 3x the amounts for Medical Assistant apps- they couldn't accommodate need.

3. Project Description

- Expansion of CNA and MA programming w/year 2 apprenticeship and OJT*

4. Project Timeline with milestone dates

III. Budget Proposal

1. Budget form

- Very complete and aligns very well w/other /all sections of application*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Regional School Unit 25

DATE: 8/3/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

2. Budget Narrative -

- *Does not list any other source of funding*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Westbrook Adult Education/Westbrook School Department

DATE: August 1, 2022

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: Department of Education, 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:

Luke's Lobster Workplace ESOL Training

I. General Information- Yes

1. Addresses one or more of project requirements
2. Responded re: eligible industry (if applicable)
3. Serves an eligible population (if applicable)
4. Agrees to requirements outlined in Section C
5. Partnership Listing (if applicable)

II. Specification of Work to be Performed

1. Project Overview
 - + onsite and virtual options
 - + employer involvement
 - not clear if classes are during work hours or after hours? Are employees paid to participate?
2. Identification of Need
 - ? how many employees are ML?
 - ? is there data on retention of employees when classes help w/ employer?
 - ? what are the employer's goals the project?
3. Project Description :Project design addresses priority areas for eligible population
 - need more information about the curriculum- EnGen only? How aligned w/ ELPS?
 - what does the delivery model look like? How many classes? Multilevel? Classes how often?
 - + employees included in advisory group
 - ? why transportation if onsite?
4. Project Timeline with milestone dates

III. Budget Proposal

1. Budget form and 2. Budget Narrative
 - personnel seems low for coordinator and instructors
 - ? how many instructors to be hired?
 - concerned about coordinator moving from FT to PT
 - ? More info needed about workbooks?
 - ? Incentives and childcare—thoughts on implementation? What does "completion" mean?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Westbrook Adult Education/Westbrook School Department

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of 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:

I. General Information

1. Addresses one or more of project requirements

#3 and #4 (should have checked #1)

2. Responded re: eligible industry (if applicable)

Hosp. Retail, Manufacturing

3. Serves an eligible population (if applicable)

ALL Populations but under/ not employed

4. Agrees to requirements outlined in Section C

5. Partnership Listing (if applicable)
included

II. Specification of Work to be Performed

1. Project Overview

Very specific programming with employer. Targeting ML learners.

2. Identification of Need

Clear identification of need, but again no mention of ML learners

3. Project Description

- *Project design addresses priority areas for eligible population*

Liked advisory group role, Evaluation

Are paid while they are training?

May be needed specifics – metrics/data.

Why this AE program? Biddeford?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Westbrook Adult Education/Westbrook School Department

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of Adult Education

4. *Project Timeline with milestone dates*
More specifics needed

III. Budget Proposal

1. *Budget form: \$199,319.00*

Complete.

2. *Budget Narrative*

Instruction- getting paid from employer?

OVERALL: Need to know if Luke's is paying ML learners while they are completing program. If not, then wonder if there is an incentive enough for learners to participate.

Complete and well thought out proposal includes many authentic partners and employers. Concerns: Not enough mention of marketing. Evaluation needed of credentials offered (that they will meet participant and employer needs). Metrics seem aspirational.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Westbrook Adult Education/Westbrook School Department

DATE: 7/29/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

I. General Information

1. Addresses one or more of project requirements

- Yes
- **Q-** why didn't they check #1

2. Responded re: eligible industry (if applicable)

- Yes- 3

3. Serves an eligible population (if applicable)

- Yes- all but under and unemployed

4. Agrees to requirements outlined in Section C

- Yes

5. Partnership Listing (if applicable)

- Yes

II. Specification of Work to be Performed

1. Project Overview

- **P-** strong connection between program design and employer/employee needs
- **P/I-** classes onsite at employer
- **Q-** where will Program Coordinator be based?
- **Q-** only for incumbent workers- is there a recruitment factor

2. Identification of Need

- **Q-** what percentage of employees are ML learners?
- **P-** thinking about sustainability

3. Project Description

- Project design addresses priority areas for eligible population
- **Q-** Zoom bus
- **N-** Digital literacy and access are not addressed here although the description mentions hybrid learning

4. Project Timeline with milestone dates

- **N-** no mention of how many employees will receive training

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Westbrook Adult Education/Westbrook School Department

DATE: 7/29/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

- *P- project criteria to measure success is listed*

III. Budget Proposal

1. Budget form

- *P- transportation and childcare*
- *P- attendance and completion incentives*

2. Budget Narrative

- *Q- \$55,000 a year for coordinator is that w/o fringe?*
- *P- number of students and cohorts is listed*
- *N- Attendance and completion incentives equal \$50 per student*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Westbrook Adult Education/Westbrook School Department

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

I. General Information

1. Stated to address #'s 3 & 4

2. Responded re: eligible industry (if applicable)

- Hospitality, retail, manufacturing (all through Luke's Lobster)*

3. Serves an eligible population (if applicable)

Serves all populations that would be employed at Luke's Lobster

4. Agrees to requirements outlined in Section C

Yes

5. Partnership Listing (if applicable)

Yes

II. Specification of Work to be Performed

1. Project Overview

- Luke's Lobster/Adult Ed will provide various training options from onsite to virtual training. **(positive)** (question-is this training provided during work hours or at other times?)*
- Adult Education will hire a program coordinator to oversee intake and onboarding of new employees. **(positive)***

2. Identification of Need

- Local business that has grown to 150 employees and supports new immigrants through school-based programs. Employer needs workers, new immigrants need jobs and English language acquisition/workforce training **(positive)***

3. Project Description

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Westbrook Adult Education/Westbrook School Department

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

- *Provides multilingual class instruction in English as well as employment for Saco area residents***(positive)(question regarding when instruction will take place)**
 - *Advisory group* **(positive especially because of employee representation)**
 - *Program coordinator***(positive)**
 - *More instructors* **(positive)**
 - *Possible transportation through bus services* **(positive)**
 - *Possible childcare with local childcare provider***(question)**
4. *Project Timeline with milestone dates*
- *Specific dates not given, only fall and winter as a timeline* **(negative)**

III. *Budget Proposal*

1. *Budget form*

- *General parameters for spending in categories of personnel, instructional materials, contracted services, transportation and technology* **(positive)**
- *A portion (\$7,000) saved aside for "attendance and completion incentives". Not sure if those expenditures are allowed.* **(question, possible negative)**

2. *Budget Narrative*

- *Answers questions regarding in most categories, but still unclear about gift cards as incentives.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Westbrook Adult Education/Westbrook School Department

DATE: 8/2/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

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:

I. General Information-

- 1. Addresses one or more of project requirements*
 - yes*
- 2. Responded re: eligible industry (if applicable)*
 - Yes-*
- 3. Serves an eligible population (if applicable)*
 - all*
- 4. Agrees to requirements outlined in Section C*
 - yes*
- 5. Partnership Listing (if applicable)*

II. Specification of Work to be Performed

- 1. Project Overview*
 - Luke's lobster= plant in Saco- instruction provided by Westbrook Adult Ed*
- 2. Identification of Need*
 - Childcare and transportation listed but solutions not addresses yet. In Budget- childcare costs?*
- 3. Project Description*
- 4. Project Timeline with milestone dates*

III. Budget Proposal

- 1. Budget form*
 - Attendance and completion initiatives?*
- 2. Budget Narrative - more detail needed. Gift cards?*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Westbrook Adult Education/Westbrook School Department

DATE: 8/2/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: SAD 1 Adult & Community Education

DATE: August 1, 2022

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: Department of Education, 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:

Aroostook Hospitality Workforce Training Program

I. General Information- Yes

- 1. Addresses one or more of project requirements*
- 2. Responded re: eligible industry (if applicable)*
- 3. Serves an eligible population (if applicable)*
- 4. Agrees to requirements outlined in Section C*
- 5. Partnership Listing (if applicable)*

II. Specification of Work to be Performed

- 1. Project Overview*
 - + business partnership w/ Ignite PI
 - + expanding view of hospitality—career ladder
 - no mention of multilingual learners
- 2. Identification of Need*
 - + strong case for local need in businesses
 - data on the target population? Who are the people in the region? Multilingual learners?
- 3. Project Description: Project design addresses priority areas for eligible population*
 - + focus on hospitality in region and strong employer connection
 - what does this look like from a student standpoint? What's learner journey through the process?
 - outreach and recruitment? How?
 - + wide selection of offerings
 - where's the English language acquisition instruction other than EnGen?
- 4. Project Timeline with milestone dates*
 - + detailed target numbers

III. Budget Proposal

- 1. Budget form and 2. Budget Narrative*
 - ? Tuition costs—large amount of \$\$ for contracted services? Is it allowable to pay tuition to Husson?
 - ? Logistics around "Earn While You Learn?"

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: SAD 1 Adult and Community Education

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of 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:

I. General Information

1. Addresses one or more of project requirements

#1, #2, #3, & #4

2. Responded re: eligible industry (if applicable)

Hospitality

3. Serves an eligible population (if applicable)

ALL Populations Checked

4. Agrees to requirements outlined in Section C

5. Partnership Listing (if applicable)

II. Specification of Work to be Performed

1. Project Overview

Strong description of project.

Strong partnerships and employers, no mention of targeting or addressing the needs of ML learners.

2. Identification of Need

Identification of need for employers +

Clear identification of need, but again no mention of ML learners

3. Project Description

- Project design addresses priority areas for eligible population*

Finally mentioned ML learners. Small pop.

Concerned about enrollment targets/projections.

Concerned little/no marketing/promotion. How will people find out about it?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: SAD 1 Adult and Community Education

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of Adult Education

4. *Project Timeline with milestone dates*

III. *Budget Proposal*

1. *Budget form: \$398,408.00*

Complete.

2. *Budget Narrative*

Well described. Includes \$10,00 in admin and marketing is in there. Enough?

OVERALL: Complete and well thought out proposal includes many authentic partners and employers. Maybe un-check #3 and #4 targeting ML learners. Concerns: Not enough mention of marketing. Evaluation needed of credentials offered (that they will meet participant and employer needs). Metrics may be aspirational.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: SAD 1 Adult & Community Education

DATE: 7/28/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

I. General Information

1. Addresses one or more of project requirements

- Yes- all 4

2. Responded re: eligible industry (if applicable)

- Yes- Hospitality

3. Serves an eligible population (if applicable)

- Yes- all

4. Agrees to requirements outlined in Section C

- yes

5. Partnership Listing (if applicable)

- Yes-

II. Specification of Work to be Performed

1. Project Overview

- **P**-focuses on three clearly defined Hospitality pathways
- **P**-employer partner involvement is clear
- **Q**- why are other partners mentioned- Maine Tourism Authority/ Hospitality Maine not listed on Partner sheet
- **P**- Industry recognized credential- RiseUp

2. Identification of Need

- **P**- local data
- **P**- Hub wide problem/Hub wide solution
- **P**- 3-pronged solution- promotion of education, sustainable and affordable food access, economic development
- **P**-clear goals- 25 new jobs
- **P**- connected to Apprenticeship- a pathway
- **N**-need not connected to populations indicated in part 1

3. Project Description

- Project design addresses priority areas for eligible population

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: SAD 1 Adult & Community Education

DATE: 7/28/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

- *P- clear, realistic project goals*
- *Q- support for self-paced courses?*

4. Project Timeline with milestone dates

- *Q- Who are the partners teaching the Partner in Person Training?*

III. Budget Proposal

1. Budget form

- *Q- is 10 hours a week enough for the numbers proposed*
-

2. Budget Narrative

- *P- Earn while you learn*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: SAD 1 Adult & Community Education

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

I. General Information

1. Stated to address #'s 1-4

2. Responded re: eligible industry (if applicable)

- Hospitality is the main focus*

3. Serves an eligible population (if applicable)

- Hospitality workers disadvantaged by Covid*

4. Agrees to requirements outlined in Section C

Yes

5. Partnership Listing (if applicable)

Yes

II. Specification of Work to be Performed

1. Project Overview

(positive) *Individualized learning plans that outlines a career training pathway through a large swath of training options ranging from credit bearing classes at Husson to short certificates.*

2. Identification of Need

- Creating 25 new jobs and improving the liveable wage for new and current employees*
- Hospitality focused economy which was hard hit by the pandemic*

3. Project Description

(positive) *Creates stability in the Aroostook job market through career ladders.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: SAD 1 Adult & Community Education

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

4. Project Timeline with milestone dates

(negative) Goals and project milestones identified with dates and number of credentials awarded.

III. Budget Proposal

1. Budget form

(question) Very specific to how many students per certification times the cost of that certification. Unsure how those numbers were determined.

- **(possible negative)** A large portion going to contracted services for trainings not trainings provided by adult education.

2. Budget Narrative

(questions/possible negative) Scholarships only total 324 with a goal of 500

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: SAD 1 Adult & Community Education

DATE: 8/2/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

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:

Healthcare pathways

I. General Information-

1. Addresses one or more of project requirements

- Yes -all*

2. Responded re: eligible industry (if applicable)

- hospitality*

3. Serves an eligible population (if applicable)

- All- (immigrants?)*

4. Agrees to requirements outlined in Section C

- yes*

5. Partnership Listing (if applicable)

- yes*

II. Specification of Work to be Performed

1. Project Overview

- North Eastland Hotel- not 100% clear what "ignite is". Who is the applicant besides SAD1 being the fiscal agent?*

2. Identification of Need

3. Project Description

4. Project Timeline with milestone dates

III. Budget Proposal

1. Budget form

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: SAD 1 Adult & Community Education

DATE: 8/2/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

2. Budget Narrative -

- *Earn as you Learn model-*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: South Portland Adult Education

DATE: August 3, 2022

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: Department of Education, 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:

South Portland Adult Education Adult Multilingual Program

- I. *General Information- Yes (+included letters of support)*
 1. *Addresses one or more of project requirements*
 2. *Responded re: eligible industry (if applicable)*
 3. *Serves an eligible population (if applicable)*
 4. *Agrees to requirements outlined in Section C*
 5. *Partnership Listing (if applicable)*

- II. *Specification of Work to be Performed*
 1. *Project Overview*
 - + 4 strategies to build a "culture of success"
 - + seeking to address barriers, too
 2. *Identification of Need*
 - missing data from the adult education program
 - primarily qualitative and global data—not program specific
 3. *Project Description: Project design addresses priority areas for eligible population*
 - + clear plan for design (classes, integration of work readiness, recruitment and support)
 - flexibility and delivery model- relies on traditional 15-week model. Will this work for student population? If using managed enrollment, what happens to learners who come after classes start?
 - ? Navigation—does this mean advising?
 - ? Childcare and transportation—what does the implementation of this look like?
 4. *Project Timeline with milestone dates*
 - +/- detailed but follow traditional semester model
 - + includes regular evaluation points and community building
 - projected outcomes?

- III. *Budget Proposal*
 1. *Budget form and 2. Budget Narrative*
 - why part time? Why not fund two full-time teachers instead of 4- PT?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: South Portland Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of 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:

I. General Information

1. Addresses one or more of project requirements

#3 and #4

2. Responded re: eligible industry (if applicable)

NONE

3. Serves an eligible population (if applicable)

ALL Populations Selected

4. Agrees to requirements outlined in Section C

5. Partnership Listing (if applicable)

Included and Complete

*II. **Specification** of Work to be Performed*

1. Project Overview

Good proposal and good partnerships.

2. Identification of Need Strong community need but

Need data from South Portland AE not just K-12

3. Project Description

Sounds like they are doing a lot. Maybe need more money? Also need to make sure there is community input regarding what is needed. A little vague.

4. Project Timeline included. Little enrollment or target data. Good evaluation built in, but very vague. Looks like it is not adult education specific.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: South Portland Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of Adult Education

III. Budget Proposal

1. Budget form: \$260,450.00

Complete.

2. Budget Narrative

Included

OVERALL: Much needed services, but vague proposal. Some of the planning does not seem to take into account differing needs of community (example: traditional scheduling). Also, may need more money.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: South Portland Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

I. General Information

1. Addresses one or more of project requirements

- Yes

2. Responded re: eligible industry (if applicable)

- N/a

3. Serves an eligible population (if applicable)

- Yes- all

4. Agrees to requirements outlined in Section C

- Yes- all

5. Partnership Listing (if applicable)

- n/a
- **P-** included it anyway

II. Specification of Work to be Performed

1. Project Overview

- **P-** culturally aware model
- **N-** no example of a culturally aware model provided
- **P-** includes transportation and childcare supports

2. Identification of Need

- **P-** addresses a large and growing need for a specific population
- **N-** no data on eligible populations given

3. Project Description

- Project design addresses priority areas for eligible population
 - **P-** classes at housing
 - **Q-** do their students numbers/level support the model they re proposing
 - **P-** includes technology supports
 - **P-** includes frequent evaluation

4. Project Timeline with milestone dates

-

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: South Portland Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

III. Budget Proposal

1. Budget form

2. Budget Narrative

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: South Portland Adult Education

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

I. General Information

- 1. Stated to address #'s 3& 4*
- 2. Responded re: eligible industry (if applicable)
N/A*
- 3. Serves an eligible population (if applicable)
All*
- 4. Agrees to requirements outlined in Section C
Yes*
- 5. Partnership Listing (if applicable)
Yes*

II. Specification of Work to be Performed

1. Project Overview

*Provide English language acquisition classes to new Mainers. Provide transportation and childcare options to remove barriers to learning. **(positive)***

2. Identification of Need

- Influx of newcomers who are mostly asylum-seekers. They will not be able to work while waiting for their status to change. Prepare them through English language acquisition classes. **(positive)***
- Low income, unemployed with barriers such as transportation and childcare **(positive)***

3. Project Description

- Five-15 week semesters for 4 groups (by level) of students. **(question- Will this model work and be flexible enough?)***
- Navigator to provide intake specific to the needs of new Mainer. **(positive)***

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: South Portland Adult Education

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

- *Workforce vocabulary for higher level learners. **(positive)***
- *Offer childcare and transportation-**(question-uncertain how this would work)***

4. Project Timeline with milestone dates

- *Generic utilizing times of the year as milestones-**(negative-may not factor in folks coming at off semester times)***

III. Budget Proposal

1. Budget form

- *Mostly for personnel and materials/technology **(positive)***
- *Also, large amount for transportation **(positive)***

2. Budget Narrative

- *Detailed explanations for numbers provided. **(positive)***

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: South Portland Adult Education

DATE: 8/3/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

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:

I. General Information-

1. Addresses one or more of project requirements

- Yes 3 and 4*

2. Responded re: eligible industry (if applicable)

- n/a*

3. Serves an eligible population (if applicable)

- all*

4. Agrees to requirements outlined in Section C

- yes*

5. Partnership Listing (if applicable)

- yes*

II. Specification of Work to be Performed

1. Project Overview

- Enhance ELL programming to respond to the influx of recent arrivals*

2. Identification of Need

- Enhance ELL programming to respond to the influx of recent arrivals*

3. Project Description

4. Project Timeline with milestone dates

- Confusing regarding populations and work permit procedures/timelines*

III. Budget Proposal

1. Budget form

- Does not identify other sources of funding*

2. Budget Narrative -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: South Portland Adult Education

DATE: 8/3/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

- *Childcare \$5000 line*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Schools/Portland Adult Education

DATE: August 1, 2022

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: Department of Education, 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:

Healthcare Pathways

I. General Information- Yes

1. Addresses one or more of project requirements
2. Responded re: eligible industry (if applicable)
3. Serves an eligible population (if applicable)
4. Agrees to requirements outlined in Section C
5. Partnership Listing (if applicable)

II. Specification of Work to be Performed

1. Project Overview
 - +clearly outlined project for each target group
 - +continues WIG work
2. Identification of Need
 - +data focused on target population
 - +connect learner needs to industry needs
 - WIG data missing
3. Project Description: Project design addresses priority areas for eligible population
 - +recruitment strategy and development of communication plan (position)
 - +clear target population, including a low level class and connection to pathway
 - addressing learning barriers like transportation, work schedules, etc.
 - ? pre-apprenticeship and Earn While You Learn—is this supplementing the other MJRP grant funding received? More info needed
4. Project Timeline with milestone dates
 - +realistic and reasonable
 - +clear outcomes
 - ? CASA gains are rigorous (90%)—how was this percentage derived?

III. Budget Proposal

1. Budget form and 2. Budget Narrative
 - + market/outreach funding
 - ? verify MJRP funding for Earn While You Learn

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of 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:

Healthcare Pathways

I. General Information

1. *Addresses one or more of project requirements*



#1, #2, #3 and #4

2. *Responded re: eligible industry (if applicable)*

Healthcare



3. *Serves an eligible population (if applicable)*

ALL Populations Selected

4. *Agrees to requirements outlined in Section C*



5. *Partnership Listing (if applicable)*

Included and Complete

*II. **Specification** of Work to be Performed*



1. *Project Overview*

Strong overview, use of data



2. *Identification of Need*

Clear identification of need.



3. *Project Description*

- *Project design – detailed, comprehensive.*

They already have a comprehensive approach and programming. Wonder what is new with this proposal.



4. *Project Timeline with milestone dates*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of Adult Education

III. Budget Proposal



1. Budget form: \$500,000.00

Complete.



2. Budget Narrative

Well described.

OVERALL: Complete and well thought out proposal. Only concern supplanting funding already there?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

Healthcare Pathways

I. General Information

1. Addresses one or more of project requirements

- *Yes- all*

2. Responded re: eligible industry (if applicable)

- *Yes- Healthcare*

3. Serves an eligible population (if applicable)

- *Yes- all*

4. Agrees to requirements outlined in Section C

- *Yes*

5. Partnership Listing (if applicable)

- *Yes*
- *P- employer commitment to hire*

II. Specification of Work to be Performed

1. Project Overview

- *P- Healthcare Pathway On ramp at all levels*
- *P- Earn while you Learn model- pre-apprenticeship*
- *Q- is this (foreign trained professionals' pathway) supplant (WIG)- how is this supplement?*

2. Identification of Need

- *P- addresses equity in the industry*
- *P- connection to Governor's Economic Recovery Plan*
-

3. Project Description

- *Project design addresses priority areas for eligible population*
- *P- IET*
- *P- includes targeted marketing and recruitment strategy*
- *P- contextualized English class*
- *P- includes onsite training for incumbent workers*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

- **Q/N-** no supports for transportation/childcare

4. Project Timeline with milestone dates

- **N-** no evaluation of *Introduction to Healthcare English or Offsite Intensive ESOL Digital Literacy WorkReady class* mentioned
- **Q-** what is next level of healthcare training for *Northern Light* incumbent workers?
- **Q-** how will *Earn while you Learn* students be selected?
-

III. Budget Proposal

1. Budget form

2. Budget Narrative

- **P-** anticipated matching funds from employer to support a full time
- **N-** lots of small percentages of time
- **Q-** why not use *EnGen*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

Healthcare Pathways

I. General Information

1. Stated to address #'s 1-4

2. Responded re: eligible industry (if applicable)

- *Healthcare*

3. Serves an eligible population (if applicable)

All

4. Agrees to requirements outlined in Section C

Yes

5. Partnership Listing (if applicable)

Yes

II. Specification of Work to be Performed

1. Project Overview

*Customized approach to meeting students education and training needs by offering a range of healthcare focused training opportunities and supports and ensuring appropriate placement based on English level, professional backgrounds and career aspirations. **(positive)***

2. Identification of Need

- *Addresses the healthcare workforce shortage in Maine **(positive)***
- *Foundational support and advising to remove the unique barriers for immigrant adults who seek to enter or advance in the healthcare field. **(positive)***
- *Increase the number of professionals of color within the industry. **(positive)***

3. Project Description

- *Build on PAE's existing healthcare program development, advising, training and education expertise **(question-supplanting vs supplementing ?)***

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

- *Deepen PAE's strong healthcare employer relations (Northern Light, Maine Health, Maine Medical Center, Veteran's Home, First Atlantic Health, the Baron Center, New England Rehabilitation Hospital) (question-supplanting vs supplementing ?)*
- *Comprehensive assessment and advising(question-supplanting vs supplementing ?)*
- *Developing and offering innovative training programs that meet student where they are academically(positive)*
- *Offering a new low level English class with a healthcare focus (positive)*
- *Develop, coordinate and offer onsite employer based intensive English and work readiness class for low level literacy incumbent workers at Northern Light (positive)*
- *Intensive Bridge to Healthcare Careers program (question-supplanting vs supplementing ?)*
- *Earn as you learn (positive/question)*
- *Foreign Trained Professional advising (question-supplanting vs supplementing ?)*
- *TOEFL exam prep(question-supplanting vs supplementing ?)*

4. Project Timeline with milestone dates

- *Dates given by month with number of students served and programming provided(positive)*

III. Budget Proposal

1. Budget form

- *Majority going to personnel, contracted services (positive), Earn as you learn stipends(question)*

2. Budget Narrative

- *Matches numbers (positive)*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/3/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

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:

Healthcare pathways

I. General Information-

1. Addresses one or more of project requirements

- Yes -all*

2. Responded re: eligible industry (if applicable)

- healthcare*

3. Serves an eligible population (if applicable)

- All-*

4. Agrees to requirements outlined in Section C

- yes*

5. Partnership Listing (if applicable)

- yes*

II. Specification of Work to be Performed

1. Project Overview

- Amplification of current healthcare programming*

2. Identification of Need

- Meeting multiple needs of students and alignment in offerings*

3. Project Description

4. Project Timeline with milestone dates

III. Budget Proposal

1. Budget form

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/3/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

2. Budget Narrative -

- *Unclear source of current funding*
- *Earn as you Learn model- where/when does the employer come in?*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: August 2, 2022

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: Department of Education, 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:

Extended Language Access Project

I. General Information- Yes

1. Addresses one or more of project requirements
2. Responded re: eligible industry (if applicable)
3. Serves an eligible population (if applicable)
4. Agrees to requirements outlined in Section C
5. Partnership Listing (if applicable)

II. Specification of Work to be Performed

1. Project Overview
 - +outlined clear steps to solve problem
 - + focus on growing need and connection of ELA to employment/Jobs & Recovery Plan
2. Identification of Need
 - +data on target population and impact of COVID and other barriers (esp. women)
 - + data on current AE enrollment and needs
3. Project Description: Project design addresses priority areas for eligible population
 - taking a strategic approach to understand the problem—trends and root causes—and steps to solve
 - +including stakeholders in the processes (students/staff)
 - +coordination of a regional approach
 - + addition of summer instruction
4. Project Timeline with milestone dates
 - + Reasonable milestones and outcomes

III. Budget Proposal

1. Budget form & 2. Budget Narrative
 - + staffing to focus on this project (ELO)
 - + addition of headsets w/ computers
 - ? Was the narrative complete?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/ Portland Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of 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:

Extended Language Access Project

I. General Information

1. Addresses one or more of project requirements



#3 and #4

2. Responded re: eligible industry (if applicable)

NONE

3. Serves an eligible population (if applicable)

ALL Populations Selected

4. Agrees to requirements outlined in Section C

5. Partnership Listing (if applicable)

N/A



II. Specification of Work to be Performed



1. Project Overview

*Strong overview. Liked Percentages for COVID impact. +
Clear and concise.*



2. Identification of Need

Clear identification of need. Specific populations mentioned. +



3. Project Description

- Project design addresses priority areas for eligible population*

4. Project Timeline with milestone dates

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/ Portland Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of Adult Education

III. Budget Proposal



1. Budget form: \$489,850.00

Complete.

2. Budget Narrative



Thorough Description

OVERALL: Complete and well thought out proposal includes many authentic partners and employers. Concerns: Not enough mention of marketing. Evaluation needed of credentials offered (that they will meet participant and employer needs). Metrics seem aspirational.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 7/29/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

Extended Language Access Project

I. General Information

1. Addresses one or more of project requirements

- *yes*

2. Responded re: eligible industry (if applicable)

- *n/a*

3. Serves an eligible population (if applicable)

- *yes*

4. Agrees to requirements outlined in Section C

- *yes*

5. Partnership Listing (if applicable)

- *n/a*

II. Specification of Work to be Performed

1. Project Overview

- *P -Addresses long wait list*
- *P- will look at wait list itself "assess and improve waitlist system."*
- *P- adding summer instruction*
- *P- more regional approach*

2. Identification of Need

3. Project Description

- *Project design addresses priority areas for eligible population*
- *Q- ELO position- different name?*
- *Q-Are other AE programs counted as external partners?*
- *P- add a teacher*
- *P-remote hot spots for 100 students*
- *P- bus passes*
- *P- more regular regional conversations and planning*
- *N- remote teacher- why not regional?*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 7/29/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

4. Project Timeline with milestone dates

- **Q-** *what are the markers of an improved waitlist system?*
- **Q-** *what does an extended opportunities enrollment look like in terms of federal data?*
- **Q-** *40% or 75% of students enrolled in ELO?*
- **Q-** *why only 60 students?*

III. Budget Proposal

1. Budget form

- **Q-** *are Chromebooks for remote students? No mention in Project Description.*

2. Budget Narrative

- **Q-** *ELO Coordinator will earn salary and get paid for additional instructional hrs*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

Extended Language Access Project

I. General Information

1. Stated to address #'s3-4

2. Responded re: eligible industry (if applicable)

N/A

3. Serves an eligible population (if applicable)

- *All populations*

4. Agrees to requirements outlined in Section C

Yes

5. Partnership Listing (if applicable)

N/A

II. Specification of Work to be Performed

1. Project Overview

- *Develop and implement innovative ways to reduce waitlist, enhance services and get closer to meeting the ESOL needs of prospective students.(positive)*
- *Provide bus passes for transportation needs (positive)*
- *Provide technology for online learners (positive)*

2. Identification of Need

- *Waitlist of 200-300 students*

3. Project Description

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

- *Create PAE Access that utilizes innovative practices to increase the number of students served and work with students who are waiting for instruction. This includes looking at the data for those on the waitlist (level and need). Also, working with partners to provide non-formal learning opportunities including hiring an Extended Learning Opportunities Coordinator. (positive)*
- *Increase instruction in person and virtually. (positive)*
- *Utilize HUB 8 to provide more classes and Extended Learning Opportunities (positive)*

4. Project Timeline with milestone dates

- *Goals for how many students served and dates (by month range) for components of the project to be achieved.(positive)*

III. Budget Proposal

1. Budget form

- *Majority on personnel and technology needs (hardware and software)(positive)*

2. Budget Narrative

- *Summary provides context to budget form (positive)*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 7/28/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

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:

Extended Language Access Project

I. General Information-

1. Addresses one or more of project requirements

3 , #4

2. Responded re: eligible industry (if applicable)

- Yes*

3. Serves an eligible population (if applicable)

- all*

4. Agrees to requirements outlined in Section C

- yes*

5. Partnership Listing (if applicable)

- Yes-*

II. Specification of Work to be Performed

1. Project Overview

- Analyze waitlist/refer out w/greater efficiencies*
- Regional approach*
- Consider summer expansion*
- Transportation and sustainability of remote options*

2. Identification of Need

3. Project Description

4. Project Timeline with milestone dates

III. Budget Proposal

1. Budget form

- In alignment w/overall proposal*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 7/28/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

2. Budget Narrative

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: August 2, 2022

EVALUATOR NAME: Amy Poland

EVALUATOR DEPARTMENT: Department of Education, 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:

English and Digital Skills Integration

I. General Information- Yes

- 1. Addresses one or more of project requirements*
- 2. Responded re: eligible industry (if applicable)*
- 3. Serves an eligible population (if applicable)*
- 4. Agrees to requirements outlined in Section C*
- 5. Partnership Listing (if applicable)*

II. Specification of Work to be Performed

- 1. Project Overview*
 - +innovative approach—hope we can learn from their processes
 - + clear goals, purpose, and rationale
- 2. Identification of Need*
 - +data on impact of COVID on target populations
 - + data strongly addresses digital skills, equity, and accessibility for learners
- 3. Project Description: Project design addresses priority areas for eligible population*
 - + Vision statement—YES! Framed around equity/for all levels
 - +digital literacy intentionally integrated standards built into curriculum
 - + options for waitlisted students, but now integrated with classroom work
 - +tech position specifically for AE
 - + professional development for teachers
- 4. Project Timeline with milestone dates*
 - +using student feedback for evaluation
 - +purchase of devices in 22 and 23

III. Budget Proposal

- 1. Budget form and 2. Budget Narrative*
 - licenses should be in instructional line
 - Make sure getting state rate for EnGen

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of 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:

English and Digital Skills Integration

I. General Information

1. Addresses one or more of project requirements



#3 and #4

2. Responded re: eligible industry (if applicable)



NONE

3. Serves an eligible population (if applicable)



ALL Populations Selected

4. Agrees to requirements outlined in Section C



5. Partnership Listing (if applicable)

N/A

II. Specification of Work to be Performed



1. Project Overview

Strong overview



2. Identification of Need

Clear identification of need- directly addresses need – EQUITY!



3. Project Description

- Project design addresses priority areas for eligible population*

4. Project Timeline with milestone dates, and enrollment targets.



III. Budget Proposal

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/2/2022

EVALUATOR NAME: Kelley Heath

EVALUATOR DEPARTMENT: MDOE- Office of Adult Education

1. *Budget form: \$490,650.00*

Complete.

2. *Budget Narrative*

Well described.

OVERALL: Complete and well thought out proposal that addresses unmet need in the community. .

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/1/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

English and Digital Skills Integration

I. General Information

1. Addresses one or more of project requirements

- Yes

2. Responded re: eligible industry (if applicable)

- n/a

3. Serves an eligible population (if applicable)

- Yes- all

4. Agrees to requirements outlined in Section C

- Yes

5. Partnership Listing (if applicable)

- n/a

II. Specification of Work to be Performed

1. Project Overview

- **P-** digital skills integration into traditional ESOL classes
- **P-** expanding critical workplace competency into all aspects of PAE's English language instruction

2. Identification of Need

- **P-** addresses digital equity
- **P-** remote instruction removes some of the greatest barriers -lower attrition rate for remote students
- **Q-** what about learning gains?
- **P-** addresses professional development for staff
-

3. Project Description

- Project design addresses priority areas for eligible population
- **P-** Vision Statement for Digital literacy

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/1/2022

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

- *P- connection between learning lab and instructor*
- *Q- where does the curriculum come from?*
- *P- alignment of digital literacies into ESOL levels*
- *I/P- AE Student Tech Specialist*

4. Project Timeline with milestone dates

- *Q- 425 individual students?*
- *Q- computer- laptops/Chromebooks?*
- *P- iterative process includes student feedback*
-

III. Budget Proposal

1. Budget form

- *Q- need for TimeStation*

2. Budget Narrative

- *P- pays for PD time for instructors*
-

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, 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:

English and Digital Skills Integration

I. General Information

1. Stated to address #'s3 & 4

2. Responded re: eligible industry (if applicable)

- *N/A*

3. Serves an eligible population (if applicable)

All

4. Agrees to requirements outlined in Section C

Yes

5. Partnership Listing (if applicable)

Yes

II. Specification of Work to be Performed

1. Project Overview

Provide multilingual students with English and Digital Skills Integration.(positive)

2. Identification of Need

- *In addition to English language acquisition as a barrier to employment, digital skills are fundamental to the post-Covid workplace.(positive)*
- *Need for Digital Equity(positive)*

3. Project Description

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/1/22

EVALUATOR NAME: Monique Roy

EVALUATOR DEPARTMENT: Maine Department of Education, Adult Education

- *Reopened, revamped learning lab that will provide opportunities for waitlisted students as well as one on one digital learning support***(positive)**
- *Digital literacy workshops***(positive)**
- *Digital literacy standards embedded into ESOL curriculum***(positive)**
- *Tech support for classes using computers* **(positive)**
- *PD for PAE instructors* **(positive)**

4. Project Timeline with milestone dates

- *Dates given by month with number of students served and programming provided* **(positive)**

III. Budget Proposal

1. Budget form

- *Majority going to personnel* **(positive)**
- *Tracking system (TimeStation) will be interesting to see how it works and if it would be useful for other programs* **(positive/question)**

2. Budget Narrative

- *Matches numbers provided* **(positive/question-although details about tracking system are not included)**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/3/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

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:

English and Digital Skills Integration

I. General Information-

1. Addresses one or more of project requirements

- Yes 3 and 4- #1 missing but outlined in project overview as a key need?

2. Responded re: eligible industry (if applicable)

- n/a

3. Serves an eligible population (if applicable)

- all

4. Agrees to requirements outlined in Section C

- yes

5. Partnership Listing (if applicable)

- yes

II. Specification of Work to be Performed

1. Project Overview

- Digitalization of PAE- curriculum, hardware

2. Identification of Need

- Hybrid Model of instruction and new employer demands

3. Project Description

4. Project Timeline with milestone dates

- Confusing regarding populations and work permit procedures/timelines

III. Budget Proposal

1. Budget form

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202206089

RFP TITLE: Strengthening Maine's Workforce

BIDDER NAME: Portland Public Schools/Portland Adult Education

DATE: 8/3/2022

EVALUATOR NAME: Julia Trujillo Luengo

EVALUATOR DEPARTMENT: DECD

2. Budget Narrative -

•



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

A. Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce

I, _____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 and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. 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 award decision notices for public distribution.

Amy L. Poland
Signature

August 1, 2022
Date



STATE OF MAINE
DEPARTMENT OF (enter Department)

Janet T. Mills
Governor

(Enter Commissioner)
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: (Insert RFP #)
RFP TITLE: (Insert RFP title)

I, (print name at right) Kelley Heath
accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of (enter Department). 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 and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. 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 award decision notices for public distribution.

DocuSigned by:

8/15/2022

Kelley Heath

Signature

Date

02556FD4B6884B5...



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202206089
RFP TITLE: Strengthening Maine's Workforce

I, _____ 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 and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. 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 award decision notices for public distribution.

Megan Dichter

Signature

8/1/22
Date



STATE OF MAINE
DEPARTMENT OF (enter Department)

Janet T. Mills
Governor

(Enter Commissioner)
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT

RFP #: (Insert RFP #)
RFP TITLE: (Insert RFP title)

I, (print name at right) Monique Roy accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of (enter Department). 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 and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. 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 award decision notices for public distribution.

Monique Roy
Signature

7/27/2022
Date



STATE OF MAINE
DEPARTMENT OF ~~(enter Department)~~
ECONOMIC AND COMMUNITY DEVELOPMENT

Janet T. Mills
Governor

(Enter Commissioner)
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT

RFP #: ~~(Insert RFP #)~~ 202206089

RFP TITLE: ~~(Insert RFP title)~~ STRENGTHENING ME'S WORKFORCE

I, (print name at right) Juan Trujillo Lopez

accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of ~~(enter Department)~~. 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 and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. 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 award decision notices for public distribution.

8/11/2022

Signature

Date