

**Capital Workforce Partners
One Stop Services – Intensive Services
RFP Rating/Review Process
April 16, 2009**

RFP closed on March 17, 2009; CWP received 7 proposals for Intensive Services:

- Capitol Region Education Council (CREC)
 - Career TEAM, Inc.
 - Catholic Charities
 - Community Renewal Team (CRT)
 - Educational Data Systems Incorporated (EDSI)
 - Human Resource Agency of New Britain (HRA)
 - KRA Corporation
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- *Phase 1: Reading/Rating – March 31, 2009*
 - Proposals were read and reviewed by independent raters.
 - The rating team participated in a workshop with CWP staff to discuss the responsiveness, cost analysis, performance data and program design of each proposal.
 - The Rating Team members scored and then ranked all 7 proposals.
 - The 3 top-ranked proposals were selected to advance to Phase 2
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- *Phase 2: Interview/Rating – April 7, 2009*
 - Interviews with senior management were conducted with the 3 top-ranked proposing organizations:
 - Human Resource Agency of New Britain (HRA)
 - Catholic Charities
 - KRA Corporation
 - Both CWP staff and the Rating Team interviewed senior management from each of the 3 organizations. Questions asked included the organization's vision for delivering the services, previous performance, implementation of the hiring process and willingness to adhere to CWP contract terms.
 - The Rating Team members scored the interview for each organization. Phase 1 and Phase 2 scores were combined to come up with a final score for each proposal.
 - The Rating Team requested that CWP staff verify the performance and background information on the top ranked proposal's organization.
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- *Follow-Up: April 14, 2009*
 - CWP staff conducted independent validation of the performance for the organization with the top scoring proposal.
 - CWP staff and the Rating Team held a conference call to review the performance information and finalize a recommendation to the One Stop Committee.