

**First 5 LA**  
*Best Start LA, Data Infrastructure Planning and Research RFP*  
**Level 2 Review: Statement of Qualifications Review**

DATE REVIEWED:	STATEMENT NUMBER:
REVIEWER NUMBER:	

**Experience and Knowledge**

	Category	5 Points	3 Points	1 Point	Score
<b>1</b>	<b>Planning and Research</b> Experience in planning and research activities in collaboration with not-for-profit organizations and grass-root organizations, preferably for human services organizations and community organizing groups	Applicant has <b>clear experience</b> in planning and research activities in collaboration with not-for-profit organizations and grass-root organizations, preferably for human services organizations and community organizing groups	Applicant has a <b>some experience</b> in planning and research activities in collaboration with not-for-profit organizations and grass-root organizations, preferably for human services organizations and community organizing groups	Applicant has <b>limited experience</b> in planning and research activities in collaboration with not-for-profit organizations and grass-root organizations, preferably for human services organizations and community organizing groups	
<b>2</b>	<b>Management of consumer-centric systems</b> Experience in the management of consumer-centric data systems that integrate evaluation, case management, collaboration and content delivery	Applicant has <b>clear experience</b> in the management of consumer-centric data systems that integrate evaluation, case management, collaboration and content delivery	Applicant has <b>some experience</b> in the management of consumer-centric data systems that integrate evaluation, case management, collaboration and content delivery	Applicant has <b>limited experience</b> in the management of consumer-centric data systems that integrate evaluation, case management, collaboration and content delivery	
<b>3</b>	<b>Working with community groups</b> Experience working with grassroots based, non-profit, and community organizing groups.	Applicant has <b>clear experience</b> working with grass-roots based, non-profit, and community organizing groups	Applicant has <b>some experience</b> working with grass-roots based, non-profit, and community organizing groups	Applicant has <b>limited experience</b> working with grass-roots based, non-profit, and community organizing groups	
<b>4</b>	<b>Data Security</b> Experience working with traditional health and human services providers and understanding of the specific security and legal parameters regarding portability of records (e.g., HIPAA compliancy)	Applicant has <b>clear experience</b> working with traditional health and human services providers and understanding of the specific security and legal parameters regarding portability of those records (e.g., HIPAA compliancy)	Applicant has <b>some experience</b> working with traditional health and human services providers and understanding of the specific security and legal parameters regarding those records (e.g., HIPAA compliancy)	Applicant has <b>limited experience</b> working with traditional health and human services providers and understanding of the specific security and legal parameters regarding those records (e.g., HIPAA compliancy)	

	<b>Category</b>	<b>5 Points</b>	<b>3 Points</b>	<b>1 Point</b>	<b>Score</b>
<b>5</b>	<b>Research</b> Experience collecting and analyzing information about end-users of computerized data systems as well as specifications and system requirements for designing systems	Applicant has <b>clear experience</b> collecting and analyzing information about end-users of computerized data systems as well as specifications and system requirements for designing systems	Applicant has <b>some experience</b> collecting and analyzing information about end-users of computerized data systems as well as specifications and system requirements for designing systems	Applicant has <b>limited experience</b> collecting and analyzing information about end-users of computerized data systems as well as specifications and system requirements for designing systems	
<b>6</b>	<b>Technology planning</b> Experience developing technology project plans	Applicant has <b>clear experience</b> developing technology project plans	Applicant has <b>some experience</b> developing technology project plans	Applicant has <b>limited experience</b> developing technology project plans	
<b>7</b>	<b>Design/build criteria</b> Ability to identify criteria required to complete design and build complex data systems for use by diverse end-users	Applicant has <b>clear experience</b> identifying criteria required to complete design and build complex data systems for use by diverse end-users	Applicant has <b>some experience</b> identifying criteria required to complete design and build complex data systems for use by diverse end-users	Applicant has <b>limited experience</b> identifying criteria required to complete design and build complex data systems for use by diverse end-users	
<b>8</b>	<b>Manuals and User Guides</b> Experience writing technical manuals and user guides for diverse audiences	Applicant has <b>clear experience</b> writing technical manuals and user guides for diverse audiences	Applicant has <b>some experience</b> writing technical manuals and user guides for diverse audiences	Applicant has <b>limited experience</b> writing technical manuals and user guides for diverse audiences	
<b>9</b>	<b>Curriculum Development and Training</b> Experience developing curricula and delivering training around technology systems, for diverse audiences	Applicant has <b>clear experience</b> developing curricula and delivering training around technology systems, for diverse audiences	Applicant has <b>some experience</b> developing curricula and delivering training around technology systems, for diverse audiences	Applicant has <b>some experience</b> developing curricula and delivering training around technology systems, for diverse audiences	
<b>10</b>	<b>Team Approach</b> Experience working in a collaborative manner with the subcontractors and/or team members included in the proposal	Applicant has <b>clear established relationships</b> and working history with proposed subcontractors or team members	Applicant has <b>some established relationships</b> and working history with proposed subcontractors or team members	Applicant has <b>little or no established relationships</b> and working history with proposed subcontractors or team members	

	Category	5 Points	3 Points	1 Point	Score
11	<b>Community Collaboration Information Security</b> Knowledge of security issues that arise from the collection, portability, and distribution of information collected through community organizing applications.	Applicant has <b>clear knowledge and understanding</b> of security issues that arise from the collection, portability, and distribution of information collected through community organizing applications.	Applicant has <b>some knowledge and understanding</b> of security issues that arise from the collection, portability, and distribution of information collected through community organizing applications..	Applicant has <b>limited knowledge and understanding</b> of security issues that arise from the collection, portability, and distribution of information collected through community organizing applications.	

### Skills

	Category	5 Points	3 Points	1 Point	Score
12	<b>Diverse Audiences</b> Ability to plan work that takes into consideration diverse end-user experiences with data, computers and information reporting systems	Applicant has <b>clear ability</b> to work that takes into consideration diverse end-user experiences with data, computers and information reporting systems	Applicant has <b>some ability</b> to work that takes into consideration diverse end-user experiences with data, computers and information reporting systems	Applicant has <b>limited ability</b> to work that takes into consideration diverse end-user experiences with data, computers and information reporting systems	
13	<b>Evaluation</b> Ability to work effectively with programmatic evaluation staff and consultants to ensure program evaluation measures are properly recorded and outcomes achieved	Applicant has <b>clear ability</b> to work effectively with programmatic evaluation staff and consultants to ensure program evaluation measures are properly recorded and outcomes achieved	Applicant has <b>some ability</b> to work effectively with programmatic evaluation staff and consultants to ensure program evaluation measures are properly recorded and outcomes achieved	Applicant has <b>limited ability</b> to work effectively with programmatic evaluation staff and consultants to ensure program evaluation measures are properly recorded and outcomes achieved	
14	<b>Team Work</b> Demonstrated ability to work effectively in collaborative, collegial team environments	Applicant has a <b>clear ability</b> and can cite numerous examples of instances where they worked collaboratively with others	Applicant has <b>some ability</b> and can cite examples of instances where they worked collaboratively with others	Applicant has <b>limited ability</b> and can cite a few examples of instances where they worked collaboratively with others	
15	<b>Communication Skills</b> Ability to communicate complex issues, stimulating creative thinking and negotiating differences and facilitating learning	Applicant has a <b>clear ability</b> to communicate complex issues, stimulating creative thinking and negotiating differences and facilitating learning	Applicant has <b>some ability</b> to communicate complex issues, stimulating creative thinking and negotiating differences and facilitating learning	Applicant has <b>limited ability</b> to communicate complex issues, stimulating creative thinking and negotiating differences and facilitating learning	
16	<b>Accessibility and</b>	Applicant has a <b>clear</b>	Applicant has <b>some</b>	Applicant has <b>limited</b>	

	<p><b>Flexibility</b> Ability to be accessible and flexible in accordance with project timelines and activities</p>	<p><b>ability</b> and can cite numerous examples of working in an accessible and flexible manner in accordance with project timelines and activities</p>	<p><b>ability</b> and can cite examples of working in an accessible and flexible manner in accordance with project timelines and activities</p>	<p><b>ability</b> and can cite a few examples of working in an accessible and flexible manner in accordance with project timelines and activities</p>	
17	<p><b>Time Management and Teambuilding</b> Ability to be display strong time management and team building skills</p>	<p>Applicant has a <b>clear ability</b> and can cite numerous examples of displaying strong time management and team building skills</p>	<p>Applicant has <b>some ability</b> and can cite examples of displaying strong time management and team building skills</p>	<p>Applicant has <b>limited ability</b> and can cite a few examples of displaying strong time management and team building skills</p>	

**Contract Management**

	<b>Category</b>	<b>5 Points</b>	<b>3 Points</b>	<b>1 Point</b>	<b>Score</b>
18	<b>Scope of Work - Content</b>	<b>Highly</b> detailed and comprehensive; proposes an <b>extremely</b> feasible timeline, sequence of tasks, and distribution of responsibilities.	<b>Adequately</b> detailed and comprehensive, and proposes a <b>sufficient</b> timeline, sequence of tasks, and distribution of responsibilities.	<b>Lacking in sufficient detail and comprehensiveness</b> , and/or proposes a timeline, sequence and distribution of responsibilities which appear unfeasible.	
19	<b>Subcontractors and/or Partners</b>	Qualifications of subcontractors and/or partners and descriptions of proposed positions (if any) <b>strongly correlate</b> with RFP objectives; <b>all</b> required MOUs are attached.	Qualifications of subcontractors and/or partners and descriptions of proposed positions (if any) <b>moderately correlate</b> with RFP goals and objectives; <b>all</b> required MOUs are attached.	Qualifications of subcontractors and/or partners and descriptions of proposed positions (if any) show <b>limited or no correlation</b> with RFP goals and objectives; and/or none, or <b>not all</b> required MOUs are attached.	
20	<b>Budget - Content</b>	Budget <b>strongly correlates</b> with the stipulations in the RFP, and uses <b>appropriate cost-effective strategies</b> .	Budget <b>adequately correlates</b> with the stipulations in the RFP, and uses strategies which <b>may be cost-effective</b> .	Budget fails to correlate or <b>inadequately correlates</b> with the stipulations in the RFP, and/or uses strategies which <b>are not clearly cost-effective</b> .	
21	<b>Budget - Narrative</b>	Narrative provides a <b>comprehensive</b> explanation of budget, including resources other than funding from this grant.	Narrative provides an <b>adequate</b> explanation of budget, including resources other than funding from this grant.	Narrative provides <b>minimal or no</b> explanation of budget, including resources other than funding from this grant.	

**Proposal Score**

<b>TOTAL SCORE</b>	
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