

TANF Employment Connections and Keep A Job

Q & A

May 19, 2009

In attendance at the non mandatory orientation were: Tom Smith, Rachel Gold, Eileen Schneese, Allison David, Tom Guider, Stephanie Hood, Dolores Tamez, Kristen Olson, Zakiya Bakari-Griffin, Geovanni Cantizano, Margee Brenneman, Joyce Ottinger, Dan Houghtaling, Michael Benefield, Neva Anton, James Johnson, Dana Fenwick, Barry Lott, Stacy Laing, and Thomas Hall.

Please Note: Best and Final Offers are due on July 20th

Q1. How will proposers schedule their Proposal Development Sessions?

A1. Proposers will be contacted by DET staff to schedule development sessions.

Q2. What do you mean by the following "Proposers intending to subcontract a portion of a service"?

A1. It means if a key part of your program is going to be handled by another provider the proposer needs to make this clear in their proposal. This will be done by including the information in an attachment included in the proposal and by including representatives from the subcontracted agency(ies) in the proposal presentation process. Payment to subcontractors will be the responsibility of the contractor, not the State. Subcontracting services shall not relieve the contractor from the established obligations, or affect a change in the contract.

Q3. Will there be a cap placed on Administrative Costs?

A3. No there is no Administrative cap however history supports a unit cost, and the unit cost will be compared between Proposers and past Providers. This will be shared with the Review Committee. Also see Q8.

Q4. Can proposers budget for transportation costs?

A4. Yes, proposers should budget for transportation costs for the first 4 weeks of the program. Transportation will be on a cost reimbursement basis.

Q5. Is there a time limit on how long an orientation can be?

A5. There are no time limits.

Q6. Can a participant be put in a Work Experience activity prior to the 9th week?

A6. Yes, the first 3 weeks are dedicated to Work Readiness, after that if an individual is work ready but unable to find a job then he/she can be placed in a Work Experience. Work Experience is mandatory after the 9th week of scheduled activities if the client is not engaged in any other activity.

Q7. How many proposers are going to be selected to operate Employment Connections in New Castle County?

A7. That is for the Review Committee to decide not DOL/DET.

Q8. What is the average unit cost for Employment Connections and Keep A Job.

A8. Average unit cost per referral for Employment Connections is \$897.00 However, DOL realizes that this cost is rather low, and with additional transportation needs anticipates an increase in the cost. The average unit cost per referral for Keep A Job is \$1,238.

Q9. The percentage of 40% to achieve Payment 4 - 3rd 4 Week Period looks wrong?

A9. It is wrong it should be 60%. Enrollment into KAJ is 60% as well.

The Performance expectation percentages for Employment Connections follow:

Payment Point 1	Enrollment	40% of Referrals
Payment Point 2	1 st consecutive 4 weeks of participation	90% of Enrollments
Payment Point 3	2 nd consecutive 4 weeks of participation	60% of Enrollments
Payment Point 4	3 rd consecutive 4 weeks of participation	60% of Enrollments
Payment Point 5	12 consecutive weeks of participation	40% of Enrollments
Payment Point 6	Enrollment into Keep a Job Services	60% of Enrollments

The Performance expectation percentages for Keep a Job follow:

Payment Point 1	Enrollment	60% of Referrals
Payment Point 2	1 st consecutive 12 weeks of participation	85% of Enrollments
Payment Point 3	2 nd consecutive 12 weeks of participation	70% of Enrollments
Payment Point 4	3 rd consecutive 12 weeks of participation	60% of Enrollments
Payment Point 5	4 th consecutive 12 weeks of participation	50% of Enrollments
Payment Point 6	48 consecutive weeks of participation	40% of Enrollments

Q10. Will there be less money available for Employment Connections and Keep A Job services?

A10. As of today the answer is no, and have no reason to believe otherwise.

Q11. Would you consider a participant in Ameri Corp in a Work Experience activity?

A11. Ameri Corp would be considered Unsubsidized Employment.

Q12. How would a proposer interested in providing On-the-Job training as an activity budget it?

A12. This would be indicated on the Cost Reimbursement budget in line item 18 Participant Payments.

Q13. Current Employment Connection awards are as follows:

A13.

Arbor	\$1,260,521.00
CareerTeam	\$1,260,447.00
Del Tech Terry	\$676,915.00
Del Tech Owens	\$735,775.00

Q14. Current Keep A Job awards are as follows:

A14.

<u>Keep A Job</u>	
Salvation Army	\$541,575.00
Children & Families First – Kent	\$222,403.00
Children & Families First – Sussex	\$237,637.00

Q15. What Subsidized Employment paper are you referring to?

A15. KAJ proposers see Attachment A.

Q16. How would a proposer interested in providing Subsidized Employment as an activity budget this?

A16. This would be indicated on the Cost Reimbursement budget in line item 18 Participant Payments.

Q17. Why is the 1st 12 Consecutive Weeks Performance percentage to achieve set at 95%? This looks a little high?

A17. 95% is incorrect, it should be 85% (This is indicated in the tables found in question 9).

Comments

Proposal Summary Page – please include an e-mail address on the page.

Target Question #4, Delivery Strategy should be in a narrative format and limited to one page.

Target Question #4, Other Core Feature Questions should be limited to one page each as well.

When completing the Direct Benefit page break categories out (ex: Child Care, Transportation, etc.,) however when contracts are written there will only be one large sum.

For F.O.B on the Bidder's Signature Form just insert N/A.