



*Delaware Health
And Social Services*

DIVISION OF MANAGEMENT SERVICES

PROCUREMENT

DATE: March 12th, 2014

HSS 14 018

Able-Bodied Adults w/o Dependents (ABAWD) Enhanced
Employment/Trng. Program

For

Division of Social Services

Date Due: March 27th 2014
11:00AM

ADDENDUM # 2

Please Note:

THE ATTACHED SHEETS HEREBY BECOME A PART
OF THE ABOVE MENTIONED BID.

Q&A Document

Kieran Mohammed
PROCUREMENT ADMINISTRATOR
(302)255-9291

Tanya Warner
E&T Policy Administrator
(302)-255-9622

Pre-Bid Vendor Questions

1. Q. Who are the current providers of SNAP employment Services?
A. The State of Delaware has a single statewide provider, Career TEAM LLC.
2. Q. How long has the current providers provided these services?
A. Career Team LLC is in their second year of contract.
3. Q. What is the proposed allocation?
A. We received a 2.8 million grant. We intend to utilize all the funds over a 3 year period.
4. Q. If the proposed allocation is not available, what is the current allocation?
A. We do not have a current allocation.
5. Q. Is profit allowed?
A. Yes
6. Will you make the pre-bid conference available via conference call?
A. Yes
7. Q. Is it expected that space within existing DSS partners' facilities would require rent payments? Will furniture and equipment be available or should we budget for it?
A. We currently do not have any permanent space available in our facilities. We have allowed vendors to access conference rooms and offices when available in the past, we will continue to do that. We have not charged rent. If the available space has furniture in it and is not needed elsewhere the furniture can be used. Equipment and any additional furniture you will have to budget for.
8. Q. Is anyone currently providing the services?
A. No, this is a new pilot program.
9. Q. How long will the vendor be expected to track participants in the program, including retention?
A. See Page 14, #17 of RFP

The vendor will be expected to track participants for the duration of their participation in the program and up to the end of the 3 year grant period.

10. Q. What is the average cost per enrollment?

A. We have not established an expectation for average cost per enrollment.

11. Q. What is the average length of time for an active participant in the program?

A. We have not established an expectation for average length of program stay.

12. Q. What is the amount of flexible spending?

A. In our grant proposal we allocated approximately \$86,000 across the 3 year grant period for flex funding.

13. Q. What is the expectation for the follow-up contact for discharged participants? Quarterly, semi-annually, or yearly?

A. We have to send Federal reports quarterly, so it is the expectation that contact would be quarterly.

Post Questions to the Pre-Bid Meeting

14.Q. How much of the 2.8 million is available for vendor contracted services?

A. Across the 3 year grant period funding availability for vendor contracted services is as follows:

\$2,613,500	Programming
\$ 82,500	Work Experience Stipends

\$ 86,000
barrier

Flexible Spending to reduce client

\$ 15,625

Evaluation Stipends for clients

15. Q. Will grant awards be divided equally between year 1, year 2, and year 3 for the selected vendor?

A: This contract is performance based. Depending on the vendor's performance, the selected vendor may receive a larger grant award on a particular year.

16. If the selected vendor enrolls more than 35 percent of referrals, will the vendor be compensated?

A. Yes. However, DSS may need to look at capping payments because there is a limited amount of funding available.

17. How will vendor performance be measured?

A. DSS would like vendors to propose how performance should be measured in their proposals. Performance measurements in the contract will be a blend of the vendor's proposal and requirements from DSS.