



*Delaware Health  
And Social Services*

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**DIVISION OF MANAGEMENT SERVICES**

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PROCUREMENT

DATE: MAY 17, 2007

PSC#757

WORKFARE SERVICES FOR FOODSTAMP RECIPIENTS WHO  
ARE ABLE-BODIES ADULTS WITHOUT DEPENDENTS

FOR

DIVISION OF SOCIAL SERVICES

Date Due: JUNE 15, 2007  
11:00 AM

ADDENDUM # 1

Please Note:

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

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SANDRA S. SKELLEY, CPPO  
PROCUREMENT ADMINISTRATOR  
(302) 255-9291

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STACEY McKIERNAN  
(302) 255-9622

Question: (Career Team-Nicole Lord) How early can I be here?

Answer: (Sandra Skelley-DHSS) You can drop off your bid days in advance, if you wish.

**Question: (Arbor-Geovanni Cantizano) Page 27 - FOB is dash and Terms are dash?**

Answer: (Sandra Skelley-DHSS) FOB is dash, Delivery Day/Completion Time is dash, and Terms are Net.

**Question: (Career Team-Nicole Lord) Relevant to Workfare Sites, is the expectation that there would be one in each county?**

Answer: (Stacey McKiernan-DSS) There should be more than one in each county because it's where the ABAWDs go to do their workfare. Workfare sites are to be established only in the public sector or not-for-profit organizations.

**Question: (Career Team-Nicole Lord) Do these sites have to be approved by DSS?**

Answer: (Stacey McKiernan-DSS) It is up to the bidder to show how they can create these workfare sites.

**Question: (Arbor-Geovanni Cantizano) Job Search Component - If they have not used up the three months, you can assign to a job search activity for the first 30 days. Is that job search activity limited to a 12-month period for referral-lifetime?**

Answer: (Stacey McKiernan-DSS) As long as they are within their three months in a 36 month time period. Job search is basically allowed to do once in a 36-month time period.

**Question: (Career Team-Nicole Lord) The three months is not consecutive?**

Answer: (Stacey McKiernan-DSS) Sometimes it is and sometimes it isn't. The majority of the time it will be three-months in a row.

**Question: (Arbor-Geovanni Cantizano) There is no time limit?**

Answer: For Food Stamps the first three months you can receive food stamps. If you are in the ABAWD Workfare Program and you are complying with your workfare hours (completed Job Search and doing workfare), you can continue to get food stamps past the first three months. You are not time limited. If you do not do your workfare site, your food stamps are closed and the vendor is finished providing services to that client.

**Question: (Arbor-Geovanni Cantizano) When the individual is referred, is it up to the contractor to decide what would work best for the client?**

Answer: (Stacey McKiernan-DSS) If the client does not want to do workfare, they can do job search initially. Once they are at the third month of their stamps and they are not going to have the job search done before the three months are up, they have to go into workfare if they want to continue receiving food stamps. It is an option to go right into workfare.

**Question: (Arbor-Geovanni Cantizano) Regarding referrals, the service level will be approximately 2,500?**

Answer: (Stacey McKiernan-DSS) Are you looking at one-half of the projected referrals (4,900-5,200)? (Arbor - yes) Yes, historically, that

is the approximate number of referrals. You need to try to get each one in for an orientation. The referrals will come in daily.

**Question: (Career Team-Nicole Lord) Since this is statewide, do you need different offices to have the orientations in the different counties?**

Answer: (Stacey McKiernan-DSS) That is for the vendor to describe in your proposal. Remember when you are describing how you are going to provide services, these individuals do not have money or transportation.

**Question: (Arbor-Geovanni Cantizano) Is 50 the age limit for ABAWDs?**

Answer: (Stacey McKiernan-DSS) Yes.

**Question: (Arbor-Geovanni Cantizano) What is the ETA on the cure sanction referrals being automated?**

Answer: (Stacey McKiernan-DSS) No date yet. The vendor will be notified when it is available.

**Question: (Career Team-Nicole Lord) Cure sanction is a 30-day participation?**

Answer: (Stacey McKiernan-DSS) Yes, to cure the sanction, clients have to participate for 30 days before the sanction is cured.

**Question: (Career Team-Nicole Lord) So they are not receiving food stamps at that time?**

Answer: (Stacey McKiernan-DSS) No. (**clarification**-No, they are receiving food stamps during the cure sanction time).

**Question: (Arbor-Geovanni Cantizano) The contractor will only be measured on Food Stamps?**

Answer: (Stacey McKiernan-DSS) There may be other measures. This will be discussed during negotiations.

**Question: (Career Team-Nicole Lord) When will the rfp/contract process be finalized?**

Answer: (Stacey McKiernan-DSS) October 1<sup>st</sup> is when the new contract starts.

**Question: (Arbor-sent in by Charles Murphy) What is the anticipated funding for this program?**

Answer: (Stacey McKiernan-DSS) Each bid will be evaluated based on its own content. No specific dollar amount is attached to this RFP. The current contract is for \$201,000.00; \$192,000 for performance achievements and \$9,000 for direct benefits (supportive services). As we said before, the funding is contingent upon the availability of Federal funds.

**Question: (Arbor-sent in by Charles Murphy) Will contract payments be 100% performance-based? Are there additional performance standards to those listed on p.13 that will be used as benchmarks?**

Answer: (Stacey McKiernan-DSS) Any other performance standards/points can be discussed in contract negotiations and also attached as part of the proposal.

**Question: (Arbor-sent in by Charles Murphy) If the contract is not 100% performance-based, are there restrictions concerning the payment of profit to for-profit organizations?**

Answer: (Stacey McKiernan-DSS) Discussed during contract negotiations. The contract will be performance-based.

**Expanded response (Mary Ann Carlini-DSS).**

This is a competitive professional services procurement. When reviewing proposals, the Division will consider both cost/price and well as the bidder's experience and similar qualifications as described in the RFP. The successful proposal will be the one that in the opinion of the Division best addresses both cost and capability. When reviewing the cost proposal, in general, a lower cost would be viewed more favorably than higher cost proposals and less favorably than lower cost proposals. The Division has no standards or limitations on the percentage of the cost proposal that is attributed to profit. Each bidder must decide on its own what it can offer the Division for both cost and the capability of the company to provide the requested services. For example, the Division would certainly not want to disqualify a proposal if it was judged to have the very best capability and also had the lowest cost among all the proposals regardless of the percent of profit.

After proposals are received and reviewed, the Division may choose to negotiate with a vendor or vendors on any aspects of a proposal including cost including the percent of profit among any number of cost issues that might be discussed. If only a single bid was received and the bid had cost that the Division judged to be high, then negotiations over profit percentage and other aspects of cost would be likely.

**Question: (Arbor-sent in by Charles Murphy) Who is the current vendor for this program?**

Answer: (Stacey McKiernan-DSS) Maximus, Inc.

**Question: (Arbor-sent in by Charles Murphy) Can you provide performance data (actual vs. plan) for the current contract, and/or for the previous, full-year contract?**

Answer: (Stacey McKiernan-DSS) Performance data has been provided - the April 2007 monthly report. Referrals are running approximately 13% over what was projected.

**Question: (Arbor-Geovanni Cantizano) DSS will be managing the contract?**

Answer: (Stacey McKiernan) Yes

**Question: (Arbor-Geovanni Cantizano) Is there a specific format for the bid?**

Answer: (Stacey McKiernan-DSS) It is in the RFP - Sandra Skelley went over it. There is a section in the RFP that is the layout for the proposal response. See page 17.

**Question: (Arbor-Geovanni Cantizano) The contractor can arrange to subcontract?**

Answer: (Stacey McKiernan-DSS) Yes, the contractor can use subcontractors (See page 14, Special Terms and Conditions).

**Question: (Arbor-Geovanni Cantizano) Is there any timeline as to when the decision will be made?**

Answer: (Mary Ann Carlini-DSS) I believe it is on the timetable. On page 21, Negotiations - July 16<sup>th</sup> through July 20<sup>th</sup>; Selection Process - June 16<sup>th</sup> through July 13<sup>th</sup>.