Pennsylvania Patient & Provider Network (P3N) and Public Health Gateway (PHG)

Request for Proposals (RFP) #09-19

Pre-Proposal Conference

February 11, 2021

Introductions

- ➢ Martin Ciccocioppo – Director, Pennsylvania eHealth Partnership Program

- ➢ Allen Price – Project Manager, Health and Human Services Delivery Center

- ➢ Ross Bowman – DHS Bureau of Procurement & Contract Management, Issuing Officer

- ➢ Audrey Smith - DGS Bureau of Diversity, Inclusion and Small Business Opportunities

- ➢ Laura Schlagnhaufer – DHS Bureau of Employment Programs, Contractor Partnership Program

Agenda

➢ Introductions

➢ Ground Rules

➢ Pre-Proposal Conference Purpose

➢ Project Background and Goals

➢ Critical Points and Focus Areas

➢ RFP Project Overview

➢ Timeline

➢ Small Diverse Business and Veterans Business Enterprise Overview

➢ Contractor Partnership Program

➢ Adjourn

Ground Rules

➢ All questions must be submitted in JAGGAER or via email to the resource account (RA-pwrfpquestions@pa.gov) by February 12, 2021, 2:00PM EST.

➢ Answers to Potential Offeror questions will be posted on the DGS website (http://www.emarketplace.state.pa.us/) and JAGGAER by February 26, 2021.

➢ Any changes to the RFP will be issued as a formal written addendum in accordance with Section 11 of Part I RFP Description Language.

➢ All communication concerning this RFP shall be made through the RFP Issuing Officer.

Critical Points

- ➢ To minimize delays in proposal evaluation and to avoid rejection of your proposal, read the RFP carefully and submit a complete proposal, including the required signature. Follow the proposal format as detailed in Part I RFP Description Language Section 13.B. Include the appropriate heading descriptions, respond to all requirements and provide any other relevant information as an appendix.

- ➢ The Department may request an oral or written presentation or both with Offerors.

- ➢ Each proposal must have 5 separately sealed submittals: Technical, Cost, Small Diverse Business Participation, Veterans Business Enterprise Participation, and Contractor Partnership Program.
    - ➢ Offerors must submit a complete response to this RFP in JAGGAER using the format in Part I RFP Description Language Section 13.B. and submit hard copies of the completed Corporate and Key Personnel Reference Questionnaires to the Issuing Office.

Critical Points (cont.)

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➢ Do not include any cost data in the Technical, Small Diverse Business Participation, or Veteran Business Enterprise Participation portions of your proposal.

➢ Proposals (the electronic copy in JAGGAER and the hardcopies of the completed Corporate and Key Personnel Reference Questionnaires) must be received by 12:00 pm on March 31, 2021.

➢ Proposals must be complete and must meet all the mandatory requirements (on time, signed and meet SDB and VBE goals or have demonstrated good faith efforts).

➢ The resulting contract will be for a term of 5 years.

Critical Points (cont.)

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➢ The RFP will be evaluated based on the following criteria:

- Technical – 65% (The raw score of the Offeror's Technical Submittal must be greater than or equal to 75% of the available raw technical points)

- Cost – 35%

➢ The technical evaluation will be based upon the following criteria:

- Offeror Qualifications;

- Soundness of Approach;

- Personnel Qualifications; and

- Understanding the Project.

Project Overview

➢ As detailed in the RFP # 09-19, the Department is seeking to replace the legacy Pennsylvania Patient and Provider Network (P3N) with a new and improved system.

➢ This new, improved P3N system will reuse all the data and current business processes from the legacy system and will be tightly integrated with the DHS Medicaid Management Information System (MMIS) 2020 Platform services and processes.

➢ The new P3N system will also replace a state-operated Public Health Gateway (PHG) service. The PHG provides a single point of entry allowing P3N HIOs to submit information to public health registries and to retrieve information from some of the public health registries: Pennsylvania Cancer Registry, Pennsylvania Electronic Lab Reporting; Pennsylvania Statewide Immunization Information System ("PA-SIIS"); Pennsylvania Prescription Drug Monitoring Program ("PDMP"); Pennsylvania Syndromic Surveillance; and DHS Electronic Clinical Quality Measures. PHG connections to PA SIIS are bi-directional and the PDMP is query-only. The objective of the PHG is to collect information that helps providers and hospitals meet Meaningful Use requirements and to expand the electronic collection of public health data.

Project Overview (cont.)

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How HIE is Structured in Pennsylvania

Electronic Health Information Exchange is the secure exchange of protected health information in a digital format.

Locally: HIE occurs within physician practices, health systems, and other provider organizations through their own electronic health records (EHR) systems.

Regionally: Providers connect to a network known as a health information organization (HIO). Patient records held by an HIO-connected provider are available to other providers connected to that same HIO.

Statewide: HIOs connect to the PA Patient & Provider Network (P3N). A main service of the Pennsylvania Department of Human Services' PA eHealth Partnership Program, the P3N facilitates the secure sharing of patient information across a larger geographic area as well as enhanced provider reporting.

Alerting and PHG: Additionally, the P3N enables care alerts to be forwarded to providers when one of their patients receives care by a provider connected to another P3N HIO. P3N HIOs can also offer their members access to six public health registries through the PHG.

PA eHealth Partnership Program

- Established in DHS by Act 76 of 2016
- Replaced PA eHealth Partnership Authority established by Act 121 of 2012

Statewide Connections with five Certified Participating HIOs

- ClinicalConnect Health Information Exchange (Connected: July 2016)
- Central Pennsylvania Connect HIE administered by Penn Medicine Lancaster General Health (Connected: May 2019)
- HealthShare Exchange of Southeastern Pennsylvania (Connected: April 2016)
- Keystone Health Information Exchange (Connected: May 2016)
- Mount Nittany Exchange (Connected: July 2016)
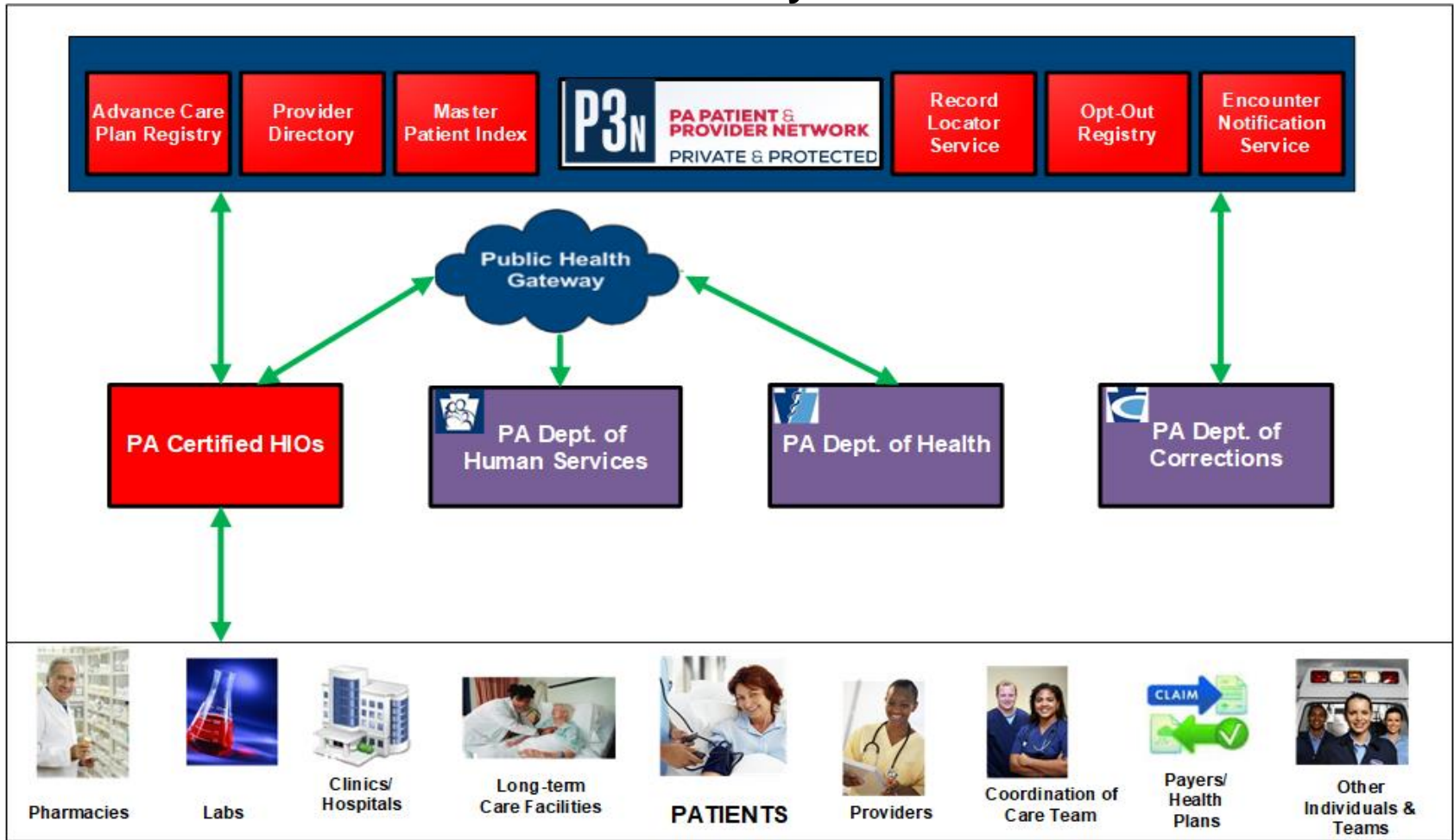
State Agency

- PA Department of Corrections has begun the P3N Onboarding Process (Connected: September 2019)

Link to PA eHealth P3N Participant certification program:

https://www.dhs.pa.gov/providers/Providers/Pages/Health%20Information%20Technology/HIO-Connection.aspx
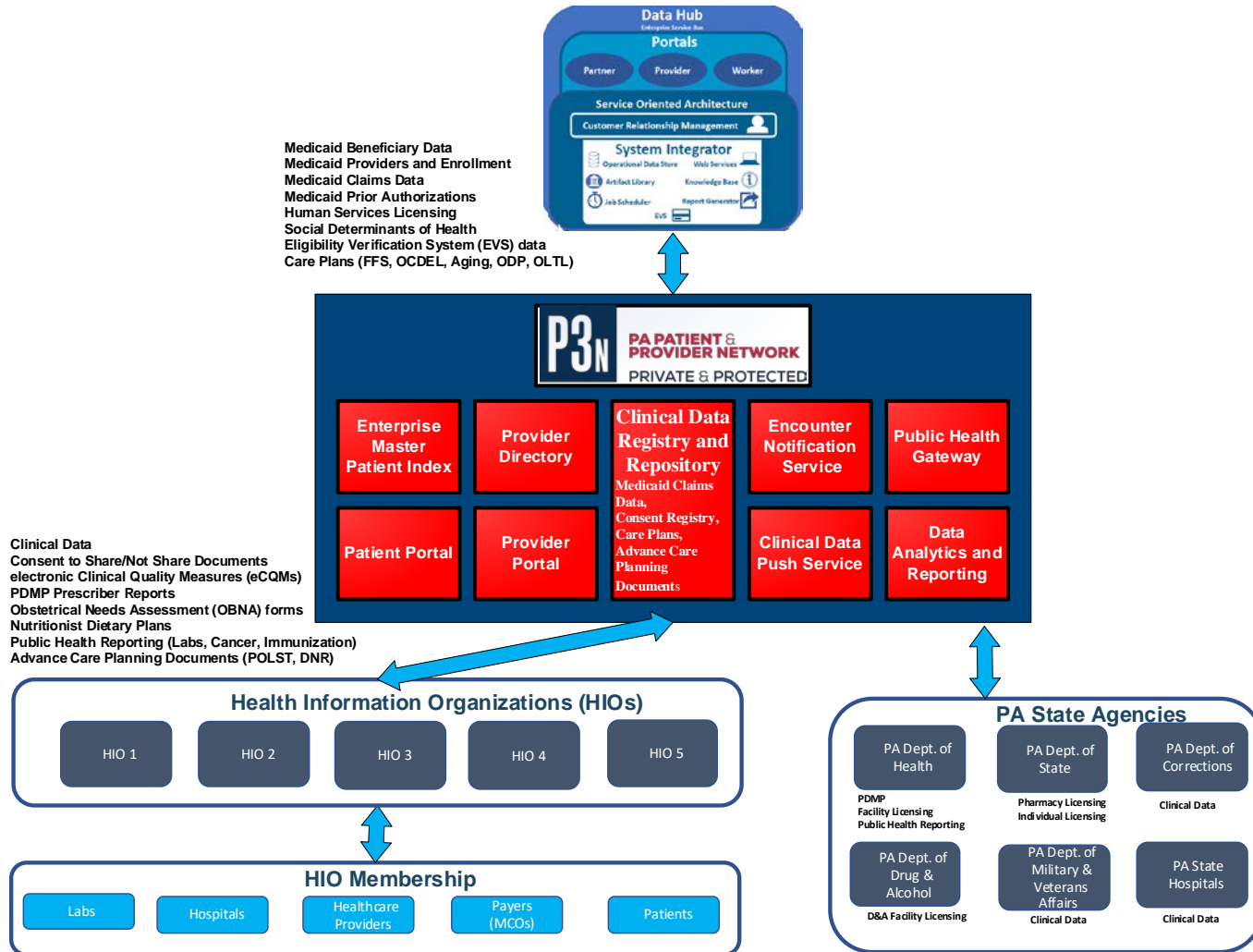
Current P3N System

Project Overview (cont.)

➢ DHS has considered requirements for the replacement P3N in contemplation of nationwide initiatives such as the Trusted Exchange Framework and Common Agreement ("TEFCA") and US Core Data for Interoperability.

➢ The new P3N will align with the current vision and efforts of the Centers for Medicare & Medicaid Services ("CMS"). Consideration includes the following priorities:

- Enabling patients' access to their health information electronically without special effort
- Health information exchange and care coordination across Payers
- Electronic access to published provider directory data, including digital contact information
- Care coordination through trusted exchange networks
- Public reporting and prevention of information blocking
- Allowing Medicare-participating hospitals, psychiatric hospitals, and Critical Access Hospitals to send electronic notifications when a patient is admitted, discharged, or transferred

New P3N to Integrated into MMIS2020

➢ The MMIS 2020 Platform is a modular enterprise-wide system providing automated support for the Department's programs in both the fee-for-service ("FFS") and managed care delivery systems, various waiver programs, the Low-Income Home Energy Assistance Program, and the Medical Assistance Provider Incentive Repository. The MMIS 2020 Platform will support almost three million individuals who are enrolled in the Department's programs.

➢ MMIS uses an Enterprise Service Bus ("ESB") serving as a message broker to support web services and Application Program Interfaces for exchanging data across the MMIS. The P3N will exchange data through the ESB as services become available. The ESB project began in January 2020. The diagram shows P3N connectivity to the MMIS 2020 Platform.

Project Overview (cont.)

MMIS2020 Platform HUB

Medicaid Beneficiary Data
Medicaid Providers and Enrollment
Medicaid Claims Data
Medicaid Prior Authorizations
Human Services Licensing
Social Determinants of Health
Eligibility Verification System (EVS) data
Care Plans (FFS, OCDEL, Aging, ODP, OLTL)

P3N PA PATIENT & PROVIDER NETWORK — PRIVATE & PROTECTED

| Enterprise Master Patient Index | Provider Directory | Clinical Data Registry and Repository (Medicaid Claims Data, Consent Registry, Care Plans, Advance Care Planning Documents) | Encounter Notification Service | Public Health Gateway |
| Patient Portal | Provider Portal | | Clinical Data Push Service | Data Analytics and Reporting |

Clinical Data
Consent to Share/Not Share Documents
electronic Clinical Quality Measures (eCQMs)
PDMP Prescriber Reports
Obstetrical Needs Assessment (OBNA) forms
Nutritionist Dietary Plans
Public Health Reporting (Labs, Cancer, Immunization)
Advance Care Planning Documents (POLST, DNR)

Health Information Organizations (HIOs)

| HIO 1 | HIO 2 | HIO 3 | HIO 4 | HIO 5 |

HIO Membership

| Labs | Hospitals | Healthcare Providers | Payers (MCOs) | Patients |

PA State Agencies

PA Dept. of Health	PA Dept. of State	PA Dept. of Corrections
PDMP, Facility Licensing, Public Health Reporting	Pharmacy Licensing, Individual Licensing	Clinical Data
PA Dept. of Drug & Alcohol	PA Dept. of Military & Veterans Affairs	PA State Hospitals
D&A Facility Licensing	Clinical Data	Clinical Data

New P3N to Integrated into MMIS2020

The new P3N system will expand and further bridge services across the MMIS 2020 Platform and P3N for current and future stakeholders. This will give individual Medical Assistance ("MA") beneficiaries, providers, and payers easy access to data to:

➢ Augment current and future MA processes (e.g., provider enrollment, prior authorization);

➢ Better integrate with Public Health Reporting Registries;

➢ Facilitate access to all DHS Program Offices (e.g., Care Plans);

➢ Enhance support of Telehealth (e.g., PA DOH Licensed Nutritionists request); and

➢ Continue to build out integration with other state agencies (e.g., Pennsylvania Health Care Cost Containment Council, Pennsylvania Department of Aging, and Pennsylvania Department of Transportation).

Requirements Overview

Offerors <u>must</u> respond to all areas of the technical submittal and propose how the Offeror will satisfy each of the Requirements. Please reference the Technical Submittal in Buyers Attachments for more information.

This is a broad list of requirements. Please pay close attention to the details describing each in the Technical Submittals of the RFP

Requirements Overview (cont.)

Training

Requirements

A. Enterprise Master Patient Index

B. Provider Directory

C. Patient Portal

D. Provider Portal

E. Accessibility

F. Document Registry and Clinical Data Repository

G. System Connectivity

H. Security

I. System Administration

J. Consent Registry

K. SPD Tagging and Filtering

L. Encounter Notification Service

M. Clinical Data Push Service

N. Public Health Gateway

Requirements (cont.)

O. Data Analytics and Reporting

P. Provider-Patient Relationship Service

Q. Disaster Recovery

R. Emergency Preparedness

S. Applicable References and Policies

T. HIPAA Requirements and Security Breaches

U. Lobbying Certification and Disclosure of Lobbying Activities

Reports and Project Control

A. P3N System Dashboard

B. System Activity Reports

C. Reports in Support of Outcomes Based Certification

D. Monthly Status Reports

E. Meetings

F. Final Report

Performance Standards

Requirements Overview (cont.)

Enterprise Master Patient Index

Explain the patient matching algorithm and how it may be tuned, how false negatives are minimized, false positives avoided, and normalizing non-uniform demographic data.

Provider Directory

Provide a publicly accessible Provider Directory. Import, combine, and reconcile multiple provider source files, including DHS providers, into one master database and present a single record for each provider.

Patient Portal

Provide a publicly accessible Patient Portal to allow citizens to view healthcare information, manage clinical data consent to share decisions, maintain advance care planning documents, and request accounting of disclosure history. Users will be linked to the patient records within the MPI.

Provider Portal

Include a Provider Portal will allow providers to identify and tag patients under their care, view clinical data available on their patients from the P3N, and upload consent decision and advance care planning documents and care plans. Users will be linked to the provider records within the Provider Directory.

Requirements Overview (cont.)

Document Registry and Clinical Data Repository

Require P3N Participants who use the Registry and Repository to provide document types and metadata in accordance with defined standards. The system must track and maintain data provenance of clinical data: ownership, origin, and chain-of-custody. A dashboard is required that reflects the contents of the Registry and Repository.

Connectivity

Ensure the system will broker query and retrieve clinical documents for P3N Participants. An evaluation is required for consideration for the P3N to be a Qualified Health Information Network ("QHIN") or connect to a QHIN. Other state agencies will connect to the P3N to exchange data. Fast Healthcare Interoperability Resources ("FHIR") APIs will be available for access to data available from the P3N.

Security

Implement and maintain measures to prevent unauthorized access, copying, and distribution of information. Two-factor authentication is required for access by both administrators and end-users.

Consent Registry

Provide an opt-out and explicit consent-to-share registry for Super Protected Data (SPD) will be available and maintained at the P3N.

Requirements Overview (cont.)

Super Protected Data (SPD) Tagging and Filtering

Provide a capability to filter out clinical data passing through the P3N that has been tagged using vocabulary and codes to identify SPD.

Encounter Notification Service

Provide an Admission-Transfer-Discharge (ADTs) service with a forwarding capability using criteria based on source data received within ADTs (e.g. demographics). The system must capture the transaction data within the ADT (patient classification, admission source, diagnosis, etc.) for analysis and reporting.

Clinical Data Push Service

Provide a clinical data push service to API endpoints using secure File Transfer Protocol ("sFTP") and FHIR.

Public Health Gateway (PHG)

Implement and maintain a PHG which is fully integrated within the P3N. Patients and providers associated with public health reporting and query messages that pass through the PHG must be associated with patients and providers hosted in the MPI and Provider Directory, respectively.

Requirements Overview (cont.)

Data Analytics and Reporting

Provide an analytics service to collect metadata from the P3N XDS Registry, the CDR, and all messages and data passing through the P3N, including public health reporting. Easy-to-use analytics and visualization capabilities are required.

Provider-Patient Relationship Service

Provide a service that identifies care teams by relating patients within the MPI to providers within the Provider Directory.

HIPAA Requirements and Security Breaches

Compliance with HIPAA requirements is required. All personnel are required to be trained in HIPAA requirements and sign a confidentially agreement prior to being granted access to PHI and PII.

P3N System Dashboard and System Activity Reports

Provide a system dashboard that shows connection status, message types, and response times. A system activity reporting capability is required allowing Department staff to generate their own reports.

Reports in Support of Outcomes Based Certification

Outcomes Based Certification reports are required and will be submitted to CMS showing benefit to Medicaid Providers and Beneficiaries.

Tasks Overview

➢ Offerors <u>must</u> respond to all areas of the technical submittal and propose how the Offeror will satisfy each of the following Tasks.   Please reference the RFP for more information.

This is a broad list of tasks. Please pay close attention to the details describing each in the Technical Submittal of the RFP.

1. Transition
2. Master Schedule
3. Communications Plan
4. Risk and Issues Management Plan
5. Change Management Plan
6. Test Plan
7. Defect Management Plan
8. Release Management Plan
9. Security Plan
10. Quality Management Plan
11. Closeout Plan
12. Maintenance & Operations Plan
13. Support
14. Turnover Plan

Transition

Transition from the legacy system within the first 6 months (maximum); 2nd 6 months (maximum) to complete implementation of any remaining, non-legacy items.

Master Schedule

Provide a master schedule to show timeline of all activities and dependencies.

Communications Plan

Provide a plan for the who, what, where, when, and how all communications will be managed.

Risk and Issues Management Plan

Provide a plan for issue identification, tracking, analysis, mitigation recommendations, reporting, and resolution.

Change Management Plan

Provide a plan to identify, evaluate, document, prioritize, categorize, resolve, and close-out changes.

Tasks Overview (cont.)

Test Plans

Provide test plans for unit, integration, system, user acceptance, and production validation testing.

Defect Management Plan

Provide a plan to identify and resolve defects identified during testing, during production, and after implementation (note: response times, corrective action, work-around, final resolution, and reconciliation requirements).

Release Management Plan

Provide a plan to address system and component version release schedules.

Security Plan

Provide a comprehensive security plan to address security controls and measures, breaches, incident and breach reporting, and annual risk assessments.

Quality Management Plan

Provide a plan to address Quality Assurance processes and how they are incorporated into the project lifecycle.

Tasks Overview (cont.)

Closeout Plan

Provide a plan to address closeout upon completion of all work accomplished in the first year.

Maintenance & Operations Plan

Provide plans to describe what is required to maintain and operate system components or services after they become available in production.

Support

Provide tiered, system support services that address problems and issues, guidance in the operation of the P3N, and identification and correction of possible data or system errors.

Turnover Plan

Provide a plan to define those activities that the selected Offeror must be perform at the end of the contract term to turn over the P3N to a potential successor contractor.

RFP 09-19
Pennsylvania Patient & Provider Network (P3N) and Public Health Gateway (PHG)

Pre-Proposal Conference

Issuing Officer – Ross Bowman

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BUREAU OF DIVERSITY, INCLUSION AND SMALL BUSINESS OPPORTUNITIES

February 11, 2021 2PM-3PM

What's the Point?

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diversity
inclusion

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SDB and VBE Classification

Vendors must self-certify as a Small Business (SB) prior to SDB/VBE validation.

Small Diverse Business (SDB)
Goal oriented

- ➢ Minority Business Enterprise (MBE)

- ➢ Woman Business Enterprise (WBE)

- ➢ Service-Disabled Veteran Business Enterprise (SDVBE)

- ➢ LGBT Business Enterprise (LGBTBE)

- ➢ Disability-Owned Business Enterprise (DOBE)

Veteran Business Enterprise (VBE)
Goal oriented

- ➢ Veteran Business Enterprise (VBE)

- ➢ Service-Disabled Veteran Business Enterprise (SDVBE)

SDBs and VBEs must be certified/valid as of bid close due date and time.

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Bureau of Diversity, Inclusion and Small Business Opportunities (BDISBO)

Small Diverse Business Enterprise (SDB) and Veteran Business Enterprise (VBE) Jaggaer References:

Description

- ➢ #8. Small Diverse Business and Veteran Business Enterprise Participation
- ➢ #9. New SDB and VBE Goal Information Session
- ➢ #31. Mandatory Responsive Requirements

Questions – RFP Questions -

- ➢ Group 1.2.1 –Small Diverse Business Participation Information
  - o 1.2.2 - Small Diverse Business Submittal Packet
- ➢ Group 1.3.1 Veteran Business Enterprise Participation document
  - o 1.3.2 – Veteran Business Enterprise Submittal Packet

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Solicitation Specific Goals

	SDB	VBE
Participation Goals	**25%**	**3%**

- Available subcontracting opportunities across the entire state for the applicable services,

- Availability of DGS-verified SDB/VBEs to perform commercially useful functions, and

- Historical analysis of similar projects within the last 3 years.

Primes are welcome to exceed the goal!

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Finding SDBs and VBEs

- Compliance will be closely monitored and enforced

http://www.dgs.internet.state.pa.us/suppliersearch

Quick Search

To search or browse ALL Small and Small Diverse Businesses by Name OR 6-digit SAP Number (option also available through Advanced Search)

Advanced Search

Supplier Classifications

- ☐ Minority Business Enterprise
- ☐ Woman Business Enterprise
- ☐ LGBT Business Enterprise
- ☐ Disabled-Owned Business Enterprise
- ☐ Service-Disabled Veteran Business Enterprise
- ☐ Veteran Business Enterprise
- ☐ Small Business
- ☐ Stocking Supplier
- ☐ Non-Stocking Supplier

☐ Select all Classifications
☐ Select all Small Diverse Business Classifications

○ Find only vendors that have all selected classifications
◉ Find only vendors that have at least one selected classification

Select one or more classifications. To pull only SDBs, check "*Select all Small Diverse Business Classifications*" below. To Include SBs, check "*Small Business*".

UNSPSC Description

Enter a brief code description (e.g. Door)

Type in any part of a UNSPSC code description to find vendors who have selected that UNSPSC code. ex: Landscaping will find vendors who have selected any UNSPSC code that has landscaping anywhere in the description. Click here to download the entire list in Excel format.

OR

UNSPSC Codes

- ▷ ☐ 10000000 - Live Plant and Animal Material and Accessories and Supplies
- ▷ ☐ 11000000 - Mineral and Textile and Inedible Plant and Animal Materials
- ▷ ☐ 12000000 - Chemicals including Bio Chemicals and Gas Materials
- ▷ ☐ 13000000 - Resin and Rosin and Rubber and Foam and Film and Elastomeric Materials
- ▷ ☐ 14000000 - Paper Materials and Products
- ▷ ☐ 15000000 - Fuels and Fuel Additives and Lubricants and Anti corrosive Materials
- ▷ ☐ 20000000 - Mining and Well Drilling Machinery and Accessories
- ▷ ☐ 21000000 - Farming and Fishing and Forestry and Wildlife Machinery and Accessories
- ▷ ☐ 22000000 - Building and Construction Machinery and Accessories
- ▷ ☐ 23000000 - Industrial Manufacturing and Processing Machinery and Accessories
- ▷ ☐ 24000000 - Material Handling and Conditioning and Storage Machinery and their Accessories and
- ▷ ☐ 25000000 - Commercial and Military and Private Vehicles and their Accessories and Components
- ▷ ☐ 26000000 - Power Generation and Distribution Machinery and Accessories

Click arrow to expand Segment for additional codes

Browse and select one or more codes. Don't know the codes you want? Download the entire list in Excel.

See slide 13 to understand the UNSPSC code hierarchy.

○ Find only vendors that have all selected UNSPSC codes
◉ Find only vendors that have at least one selected UNSPSC code

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Advanced Search

Use multiple filters to restrict your search results to exactly what and where you need.

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Search Results

Advanced Search

Show 25 ∨ entries

Export to Excel | Reset Search Criteria

Supplier (click on name to display full record)	Contact	Address	SB Validity Dates	SDB Validity Dates	VBE Validity Dates	COSTARS
ADVANCED AUDIO VISUAL SALES INC	JOHN GREENE DIRECTOR OF SALES John.Greene@advancedav.com (Phone) 610-719-6194 (Fax) 610-692-8421	208 CARTER DRIVE SUITE 7 WEST CHESTER, PENNSYLVANIA 19382 (Phone) 610-719-6194				No
ADVANCED BUILDING CONTROLS LLC (DBA ADVANCED BUILDING CONTROLS LLC)	Craig Connelly CCONNELLY@ADVANCEDBLDGCONTOLS.COM (Phone) 215-520-9964	PO BOX 303 HOLICONG, PENNSYLVANIA 18928 (Phone) 215-520-9964	2/11/2019- 2/28/2021			No
ADVANCED BUILDING PERFORMANCE INC ()	Pei Pei Cavalier PEIPEI@ABPCX.COM (Phone) 301-760-9989	11225 HURDLE HILL DR POTOMAC, MARYLAND 20854 (Phone) 301-760-9989 abpcx.com	12/20/2019- 12/20/2021	12/20/2019- 12/20/2021		No
ADVANCED CLEANING SOLUTIONS LLC (ADVANCED CLEANING SOLUTIONS LLC)	Nicholas Ward cleanteam@advancedsolutionsPA.com (Phone) 610-597-0012	PO BOX 3223 ALLENTOWN, PENNSYLVANIA 18106	2/27/2018- 3/31/2020	2/27/2018- 3/31/2020	2/27/2018- 3/31/2020	No

Certified Small Businesses
- Advanced Building Controls LLC
- Advanced Building Performance Inc
- Advanced Cleaning Solutions LLC

Small Diverse Businesses
- Advanced Building Performance Inc
- Advanced Cleaning Solutions LLC

Veteran Business Enterprise
- Advanced Cleaning Solutions LLC

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Supplier Profile

Name:	ADVANCED CLEANING SOLUTIONS LLC
SAP Number:	511377
Doing Business As:	ADVANCED CLEANING SOLUTIONS LLC
Other Names:	
Keywords:	
Web site:	
SB Validity Dates:	02/27/2018 - 03/31/2020
SDB Validity Dates:	02/27/2018 - 03/31/2020
VBE Validity Dates:	02/27/2018 - 03/31/2020
COSTARS Participant:	No

← SB, SDB & VBE Expiration Dates

Supplier Classifications

- Small Business
- Service-Disabled Veteran Business Enterprise
- Veteran Business Enterprise

← SB, SDB & VBE Classifications

Contact Information

Contacts

Contact Type	Contact Details	Phone
CORPORATE	Email: CLEANTEAM@ADVANCEDSOLUTIONSPA.COM	
SB MAIN	Nicholas Ward Title: Email: cleanteam@advancedsolutionsPA.com	610-597-0012

Search Results

Advanced Search

Show [25 ▾] entries

Export to Excel   Reset Search Criteria

Supplier (click on name to display full record)	Contact	Address	SB Validity Dates	DB Validity Dates	VBE Validity Dates	COSTARS
ADVANCED AUDIO VISUAL SALES INC	JOHN GREENE DIRECTOR OF SALES John.Greene@advancedav.com (Phone) 610-719-6194 (Fax) 610-692-8421	208 CARTER DRIVE SUITE 7 WEST CHESTER, PENNSYLVANIA 19382 (Phone) 610-719-6194				No
ADVANCED BUILDING CONTROLS LLC (DBA ADVANCED BUILDING CONTROLS LLC)	Craig Connelly CCONNELLY@ADVANCEDBLDGCONTOLS.COM (Phone) 215-520-9964	PO BOX 303 HOLICONG, PENNSYLVANIA 18928 (Phone) 215-520-9964	2/11/2019-2/28/2021			No
ADVANCED BUILDING PERFORMANCE INC ()	Pei Pei Cavalier PEIPEI@ABPCX.COM (Phone) 301-760-9989	11225 HURDLE HILL DR POTOMAC, MARYLAND 20854 (Phone) 301-760-9989 abpcx.com	12/20/2019-12/20/2021	12/20/2019-12/20/2021		No
ADVANCED CLEANING SOLUTIONS LLC (ADVANCED CLEANING SOLUTIONS LLC)	Nicholas Ward cleanteam@advancedsolutionsPA.com (Phone) 610-597-0012	PO BOX 3223 ALLENTOWN, PENNSYLVANIA 18106	2/27/2018-3/31/2020	2/27/2018-3/31/2020	2/27/2018-3/31/2020	No

Certified Small Businesses
• Advanced Building Controls LLC
• Advanced Building Performance Inc
• Advanced Cleaning Solutions LLC

Small Diverse Businesses
• Advanced Building Performance Inc
• Advanced Cleaning Solutions LLC

Veteran Business Enterprise
• Advanced Cleaning Solutions LLC

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Excel Export Results – Supplier Contacts

Excel Export Results includes Vendor ID, Supplier Name, Contact Name, Email, Phone, Fax

	A	B	C	D	E	F	G	H	I	J	K
1	SAP Number	Supplier Name	Contact Name	Name	Title	Email	PhoneAreaCode	PhoneNumber	PhoneEx	FaxAreaCo	FaxNumber
2	104279	CA WEISS SALES LLC	CORPORATE			caweiss@comcast.net					
3	104279	CA WEISS SALES LLC	SB MAIN	KRISTY ZARICHNIAK		kristyz@comcast.net	610	4588864		610	4588875
4	119565	DUFF SUPPLY COMPANY	CORPORATE	ALEX DUFFINE	VP	DFRANK@DUFFCOMPANY.COM	610	2754453	147	610	2796299
5	119565	DUFF SUPPLY COMPANY	REMITTO	BARB COHEN		bcohen@duffco.com	610	2754453	149	610	2756761
6	119565	DUFF SUPPLY COMPANY	SB MAIN	ALEX DUFFINE		aduffine@duffco.com	610	2754453			
7	119565	DUFF SUPPLY COMPANY	SB SECONDARY			info@duffco.com					
8	122594	HOUCK SERVICES INC	CORPORATE			jherrold@houcks.com					
9	122594	HOUCK SERVICES INC	SB MAIN	JARROD HERROLD		jherrold@houcks.com	717	6573302		717	6579805
10	122594	HOUCK SERVICES INC	SB SECONDARY			kgussler@houcks.com					
11	134717	PENN STATE ELECTRIC MECHANICAL	CORPORATE			razmataz33@aol.com					
12	134717	PENN STATE ELECTRIC MECHANICAL	SB MAIN	RAZ SUGARWALA		razmataz33@aol.com	717	2992090		717	2992297
13	134717	PENN STATE ELECTRIC MECHANICAL	SB SECONDARY			ksing6027@yahoo.com					
14	135270	BARBARA J SALES ASSOC INC	CORPORATE			barb@barbarajsles.com					
15	135270	BARBARA J SALES ASSOC INC	SB MAIN	BARBARA SMITH		barb@barbarajsales.com	412	5233398		800	8137122
16	135270	BARBARA J SALES ASSOC INC	SB SECONDARY			willsmith@willjservices.com					
17	137893	IDA YEAGER SALES INC	CORPORATE			idayeagersales@zoominternet.net					
18	137893	IDA YEAGER SALES INC	SB MAIN	IDA LAQUATRAYEAGER		idayeagersales@zoominternet.net	724	4525260		724	4521072
19	144061	CONSTRUCTION TOOL SERVICE INC	CORPORATE			ehuss@constructiontoolservice.com					
20	144061	CONSTRUCTION TOOL SERVICE INC	SB MAIN	BETTY CONNELLY		bconnelly@constructiontoolservice.com	412	6816673		412	6819185
21	144061	CONSTRUCTION TOOL SERVICE INC	SB SECONDARY			bcgoodwork@aol.com					
22	145576	BURKE & MICHAEL INC	CORPORATE			MARYFRANCES@BURKEANDMICHAEL.COM					
23	145576	BURKE & MICHAEL INC	SB MAIN	MARY FRANCES HOGAN		maryfrances@burkeandmichael.com	412	3212301		412	3214582
24	153927	COOPER TRADING INC	CORPORATE			cti@ctipa.com					
25	153927	COOPER TRADING INC	SB MAIN	PETER COOPER		pete@ctipa.com	724	8618830		724	8618832
26	153927	COOPER TRADING INC	SB SECONDARY			debbie@ctipa.com					
27	157009	CONTRACT HARDWARE AND SUPPLY	CORPORATE			cristil@chsupplyinc.com					
28	157009	CONTRACT HARDWARE AND SUPPLY	SB MAIN	BRAD BOTTEICHER		bradb@chsupplyinc.com	814	9412340		814	9412342
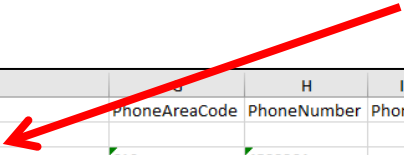
| Suppliers | Supplier Addresses | **Supplier Contacts** | Counties | Supplier Classifications | ITQs | ITQ Contracts | UNSPSC Codes |

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New Forms and Processes

- SDB/VBE Instructions – *SDB-1/VBE-1* **READ**
- SDB/VBE Participation Submittal – *SDB-2/VBE-2*
- SDB/VBE Utilization Schedule – *SDB-3/VBE-3*
- Letter of Commitment – *SDB 3.1/VBE-3.1*
- Guidance for Good Faith Effort (GFE) Waiver – *SDB-4/VBE-4* **READ**
- GFE Waiver – *SDB-5/VBE-5*

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SDB-1
INSTRUCTIONS FOR COMPLETING THE SMALL DIVERSE BUSINESS (SDB)
PARTICIPATION SUBMITTAL AND SDB UTILIZATION SCHEDULE.

PLEASE READ BEFORE COMPLETING THESE DOCUMENTS
Bidders/Offerors do not need to return SDB-1 with their SDB Participation Submittal

The following instructions include details for completing the SDB Participation Submittal (SDB-2) which Bidders or Offerors must submit in order to be considered responsive.

The following instructions also include details for completing the SDB Utilization Schedule (SDB-3), which Bidders or Offerors must submit for any portion of the SDB participation goal the Bidder or Offeror commits to meeting.

A Bidder/Offeror's failure to meet the SDB participation goal in full or their failure to receive an approved Good Faith Efforts waiver for any unmet portion of the SDB participation goal will result in the rejection of the Bid or Proposal as nonresponsive.

I. **SDB Participation Goal**: The SDB participation goal is set forth in the eMarketplace advertisement and also in the Notice to Bidders. The Bidder/Offeror is encouraged to use a diverse group of subcontractors and suppliers from the SDB classifications to meet the SDB participation goal.

II. **SDB Eligibility**:

    1. Finding SDB firms: Offerors can access the directory of **DGS-verified** SDB firms from the DGS Supplier Search directory at: http://www.dgs.internet.state.pa.us/suppliersearch.

    2. **Only SDBs verified by DGS** and as defined herein may be counted for purposes of achieving the SDB participation goal. In order to be counted for purposes of achieving the SDB participation goal, the SDB firm, including an SDB prime, must be DGS-verified for the services, materials or supplies that it has committed to perform on the **SDB Utilization Schedule (SDB-3)**. A firm whose SDB verification is pending or

SDB Submittal – SDB-2

CRITICAL
✓ Check One, and Only One, Box

SDB-2
SDB PARTICIPATION SUBMITTAL

☐K ONE, AND ONLY ONE, BOX. FAILURE TO COMPLY WILL RESULT IN
☐EJECTION OF YOUR BID/PROPOSAL.
Click on bold titles to navigate to that specific page.

☐ **I agree to meet
the SDB
participation goal
in full.**

I have completed
and am submitting
with my bid or
proposal an **SDB
Utilization
Schedule (SDB-
3)**, which is
required in order
to be considered
for award.

☐ **I am requesting a partial waiver
of the SDB participation goal.**

After making good faith outreach
efforts as more fully described in
the **Guidance for Documenting
Good Faith Efforts to Meet the
SDB Participation Goal**, I am
unable to achieve the total SDB
participation goal for this
solicitation and am requesting a
partial waiver of the SDB
participation goal.

I have completed and am
submitting with my bid or
proposal both of the following,
which are required in order to be
considered for award:

1. an SDB Utilization Schedule

☐ **I am requesting a full
waiver of the SD**
participation goal

After making good faith
outreach efforts as more fully
described in the **Guidance
for Documenting Good
Faith Efforts to Meet the
SDB Participation Goal**, I
am unable to achieve any part
of the SDB participation goal
for this solicitation and am
requesting a full waiver of the
SDB participation goal.

I have completed and am
submitting with my bid or
proposal a **Good Faith
Efforts Waiver Request** for

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CRITICAL
✓ Verify SDB/VBE validity

...ow SDBs (including where applicable a prime bidder or offeror is self-performing a portion of the work) that will ...meet the SDB participation goal (add additional pages if necessary). Submit a **Letter of Commitment (SDB-3-1)** for each ...B subcontractor, supplier, or manufacturer (add additional Letters of Commitment as necessary).

SDB Name SAP Vendor Number (6-digit number provided by SDB) SDB Verification Number (located on DGS SDB verification)	Type of SDB (check all that apply)	Description of Work to be Performed (Statement of Work/Specification reference)	% Commitment (or % of work to be self-performed by SDB bidder/offeror)	Dollar Value of Commitment (after applying any calculation per SDB-1, Section IV, Calculating SDB participation)
Name: ABC IT Solutions SAP Vendor Number: 123456 SDB Verification Number: 123456-2016-09-SB-M	MBE	IT staffing resources	%	$
Name: SAP Vendor Number: SDB Verification Number:	☐ MBE ☐ WBE ☐ LGBTBE ☐ DOBE ☐ SDVBE		%	
Name: SAP Vendor Number: SDB Verification Number:	☐ MBE ☐ WBE ☐ LGBTBE ☐ DOBE ☐ SDVBE		%	
Name: SAP Vendor Number: SDB Verification Number:	☐ MBE ☐ WBE ☐ LGBTBE ☐ DOBE ☐ SDVBE		%	
Name: SAP Vendor Number: SDB Verification Number:	☐ MBE ☐ WBE ☐ LGBTBE ☐ DOBE ☐ SDVBE		%	
Attach additional sheets if necessary			Total % SDB commitment: 0	Total $ amount: $ 0

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Letter of Commitment SDB-3.1

CRITICAL
✓ Complete all shaded areas.

SDB-3-1
LETTER OF COMMITMENT

... as confirmation of the commitment by the prime Bidder or Offeror ... ss (SDB) on the below-referenced Solicitation/Project.

... on Name:

	Bidder/Offeror Information	SDB Information
Address		
Point of Contact		
Telephone number		
Email address		

Services/Supplies and Time Frame. If Bidder/Offeror is the successful vendor, the SDB shall perform or provide the following services or supplies during the term of the prime contract, as more specifically set forth below:

Services or supplies the VBE will provide:	
Specific Time Frame the VBE will provide the services or supplies:	

Dollar Value of Commitment. These services or supplies represent $ _____ for the term of the contract.

SDB verified. By signing below, the SDB represents that it meets the SDB requirements set forth in the Solicitation and all required documentation has been provided to the Bidder/Offeror for its SDB submission.

Sincerely,   Acknowledged

_____   _____

Printed name   Printed name

SDB to expect a letter and SIGN it!

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Guidance to Document GFE SDB-4

READ, READ, READ

- The ability or desire of a prime contractor to perform the work of a contract with its own organization does not relieve the Offeror of the responsibility to make Good Faith Efforts to meet the SDB participation goal.

- Prime must complete all components of the GFE paperwork. Details/Evidence are important, proof is required.

- Carefully review SDB and VBE submittal Instructions, specifically Section VI of SDB/VBE-1 which lists pertinent items as Fatal errors.

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Good Faith Efforts Packet SDB-5

Good Faith Efforts (GFE) Partial or Full Waiver

- ❑ Identified Items of Work Offeror Made Available to SDBs (Part 1)
- ❑ Identified SDBs and Record of Solicitations (Part 2)
- ❑ SDB Outreach Compliance Statement (Part 3)
- ❑ Additional Information Regarding Rejected SDB Quotes (Part 4)
- ❑ SDB Subcontractor Unavailability Certificate (Part 5)

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SDB-5

GOOD FAITH EFFORTS DOCUMENTATION TO SUPPORT WAIVER REQUEST OF SDB PARTICIPATION GOAL

Project Description:	
Commonwealth Agency Name:	
Solicitation #:	
Solicitation Due Date and Time:	

Bidder/Offeror Company Name:	
Bidder/Offeror Contact Name:	
Bidder/Offeror Contact Email:	
Bidder/Offeror Contact Phone Number:	

Complete all five parts

Part 1 – Identified Items of Work Offeror Made Available to SDBs

Identify those items of work that the Offeror made available to SDBs. This includes, where appropriate, those items the Offeror identified and subdivided into economically feasible units to facilitate the SDB participation. For each item listed, show the anticipated percentage of the total contract amount. It is the Offeror's responsibility to demonstrate that enough work to meet the SDB participation goal was made available to SDBs, and the total percentage of the items of work identified for SDB participation met or exceeded the SDB participation goal set for the procurement.

Identified Items of Work	Was this work listed in the solicitation?	Does Offeror normally self-perform this work?	Was this work made available to SDB Firms? If not, explain why.
	_____ yes _____ no	_____ yes _____ no	_____ yes _____ no

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GFE Waiver – Part 1

Identify Items of Work Offeror Made Available to SDBs

CRITICAL
✓ List all components of work offered for subcontracting.

...r that the Offeror made available to SDBs. This includes, where appropriate, those items the Offeror identified ...sible units to facilitate the SDB participation. For each item listed, show the anticipated percentage of the total ...e that enough work to meet the SDB participation goal was made available to SDBs, and the total percentage ...or SDB participation met or exceeded the SDB participation goal set for the procurement.

...ork	Was this work listed in the solicitation?	Does Offeror normally self-perform this work?	Was this work made available to SDB Firms? If not, explain why.
	☐ yes ☐ no	☐ yes ☐ no	☐ yes ☐ no	
	☐ yes ☐ no	☐ yes ☐ no	☐ yes ☐ no	
	☐ yes ☐ no	☐ yes ☐ no	☐ yes ☐ no	
	☐ yes ☐ no	☐ yes ☐ no	☐ yes ☐ no	
	☐ yes ☐ no	☐ yes ☐ no	☐ yes ☐ no	

Attach additional sheets if necessary.

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GFE Waiver – Part 2

...ntified SDBs and Record of Solicitations

CRITICAL
✓ Specifics and Details are important

...ed to provide quotes for the Identified Items of Work made available for SDB participation. Include the name of the SDB ...r which quotes were solicited, date and manner of initial and follow-up solicitations, whether the SDB provided a quote, ...being used toward meeting the SDB participation goal. SDBs used to meet the SDB participation goal must be listed on ...on Schedule (SDB-2).

...Copies of all written solicitations and documentation of follow-up calls to SDBs must be attached to this form. For each Identified SDB ...below, Offeror should submit an SDB Subcontractor Unavailability Certificate signed by the SDB or a statement from the Offeror that the ...efused to sign the SDB Subcontractor Unavailability Certificate.

Name of Identified SDB and Classification	Describe Item of Work Solicited	Initial Solicitation Date & Method	Follow-up Solicitation Date & Method	Details for Follow-up Calls	Quote Received?	Quote Used?	Reason Quote Rejected
SDB Name: ☐ MBE ☐ WBE ☐ LGBTBE ☐ DOBE ☐ SDVBE		Date: ☐ mail ☐ email ☐ fax	Date: ☐ mail ☐ email ☐ fax	Date and Time of Call: Spoke with: Left Message:	☐ yes ☐ no	☐ yes ☐ no	☐ Used other SDB ☐ Used non-SDB ☐ Self performing
SDB Name: ☐ MBE ☐ WBE ☐ LGBTBE ☐ DOBE ☐ SDVBE		Date: ☐ mail ☐ email ☐ fax	Date: ☐ mail ☐ email ☐ fax	Date and Time of Call: Spoke with: Left Message:	☐ yes ☐ no	☐ yes ☐ no	☐ Used other SDB ☐ Used non-SDB ☐ Self performing

Attach additional sheets as necessary.

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GFE Waiver – Part 3

SDB Outreach Compliance Statement

CRITICAL
✓ Documentation for Part 1

1. List the Identified Items of Work for subcontracting opportunities for the solicitation along with specific work categories:

2. Attach to this form copies of written solicitations (with Bid or Proposal instructions) used to solicit Identified SDBs for these subcontract opportunities.

3. Offeror made the following attempts to contact the Identified SDBs:

4. Bonding Requirements (Please Check One):

   This project does not involve bonding requirements.

   Offeror assisted Identified SDBs to fulfill or seek waiver of bonding requirements. (DESCRIBE EFFORTS):

5. Pre-Bid/Proposal Conference or Supplier Forum (Please Check One):

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Additional Information Regarding Rejected SDB Quotes

CRITICAL
✓ Documentation for Part 2

...rt 2 indicates that an SDB quote was rejected because the Offeror is using a non-SDB or is self-performing the ...the Identified Items of Work, state whether the work will be self-performed or performed by a non-SDB, and if ...ame of the non-SDB firm. Also include the names of all SDBs and non-SDB firms that provided a quote and the amount of

Describe Identified Items of Work not being performed by SDBs (include specific section from bid or proposal)	Self-performing or using non-SDB (provide name of non-SDB if applicable)	Amount of non-SDB quote $	Name of other firms that provided quotes and whether they are SDB	Amount quoted $	Reason why SDB quote was rejected along with brief explanation
	☐ self-performing ☐ using Non-SDB Name:		☐ SDB ☐ Non-SDB Name:		☐ price ☐ capabilities ☐ other
	☐ self-performing ☐ using Non-SDB Name:		☐ SDB ☐ Non-SDB Name:		☐ price ☐ capabilities ☐ other
	☐ self-performing ☐ using Non-SDB Name:		☐ SDB ☐ Non-SDB Name:		☐ price ☐ capabilities ☐ other
	☐ self-performing 		☐ SDB 		☐ price

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GFE Waiver – Part 5

Subcontractor Unavailability Certificate

CRITICAL
✓ Required for each vendor listed in Part 1

It is hereby certified that the firm of _____
(Name of SDB)

located at _____
(Number)   (Street)

_____
(City)   (State)   (Zip)

was offered an opportunity to bid on Solicitation No. _____

by _____
(Name of Prime Contractor's Firm)

****

2. _____ (SDB), is either unavailable for the work/service or unable to prepare a Proposal for this project for the following reason(s):

_____
(Signature of SDB's Representative)   (Title)   (Date)

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Best Practices

Do's

- Read the solicitation and all instructions completely.
- Submit SEPRATE SDB and VBE submittal forms.
- Validate subcontractor SDB/VBE status in DGS Supplier Database.
- Ensure that all appropriate forms are completed and signed correctly.
- Submit questions early per the solicitation requirements.

Don'ts

- Make any assumptions.
- Copy SDB submittal paperwork. Download and complete the VBE submittal separately, titles and accuracy matter.
- Skip any portion of the GFE request documentation.
- Forget to verify subcontractor status as current SDB/VBE in DGS Supplier Database.

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Notes

- READ, READ, READ, solicitation instructions completely.

- Subcontractors identified in SDB-3, Utilization Schedule must be validated as of bid due date and time.

- Model Subcontractor Agreement Form is provided for informational purposes only. To be completed by award winning vendor only.

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Questions?

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BDISBO Contact Info

Bureau of Diversity, Inclusion and Small Business Opportunities
North Office Building
401 North Street, Room 611
Harrisburg, PA 17120-0500
717.783.3119
GS-BDISBO@pa.gov

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Contractor Partnership Program

Bureau of Employment Programs
Saundra Judge, Bureau Director (Acting)

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Contractor Partnership Program

What is the Contractor Partnership Program (CPP)?

The CPP is a collaboration between the Pennsylvania Department of Human Services (DHS) and its contractors to increase the employment rate of TANF beneficiaries.

Contractors who hold agreements meeting certain criteria with DHS are required to establish a TANF hiring goal and implementation plan that supports TANF beneficiaries in obtaining employment with the contractor, grantee, or their subcontractors.

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Contractor Partnership Program

What are the benefits for Contractors and Grantees?

- Fulfills workforce needs by connecting entities to a pool of job candidates.

- Connects entities to PA's Employment & Training network who can assist in developing workforce training, hiring and retention at no cost.

- Entities may be eligible for tax credits for hiring individuals receiving TANF such as the Work Opportunity Tax Credit

  WOTC

- Establishes entities as part of a collective solution to lifting people out of poverty.

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RFP Requirements

- The RFP contains an overview of CPP in Appendix G.

- Offerors should submit the information being requested in Section 3 of Appendix G as their CPP Submittal.

- This submittal will NOT be part of the scoring criteria, but it must be completed. After selection for negotiations, DHS will review the selected Offeror's CPP Submittal and may approve or request changes as part of negotiations.

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Implementing a Hiring Plan

- As part of its CPP submittal, each Offeror should submit a hiring target.

- Offerors should review the positions the organization currently offers and anticipate their needs not only as a result of being awarded a contract but generally throughout the organization for:

  - Both degree and non-degree positions
  - Subcontractor positions should be considered
  - CPP hires are not specific to the work outlined in the contract

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Contractor Partnership Program

How is the hiring target determined?

As part of their CPP submittal, Offerors will report their number of Pennsylvania hires annually for the past three years and calculate their average number of hires per year; the target will be 10% of the average.

Total workforce hires in Pennsylvania

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Contractor Partnership Program

Hiring Target Example:

*Company X hired **50** people in 2018, **47** in 2017 and **35** in 2016 in Pennsylvania.*

(50 + 47 + 35)/3 = 44 hires on average per year

10% of 44 = 4.5

4-5 CPP hires is the target for <u>each year </u>of the agreement

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Contractor Partnership Program

Program Requirements

➢ Submit a hiring goal. The hiring goal should be 10% of the average of annual PA hires over the past 3 years. (Example)

➢ *Beginning October 2019, submit a hiring implementation plan as part of the RFP proposal.*

➢ Establish a Business Folder in CWDS and ensure contact information is current.

➢ Implement the hiring plan (post jobs, connect with programs, interview, etc.)

➢ Complete quarterly employment forms via the Commonwealth Workforce Development System (even if no hires were made during that quarter).

                    Q1-October 15   Q3-April 15
                    Q2-January 15   Q4-July 15

➢ Maintain communication with program office contract monitors or CPP staff on progress and challenges.

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Contractor Requirements-Additional Notes

➢ **Contract Specific**: The CPP requirement is contract specific, meaning each contract held with the Department may require a hiring goal. If a contractor has multiple contracts with DHS, they may have multiple goals.

➢ **Subcontractors**: Hires made by subcontractors can also count towards the CPP hiring goal. Subcontractors may also be designated to complete the quarterly reports in CWDS.

➢ **Eligible positions**: Hires can be for any position; the position does not have to be related to the specific contract project(s). TANF beneficiaries possess a wide range of skill sets and can fulfill a variety of positions, depending on the individual's background and experience. Common industry-specific certifications include areas such as:

- Food Prep and Safety
- Hospitality
- Health Care
- Administrative Services

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Contractor Partnership Program

How can DHS connect selected Offerors with TANF beneficiaries?

- Selected Offerors can post available positions via PA CareerLink® online: pacareerlink.pa.gov

- DHS can connect entities with local employment and training programs including the Employment Advancement and Retention Network (EARN), Work Ready, and Keystone Education Yields Success (KEYS) providers who work directly with TANF beneficiaries.

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DHS TANF Employment and Training Programs

EARN and Work Ready

Providers	Participant Services
22 Local Workforce Development Boards 11 Community Action Agencies	With a major redesign beginning July 2020, EARN and Work Ready now provide the following services to participants: • Individualized coaching or case management • Support to address employment barriers • Employability skills development • Counseling services • Access to training programs leading to credentials • Job placement and job search assistance • Support services such as child care and transportation • A minimum of one year of retention services to help navigate the transition into the workforce

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DHS TANF Employment and Training Programs

Keystone Education Yields Success (KEYS)

Providers	Services
14 Community Colleges	The KEYS Program supports participants who are attending an approved program primarily at Pennsylvania's community colleges. Services include: • On-site support to pursue certificates and degrees • Help with navigating college requirements • Assistance with financial aid and scholarship applications • Support services such as child care, transportation, books, and supplies • Connections to other college services such as academic advising, tutoring, student activities, and career services

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Contractor Partnership Program

What are the responsibilities of oversight staff?

The Bureau of Employment Programs (BEP) and Project Monitors will work together to:

- Provide support to selected Offerors

- Ensure that the selected Offerors designate and maintain a point of contact for CPP purposes

- Support selected Offerors in making connections to job candidates and provide technical assistance as needed

- Conduct outreach when selected Offerors fail to respond to program requests

- Review CPP targets during annual monitoring and targeted technical assistance visits

- Share quarterly updates, and hold further discussions, if needed

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Contact Information

Contractor Partnership Program
Email: RA-BETPCPP@pa.gov

PA CareerLink® online:
pacareerlink.pa.gov

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Timeline

- The Project Timeline includes:

  - ➢ January 27, 2021– RFP #09-19 was issued

  - ➢ February 11, 2021 at 1:00 PM – Pre-proposal Conference

  - ➢ February 12, 2021 at 2:00 PM – Deadline to submit questions

  - ➢ February 26, 2021 – Answers to Potential Offerors' questions will be posted as an Addendum in JAGGAER and DGS website.

  - ➢ March 31, 2021 at 12:00 PM – Due date for proposals

Question

- All questions must be submitted in JAGGAER or via email to the following resource account, ra-pwrfpquestions@pa.gov, by 2:00 PM tomorrow, February 12, 2021.

RFP # 05-19

- This concludes the pre-proposal conference.

- Answers to all questions will be posted to JAGGAER and the DGS website at http://www.emarketplace.state.pa.us/Search.aspx by close of business February 26, 2021.

Issuing Officer

Ross Bowman
Department of Human Services
Bureau of Procurement & Contract Management
Health & Welfare Bldg., Rm 832

Harrisburg, PA 17120
mailto: ra-pwrfpquestions@pa.gov

Any contact with the Department concerning this RFP must be through the RFP Issuing Officer.