

November 28, 2012

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 12-36
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL REGIONAL OCM CONTRACTING OFFICERS
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: ROBERT PITULEJ
Acting National Director
Office of Job Corps

SUBJECT: Announcement of the Program Year (PY) 2012 Performance Ranges for Center, Outreach and Admissions (OA), and Career Transition Services (CTS) Performance-Based Service Contracts (PBSC)

1. Purpose. To announce the PY 2012 performance ranges for center operations, OA and career transition PBSC.
2. Background. Since 2002, Job Corps has incorporated incentive-fee provisions into all new contracts for center, OA and career transition operations, in accordance with the Federal Acquisition Regulation (FAR) and the government-wide PBSC initiative. Under the terms of these contracts, incentive fees are earned by the contractor based on achievement of the Outcome Measurement System (OMS) performance goals.
3. PY 12 Performance Range. The PY 2012 (July 1, 2012 – June 30, 2013) performance ranges for center, OA and career transition operating contracts are based on the projected performance of all contracts, as determined through analyses of historical data and recent trends.

The performance range established maximum and minimum performance levels for fee payment, as well as a performance excellence range, as stated below.

Minimum performance level: The level at which the contractor receives no incentive fee payment.

Maximum performance level: The level at which the contract receives the maximum available incentive payment.

Performance excellence level: The range at which a contractor receives a bonus above the maximum incentive fee.

Incremental incentive-fee payment points are established for each contract at each level of OMS performance (to one decimal point) within the established performance range.

The results of data analyses, along with expected incentive fee payout projections, were used to calculate the point within the performance range at which a contract would earn the average incentive-fee level.

4. Action. Effective July 1, 2012, the performance ranges to earn incentive fees on center operating contracts are summarized in the table below:

PY 2012 Center, OA and CTS Incentive Fee Table			
Center OMS Rating	OA OMS Rating	CTS OMS Rating	Incentive Fee Earnings
107.9% and above	103.5% and above	103.0% and above	Maximum incentive fee + maximum performance excellence bonus
105.1% - 107.8%	99.1% - 103.4%	99.5% - 102.9%	Maximum incentive fee + prorated performance excellence bonus
105.0%	99.0%	99.4%	Maximum incentive fee
98.2% - 104.9%	95.4% - 98.9%	96.0% -99.3%	Prorated portion of incentive-fee pool equaling greater than average fee
98.1%	95.3%	95.9%	Prorated portion of incentive-fee pool equal to average fee
91.3% - 98.0%	91.7% - 95.2%	92.5% - 95.8%	Prorated portion of incentive-fee pool equaling less than average fee
91.2% and below	91.6% and below	92.4% and below	No incentive fee

Addressees are to ensure this Information Notice is distributed to all appropriate staff.

The Department of Labor/Employment and Training Administration, Office of Financial Administration, Office of Budget will notify the field of the reconciliation process for earned incentive fees.

5. Expiration Date. June 30, 2013.

6. Inquiries. Inquiries should be directed to Tina Hess-Williams at hess-williams.tina@dol.gov. All other PBSC inquires shall be directed to the cognizant contracting officer.