

December 13, 2016

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 16-
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL REGIONAL OCM CONTRACTING OFFICERS
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: LENITA JACOBS-SIMMONS
National Director
Office of Job Corps

SUBJECT: Announcement of the Program Year (PY) 2016 Performance Ranges for Center, Outreach and Admissions (OA), and Career Transition Services (CTS) Performance-based Service Contracts (PBSC)

1. Purpose. To announce the PY 2016 performance ranges for center operations, OA, and career transition technical incentive fee.
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, the contractor earns incentive fees based on achievements of the Outcome Measurement System (OMS) performance goals.
3. PY 16 Performance Range. The PY 2016 (July 1, 2016 – June 30, 2017) technical performance ranges for center, OA, and career transition operating contracts are intended to strengthen overall program performance as part of the Job Corps reform agenda. They are based on the projected performance of all contracts, recent trends and departmental priorities.

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

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| Minimum performance level: | Contractor receives no incentive-fee payment. |
| Maximum performance level: | Contractor 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, 2016, the performance ranges for incentive fees earned are summarized in the table below:

PY 2016 Center, OA and CTS Technical Performance Incentive Fee Table			
Center OMS Rating	OA OMS Rating	CTS OMS Rating	Incentive Fee Earnings
102.1% and above	102.1% and above	102.1% and above	Maximum performance incentive fee + maximum performance excellence bonus
100.1% - 102.0%	100.1% - 102.0%	100.1% - 102.0%	Maximum performance incentive fee + prorated performance excellence bonus
100.0%	100.0%	100.0%	Maximum Incentive Fee
95.1% - 99.9%	95.1% - 99.9%	95.1% - 99.9%	Prorated portion of incentive-fee pool equaling greater than average fee
95.0%	95.0%	95.0%	Prorated portion of incentive-fee pool equal to average fee
90.1% - 94.9%	90.1% - 94.9%	90.1% - 94.9%	Prorated portion of incentive-fee pool equaling less than average fee
90.0% and below	90.0% and below	90.0% and below	No Incentive Fee

The Department of Labor/Employment and Training Administration, Office of Financial Administration, Office of Budget will provide the field reconciliation worksheets at a later date.

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

5. Expiration Date. June 30, 2017.

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.