



JUN 12 2018

DIRECTIVE: JOB CORPS INFORMATION NOTICE NO. 17-29

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
 ALL CENTER USERS

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

A handwritten signature in black ink, appearing to read "Lenita Jacobs-Simmons", written over the printed name and title.

SUBJECT: Announcement of the Program Year 2017 Performance Ranges for Center, Outreach and Admissions, and Career Transition Services Performance-based Service Contracts

1. Purpose. To announce the Program Year (PY) 2017 performance ranges for center operations, Outreach and Admissions (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 Performance-based Service Contracts (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 17 Performance Range. The PY 2017 (July 1, 2017 – June 30, 2018) technical performance ranges for center contracts were established to align as closely as possible with what the Workforce Innovation & Opportunity Act of 2014 designates as a high-performing center, requiring that it be ranked among the top 20 percent of Job Corps centers. The technical performance level for incentive fee payments for OA and career transition contracts begins at the achievement rating of 100 percent.

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

- 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 retroactively to July 1, 2017, the performance ranges for incentive fees earned are summarized in the table below:

PY 2017 Center, OA & CTS Technical Performance Incentive-Fee Table			
Center OMS Rating	OA OMS Rating	CTS OMS Rating	Incentive Fee Earnings
102.1% and above	105.1% and above	105.1% and above	Maximum performance incentive fee + maximum performance excellence bonus
100.1% - 102.0%	103.1% - 105.0%	103.1% - 105.0%	Maximum performance incentive fee + prorated performance excellence bonus
100.0%	103.0%	103.0%	Maximum Incentive Fee
98.6% - 99.9%	101.6% - 102.9%	101.6% - 102.9%	Prorated portion of incentive-fee pool equaling greater than average fee
98.5%	101.5%	101.5%	Prorated portion of incentive-fee pool equal to average fee
97.1% - 98.4%	100.0% - 101.4%	100.0% - 101.4%	Prorated portion of incentive-fee pool equaling less than average fee
97.0% and below	99.9% and below	99.9% 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 provide the field reconciliation worksheets at a later date.

5. Expiration Date. June 30, 2018

6. Inquiries. Inquiries about this notice 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.