

SSAI RFP for Anne Arundel County, MD

Questions & Answers

(last updated 8/12/15)

1. **What is the hourly rate used to determine the PWFB amount of \$208,671, state or federal minimum?** The minimum wage in Anne Arundel County is currently \$8.25 per hour. Per SCSEP regulations, providers must pay the higher of the local, state or federal minimum wage.
2. **I anticipate the need for a minimum of 60 days for planning and identifying partners, which means that the placement of seniors will not begin until the December. Will that present a problem?** If I am understanding your question accurately, if you are the successful applicant, your agency will receive and take over services to participants actively enrolled and their host agencies and continuation of service delivery from the previous provider will start for your agency on October 1, 2015. So you will “inherit” a pool of host agencies that you can grow once you assume program operations.
3. **The RFP requires 38 placements. Is there any room to negotiate the number of placements?** This RFP has 38 authorized positions and this figure from the U.S. Department of Labor and is based on Census data. This figure is not negotiable for SSAI or its subgrantee. The performance goals are based on a modification of the 38 positions since Maryland has a minimum wage higher than the federal. The goals for this subgrant are based on 33 modified authorized positions (see page 9 of the RFP). With regard to unsubsidized placements, the successful applicant will have to achieve 9 months of performance (not 12 months) and the unsubsidized placement goal will be 9 unsubsidized employment placements.
4. **Is the non-federal share is approximately 13% of the total federal funding, whereas the ADM is around 8%. Is there room to negotiate the ADM % to match the non-federal share %?** Unfortunately no. The 8% is a maximum that cannot be increased. I encourage you to read the definitions of these cost categories closely (found on pages 5-6 of the RFP) because they are different than most grants. For SCSEP, Admin funding is limited to payroll process, legal, IT, and audits, whereas direct staffing and other direct operational costs are “Program/Other” for SCSEP. Subgrantees can shift any amount of the 8% in Admin funds to Program Other funds to create a larger pool of Program/Other funds.
5. **Are pages 14-17 of the RFP part of the 12 page limit?**  
No, they are excluded from the 12 page limit. If you respond in less than 12 pages include completed pages 14-17, that is acceptable.
6. **Can we single space our response? What size font must we use?**  
**Response:** Please use a 12 point font. Yes, SSAI accepts single-spaced responses as long as the total page limit does not exceed 12 pages.