

PAST PERFORMANCE EVALUATION FORM

(Check appropriate box)

Offeror: _____

| Performance Elements | Excellent | Good | Acceptable | Poor | Unacceptable |
|------------------------------|-----------|------|------------|------|--------------|
| Quality of Services/ Work | | | | | |
| Timeliness of Performance | | | | | |
| Cost Control | | | | | |
| Business Relations | | | | | |
| Customer Satisfaction | | | | | |

1. Name & Title of Evaluator: _____
2. Signature of Evaluator: _____
3. Name of Organization: _____
4. Telephone Number of Evaluator: _____
5. State type of service received: _____
6. State Contract Number, Amount and period of Performance _____

7. Remarks on Excellent Performance: Provide data supporting this observation. Continue on separate sheet if needed)
8. Remarks on unacceptable performance: Provide data supporting this observation. (Continue on separate sheet if needed)

RATING GUIDELINES

Summarize Contractor performance in each of the rating areas. Assign each area a rating of 0 (Unacceptable), 1 (Poor), 2 (Acceptable), 3 (Good), 4(Excellent), or ++ (Plus). Use the following instructions a guidance in making these evaluations.

| | Quality Product/Service | Cost Control | Timeless of Performance | Business Relations |
|------------------------|--|---|--|--|
| | <ul style="list-style-type: none"> -Compliance with contract requirements -Accuracy of reports -Appropriateness of personnel -Technical excellence | <ul style="list-style-type: none"> -Within budget (over/ under target costs) -Current, accurate, and complete billings -Relationship of negated costs to actual -Cost efficiencies -Change order issue | <ul style="list-style-type: none"> -Meet Interim milestones -Reliable -Responsive to technical directions -Completed on time, including wrap-up and contract administration -No liquidated damages assessed | <ul style="list-style-type: none"> -Effective management -Businesslike correspondence -Responsive to contract requirements -Prompt notification of contract problems -Reasonable/cooperative -Flexible -Pro-active -effective contractor recommended solutions -Effective snail/small disadvantaged business Subcontracting program |
| 0. Zero | Nonconformances are comprises the achievement of contract requirements, despite use of Agency resources | Cost issues are comprising performance of contract requirements. | Delays are comprising the achievement of contract requirements, Despite use of Agency resources. | Response to inquiries, technical/ service/administrative issues is not effective and responsive. |
| 1, Unacceptable | Nonconformances require major Agency resources to ensure achievement of contract requirements. | Cost issues require major Agency resources to ensure achievement of contract requirements. | Delays require major Agency resources to ensure achievement of contract requirements. | response to inquiries, technical/ service/administrative issues is marginally effective and responsive. |
| 2. Poor | Nonconformances require minor Agency resources to ensure achievement of contract requirements. | Costs issues require minor Agency resources to ensure achievement of contract requirements. | Delays require minor Agency resources to ensure achievement of contract requirements. | Responses to inquiries, technical/ service/administrative issues is somewhat effective and responsive. |
| 3. Acceptable | Nonconformances do not impact achievement of contract requirements. | Cost issues do not impact achievement of contract requirements. | Delays do not impact achievement of contract requirements. | Responses to inquires, technical/ service/administrative issues is usually effective and responsive. |
| 4. Good | There are no quality problems. | There are no cost issues. | There are not delays. | Responses to inquiries, technical/ service/administrative issues is effective and responsive, |
| 5. Excellent | The contractor has demonstrated an exceptional performance level in some or all of the above categories. | | | |

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REGISTER OF WAGE DETERMINATIONS UNDER
THE SERVICE CONTRACT ACT
By direction of the Secretary of Labor

U. S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION
WAGE AND HOUR DIVISION
WASHINGTON D. C. 20210

Shirley F. Ebbesen Division of
Director Wage Determinations

Wage Determination No. : 2005-2103
Revision No. : 10
Date Of Revision: 06/15/2010

States: District of Columbia, Maryland, Virginia

Area: District of Columbia Statewide
Maryland Counties of Calvert, Charles, Frederick, Montgomery, Prince
George's, St Mary's
Virginia Counties of Alexandria, Arlington, Fairfax, Falls Church, Fauquier,
King George, Loudoun, Prince William, Stafford

Fringe Benefits Required Follow the Occupational Listing

| OCCUPATION CODE - TITLE | FOOTNOTE | RATE |
|---|----------|-------|
| 01000 - Administrative Support And Clerical Occupations | | |
| 01011 - Accounting Clerk I | | 15.08 |
| 01012 - Accounting Clerk II | | 16.92 |
| 01013 - Accounting Clerk III | | 22.30 |
| 01020 - Administrative Assistant | | 31.41 |
| 01040 - Court Reporter | | 21.84 |
| 01051 - Data Entry Operator I | | 14.38 |
| 01052 - Data Entry Operator II | | 15.69 |
| 01060 - Dispatcher, Motor Vehicle | | 17.87 |
| 01070 - Document Preparation Clerk | | 14.21 |
| 01090 - Duplicating Machine Operator | | 14.21 |
| 01111 - General Clerk I | | 14.88 |
| 01112 - General Clerk II | | 16.24 |
| 01113 - General Clerk III | | 18.74 |
| 01120 - Housing Referral Assistant | | 25.29 |
| 01141 - Messenger Courier | | 13.62 |
| 01191 - Order Clerk I | | 15.12 |
| 01192 - Order Clerk II | | 16.50 |
| 01261 - Personnel Assistant (Employment) I | | 18.15 |
| 01262 - Personnel Assistant (Employment) II | | 20.32 |
| 01263 - Personnel Assistant (Employment) III | | 22.65 |
| 01270 - Production Control Clerk | | 22.03 |
| 01280 - Recepti onist | | 14.43 |
| 01290 - Rental Clerk | | 16.55 |
| 01300 - Scheduler, Maintenance | | 18.07 |
| 01311 - Secretary I | | 18.07 |
| 01312 - Secretary II | | 20.18 |
| 01313 - Secretary III | | 25.29 |
| 01320 - Service Order Dispatcher | | 16.98 |
| 01410 - Supply Technician | | 28.55 |
| 01420 - Survey Worker | | 20.03 |
| 01531 - Travel Clerk I | | 13.29 |
| 01532 - Travel Clerk II | | 14.36 |
| 01533 - Travel Clerk III | | 15.49 |
| 01611 - Word Processor I | | 15.63 |
| 01612 - Word Processor II | | 17.67 |
| 01613 - Word Processor III | | 19.95 |
| 05000 - Automotive Service Occupations | | |
| 05005 - Automobile Body Repairer, Fiberglass | | 25.26 |
| 05010 - Automotive Electrician | | 23.51 |

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|--|-------|
| 05040 - Automotive Glass Installer | 22.15 |
| 05070 - Automotive Worker | 22.15 |
| 05110 - Mobile Equipment Servicer | 19.04 |
| 05130 - Motor Equipment Metal Mechanic | 24.78 |
| 05160 - Motor Equipment Metal Worker | 22.15 |
| 05190 - Motor Vehicle Mechanic | 24.78 |
| 05220 - Motor Vehicle Mechanic Helper | 18.49 |
| 05250 - Motor Vehicle Upholstery Worker | 21.63 |
| 05280 - Motor Vehicle Wrecker | 22.15 |
| 05310 - Painter, Automotive | 23.51 |
| 05340 - Radiator Repair Specialist | 22.15 |
| 05370 - Tire Repairer | 14.44 |
| 05400 - Transmission Repair Specialist | 24.78 |
| 07000 - Food Preparation And Service Occupations | |
| 07010 - Baker | 13.85 |
| 07041 - Cook I | 12.55 |
| 07042 - Cook II | 14.60 |
| 07070 - Dishwasher | 10.11 |
| 07130 - Food Service Worker | 10.66 |
| 07210 - Meat Cutter | 18.08 |
| 07260 - Waiter/Waitress | 9.70 |
| 09000 - Furniture Maintenance And Repair Occupations | |
| 09010 - Electrostatic Spray Painter | 19.86 |
| 09040 - Furniture Handler | 14.06 |
| 09080 - Furniture Refinisher | 20.23 |
| 09090 - Furniture Refinisher Helper | 15.52 |
| 09110 - Furniture Repairer, Minor | 17.94 |
| 09130 - Upholsterer | 19.86 |
| 11000 - General Services And Support Occupations | |
| 11030 - Cleaner, Vehicles | 10.54 |
| 11060 - Elevator Operator | 10.54 |
| 11090 - Gardener | 17.52 |
| 11122 - Housekeeping Aide | 11.83 |
| 11150 - Janitor | 11.83 |
| 11210 - Laborer, Grounds Maintenance | 13.07 |
| 11240 - Maid or Houseman | 11.26 |
| 11260 - Pruner | 11.58 |
| 11270 - Tractor Operator | 16.04 |
| 11330 - Trail Maintenance Worker | 13.07 |
| 11360 - Window Cleaner | 12.85 |
| 12000 - Health Occupations | |
| 12010 - Ambulance Driver | 20.41 |
| 12011 - Breath Alcohol Technician | 20.27 |
| 12012 - Certified Occupational Therapist Assistant | 23.11 |
| 12015 - Certified Physical Therapist Assistant | 21.43 |
| 12020 - Dental Assistant | 17.18 |
| 12025 - Dental Hygienist | 44.75 |
| 12030 - EKG Technician | 27.67 |
| 12035 - Electroneurodiagnostic Technologist | 27.67 |
| 12040 - Emergency Medical Technician | 20.41 |
| 12071 - Licensed Practical Nurse I | 19.07 |
| 12072 - Licensed Practical Nurse II | 21.35 |
| 12073 - Licensed Practical Nurse III | 24.13 |
| 12100 - Medical Assistant | 15.01 |
| 12130 - Medical Laboratory Technician | 18.04 |
| 12160 - Medical Record Clerk | 17.42 |
| 12190 - Medical Record Technician | 19.50 |
| 12195 - Medical Transcriptionist | 18.77 |
| 12210 - Nuclear Medicine Technologist | 37.60 |
| 12221 - Nursing Assistant I | 10.80 |
| 12222 - Nursing Assistant II | 12.14 |
| 12223 - Nursing Assistant III | 13.98 |
| 12224 - Nursing Assistant IV | 15.69 |

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|---|---------|
| 12235 - Optical Dispenser | 20.17 |
| 12236 - Optical Technician | 15.80 |
| 12250 - Pharmacy Technician | 18.12 |
| 12280 - Phlebotomist | 15.69 |
| 12305 - Radiologic Technologist | 31.11 |
| 12311 - Registered Nurse I | 27.64 |
| 12312 - Registered Nurse II | 33.44 |
| 12313 - Registered Nurse II, Specialist | 33.44 |
| 12314 - Registered Nurse III | 40.13 |
| 12315 - Registered Nurse III, Anesthetist | 40.13 |
| 12316 - Registered Nurse IV | 48.10 |
| 12317 - Scheduler (Drug and Alcohol Testing) | 21.73 |
| 13000 - Information And Arts Occupations | |
| 13011 - Exhibits Specialist I | 19.86 |
| 13012 - Exhibits Specialist II | 24.61 |
| 13013 - Exhibits Specialist III | 30.09 |
| 13041 - Illustrator I | 20.48 |
| 13042 - Illustrator II | 25.38 |
| 13043 - Illustrator III | 31.03 |
| 13047 - Librarian | 33.88 |
| 13050 - Library Aide/Clerk | 14.21 |
| 13054 - Library Information Technology Systems Administrator | 30.60 |
| 13058 - Library Technician | 19.89 |
| 13061 - Media Specialist I | 18.73 |
| 13062 - Media Specialist II | 20.95 |
| 13063 - Media Specialist III | 23.36 |
| 13071 - Photographer I | 16.65 |
| 13072 - Photographer II | 18.90 |
| 13073 - Photographer III | 23.67 |
| 13074 - Photographer IV | 28.65 |
| 13075 - Photographer V | 33.76 |
| 13110 - Video Teleconference Technician | 20.39 |
| 14000 - Information Technology Occupations | |
| 14041 - Computer Operator I | 18.92 |
| 14042 - Computer Operator II | 21.18 |
| 14043 - Computer Operator III | 23.60 |
| 14044 - Computer Operator IV | 26.22 |
| 14045 - Computer Operator V | 29.05 |
| 14071 - Computer Programmer I | (see 1) |
| 14072 - Computer Programmer II | (see 1) |
| 14073 - Computer Programmer III | (see 1) |
| 14074 - Computer Programmer IV | (see 1) |
| 14101 - Computer Systems Analyst I | (see 1) |
| 14102 - Computer Systems Analyst II | (see 1) |
| 14103 - Computer Systems Analyst III | (see 1) |
| 14150 - Peripheral Equipment Operator | 18.92 |
| 14160 - Personal Computer Support Technician | 26.22 |
| 15000 - Instructional Occupations | |
| 15010 - Aircrew Training Devices Instructor (Non-Rated) | 36.47 |
| 15020 - Aircrew Training Devices Instructor (Rated) | 44.06 |
| 15030 - Air Crew Training Devices Instructor (Pilot) | 52.81 |
| 15050 - Computer Based Training Specialist / Instructor | 36.47 |
| 15060 - Educational Technologist | 35.31 |
| 15070 - Flight Instructor (Pilot) | 52.81 |
| 15080 - Graphic Artist | 26.80 |
| 15090 - Technical Instructor | 25.08 |
| 15095 - Technical Instructor/Course Developer | 30.67 |
| 15110 - Test Proctor | 20.20 |
| 15120 - Tutor | 20.20 |
| 16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations | |
| 16010 - Assembler | 9.88 |
| 16030 - Counter Attendant | 9.88 |

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|---|-------|
| 16040 - Dry Cleaner | 12.94 |
| 16070 - Finisher, Flatwork, Machine | 9.88 |
| 16090 - Presser, Hand | 9.88 |
| 16110 - Presser, Machine, Drycleaning | 9.88 |
| 16130 - Presser, Machine, Shirts | 9.88 |
| 16160 - Presser, Machine, Wearing Apparel, Laundry | 9.88 |
| 16190 - Sewing Machine Operator | 13.78 |
| 16220 - Tailor | 14.66 |
| 16250 - Washer, Machine | 10.88 |
| 19000 - Machine Tool Operation And Repair Occupations | |
| 19010 - Machine-Tool Operator (Tool Room) | 21.14 |
| 19040 - Tool And Die Maker | 23.38 |
| 21000 - Materials Handling And Packing Occupations | |
| 21020 - Forklift Operator | 18.02 |
| 21030 - Material Coordinator | 22.03 |
| 21040 - Material Expediter | 22.03 |
| 21050 - Material Handling Laborer | 13.83 |
| 21071 - Order Filler | 15.09 |
| 21080 - Production Line Worker (Food Processing) | 18.02 |
| 21110 - Shipping Packer | 15.09 |
| 21130 - Shipping/Receiving Clerk | 15.09 |
| 21140 - Store Worker I | 11.72 |
| 21150 - Stock Clerk | 16.86 |
| 21210 - Tools And Parts Attendant | 18.02 |
| 21410 - Warehouse Specialist | 18.02 |
| 23000 - Mechanics And Maintenance And Repair Occupations | |
| 23010 - Aerospace Structural Welder | 27.21 |
| 23021 - Aircraft Mechanic I | 25.83 |
| 23022 - Aircraft Mechanic II | 27.21 |
| 23023 - Aircraft Mechanic III | 28.53 |
| 23040 - Aircraft Mechanic Helper | 17.54 |
| 23050 - Aircraft, Painter | 24.73 |
| 23060 - Aircraft Servicer | 19.76 |
| 23080 - Aircraft Worker | 21.01 |
| 23110 - Appliance Mechanic | 21.75 |
| 23120 - Bicycle Repairer | 14.43 |
| 23125 - Cable Splicer | 26.02 |
| 23130 - Carpenter, Maintenance | 21.40 |
| 23140 - Carpet Layer | 20.49 |
| 23160 - Electrician, Maintenance | 27.98 |
| 23181 - Electronics Technician Maintenance I | 24.94 |
| 23182 - Electronics Technician Maintenance II | 26.47 |
| 23183 - Electronics Technician Maintenance III | 27.89 |
| 23260 - Fabric Worker | 19.13 |
| 23290 - Fire Alarm System Mechanic | 22.91 |
| 23310 - Fire Extinguisher Repairer | 17.62 |
| 23311 - Fuel Distribution System Mechanic | 22.81 |
| 23312 - Fuel Distribution System Operator | 19.38 |
| 23370 - General Maintenance Worker | 21.43 |
| 23380 - Ground Support Equipment Mechanic | 25.83 |
| 23381 - Ground Support Equipment Servicer | 19.76 |
| 23382 - Ground Support Equipment Worker | 21.01 |
| 23391 - Gunsmith I | 17.62 |
| 23392 - Gunsmith II | 20.49 |
| 23393 - Gunsmith III | 22.91 |
| 23410 - Heating, Ventilation And Air-Conditioning Mechanic | 23.89 |
| 23411 - Heating, Ventilation And Air-Conditioning Mechanic (Research Facility) | 25.17 |
| 23430 - Heavy Equipment Mechanic | 22.91 |
| 23440 - Heavy Equipment Operator | 22.91 |
| 23460 - Instrument Mechanic | 22.59 |
| 23465 - Laboratory/Shelter Mechanic | 21.75 |

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| 23470 - Laborer | 14.98 |
| 23510 - Locksmith | 21.90 |
| 23530 - Machinery Maintenance Mechanic | 23.12 |
| 23550 - Machinist, Maintenance | 22.91 |
| 23580 - Maintenance Trades Helper | 18.27 |
| 23591 - Metrology Technician I | 22.59 |
| 23592 - Metrology Technician II | 23.80 |
| 23593 - Metrology Technician III | 24.96 |
| 23640 - Millwright | 28.19 |
| 23710 - Office Appliance Repairer | 22.96 |
| 23760 - Painter, Maintenance | 21.75 |
| 23790 - Pipefitter, Maintenance | 24.63 |
| 23810 - Plumber, Maintenance | 22.29 |
| 23820 - Pneumatic Systems Mechanic | 22.91 |
| 23850 - Rigger | 22.91 |
| 23870 - Scale Mechanic | 20.49 |
| 23890 - Sheet-Metal Worker, Maintenance | 22.91 |
| 23910 - Small Engine Mechanic | 20.49 |
| 23931 - Telecommunications Mechanic I | 29.95 |
| 23932 - Telecommunications Mechanic II | 31.55 |
| 23950 - Telephone Lineman | 27.41 |
| 23960 - Welder, Combination, Maintenance | 22.91 |
| 23965 - Well Driller | 22.91 |
| 23970 - Woodcraft Worker | 22.91 |
| 23980 - Woodworker | 17.62 |
| 24000 - Personal Needs Occupations | |
| 24570 - Child Care Attendant | 12.79 |
| 24580 - Child Care Center Clerk | 17.77 |
| 24610 - Chore Aide | 10.57 |
| 24620 - Family Readiness And Support Services Coordinator | 16.90 |
| 24630 - Homemaker | 18.43 |
| 25000 - Plant And System Operations Occupations | |
| 25010 - Boiler Tender | 27.30 |
| 25040 - Sewage Plant Operator | 20.84 |
| 25070 - Stationary Engineer | 27.30 |
| 25190 - Ventilation Equipment Tender | 19.49 |
| 25210 - Water Treatment Plant Operator | 20.84 |
| 27000 - Protective Service Occupations | |
| 27004 - Alarm Monitor | 20.57 |
| 27007 - Baggage Inspector | 12.71 |
| 27008 - Corrections Officer | 22.80 |
| 27010 - Court Security Officer | 24.72 |
| 27030 - Detection Dog Handler | 20.57 |
| 27040 - Detention Officer | 22.80 |
| 27070 - Firefighter | 24.63 |
| 27101 - Guard I | 12.71 |
| 27102 - Guard II | 20.57 |
| 27131 - Police Officer I | 26.52 |
| 27132 - Police Officer II | 29.67 |
| 28000 - Recreation Occupations | |
| 28041 - Carnival Equipment Operator | 13.59 |
| 28042 - Carnival Equipment Repairer | 14.63 |
| 28043 - Carnival Equipment Worker | 9.24 |
| 28210 - Gate Attendant/Gate Tender | 13.01 |
| 28310 - Lifeguard | 11.59 |
| 28350 - Park Attendant (Aide) | 14.56 |
| 28510 - Recreation Aide/Health Facility Attendant | 10.62 |
| 28515 - Recreation Specialist | 18.04 |
| 28630 - Sports Official | 11.59 |
| 28690 - Swimming Pool Operator | 18.21 |
| 29000 - Stevedoring/Longshoremen Occupational Services | |
| 29010 - Blocker And Bracer | 23.13 |

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| 29020 - Hatch Tender | 23.13 |
| 29030 - Line Handler | 23.13 |
| 29041 - Stevedore I | 21.31 |
| 29042 - Stevedore II | 24.24 |
| 30000 - Technical Occupations | |
| 30010 - Air Traffic Control Specialist, Center (HFO) (see 2) | 39.92 |
| 30011 - Air Traffic Control Specialist, Station (HFO) (see 2) | 26.84 |
| 30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2) | 29.56 |
| 30021 - Archeological Technician I | 20.19 |
| 30022 - Archeological Technician II | 22.60 |
| 30023 - Archeological Technician III | 27.98 |
| 30030 - Cartographic Technician | 27.98 |
| 30040 - Civil Engineering Technician | 26.41 |
| 30061 - Drafter/CAD Operator I | 20.19 |
| 30062 - Drafter/CAD Operator II | 22.60 |
| 30063 - Drafter/CAD Operator III | 25.19 |
| 30064 - Drafter/CAD Operator IV | 31.00 |
| 30081 - Engineering Technician I | 22.92 |
| 30082 - Engineering Technician II | 25.72 |
| 30083 - Engineering Technician III | 28.79 |
| 30084 - Engineering Technician IV | 35.64 |
| 30085 - Engineering Technician V | 43.61 |
| 30086 - Engineering Technician VI | 52.76 |
| 30090 - Environmental Technician | 27.41 |
| 30210 - Laboratory Technician | 23.38 |
| 30240 - Mathematical Technician | 28.94 |
| 30361 - Paralegal/Legal Assistant I | 21.36 |
| 30362 - Paralegal/Legal Assistant II | 26.47 |
| 30363 - Paralegal/Legal Assistant III | 32.36 |
| 30364 - Paralegal/Legal Assistant IV | 39.16 |
| 30390 - Photo-Optics Technician | 27.98 |
| 30461 - Technical Writer I | 21.93 |
| 30462 - Technical Writer II | 26.84 |
| 30463 - Technical Writer III | 32.47 |
| 30491 - Unexploded Ordnance (UXO) Technician I | 24.74 |
| 30492 - Unexploded Ordnance (UXO) Technician II | 29.93 |
| 30493 - Unexploded Ordnance (UXO) Technician III | 35.88 |
| 30494 - Unexploded (UXO) Safety Escort | 24.74 |
| 30495 - Unexploded (UXO) Sweep Personnel | 24.74 |
| 30620 - Weather Observer, Combined Upper Air Or (see 2) | 25.19 |
| Surface Programs | |
| 30621 - Weather Observer, Senior (see 2) | 27.98 |
| 31000 - Transportation/Mobile Equipment Operation Occupations | |
| 31020 - Bus Aide | 14.32 |
| 31030 - Bus Driver | 20.85 |
| 31043 - Driver Courier | 13.98 |
| 31260 - Parking and Lot Attendant | 10.07 |
| 31290 - Shuttle Bus Driver | 15.66 |
| 31310 - Taxi Driver | 13.98 |
| 31361 - Truckdriver, Light | 15.66 |
| 31362 - Truckdriver, Medium | 17.90 |
| 31363 - Truckdriver, Heavy | 19.18 |
| 31364 - Truckdriver, Tractor-Trailer | 19.18 |
| 99000 - Miscellaneous Occupations | |
| 99030 - Cashier | 10.03 |
| 99050 - Desk Clerk | 11.58 |
| 99095 - Embalmer | 23.05 |
| 99251 - Laboratory Animal Caretaker I | 11.30 |
| 99252 - Laboratory Animal Caretaker II | 12.35 |
| 99310 - Mortician | 31.73 |
| 99410 - Pest Controller | 17.69 |
| 99510 - Photofinishing Worker | 13.20 |
| 99710 - Recycling Laborer | 18.50 |

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| 99711 - Recycling Specialist | 22.71 |
| 99730 - Refuse Collector | 16.40 |
| 99810 - Sales Clerk | 12.09 |
| 99820 - School Crossing Guard | 13.43 |
| 99830 - Survey Party Chief | 21.94 |
| 99831 - Surveying Aide | 13.63 |
| 99832 - Surveying Technician | 20.85 |
| 99840 - Vending Machine Attendant | 14.43 |
| 99841 - Vending Machine Repairer | 18.73 |
| 99842 - Vending Machine Repairer Helper | 14.43 |

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.50 per hour or \$140.00 per week or \$606.67 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and

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related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives.

Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

Attachment J 2.txt

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A link to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination.

Attachment J 2.txt

Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

GOVERNMENT OF THE DISTRICT OF COLUMBIA

Office of the Chief Financial Officer

Office of Tax and Revenue



TAX CERTIFICATION AFFIDAVIT

THIS AFFIDAVIT IS TO BE COMPLETED ONLY BY THOSE WHO ARE REGISTERED TO CONDUCT BUSINESS IN THE DISTRICT OF COLUMBIA.

Date

**Authorized Agent
Name of Organization/Entity
Business Address (include zip code)
Business Phone Number**

**Authorized Agent
Principal Officer Name and Title
Square and Lot Information
Federal Identification Number
Contract Number
Unemployment Insurance Account No.**

I hereby authorize the District of Columbia, Office of the Chief Financial Officer, Office of Tax and Revenue to release my tax information to an authorized representative of the District of Columbia agency with which I am seeking to enter into a contractual relationship. I understand that the information released will be limited to whether or not I am in compliance with the District of Columbia tax laws and regulations solely for the purpose of determining my eligibility to enter into a contractual relationship with a District of Columbia agency. I further authorize that this consent be valid for one year from the date of this authorization.

I hereby certify that I am in compliance with the applicable tax filing and payment requirements of the District of Columbia. The Office of Tax and Revenue is hereby authorized to verify the above information with the appropriate government authorities.

Signature of Authorizing Agent

Title

The penalty for making false statement is a fine not to exceed \$5,000.00, imprisonment for not more than 180 days, or both, as prescribed by D.C. Official Code §47-4106.

State Coverage Initiatives



Robert Wood Johnson Foundation

Health Benefit Exchanges: Background Research

**OCIIO Technical Assistance Webinar
January 25, 2011**

**Enrique Martinez-Vidal
Vice President, AcademyHealth
Director, State Coverage Initiatives**



AcademyHealth

About State Coverage Initiatives

- The State Coverage Initiatives (SCI) program provides timely, experience-based information and assistance to state leaders in order to help them move health care reform forward at the state level
 - Supports a **community** of state officials
 - Provides unbiased **information**
 - Offers responsive **policy and technical assistance**
- National program office of the Robert Wood Johnson Foundation
- www.statecoverage.org
- www.statecoverage.org/health-reform-resources



Background Research: First-Order Issues

- What are the goals for your exchange?
- What policy & operational issues can data inform?
- What data do you already have (national; state; private)?
- What data do you need? How to collect?
 - Qualitative
 - Quantitative
- Where do you get the data?
 - Be clear on ownership
- Need for baseline to support decision-making and modeling
 - Economic Modeling
 - Actuarial Modeling
 - Financial/Business Modeling
 - Other policy issues
- Modeling relies on assumptions
- All of these aspects are interactive

Exchanges: What Are State's Policy Goals?

- Make health insurance and care more like consumer-driven markets?
- Increase health insurers' accountability?
- Drive system affordability and cost containment?
- Transform the way carriers do business and contract with providers?
- Build an easy-to-use shopping tool for consumers?
- Help ease the transition for safety-net providers from reliance on disproportionate share payments and other uncompensated care funding to commercial insurance reimbursement?
- Moderate premium increases?
- Reduce administrative costs of distributing health insurance?

Baseline Data: Population Demographics

→ Currently Insured

- Number and characteristics
 - Income; Age; Work Status; Health Status; Household Size; Geo residence
- Distribution and characteristics by type of coverage
 - Private market segments
 - Self-insured?
 - Mini-meds/limited benefit plans?
 - Public programs

→ Currently Uninsured/Under-insured

- Number and characteristics
 - Income; Age; Work Status; Health Status; Household Size; Geo residence
 - Eligible but unenrolled in public programs
 - Barriers to coverage

Baseline Data: Insurance Market Structure

→ Private insurance market

- Number of Carriers; Market Share; Characteristics of carriers (NP/FP/Nat'l/Local); Regional Variation; Competitiveness
- Benefit Structure
 - Mandated benefits; Premiums; Out-of-Pocket Costs; Networks
- Quality Information

→ Public Programs

- (If applicable) - Number of Carriers; Market Share; Characteristics of plans (NP/FP/Nat'l/Local); Regional Variation; Competitiveness
- Quality Information

Baseline Data: Additional Market Information

→ Employers

- Size of employer groups
- Wage levels/income of employees
- Offer rates/take-up rates/other characteristics
- What insurance do they currently offer

→ Brokers, intermediaries & other distribution channels

→ Other resources

- Rating Engine companies (premium quotes)
- Billing/Collecting/Remitting Premiums
- Enrollment Brokers
- Other post-enrollment admin services for exchange

Framework for Understanding Current/Needed Information

| Data | Public | Private | Gap to be Filled | Cost |
|----------------------------------|----------------------|--------------------|---------------------------------------|-------------|
| # of carriers and market share | Insurance Department | | | |
| Claims information – private | | | Need All-Payer Claims Database (APCD) | |
| Claims information – public | Medicaid/CHIP | | | |
| Private Sector Benefit Structure | | Insurance Carriers | Need to do survey of carriers | |



Baseline Data: Infrastructure #1

Solid technology platform is critical for successful implementation of an exchange

→ **Public Sector Capabilities**

- Eligibility determination for Medicaid/CHIP/other social welfare programs/other public insurance programs
- Enrollment in public programs
- Referral capacity for appropriate commercial coverage

→ **Private Sector Capabilities (exchange may contract)**

- Info on coverage options/benefit designs/premiums
- Collect applications and other info to determine eligibility
- Enroll individuals in commercial insurance
- Handle back-office exchange admin tasks (billing, collection, etc)

Baseline Data: Infrastructure #2

- **Interface with federal government**
 - Eligibility verification processes
 - Insurance benefit design/pricing information
- **Public or private capacity for on-line functionality**
 - Front-end web portal/website support
 - Broadband capacity
- **Health plan comparative information**
 - Calculate, compare and display cost/quality info



Framework for Understanding Current/Needed Infrastructure

| Task | Public | Private | Gap to be Filled | Cost |
|---|--|----------------------------|---|-------------|
| Determine public program eligibility | Medicaid/CHIP | | Expanded to do eligibility for exchanges? | |
| Contract with Carriers | State employee benefit program; Medicaid for its plans | | | |
| Enroll individuals in private coverage | State employee benefit program | Private insurance carriers | | |
| Standardize benefits by actuarial value | | | X | |



Policy Analysis/Modeling: Population Movement

- **What is the scale of the likely shifts in coverage (makes assumptions about take-up rates)**
 - To exchange (with/without subsidies) – Individ & SHOP
 - To Medicaid/CHIP
 - To Basic Health Program (if created)
 - To commercial insurance outside of exchange
 - Both Employer-sponsored and Individual Market
 - From high risk pool
 - Who will remain uninsured
 - Not eligible
 - Obtain waiver
 - Choose penalty

Policy Analysis/Modeling: Market Behavior #1

→ **Carrier Behavior – what will influence?**

- MLR Rules
- Merger of Markets – impact on coverage & premiums
- Integration of High Risk Pool population
- Movement of Indiv Market to Guaranteed Issue and Modified Community Rating (Impacts Small Group Market [SGM] as well to a lesser extent)
- General erosion of SGM – self-insured; association plans, etc)
- Benefit design – essential benefits/mandated benefits/actuarial tiers
- Expanding exchanges to employers with up to 100
- Current barriers to market entry
- Steps to guard against adverse selection

→ **Carrier Behavior – What data do you have/need?**

- Claims data (APCDs – commercial and public programs); hospital discharge data; qualitative info (interviews; focus groups)

Policy Analysis/Modeling: Market Behavior #2

→ **Employer Behavior**

- Who will start/stop offering coverage (tax credits/penalties)
- What are current barriers to offering insurance
- What features of an exchange will they find appealing

→ **Employer Behavior – What data do you have/need?**

- MEPS-IC; Employer Surveys; Qualitative (interviews/focus groups)

Policy Analysis/Modeling: Market Behavior #3

→ Individual's Behavior

- What will cause individual to become covered (individual mandate; access to fully-subsidized public program; tax subsidy for exchange coverage; better understanding of benefits offerings and ease of purchasing)
- What are current barriers to purchasing insurance
- What features of an exchange will they find appealing

→ Individual's Behavior – What data do you have/need?

- Individual Surveys; Qualitative (interviews/focus groups)

Policy Analysis/Modeling: Other Critical Aspects

- **Exchange Business Operations/Financing Model (Patrick Holland)**

- **Outreach and Communications**
 - Market Research (to support exchange work)
 - To Communicate Information - to Public; Health Plans; Policymakers; Other Interested Parties

- **Data for Evaluation – Continuous oversight of:**
 - How insurance market is reacting
 - How individuals and small employers are accessing coverage
 - How well the exchange is functioning
 - How well quality is improving and costs are moderating

THANK YOU!

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www.statecoverage.org





Background Research for Designing Insurance Exchanges: Data Sources & Modeling Approaches

Lynn A. Blewett, Ph.D.

Professor and Director. State Health Access Data Assistance Center SHADAC, University of Minnesota

State Exchange Planning Grants: Background Research Webinar

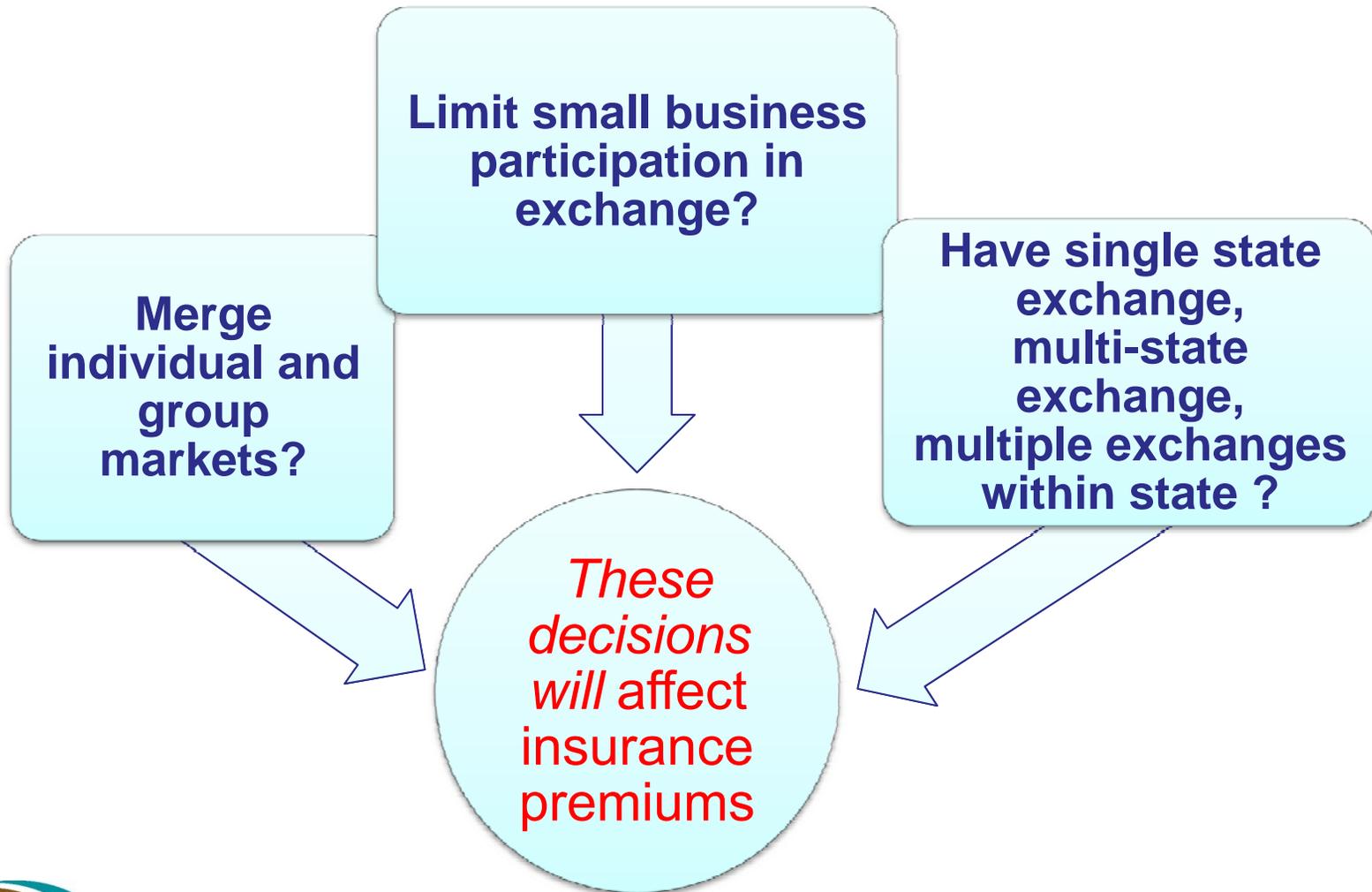
January 25, 2011

Funded by a grant from the Robert Wood Johnson Foundation

Overview of Presentation

- Exchange Implementation: What States Need to Know
- Key Decisions for States
- Exchange Modeling
 - Approaches
 - Key Steps
 - Data and Methods
 - Key Variables
- Modeling Approaches: Examples

Key Decisions for States

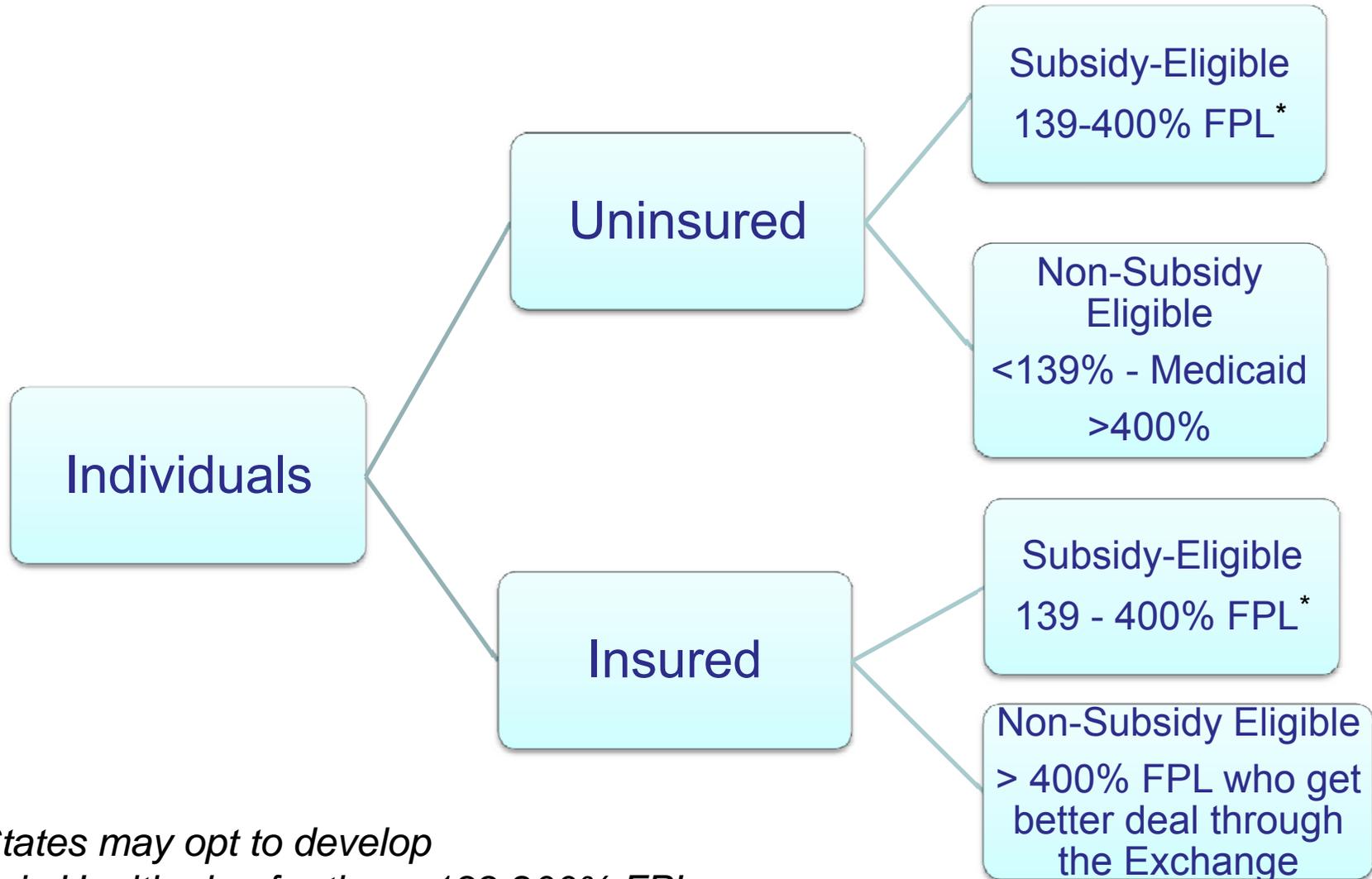


What Each State Needs to Know for Exchange Implementation

- Eligibles: How many individuals and employers are *potentially* eligible to purchase through exchange?
- Take-Up: How many that are eligible to purchase through the exchange are likely to do so?

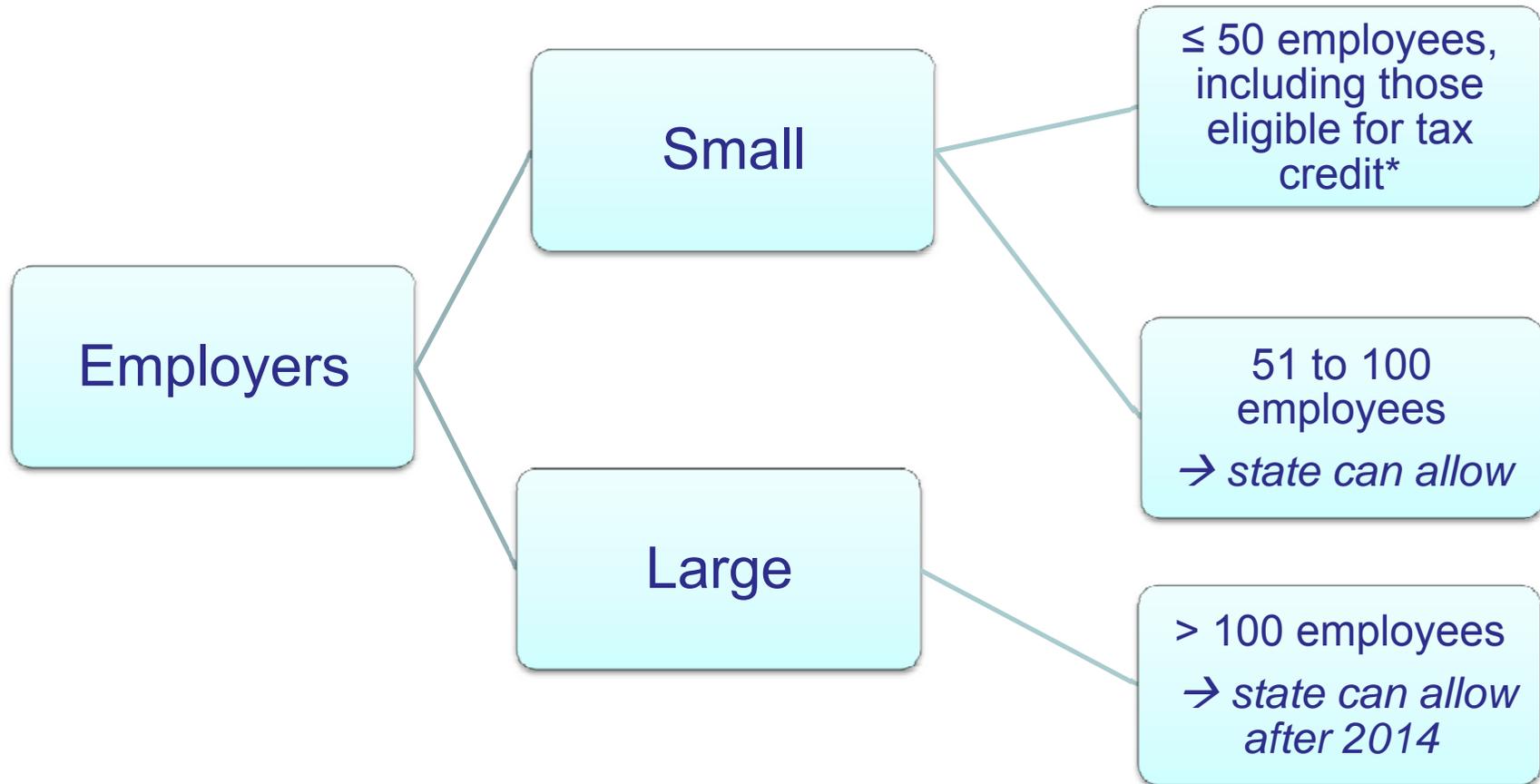
State decisions about how to structure and run the exchange will affect the size of the potential exchange population and decisions by individuals and employers to participate in the exchange

Individuals Eligible for the Exchange



** States may opt to develop
Basic Health plan for those 139-200% FPL*

Employers Eligible for the Exchange



** Employers must have fewer than 25 employees and average annual wages less than \$50,000 to be eligible for tax credit*

Exchange Modeling: Approaches

Spreadsheet

- Level of complexity can vary widely

Micro-simulation

- Models policy impacts at individual person (and employer) level and then aggregates

Considerations

Time, financial resources, personnel, adaptability of model for future state modeling needs

Exchange Modeling: Key Steps

Establish a baseline

Determine parameters

Choose data source(s)

Select inputs/Assumptions

Exchange Modeling: Data and Methods

Identify data source(s) for variables of interest

- Likely Variables
 - Who is eligible? (family structure, insurance unit)
 - Income based on health insurance unit
 - Current insurance status
 - Health status
 - Behavioral assumptions - for example, sensitivity to premiums

Methods/Assumptions

- Transparency is key
- Draw on published research evidence when possible
- Borrow assumptions from other studies

Choosing Data Sources: Options

Federal Surveys

- Current Population Survey (CPS)
- American Community Survey (ACS)
- National Health Interview Survey (NHIS)
- Medical Expenditure Panel Survey (MEPS)
- Behavioral Risk Factor Surveillance Survey (BRFSS) – federal/state survey

State Surveys

- At least 22 states have conducted their own health insurance surveys since 2007;
- Many of these states have surveys that are conducted on a regular basis

Federal vs. State Data Sources: State Perspective

Federal Data

Strengths:

- Comparability across states
- Annual time series
- From state perspective, low resource cost
- Large sample size of ACS enables more precise statewide estimates, even for states with large surveys

Weaknesses:

- Flexibility to add or change questions
- Level of detail to understand dynamics of coverage
- In some cases, limited or no access to files with state-level data

State Data

Strengths:

- Flexibility in adding policy relevant questions
- Ability to over-sample and drill down to subpopulations of specific interest (e.g. low-income children, geography, race/ethnicity)
- Timeliness of data and reporting

Challenges:

- Technical challenges in rapidly changing environment for survey research
- Cost/staff resources and expertise

Modeling Examples

1. SHADAC
2. Gruber
3. Urban Institute (Holahan)

Modeling Approaches: Example #1 - SHADAC

Modeling Approach

- Spreadsheet - Estimating potential users of an insurance exchange

Data Sources

- ACS PUMS 2009, MEPS-IC 2008-2009 averages, small employer data from state's unemployment insurance files

Behavioral Assumptions

- None – the analysis describes the size of the potential population of exchange users. Estimates are given separately for groups that are more vs. less likely to purchase coverage through the exchange.

Variables for individual user

- Coverage status, family income as percentage of poverty guidelines

Variables for small business user

- Coverage offer, number of employees, eligibility for tax credit

Modeling Approaches: Example #1 – SHADAC

| | | |
|--|------------------|---------------|
| Not eligible for subsidies, but may purchase through exchange: | | |
| Currently uninsured, income 400% FPG or higher | 90,089 | NA |
| Currently with individual coverage, income 400% FPG or higher | 110,181 | NA |
| Small Businesses | | |
| Currently have employer-sponsored coverage (ESI) through a business with fewer than 50 employees | 323,261 | 32,624 |
| Currently have ESI through a business that may qualify for premium tax credit | 165,784 | 18,638 |
| Currently have ESI through other businesses with fewer than 50 employees | 157,477 | 13,986 |
| Currently have ESI through a business with 50-99 employees | 169,684 | 4,081 |
| Total | 1,261,079 | 36,705 |

| | Number of employees* | Number of businesses |
|---|-----------------------------|-----------------------------|
| Other | | |
| Businesses with fewer than 50 employees, not currently offering insurance | 305,218 | 63,612 |
| Potentially eligible for tax credit | 244,301 | 52,771 |
| Businesses with 50 to 99 employees, not currently offering insurance | 12,656 | 687 |
| Businesses with 100 or more employees, currently offering insurance | 1,590,568 | 32,054 |
| Businesses with 100 or more employees, not currently offering insurance | 7,993 | 588 |

NA = not applicable

*Many employees at these likely have health insurance through other sources (such as a spouse's employer), or may already be included in the totals above. Caution should be exercised to avoid double-counting of potential exchange users.

Modeling Approaches: Example #2 -Gruber

Modeling Approach

- Micro-simulation - Projecting how individuals and employers will respond to changes in the insurance environment as a result of government policy changes

Data Sources

- February and March 2005 CPS, 2007 California Health Interview Survey

Behavioral Assumptions

- Nationwide insurance mandate will be roughly as effective as the mandate in Massachusetts.
- Employers will react to changes in the price and tax treatment of insurance as they have to past changes absent broad market reform and premium subsidies.

Variables

- Insurance offered by employers, employer size, industry, family demographics, income distribution, tax rates, immigration status, insurance coverage

Modeling Approaches: Example #2 – Gruber

Projected Changes in Insurance Coverage in California by 2016 as a Result of the Affordable Care Act

| Millions of People in California | | | |
|----------------------------------|-----------------|--------------|-------------------|
| Type of Coverage | Without the Law | With the Law | Impact of the Law |
| Employer-Sponsored | 18.90 | 18.03 | -0.87 |
| Traditional Nongroup | 2.24 | 0.87 | -1.37 |
| Exchange | 0.00 | 4.01 | 4.01 |
| Public | 6.58 | 8.29 | 1.71 |
| None | 6.53 | 3.10 | -3.43 |

NOTES: Traditional non-group insurance is all non-group insurance without the law, but only insurance outside the insurance exchange with the law.

Long P , Gruber J Health Aff 2011;30:63-70

Example #3: Urban Institute

Modeling Approach

- Microsimulation – Projecting distribution of insurance and uninsurance among the non-elderly under ACA, as if fully implemented in 2010.

Data Sources

- 2004 data “aged” to 2009 from several national data sets: February and March CPS; MEPS; IRS Statistics of Income Public Use Tax File; Statistics of U.S. Businesses

Behavioral Assumptions

- Uses findings from research literature to estimate take-up rates for Medicaid/CHIP for newly eligible individuals; premium sensitivity of ESI take-up decision; premium sensitivity of employer decisions to offer coverage; premium sensitivity of individuals' decisions to purchase non-group coverage

Variables

- Income, immigration status, mandate status (exempt or not), employment status, age, employer size (eligible for tax credit or not, exchange-eligible or not)

Modeling Approaches: Example #3: Urban Institute

America Under ACA: Health Insurance Coverage Distribution of the Nonelderly

| | Without reform | With reform ^a | Change |
|----------------------------|----------------|--------------------------|--------------|
| Coverage (in millions) | | | |
| Insured | 218.0 | 245.9 | 27.8 |
| Employer (non-exchange) | 151.6 | 130.4 | -21.2 |
| Employer (exchanges) | 0.0 | 20.7 | 20.7 |
| Non-group (non-exchanges) | 14.8 | 3.3 | -11.6 |
| Non-group (exchanges) | 0.0 | 23.1 | 23.1 |
| Medicaid/CHIP | 42.9 | 59.7 | 16.7 |
| Other (including Medicare) | 8.7 | 8.7 | 0.0 |
| Uninsured | 49.9 | 22.1 | -27.8 |
| Total | 268.0 | 268.0 | 0.0 |

Recommended Reading

Sonier, Julie and Patrick Holland. November 2010. “Health Insurance Exchanges: How Economic and Financial Modeling can Support State Implementation.” AcademyHealth-State Coverage Initiatives/SHADAC Issue Brief.

Available at:

http://www.shadac.org/files/shadac/publications/Brief_ExchangeModels_Nov2010.pdf

State Health Access Data Assistance Center. October 2010. “Health Insurance Exchanges: Implementation and Data Considerations for States and Existing Models for Comparison.” Issue Brief.

Available at:

<http://www.shadac.org/files/shadac/publications/IssueBrief23.pdf>

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UNIVERSITY OF MINNESOTA

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Washington State's Health Benefit Exchange: Background Research

OCIIO Webinar

January 25, 2011

Molly Voris, Project Manager, Health Benefits Exchange Program
Washington State Health Care Authority
molly.voris@hca.wa.gov

Market Impact Analysis

- Merge individual and small group risk pools or retain them as separate risk pools
- Retain small group market as groups with 1-50 employees or redefine as 1-100 employees in 2014
- Select the federal Basic Health option, or not

Market Impact Analysis

- Hired consultant to build model
- Understand potential impact of three decisions
- Analyzed potential enrollment in exchange and health plan cost levels by different population characteristics
- Model and assumptions vetted by stakeholders before analysis

Stakeholder Input

- Creditable model
- Actuaries from major insurers and Office of the Insurance Commissioner provided feedback
- Received extensive feedback and perspectives
- Model adjusted to reflect feedback and other reports

Stumbling Block: Association Health Plans

- Existing state law does not define how to rate them
- Participation rates/characteristics unknown
- Difficult to model 2014 without more clarity
- Made assumptions based on existing data

Results

- Available this week
- Will vet results with stakeholders and public
- Likely result in more in-depth analysis to make final determination
- Decision ultimately made by legislation with recommendation from Exchange Development Board

Washington Population Survey

- 2010 survey just released
- Office of Financial Management analysis on demographics and characteristics of likely participants in 2014
- Found:
 - Over half of uninsured adults are employed
 - 58% of uninsured have incomes below 133% FPL
 - 37% of uninsured have incomes 134-400% FPL
 - Nearly 1 in 4 uninsured adults with income between 0-133% FPL are in fair or poor health

Continued Data Analysis

- Characteristics on population likely to be in Medicaid expansion and exchange (and/or BH)
- Anticipated utilization, expenditures, and health conditions of the uninsured
- Further analysis on risk adjustment mechanisms, cost of essential benefit package and state-mandated benefits, sustainability of exchange, and cost of performing admin functions for small businesses

Washington State Health Care Authority Exchange Web Page

Information on the Washington State Health Benefits Exchange Grant Project

- Market impact analysis (coming soon)
- Issue briefs on key exchange policies
- Proposed legislation to develop a Washington State Health Insurance Exchange

<http://www.hca.wa.gov/hcr/exchange.html>

Prepared for the Office of Consumer
Information and Insurance Oversight

Data for State Planning Grants

January 25, 2011



Agenda

- Overview of Background Research
- Types of Data Sources
- Synthesize and Analyze Data
- Exchange Financial Modeling

Background Research

- Profile of current market that may impact size and role of exchange:
 - Number of uninsured – by income level and other socio-economic characteristics
 - Enrollment for Medicaid and other publicly subsidized programs
 - Enrollment of private health insurance market, especially non-group & small group
 - Cost of programs & premium levels

Background Research (con't)

- Profile of current market that may impact size and role of exchange (con't):
 - Cost sharing features (benefit designs)
 - Benefit package
 - Determine eligibility & subsidy flow
 - Demographic characteristics of public and private market
 - Carrier market (number of carriers and level of competition)

Background Research (con't)

- Profile of current market that may impact size and role of exchange (con't):
 - Carrier rating rules

Possible Data Sources

- Current Population Survey (CPS)
- Annual Social & Economic Supplement (ASEC to CPS)
- MEPS-IFC and MEPS-HC
- National Health Insurance Survey
- State Insurance Surveys
- State data calls to health insurance carriers
- Medicaid programs
- Dept. of Insurance filings

Synthesize & Analyze Data

- Develop enrollment and premium level estimates for exchange:
 - # of enrollees by market segment (previously uninsured, non-group, small group)
 - Level of churning between exchange and Medicaid
 - Estimate of premium levels
 - Mix of take-up by actuarial value

Exchange Financial Modeling

- Leveraging much of the data collected and analyzed, perform the following:
 - Develop range of exchange enrollment
 - Estimate the premium level of exchange enrollees
 - Model exchange revenue yields at various enrollment and premium levels
 - Assess existing state resources and capabilities
 - Analyze and determine level of exchange infrastructure required based on empirical modeling

Exchange Financial Modeling (con't)

- Utilizing estimated size of exchange, premium levels and infrastructure requirements:
 - Determine level of start-up funds necessary (2011-2013)
 - Model administrative fees required for breakeven of exchange
 - Model cash flow at various levels of revenue and expense estimates

COST / PRICE DISCLOSURE CERTIFICATION

RFTOP Number: **DCHT-2011-T-0001** Closing Date: **March 2, 2011**

Caption: **Health Insurance Exchange Planning** Total Proposed Amount: _____

The undersigned _____

(please print name and title of offeror's authorized signatory) hereby certifies that, to the best of my knowledge, the cost and pricing data (i.e. at the time of price agreement this certification represents that all material facts of which prudent buyers and sellers would reasonably expect to affect price negotiations in any significant manner) submitted was accurate, complete, and current as of _____ (date of RFP closing or conclusion of negotiations as appropriate) .

The undersigned further agrees that it is under a continuing duty to update cost or pricing data through the date that negotiations, if any, with the District are completed. The undersigned further agrees that the price, including profit or fee, will be adjusted to exclude any significant price increases occurring because the cost or pricing data was inaccurate, incomplete or not current. (See D.C. Procurement Regulations, 27 DCMR, Chapter 6, Section 699, Chapter 16, Section 1624; and Section 32 of the Standard Contract Provisions for Use with District of Columbia Government Supply and Services Contracts, December 1984, as amended).

Signed: _____ Date: _____

Title: _____

Company: _____

Address: _____

DUNS #: _____

Phone: _____

Fax: _____

Project Narrative

INTRODUCTION

The District of Columbia (District) continues to make strides to ensure that all residents have access to high quality health care. With over 93% of residents insured, the District is second in the nation for providing health insurance coverage to its residents. New programs and opportunities under the Affordable Care Act (ACA) are providing the District with additional resources to implement reforms that address remaining gaps in insurance coverage.

The Department of Health Care Finance (DHCF), in conjunction with the Department of Insurance, Securities, and Banking (DISB), is seeking Grant funds from the State Planning and Establishment Grants for the Affordable Care Act's Exchanges ("Grant") on behalf of the District. The District plans to utilize Grant funds to ascertain the best solution for District residents to access health insurance coverage through the use of a health insurance exchange (Exchange). Grant funds will enable the District to conduct an in depth analysis of the current environment, the options available, and the operational and financial details associated with those options.

PLANNING

The District will use Grant funds for comprehensive planning activities associated with evaluating the viability of a District health insurance exchange. The primary objectives for activities to be supported by the Grant include:

1. To conduct research and assess the District's insurance marketplace, and identify gaps in coverage;
2. To identify requirements for Exchange implementation;
3. To identify potential Exchange models available to the District;
4. To conduct an analysis of the viability of available models, including cost-benefit analysis for each model;
5. To identify potential Exchange partners;
6. To develop policy, operational, and infrastructure recommendations for implementing the Exchange and requisite modifications to the Medicaid and other related public programs; and
7. To establish implementation timelines and work plans.

These objectives will be achieved by carrying out planning activities in the nine topic areas outlined in the Funding Opportunity Announcement (FOA). These planning activities are detailed below.

Background Research

In the fall of 2009, the Urban Institute conducted a health insurance phone survey on behalf of DHCF. Analysis of the 4,000 plus responses revealed the District's rate of uninsured to be approximately 6.2%, and identified specific characteristics of both those with and without insurance.

While the Urban Institute's research provides a baseline, there are a number of key areas that require further research. The Grant funds will be used to support additional research in the following areas:

- Analysis of the Employer Sponsored Insurance (ESI) market in the District, including coverage by firm size, employee residency, and industry;

- Analysis of small, large, and non-group market premium rates and benefit packages;
- Information on the uninsured in the District, including details regarding the types of employer-based and other existing opportunities for coverage;
- Projections of rates of uninsured based on current and forecasted economic indicators in the District;
- Projections on insurance take up rate among uninsured upon Exchange establishment; and
- Analysis of existing exchanges and the national landscape.

The methodology may include analysis of existing data sets (including Urban Institute DC Insurance Survey, Current Population Survey, MEPS, and other data sources), as well as potential primary surveys of area insurers, small businesses (as certified by the Department of Small and Local Business Development), and insurance producers.

Stakeholder Involvement

On May 28, 2010, Mayor Adrian M. Fenty established the Mayor’s Health Reform Implementation Committee (HRIC) co-chaired by the Directors of DHCF and the Department of Insurance, Securities, and Banking (DISB). This inter-agency working group will oversee planning and implementation activities associated with federal health reform. In addition to District agencies, the Committee will engage community stakeholders including insurers, insurance producers, providers, advocates, community-based organizations, and residents in helping to inform and shape a comprehensive and effective health reform implementation strategy. The HRIC will be supported by sub-committees with stakeholder representation. The first monthly public meeting of the HRIC was held on August 19, 2010.

The District has long-standing relationships and extensive interaction with key stakeholders in the health care sector through a number of existing stakeholder groups, including the Medical Care Advisory Committee and the Health Information Exchange Steering Committee.

DHCF anticipates allocating a small portion of Grant funds toward support for public meetings, including background research and meeting preparation, and the review and analysis of stakeholder testimony and public comments.

Program Integration

The District currently offers extensive opportunities for health coverage for low-income populations. Children are eligible for Medicaid or the Children’s Health Insurance Program (CHIP) if they are in households with incomes up to 300% of the Federal Poverty Level (FPL), while parents are covered up to 200% FPL. Our recently approved State Plan Amendment extends Medicaid coverage for childless-adults up to 133% FPL. All individuals with family incomes up to 200% FPL that are not eligible for Medicaid qualify for the DC HealthCare Alliance Program (“Alliance”), a locally funded managed care plan.

To prepare the coordination of Exchanges authorized by ACA with existing health care programs, the District will explore the following issues:

- What Medicaid eligibility levels should the District adopt in 2014 and beyond;
- How will the infrastructure supporting existing programs be incorporated into an Exchange format in 2014;
- How can the District best manage the transition from existing criteria to new guidelines for Medicaid eligibility screening;
- Which aspects of existing programs may be converted into options in the Exchange;

- What additional subsidy, if any, should the District look to provide for lower-income Exchange participants; and
- How should the District transition individuals in the Temporary High Risk Pool into the Exchange.

Resources and Capabilities

Implementation of the District Exchange by 2014 will require significant human capital with extensive industry knowledge. Additional personnel with a specialized skill set with a deep understanding of insurance products, government programs, and consumer needs will be required. Initially, the District will supplement its limited staff resources with outside contractors, and eventually seek to hire additional staff based on the requirements of the selected Exchange strategy.

During the planning process, the District will identify the resources necessary to implement the Exchange, assess its current capacity and knowledge base, and identify gaps between needed resources and current capacity. Once gaps have been identified, the District will assess its ability to obtain the needed resources and identify potential recruitment or acquisition options. The decision for implementation may require aggressive staffing plans that may not be supported through traditional government hiring processes.

Our assessment of the resources and capabilities required to develop and implement an Exchange will result in the development of a resource management plan, preparation of procurement plans, and assessment of related risks.

The District proposes to carry out the assessment of required resources and capabilities for implementation of an Exchange in the following steps:

- Development of Exchange organizational, resource management, procurement, workforce development, and risk management plans;
- Development of a resource management plan, including direct hires, deliverable-based contracting, hourly-based contracting, use of independent consultant services, contacts for products and services, and non-traditional options for acquiring resources;
- Identification of methods and timelines required to acquire resources, including procurement timelines and milestones, other technology acquisition timelines and milestones, and workforce development and hiring requirements and timelines; and
- Assessment of the risks associated with acquisition of sufficient resources and capabilities necessary to implement an Exchange by 2014.

Governance

Selecting an effective governance strategy will be an important component in developing an Exchange for the District. Foremost, any governance approach will be dictated by the selection of the operating structure for the Exchange. The full range of planning activities, including research and development of operating, financial, and resource/staffing plans, will drive the establishment of the appropriate governance structure. Specific options to be considered include:

- Joining with Maryland and/or Virginia to form a Regional Exchange;
- Setting up (a) District Exchange(s); and
- Ceding this function to the federal government.

Four potential strategies have been identified to date regarding District-administration of an exchange: (1) positioning the operation of the Exchange within an existing District agency; (2)

creating a new District agency responsible for operation of the Exchange; (3) creating a new quasi-governmental agency; or (4) creating a new not-for-profit entity to manage the Exchange. In order to evaluate these options for suitability in the District, the following tasks will be carried out under the Grant:

- Developing the scope and requirements of each option;
- Identifying the benefits and limitations of each option;
- Identifying tasks and steps necessary to implement each option;
- Preparing a comparative analysis leading to selection of a governance model;
- Developing detailed tasks and timeline for development of the targeted option; and
- Linking the targeted governance option to the processes and timeline necessary to acquire resources and capabilities to develop and implement the Exchange.

Finance

During the planning process, the District will conduct a financial impact analysis, cost-benefit analysis, and develop preliminary financial/funding models for the Exchange. One of the key criteria for a successful financial model for the Exchange will be the ability to become self-sufficient through a continuous revenue model. The selected financial model will have transparency around costs and revenues, and possess the necessary financial and internal controls consistent with both the operations model and sustainability model determined during planning. Key considerations will include potential fee structures, accounting system requirements, financial transaction maintenance and cash handling, premium collection feasibility and accounting requirements, and necessary reconciliation of tax credits. A specific focus will be on how to establish sufficient economies of scale within the District market to ensure maximum cost-effectiveness in Exchange administration, health plan certification and pricing.

The financial plan will also address the legislative and regulatory requirements necessary to implement the selected revenue strategy.

Technical Infrastructure

DHCF and DISB will conduct a preliminary investigation into the technical infrastructure required for establishing an Exchange in the District. During the planning process, the District will assess a variety of technical infrastructure options, including:

- The specifications for a web portal for applicants to access the Exchange;
- A database to store information on applicants and members, and the processes to coordinate information sharing between the District's Medicaid Management Information System (MMIS) and the approved Exchange health insurance plans;
- The process of acquiring policy information from insurers;
- The requirements for developing and administering a call center to serve the population;
- The requirements for interfacing with the TANF and SNAP eligibility database;
- The role of other District government agencies in the Exchange; and
- Other technical infrastructure necessary to support the Exchange.

Planning activities will also include a review of the requirements for the District's Exchange to interface with the Social Security Administration (SSA) and the Department of Homeland Security (DHS) to verify citizenship, and the Internal Revenue Service (IRS) for income and tax credit purposes. To ensure consistency and coordination across city-wide technology enhancements, DHCF will also evaluate the necessary steps for integration of the

District's Exchange with the Health Information Exchange, currently supported by a grant from the Office of the National Coordinator for Health Information Technology. Included as part of these planning research activities, the District will perform a brief analysis of potential vendors and products available in the health care systems operations market.

Business Operations

The District currently uses a single-point of entry, the Combined Application for Benefits, that consolidates eligibility verification for Medicaid/medical assistance with TANF, SNAP, and other public assistance programs. A major task will be to evaluate the possible separation of the current Medicaid and medical assistance eligibility screening and enrollment functions, and transferring those functions to the Exchange. Grant funds will support preliminary exploration of the specifications, timelines, and system needs for such a conversion.

Additionally, DHCF will research and outline model procurement and certification strategies for establishing qualifying plans in the District's Exchange through a review of other state practices, an analysis of procurement options available under DC Official Code, and the legal powers granted to the Exchange. The issues to be researched include the frequency with which an Exchange would procure health plans, and whether such a procurement would be used in concert with other District health care purchasing (*i.e.*, Medicaid managed care, District Government Employee Health Benefit Plan) to maximize purchasing power and ensure the most competitive and cost-effective insurance marketplace for District residents. The District also will investigate the current and future roles of District government agencies, including DHCF, DISB, the Department of Health (DOH), and the Department of Human Services (DHS) as they might relate to Exchange operations. Furthermore, the District will explore the possibility of utilizing insurance producer services to facilitate enrollment in the Exchange.

Recognizing the high-cost of living in the National Capital region, the District currently provides extensive coverage to populations above the mandatory criteria set forth by Medicaid. For the post-Exchange implementation market in the District, DHCF will explore the policy options, fiscal impact and system needs for enacting additional subsidy assistance to lower-income Exchange participants to ensure that coverage options remain affordable.

Regulatory and Policy Actions

DHCF will research and catalogue all statutory and regulatory changes necessary to establish and operate a District Exchange based on findings of this planning phase. Elements will include governance structure and authorities, human resource and contract procurement guidelines, and mandates related to Medicaid or other medical assistance programs. While contractors may be tasked with conducting research of model legislation available from other jurisdictions, DHCF policy and general counsel staff, in conjunction with DISB staff, will be responsible for researching, outlining, and drafting legislative and regulatory changes associated with the implementation of the Exchange.

MANAGEMENT OF PLANNING ACTIVITIES

The District will manage the Grant and its associated activities under the guidance of the HRIC which, as previously noted, was established by Mayoral Order. The HRIC will provide broad policy guidance for the planning work and will receive and approve work products developed under Grant funding.

Day-to-day management of activities under the Grant work plan will be led by Mr. Dave Chandra. Mr. Chandra is the Director of the Office of Health Care Innovation (OHCI) at DHCF, where he oversees the Department's efforts to develop new coverage programs. OHCI will serve as the lead office for coverage policy and other planning activities related to insurance under the Exchange. Mr. Chandra will be responsible for managing the overall project plan and schedule, and will be the primary District point of contact for the Grant. In addition to overall management of Grant funded activities, Mr. Chandra will serve as contract administrator for all Grant-funded contractual services which are procured.

We anticipate utilizing Grant funds primarily for contracting with one or more qualified consultant vendors to staff Grant activities and provide in depth technical assistance and strategic planning services. In this regard, initial Grant activities will focus on carrying out procurement activities necessary to secure required consultant services consistent with policies and procedures required by the District's Office of Contracting and Procurement. Procurement activities will include finalization of a contractor scope of work, issuance of a solicitation document either as an RFP or as a task order under an existing GSA contract vehicle which the District is authorized to use, evaluation of vendor proposals, selection, and contract execution. A contract or contracts awarded for these purposes will include the scope of services and deliverable(s) for Grant activities in the areas noted above.

Quarterly and Final Project Reports will be prepared and submitted consistent with the FOA and templates provided by HHS.

Our approach to managing and conducting Grant activities is reflected in our work plan, Grant budget and budget narrative.

An organizational chart, contained as an attachment to the Grant package, outlines the District's structure for planning and implementing activities associated with health reform, including Exchange planning.

RESULTS AND DELIVERABLES

The District will develop a Final Grant Report that summarizes the information and findings resulting from the completion of Grant activities. The information, knowledge, and analysis developed as a result of planning activities will be used primarily to inform a policy decision regarding the overall structure of the District's Exchange. This will determine whether the District will join with Maryland and/or Virginia in a Regional Exchange, set up its own Exchange(s), or cede the Exchange functions to the federal government. The Final Grant Report will document that decision and highlight key lines of inquiry that influenced the decision regarding the Exchange's structure.

Should the District decide to run its own Exchange or participate in a Regional Exchange, additional planning elements will be reported out as components of the Grant Report. These include:

- A draft implementation plan as described in the FOA;
- A needs assessment including staffing, funding, and technology components;
- A resources and capabilities assessment, including organizational, resource management, procurement, workforce development, and risk management plans;
- A listing of required policy and legislative requirements necessary for implementing an Exchange; and
- An evaluation plan as described in the FOA.