

RFP 11-31

The City of Camden's Department of Development & Planning is the recipient of a \$5 million Grant from the Department of Energy's Energy Efficiency & Conservation Block Grant Program (EECBG) with a mandate of completing the energy retrofit of 160 residential properties and 40 commercial businesses.

Known as Camden POWER (Program Offering Widespread Energy Recovery) its primary goal is to achieve a 25% reduction in the program recipient's energy usage through a systematic analyses that targets the placement of materials and systems that offers the long term conservation of these energy resources.

An essential component of Camden POWER is to promote opportunities for area residents to qualify their active participation in the jobs created under this Grant. And due to the specialized nature of this work and the long term benefits of current and future job opportunities in the weatherization field, the City of Camden has established a two- fold strategy that would result in the training and placement of its residents.

For the purpose of this RFP, the City is seeking the services of an agency which specializes in those attributes involving the following duties and responsibilities:

- Coordinate the integration of social service skills with case management functions to prepare client for entry/re-entry in the local work force.
- Develop support systems to meet client needs by identifying and coordinating a variety of available services necessary to achieve self-sufficiency and family stabilization.
- Provide ongoing monitoring of the individuals progress through comprehensive assessment, planning, implementation and overall evaluation .
- Complete thorough assessment of individual upon referral and on-going monitoring of job performance after placement.
- Provides supportive counseling and advocacy
- Conducts crisis intervention as necessary
- Evaluates and verifies services provided each client on a monthly basis, determining quality and effectiveness of services provided
- Conducts comprehensive client assessments to collect functional, environmental , housing, education and health information as appropriate to develop a case plan.

REQUIREMENTS; Note: All Proposals must include resumes of existing staff detailing work experience, education and training certifications, as applicable.

- Minimum of two (2) years experience in case management services
- Demonstrated capacity in working with clients from various backgrounds that includes bi-lingual communication skills
- Demonstrated proficiency in MS Word, Excel, PowerPoint and internet usage.

- Working knowledge of commercial business network (include experience in Job Fairs or other events that promotes job opportunities)
- Past experience and outcomes of individuals placed by your agency .
- Costs Projection (see following section for explanation)

COSTS PROJECTION:

It is anticipated the City will refer up to 25 graduates from the ECA training to initiate Case Management Activities with the ultimate goal of their placement in the local work force within one (1) year from their referral. To complete the activities necessary to achieve this goal, all respondents must submit their costs projections associated with the management of this portfolio.

PROJECTED COSTS:

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Any questions relating to this RFP should be referred to Stanley Witkowski at (856) 757-7283 or via e-mail at stwitkow@ci.camden.nj.us. Current program partners in the Camden POWER Program are ineligible to respond to this RFP.