

NOTICE OF SOURCES SOUGHT

The U.S. Department of Labor's Office of Disability Employment Policy (ODEP) is seeking sources to conduct the operation and maintenance of the Job Accommodation Network (JAN), and intends to award \$12.4 million to fund this program under a four-year sole source grant. JAN is one of several services provided by ODEP. It has operated continuously since 1983. Any grantee managing JAN would have to be able to provide all of the services outlined below with no break in operations.

JAN is the leading source of free, expert, and confidential guidance on workplace accommodations and disability employment issues. JAN's consultants offer one-on-one guidance on workplace accommodations, the Americans with Disabilities Act (ADA) and related legislation, and self-employment and entrepreneurship options for people with disabilities. Assistance is available over the phone, by email, and online. JAN maintains a comprehensive website and a database of job accommodation solutions. JAN also provides in-person and virtual trainings to audiences nationwide. JAN provides services to private employers of all sizes, government agencies, employee representatives, and service providers, as well as people with disabilities and their families.

All technical assistance provided by JAN is confidential and at no direct cost to the consumer. JAN receives daily telephone, electronic (e.g., email, chat, social media), fax and mail inquiries concerning accommodations, employment and self-employment of youth and adults with disabilities. It uses its staff expertise, resource information and databases to research and respond with individualized solutions to an average of about 2,200 telephone calls and 1,800 electronic contacts per month, including approximately 350 chats. The current provider responds to and closes approximately 48,000 cases (i.e., telephone, electronic, fax and mail contacts involving a specific accommodation question) per year. All inquiries that require research are returned within two business days. Telephone services are provided 9:00 AM-6:00 PM ET Monday through Friday. The database now used by JAN is owned by the current provider; any new grantee would have to provide an equivalent database and be able to load the historical data to be used to provide the JAN service.

In addition, the JAN website (<http://AskJAN.org>), which provides job accommodation information and technical assistance, has historically received approximately 1,000,000 website page requests and 100,000 unique visitors per month. This website and its contents are owned by the Government and would transfer with the grant. It includes an extensive collection of publications and a comprehensive database with information on a broad range of disabilities and accommodation solutions and strategies; disability and employment-related laws, including the Americans with Disabilities Amendment Act of 2008, the Rehabilitation Act, and the Family and Medical Leave Act; and key referral sources, including relevant public and private agencies and organizations. Additional online services include the Searchable Online Accommodation Resource (SOAR), and online training modules and webcasts.

To share knowledge and promote the adoption and implementation of ODEP policies and effective practices, JAN also engages in education and outreach regarding its services, through in-person and virtual conference presentations, trainings, and workshops throughout the United States, as well as a robust social media presence, with active accounts on Facebook, Twitter, LinkedIn, and YouTube. JAN presents approximately 90 training sessions annually. In addition, JAN develops and provides online and print resources on accommodation strategies related to all

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aspects of employment. JAN also establishes and maintains effective working relationships and collaborations with public- and private-sector employers; organizations and associations focused on employers, accommodations, assistive and/or accessible technology, rehabilitation, and other pertinent issues; the broader workforce development system; federal and state government agencies; small-business development centers; research and training centers; service organizations and others. To stay current on the emerging technologies and available accommodations, JAN conducts research; and to demonstrate the cost and effectiveness of workplace accommodations and the impact of its services, JAN collects and analyzes data.

Interested organizations responding to this announcement should include a capability statement demonstrating knowledge, experience, transition and migration considerations, and ability to fulfill all the requirements that are discussed above. Responses are due no later than 4.00 PM ET Tuesday, August 10, 2021 and limited to five (5) pages. Please submit your responses to <https://www.grants.gov> with a copy to Kravitz.Betsy@dol.gov.

For further information about this Notice of Sources Sought (NSS), please contact Betsy Kravitz, Office of Disability Employment Policy. Interested parties should e-mail all questions to Kravitz.Betsy@dol.gov and must specifically reference NSS-ODEP-21-01, and along with question(s), include a contact name, email and phone number. No phone enquiries will be accepted.