Index No.: DOH006
Contract No.: CSP902010
Rev. Date 4/8/10

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF PROCUREMENT SERVICES
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

AMENDMENT FOR CHANGE
AMENDMENT NO. 1

TO: LIMITED DISTRIBUTION - OHIO DEPARTMENT OF HEALTH

FROM: HUGH QUILL, DIRECTOR, DEPARTMENT OF ADMINISTRATIVE SERVICES

SUBJECT: COMPETITIVE SEALED PROPOSAL - EVALUATION SERVICES FOR TOBACCO USE PREVENTION AND CESSATION PROGRAMS AND HEALTHY COMMUNITIES INITIATIVE

Attached are pages 1 and 3 through 6 to this contract. Remove these pages from the existing contract and replace with the attached page on the effective and/or revision date.

As a result of mutual agreement between the state of Ohio and the contractor, this amendment is issued to renew the subject contract an additional year, effective August 1, 2010 through July 31, 2011.

In addition, Contractor shall meet deliverables specified by CDC grants.

All other prices, terms and conditions remain unchanged.

Therese Gallego, CPPB
therese.gallego@das.state.oh.us

This Amendment, the Contract and any additional Amendments thereto are available from the DAS Web site at the following address:

http://www.ohio.gov/procure

Affected Contractor(s):

0000005807
Strategic Research Group
995 Goodale Blvd.
Columbus, OH 43212

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF PROCUREMENT SERVICES
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

REQUIREMENTS CONTRACT: EVALUATION SERVICES FOR TOBACCO USE PREVENTION AND CESSATION PROGRAMS AND HEALTHY COMMUNITIES INITIATIVE

CONTRACT NUMBER: CSP902010

EFFECTIVE DATES: 08/28/09 TO 07/31/10
Renewal through 07/31/11

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP902010 that opened on June 10, 2009. The evaluation of the Proposal responses has been completed. The Offeror listed herein has been determined to be the highest ranking Offeror and has been awarded a Contract for the services listed. The respective Proposal response including, Contract Terms & Conditions, any Proposal amendment, special Contract Terms & Conditions, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Services Contract.

This Requirements Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated, or cancelled in accordance with the Contract Terms and Conditions.

This Requirements Contract is available to the Ohio Department of Health as applicable.

The agency is eligible to make purchases of the contracted services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that department will purchase the volume of services as advertised in the Request for Proposal.

Questions regarding this and/or the Services Contract may be directed to:

Therese Gallego, CPPB
therese.gallego@das.state.oh.us

This Requirements Contract and any Amendments thereto are available from the DAS Web site at the following address:

http://www.ohio.gov/procure

Reporting	
a. Monthly Status Reports	
TUPCP	$ 9,578.40
Healthy Communities	$ 2,839.20
Total	$12,417.60
b. Case Documents	
TUPCP	$12,719.20
Healthy Communities	$ 0.00
Total	$12,719.20
c. Final Report	
TUPCP	$10,769.20
Healthy Communities	$ 2,220.40
Total	$12,989.60
5 A's Model Survey Development	$6,656.00
Total Cost by Program	
TUPCP	$198,433.70
Healthy Communities	$ 23,433.32
Offeror's "Not to Exceed" Total Cost	$ 221,867.02

*CDC Grant Deliverables:

*I. Tobacco Grant

A. As needed, provide evaluation training, technical assistance and capacity building to community grantees.

The successful Offeror shall be responsible for providing proactive training and technical assistance in evaluation to community sub-grantees and their evaluators. Examples of topics include, but are not limited to: evaluation requirements, data collection, database development, data analysis, and report preparation.

During the Contract period, the Contractor will provide one in-person group training for all grantees of community-based RFPs. The training shall focus on the ODH evaluation requirements and help facilitate the development of evaluation plans in response to the RFP. ODH will work with the Offeror to identify the facility for this training. If ODH cannot provide a facility, the Offeror may have to provide a facility for the training. The Contractor shall collaborate with ODH in conducting up to two evaluation teleconferences with sub-grantees if deemed necessary.

B. Analyze data collected through grantee programs and statewide surveillance systems, and prepare summary reports based on evaluation findings.

The successful Offeror shall prepare quarterly progress reports which are due within 15 days following the end of each quarter and final end of project summary reports that use standardized sub-grantee outcome data to help determine effectiveness of the local programs. Primary audiences for these reports will be ODH staff and potentially, the Ohio General Assembly. Required reports can include, but are not limited to:

1. A brief report outlining each sub-grantee's outcomes during the grant period;
2. Reports that examine prevention, cessation and policy activities across sub-grantees; and
3. Reports that examine outcomes from specific programs (such as a specific youth prevention program and adult cessation).

C. Information Sharing

The successful Offeror shall submit appropriate evaluation resources for sub-grantees to be posted on the Healthy Ohio Web site.

D. Meetings with ODH staff

The successful Offeror will be expected to conduct at least two in-person meetings with Tobacco Use Prevention and Cessation Program staff within the first year.

*Indicates change 04/08/10.

*II. CDC Healthy Communities Deliverables

A. A common evaluation framework for Healthy Community activity in Ohio is developed.

The successful Offeror shall examine the requirements of the Healthy Communities Initiative and assist the Healthy Community Coordinator and the Healthy Communities Workgroup in developing a common evaluation framework including performance/outcome measures to determine effectiveness of ODH technical assistance, consultation and training provided to ACHIEVE communities and CHC Program grants. This common evaluation framework will be articulated in a Healthy Communities Strategic Plan.

B. Assessment of evaluation capacity and needs for new ACHIEVE communities funded by the National Association of Chronic Disease Directors (NACDD) and Creating Healthy Communities Program (CHC) grants is completed.

The successful Offeror shall conduct assessments to help identify grants management areas needing to be evaluated. These identified evaluation-related training and technical assistance needs will be for any new Ohio ACHIEVE grants funded by NACDD and for CHC Program grants (3 Tier I – Capacity Building and 12 Tier II – Community-based Expansion grants). Assessments will help the local and state program staff evaluate policies, systems and environmental changes, community assessments, coalition management and/or sustainability. Appropriate methods to use for conducting need assessments should be determined by the successful Offeror, and include but not be limited to surveys, interviews, conference calls, Webinars and/or site visits. If proposed,

site visits will be limited to new ACHIEVE grants awarded during the contract period and the CHC Program Tier I grants. For Year 1 of this contract, only three site visits would need to be conducted for the CHC Program Tier I grants because Ohio was not awarded any new NACDD-funded ACHIEVE grants for 2010. Other methods e.g., surveys, interviews, etc. shall be used to determine the needs of the 12 CHC Tier II grants and existing ACHIEVE grants funded by NACDD (Stark and Lake County).

C. Training on evaluation of policy, systems and environmental change for new Ohio ACHIEVE communities funded by the NACDD and CHC Program grantees, if needed, is developed and delivered.

The successful Offeror shall provide evaluation training to any new Ohio ACHIEVE communities funded by NACDD and additional training to the CHC Program grantees, if needed. (The CHC Program grantees will have already been provided evaluation training in July 2010.) The method for training will be determined by the number of participants and topics to be covered, e.g. face-to-face training or Webinar.

D. Technical assistance and consultation related to evaluation of policy, systems and environmental change is provided to new Ohio ACHIEVE communities funded by the NACDD, CHC Program grantees and Healthy Communities Initiative and CHC Program staff.

The successful Offeror shall provide evaluation technical assistance and consultation to existing Ohio ACHIEVE communities (Stark County Health Department and Lake County General Health District) and any new Ohio ACHIEVE Communities funded by NACDD, Healthy Communities Coordinator, and CHC Program grantees and staff (Program Manager and three Program Consultants/ACHIEVE State Health Department Expert Advisors). CHC Program Tier I grantees (three grants) are capacity-building grants that currently do not have a chronic disease or similar coalition and are intended to build leadership and partnerships. CHC Program Tier II grants (12 grants) are considered community-expansion grants; they have existing coalitions and have been working on policy, systems and environmental change focused on three risks—nutrition/obesity, physical activity, and tobacco use/exposure—in four settings (schools, community, worksite and healthcare). Technical assistance/consultation will include conducting voluntary reviews of grantee work plans and Community Action Plans (CAP), program logic models and evaluation plans to assess program alignment with policy, systems and environmental change goals.

E. Survey and evaluation tools developed, if needed.

The successful Offeror shall develop survey and evaluation tools for use by ACHIEVE and/or CHC Program grantees, if necessary.

F. Information sharing.

The successful Offeror shall submit appropriate evaluation resources for ACHIEVE communities and CHC Program grantees to be posted on a Web-based shared communication and resource site.

*Indicates change 04/08/10.

G. Quarterly, annual and customized reports produced and submitted to ODH.

The successful Offeror shall submit quarterly and annual reports, and customized reports, as needed, to ODH that documents assistance provided to Healthy Communities Coordinator, and ACHIEVE and CHC Program grants and staff.

H. Meetings with ODH staff.

The successful Offeror will be expected to conduct at least two in-person meetings with Healthy Communities Initiative and CHC Program staff within the first year.

There will be no additional reimbursement for travel or other related expenses not included in the Not to Exceed Cost. The State will not be liable for any costs the Offeror does not identify in its Proposal.

DESCRIPTION	COST
*Tobacco Use Prevention and Cessation Program Deliverables	$48,000
*Healthy Communities Initiative	$24,000
Total "Not to Exceed" Cost for CDC Deliverables	$72,000

*Indicates change 04/08/10.

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

0000005807
Strategic Research Group
995 Goodale Blvd.
Columbus, OH 43212

BID CONTRACT NO.: CSP902010-1 (07/31/10)

TERMS: Net 30 Days

CONTRACTOR'S CONTACT:

Dr. Kathleen Car
Strategic Research Group
995 Goodale Blvd.
Columbus, OH 43212

Office: (614) 220-8860
Fax: (614) 220-8845
E-Mail: kcarr@strategicresearchgroup.com

SUMMARY OF AMENDMENTS

Amendment Number	Revision Date	Description
1	04/08/10	This amendment is issued to extend the contract through July 31, 2011 and to add CDC Grant Deliverables.