

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. 3

TO: LIMITED DISTRIBUTION - OHIO DEPARTMENT OF HEALTH  
FROM: ROBERT BLAIR, DIRECTOR, DEPARTMENT OF ADMINISTRATIVE SERVICES  
SUBJECT: CONTRACT FOR EVALUATION SERVICES FOR THE CREATING HEALTHY COMMUNITIES, EARLY CHILDHOOD OBESITY PREVENTION AND INJURY PREVENTION PROGRAMS

Attached are pages 3, 4, 6, 7 and 9 to this contract. Remove these pages from the existing contract and replace with the attached pages on the effective and/or revision date.

This amendment is issued to adjust deliverable dates, delete one deliverable, reduce cost on one deliverable and add additional language.

All other prices, terms and conditions remain unchanged.

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

Ross Leider, CPPB  
ross.leider@das.ohio.gov

This Amendment, the main Requirements 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):

678  
The Ohio State University  
Office of Sponsored Programs  
1960 Kenny Road  
Columbus, OH 43210  
uhl.11@osu.edu

COST SUMMARY FORM - A

RFP Title: Evaluation Services for the Creating Healthy Communities, Early Childhood Obesity Prevention and Injury Prevention Programs  
 RFP Number: CSP909514

UNSPSC CATEGORY CODE: 85100000

OAKS ID Number: 25960

Description	Cost
PROJECT #1 – CREATING HEALTHY COMMUNITIES (CHC) PROGRAM – Proposed Budget: \$60,000.00	
1. *By March 31, 2015, design a formula for population impact to be used in writing the 2015 RFP and for evaluation of the 2010–2014 CHC program grant cycle.	\$ *1,467.00
2. By September 30, 2014, the Contractor will participate in at least bimonthly in-person meetings and, at minimum, monthly conference calls in regards to assignments and related progress.	\$ 1,467.00
3. By September 30, 2014, interview CHC Coordinators on their experiences and perceptions of the CHC grant cycle. For example, what do they feel is their biggest accomplishment(s); what were the biggest challenges; what would have helped better prepare for CHC grant requirements? Conduct interviews with “community champions” from each priority community as identified in the 2010–2014 CHC applications.	\$ 5,868.00
4. By September 30, 2014, create a plan for the dissemination of data, information and evaluation findings to various audiences (e.g., stakeholders, decision makers and the public).	\$ 1,174.00
5. By March 31, 2015, identify the number of policy, systems, and environmental changes completed; number of impact and process objectives completed; and number of long-range objectives completed (by project and state total). Compile the total policy, systems and environmental changes completed, through use of the CHC data summaries and interviews, such as the number of walking trails installed, number of community gardens cultivated, number of farmers’ markets accepting nutrition benefits, number of parks refurbished, and number of tobacco free public places.	\$ 6,015.00
6. By March 31, 2015, compile and assess 2010–2014 coalition evaluation surveys for each project and statewide.	\$ 3,667.00
7. By March 31, 2015, compile all media exposure from 2010–2014 for each project and statewide. This can include newspaper articles, television interviews, radio spots, and success stories.	\$ 2,934.00
8. By March 31, 2015, determine the return on investment/financial impact of the CHC Program.	\$ 12,836.00
9. By March 31 2015, identify changes in health indicators in each CHC county/target communities—diabetes, heart disease, stroke, chronic obstructive pulmonary disease, and adult and childhood obesity rates.	\$ 8,802.00
10. By March 31, 2015, identify whether health disparity gaps have been lessened as a result of the CHC Program.	\$ 5,501.00
11. By March 31, 2015, compare and analyze results of each project’s Creating Healthy Communities Checklist completed in 2010 and 2014.	\$ 5,868.00
12. **By May 31, 2015, create a five (5) year evaluation report in a format suitable for public distribution contingent upon satisfactory completion of deliverables 5–11 as approved by ODH.	\$ 6,000.00
***	Total not-to-exceed cost for Project #1 \$ ***61,599.00

\*Adjust deliverable date and reduce cost for line item 1.

\*\*Add additional language to line item 12 description.

\*\*\* Adjust/reduce the Total not-to-exceed cost.

COST SUMMARY FORM - B

OAKS ID Number: 25961

Description	Cost
PROJECT #2 – INJURY PREVENTION SUBGRANTEE EVALUATION PLANNING AND TECHNICAL ASSISTANCE – Proposed Budget: \$50,000.00	
1. By June 30, 2014, produce program evaluation templates for subgrantees to include: logic model template, instruction guides and evaluation rubric.	\$ 3,565.00
2. By June 30, 2015, provide a comprehensive and refined list of evaluation/performance measures for Injury Prevention subgrantees based on VIPP and subgrantee input for the five (5) year grant cycle.	\$ 5,348.00
3. By July 31, 2014, provide at least one training to all Injury Prevention subgrantees on logic model development and related program evaluation concepts.	\$ 891.00
4. By September 30, 2014, provide a plan and recommendations for ongoing, annual monitoring of subgrantees and subgrant evaluation plans including 5-year outcome evaluation indicators.	\$ 10,695.00
5. By October 31, 2014, provide a one-two page written summary of one-on-one technical assistance coaching sessions with each subgrantee to assist in the implementation plans for and review of their needs assessment results and program evaluation logic models.	\$ 1,426.00
6. By December 31, 2014, approve five (5) year program evaluation logic models containing local needs assessment data based on one-on-one technical assistance for each subgrantee.	\$ 2,228.00
7. *By July 1, 2015, provide written summary of evaluation components and associated text for reports and quality improvement recommendations.	\$ 7,576.00
8. By December, 31, 2014, provide a record of evaluation team conference calls.	\$ 1,426.00
9. *By June 30, 2015, provide annual progress/performance report on the results.	\$ 8,021.00
10. By June 30, 2015, provide a plan to disseminate evaluation results to key stakeholders at the subgrantee and state level.	\$ 1,426.00
11. By June 30, 2015, provide an evaluation summary based on the completed submission of year one (1) logic models and annual grantee reports.	\$ 7,398.00
Total not-to-exceed cost for Project #2	\$ 50,000.00

\*Adjust the due dates on line items 7 and 9.

COST SUMMARY FORM - D

OAKS ID Number: 25963

Description	Cost
PROJECT #4 – STATE VIOLENCE AND INJURY PREVENTION PROGRAM EVALUATION PLAN – Proposed Budget: \$25,000.00	
1. By August 31, 2014, review and revise Core VIPP logic model(s) through verbal (conference call) and written feedback.	\$ 1,938.00
2. By September 30, 2014, provide a comprehensive and refined list of evaluation/performance measures and corresponding data sources for all components of the Ohio Core VIPP grant.	\$ 11,628.00
3. *Delete	\$ *Delete
4. Delete	\$ Delete
5. **By June 30, 2015, provide an evaluation plan with recommendations for monitoring performance and results, including a list of any data collection instruments or inventories needed for each injury priority area as required by the Core VIPP grant.	\$ 6,008.00
6. **By June 30, 2015, assist in developing a plan to disseminate evaluation results to key stakeholders.	\$ 1,550.00
7. **By June 30, 2015, provide a comprehensive ISS evaluation and performance measurement plan including a comprehensive and refined list of evaluation/performance measures. a. Describes key evaluation questions to be answered; b. Identifies/refines data sources and describes the method and frequency of data collection, measurement; c. Describes how reach of interventions will be measured; d. Describes the role and impact of key program partners engaged in the project; e. Describes evaluation measures to be used for continuous program and quality improvement; f. Identifies and recommends strategies for evaluating the advantages, effectiveness, cost effectiveness or cost benefit and challenges to high-risk individuals; g. Describes a plan for the dissemination of data, information and evaluation findings to various audiences (e.g., stakeholders, funders, decision makers and the public).	\$ 8,135.00
8. By June 30, 2015 conduct surveys or focus groups to evaluate behavior change among high risk population, or identify existing avenues to collect this information and key data	\$ 16,270.00
9. On a monthly basis, provide a written status update on data collection efforts and summary of progress	\$ 3,254.00
10***By June 30, 2015, summarize data collection efforts (e.g., survey or focus group data) to evaluate behavior change among high risk population. Include personal stories and testimonies of stakeholders as well as data. Summary should include the following: a. Changes in parent behavior around the ABC's (Alone, Back, Crib of safe sleep). b. Barriers of target population to changing behaviors around Infant Safe Sleep (ISS). c. Child Fatality Review data on sleep related deaths involving ABC's. d. Other measures as defined by the Child Injury Action Group (CIAG) Issues and ISS, subject matter experts and evaluation team.	\$ 8,135.00
11. By June 30, 2015, provide a plan to disseminate evaluation results to key stakeholders	\$ 1,627.00
12. By July 31, 2015, provide a summary of progress/performance reports with recommendations.	\$ 6,508.00
13. By August 31 <sup>st</sup> , provide an overall ISS campaign summary document of evaluation results, lessons learned, at least 3 success stories, identification of best practices and recommendations for changes in program direction and resource allocation.	\$ 9,762.00
Total not-to-exceed cost for Project #4	\$****74,815.00

\*Delete deliverable line item 3.

\*\*\*Add language to line item 10.

\*\*Adjust deliverable dates for items 5, 6 and 7.

\*\*\*\*Adjust/reduce Total not-to-exceed cost.

COST SUMMARY FORM - E

OAKS ID Number: 25964

Description	Cost
PROJECT #5 – EARLY CHILDHOOD OBESITY PREVENTION PROGRAM – Proposed Budget: \$100,000.00	
1. By May 15, 2014, the Contractor shall correspond by e-mail or phone with the ECOPP coordination team to clarify assignments and deliverables.	\$ 1,738.00
2. By May 30, 2014, conduct interviews with all ECOPP strategy leads (e.g., OAAP, OCCRRA).	\$ 3,475.00
3. By May 30, 2014, develop and/or revise evaluation procedures and tools necessary to show progress on program objectives and outcomes, e.g., data collection procedures; data analysis procedures, coalition effectiveness surveys.	\$ 6,950.00
4. By May 30, 2014, provide baseline data on all ECOPP strategies, e.g., ECE policies, primary care physicians attending OAAP Learning Collaborative, number of physicians using Ounce/Pound materials, and parental behavioral measures in the select counties where the Ounce/Pound and OHP trainings have occurred.	\$ 10,426.00
5. By June 1, 2014, complete a draft evaluation plan for each strategy and components and structural outline for how each component will be evaluated both at a program and systems level by June 1, 2015.	\$ 12,163.00
6. By March 31, 2015, complete progress report on each ECOPP component, including the number of policy, systems, and environmental changes completed through use of data summaries, interviews and surveys, etc.	\$ 15,639.00
7. *By June 15, 2015, complete draft progress report and final report by July 1, 2015 on each ECOPP component, including the number of policy, systems, and environmental changes completed through use of data summaries, interviews and surveys, etc.	\$ 13,901.00
8. Delete	\$ Delete
9. *By August 1, 2015, produce a draft copy and final copy by August 31, 2015 of a comprehensive evaluation report showing impact made on all components of ECOPP.	\$ 33,102.00
Total not-to-exceed cost for Project #5	\$ 97,394.00

Project Cost	
1. **Total not-to-exceed cost for Project #1	\$ 61,599.00
2. Total not-to-exceed cost for Project #2	\$ 50,000.00
3. Total not-to-exceed cost for Project #3	\$ 20,000.00
4. ***Total not-to-exceed cost for Project #4	\$ 74,815.00
5. Total not-to-exceed cost for Project #5	\$ 97,394.00
** Total not-to-exceed cost for all five (5) Projects	\$ 303,808.00

\*Adjust deliverable dates and add language to line items 7 and 9.

\*\* Adjust/reduce cost amount under Project Cost line items 1, 4 and Total not-to-exceed cost.

SUMMARY OF ADMENDMENTS

ADMENDMENT NUMBER	EFFECTIVE DATE	DESCRIPTION
*3	03/31/15	Adjust deliverable dates on projects 1, 2, 4 and 5, delete a deliverable on project 4, reduce cost on Projects 1 and 4 and add language on Projects 1 and 4.
2	03/13/15	Adjust deliverable dates on projects 2, 4 and 5, delete deliverables on projects 4 and 5 and add deliverables on projects 1 and 4.
1	09/10/14	Advise Contract renewal for the period of 10/01/14 through 09/30/15.

\*Add amendment number 3.