

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. 5

TO: LIMITED DISTRIBUTION: Ohio Department of Rehabilitation and Correction, Division of Parole and Community Service, 770 West Broad Street, Columbus, OH 43222

FROM: ROBERT BLAIR, DIRECTOR, DEPARTMENT OF ADMINISTRATIVE SERVICES

SUBJECT: TERM CONTRACT - SERVICES TO COLLECT MONTHLY SUPERVISION FEES FROM OFFENDERS

Attached are pages 1, 10 and 12 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 correct the start date of the contract and to update pricing effective 4/17/11 for postal rate increase.

All other prices, terms and conditions remain unchanged.

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

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

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):

12714  
The Receivable Management Service Corporation  
4836 Brecksville Road  
Richfield, OH 44256

shelly.freiberg@rmsna.com

STATE OF OHIO  
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MANDATORY USE CONTRACT FOR: SERVICES TO COLLECT MONTHLY SUPERVISION FEES FROM OFFENDERS

CONTRACT No.: OT907408

EFFECTIVE DATES: 04/01/08\* to 03/31/11  
Renewal Through 03/31/12

The Department of Administrative Services has accepted bids submitted in response to Invitation to Bid No. OT907408 that opened on 03/03/08. The evaluation of the bid response(s) has been completed. The bidder(s) listed herein have been determined to be the lowest responsive and responsible bidder(s) and have been awarded a contract for the items(s) listed. The respective bid response, including the [Terms and Conditions for Bidding, Standard Contract Terms and Conditions, and Supplemental Contract Terms and Conditions](#), special contract terms & conditions, any bid addenda, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Requirements 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 Ohio Department of Rehabilitation and Correction, Division of Parole and Community Service, 770 W. Broad Street, Columbus, OH 43222, as applicable.

Agencies are eligible to make purchases of the listed supplies and/or services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that agencies will purchase the volume of supplies and/or services as advertised in the Invitation to Bid.

**SPECIAL NOTE:** State agencies may make purchases under this Requirements Contract up to \$2500.00 using the state of Ohio payment card. Any purchase that exceeds \$2500.00 will be made using the official state of Ohio purchase order (ADM-0523). Any non-state agency, institution of higher education or Cooperative Purchasing member will use forms applicable to their respective agency.

Questions regarding this and/or the Requirements 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>

\*Indicates correction of contract inception date.

Signed: \_\_\_\_\_  
Robert Blair, Director Date

SPECIFICATIONS (Cont'd)

C. Invoices requiring name and/or address changes.

The cost per transaction shall include but not be limited to the following:

- a. Updating data file with new name and/or address change.
- b. Postage for Contractor for mailing name and/or address changes to the DPCS.

D. Any correspondence for DPCS contained in mail addressed to the Lock Box.

The cost per transaction shall include but not be limited to the following:

Postage for Contractor for undeliverable mail to DPCS.

**PRICE SCHEDULE**  
**Open Cases**

ITEM NO.	ITEM DESCRIPTION	COST PER TRANSACTION 04/01/08-03/31/09	COST PER TRANSACTION 04/01/09-03/31/10	COST PER TRANSACTION 04/01/10-04/16/11	COST PER TRANSACTION 04/17/11-03/31/12
		Not to exceed \$.58	Not to exceed \$.58	Not to exceed \$.58	
4542	Monthly invoices mailed	\$ .582	\$ .582	\$ .582	\$ .59*
9569	Invoices received through the Lock Box with remittances enclosed.	\$ .25	\$ .26	\$ .27	\$ .27
4543	Invoices requiring name and/or address changes.	\$ .20	\$ .21	\$ .22	\$ .22
9621	All correspondence for DPCS contained in mail addressed to the Lock Box.	\$ .15	\$ .16	\$ .17	\$ .17
13017	Mail returned to the Lock Box by the Post Master.	\$ .15	\$ .16	\$ .17	\$ .17

**Closed Cases**

ITEM NO.	ITEM DESCRIPTION	COST PER TRANSACTION 04/01/08-03/31/09	COST PER TRANSACTION 04/01/09-03/31/10	COST PER TRANSACTION 04/01/10-04/16/11	COST PER TRANSACTION 04/17/11-03/31/12
		Not to exceed \$.58	Not to exceed \$.58	Not to exceed \$.58	
13018	Monthly invoices mailed	\$ .582	\$ .582	\$ .582	\$ .59*
13019	Invoices received through the Lock Box with remittances enclosed.	\$ .25	\$ .26	\$ .27	\$ .27
13020	Invoices requiring name and/or address changes.	\$ .20	\$ .21	\$ .22	\$ .22
13021	All correspondence for DPCS contained in mail addressed to the Lock Box.	\$ .15	\$ .16	\$ .17	\$ .17
13022	Mail returned to the Lock Box by the Post Master.	\$ .15	\$ .16	\$ .17	\$ .17

\*Included postal increase effective 4/17/11.

SUMMARY OF AMENDMENTS

<b>Amendment Number</b>	<b>Revision Date</b>	<b>Description</b>
5	03/15/11	This amendment issued to increase price due to postal rate increase effective 4/17/11.
4	01/24/2011	This amendment is issued to renew this contract effective 4/1/2011 through 3/31/12 per mutual agreement and to update the Contract Analyst.
3	06/01/09	This amendment is to cancel the postal rate increase that was effective 05/11/09. The new postal rate increase is effective 06/01/09.
2	05/11/09	This amendment is issued to increase postal rate effective 05/11/09.
1	05/12/08	This addendum is issued to increase postal rate effective 05/12/08 and to add Page 12, Summary Of Amendments.