

Request for Proposal

NUMBER: DRCP-13-0923
DATE ISSUED: February 14, 2013

The Ohio Department of Rehabilitation and Correction is requesting proposals for:

“Offender Employment Services utilizing Work Opportunity Tax Credit” (WOTC)

ODRC Adult Parole Authority

INQUIRY PERIOD BEGINS:	February 14, 2013
INQUIRY PERIOD ENDS:	February 27, 2013
OPENING DATE:	March 11, 2013
OPENING TIME:	3:00 P.M. Eastern Standard Time
OPENING LOCATION:	ODRC Central Office Contracts 770 West Broad Street Columbus, OH 43222 Attn: Keasha L. Brown, CPPO Contract Analyst

This RFP consists of six (6) Parts and eight (8) Attachments. Please verify that you have a complete copy.

PART ONE: EXECUTIVE SUMMARY

Purpose

The Ohio Department of Rehabilitation and Correction (ODRC) is seeking competitive sealed Proposals (hereinafter referred to as "Proposal") from qualified vendors (hereinafter referred to as "Offerors") for Offender Employment Services utilizing Work Opportunity Tax Credit (WOTC), (hereinafter referred to as the "Project") through ODRC Adult Parole Authority (hereinafter referred to as the "Operation Support Center"). *The Offeror must show at least one (1) year experience providing services related to Offender Employment Services utilizing Work Opportunity Tax Credit, otherwise the Offeror shall be rejected.* If an acceptable Proposal is made in response to this Request for Proposal (hereinafter referred to as "RFP"), the ODRC may enter into a Contract (hereinafter referred to as "Contract"), to have the selected Offeror perform the Project.

The term of this Contract is from April 1, 2013 expiring on June 30, 2013 with 2 optional two-year renewals.

This RFP provides details on what is required to submit a Proposal, how the Committee will evaluate the Proposals and what will be required of the Offeror who executes a Contract (hereinafter referred to as "Contractor").

Calendar of Events

The following schedule is given to assist Offerors in responding to this RFP:

RFP Issued:	February 11, 2013
Inquiry Period Begins:	February 11, 2013
Inquiry Period Ends:	February 27, 2013
Proposal Due Date:	March 11, 2013
Tentative Contract Award:	March 25, 2013

Structure of RFP

The RFP is organized into six parts and has 9 attachments listed below attachments. The parts and attachments are listed below.

Part One:	Executive Summary
Part Two:	General Instructions
Part Three:	Scope of Work and Response Requirements
Part Four:	Requirements for Proposals
Part Five:	Evaluation of Proposals
Part Six:	Proposal Evaluation Criteria
Attachment One:	Cost Summary
Attachment Two:	Offeror Profile Summary
Attachment Three:	Statement of Compliance: Purchase Contract
Attachment Four:	Contract Performance
Attachment Five:	Service Contract
Attachment Six:	Statement of Compliance of Executive Order 2011-12K
Attachment Seven:	ODRC APA Regions Map
Attachment Eight:	APA Workload by Region & County 2012

Project Representative

The Project Representative shall represent the Agency in matters relating to this RFP and the Proposal process. The Project Representative may be contacted as follows:

Name: Keasha L. Brown, CPPO
Title: Contract Analyst
Address: DRC Office of Administration, 770 West Broad Street, Columbus, OH 43222
Phone: 614-466-4702
Fax: 614-995-5103
Email: Keasha.brown@odrc.state.oh.us

Contract Monitor

Following Contract award, a Contract Monitor shall be the Contractor's primary point of contact for matters relating to the Contractor's performance. The Contract Monitor may be contacted as follows:

Name: Brian Byorth
Title: Reentry Administrator North East Region
Address: 770 W. Broad St., Columbus, OH 43222
Phone: 614-207-6844
Fax: 614-995-5103
Email: Brian.byorth@odrc.state.oh.us

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PART TWO: GENERAL INSTRUCTIONS

Inquiries

Offerors may make inquiries or seek clarifications regarding this RFP any time during the inquiry period listed in the RFP Calendar of Events. To make an inquiry, Offerors must use the following process:

1. Access the State Procurement web site at <http://www.ohio.gov/procure>;
2. From the Navigation Bar on the left, select "Find it Fast";
3. Select "Doc/Bid/Schedule #" as the Type;
4. Enter the RFP Number found on Page 1 of the document (RFP Numbers begin with DRC followed by a number);
5. Click the "Find It Fast" button;
6. On the document information page, click the "Submit Inquiry" button;
7. On the document inquiry page, complete the required "Personal Information" section by providing:
 - a. First and last name of the prospective Offeror's representative who is responsible for the inquiry;
 - b. Name of the prospective Offeror;
 - c. Representative's business phone number; and
 - d. Representative's e-mail address.
8. Type the inquiry in the space provided including:
 - a. A reference to the relevant part of this RFP;
 - b. The heading for the provision under question; and
 - c. The page number of the RFP where the provision can be found.
9. Click the "Submit" button.

Offerors submitting inquiries will receive an immediate acknowledgement that their inquiry has been received as well as an e-mail acknowledging receipt. Offerors will not receive a personalized e-mail response to their question nor will they receive notification when the question has been answered.

Offerors may view inquiries using the following process:

1. Access the State Procurement web site at <http://www.ohio.gov/procure>;
2. From the Navigation Bar on the left, select "Find it Fast";
3. Select "Doc/Bid/Schedule #" as the Type;
4. Enter the RFP Number found on Page 1 of the document (RFP Numbers begin with DRC followed by a number);
5. Click the "Find It Fast" button;
6. On the document information page, click the "View Q & A" button to display all inquiries with responses submitted to date.

The State will try to respond to all inquiries within 72 hours, excluding weekends and State holidays. But the State will not respond to any inquiries received after 8:00 a.m. on the Inquiry Period End Date.

Inquiries and or requests for clarification about a specific portion of this RFP must reference the relevant Part and/or Attachment of this RFP and include the provision heading with the RFP page number.

Offerors who attempt to seek information or clarifications verbally will be directed to reduce their questions to writing in accordance with state purchasing policy. No other form of communication is acceptable, and use of any other form of communication or any attempt to communicate with ODRC staff or any other agency of the State to discuss the Proposal may result in the Offeror being deemed not responsive.

Proposal Submission Requirements. Each Offeror must submit four complete, sealed, and signed copies of its Proposal to the Project Representative at the address listed in Part One with the outside of each envelope clearly marked:

DRCP-13-0923 Offender Employment Services utilizing Work Opportunity Tax Credit (WOTC)

Proposals must be received no later than 3:00 p.m. local time on the Proposal Due Date. The Project Representative **shall reject any Proposals** or unauthorized Proposal amendments submitted after the Proposal Due Date. Each Offeror must carefully review the requirements of this RFP and the contents of its Proposal. Once the Proposal Due Date has passed, Proposals cannot be altered, except as allowed by this RFP.

All Proposals and other submitted material shall be the property of the ODRC and shall not be returned. The Offeror should not include proprietary information in a Proposal because the ODRC maintains the right to use any materials or ideas submitted without compensation to the Offeror. Additionally, all Proposals will be open to the public after Contract award.

The ODRC will retain a copy of all Proposals received as part of the Contract file for the term of the Contract and any subsequent renewals. After the state-scheduled retention period, the Project Representative may return, destroy, or otherwise dispose of the Proposals and copies.

Proposal Instructions

The ODRC wants clear and concise Proposals. Offerors should completely answer questions and meet the RFP's requirements. Proposals must demonstrate an understanding of the requirements and show experience providing like services as well as the ability to meet the service requirements.

The requirements for the Proposal's contents and formatting are contained in Part Four of this RFP. Any Offeror shall submit only one Proposal.

The State will not be liable for any costs incurred by any Offeror in responding to this RFP, even if the State does not award a Contract through this process. The State may decide not to award a Contract for the Project. It may also cancel this RFP and Contract for the Project through some other process or by issuing another RFP.

Waiver of Defects

The ODRC has the right to waive any defects in any Proposal or in the submission process followed by an Offeror, but the State will only do so if it believes that is in the State's interests and will not cause any material unfairness to other Offerors.

Amendments to Proposals

Amendments or withdrawals of Proposals are allowed until 3:00 p.m. local time on the Proposal Due Date. No amendments or withdrawals will be permitted after the due date, except as expressly authorized by this RFP.

PART THREE: SCOPE OF WORK and RESPONSE REQUIREMENTS

Objective

The objective of this RFP is to solicit Proposals for a vendor to partner with ODRC (Adult Parole Authority (APA)) to provide Offender Employment Services utilizing Work Opportunity Tax Credit (WOTC) Services.

Purpose:

Ohio Department of Rehabilitation and Correction (ODRC) is responsible for designing reentry tools and programs that will assist felony adult offenders to reenter into Ohio communities. The ODRC goal is to create and implement a program that will assist felony adult ex-offenders in obtaining viable employment relative to his/her job history and/or skill set. Preferably, this would begin pre-release and continue post release as necessary. The successful proposal will utilize the Work Opportunity Tax Credit (WOTC) to assist ex-offenders in gaining meaningful employment and move those ex-offenders towards economic self-sufficiency. The Work Opportunity Tax Credit (WOTC) is a federal tax incentive program for businesses hiring individuals who face significant barriers to employment. The employer, or its agent, must apply for and receive certification from the Ohio Department of Jobs and Family Services to claim these tax credits.

Attachment Seven illustrates the current breakdown of the Adult Parole Authority (APA) Regions and Offices throughout the State of Ohio. All offenders being released from incarceration to post release from incarceration control supervision fall under the jurisdiction of the APA and are supervised by a designated parole officer. Offenders placed on community control supervision fall under the jurisdiction of the county court of common pleas may or may not be supervised by a State of Ohio parole officer as dictated by county agreements between APA and each particular county. Attachment Eight APA Workload by Region & County 2012 document provides a quantitative breakdown of offenders under APA supervision by county and supervision type. Offerors should consider these attachments in an effort to gauge the amount of resources that will be necessary to meet the requirements of this project. Both Attachment 7 and Attachment 8 are dynamic in nature and are updated on a periodic basis.

Contractor Scope of Work and Response Requirements for DRCP-13-0923

Scope of Work:

Provide a Reentry program that will encourage employers to hire ex-offenders. Create a system that will meet the need of targeting pools of employers that the ex-offenders can be matched in an effort to increase their potential for gainful employment. ODRC is seeking a Proposal that will provide the following services and deliverables.

The Contractor must provide clear, concise, and complete work plans for addressing all the requirements listed below:

1. To provide a steady supply of prospective named employers who show a willingness to hire ODRC's ex offenders.
2. Design and maintain a custom database of felon friendly employers for the State of Ohio Adult Parole Authority (APA) to further the employability of felony offenders.
3. Allow access of the above database to the APA for the purpose of providing employer leads to offenders.
4. Provide direct employment services to all APA offenders to include job leads specific to the education and skill set of a particular offender.
5. Assist employers who hire qualified ex-offenders with application process in securing the work opportunity tax credit (WOTC).
6. Provide initial and ongoing training to APA staff members regarding this Project that shall occur either in person or via webinar. Initial training will commence prior to implementation of the program

at the user level which includes training all parole services supervisors, parole officers and other staff deemed responsible for administering the Reentry program and oversight. Subsequent trainings will commence at the agreement of both parties.

7. Establish and maintain a positive working relationship with the WOTC Coordinator for the State of Ohio. The current WOTC Coordinator name and contact information is:

Jean Ann Carlson
WOTC Coordinator
The Ohio Department of Jobs and Family Services
Office of Workforce Development
Employment Services/WOTC Section
P.O. Box 1618
Columbus, OH 43216-1618
614-644-0933

8. Provide data and monthly reports regarding ex-offender employment, referral data and outcome data relative to employment leads. Reports will include outcome of offenders' success or lack of success for employment based on vendors' referrals and leads. Reports will be submitted to the contract monitor.
9. Offeror must submit a detailed "Work Plan" describing the following criteria:
 - a. Enrollment and matching process;
 - b. Employer outreach;
 - c. Tools and methodology; and
 - d. Implementation of Project.

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PART FOUR: REQUIREMENTS FOR PROPOSAL

Proposal Format

Each Proposal must include sufficient information to allow the evaluation committee to verify all aspects of the RFP in order to ensure all of the Offeror's claims of meeting the RFP's requirements. Each Proposal must respond to every request for information in this RFP whether the request requires a simple "yes" or "no" or a detailed explanation. These instructions describe the required format for a responsive Proposal. All required specifications must be met for the Proposal to be considered responsive.

The Offeror may include any additional information it believes is relevant. All pages, except pre-printed technical inserts, must be sequentially numbered.

The Proposal shall be organized in the following order and contain the following information. **Failure of the Offeror to provide any of the following items may result in rejection of the Proposal:**

1. Cover Letter;
2. Description of Scope of Work;
3. Offeror Profile Summary (Attachment Two);
4. Statement of Compliance (Attachment Three);
5. Contract Performance (Attachment Four);
6. Completed W-9 IRS Form (sign in blue ink);
7. Cost summary (Attachment One); and
8. Statement of Compliance of Executive Order 2011-12K (Attachment Six).

1. Cover Letter

The Offeror must include a standard business letter signed by an individual authorized to legally bind the Offeror. The Offeror must be engaged in the business of providing employment connection service related to service as requested by this RFP. The letter must include the following:

- a. General company profile including a description of the Offeror's legal structure (e.g. Ohio corporation, partnership, etc.), Federal tax identification number, and number of employees;
- b. The address of the Offeror's home office; and
- c. The name, telephone number, fax number and electronic-mail address of a contact person who has authority to answer questions regarding the Proposal and receive notices following Contract award.

2. Description of Scope of Work

This section must fully describe the Offeror's approach, method and specific steps for providing services. The detailed Proposal must present and explain the Offeror's recommended approach to the Offender Employment Services utilizing Work Opportunity Tax Credit as described in Part Three, Scope of Work of this RFP.

If there are any requirements in the Contractor's Scope of Work for Offender Employment Services utilizing Work Opportunity Tax Credit Services, the Offeror must provide a detailed statement as to why that requirement cannot be met.

3. Offeror Profile Summary

Using the form in Attachment Two, the Offeror must show at least one year experience, from all contracts in the last three years, providing Offender Employment Services utilizing Work Opportunity Tax Credit comparable to those requested in this RFP. Information to be provided includes: company name and address, contact person and phone number, program name, beginning date of project (month/year), ending date of the project (month/year), description of related services provided that relates to the requirements of this RFP. The form in Attachment Two may be replicated if additional space is needed.

4. Statement of Compliance

The Offeror must complete Attachment Three; Statement of Compliance, stating that they are able to contractually comply with the Purchase Contract terms and conditions set forth in Attachment Seven of this RFP.

5. Contract Performance

The Offeror must complete Attachment Four.

6. W-9 Form

The Offeror must complete a W-9 form in its entirety. At least one original W-9 form must be submitted, **completed in blue, not black, ink**. All other copies of a Proposal may contain copies of the W-9 form. Please indicate on the cover letter, which Proposal is the original. The W-9 form may be accessed and downloaded at the following website: <http://www.irs.gov/faqs12-5.html>

7. Cost Summary

Using the form provided as Attachment One: Cost Summary, Offerors must indicate pricing in the form of a **monthly** comprehensive rate for all services included in this RFP for the initial term of the Contract. Offerors may not reformat this form. Reformatting may result in the rejection of the Offeror's Proposal.

The successful Offeror will invoice for services on a monthly basis. This schedule is for the convenience of the Contractor and represents lump sum payments for their fee for services rendered. Payment will be made within thirty (30) days upon receipt of a proper, correct invoice and documentation of completion of work, in compliance with O.R.C. 126.30.

ODRC will not be liable for any costs the Offeror does not identify on Attachment Four.

8. Statement of Compliance of Executive Order 2011-12K

The Offeror must complete Attachment Six.

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PART FIVE: EVALUATION OF PROPOSAL

Rejection of Proposals

ODRC may reject any Proposal that is not in the required format, does not address all the requirements of this RFP, or that ODRC believes is excessive in price or otherwise not in its interests to consider or accept. Additionally, ODRC may cancel this RFP, reject all the Proposals, and seek services through a new RFP or other means.

Evaluation of Proposals Generally

The evaluation process may consist of up to five distinct phases:

1. Initial Review;
2. The Evaluation Committee's Evaluation of the Proposals;
3. Offeror's Performance History with Other Jurisdictions;
4. Request for More Information (Interviews, Presentations, and/or Demonstrations); and
5. Contract Negotiations.

It is within the purview of the evaluation committee to decide whether phases four and five are necessary. The committee has the right to eliminate or add phases if the committee believes doing so will improve the evaluation process.

Clarifications & Corrections

During the evaluation process, the evaluation committee may request clarifications from any Offeror under consideration and may give any Offeror the opportunity to correct defects in its Proposal if ODRC believes doing so does not result in an unfair advantage for the Offeror and it is in ODRC's interests.

During the evaluation process, unless clarifying information is requested by ODRC as part of the evaluation process, any attempt on the part of the Offeror, the Offeror's agent(s), or any party representing the Offeror, to submit correspondence that is determined by ODRC to be an attempt to compromise the impartiality of the evaluation, or any attempt on the part of the Offeror to communicate with any member of the State regarding the evaluation process may be grounds for immediate disqualification of the Offeror.

Initial Review

The ODRC will review all Proposals for their format and completeness. The ODRC may reject any incomplete or incorrectly formatted Proposal, though they may also elect to waive any immaterial defects or allow an Offeror to submit a correction.

Committee Review of the Proposals

Each member of the evaluation committee will evaluate and numerically score each Proposal received. The evaluation will be according to the criteria contained in Part Six of the RFP. The evaluation committee has a right to break these criteria into components and weigh any components of a criterion according to their perceived importance. The evaluation committee will then meet and review each Offeror's scores and come to an agreement on a consensus score.

The evaluation committee may also have the Proposals or portions of them reviewed and evaluated by independent third parties or other State personnel with technical or professional experience that relates to the Work or to a criterion in the evaluation process. The evaluation committee may also seek reviews of end users of the Work or the advice or evaluations of other State committees that have subject matter expertise or an interest in the Work. In seeking such reviews, evaluations and advice, the evaluation committee will first decide, in writing, how to incorporate the results in the numerical scoring of the Proposals. The evaluation committee may adopt or reject any recommendations it receives from such reviews and evaluations.

The evaluation will result in a point total being calculated for each Proposal. Those Offerors submitting the highest rated Proposals may be scheduled for the next phase. The number of Proposals forwarded to the

next phase will be within the evaluation committee's discretion, but regardless of the number of Proposals selected for the next phase, they will always be the highest rated Proposals from this phase. At any time during this phase, the evaluation committee may ask an Offeror to correct, revise, or clarify any portions of its Proposal if ODRC believes doing so does not result in an unfair advantage for the Offeror and it is in ODRC's interests.

The evaluation committee will document all major decisions in writing and make these a part of the Contract file along with the evaluation results for each Proposal considered.

Once the technical merits of a Proposal are considered the costs of that Proposal will be considered, but it is within the evaluation committee's discretion to wait to factor in a Proposal's costs until after any interviews, presentations and discussions are held. Also, before evaluating the technical merits of the Proposals, the evaluation committee may do an initial review of costs to determine if any Proposals should be rejected because of excessive cost. The evaluation committee may reconsider the excessiveness of any Proposal's cost at any time in the evaluation process.

The evaluation team will then divide the Offeror's firm fixed cost per month for the Scope of Work by the Proposal's total score based on the points received from the evaluation of the Proposal's technical merits to determine contract award if the Offeror is considered responsive and responsible. One or more of the Proposals will then be selected for further consideration in the next phase of the evaluation process. The Proposal(s) selected to be considered in the next phase would always be the highest-ranking Proposal(s) based on this analysis. That is, the evaluation committee may not move a lower ranking Proposal to the next phase unless all Proposals that rank above it are also moved to the next phase, excluding any Proposals that the evaluation committee disqualifies because of excessive cost or other reasons. Alternatively, if there is to be no more phases because the evaluation committee feels they are unnecessary or inappropriate, the Proposal with the lowest cost per point ratio will be awarded the Contract.

If the evaluation committee finds that one or more Proposals should be given further consideration, the evaluation committee may select one or more of the highest-ranking Proposals to move to the next phase. The evaluation committee may alternatively choose to bypass any or all-subsequent phases and make an award based solely on the evaluation phase.

This RFP asks for responses and submissions from Offerors, most of which represent components of the Proposal Evaluation Criteria, Part Six. While each criterion represents only a part of the total basis for a decision to award the Contract to an Offeror, a failure by an Offeror to make a required submission or meet a mandatory requirement will normally result in a rejection of that Offeror's Proposal. The value assigned to each criterion is only a value used to determine which Proposal is the most advantageous to the ODRC in relation to the other Proposals that the State received. It is not a basis for determining the importance of meeting any requirement to participate in the Proposal process.

Offeror's Prior Experience with Other Jurisdictions

Offerors must provide a list of all Contracts performed within the past three (3) years, for which the Offeror is providing, or has provided under any previous corporate name or identity, similar services. Using the form provided as Attachment Two, Offerors must identify references from previous contracts similar to the scope of this RFP. Specifically any state departments of corrections or large city/county corrections operations should be clearly identified with references. *The Offeror must show at least one (1) year experience providing services related to Offender Employment Services utilizing Work Opportunity Tax Credit, otherwise the Offeror shall be rejected.*

Interviews, Presentations and Demonstrations

The evaluation committee may require an Offeror to interview with the evaluation committee regarding their Proposal. Such presentation, demonstrations, and interviews provide the Offeror with an opportunity to clarify its Proposal and to ensure a mutual understanding of the RFP content. These presentations, demonstrations, and interviews will be scheduled at the convenience and discretion of the evaluation committee. This phase of the evaluation is not an opportunity for the Offeror to engage in any negotiations over the form of the Proposal or required scope of the work.

The evaluation committee will not numerically rank interviews, demonstrations, and presentations. Rather, the evaluation committee may decide to revise existing Proposal evaluations based on the interviews, demonstrations and presentations.

Financial Ability

The evaluation committee may insist that an Offeror submit financial documents for the past three (3) years if the evaluation committee is concerned that an Offeror may not have the financial ability to carry out the Contract. This is not an essential element of the initial evaluation phase, but may be requested at any time. If the evaluation committee finds that the Offeror is not a viable going concern they may reject the Proposal despite its other merits.

Contract Negotiations

The final phase of the evaluation process may be Contract negotiations. The evaluation committee will schedule all negotiations. The selected Offeror(s) must negotiate in good faith. The evaluation committee may conduct negotiations with any Offeror who submits a competitive Proposal, but the evaluation committee may limit discussions to specific aspects of the RFP. Neither the Committee, nor an Offeror, may disclose to another Offeror a priced Proposal or any other material information derived from competing Proposals. The Offeror as described below will reduce any oral modification of a Proposal to writing.

It is entirely within the discretion of the evaluation committee whether to permit negotiations. An Offeror must not submit a Proposal assuming that there will be an opportunity to negotiate any aspect of the Proposal. The evaluation committee is free to limit negotiations to particular aspects of any Proposal, to limit the potential Contractors with whom the evaluation committee wants to negotiate, or to dispense with negotiations entirely. The evaluation committee will normally negotiate to correct deficiencies in the selected Offeror's Proposal. If negotiations fail with the selected Offeror, the evaluation committee may negotiate with the next Offeror in highest point ranking. Alternatively, the committee may decide that it is in the best interests of ODRC to negotiate with all the remaining potential Contractors to determine if negotiations lead to an adjustment in the ranking of the remaining potential Contractors.

From the opening of the Proposals to the award of the Contract, everyone working on behalf of ODRC to evaluate the Proposals will seek to limit access to information contained in the Proposals solely to those people with a need to know the information. They will also seek to keep this information away from other potential Contractors, and the Evaluation Committee will not be allowed to tell one Offeror about the contents of another Offeror's Proposal in order to gain a negotiating advantage.

ODRC may disqualify from consideration any Offeror that seeks to gain access to the contents of another Offeror's Proposal.

Any negotiated changes will be reduced to writing and become part of the Contract. The Offeror will submit a signed, written notice of negotiated changes to the evaluation committee within five business days. If the evaluation committee accepts the change, the committee will give the Offeror written notice of the Committee's acceptance. The negotiated changes to the successful offer will become a part of the Contract.

Failure to Negotiate

If an Offeror fails to provide the necessary information for negotiations in a timely manner, or fails to negotiate in good faith, ODRC may terminate negotiations with that Offeror.

Contract Award

It is the intent of ODRC, as a result of this RFP, to make an award to one Contractor for required services. The contract will be awarded to the Offeror whose Proposal provides the best value to the ODRC.

In awarding the Contract, ODRC will issue an award letter to the selected Contractor. The Contract will not be binding on ODRC until the ODRC's duly authorized representatives sign the Contract and all other prerequisites identified in the Contract have occurred. The selected Offeror will receive an executed copy of the Contract.

Contract

If this RFP results in a Contract award, the Contract will include this RFP, written amendments to this RFP, the Contractor's Proposal, and written, authorized amendments to the Contractor's Proposal. These Contract elements will be incorporated into the Purchase Contract provided in Attachment Five. The Contract may also include any materials incorporated by reference in the above documents. The general terms and conditions for the Contract are contained in the Purchase Contract. If there are conflicting provisions between the documents that make up the Contract, the order of preference for the documents is as follows:

1. The Contract;
2. This RFP, as addended;
3. The documents and materials incorporated by reference in the RFP;
4. The Contractor's Proposal, as amended; and
5. The documents and materials incorporated by reference in the Contractor's Proposal.

Notwithstanding the order listed above, amendments issued after the Contract is executed may expressly change the provisions of the Contract. If they do so expressly, then the most recent amendment will take precedence over anything else that is part of the Contract.

Compliance with Required Contract Documentation

The below listed, required documentation will ONLY be completed if Offeror is awarded a contract. The documentation is required per the terms and conditions of the Service Contract set forth in Attachment Five. The Offeror must submit the documentation prior to signing the Contract.

The mandatory documents are listed below but, may not be inclusive of other ODRC contract requirements.

1. Signed Acknowledgement of Receipt of the Standards of Conduct for Contractors, Volunteers and Interns
2. Equal Employment Opportunity, Affirmative Action Program
3. Certificate of Liability of Insurance
4. Bureau of Worker's Compensation Certificate
5. Ohio Shared Services Vendor Forms

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PART SIX: PROPOSAL EVALUATION CRITERIA

Proposal Evaluation Criteria

In the Proposal evaluation phase, the evaluation committee will rate the Proposals submitted in response to this RFP based on the following criteria and points assigned to each criterion:

<i>Proposal Requirements</i>	<i>Does Not Meet</i>	<i>Meets</i>		<i>Total Score</i>
Cover Letter	0	1		
Offeror Profile Summary, Attachment One	0	1		
Statement of Compliance, Attachment Three	0	1		
Contract Performance, Attachment Four	0	5		
W-9 Form Completed in Blue Ink	0	1		
<i>Company Experience</i>	<i>Does Not Meet</i>	<i>Meets</i>	<i>Exceeds</i>	<i>Total Score</i>
1 Year minimum	Reject	5	10	
<i>Scope of Work</i>	<i>Does Not Meet</i>	<i>Meets</i>	<i>Exceeds</i>	<i>Total Score</i>
1. Design and maintain a custom database of felon friendly employers for the APA.	0	5 Experience 1 year	10 Experience 1+ years	
2. Allow access to the above database to the APA for the purpose of providing employer leads to offenders.	0	5 Experience 1 year	10 Experience 1+ years	
3. Provide direct employment services to all APA offenders to include job leads specific to the education and skill set of a particular offender.	0	5 Experience 1 year	10 Experience 1+ years	
4. Assist employers who hire qualified offenders in securing the work opportunity tax credit.	0	5 Experience 1 year	10 Experience 1+ years	
5. Provide initial and ongoing training to APA staff members regarding this Project in person or via webinar.	0	5 Experience 1 year	10 Experience 1+ years	
6. Establish and maintain a positive working relationship with the WOTC Coordinator for the State of Ohio.	0	5 Experience 1 year	10 Experience 1+ years	
7. Provide data and reports regarding offender employment to the APA to measure program success.	0	5 Experience 1 year	10 Experience 1+ years	
8. Provide a MINIMUM of one viable prospective named employer who shows a willingness to hire ODRC's ex-offenders and demonstrate an ongoing supply of such employers.	0	5 Experience 1 year	10 Experience 1+ years	

9. Offeror must submit a detailed "Work Plan" describing the following criteria: enrollment and matching process; employer outreach; tools and methodology; and implementation of Project.	0	5	15	
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ATTACHMENT ONE: COST SUMMARY

My proposed firm fixed cost per month for all of the services included in this RFP for the time period of April 1, 2013 through June 30, 2013 (initial term) is \$_____.

I attest that I am a representative of the organization listed in this Proposal and have the authority to bind the Offeror to provide the services included in this RFP for the monthly fee as indicated above for the time period specified above.

I agree to provide Offender Employment Services utilizing Work Opportunity Tax Credit (WOTC) Services to the Ohio Department of Rehabilitation and Correction as specified in the Scope of Work included in this Request for Proposal.

Printed Name: _____

Signature: _____

Email Address: _____

Payment Address:

Name/Organization: _____

Address: _____

City, State, Zip Code: _____

Date: _____

Provide the name, mailing address, email address and telephone number of the primary point of contact for the contract period:

Printed Name:	
Mailing Address:	
Email Address:	
Telephone/Fax #'s:	

ATTACHMENT TWO: OFFEROR PROFILE SUMMARY

Business Name:	Contact Person:	
Business Address:	Phone Number:	
Project Name:	Beginning Date of Contract: Month/Year	Ending Date of Contract: Month/Year
Description of related services provided:		

Business Name:	Contact Person:	
Business Address:	Phone Number:	
Project Name:	Beginning Date of Contract: Month/Year	Ending Date of Contract: Month/Year
Description of related services provided:		

Business Name:	Contact Person:	
Business Address:	Phone Number:	
Project Name:	Beginning Date of Contract: Month/Year	Ending Date of Contract: Month/Year
Description of related services provided:		

ATTACHMENT THREE: STATEMENT OF COMPLIANCE

ODRC Purchase Contract

_____, Offeror, acknowledges to having read, understood, and agrees to the Purchase Contract as set forth in Attachment Five. Offeror is able to contractually comply with all the terms and conditions set forth in the Purchase Contract. If there are any such terms and conditions which Offeror is unable to contractually comply, the Offeror must provide a detailed statement attached to Attachment Three as to the reason(s) such term and or condition cannot be met.

By: _____

Print Name: _____

Title: _____

Organization Name: _____

Date: _____

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ATTACHMENT FOUR: CONTRACT PERFORMANCE

The Offeror must provide the following information for this attachment completion for the past seven years. Please indicate yes or no in each column.

Yes/No	Description
	The Offeror has had a contract terminated for default or cause. If so, the Offeror must submit full details, including the other party's name, address, and telephone number.
	The Offeror has been assessed any penalties in excess of five thousand dollars (\$5,000), including liquidated damages, under any of its existing or past contracts with any organization (including any governmental entity). If so, the Offeror must provide complete details, including the name of the other organization, the reason for the penalty, and the penalty amount for each incident.
	The Offeror was the subject of any governmental action limiting the right of the Offeror to do business with that entity or any other governmental entity.
	Trading in the stock of the company has been suspended. If so, the Offeror must submit full details including the date(s) and explanation(s).
	The Offeror, any officer of the Offeror, or any owner of a twenty percent interest or greater in the Offeror has filed for bankruptcy, reorganization, a debt arrangement, moratorium, or any proceeding under any bankruptcy or insolvency law, or any dissolution or liquidation proceeding.
	The Offeror, any officer of the Offeror, or any owner with a twenty percent interest or greater in the Offeror has been convicted of a felony or is currently under indictment on any felony charge.

If the answer to any item is affirmative, the Offeror must provide complete background details about the matter. While an affirmative answer to any of these items will not automatically disqualify a Offeror from consideration, at the sole discretion of the Evaluation Committee, such an answer and a review of the background details may result in a rejection of the Bid. The Evaluation Committee will make this decision based on its determination of the seriousness of the matter, the matter's possible impact on the Offeror's performance on the Project, and the best interests of the ODRC.

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ATTACHMENT FIVE: SERVICE CONTRACT

FOR OFFICE USE ONLY:

Contract No.	Fund	ALI
Dept.	Program	OAKS Vendor ID No.

**PURCHASE CONTRACT
BETWEEN THE
OHIO DEPARTMENT OF REHABILITATION AND CORRECTION**

AND

THIS AGREEMENT is made and entered into effective _____, 2009 by and between the **Ohio Department of Rehabilitation and Correction**, (hereinafter collectively referred to as "Agency"), located at _____ and _____ (hereinafter referred to as "Contractor"), located at _____ (hereinafter referred to as "Contract");

WHEREAS, Agency desires to engage Contractor to provide Offender Employment Services utilizing Work Opportunity Tax Credit (WOTC) Services;

WHEREAS, pursuant to Section 5120.09 of the Ohio Revised Code, Agency may enter into agreements with Contractors to effectuate the purposes for which Agency was created;

WHEREAS, Contractor desires to provide such services and/or such goods in accordance with the terms and conditions prescribed by Agency; and

NOW, THEREFORE, in consideration of the mutual promises, covenants, and agreements set forth herein, the parties hereto agree as follows:

ARTICLE 1: NATURE OF CONTRACT

- 1.1 Contractor shall be employed as an independent Contractor, to fulfill the terms of this Agreement. It is specifically understood that the nature of the services and/or goods to be rendered under this Agreement are of such a personal nature that Agency is the sole judge of the adequacy of such services and/or goods. Agency thus reserves the right to cancel this Agreement should Agency at any time be dissatisfied with Contractor's performance of its duties under this Agreement.
- 1.2 Agency enters into this Agreement in reliance upon Contractor's representations that it has the necessary expertise and experience to perform its obligations hereunder, and Contractor warrants that it does possess the necessary expertise and experience.
- 1.3 Contractor shall provide services and/or goods and Agency shall not hire, supervise, or pay any assistants to Contractor in its performance under this Agreement. Agency shall not be required to provide any training to Contractor to enable it to provide services and/or goods required hereunder.

- 1.4 In the event of a cancellation by Agency, Contractor shall be reimbursed in accordance with Article VI., Termination of Contractor's Services and/or Goods. All provisions of this Agreement relating to "confidentiality" shall remain binding upon Contractor in the event of cancellation.
- 1.5 Agency may, from time to time, communicate specific instructions and requests to Contractor concerning the performance of the work described in this Contract. Upon such notice and within ten (10) days after receipt of instructions, Contractor shall comply with such instructions and fulfill such requests to Agency's satisfaction. It is expressly understood by the parties that these instructions and requests are for the sole purpose of performing the specific tasks requested to ensure satisfactory completion of the work described in this Contract. The management of the work, including the exclusive right to control or direct the manner or means by which the work is performed, remains with the Contractor. Agency retains the right to ensure that Contractor's work is in conformity with the terms and conditions of this Contract. It is fully understood and agreed that Contractor is an independent contractor and neither Contractor nor its personnel shall at any time, or for any purpose, be considered as agents, servants, or employees of Agency or the State of Ohio.

ARTICLE 2: SCOPE OF SERVICES AND/OR GOODS

- 2.1 If the purchase was not solicited, the Contractor shall provide

If additional space is needed, then attach an additional page headed "Continuation of 2.1" which is attached hereto and incorporated herein.)

- If solicited, the solicitation [**Enter bid number**] documents, which describe the goods and/or services to be provided and the payment terms which are attached hereto and incorporated herein.
- 2.2 The Contractor's Agency contact person for this Contract is [**Enter DRC contract monitor**] who is responsible for overseeing compliance of the terms and conditions of this Contract and must verify and account for expenditures of state funds resulting from Contractor's provision of services and/or goods.
 - 2.3 Contractor shall not discuss or disclose with any non-party any information or material obtained pursuant to its obligations under this Contract without the prior written consent of Agency.
 - 2.4 Due to institutional security requirements, available hours to provide services and/or goods may be limited by inmate availability. In that event, the Contractor and Agency will negotiate a mutually agreeable schedule to provide services and/or goods.

ARTICLE 3: TIME OF PERFORMANCE

- 3.1 This Contract shall remain in effect until the work described in Article II, Scope of Services and/or Goods, is completed to the satisfaction of Agency and until Contractor is paid in accordance with Article IV, Compensation, or until terminated as provided in Article VI, Termination of Contractor's Services and/or Goods, whichever is sooner.
- 3.2 As the current General Assembly cannot commit a future General Assembly to expenditure, this Contract shall expire on **June 30, 2013**.

Prior to expiration of the original term or any renewed term, Agency may renew this Contract on the same terms and conditions by giving notice as set forth in Article 18 of this Contract. Such renewal shall begin upon the expiration of the original term or any renewed term, as applicable, and expire as set forth in an Amendment to this Contract.

3.3 It is expressly agreed by the parties that none of the rights, duties, and obligations herein shall be binding on either party if award of this Contract would be contrary to the terms of Ohio Revised Code (“O.R.C.”) Section 3517.13 (campaign contribution), O.R.C. Section 127.16 (controlling board), or O.R.C. Chapter 102 (public officers – ethics).

ARTICLE 4: COMPENSATION

4.1 Agency shall pay Contractor for services and/or goods rendered a total amount of \$_____.

4.2 The total amount due was computed according to the following payment schedule:

4.3 Contractor shall submit an invoice for the compensation incurred consistent with Section 4.2 above, and each invoice shall contain a description of the services and/or goods provided and total amount due. Upon receipt and approval of the invoice by Agency, a voucher for payment shall be processed.

4.4 Invoice Requirements. The Contractor must submit an original invoice with three copies (3) copies to the office designated in the purchase order as the “bill to” address. To be a proper invoice, the invoice must include the following information:

4.4.1 The purchase order number authorizing the delivery of goods or services. A description of what the Contractor delivered, including, as applicable, the time period, serial number, unit price, quantity, and total price of the goods and services. If an authorized dealer has fulfilled the purchase order, then the dealer’s information should be supplied in lieu of the Contractor’s information.

4.5 Payment Due Date. Payments under this Contract will be due on the 30th calendar day after the later of:

4.5.1 The date of actual receipt of a proper invoice in the office designated to receive the invoice, or the date the service is delivered and accepted in accordance with the terms of this Contract.

4.5.2 The date of the warrant issued in payment will be considered the date payment is made. Interest on late payments will be paid in accordance with Ohio Revised Code Section 126.30.

4.6 Any travel that the Contractor requires to perform its obligations under this Contract will be at the Contractor’s expense. The State will pay for any additional travel that it requests only with prior written approval and in accordance with OBM’s travel policy in Rule 126-1-02 of the Ohio Administrative Code. It is understood that Section (G) of Rule 126-1-02 does not apply.

ARTICLE 5: CERTIFICATION OF FUNDS

It is expressly understood and agreed by the parties that none of the rights, duties, and obligations described in this Contract shall be binding on either party until all relevant statutory provisions of the O.R.C., including, but not limited to, O.R.C. Section 126.07, have been complied with, and until such time as all necessary funds are available or encumbered and, when required, such expenditure of funds is approved by the Controlling Board of the State of Ohio, or in the event that grant funds are used, until such time that Agency gives Contractor written notice that such funds have been made available to Agency by Agency’s funding source.

ARTICLE 6: TERMINATION OF CONTRACTOR'S SERVICES AND/OR GOODS

- 6.1 Agency may, at any time prior to the completion of services and/or delivery of all goods by Contractor under this Contract suspend or terminate this Contract with or without cause by giving written notice to Contractor.
- 6.2 Contractor, upon receipt of notice of suspension or termination, shall cease work on the suspended or terminated activities under this Contract, suspend or terminate all subcontracts relating to the suspended or terminated activities, take all necessary or appropriate steps to limit disbursements and minimize costs, and, if requested by Agency, furnish a report, as of the date of receipt of notice of suspension or termination, describing the status of all work under this Contract, including, without limitation, results, conclusions resulting therefrom, and any other matters Agency requires.
- 6.3 Contractor shall be paid for services and/or goods provided up to the date Contractor received notice of suspension or termination, less any payments previously made, provided Contractor has supported such payments with detailed factual data containing services and/or goods provided and hours worked. In the event of suspension or termination, any payments made by Agency for which Contractor has not provided services and/or goods shall be refunded.
- 6.4 In the event this Contract is terminated prior to its completion, Contractor, upon payment as specified, shall deliver to Agency all work products and documents which have been prepared by Contractor in the course of providing services and/or goods under this Contract. All such materials shall become and remain the properties of Agency, to be used in such manner and for such purpose as Agency may choose.
- 6.5 Contractor agrees to waive any right to, and shall make no claim for, additional compensation against Agency by reason of such suspension or termination.
- 6.6 Contractor may terminate this Contract upon 90 days prior written notice to Agency.
- 6.7 The Contractor and Agency may terminate this Contract upon mutual written agreement, within a mutually agreeable time period.
- 6.8 A Contractor who breaches this Contract or fails to perform on this Contract may be precluded from being awarded any subsequent contract for the same or similar services and/or goods for up to two (2) years after the termination of this Contract, for cause, by Agency.

ARTICLE 7: RELATIONSHIP OF PARTIES

- 7.1 Agency and Contractor agree that, during the term of this Contract, Contractor shall be engaged by Agency solely on an independent contractor basis, and Contractor shall therefore be responsible for all Contractor's business expenses, including, but not limited to, employees' wages and salaries, insurance of every type and description, and all business and personal taxes, including income and Social Security taxes and contributions for Workers' Compensation and Unemployment Compensation coverage, if any.
- 7.2 Contractor agrees to comply with all applicable federal, state and local laws, rules, regulations and ordinances in the conduct of the work hereunder.
- 7.3 While Contractor shall be required to provide services and/or goods described hereunder for Agency during the term of this Contract, nothing herein shall be construed to imply, by reason of Contractor's engagement hereunder on an independent contractor basis, that Agency shall have or may exercise any right of control over Contractor with regard to the manner or method of Contractor's provision of services and/or goods hereunder.
- 7.4 Except as expressly provided herein, neither party shall have the right to bind or obligate the other party in any manner without the other party's prior written consent.

- 7.5 License number _____. The Contractor will maintain any professional licensing required to fulfill the Contract.
- 7.6 The Contractor recognizes the security requirements for entering Agency's facilities and acknowledges receipt of the "Standards of Conduct for Contractor" (DRC 4376). The Contractor agrees to comply with these standards and with safety rules and procedures. Due to institutional security requirements, the Agency staff may require the Contractor to document when the Contractor or any subcontractor is on state property.
- 7.7 The Contractor understands and agrees that Agency expressly reserves the right to conduct a background investigation on the Contractor, subcontractor, assistants and any employee required to provide services and or goods. An unacceptable background history may, at Agency's discretion, be grounds to terminate the Contract or reject any unacceptable subcontractors or other individuals providing services and/or goods under the Contract.
- 7.8 Any misrepresentation or omission of a material fact concerning the Contractor's qualifications and fitness to provide services and/or goods under this Contract may be grounds for termination, as may be determined within the discretion of the Agency.

ARTICLE 8: RECORD KEEPING

During performance of this Contract and for a period of three years after its completion, Contractor shall maintain auditable records of all charges pertaining to this Contract and shall make such records available to Agency as Agency may reasonably require.

ARTICLE 9: RELATED AGREEMENTS

- 9.1 The work contemplated in this Contract is to be performed by Contractor, who may subcontract without Agency's approval for the purchase of articles, supplies, components, or special mechanical services that do not involve the type of work or services and/or goods described in Article II, Scope of Services and/or Goods, but which are required for its satisfactory completion. Contractor shall not enter into other subcontracts without prior written approval by Agency. All work subcontracted shall be at Contractor's expense.
- 9.2 Contractor shall bind its subcontractors to the terms of this Contract, so far as applicable to the work of the subcontractor, and shall not agree to any provision which seeks to bind Agency to terms inconsistent with, or at variance from, this Contract.
- 9.3 Contractor warrants that it has not entered into, nor shall it enter into, other agreements, without prior written approval of Agency, to perform substantially identical work for the State of Ohio such that the product contemplated hereunder duplicates the work called for by the other agreements.
- 9.4 Contractor shall furnish to Agency a list of all subcontractors, their addresses, their principal location of business, tax identification numbers, and the dollar amount of each subcontract.

ARTICLE 10: CONFLICTS OF INTEREST AND ETHICS COMPLIANCE

- 10.1 No personnel of Contractor or member of the governing body of any locality or other public official or employee of any such locality in which, or relating to which, the work under this Contract is being carried out, and who exercise any functions or responsibilities in connection with the review or approval of this Contract or carrying out of any such work, shall, prior to the completion of said work, voluntarily acquire any personal interest, direct or indirect, which is incompatible or in conflict with the discharge and fulfillment of his or her functions and responsibilities with respect to the carrying out of said work.
- 10.2 Any such person who acquires an incompatible or conflicting personal interest, on or after the effective date of this Contract, or who involuntarily acquires any such incompatible or conflicting

personal interest, shall immediately disclose his or her interest to Agency in writing. Thereafter, he or she shall not participate in any action affecting the work under this Contract, unless Agency shall determine in its sole discretion that, in the light of the personal interest disclosed, his or her participation in any such action would not be contrary to the public interest.

- 10.3 Contractor represents, warrants, and certifies that it and its employees engaged in the administration or performance of this Contract are knowledgeable of, understand, and currently in compliance with the Ohio Ethics and Conflicts of Interest laws and Executive Order No. 2007-01S. Contractor further represents, warrants, and certifies that neither Contractor nor any of its employees will do any act that is inconsistent with such laws and Executive Order. The Contractor understands that failure to comply with Executive Order 2007-01S is, in itself, grounds for termination of this Contract and may result in the loss of other contracts or grants with the State of Ohio. The Governor's Executive Orders may be found by accessing the following website:
<http://governor.ohio.gov/GovernorsOffice/ExecutiveOrdersDirectives/tabid/105/Default.aspx>.

ARTICLE 11: NONDISCRIMINATION OF EMPLOYMENT

- 11.1 Pursuant to O.R.C. Section 125.111, Contractor agrees that Contractor, any subcontractor, and any person acting on behalf of Contractor or a subcontractor, shall not discriminate, by reason of race, color, religion, sex, age, national origin, or disability against any citizen of this state in the employment of any person qualified and available to perform the work under this Contract.
- 11.2 Contractor further agrees that Contractor, any subcontractor, and any person acting on behalf of Contractor or a subcontractor shall not, in any manner, discriminate against, intimidate, or retaliate against any employee hired for the performance of work under this Contract on account of race, color, religion, sex, age, national origin, or disability.
- 11.3 The O.R.C. section 125.111 requires any Contractor doing business with the state of Ohio to maintain a written affirmative action program addressing employment practices. The law further requires that this plan be filed annually with the Department of Administrative Services, Equal Employment Opportunity Division.
- 11.4 Contractor and any subcontractor shall not engage in discriminatory employment practices. Contractor certifies that it and any subcontractor will comply with all applicable federal and state laws, as well as rules and regulations governing fair labor and employment practices. Contractor and any subcontractor are encouraged to purchase goods and services from certified Minority Business Enterprise and Encouraging Diversity, Growth and Equity vendors.

ARTICLE 12: RIGHTS IN DATA AND COPYRIGHTS/PUBLIC USE

- 12.1 Agency shall have unrestricted authority to reproduce, distribute and use (in whole or in part) any reports, data or materials prepared by Contractor pursuant to this Contract. No such documents or other materials produced (in whole or in part) with funds provided to Contractor by Agency shall be subject to copyright by Contractor in the United States or any other country.
- 12.2 Contractor agrees that all deliverables hereunder shall be made freely available to the general public to the extent permitted or required by law.

ARTICLE 13: LIABILITY

- 13.1 Contractor agrees to indemnify and to hold Agency and the State of Ohio harmless and immune from any and all claims for injury or damages arising from this Contract which are attributable to Contractor's own actions or omissions or those of its trustees, officers, agents, employees, subcontractors, suppliers, third parties utilized by Contractor, or joint ventures while acting under this Contract. Such claims shall include any claims made under the Fair Labor Standards Act or under any other federal or state law involving wages, overtime, or employment matters and any claims involving patents, copyrights, and trademarks.
- 13.2 Contractor shall bear all costs associated with defending Agency and the State of Ohio against any claims.
- 13.3 In no event shall either party be liable to the other party for indirect, consequential, incidental, special, or punitive damages, or lost profits.
- 13.4 Contractor agrees, at its own cost, to procure and continue in force at all times during the term of the Contract, general liability insurance with a \$2,000,000 annual aggregate and a \$1,000,000 per occurrence limit for bodily injury, personal injury, wrongful death and property damage. The defense cost shall be outside of the policy limits. Such policy shall designate the State of Ohio and the Ohio Department of Rehabilitation and Correction as an Additional Insured. The policy shall also be endorsed to include a waiver of subrogation and provide the state with thirty (30) day written notice of cancellation or expiration or material change. It is agreed upon that the Contractor's commercial general liability insurance shall be primary over any other coverage. Umbrella/excess liability insurance may be used to meet the required limits and the coverage must follow form. The state reserves the right to approve all policy deductibles, levels of self-insured retention, captive insurance programs and may require the Contractor to have their policy(s) endorsed to reflect per project/per location general aggregate limits. Such insurance shall be written by a company authorized to conduct such business in the State of Ohio, with at least an A- "Excellent" rating from A.M. best Company.
The requirement to procure general liability insurance may be reduced/waived/self-insured with the prior written consent of the Agency's Division of Legal Services since certain contractors have potentially less or no exposure in liability depending on the nature of their work under the Contract.
- 13.5 Contractor agrees, at its own cost, to maintain workers' compensation as required by Ohio law and in compliance with the Ohio Bureau of Workers' Compensation.

ARTICLE 14: COMPLIANCE WITH LAWS

Contractor, in the execution of duties and obligations under this Contract, agrees to comply with all applicable federal, state and local laws, rules, regulations and ordinances.

ARTICLE 15: DRUG FREE WORKPLACE

Contractor agrees to comply with all applicable federal, state and local laws regarding smoke-free and drug-free work places and shall make a good faith effort to ensure that none of its employees or permitted subcontractors engaged in the work being performed hereunder purchase, transfer, use, or possess illegal drugs or alcohol, or abuse prescription drugs in any way.

ARTICLE 16: CAMPAIGN CONTRIBUTIONS

Contractor hereby certifies that all applicable parties listed in Division (I) (3) or (J) (3) of O.R.C. Section 3517.13 are in full compliance with Divisions (I) (1) and (J) (1) of O.R.C. Section 3517.13.

ARTICLE 17: ENTIRE AGREEMENT/WAIVER

- 17.1 This Contract contains the entire agreement between the parties hereto and shall not be modified, amended or supplemented, or any rights herein waived, unless specifically agreed upon in writing by the parties hereto.
- 17.2 This Contract supersedes any and all previous agreements, whether written or oral, between the parties.
- 17.3 A waiver by any party of any breach or default by the other party under this Contract shall not constitute a continuing waiver by such party of any subsequent act in breach of or in default hereunder.

ARTICLE 18: NOTICES

All notices, consents, and communications hereunder shall be given in writing, shall be deemed to be given upon receipt thereof, and shall be sent to the addresses first set forth above.

ARTICLE 19: HEADINGS

The headings in this Contract have been inserted for convenient reference only and shall not be considered in any questions of interpretation or construction of this Contract.

ARTICLE 20: SEVERABILITY

The provisions of this Contract are severable and independent, and if any such provision shall be determined to be unenforceable in whole or in part, the remaining provisions and any partially enforceable provision shall, to the extent enforceable in any jurisdiction, nevertheless be binding and enforceable.

ARTICLE 21: CONTROLLING LAW

This Contract and the rights of the parties hereunder shall be governed, construed, and interpreted in accordance with the laws of the State of Ohio and only Ohio courts shall have jurisdiction over any action or proceeding concerning the Contract and/or performance thereunder.

ARTICLE 22: ASSIGNMENT / DELEGATION

The Contractor will not assign any of its rights nor delegate any of its duties and responsibilities under this Contract without prior written consent of the State. Any assignment or delegation not consented to may be deemed void by the State.

ARTICLE 23: FINDINGS FOR RECOVERY

Contractor warrants that it is not subject to an "unresolved" finding for recovery under O.R.C. Section 9.24. If this warranty is found to be false, this Contract is void *ab initio* and Contractor shall immediately repay to Agency any funds paid under this Contract.

ARTICLE 24: DEBARMENT

Contractor represents and warrants that it is not debarred from consideration for contract awards by the Director of the Department of Administrative Services, pursuant to either O.R.C. Section 153.02 or O.R.C. Section 125.25. If this representation and warranty is found to be false, this Contract is void *ab initio* and Contractor shall immediately repay to Agency any funds paid under this Contract.

ARTICLE 25: FORCE MAJEURE

If the Agency or Contractor is unable to perform any part of its obligations under this Contract by reason of force majeure, the party will be excused from its obligations, to the extent that its performance is prevented by force majeure, for the duration of the event. The party must remedy with all reasonable dispatch the cause preventing it from carrying out its obligations under this Contract. The term "force majeure" means without limitation: acts of God; such as epidemics; lightning; earthquakes; fires; storms; hurricanes; tornadoes; floods; washouts; droughts; any other severe weather; explosions; restraint of government and people; war; strikes; and other like events; or any cause that could not be reasonably foreseen in the exercise of ordinary care, and that is beyond the reasonable control of the party.

ARTICLE 26: "SWEATSHOP - FREE" PURCHASING

Contractor certifies that all facilities used for the production of the goods or performances of services under this Contract are not sweatshops and are in compliance with applicable domestic labor, employment, health and safety, environmental and building laws. This certification applies to any and all manufacturers, suppliers and/or subcontractors used by the Contractor in furnishing these goods or services.

If DAS receives a complaint alleging non-compliance with this "sweatshop-free" certification, DAS may enlist the services of an independent monitor to investigate allegations of such non-compliance on the part of the Contractor, any sub-contractors or suppliers used by the Contractor in performance of the Contract. If allegations are proven to be accurate, the Contractor will be advised by DAS of the next course of action to resolve the complaint and the Contractor will be responsible for any costs associated with the investigation. Consequences for violating this certification may include, but are not limited to, cancellation of the contract, a finding by the Agency that the Contractor is not a responsible Offeror or a determination that the Contractor is ineligible to receive future contract bid awards. Items that will be considered in an investigation include, but are not limited to standards of wages, occupational safety and work hours.

ARTICLE 27: EXECUTIVE ORDER REQUIREMENTS

The Contractor affirms to have read and understands Executive Order 2010-09S issued by Ohio Governor Ted Strickland and shall abide by those requirements in the performance of this Contract, and shall perform no services required under this Contract outside of the United States. The Executive Order is provided as an attachment and also is available at the following website: (<http://www.governor.ohio.gov/Default.aspx?tabid=1495>).

The Contractor also affirms, understands, and agrees to immediately notify the State of any change or shift in the location(s) of services performed by the Contractor or its subcontractors under this Contract, and no services shall be changed or shifted to a location(s) that are outside of the United States.

ARTICLE 28: TERMINATION, SANCTION, DAMAGES

The State is not obligated and shall not pay for any services provided under this Contract that the Contractor or any of its subcontractors performed outside of the United States. If services are performed outside of the United States, this will be treated as a material breach of the Contract, and Contractor shall immediately return to the State all funds paid for those services.

In addition, if the Contractor or any of its subcontractors perform any such services outside of the United States, the State may, at any time after the breach, terminate this Contract for such breach, upon written notice to the Contractor. If the State terminates the Contract, the State may buy substitute services from a third party, and the State may recover the additional costs associated with acquiring the substitute services.

If the Contractor or any of its subcontractors prepares to perform services, changes or shifts the location(s) of services performed by the Contractor or its subcontractors under this Contract to a location(s) outside of the United States, but no services are actually performed, the Contractor has *[insert number of days not to exceed 30 days]* to change or shift the location(s) of services performed to location(s) within the United States. The State may recover liquidated damages in the amount of *[insert the percentage]* % of the value of the contract for every day past the time permitted to change or shift the location(s).

ARTICLE 29: EXECUTION

This Contract is not binding upon Agency unless executed in full.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed by their duly authorized officers, as of the day and year first written above.

Signature of Contractor:	
Printed Name of Contractor:	Date:

ATTESTATION: I hereby attest that there are sufficient funds available to cover the cost of this Contract:	
Fiscal Officer:	Date:
Warden/Program Manager/Department Head:	Date:

For **purchases of services only**, the following signatures are also required:

Program Administrator:	Date:
Legal Services:	Date:
Deputy Director, Administration:	Date:
Director, Ohio Department of Rehabilitation and Correction:	Date:

ATTACHMENT SIX: Statement of Compliance with Executive Order 2011-12K

CONTRACTOR/SUBCONTRACTOR AFFIRMATION AND DISCLOSURE:

By the signature affixed to this response, the Bidder/Offeror affirms, understands and will abide by the requirements of Executive Order 2011-12K issued by Ohio Governor John R. Kasich. If awarded a contract, the Bidder/Offeror becomes the Contractor and affirms that both the Contractor and any of its subcontractors shall perform no services requested under this Contract outside of the United States. The Executive Order is attached and is available at the following website:

<http://www.governor.ohio.gov/Portals/0/pdf/executiveOrders/EO%202011-12K.pdf>

The Bidder/Offeror shall provide all the name(s) and location(s) where services under this Contract will be performed in the spaces provided below or by attachment. Failure to provide this information as part of the response will deem the Bidder/Offeror not responsive and no further consideration will be given to the response. Bidder/Offeror's offering will not be considered. If the Bidder/Offeror will not be using subcontractors, indicate "Not Applicable" in the appropriate spaces.

1. Principal location of business of Contractor:

(Address)

(City, State, Zip)

Name/Principal location of business of subcontractor(s):

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

2. Location where services will be performed by Contractor:

(Address)

(City, State, Zip)

Name/Location where services will be performed by subcontractor(s):

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

3. Location where state data will be stored, accessed, tested, maintained or backed-up, by Contractor:

(Address)

(Address, City, State, Zip)

Name/Location(s) where state data will be stored, accessed, tested, maintained or backed-up by subcontractor(s):

(Name)

(Address, City, State, Zip)

4. Location where services to be performed will be changed or shifted by Contractor:

(Address)

(Address, City, State, Zip)

Name/Location(s) where services will be changed or shifted to be performed by subcontractor(s):

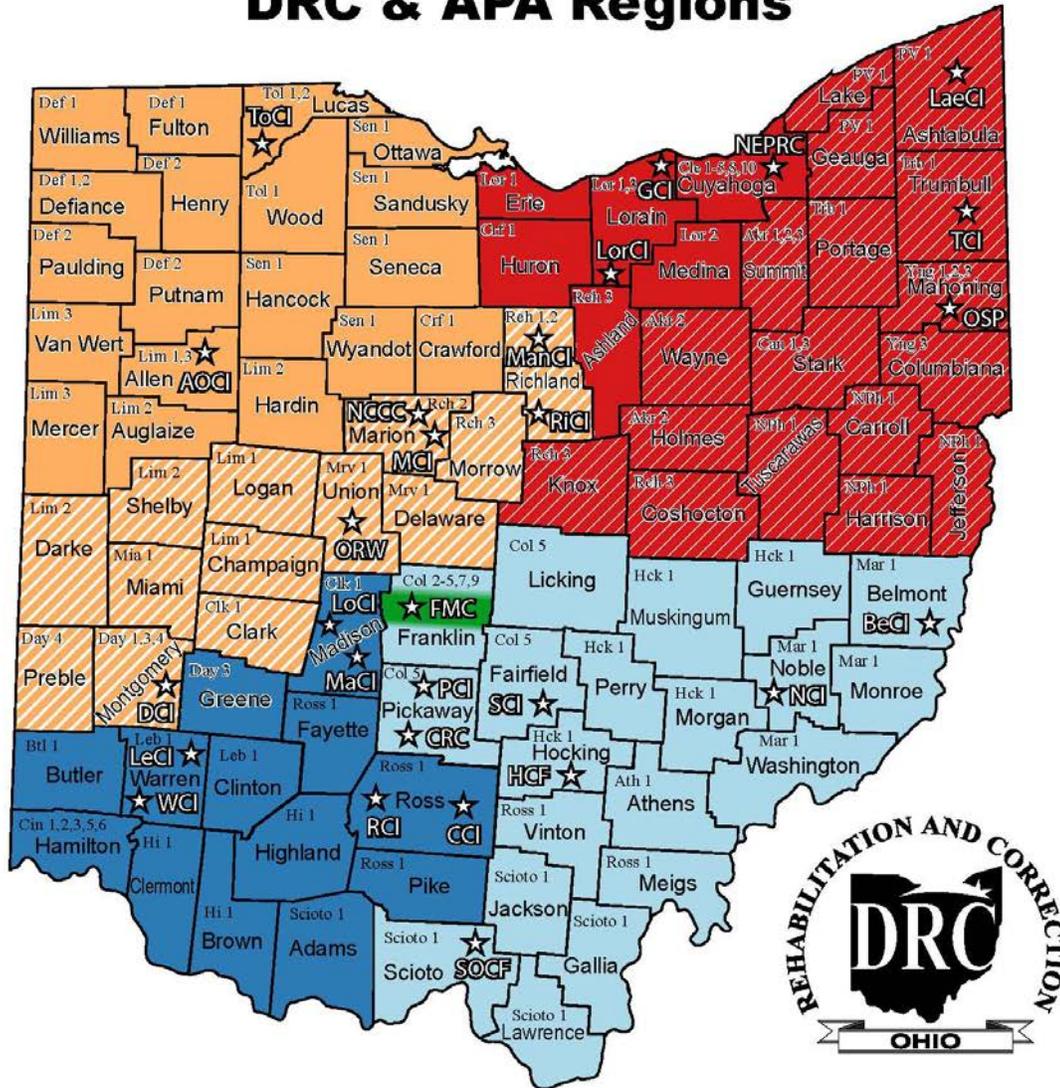
(Name)

(Address, City, State, Zip)

ATTACHMENT SEVEN: APA MAP

Ohio Department of Rehabilitation and Correction
APA Regions Map

DRC & APA Regions



- | | |
|--|--|
| <p>Northeast Region
 LaECI, OSP, TCI, NEPRC, GCI, LorCI
 Todd Ishee, Regional Director
 Charmaine Bracy, Operations Manager
 Steve Vukmer, APA Regional Administrator</p> <p>Northwest Region
 ToCI, AOCI, MCI, NCCC, ORW, RiCI, DCI, ManCI
 Jesse Williams, Regional Director
 Marva Allen, Operations Manager
 Casey Moore, APA Regional Administrator</p> <p>Tina Patrick, APA Regional Administrator</p> | <p>Southeast Region
 BeCI, NCI, SCI/HCF, PCI, CRC, SOCF
 Ed Voorhies, Regional Director
 Bob England, Operations Manager
 Katrina Ransom, APA Regional Administrator</p> <p>Southwest Region
 RCI, CCI, MaCI, LoCI, WCI, LeCI
 Robin Knab, Regional Director
 Mike Bane, Operations Manager
 Teresa Minney, APA Regional Administrator</p> <p>FMC
 Stu Hudson, Chief of Correctional Healthcare</p> |
|--|--|

Regions (11/5/12)

ATTACHMENT EIGHT: ODRC / APA Supervision Workload by Region & County 2012

ADULT PAROLE AUTHORITY REGIONAL WORKFORCE ANALYSIS SEPTEMBER 2012

Notes: 1. Certain kinds of supervision cases are no longer counted in this report as of 1/1/2010
2. This report is a reproduction of CCIS data except for Active Officer Count

ACTIVE OFFICER COUNT (Regional Offices Report)							
	AKRON	CLEVELAND	CINCINNATI	COLUMBUS	LIMA	CHILlicoTHE	TOTAL
PAROLE OFFICERS	68	65	56	74	63	44	370
Active officers are defined as only those with a workload							
DETAILED RELEASE WORKLOAD BY REGION (CCIS Data)							
SUPERVISION TYPE	AKRON	CLEVELAND	CINCINNATI	COLUMBUS	LIMA	CHILlicoTHE	TOTAL
CC	1,871	1,311	688	1,599	2,247	1,737	9,453
CPA	184	128	268	141	117	117	955
CPR	476	264	924	434	364	355	2,817
IPP	47	47	26	62	31	26	239
JUR	308	99	64	298	583	509	1,861
PAR	81	128	101	64	49	18	441
PRC	2,155	3,411	2,717	2,165	1,254	1,039	12,741
PRO	14	5	11	4	24	3	61
TIL	199	15	3	123	126	177	643
SUB TOTAL	5,335	5,408	4,802	4,890	4,795	3,981	29,211
TRC							1,294
RR							7
GRAND TOTAL							30,512
DETAILED SUPERVISION LEVEL BY REGION (CCIS Data)							
SUPERVISION LEVEL	AKRON	CLEVELAND	CINCINNATI	COLUMBUS	LIMA	CHILlicoTHE	TOTAL
VERY HIGH/HIGH	856	1,304	821	763	582	445	4,771
MODERATE	1,635	1,971	1,414	1,539	1,382	1,189	9,130
LOW	2,442	1,921	2,041	2,355	2,660	2,057	13,476
MONITORED	304	145	488	175	97	225	1,434
UNKNOWN	98	67	38	58	74	65	400
SUB TOTAL	5,335	5,408	4,802	4,890	4,795	3,981	29,211
RESIDENTIAL/MONITORED							1,301
GRAND TOTAL							30,512
**Sex Offenders are included in Supervision Levels above (CCIS Data)							
**SEX OFFENDERS	744	923	699	691	585	493	4,135

Compiled by Bureau of Research and Evaluation,
/ R. Craig Bennie, Research Analyst

**DETAILED SUPERVISION WORKLOAD BY REGION AND COUNTY (CCIS DATA)
SEPTEMBER 2012**

	SUPERVISION TYPE										SUPERVISION LEVEL						TOTAL CASES	TOTAL WK UNITS	SEX OFF
	CC	CPA	CPR	IPP	JUR	PAR	PRC	PRO	TIL	TOTAL CASES	VERY HIGH	MODERATE	LOW	MON	U.K.*				
AKRON																			
ASHTABULA	121	16	33	0	9	6	74	0	4	263	31	66	122	39	5	263	567.9	34	
BELMONT	0	0	0	0	0	0	1	1	0	2	1	1	0	0	0	2	2.8	1	
CARROLL	13	0	9	0	2	0	14	0	2	40	7	11	20	0	2	40	87.8	8	
COLUMBIANA	38	11	32	4	7	2	51	0	12	157	17	48	79	11	2	157	367.6	28	
GEAUGA	30	3	14	0	3	1	13	1	3	68	3	13	48	3	1	68	174.3	10	
HARRISON	10	2	4	0	1	0	6	0	0	23	3	5	13	2	0	23	52.4	2	
HOLMES	8	1	0	1	0	2	19	0	1	32	11	12	7	1	1	32	54.7	12	
JEFFERSON	15	7	25	0	5	3	46	2	1	104	18	32	51	2	1	104	234.9	23	
LAKE	38	9	21	1	4	4	92	0	3	172	34	57	74	5	2	172	372.8	36	
MAHONING	798	34	68	11	116	13	206	0	107	1353	112	413	788	32	8	1353	3398.8	66	
PORTAGE	21	5	20	3	3	0	65	0	3	120	16	41	47	14	2	120	261.4	27	
STARK	418	12	80	8	104	19	476	1	30	1128	178	338	536	58	18	1128	2514.2	148	
SUMMIT	100	30	78	13	19	25	767	0	5	1037	298	362	285	66	26	1037	1890.6	211	
TRUMBULL	117	39	80	4	14	3	185	0	19	461	59	133	216	43	10	461	1025.2	61	
TUSCARAWAS	69	6	20	0	16	2	41	6	3	163	25	37	93	5	3	163	370.5	27	
OUTSIDE REGION	75	9	12	2	5	1	99	3	6	212	43	66	63	23	17	212	392.7	50	
REGION TOTAL	1871	184	476	47	308	81	2155	14	199	5335	856	1635	2442	304	98	5335	11375.9	744	
CHILlicothe																			
ADAMS	23	4	18	0	1	0	35	0	1	82	9	28	39	6	0	82	193.6	20	
ATHENS	315	1	6	0	176	1	36	0	46	581	44	184	294	41	18	581	1388.4	17	
BROWN	19	6	28	3	0	0	60	0	4	120	13	35	62	9	1	120	281.1	15	
CLERMONT	29	19	71	4	4	0	107	0	10	244	43	47	110	44	0	244	483.6	40	
CLINTON	23	2	5	1	3	1	49	0	5	89	13	23	50	3	0	89	207.4	24	
FAYETTE	21	1	7	1	2	0	40	0	1	73	8	27	32	6	0	73	171.2	17	
GALLIA	23	3	6	0	7	0	10	0	0	49	3	8	38	0	0	49	128.8	4	
GUERNSEY	33	1	6	0	5	3	30	0	2	80	8	21	49	2	0	80	198	14	
HIGHLAND	95	1	9	0	20	0	40	1	4	170	27	70	71	1	1	170	396.3	20	
HOCKING	99	1	5	0	48	0	19	0	17	188	15	76	94	1	2	188	478	12	
JACKSON	121	0	3	1	30	0	18	0	2	175	10	53	95	16	1	175	430.9	12	
LAWRENCE	16	20	45	0	0	1	32	0	0	114	9	25	77	2	1	114	288.1	13	
MEIGS	28	7	8	0	16	0	13	0	2	74	6	25	39	3	1	74	182.7	15	
MONROE	47	2	3	0	12	0	8	0	1	73	2	13	55	0	3	73	191.9	5	
MORGAN	38	0	0	0	7	0	4	0	4	53	3	23	24	0	3	53	133.1	4	
MUSKINGUM	38	2	12	0	4	2	75	0	4	137	19	39	56	21	2	137	288	22	
NOBLE	45	0	2	0	2	0	4	0	14	67	4	13	48	0	2	67	171.8	5	
PERRY	32	3	1	0	11	1	32	0	3	83	6	31	42	3	1	83	207.9	23	
PIKE	140	3	6	3	19	0	37	0	6	214	29	62	108	14	1	214	490.5	19	
ROSS	76	4	8	5	13	2	98	0	9	215	35	90	73	17	0	215	473.4	38	
SCIOTO	50	15	35	0	16	4	97	0	6	223	20	62	132	8	1	223	551.7	35	
VINTON	57	2	1	1	26	0	11	0	13	111	5	37	68	1	0	111	295	7	
WARREN	14	9	32	3	3	1	89	0	0	151	31	37	66	17	0	151	305.4	49	
WASHINGTON	161	4	17	0	34	0	48	1	12	277	25	65	181	4	2	277	693.8	36	
OUTSIDE REGION	194	7	21	4	50	2	48	1	11	338	58	95	154	6	25	338	715.7	29	
REGION TOTAL	1737	117	355	26	509	18	1039	3	177	3981	445	1189	2057	225	65	3981	8630.6	493	
CINCINNATI																			
BUTLER	79	21	114	2	13	2	287	3	0	521	91	154	199	74	3	521	1063.9	107	
GREENE	23	5	17	2	3	0	113	0	0	163	36	59	56	12	0	163	334	33	
HAMILTON	194	170	588	13	4	60	1192	1	0	2222	356	589	1046	205	26	2222	4796	240	
MIAMI	152	2	15	1	15	0	77	1	0	263	35	99	126	1	2	263	632	39	
MONTGOMERY	168	55	153	4	18	30	912	5	1	1346	266	424	489	164	3	1346	2721.9	231	
PREBLE	45	6	18	1	6	0	20	0	0	96	6	17	67	6	0	96	241.2	9	
OUTSIDE REGION	27	9	19	3	5	9	116	1	2	191	31	72	58	26	4	191	392	40	
REGION TOTAL	688	268	924	26	64	101	2717	11	3	4802	821	1414	2041	488	38	4802	9789	699	
CLEVELAND																			
CUYAHOGA	375	102	186	44	25	100	2799	2	11	3644	963	1391	1139	108	43	3644	7213.5	640	
ERIE	31	2	14	0	2	3	68	0	1	121	31	33	53	2	2	121	243.8	30	
LORAIN	827	15	43	2	64	12	329	2	1	1295	232	410	611	29	13	1295	2894.3	169	
MEDINA	22	5	15	1	2	3	85	0	2	135	21	44	66	4	0	135	312	37	
OUTSIDE REGION	56	4	6	0	6	10	130	1	0	213	57	93	52	2	9	213	412.5	47	
REGION TOTAL	1311	128	264	47	99	128	3411	5	15	5408	1304	1971	1921	145	67	5408	7213.5	923	

* Unknown

**DETAILED SUPERVISION WORKLOAD BY REGION AND COUNTY (CCIS DATA)
SEPTEMBER 2012**

	SUPERVISION TYPE										SUPERVISION LEVEL						TOTAL CASES	TOTAL WK UNITS	SEX OFF
	CC	CPA	CPR	IPP	JUR	PAR	PRC	PRO	TIL	TOTAL CASES	VERY HIGH/HIGH	MODERATE	LOW	MON	U.K.*	TOTAL CASES			
COLUMBUS																			
ASHLAND	51	1	8	0	3	3	24	0	5	95	16	49	28	2	0	95	217.6	21	
CLARK	69	7	24	3	6	5	185	2	2	303	61	87	141	13	1	303	651.9	62	
COSHOCTON	64	1	6	1	13	0	33	0	2	120	10	30	73	7	0	120	295.4	22	
DELAWARE	44	3	8	0	2	0	22	0	3	82	3	14	57	6	2	82	205.8	13	
FAIRFIELD	45	6	18	2	12	2	69	0	2	156	29	37	84	5	1	156	344.3	12	
FRANKLIN	487	93	301	30	112	39	1312	0	56	2430	361	655	1267	117	30	2430	5513.6	296	
KNOX	55	3	7	1	14	1	35	0	1	117	11	19	93	4	0	117	289.6	24	
LICKING	7	6	2	6	1	2	114	0	0	138	25	49	59	5	0	138	307.4	48	
MADISON	12	2	6	1	4	0	19	0	2	46	6	11	28	0	1	46	109.7	9	
MARION	39	8	10	1	6	1	71	0	1	137	26	46	63	2	0	137	307.2	30	
MORROW	42	2	7	0	7	1	19	0	1	79	3	10	65	0	1	79	210.5	15	
PICKAWAY	71	2	9	10	24	2	35	0	26	179	26	52	88	1	12	179	399	15	
RICHLAND	391	4	17	4	41	7	157	0	3	624	145	345	127	5	2	624	1327.6	99	
UNION	109	2	2	0	29	0	13	0	7	162	4	47	107	2	2	162	434.2	12	
WAYNE	1	0	1	0	0	0	1	0	0	3	0	1	1	1	0	3	6.6	0	
OUTSIDE REGION	112	1	8	3	24	1	58	2	12	219	37	87	84	5	6	219	488.8	14	
REGION TOTAL	1599	141	434	62	298	64	2165	4	123	4890	763	1539	2355	175	58	4890	7481.3	691	
LIMA																			
ALLEN	335	12	16	3	60	8	143	4	5	586	58	161	350	12	5	586	1445.3	60	
AUGLAIZE	116	1	3	0	33	0	16	1	7	177	12	47	112	6	0	177	451.2	17	
CHAMPAIGN	167	1	11	0	5	1	44	11	2	242	25	78	130	8	1	242	590.9	28	
CRAWFORD	143	4	12	0	66	0	31	0	21	277	21	66	182	2	6	277	699.4	24	
DARKE	14	6	12	2	2	1	48	0	1	86	12	28	44	2	0	86	203.6	19	
DEFIANCE	172	4	11	1	63	1	40	0	1	293	31	88	161	5	8	293	706.2	23	
FULTON	24	2	7	1	12	1	17	1	0	65	5	21	38	0	1	65	165.7	15	
HANCOCK	31	3	7	1	9	1	52	0	3	107	21	28	56	1	1	107	236.7	16	
HARDIN	130	2	2	0	26	0	34	1	3	198	19	39	124	10	6	198	469.4	19	
HENRY	74	0	6	1	26	0	20	0	4	131	18	45	59	3	6	131	297.2	26	
HURON	99	0	5	1	18	1	40	0	8	172	28	38	100	3	3	172	390.9	20	
LOGAN	192	0	8	0	17	0	49	4	12	282	24	85	173	0	0	282	722.4	38	
LUCAS	101	63	145	15	19	27	411	0	7	788	142	275	362	8	1	788	1792.1	91	
MERCER	27	0	7	1	3	0	10	0	4	52	4	19	27	2	0	52	130.8	11	
OTTAWA	18	0	7	0	2	1	13	0	6	47	7	13	23	0	4	47	102.8	9	
PAULDING	61	4	8	0	19	1	14	0	4	111	5	27	74	2	3	111	286.3	12	
PUTNAM	37	2	7	0	19	1	10	0	1	77	3	17	56	1	0	77	205.4	11	
SANDUSKY	22	3	10	0	7	1	41	0	2	86	10	29	44	1	2	86	206.4	22	
SENECA	155	4	6	0	69	1	44	0	12	291	65	97	127	1	1	291	628.7	27	
SHELBY	56	1	19	1	4	0	64	1	8	154	17	47	76	14	0	154	358.4	32	
VAN WERT	22	0	12	1	9	0	18	1	3	66	8	23	32	0	3	66	155.5	6	
WILLIAMS	111	2	15	0	50	1	23	0	1	203	15	34	139	7	8	203	495.4	22	
WOOD	17	3	19	1	4	0	33	0	2	79	11	22	46	0	0	79	190.4	18	
WYANDOT	16	0	2	0	12	0	13	0	1	44	1	5	37	0	1	44	118.1	5	
OUTSIDE REGION	107	0	7	2	29	2	26	0	8	181	20	50	88	9	14	181	402.4	14	
REGION TOTAL	2247	117	364	31	583	49	1254	24	126	4795	582	1382	2660	97	74	4795	11049.2	585	
	Transitional Control										Residential/Monitored					Risk Reduction			
	1294										1301					7			
STATE TOTAL	9453	955	2817	239	1861	441	12741	61	643	30512	4771	9130	13476	1434	400	30512	55539.5	4135	

* Unknown

Note: "Outside Region" cases are supervised by an officer in the specified region but the offender's address is not in that region. There are a number of explanations.