



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

**REQUIREMENTS CONTRACT: SUDDEN INFANT DEATH PROGRAM: PROVISION OF MANDATED REPORTING AND BEREAVEMENT SUPPORT**

CONTRACT NUMBER: CSP901511

EFFECTIVE DATES: 09/07/10 TO 09/30/11  
Renewal through 9/30/12

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP901511 that opened on 07/21/10. The evaluation of the Proposal responses has been completed. The Offeror listed herein has been determined to be the highest ranking Offeror and has been awarded a Contract for the services listed. The respective Proposal response including, Contract Terms & Conditions, any Proposal amendment, special Contract Terms & Conditions, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Services Contract.

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

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

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

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

Jan Jacobs  
jan.jacobs@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>

ATTACHMENT NINE  
COST AND RATE SUMMARY

Sudden Infant Death Program: Provision of Mandated Reporting and Bereavement Support  
 CSP901511

UNSPSC CATEGORY CODE: 80100000

BUDGET: Maximum \$60,000

OAKS ITEM ID: 18095

Description	*Cost for Project Period Sept. 1, 2010- Sept. 30, 2011	**Cost for Project Period Oct. 1, 2011- Sept. 30, 2012 (Optional renewal)
Deliverables for Project Period Sept. 1, 2010-Sept. 30, 2011		
1. The Contractor shall collaborate with ODH to establish a transition implementation plan and written protocols and procedures to receive reports of infant deaths from coroners within 72 hours of the death; and to notify local health departments of the deaths within 72 hours of receipt of the coroner notice.	\$0	
2. The Contractor shall collaborate with the Ohio Coroners' Association and ODH in preparing and disseminating an annual statewide mailing to all coroners. The mailing will inform coroners of the mandatory reporting established by ORC 313.121; the required forms; and the process for reporting deaths to the contractor.	\$1,375	
3. The Contractor shall collaborate with ODH in preparing and disseminating an annual statewide mailing to all local health departments. The mailing will inform the health departments of the mandatory responsibilities established by ORC 313.121; the process for notification of deaths; bereavement and home visit guidelines; and the process for providing to the contractor feed-back/home visit reports.	\$1,375	
4. The Contractor shall, for each initial report of infant death received, notify the local health department with jurisdiction for the infant's parents' residence; receive feed-back/home visit reports from the local health departments; and maintain the information in a data base.	\$5,950	
5. The Contractor shall provide three, 3-hour trainings targeting public health nurses, social workers, hospital personnel, first responders, caregivers and other professionals working with infants and families. The trainings will be provided free of charge for participants in three locations across the state. The training agenda will include SIDS and sleep-related deaths; racial disparities; bereavement and how to respond to families after an infant death; home visit protocol, and risk reduction and safe sleep guidelines. The Contractor will be responsible for advertising the trainings to the target audience. The location of the trainings, registration announcements, training agenda and materials must be approved by ODH.	\$13,750	
6. The Contractor shall provide technical assistance to the local health departments regarding mandatory responsibilities to offer bereavement support; provide current educational resource materials on SIDS, sleep-related deaths, and bereavement; and contact non-compliant local health departments by letter, telephone or e-mail if feed-back/home visit report is not received within 45 days.	\$8,040	
7. The Contractor shall provide technical assistance to coroners regarding the mandatory responsibilities to report sudden and unexpected infant deaths, including contacting non-compliant coroners by letter, telephone or e-mail to increase compliance.	\$2,820	

ATTACHMENT NINE  
COST AND RATE SUMMARY (CONTINUED)

Description	*Cost for Project Period Sept. 1, 2010- Sept. 30, 2011	**Cost for Project Period Oct. 1, 2011- Sept. 30, 2012 (Optional renewal)
Deliverables for Project Period Sept. 1, 2010-Sept. 30, 2011		
8. The Contractor shall maintain current resource materials on SIDS, sleep-related deaths and bereavement, including a listing of peer support groups, telephone numbers for bereavement support services across the state; and shall make these materials and information available to local health departments. Materials and information shall be made available on a public-accessible website. The costs associated with making the items available on a public-accessible website (servers, domain registration, etc.) are the responsibility of the Offeror and should be accounted for in their cost proposal.	\$12,690	
9. The Contractor shall maintain throughout the contract period an affiliation with the state SIDS organizations such as SIDS Alliance, and national SIDS organizations such as First Candle and CJ Foundation for SIDS.	\$1,500	
10. The Contractor shall provide ODH a quarterly summary report of activities including the receipt and timeliness of initial reports of infant deaths; referrals to local health departments; the receipt and timeliness of feed-back/home visit reports; receipt and timeliness of final diagnosis reports; technical assistance provided; trainings provided and activities to increase compliance. The first quarterly report shall be delivered to ODH by January 1, 2011.	\$1,875	
11. The Contractor shall provide ODH a similar quarterly summary report by April 1, 2011.	\$1,875	
12. The Contractor shall provide ODH a similar quarterly summary report by July 1, 2011.	\$1,875	
13. The Contractor shall provide ODH a similar quarterly summary report by October 1, 2011.	\$1,875	
14. The Contractor shall collaborate with ODH to transition project responsibilities at the end of the project period if the contract is not renewed.	\$1,000	
PROJECT PERIOD SEPTEMBER 1, 2010 THROUGH SEPTEMBER 30, 2011 TOTAL NOT TO EXCEED:	\$56,000	
*Costs are for the project period September 1, 2010 through September 30, 2011. Offerors must include costs for all items and contract periods, including the optional one (1) year renewal period for project period October 1, 2011 through September 30, 2012.		

ATTACHMENT NINE  
COST AND RATE SUMMARY (CONTINUED)

Description	*Cost for Project Period Sept. 1, 2010-Sept. 30, 2011	**Cost for Project Period Oct. 1, 2011-Sept. 30, 2012 (Optional renewal)
Deliverables for Project Period Oct. 1, 2011-Sept. 30, 2012 (Optional renewal)		
1. The Contractor shall collaborate with the Ohio Coroners' Association and ODH in preparing and disseminating an annual statewide mailing to all coroners. The mailing will inform coroners of the mandatory reporting established by ORD 313.121; the required forms; and the process for reporting deaths to the contractor.		\$1,430
2. The Contractor shall collaborate with ODH in preparing and disseminating an annual statewide mailing to all local health departments. The mailing will inform the health departments of the mandatory responsibilities established by ORC 313.121; the process for notification of deaths; bereavement and home visit guidelines; and the process for providing to the contractor feed-back/home visit reports.		\$1,430
3. The Contractor shall, for each initial report of infant death received, notify the local health department with jurisdiction for the infant's parents' residence; receive feed-back/home visit reports from the local health departments; and maintain the information in a data base.		\$6,190
4. The Contractor shall provide three, 3-hour trainings targeting public health nurses, social workers, hospital personnel, first responders, caregivers and other professionals working with infants and families. The trainings will be provided free of charge for participants in three locations across the state. The training agenda will include SIDS and sleep-related deaths; racial disparities; bereavement and how to respond to families after an infant death; home visit protocol, and risk reduction and safe sleep guidelines. The Contractor will be responsible for advertising the trainings to the target audience. The location of the trainings, registration announcements, training agenda and materials must be approved by ODH.		\$14,300
5. The Contractor shall provide technical assistance to the local health departments regarding mandatory responsibilities to offer bereavement support; provide current educational resource materials on SIDS, sleep-related deaths, and bereavement; and contact non-compliant local health departments by letter, telephone or e-mail if feed-back/home visit report is not received within 45 days.		\$8,360
6. The Contractor shall provide technical assistance to coroners regarding the mandatory responsibilities to report sudden and unexpected infant deaths, including contacting non-compliant coroners by letter, telephone or e-mail to increase compliance.		\$2,930
7. The Contractor shall maintain current resource materials on SIDS, sleep-related deaths and bereavement, including a listing of peer support groups, telephone numbers for bereavement support services across the state; and shall make these materials and information available to local health departments. Materials and information shall be made available on a public-accessible website. The costs associated with making the items available on a public-accessible website (servers, domain registration, etc.) are the responsibility of the Offeror and should be accounted for in their cost proposal.		\$13,200
8. The Contractor shall maintain throughout the contract period an affiliation with the state SIDS organizations such as SIDS Alliance, and national SIDS organizations such as First Candle and CJ Foundation for SIDS.		\$1,560
9. The Contractor shall provide ODH a quarterly summary report of activities including the receipt and timeliness of initial reports of infant deaths; referrals to local health departments; the receipt and timeliness of feed-back/home visit reports; receipt and timeliness of final diagnosis reports; technical assistance provided; trainings provided and activities to increase compliance. The first quarterly report shall be delivered to ODH by January 1, 2012.		\$1,950
10. The Contractor shall provide ODH a similar quarterly summary report by		\$1,950



ATTACHMENT NINE  
COST AND RATE SUMMARY (CONTINUED)

11. The Contractor shall provide ODH a similar quarterly summary report by July 1, 2012.		\$1,950
12. The Contractor shall provide ODH a similar quarterly summary report by October 1, 2012.		\$1,950
13. The Contractor shall collaborate with ODH to transition project responsibilities at the end of the project period if the contract is not renewed.		\$1,000
PROJECT PERIOD OCTOBER 1, 2011 THROUGH SEPTEMBER 30, 2012 TOTAL NOT TO EXCEED:		\$58,200
** Project Period costs for October 1, 2011 through September 30, 2012 are being requested in the event a one-year renewal is exercised. The Project Period costs for October 1, 2011 through September 30, 2012 will not be included in the evaluation of the cost summary for this Request for Proposal.		

All costs must be in U.S. Dollars.  
 The State will not be responsible for any costs not identified.  
 There will be no additional reimbursement for travel or other related expenses.

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

BID CONTRACT NO.: CSP901511-1 (09/30/11)

0000010705  
 Sudden Infant Death (SID) Network of Ohio  
 421 Graham Rd., Ste. H  
 Cuyahoga Falls, OH 44221

TERMS: Net 30 Days

Remit To Address

0000010705  
 Sudden Infant Death (SID) Network of Ohio  
 421 Graham Rd., Ste. H  
 Cuyahoga Falls, OH 44221

CONTRACTOR'S CONTACT: Ms. Leslie Redd

Telephone: 330-929-9911  
 Fax: 330-929-0593  
 E-Mail: [leslie@sidsohio.org](mailto:leslie@sidsohio.org)

SUMMARY OF ADMENDMENTS

ADMENDMENT NUMBER	REVISION DATE	DESCRIPTION
1	6/21/11	Renew Contract from 10/1/11 through 9/30/12