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

MANDATORY USE CONTRACT FOR: OUT-OF-CARE HIV/AIDS NEEDS ASSESSMENT

CONTRACT NUMBER: CSP903315 EFFECTIVE DATES: 11/26/14 TO 06/30/17

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP903315 that opened on September 17, 2014. The evaluation of the Proposal responses has been completed. The Offeror listed herein has been determined to be the highest ranking Offeror and has been awarded a Contract for the services listed. The respective Proposal response including, Contract Terms & Conditions, any Proposal amendment, special Contract Terms & Conditions, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Services Contract.

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

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

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

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

Terry Spiropoulos, CPPB
terry.spiropoulos@das.ohio.gov

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

www.ohio.gov/procure

RFP NUMBER CSP903315

OUT-OF-CARE HIV/AIDS NEEDS ASSESSMENT

UNSPSC CATEGORY CODE: 85122200

PRICE SCHEDULE

ITEM I.D.	Deliverable	Price
26596	A. A REVIEW OF THE LITERATURE: Include a summary of the review of the most relevant literature (research papers, professional and academic journals, etc.) in the study report (draft and final versions), specifying lessons learned and how the review has influenced the methodological and analytical aspects of the study. Due no later than two (2) months after receipt of order from ODH.	$ 5,320.00 EA
26597	B. PARTNERSHIP WITH ODH: Submit to ODH an approved strategy for identifying and reaching out-of-care populations. * Year 1: Ongoing; Years 2 and 3: Due no later than two (2) months after receipt of order from ODH.	$ 3,350.00 EA
26598	C. METHODOLOGY: Submit an approved methodology for identifying and evaluating factors associated with the following: 1. Year 1: Failure or inability of PLWHA to access and stay in HIV care. Due no later than two (2) months after receipt of order from ODH; 2. Year 2: Co-morbidities and with failure or inability of PLWHA to access and stay in HIV care. Due by August 31, 2015; 3. Year 3: System readiness and with failure or inability of PLWHA to access and stay in HIV care. Due by August 31, 2016.	$ 4,600.00 EA
26599	D. SAMPLING STRATEGY: Submit an approved sampling strategy for the study. Appropriate methodologies should be used to acquire the data from appropriate sources. Due no later than two (2) months after receipt of order from ODH.	$ 2,765.00 EA
26600	E. DATA COLLECTION TOOLS: Submit approved quantitative and qualitative data collection tools (which may include surveys, interview schedules, etc.). Due no later than three (3) months after receipt of order from ODH.	$ 3,715.00 EA
26601	F. IRB APPROVAL: Obtain ODH IRB approval for: 1. Year 1 study. Due no later than four (4) months after receipt of order from ODH; 2. Year 2 study. Due by October 31, 2015; 3. Year 3 study. Due by October 31, 2016.	$ 4,225.00 EA

* To advise of a change in Deliverable due dates.

RFP NUMBER CSP903315

OUT-OF-CARE HIV/AIDS NEEDS ASSESSMENT

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PRICE SCHEDULE (Continued)

ITEM I.D.	Deliverable	Price
26602	G. OBTAIN CLIENT RELEASES: Obtain client releases when client participation is to be used. The releases shall include ODH-to-Contractor and Contractor-to-ODH statements. The releases shall be obtained for the current Year being studied. * Year 1: Approved client releases due no later than May 6, 2015, and releases obtained from clients at time of survey completion are due by June 30, 2015; Years 2 and 3: Approved client release due no later than three (3) months after receipt of order from ODH; releases obtained from clients at time of survey completion are due by January 31st of each Year. Note: For this item, "EA" means total cost of all client releases within each subject Year (Year 1, Year 2, or Year 3).	$ 16,000.00 EA
26603	H. RAW DATA USED FOR DATA ANALYSIS: For each year (Year 1, Year 2, and Year 3), the following will be performed: Data will be collected, "cleaned up" and prepared for data analysis. Contractor will provide a copy of the raw data, in its complete and final form, to ODH. De-identified data file(s) will be submitted together with the Complete Draft Report and, at the conclusion of the study, with the Final Report, in Microsoft Excel format. * Year 1: Due by July 31, 2015; Years 2 and 3: Due by March 31st and June 1st of each Year with the Draft and Final reports.	$ 20,875.00 EA
26604	I. ANALYSIS OF THE DATA: The data will be analyzed to identify and evaluate factors associated with failure or inability of Ohio's PLWHA to access and stay in HIV care. The results of the analysis will be included in the study reports. Key findings may also be mentioned in monthly progress reports. Highlights of the analysis (prior to submission of the Complete Draft Report) is due by: * August 15, 2015 in Year 1; and February 15th of each subsequent Year.	$ 14,000.00 EA
26605	J. STUDY REPORTS: In the reports, the Contractor will include sections on literature review, study findings, conclusions, recommendations, etc.; plus an executive summary of the report not to exceed 10 pages in length. 1. A preliminary version of the report, as the Complete Draft Report, will be submitted to ODH for review. * Due August 15, 2015 in Year 1; and by March 31st of each subsequent Year. 2. The Complete Final Report will include any modifications resulting from ODH's feedback on the draft. The Complete Final Report must be titled appropriately. * Due by September 30, 2015 in Year 1; and June 1st of each subsequent Year. Both study report submissions (draft and final) shall be clearly marked to include the date and either "Draft" or "Final", as appropriate. Also included with each submission will be de-identified data file(s), as described in H above.	$ 8,750.00 EA

* To advise of a change in Deliverable due dates.

RFP NUMBER CSP903315

OUT-OF-CARE HIV/AIDS NEEDS ASSESSMENT

UNSPSC CATEGORY CODE: 85122200

PRICE SCHEDULE (Continued)

ITEM I.D.	Deliverable	Price
26606	K. OVERALL PROJECT REPORT: The Overall Project Final Report: At the end of Year 3, an additional report, based on all the work done in Years 1-3, will be prepared and submitted to ODH as the overall project final report of the Out-of-Care Needs Assessment. This report, too, will be in two versions—a draft version (preliminary report) and a final version; but no new raw data will need to be collected for, or submitted to, ODH along with these versions. The Overall Project Final Report will include any modifications resulting from ODH's feedback on the draft version. Both submissions shall be clearly marked to include the date and either "Draft" or "Final", as appropriate. The Overall Project Final Report must be titled appropriately. (Year 3 only). 1. Year 3: Overall Project Draft Report, Due April 15, 2017; 2. Year 3: Overall Project Final Report, Due June 15, 2017.	$ 15,900.00 EA
26607	L. DESTRUCTION OF RAW DATA FILES AT END OF PROJECT: Contractor will send written confirmation to the contract manager at ODH that the raw data, in all forms, has been erased or destroyed. The confirmation will be on Contractor's official letterhead and signed by its authorized representative. This will be done after all assessments and reports have been completed. Due by June 20, 2017 (Year 3 only).	$ 500.00 EA

Notes:
1. All costs/prices are in U.S. Dollars.
2. The State will not be responsible for any costs not identified.
3. There will be no additional reimbursement for travel or other related expenses.
4. All line items may not be required every Year.

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

CONTRACT NO: CSP903315 -1

196998
Measurement Resources Company, LLC
7716 Rivers Edge Dr., Ste. B. *
Columbus, OH 43235

TERMS: Net 30 Days

CONTRACTOR'S CONTACT: Sheri Chaney Jones,

Telephone: (614) 947-8899 *
FAX: (614) 844-3831
E-mail: scjones@measurementresourcesco.com

* To advise of change in Contractor's address and telephone number.

SUMMARY OF AMENDMENTS

Amendment Number	Effective Date	Description
2	05/08/15	To advise of change in Contractor's address and telephone number.
1	02/05/15	To advise of change in Deliverable due dates; and, to add the Summary of Amendments page.