



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: PRESCHOOL SPECIAL EDUCATION - ELIGIBILITY AND TRANSITION

CONTRACT NUMBER: CSP904510

EFFECTIVE DATES: 03/05/10 TO 09/30/11

* Renewal through 09/30/13

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP904510 that opened on January 8, 2010. 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 Education 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:

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

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

www.ohio.gov/procure

*Indicates change 10/01/11.

RFP RESPONSE CLARIFICATIONS

1. Under Tab fourteen of the Response – Payment will be made to the Contractor via Electronic Funds Transfer (EFT).

COST SUMMARY

UNSPSC CATEGORY CODE: 86121500

OAKS Item ID: 17735

DESCRIPTION	COST
Provide the venue and all materials necessary to present six (6) half-day, face-to-face trainings to Help Me Grow (HMG) personnel (service coordinators, clinical supervisors, project directors, etc.) on the subjects of Part B pre-school eligibility definition and procedures. Subsequent to each meeting, a list of participants will be provided to ODE.	\$14,400.00
After being provided a list of participants and other interested parties (advocacy organizations, parents) from previous Eligibility Trainings presented in 2007-2009, disseminate Part B preschool eligibility definition and procedures (Chapter 3301-51 of the Ohio Administrative Code, effective July 1, 2008).	\$1,600.00
Provide materials to school districts to use, during training sessions for district staff, to assist them in providing a “family-centered reception” for families transitioning from Part C. Dissemination strategies can include teleconferencing, Webinars and meetings. Dissemination will occur with (a) individual school districts identified by ODE and (b) upon request by districts.	\$4,500.00
Prior to December 30, 2010, disseminate “family-centered reception” materials developed in June 2009, which will be provided by ODE, to help families understand: <ol style="list-style-type: none"> 1. Part B preschool eligibility definition and procedures, 2. Preschool options and the continuum of services, 3. Writing a transition outcomes, 4. “More is not better,” with regard to services, and 5. Other content as agreed upon by ODE. These materials will be provided to “Help Me Grow” providers for distribution. Contractor is responsible to provide, at a minimum, content for a brochure and a parent tip card to the ODE. ODE will be responsible to design and post to the Web-site.	\$5,500.00
No later than May 30, 2011 Contractor shall: <ol style="list-style-type: none"> 1. Convene focus groups in 5 regions in the state (NE, NW, Central, SE, and SW) to gather information on effective strategies for interagency agreements between Head Start and local districts. Two focus groups may be held through the Ohio Head Start Association, Inc. bi-monthly meetings and if at least 85% of the Head Starts are represented, this will suffice so long as districts are also represented in equal numbers. 2. Provide specific recommendations and strategies for the agreements between districts and Head Start based upon documentation of the results of the focus groups and documentation of a literature review. 3. Provide meeting materials to all participants. 4. Assure meetings will be face-to-face meetings. 5. Handle registration, materials, and all other meeting logistics. 6. Develop a researched - referenced document for ODE to disseminate to all stakeholders. 7. Provide a list of participants to ODE. 	\$14,600.00

COST SUMMARY

DESCRIPTION	COST
No later than June 30, 2010 the Contractor shall: <ol style="list-style-type: none"> 1. Convene representatives from county boards of developmental disabilities to gather information on effective strategies for interagency agreements between county boards and local districts. 2. Provide specific recommendations and strategies for the agreements between districts and county boards based upon documentation of the results of the focus groups and documentation of a literature review. 3. Develop a researched - referenced document for ODE to disseminate to all stakeholders. 4. Provide training materials to all participants. 5. Assure meetings may be face-to-face, audio or video conferencing. 6. Handle registration, materials, and all other meeting logistics. 7. Provide a list of participants to ODE. 	\$14,800.00
No later than June 30, 2011, the Contractor shall: <ol style="list-style-type: none"> 1. Obtain feedback from school districts related to the benefits and challenges of the requirement to conduct a re-evaluation for preschool special education students prior to kindergarten entrance. 2. This may be done through face-to-face meetings, teleconferencing, videoconferencing or other means as agreed upon with ODE. 3. Using input obtained from the field and the OEL&SR, develop a protocol for determining what elements need to be included in effective re-evaluation. 	\$14,500.00
Total Not-to-Exceed Cost	\$69,900.00

*DELIVERABLES FOR THE PERIOD 10/01/11 TO 09/30/13:

*DESCRIPTION	*COST
Provide the venue and all materials necessary to present six (6) half-day, face-to-face trainings to Help Me Grow (HMG) personnel (service coordinators, clinical supervisors, project directors, etc.) on Part B pre-school eligibility definition and procedures using the Rim-to-Rim model developed in previous years. Subsequent to each meeting a list of participants will be provided to ODE. These six meetings will occur in each year: July1, 2011 to June 30, 2012 and July 1, 2012 to June 30, 2013.	\$
Provide the venue and all materials necessary to present two (2) half-day, face-to-face trainings to Head Start personnel (disability coordinators, health coordinators, directors, etc.) at Ohio Head Start Association meetings on Part B pre-school eligibility definition and procedures. Subsequent to each meeting a list of participants will be provided to ODE. These 2 meetings will occur in each year: July1, 2011 to June 30, 2012 and July 1, 2012 to June 30, 2013.	\$
Provide the venue and all materials necessary to present four (4) to eight (8) half-day, face-to-face discussion groups for urban districts and Head Start partners on Part B pre-school eligibility definition and procedures. There are eight (8) urban districts (Akron, Canton, Cincinnati, Cleveland, Columbus, Dayton, Toledo, Youngstown) and these should be coordinated with the early childhood coordinator in the regional State Support Team (SST) as these individuals are working on state initiative to meet unique needs of urban areas. The actual number of meetings is dependent upon the coordination with the SST. The goal of these meetings on eligibility and transition is to better coordinate referrals and evaluations and may require some modification to the existing Rim-to-Rim trainings which are to be approved by ODE before presentation. Subsequent to each meeting a list of participants will be provided to ODE. These meetings will occur in each year: July1, 2011 to June 30, 2012 and July 1, 2012 to June 30, 2013.	\$
Provide the Rim-to-Rim training in PowerPoint and all materials necessary for the training in electronic format to ODE no later than September 30, 2011.	\$

*Indicates change 10/01/11

*DESCRIPTION	*COST
Provide materials (developed in 2010-2011) to school districts to use, during training sessions for district staff, to assist them in providing a "family-centered reception" for families transitioning from Part C. Dissemination strategies can include teleconferencing, Webinars and meetings. Dissemination will occur with (a) individual school districts identified by ODE and (b) upon request by districts. These materials consist of: <ol style="list-style-type: none"> 1. Present at 2012 OAEYC and ODE spring conference in Columbus, OH. 2. Submit a presentation for the ODE Special Education Leadership Conference in the fall in Columbus, OH. 3. Provide Web-ready materials to ODE. 	\$
No later than May 30, 2011 Contractor was to convene focus groups and develop a research-referenced document on effective strategies for interagency agreements between (a) Head Start and local districts and (b) provide specific recommendations for agreements between county boards of DD and districts. By October 1, 2011, these materials are to be provided to ODE in a format for posting on the Web.	\$
Total Not-to-Exceed Cost 10/01/11 to 09/30/13	\$50,000.00

*Indicates change 10/01/11.

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

CONTRACT NO: CSP904510-1 (09/30/11)

0000063109
 Children's Hospital Medical Center of Akron
 One Perkins Square
 Akron, OH 44308

TERMS: Net 30 Days

CONTRACTOR'S CONTACT: Marilyn Espe-Sherwindt, Ph.D.

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SUMMARY OF AMENDMENTS

Amendment Number	Revision Date	Description
2	10/01/13	This amendment issued to advise that the contract will expire on 09/30/13.
1	10/01/11	This amendment issued to renew contract through 09/30/13, change contract analyst and update cost summary for the renewal period.