

REQUEST FOR PROPOSALS

ADDENDUM # 1

ISSUED: May 16, 2011

RFP NUMBER: CSP902512
INDEX NUMBER: DOH036

The State of Ohio, through the Department of Administrative Services, Office of Procurement Services, for the Ohio Department of Health is requesting proposals for:

OHIO REGIONAL COMMUNITY HEALTH ASSESSMENT PROJECT
IN CRITICAL ACCESS HOSPITAL (CAH) COMMUNITIES

Reasons for Addendum: Clarification language for regions and add multiple award language on page 2 and add additional Cost Summary Sheets.

PROPOSAL DUE DATE: May 27, 2011

OPENING LOCATION: Department of Administrative Services
General Services Bid Desk
4200 Surface Road
Columbus, Ohio 43228-1395

REQUEST FOR PROPOSALS

RFP NUMBER: CSP902512
INDEX NUMBER: DOH036
UNSPSC CATEGORY: 85120000

The state of Ohio, through the Department of Administrative Services, Office of Procurement Services, for the Ohio Department of Health, is requesting proposals for:

OHIO REGIONAL COMMUNITY HEALTH ASSESSMENT PROJECT IN CRITICAL ACCESS HOSPITAL (CAH) COMMUNITIES

RFP ISSUED: May 2, 2011
INQUIRY PERIOD BEGINS: May 2, 2011
INQUIRY PERIOD ENDS: May 20, 2011 at 8:00 a.m.
PROPOSAL DUE DATE: May 27, 2011 by 1:00 p.m.

Proposals received after the due date and time will not be evaluated.

OPENING LOCATION: Department of Administrative Services
Office of Procurement Services
ATTN: Bid Desk
4200 Surface Rd.
Columbus, OH 43228-1395

Offerors must note that all proposals and other material submitted will become the property of the state and may be returned only at the state's option. Proprietary information should not be included in a proposal or supporting materials because the state will have the right to use any materials or ideas submitted in any proposal without compensation to the offeror. Additionally, all proposals will be open to the public after the award of the contract has been posted on the State Procurement Web site. Refer to the Ohio Administrative Code, Section 123:5-1-08 (E).

*This RFP consists of five (5) parts and ten (10) attachments, totaling 60 consecutively numbered pages. Please verify that you have a complete copy.

*Additional pages added.

PART ONE: EXECUTIVE SUMMARY

PURPOSE. This is a Request for Competitive Sealed Proposals (RFP) under Section 125.071 of the Ohio Revised Code (ORC) and Section 123:5-1-08 of the Ohio Administrative Code (OAC). The Department of Administrative Services (DAS), Office of Procurement Services, on behalf of the Ohio Department of Health (the Agency), is soliciting competitive sealed proposals (Proposals) for Ohio Regional Community Health Assessment Project in Critical Assess Hospital Communities (CAH), and this RFP is the result of that request. If a suitable offer is made in response to this RFP, the state of Ohio (State), through DAS, may enter into a contract (the Contract) to have the selected Offeror (the Contractor) perform all or part of the Project (the Work). This RFP provides details on what is required to submit a Proposal for the Work, how the State will evaluate the Proposals, and what will be required of the Contractor in performing the Work.

This RFP also gives the estimated dates for the various events in the submission process, selection process, and performance of the Work. While these dates are subject to change, prospective Offerors must be prepared to meet them as they currently stand.

Once awarded, the term of the Contract will be from the award date through June 30, 2012. The State may solely renew this Contract at the discretion of DAS for a period of one month. Any further renewals will be by mutual agreement between the Contractor and DAS for any number of times and for any period of time. The cumulative time of all mutual renewals may not exceed two (2) years and are subject to and contingent upon the discretionary decision of the Ohio General Assembly to appropriate funds for this Contract in each new biennium. DAS may renew all or part of this Contract subject to the satisfactory performance of the Contractor and the needs of the Agency.

Any failure to meet a deadline in the submission or evaluation phases and any objection to the dates for performance of the Project may result in DAS refusing to consider the Proposal of the Offeror.

***BACKGROUND.** The Ohio Medicare Rural Hospital Flexibility (Flex) Program supports improvements in the quality of health care provided in communities served by CAHs and efforts to improve the financial and operational performance of CAHs and communities in developing collaborative regional and local delivery systems. The Flex Program seeks professional services to work with CAH communities to conduct a regional community health assessment(s) in Ohio, specifically focusing on the thirty-four CAH communities. The regional community health assessments can include counties without CAHs, but should not exclude any counties within the region with CAHs. Regions are to be divided as northwest region, northeast region, southwest region, and southeast region. The Offeror should clearly define the region it will provide services in by listing all counties to be included in the regional health assessment(s). The Offeror can propose to provide services in up to four regions and as little as one region in Ohio. A separate Cost Summary Form should be submitted for each region the Offeror proposes to serve. There are four (4) separate Cost Summary Sheets provided. The regional community health assessment(s) should include regional health status demographics, health status perceptions, health care coverage, health care access, top ten health risks/concerns, mental health, oral health, and substance abuse. The existing health care, prevention efforts, and services (resources) for the region should be identified as well as the health care needs.

OBJECTIVES. DAS has the following objectives that it wants this Work to fulfill, and it will be the Contractor's obligation to ensure that the personnel the Contractor provides are qualified to perform their portions of the Work.

The Ohio Regional Community Health Assessment Project in CAH communities seeks to improve the quality of health care provided in communities served by CAHs and to support communities in developing collaborative regional and local delivery systems. Community health needs assessments are a core component of most community benefit guidelines for non-profit hospitals recently established by the Internal Revenue Service (IRS). According to the Patient Protection and Affordable Care Act (PPACA): section 9007 (Pub. L. No. 111-148), non-profit hospitals are to conduct a community health assessment at least once every three years that takes into account the broad interests of the community served by the hospital and must include individuals with expertise in public health. The community health assessment must be made widely available to the public; an action plan must be developed by the hospital that identifies how the assessment findings are being implemented in a strategic plan; if the findings are not being utilized in a strategic plan, documentation must be included as to why they are not being addressed at this time; and requirements are met only if the organization has conducted a community health needs assessment in the taxable year or in either of the two taxable years immediately preceding the current taxable year. CAHs will be able to use the final regional community health assessment as part of their community benefit reporting to the IRS as a result of this project.

CALENDAR OF EVENTS. The schedule for the Project is given below, and is subject to change. DAS may change this schedule at any time. If DAS changes the schedule before the Proposal due date, it will do so through an announcement on the State Procurement Web site area for this RFP. The Web site announcement will be followed by an addendum to this RFP, also available through the State Procurement Web site. After the Proposal due date and before the award of the Contract, DAS will make scheduled changes through the RFP addendum process. DAS will make changes in the Project schedule after the Contract award through the change order provisions located in the general terms and conditions of the Contract. It is each prospective Offeror's responsibility to check the Web site question and answer area for this RFP for current information regarding this RFP and its calendar of events through award of the Contract. No contact shall be made with agency/program staff until contract award is announced.

***MULTIPLE AWARD:** This proposal is issued to establish a Contract that may be a Multiple Award Contract (MAC). This potential MAC is a contract that may be made with more than one (1) Contractor for similar services, but with different regions within the State. The State's obligation under a MAC is subject to the Ohio Controlling Board's continuing authorization to use the MAC program, thereby authorizing the use of Multiple Award Contracts.

*A Contract may be awarded to not more than four (4) responsive and responsible Offerors. The awards will be made to those Offerors whose Proposals have the highest point-values for each Region.

*Add language to allow for submitting Offers for one (1) to four (4) region's within the State and add language for multiple awards.

PART TWO: STRUCTURE OF THIS RFP

ORGANIZATION. This RFP is organized into five (5) parts, ten (10) attachments. The parts and attachments are listed below.

PARTS:

Part One	Executive Summary
Part Two	Structure of this RFP
Part Three	General Instructions
Part Four	Evaluation of Proposals
Part Five	Award of the Contract

ATTACHMENTS:

Attachment One	Work Requirements and Special Provisions
Part One	Work Requirements
Part Two	Special Provisions
Attachment Two	Requirements for Proposals
Attachment Three	General Terms and Conditions
Part One	Performance and Payment
Part Two	Work & Contract Administration
Part Three	Ownership & Handling of Intellectual Property & Confidential Information
Part Four	Representations, Warranties, and Liabilities
Part Five	Acceptance and Maintenance
Part Six	Construction
Part Seven	Law & Courts
Attachment Four	Contract
Attachment Five	Offeror Profile Summary
5-A	Offeror Profile Form
5-B	Offeror Prior Project Form
5-C	Offeror Prior Project Form
5-D	Offeror Prior Project Form
Attachment Six	Offeror References
Attachment Seven	Offeror's Candidate Summary
7-A	Offeror's Candidate References
7-B	Offeror's Candidate Education, Training, Licensure, and Certifications
7-C	Offeror's Candidate Experience
Attachment Eight	Offeror Performance Form
Attachment Nine	Contractor / Subcontractor Affirmation and Disclosure Form
*Attachment Ten-1	Cost Summary Form Region 1
*Attachment Ten-2	Cost Summary Form Region 2
*Attachment Ten-3	Cost Summary Form Region 3
*Attachment Ten-4	Cost Summary Form Region 4

*Add additional Cost Summary Forms for Regions and change header title for Attachment Ten-1.

*ATTACHMENT TEN-1
COST SUMMARY FORM – NORTHWEST REGION

Title: Ohio Regional Community Health Assessment Project in Critical Assess Hospital Communities

CSP902512

UNSPSC CATEGORY CODE: 85120000

BUDGET: \$140,000

Description	Cost
1. Deliver to the ODH by August 29, 2011 a list of at least 15 regional community members and steering committee for the community health needs assessment process.	\$
2. Deliver to the ODH by October 29, 2011 a summary of community identified health indicators (e.g., payer mix, underinsured, economic impact, quality improvement/performance, and/or disease).	\$
3. Deliver to the ODH by December 29, 2011 data and findings regarding types of health care services provided to the community (e.g., obstetrics, long term care, disease management).	\$
4. Deliver to the ODH by August 29, 2011 documented findings from the survey conducted of each CAH in the identified region regarding "most proud moment."	\$
5. Deliver to the ODH by March 30, 2012 an economic impact study for each CAH in the identified region.	\$
6. Deliver to the ODH by March 30, 2012 a draft regional community health needs assessment and a strategic plan to address any and all identified needs.	\$
7. Deliver to the ODH by May 30, 2012 the final regional community health needs assessment and strategic plan for review by the SORH.	\$
8. Deliver to the ODH a final report to ODH by June 15, 2012 that includes all findings regarding community health indicators, identified health care services provided to the community, economic impact studies, "most proud moments," health care assessments, strategic plan, all contacts, summarized findings, details of meeting notes and recommendations.	\$
Total Not-to-Exceed	\$

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.

*Change title to Attachment Ten-1 and add Region.

*ATTACHMENT TEN-2
COST SUMMARY FORM – NORTHEAST REGION

Title: Ohio Regional Community Health Assessment Project in Critical Assess Hospital Communities

CSP902512

UNSPSC CATEGORY CODE: 85120000

BUDGET: \$140,000

Description	Cost
1. Deliver to the ODH by August 29, 2011 a list of at least 15 regional community members and steering committee for the community health needs assessment process.	\$
2. Deliver to the ODH by October 29, 2011 a summary of community identified health indicators (e.g., payer mix, underinsured, economic impact, quality improvement/performance, and/or disease).	\$
3. Deliver to the ODH by December 29, 2011 data and findings regarding types of health care services provided to the community (e.g., obstetrics, long term care, disease management).	\$
4. Deliver to the ODH by August 29, 2011 documented findings from the survey conducted of each CAH in the identified region regarding "most proud moment."	\$
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6. Deliver to the ODH by March 30, 2012 a draft regional community health needs assessment and a strategic plan to address any and all identified needs.	\$
7. Deliver to the ODH by May 30, 2012 the final regional community health needs assessment and strategic plan for review by the SORH.	\$
8. Deliver to the ODH a final report to ODH by June 15, 2012 that includes all findings regarding community health indicators, identified health care services provided to the community, economic impact studies, "most proud moments," health care assessments, strategic plan, all contacts, summarized findings, details of meeting notes and recommendations.	\$
Total Not-to-Exceed	\$

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.

*Add new page.

*ATTACHMENT TEN-3
COST SUMMARY FORM – SOUTHWEST REGION

Title: Ohio Regional Community Health Assessment Project in Critical Assess Hospital Communities

CSP902512

UNSPSC CATEGORY CODE: 85120000

BUDGET: \$140,000

Description	Cost
1. Deliver to the ODH by August 29, 2011 a list of at least 15 regional community members and steering committee for the community health needs assessment process.	\$
2. Deliver to the ODH by October 29, 2011 a summary of community identified health indicators (e.g., payer mix, underinsured, economic impact, quality improvement/performance, and/or disease).	\$
3. Deliver to the ODH by December 29, 2011 data and findings regarding types of health care services provided to the community (e.g., obstetrics, long term care, disease management).	\$
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Total Not-to-Exceed	\$

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.

*Add new page.

*ATTACHMENT TEN-4
COST SUMMARY FORM – SOUTHEAST REGION

Title: Ohio Regional Community Health Assessment Project in Critical Assess Hospital Communities

CSP902512

UNSPSC CATEGORY CODE: 85120000

BUDGET: \$140,000

Description	Cost
1. Deliver to the ODH by August 29, 2011 a list of at least 15 regional community members and steering committee for the community health needs assessment process.	\$
2. Deliver to the ODH by October 29, 2011 a summary of community identified health indicators (e.g., payer mix, underinsured, economic impact, quality improvement/performance, and/or disease).	\$
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Total Not-to-Exceed	\$

All costs must be in U.S. Dollars.

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*Add new page.