



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: QUALITY IMPROVEMENT PROJECT FOR THE OHIO PARTNERS FOR SMOKE-FREE FAMILIES MATERNAL & CHILD HEALTH PROGRAM EXPANSION

CONTRACT NUMBER: CSP902715

EFFECTIVE DATES: 07/14/14 TO 06/30/15

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP902715 that opened on 05/30/14. 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:

Ross Leider, CPPB  
ross.leider@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](http://www.ohio.gov/procure)

Mutually Agreed Upon Exceptions to the Standard Terms and Conditions.

Page 29 – Off-Shore Services

The Contractor affirms to have read and understands the Executive Order 2011-12K issued by Ohio Governor John R. Kasich and, where applicable, shall abide by those requirements in the performance of this Contract. Academic, instructional, educational, research or other services necessary to support the international missions of Ohio's public colleges and universities are specifically exempted from Executive Order 2011-12K. The Contractor understands the rationale for the Governor's order and will use good faith efforts to meet the spirit and intent of the Executive Order as appropriate. The Executive Order is available at the following website: <http://www.governor.ohio/mediaroom/executiveorders.aspx>.

Page 29-30 - Subcontracting

Paragraph 2 – Remove the last sentence – “The Contractor will hold the State harmless for and will indemnify the State...”

Paragraph 4 – Remove the last sentence – “Should the Contractor fail to pass through...the Contractor will indemnify the State for the damage”.

Page 30-31 – Insurance

Remove the last sentence of the last paragraph.

Page 31 – State Personnel

Replace “Contractor” with “The Center for Health Outcomes Policy & Evaluation Studies”.

Page 32-33 – Suspension and Termination

Paragraph 1 – Add the following: In the event of termination of the Contract by the State, the Contractor will be reimbursed for costs incurred up until time of breach and subject to costs detailed in paragraph 6 of this section and non-cancelable commitments.

Paragraph 11 – Remove the last part of the second sentence, “...and will indemnify the State for any liability to them.”

Page 33 – Contract Remedies

Replace this section with: To the extent permitted by Ohio law, including but not limited to the Ohio Constitution, Ohio Revised Code Chapter 2743 et seq. and Ohio Revised Code Section 3345.40, the Contractor agrees to be responsible for those damages or loses which arise directly from the negligent acts or omissions of Contractor employees in performance of the agreement, as may be determined by a court of competent jurisdiction.

Page 40 – General Warranties

Paragraph 3 – Remove all references to indemnification.

Page 41 – Indemnity

Remove this section

Page 41 – Limitation of Liability

Limit clause to item 1.

All other Terms and Conditions remain unchanged.

COST SUMMARY FORM

OAKS ID Number: 26196

| Description  | Cost            |
|--|-----------------|
| Deliverables from the award of contract through 7/31/14:   |                 |
| 1. Identify and develop project work plan with goals, strategies, and a timeline. Consisting of the following:   |                 |
| a. Serve as the subject matter expert(s) for this project and focus on ensuring fidelity in the implementation of the 5A's brief counseling intervention and helping to improve the quality of the implementation and review existing 5A's QI projects (e.g., Vermont, Oklahoma, New York) and CDC/ODH Epi-Aid report and recommendations to identify best practices for ensuring fidelity in the implementation of the 5A's brief counseling intervention and helping to improve the quality of the implementation. | \$ 300.00 HR    |
| b. Identify best practices for training of staff at pilot sites in QI science and techniques.  | \$ 12,000.00 EA |
| c. Disseminate information to recruit ODH funded program sites [Child and Family Health Services (CFHS), Ohio Infant Mortality Reduction Initiative (OIMRI), Reproductive Health and Wellness Program (RHWP), Women, Infants, and Children (WIC)] to participate in his QI project in four separate waves of pilot sites of approximately 12 (CFHS), 14 (OIMRI), 25 (RHWP) and 25 (WIC) in size respectively.  | \$ 210.00 HR    |
| Deliverables from 8/1/14 through 6/30/15   |                 |
| 1. Provide participating pilot sites with training and ongoing support using a learning collaborative approach, based on the Institute for Healthcare Improvement Quality Improvement framework. Consisting of the following:  |                 |
| a. By August 30, 2014, finalize recruitment by disseminating information to ODH funded program sites [Child and Family Health Services (CFHS), Ohio Infant Mortality Reduction Initiative (OIMRI), Reproductive Health and Wellness Program (RHWP), Women, Infants, and Children (WIC)] to participate in this QI project in four separate waves of pilot sites of approximately 12 (CFHS), 14 (OIMRI), 25 (RHWP) and 25 (WIC) in size respectively.   | \$ 4,000.00 EA  |
| b. By August 30, 2014, identify measures and supporting baseline data collection. Conduct analysis specific to the participating pilot sites in the pilot project.   | \$ 12,000.00 EA |
| c. By August 30, 2014, conduct pre-work or planning calls with the provider practices to prepare for implementation of the QI project.   | \$ 1,500.00 EA  |
| d. Conduct a minimum of four (4) face-to-face learning sessions focused on this project with the pilot sites by December 31, 2014. Conduct Learning Session 1 by 9/30/2014; conduct Learning Session 2 by 10/31/2014; conduct Learning Session 3 by 11/30/2014; and conduct Learning Session 4 by 12/31/2014.  | \$ 10,000.00 EA |
| e. Plan and facilitate monthly webinars/conference calls with pilot sites to share aggregate data, evaluate changes in data, review lessons learned, and highlight best practices.   | \$ 2,500.00 MO  |
| f. Conduct individual coaching calls (as needed) to identify teams with successful strategies, as well as support teams that are having problems implementing the changes.   | \$ 500.00 MO    |
| g. Review aggregate data and provide rapid cycle feedback reports to participating pilot sites.  | \$ 5,000.00 MO  |

COST SUMMARY FORM - CONTINUED

| Description   | Cost                |
|---|---------------------|
| 2. Identify components for an educational Toolkit that includes evidence-based information and tools, to be used in the implementation of the 5As counseling intervention which has two components; one targeting health care providers and one for the client. Toolkit should include 2a and 2b below. Testing, draft report and final report for c, d and e. Include plan for sustain ability of data management overtime.  |                     |
| a. Items for provider & office: Pre-implementation surveys, clinical flow analysis, clinic forms, follow-up survey and 5As protocols/guidelines for providers.  | \$ 25,000.00 EA     |
| b. Items for client & family: Self-help materials for client and promotional materials.   | \$ 25,000.00 EA     |
| c. By December 31, 2014, test the usability of the toolkit for both provider and clients at pilot sites.  | \$12,500.00 MO      |
| d. By February, 28, 2015, provide a final draft, in electronic format, of the toolkit to the ODH Contract Manager for review and approval.  | \$ 10,000.00 EA     |
| e. By May 31, 2015, submit a final report detailing the results of the toolkit's pilot and a summary of recommendations for implementing and evaluating the toolkit.  | \$ 18,000.00 EA     |
| 3. Provide data management services for this QI project and plan for sustainability of data management over time.   | \$ 65,000.00 EA     |
| 4. Develop a detailed plan for the dissemination of this pilot project to additional sites within Ohio, including the creation of project materials for outreach, project curriculum, and data feedback. Provide detailed information about the methods used, clinical protocols, key-drivers of practice change, change package, training strategy and results and lessons learned.  | \$ 15,000.00 EA     |
| Project Reporting and Communication Requirements delivered throughout the contract term. Consisting of:   |                     |
| 1. Submit detailed monthly reports identifying work activities with a focus on key successes and barriers at pilot sites to the ODH Contract Manager. The monthly reports, created from a template provided by the ODH Contract Manager, will provide detailed information on the status on each of the action items identified in the scope of work and deliverables. Completion dates for each action item/deliverable will be provided in the first monthly report. When a target completion date is not met, the Offeror will submit a written explanation in the monthly report. | \$ 150.00 MO        |
| 2. Participate in monthly meetings via conference call with the ODH Contract Manager to discuss progress (deliverables and fiscal oversight) and provide updates (upcoming events and next steps).  | \$ 500.00 MO        |
| 3. Participate in quarterly meetings via conference call with ODH Contract Manager and OPSFF to discuss progress and identify areas for improvement. The schedule for quarterly calls will be provided to the Contractor upon selection.  | \$ 500.00 EA        |
| 4. Pre-Work or planning calls – calls conducted with the pilot sites, ODH and Offeror to prepare for the implementation of the QI project.  | \$ 0 EA<br>*see 1C  |
| 5. Monthly Calls – monthly calls/webinars with the pilot sites, ODH and Offeror to review progress, discuss aggregate data and barriers/challenges of the QI project.   | \$ 0 MO<br>* see 1E |
| 6. Learning Sessions – At least four (4) face to face meetings with the pilot sites, ODH and Offeror to implement the QI project.   | \$ 0 EA<br>*see 1D  |
| 7. Contractor will submit a final program and fiscal report by June 30, 2015 that will identify the successes and barriers in implementing the QI project as well as the data collected during the project. The report should also include information regarding the testing of the toolkit with recommendations for implementation and evaluation  | \$ 3,550.00 EA      |

All costs are in U.S. Dollars.  
 The State is not responsible for any costs not identified.  
 There are no additional reimbursements for travel or other related expenses.

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

CONTRACT NO: CSP902715-1(6/30/15)

678  
The Ohio State University  
Office of Sponsored Programs  
1960 Kenny Road  
Columbus, OH 43210

Remit to Address:

TERMS:

Net 30 Days

678  
The Ohio State University  
Office of Sponsored Programs  
Attention: James Park, 4<sup>th</sup> Floor  
1960 Kenny Road  
Columbus, Oh 43210

CONTRACTOR'S CONTACT: Ms. Aimee Nielsen-Link

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