



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: Evaluation of the Straight A Fund Program

CONTRACT NUMBER: CSP910314

EFFECTIVE DATES: June 16, 2014 TO June 30, 2017

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP910314 that opened on 05/05/14. 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 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:

Patrick Means, CPPB  
patrick.means@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)

MINORITY SET-ASIDE BID IN ACCORDANCE WITH ORC CH. 125.081

MUTUALLY AGREED UPON CLARIFICATIONS AND MODIFICATIONS.

CH Smith and Associates will meet with the Ohio Department of Education to discuss and revise the specifics of survey generation immediately after contract award.

The C H Smith & Associates team will begin the detailed review of the 24 FY 2014 approved grant applications and evaluation plans in July 2014. We will iteratively review evaluation plans, and if appropriate, work with project sites to have updates to their evaluation plans to improve the efficacy of data collection as long as needed to produce the appropriate data for the evaluation.

C H Smith & Associates can organize the convening of investigators at any point between September 2014- April 2015. If the convening is not required to inform the collection of baseline data in September, our initial suggestion is that a convening be held in mid-November 2014 or late February 2015 to capitalize on the analysis of the baseline data, to minimize the risk of inclement weather cancelling the event, and to host the meeting avoiding common dates for winter and spring breaks.

**THE OFFEROR'S FEE STRUCTURE**

C H Smith & Associates will be paid as proposed on the Cost Summary after the Agency approves the receipt of product(s)/services associated with each deliverable and continued completion of all deliverables. If the Agency and C H Smith & Associates mutually agree to increase or reduce the proposed number of six (6) sites selected for the case studies deliverable, the fixed fee will be pro-rated per site (\$4250 per site) annually. If C H Smith & Associates and the Agency mutually agree to increase or reduce the proposed number of seven (7) focus groups held in Year Two, the fixed fee will be pro-rated per focus group (\$4285 per site). In addition, if the Agency and C H Smith & Associates mutually agree to eliminate a proposed deliverable from the Scope of Work, the work associated with the deliverable will not be conducted and the Agency will not be charged for the cost of the deliverable. All costs are in U.S. Dollars.

COST SUMMARY

Request for Proposal: Evaluation of the Straight A Fund Program  
CSP910314

UNSPSC CATEGORY CODE: 93131703, 81131500, 80101606

OAKS Item Number: 26140

Year 1 Cost Summary DELIVERABLES YEAR ONE	COST
1. Identify specific data needs of the overall project evaluation.	\$ 15,000
2. Review evaluation plans as submitted during application process to determine training needs.	\$ 28,500
3. Convene an initial training of principal investigators of the projects:	\$ 20,000
4. Identify six projects for in-depth Qualitative study	\$ 11,750
** Interviews with Early Success Sites	\$ 5,250
5. Develop a site visit protocol to review programmatic implementation at selected sites	\$ 2,750
**Conduct Site Visits	\$ 25,500
6. Initiate collection and review of project artifacts:	\$ 13,500
7. By September 2014 collect first year implementation and baseline outcome quantitative data from projects.	\$ 22,500
8. Assist ODE in compiling June 2015 progress report to Governor and Legislature	\$ 5,250
<b>TOTAL COST FOR YEAR ONE DELIVERABLES</b>	<b>\$ 150,000</b>

\*\* Additional Deliverable specified in line with intent of RFP

Year 2 Cost Summary DELIVERABLES—YEAR TWO	COST
1. By September 2015 receive initial quantitative outcome data from projects.	\$ 15,250
2. Conduct 6 site visits to sites selected for in-depth study during year one.	\$ 25,500
3. Conduct 7 focus group discussions probing ongoing lessons learned, barriers, successes, etc. with four groups/roles	\$ 30,000
4. Make recommendations to ODE for formative adjustments and needed technical assistance based on early review of Qualitative and quantitative data.	\$ 12,000
5. Assist in provision of needed technical assistance as it pertains to the ability of projects to produce Quality data for evaluation.	\$ 12,000
6. Assist ODE in compiling June 2016 progress report to Governor and Legislature.	\$ 5,250
<b>TOTAL COST FOR YEAR 2 DELIVERABLES</b>	<b>\$ 100,000</b>

COST SUMMARY (CONTINUED)

Year 3 Cost Summary DELIVERABLES—YEAR THREE	COST
1. By September 2016 receive quantitative trend data from projects.	\$ 15,250
2. Synthesize all Qualitative and quantitative information in relationship to the basic research questions and provide end of project report to ODE.	\$ 31,750
3. Assist ODE in compiling June 2017 progress report to Governor and Legislature.	\$ 5,250
** Conduct site visits to sites selected for in-depth study during year one.	\$ 25,500
**Assist in provision of needed technical assistance as it pertains to the ability of projects to produce Quality data for evaluation.	\$ 5,250
<b>TOTAL COST FOR YEAR 3 DELIVERABLES</b>	<b>\$ 83,000</b>

\*\* Additional Deliverable specified in line with intent of RFP

## Total Contract Cost (Three Years)

Description	Cost
Total cost for Year One Deliverables only.	\$150,000
Total cost for Year Two Deliverables only.	\$100,000
Total cost for All Year Three Deliverables only.	\$83,000
<b>Total Contract Cost</b>	<b>\$333,000</b>

All costs are in U.S. Dollars.

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

198085  
C H Smith & Associates, LLC  
1771 Clayburn Circle  
Cincinnati, OH 45240

BID CONTRACT NO.: CSP910314-1 (06/30/17)

TERMS: Net 30

CONTRACTOR'S CONTACT:

Ms. Calista H. Smith

Office: 513-252-8129

E-mail: [chs@chsmithassociates.com](mailto:chs@chsmithassociates.com)