

INVITATION TO BID

State of Ohio
Department of Administrative Services
General Services Division
Office of Procurement Services

The Original Signed Bid must be submitted to the Office of Procurement Services to receive consideration for award.		BIDDER NAME	
BID NUMBER	OPENING DATE (1:00 p.m.)	STREET ADDRESS <input type="checkbox"/> Check if remit address is different and list on separate sheet	
OT904916	February 19, 2016	CITY STATE ZIP	
General Services Division Office of Procurement Services 4200 Surface Road Columbus, OH 43228-1395		COUNTY	MBE/EDGE CERTIFICATE NUMBER
Attn: Bid Desk		TELEPHONE NO. ()	TOLL FREE NO. 1 - ()
		CONTACT PERSON	FAX NO. ()
REQ./INDEX NO. DOH045	BID 1/20/16	CONTRACTOR'S E-MAIL ADDRESS	
SELECT YOUR PREFERRED METHOD OF RECEIVING PURCHASE ORDERS AND ENTER THE E-MAIL OR FAX NUMBER INFORMATION (ONLY SELECT ONE METHOD)			
<input type="checkbox"/> E-Mail <input type="checkbox"/> Fax			
In addition to the standard terms for payment, the payment terms for state agency(ies) will be 2%, 10 Days, Net 30 Days unless otherwise stated in the following space. If no discount is offered, bidder should circle "Net 30 Days". ____%, ____ Days, Net 30 Days			
PARTICIPATING AGENCY(IES): OHIO DEPARTMENT OF HEALTH, P.O. Box 118, Columbus, OH 43216-0118			
THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES, IS SOLICITING BIDS FOR: MEDICAL SPECIMEN COURIER SERVICES			
<p>TERM OF CONTRACT: This Invitation to Bid is to establish a requirements contract to procure the described supplies or services on behalf of the above participating agency(ies). The agency(ies) may place orders against the Contract beginning <u>04/01/2016</u> or upon the date when DAS signs the Contract, whichever is later in time. The Contract will expire <u>03/31/2018</u> unless DAS terminates the Contract based upon reasons set forth in Article I-C of the Standard Contract Terms and Conditions. No agencies may place purchase orders against the Contract beyond the expiration date unless DAS renews the Contract by amendment. The Contractor may begin performance under the Contract only upon receipt of a valid order from a participating agency.</p> <p>INSTRUCTIONS TO BIDDERS AND CONTRACT TERMS AND CONDITIONS, Revised 10/2013, are a part of this Invitation to Bid. Copies may be downloaded by clicking the link above. All prior versions of Instructions to Bidders, Contract Terms and Conditions are null and void.</p> <p>By submitting this Invitation to Bid, the Contractor certifies that Contractor has truthfully disclosed the location(s) where all services are to be performed; the location(s) where all applicable State contract data is to be maintained or made available; and the principal location of business for the Contractor and all subcontractors. The Contractor further certifies and acknowledges that Contractor will not change the country of the location(s) where services are performed and will not change the country of the location(s) where data is maintained or made available without prior written consent of the State.</p> <p>INQUIRIES: All inquiries should be submitted a minimum of five (5) working days prior to the bid opening date through the Procurement website, http://procure.ohio.gov/. Locate the "Quick Links" menu on the right, select "Bid Opportunities Search"; Step 1, enter the "Bid Number"; Step 2, click "Search"; Step 3, click the "Document/Bid Number." The "Submit Inquiry" button is at the bottom right of the Opportunity Detail page. Bidders will not receive a personalized e-mail response to their question, nor will they receive notification when the question is answered. Responses may be viewed by clicking the "View Q & A" button located beneath the "Submit Inquiry" button.</p>			
PRINTED/TYPED SIGNATURE		AUTHORIZED SIGNATURE (ORIGINAL SIGNATURE ONLY) <i>(Please sign in blue ink)</i>	DATE

The original signed Bid must be submitted to the Office of Procurement Services by 1:00 o'clock p.m., on the above listed opening date to receive consideration for award. It is requested that the Bidder not sign their bid in black ink. Bidder certifies, by signature affixed to its bid, that the information provided by it in its bid including the certified statements, is accurate and complete. Bidder declares to have read and understood and agrees to be bound by all of the instructions, terms, conditions and specifications of this Invitation to Bid and agrees to fulfill the requirements of any awarded contract at the prices bid.

SPECIAL TERMS AND CONDITIONS

AMENDMENTS TO CONTRACT TERMS AND CONDITIONS: The following Amendments to the Contract Terms and Conditions do hereby become a part hereof. In the event that an amendment conflicts with the Contract Terms and Conditions, the Amendment will prevail.

SITE VISIT: Prior to submitting their Bid response, the Bidder should visit the agency(ies) they are Bidding in order to survey the facility(s) and to become familiar with the requirements of the Bid. The Bidder must contact the Ohio Department of Health Laboratory in Reynoldsburg, OH to schedule an appointment. To schedule an appointment, please contact Rosemary Hage at (614) 644-4605 or email rosemary.hage@odh.ohio.gov. Once a contract is awarded, failure of the Bidder to have requested a site visit to become familiar with the facility and requirements of the bid will be insufficient reason to support any request to be released from the contract.

CONTRACT RENEWAL: This Contract may be renewed solely at the discretion of Ohio Department of Administrative Services (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 an appropriate period of time. The cumulative time of all mutual renewals may not exceed thirty-six (36) months unless DAS determines that additional renewal is necessary.

CONTRACT AWARD: The Contract will be awarded to the lowest responsive and responsible Bidder by low lot total.

EVALUATION: Bids will be evaluated in accordance with Article I-17 of the "Instructions to Bidders". In addition, the state will multiply Estimated Annual Shipments by Cost per Shipment to get the Annual Total Cost of Shipments. The State will then multiply the Estimated Annual Pick Ups by the Pick up Fee to get the Annual Total Pick Up Costs. The State will then add the Annual Total Shipment Costs to the Annual Total Pick Up Costs to get the low lot total for the Bid.

ESTABLISHED BUSINESS: To be considered responsive, the Bidder must, at the time of Bid submission be an established business firm with all required licenses, bonds, facilities, equipment and trained personnel necessary to perform the work in this Bid. The Bidder must have been in business for one (1) year. Documented Proof may be required upon request by the Office of Procurement Services.

DELIVERY AND ACCEPTANCE: Services will be performed as set forth in the Contract and in accordance with paragraphs S-8, S-9, and S-10 of the SUPPLEMENTAL CONTRACT TERMS AND CONDITIONS. The location of performance will be noted on the purchase order issued by the participating agency. Payment for services rendered will occur upon the inspection and written confirmation by the ordering agency that the services provided conform to the requirements set forth in the Contract. Unless otherwise provided in the Contract, payment shall be conclusive except as regards to latent defects, fraud, or such gross mistakes as amount to fraud.

SPECIAL CHARGES: There shall be no assessment, surcharge, small order charge, broken case charge, minimum order charge, single item charge nor any other unspecified additional charge allowed by the State that is not specifically mentioned in this Bid or in any Contract awarded pursuant to this Bid.

FIXED-PRICE WITH WAGE ADJUSTMENTS: No price adjustment will be granted during the first twelve (12) months duration of the contract. Thereafter, should changes be approved to the Federal Minimum Wage Rates, Federal Mandatory Health Care Programs, Workers' Compensation and/or Unemployment Insurance rates and/or transportation costs, the Contractor may petition DAS to increase the contract price(s). If approved by DAS, the Contractor will only be entitled to the exact amount of the increase as approved in the respective program. DAS will not agree to any increase that is retroactive to the start date of the Contract or is within the above stated time period that prices may not be adjusted. The Contractor must give DAS a minimum of thirty-(30) calendar days notice prior to the effective date of the increase. The petition must be accompanied by documentary evidence to fully support the request (e.g. Federal Minimum Wage Scales, tariff schedules, etc.). If approved the increase will become effective on the date set forth in the request and will remain in effect for the duration of the Contract. Approval of said increase is at the sole discretion of DAS. No petition for increase will be considered for adjustments that occurred prior to the effective date of the Contract.

TEMPORARY FUEL ADJUSTMENT: No request for a temporary fuel adjustment may be requested for the first six (6) months duration of the Contract. Thereafter, should a statewide or national increase in the cost of fuel occur, that is greater than 20% of the cost for fuel in place at the time of Contract award, the Contractor may petition DAS to increase the Contract price(s). The Contractor will be required to provide a cost breakdown of each item to indicate the portion of their product cost that is attributed to fuel. If approved, the Contractor will be permitted to adjust the price(s) by the exact amount of the fuel increase. The increase will be effective seven (7) calendar days after approval. Future requests for fuel cost adjustment will be considered in six (6) month intervals, for the duration of the Contract, under the above conditions. Should a statewide or national decrease in the cost of fuel occur, that is greater than 20% of the cost of fuel at the time of Contract award or approved increase, the Contractor will advise Office of Procurement Services of said decrease and the Contract will be adjusted accordingly. Said decrease will become effective seven (7) calendar days after notification. Failure of the Contractor to notify Office of Procurement Services of a decrease will be considered as a default and the Contractor will be responsible to reimburse the state for any overpayments. Said increases or decreases will be effective on all orders placed on or after the approval date of the adjustment.

SPECIAL TERMS AND CONDITIONS (cont'd)

BID AUTOMOBILE LIABILITY CHECKLIST:

Contractor will indicate, by checking the appropriate box(es) below, which mode of transportation will apply to this contract.

- Bidder/Broker ("The Contractor") or their Sub Contractor will make delivery or be performing services using a vehicle that is owned, leased or rented. Provide Certificate of Insurance documenting automobile liability with a Combined Single Limit of \$500,000.00.
- Goods/Services will be delivered via common carrier.
- No employee or representative of the contractor will have cause to be on state property to make deliveries or to perform services.

SPECIFICATIONS AND REQUIREMENTS

I. DEFINITIONS:

“CLIA Regulations” Clinical Laboratory Improvement Amendment Regulations

CLIA Regulations Link: [Center for Disease Control and Prevention](http://www.cdc.gov/ncidod/d11y/clia/CLIA.htm)

“BBP” Blood-Borne Pathogen

“NBS” Newborn Screening Program

“ODH” Ohio Department of Health

“ODHL” Ohio Department of Health Laboratory

“OSHA” Occupational Safety and Health Administration

“Shipment” Envelope or package containing one (1) or more newborn specimens

II. SCOPE:

The mission of the Ohio Department of Health (ODH) is to improve the health of Ohioans. The overall goal of the Newborn Screening Program (NBS) is to improve the quality of life for babies through early diagnosis and treatment. Securing a specialized clinical specimens courier is integral to realization of that goal. It is recommended that the newborn screening sample be collected when the baby is between 24 and 48 hours of age and tested and results reported within one (1) week. Time is a very important element in this process. The ODH Laboratory (ODHL) is a clinical laboratory working under the Clinical Laboratory Improvement Amendment (CLIA) regulations. CLIA regulations section 493.1242 stipulates that the clinical laboratory have policies on specimen collection, preservation, transport and storage. One key consideration is the preservation of the integrity of the sample. ODH makes every effort to identify a courier who will protect the integrity of the specimen(s). This may be done by utilizing the services of a courier who specializes in the transportation of clinical specimen(s).

The intent of this Bid is to acquire the services of a Contractor to furnish medical specimen courier services to deliver newborn screening samples from one hundred and eighteen (118) hospitals, physicians' offices and clinics to the ODHL located in Reynoldsburg, Ohio. It is estimated there will be approximately 26,000 (see pages 10-12 for locations) shipments annually. The various locations will be shipping newborn screening specimens that consist of dried blood spot cards protected by folded cardstock and associated patient information packed in manila paper envelopes labeled with the submitter name, address, and barcode. Shipments usually weigh less than one (1) pound. One (1) or more specimen(s) can be placed in an envelope which constitutes one (1) shipment.

III. CONTRACTOR REQUIREMENTS:

- A. The Contractor must deliver all specimens at 7:00 a.m. the next day (Monday-Saturday), so that all specimens can be tested and reported out on the same day. The Contractor cannot delay receipt of the newborn samples because a delay does not allow the lab to perform testing on the same day. (Excluding exceptions as noted in section VII).
- B. The Contractor must pick up six (6) days a week (Sunday through Friday) at all pick up locations and deliver six (6) days a week (Monday through Saturday) to the ODHL.
- C. The Contractor must not put specimens through conveyor systems which could result in damage and/or loss.
- D. The Contractor must protect newborn samples from heat in summer months. Heat and humidity will cause a deterioration of the enzyme activities in specimens. The Contractor must ensure that specimens are not exposed to weather conditions exceeding 90° Fahrenheit or tobacco smoke.
- E. The Contractor must keep samples dry.
- F. The Contractor must have a Health Insurance Portability and Accountability Act (HIPAA) Agreement in place.
- G. The Contractor must have all required licenses, bonds, facilities, equipment and trained personnel necessary to perform the work.
- H. The Contractor will provide a weekly report each Monday for the previous week concerning any envelopes that were in the Contractor's possession longer than 24 hours with an explanation for the delay in shipping.
- I. The Contractor will provide a quarterly report showing the number of envelopes and the average shipping time (from pick up to delivery) for each hospital, clinic and physician offices for which samples were picked up.

SPECIFICATIONS AND REQUIREMENTS (cont'd)

IV. CUSTOMER SERVICE:

- A. The Contractor must have one account representative assigned to the Contract. There must be a telephone number and/or e-mail address available 24 hours Monday through Saturday for discussing problems or answering questions. Account representatives must be knowledgeable about the ODH account and shall be available to answer questions on a regular basis.
- B. The Contractor must provide tracking with ODH access.
- C. The Contractor must be able to provide delivery confirmation.

V. TRAINING:

- A. The Contractor must provide training for Occupational Safety and Health Administration (OSHA) blood-borne pathogen (BBP) for drivers upon hire and thereafter. This training is to be paid for by the Contractor. The training should include:
 - a. Specimen transportation including identifying risks associated with transporting medical specimens
 - b. Measures to prevent exposure
 - c. Proper labeling
 - d. Spill Clean-up; using biohazard clean up procedures
 - e. Specimen integrity
 - f. HIPAA compliance
 - g. Administrative requirements (e.g., OSHA compliant records)
 - h. Definitions / language commonly used by clinical laboratory personnel in order to better understand their needs and expectations
- B. ODHL staff will provide training for an introduction/overview of the Newborn Screening Program so that the Contractor understands the importance of sample integrity and safety.

VI. DELIVERY AND PICKUP REQUIREMENTS:

- A. All shipments are to be delivered to:

Ohio Department of Health Laboratory
8995 East Main Street, Building 22
Reynoldsburg, OH 43068
Hours of Operation: 7:00am to 5:00pm
Telephone number: (614) 728-0394
- B. Delivery is Monday through Saturday at 7:00am. Sunday delivery service is not required. Major holidays are exempt from pick up and deliveries.

<u>Hospital Pickup Day</u>	<u>Delivery Day to ODHL</u>
Sunday	Monday
Monday	Tuesday
Tuesday	Wednesday
Wednesday	Thursday
Thursday	Friday
Friday	Saturday
- C. The Contractor is not expected to deliver when a Level 3 snow emergency is declared in Franklin or Licking County(ies) or if a Level 3 snow emergency is declared in a County that would be a direct route to Franklin or Licking County(ies).
- D. The Contractor is not expected to pick up if a Level 3 snow emergency is declared in the County of the pickup location.
- E. Pickups are Sunday through Friday at a time mutually agreed on between the Contractor and the hospital, clinic and physician office. Deliveries to the ODHL are Monday through Saturday at 7:00am. Major holidays are exempt from pickups.
- F. The Contractor must provide a daily pick up to all of the Hospitals, Clinics and Physician Offices listed in the Bid unless instructed otherwise.

SPECIFICATIONS AND REQUIREMENTS (cont'd)

- G. The Hospitals, Clinics and Physician Offices must contact the Contractor more than two (2) hours prior to scheduled pick up time to cancel pick up for that day. If pick up is cancelled within the allotted time frame, no pick up fee can be assessed.
- H. The Contractor is expected to deliver on-time 100 percent of the time; a delay of up to two (2) hours is acceptable for 2 percent of the shipments. A delivery failure above the requirements of this Bid may result in a Complaint to Vendor being filed.
- I. Pickup fees can only be applied to locations that are 50 miles or more from Reynoldsburg Ohio.
- J. The Contractor must assess pickup fees based on per site not per shipment.
- K. The Bidder must clearly describes its tracking capability.

(NOTE): Hospitals, Clinics and Physician Offices may be added or removed throughout the term of this Contract. The ODHL will give the Contractor a seven (7) day notice to add or remove a location.

VII. STORAGE:

- A. The Contractor must store medical specimen samples at temperatures no greater than 75° Fahrenheit.
- B. The Contractor must hold all medical specimen samples for a next day 7:00am delivery (Monday-Saturday).
- C. The Contractor must store medical specimen samples that are picked up the day before a major holiday and deliver at 7:00am the next available day the ODHL opens.
- D. The Contractor must store medical specimen samples that cannot be delivered due to Level 3 snow emergencies and must deliver at 7:00am the next available day the ODHL opens after the snow emergency is cancelled.
- E. The Contractor must never leave a shipment at the ODHL unattended. If ODHL personnel are not available to receive shipments, the Contractor must store shipments and redeliver at 7:00am the next day the ODHL opens.

VIII. DAMAGES/CLAIMS:

- A. The Contractor must document and report damaged specimens within 24 hours of the incident to allow for a quick redraw. Damaged specimens cannot be tested and a new specimen needs to be collected.
- B. If the Contractor damages a newborn sample, the Contractor will only be responsible for shipping fees incurred to resend the sample. The Contractor will not be responsible for lab fees incurred to recreate the specimen.
- C. The Contractor must acknowledge that damages that pose a risk of exposure would include a package being torn open and blood cards unfolding. Proper handling of the sealed packages should prevent any instances of exposure.

IX. PACKAGING/ LABELING:

- A. Packaging newborn specimens in envelopes is the responsibility of the hospital, clinic or physician's office.
- B. Packaging consists of manila paper envelopes provided by the ODHL, containing one (1) or more specimen(s).
- C. The Contractor is responsible for creating shipping labels for Hospitals, Clinics and Physician Offices with unique barcodes for tracking purposes. Information to include on the label: shipper facility name, shipper address; date and time shipped; number of specimen(s) in the envelope and the unique barcode for tracking the sample during shipping.
- D. The Hospitals, Clinics and Physician Offices shall apply biohazard labels on every shipment.
- E. The Contractor must supply all Hospitals, Clinics and Physician Offices with preprinted shipping labels and biohazardous labels.

SPECIFICATIONS AND REQUIREMENTS (cont'd)

X. BILLING / INVOICES:

Invoices are to be sent to:
Accounts Payable
Ohio Department of Health
P.O. Box 118
Columbus, OH 43216-0118

XI. MAJOR HOLIDAYS:

Below is a list of major holidays observed by the State Public Health. All holidays will be observed by the ODHL on the actual holiday regardless of other State of Ohio practices.

New Year's Day
Memorial Day
Independence Day

Labor Day
Thanksgiving Day
Christmas

The remainder of this page was intentionally left blank

PRICE SCHEDULE:

Bidders shall not insert a unit cost more than 3 digits after the decimal point. Digit(s) beyond 3, after the decimal point, shall be dropped by the Office of Procurement Services and not used in evaluation and any subsequent order.

<p>COST PER SHIPMENT FEE:</p> <p>Next Day Delivery (Monday-Saturday)</p> <p>Estimated Annual Shipments = 26,000</p> <p>Most packages weigh less than 1 lb.</p> <p>Cost per shipment is a flat fee.</p> <p>Fuel surcharge must be included in the Cost per Shipment.</p>	<p>PICKUP FEE:</p> <p>Pickup fees can only be applied to locations that are 50 miles or more away from Reynoldsburg, OH.</p> <p>Pickup Fees are assessed per site not per package.</p> <p>Estimated Annual Pick Ups = 32,841</p>
<p>\$_____ per shipment</p>	<p>\$_____ per pick up</p>

The remainder of this page was intentionally left blank

HOSPITALS, CLINICS AND PHYSICIAN OFFICES

Facility	Address	City	State	Zip	Estimated Annual Envelopes
Adena Med Ctr Hospital	272 Hospital Rd	Chillicothe	OH	45601	172
Akron Childrens Med Center	One Perkins Square	Akron	OH	44308	233
Akron General Med Cntr	400 Wabash Ave	Akron	OH	44307	304
Akron Summa Health System	525 E Market St	Akron	OH	44309	257
Alliance Community Hospital	200 E State St	Alliance	OH	44601	138
Anderson Mercy Hosp Birth Ctr	7500 State Rd	Cincinnati	OH	45255	247
Ashtabula Co Medical Center	2420 Lake Ave	Ashtabula	OH	44004	194
Atrium Medical Center	One Medical Center Dr	Middletown	OH	45005	282
Aultman Hospital	2600 6Th St Sw	Canton	OH	44710	309
Barberton Summa Hospital	155 5Th St Ne	Barberton	OH	44203	251
Bay Park Community Hospital	2801 Bay Park Dr	Oregon	OH	43616	159
Bellevue Hospital	1400 W Main St	Bellevue	OH	44811	167
Berger Hospital	600 N Pickaway St	Circleville	OH	43113	201
Bethesda North Hospital	10500 Montgomery Rd	Cincinnati	OH	45242	217
Blanchard Valley Hosp Findlay	1900 S Main St	Findlay	OH	45840	301
Bluffton Hospital	139 Garau St	Bluffton	OH	45817	149
Canton - Mercy Medical Center	1320 Timken Mercy Dr Nw	Canton	OH	44708	306
Christ Hospital	2139 Auburn Ave	Cincinnati	OH	45219	308
Cincinnati Childrens Hospital	3333 Burnet Ave	Cincinnati	OH	45229	206
Cincinnati Good Sam Hosp	375 Dixmyth Ave	Cincinnati	OH	45220	369
Cincinnati University Hosp	234 Goodman St	Cincinnati	OH	45219	426
Cleveland Clinic	9500 Euclid Ave - Desk M31	Cleveland	OH	44195	132
Cleveland Univ Hosp Rainbow Babies	11100 Euclid Ave - Ste 5090	Cleveland	OH	44106	222
Clinton Memorial Hospital	610 W Main St	Wilmington	OH	45177	172
Coshocton Co Mem Hospital	1460 Orange St	Coshocton	OH	43812	1
Dayton Childrens Med Center	1 Childrens Plz	Dayton	OH	45404	167
Dayton Good Sam Hosp -Tfbc	2222 Philadelphia Dr	Dayton	OH	45406	284
Defiance Promedica Reg Med Ctr	1200 Ralston Ave	Defiance	OH	43512	209
Doctors Hospital - Ohiohealth	5100 W Broad St	Columbus	OH	43228	266
Dublin Methodist Hospital	7500 Hospital Dr	Dublin	OH	43016	311
Fairfield Medical Center	401 N Ewing St	Lancaster	OH	43130	208
Fairfield Mercy Hospital	3000 Mack Rd	Fairfield	OH	45014	317
Fairview Gen Hospital	18101 Lorain Ave	Cleveland	OH	44111	316
Firelands Regional Medical Ctr	1111 Hayes Ave	Sandusky	OH	44870	207
Fisher Titus Mem Hospital	272 Benedict Ave	Norwalk	OH	44857	247
Flower Hospital	5200 Harroun Rd	Sylvania	OH	43560	223
Fremont Promedica Hospital	715 S Taft Ave	Fremont	OH	43420	149
Ft Hamilton Hospital	630 Eaton Ave	Hamilton	OH	45013	250
Fulton Co Health Center	725 S Shoop Ave	Wauseon	OH	43567	114

HOSPITALS, CLINICS AND PHYSICIAN OFFICES (cont'd)

Facility	Address	City	State	Zip	Estimated Annual Envelopes
Galion - Avita Health System	269 Portland Way S	Galion	OH	44833	211
Geauga Reg Hosp	13207 Ravenna Rd	Chardon	OH	44024	243
Genesis Health-Bethesda Campus	2951 Maple Ave	Zanesville	OH	43701	232
Grady Mem Hospital	561 W Central Ave	Delaware	OH	43015	190
Grant Med Ctr Hospital	111 S Grant Ave	Columbus	OH	43215	249
Henry County Hospital	1600 E Riverview	Napoleon	OH	43545	81
Hicksville Community Memorial	208 N Columbus St	Hicksville	OH	43526	79
Highland District Hospital	1275 N High St	Hillsboro	OH	45133	174
Hillcrest Hospital	6780 Mayfield Rd	Mayfield Hts	OH	44124	545
Holzer Medical Ctr - Gallipolis	100 Jackson Pike	Gallipolis	OH	45631	236
Joint Township District Hosp	200 St Clair St	St Marys	OH	45885	162
Kettering Medical Center	3535 Southern Blvd	Kettering	OH	45429	303
Knox Community Hospital	1330 Coshocton Ave	Mt Vernon	OH	43050	216
Lake West Hospital	3600 Euclid Ave	Willoughby	OH	44094	232
Lakewood Hospital	14519 Detroit Ave	Lakewood	OH	44107	214
Licking Memorial Hospital	1320 W Main St	Newark	OH	43055	272
Lima Memorial Hospital	1001 Bellefontaine Ave	Lima	OH	45804	223
Lorain Mercy Reg Med Ctr	3700 Kolbe Rd	Lorain	OH	44053	222
Madison County Hospital	210 N Main St	London	OH	43140	135
Mansfield Hospital - Medcentral	335 Glessner Ave	Mansfield	OH	44903	210
Marietta Memorial Hospital	401 Matthew St	Marietta	OH	45750	250
Marion Gen Hospital	1000 Mckinley Park Dr	Marion	OH	43302	257
Mary Rutan Hospital	205 Palmer Ave	Bellefontaine	OH	43311	193
Mccullough Hyde Mem Hospital	110 N Poplar St	Oxford	OH	45056	234
Medina General Hospital	1000 E Washington St	Medina	OH	44256	136
Mercer Co Community Hospital	800 W Main St	Coldwater	OH	45828	159
Metrohealth Medical Center	2500 Metrohealth Dr	Cleveland	OH	44109	307
Miami Valley Hospital	1 Wyoming St	Dayton	OH	45409	367
Miami Valley South	2400 Miami Valley Dr - Women's Unit	Centerville	OH	45459	221
Middlefield Care Center	Po Box 1095	Middlefield	OH	44062	117
Mt Carmel East Hospital	6001 E Broad St	Columbus	OH	43213	315
Mt Carmel West Med Center	793 W State St	Columbus	OH	43222	433
Mt Eaton Care Center Inc	Po Box 177	Mt Eaton	OH	44659	129
Nationwide Childrens Hospital	555 S 18Th St - Ste G463	Columbus	OH	43205	327
New Bedford Care Center	33272 St Rt 643	Fresno	OH	43824	86
Northside-Valley Care Health	500 Gypsy Lane	Youngstown	OH	44501	267
O'Bleness Mem Hospital	55 Hospital Dr	Athens	OH	45701	256
Orrville Aultman Hospital	832 S Main St	Orrville	OH	44667	146
Osu Medical Center	410 W 10Th Ave - Rm 5635	Columbus	OH	43210	299
Parma Comm Gen Hospital	7007 Powers Blvd	Parma	OH	44129	231
Pomerene Mem Hospital	981 Wooster Rd	Millersburg	OH	44654	221
Riverside Methodist Hospital	3535 Olentangy River Rd	Columbus	OH	43214	323
Robinson Memorial - Uh Portage	6847 N Chestnut St	Ravenna	OH	44266	263

HOSPITALS, CLINICS AND PHYSICIAN OFFICES (cont'd)

Facility	Address	City	State	Zip	Estimated Annual Envelopes
Salem Comm Hospital	1995 E State St	Salem	OH	44460	157
Samaritan Hospital	1025 Center St	Ashland	OH	44805	211
Shelby Hospital - Medcentral	199 W Main St	Shelby	OH	44875	125
Soin Medical Center	3535 Pentagon Rd	Beavercreek	OH	45431	196
Southeast Oh Reg Med Center	1341 N Clark St	Cambridge	OH	43725	206
Southern Ohio Med Center	1805 27Th St	Portsmouth	OH	45662	297
Southview Hospital	1997 Miamisburg-Centerville Rd	Dayton	OH	45459	306
Southwest Gen Hospital	18697 E Bagley Rd	Middleburg Hts	OH	44130	248
Springfield Community Hospital	100 Medical Center Dr	Springfield	OH	45504	295
St Ann Hospital	500 S Cleveland Ave	Westerville	OH	43081	320
St Charles Hospital	2600 Navarre Ave	Oregon	OH	43616	187
St Elizabeth Boardman	8401 Market St	Youngstown	OH	44512	277
St John Medical Center	29000 Center Ridge Dr	Westlake	OH	44145	174
St Joseph Health Center	667 Eastland Ave Se	Warren	OH	44484	248
St Lukes Hosp-Maumee	5901 Monclova Rd	Maumee	OH	43537	196
St Rita'S Med Center	730 W Market St	Lima	OH	45801	235
St Vincent Mercy Med Center	2213 Cherry St	Toledo	OH	43608	196
Tiffin Mercy Hospital	45 St Lawrence Dr	Tiffin	OH	44883	134
Toledo Hospital	2142 N Cove Blvd	Toledo	OH	43606	321
Trinity West Medical Center	4000 Johnson Rd	Steubenville	OH	43952	245
Tripoint Medical Center	7590 Auburn Rd	Concord	OH	44077	216
Trumbull Mem Hospital	1350 E Market St	Warren	OH	44483	231
Union Co Memorial Hospital	500 London Ave	Marysville	OH	43040	241
Union Hosp Dover	659 Boulevard	Dover	OH	44622	249
Upper Valley Med Center	3130 N County Rd 25-A	Troy	OH	45373	261
Van Wert Co Hospital	1250 S Washington St	Van Wert	OH	45891	116
Wayne Healthcare	835 Sweitzer St	Greenville	OH	45331	149
West Chester Hospital	7700 University Court	West Chester	OH	45069	83
West Mercy Health Hospital	330 Mercy Health Blvd	Cincinnati	OH	45211	249
Williams - Chwc Bryan	433 W High St	Bryan	OH	43506	141
Wilson Mem Hospital	915 W Michigan St	Sidney	OH	45365	258
Wood Co Hospital	950 W Wooster St	Bowling Green	OH	43402	182
Wooster Comm Hospital	1761 Beall Ave	Wooster	OH	44691	302
Wright Patterson Med Center	4881 Sugar Maple Dr	Wright Patterson AFB	OH	45433	164
Wyandot Mem Hospital	885 N Sandusky Ave	Upper Sandusky	OH	43351	100

DISCLOSURE OF SERVICE PROVIDERS (See Standard Contract Terms and Conditions, Section [Roman Numeral] V. General Provisions:, Paragraph G.):

Bidders seeking to enter into a service contract shall disclose the following:

a) Principal location of business for the contractor (Name/City/State/Country)

b) Principal location of all subcontractors (Name/City/State/Country)

c) Location where services will be performed (Name/City/State/Country)

d) Location where any State data, applicable to the Contract, will be maintained or made available (Name/City/State/Country)

By the signature affixed to Page 1 of this Bid, Bidder hereby certifies that the above information is true and accurate. The Bidder agrees that no changes will be made to this list of subcontractors or locations where work will be performed or data will be stored without prior written approval of DAS. Any attempt by the Bidder/Contractor to change or otherwise alter subcontractors, locations where services will be performed or locations where data will be stored, without prior written approval of DAS, will be deemed as a default. If a default should occur, DAS will seek all legal remedies as set forth in the Terms and Conditions which may include immediate cancellation of the Contract. Failure to complete this page may deem your Bid not responsive.

If multiple Subcontractors, duplicate this page as necessary.