



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: COMPREHENSIVE MAPPING PROJECT OF OHIO'S FAITH-BASED AND COMMUNITY NON-PROFITS

CONTRACT NUMBER: CSP906113

EFFECTIVE DATES: April 8, 2013 TO March 31, 2014

* Renewal through 03/31/16

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP906113 that opened on March 22, 2013. 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 Job and Family Services and the Governor's Office of Faith-Based and Community Initiatives 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.ohio.gov

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

www.ohio.gov/procure

*To indicate renewal effective April 1, 2015 through March 31, 2016, and change the contract analyst.

COST SUMMARY

CSP906113

Title: Comprehensive Mapping Project of Ohio's Faith-Based and Community Non-Profits

BUDGET: \$150,000.00 Not-to-Exceed Total as defined in the Scope of Work, by each Deliverable; 1-7.

OFFEROR: Sagamore Institute, Inc.

UNSPSC CATEGORY CODE: 81121500

OAKS ITEM NUMBER: 24511

Description	Cost
Complete an analysis of all federal and state grants won by Ohio Faith-Based Community Organizations in the past two fiscal years. (*completed FY14)	\$0.00
Analyze IRS data and conduct surveys to identify amount and type of support provided by private individuals and traditional philanthropy to Ohio Faith-Based and Community Organizations in the past two fiscal years. (*completed FY14)	\$0.00
Write a report detailing the scope and scale of Ohio's faith-based and community nonprofits including the human needs addressed and the financial support provided by the government and private entities. *Contractor will research and map organizations residing in one county but servicing multiple counties or statewide.	\$6,690.40
Identify and report "best practices" and measurement instruments to demonstrate faith-based and community organization effectiveness. *Contractor will develop protocol for continuing to populate the Bright Ideas Ohio Website. This protocol will include a structured interview to be used by the Office of Faith-Based and Community Initiatives to collect data about best practices for submission to Sagamore for scoring to be considered a best/promising practice.	\$3,492.20
Host and present three regional events in Ohio to promote the statewide project and convene Ohio Faith-Based and Community Organizations in a strategic dialogue about community needs with an emphasis on sharing data and collaborating at local levels. Collaborate with the Agency on the invitees to include. *The Contractor will work with GOFBCI to create a Webinar/recorded Conference Call to introduce the map to those who cannot attend the meeting. Contractor will assist GOFBCI to develop a uniform presentation of the Compassion Map/Bright Ideas Website and narrative of why collaboration is critical.	\$7,467.20
Facilitate a meeting in Columbus, OH to present to GOFBCI staff and Advisory Board to report data and leverage the outcomes from the regional events. *Contractor will conduct a meeting to assist the Governor's Office of Faith-Based and Community Initiatives to present the Mapping Ohio's Compassion Project to selected constituents.	\$3,509.53
Design a Web site and database to feature the results of the report in collaboration with the Agency. *Contractor will continue to maintain the Mapping Ohio's Compassion and Bright Idea's Ohio Website, including update to the date to include 2013.	\$14,500.24
TOTAL (includes all costs to perform the Work)	\$35,659.57

All costs must be in U.S. Dollars.

REIMBURSABLE EXPENSES: None; there will be no additional reimbursement for travel or other related expenses. The State will not be responsible for any costs not identified.

COST SUMMARY BY DELIVERABLE:

Deliverable	Total Team Hours Per Deliverable	Labor Cost	Non-Labor Direct Costs (e.g.; travel for events)	Subcontractor Cost	Totals
1					
2					
3	116	6,690.40			6,690.40
4	110	3,492.20			3,492.20
5	130	7,467.20			7,467.20
6	35	3,009.53	500.00		3,509.53
7	334	14,500.24			14,500.24
Totals	885	\$35,159.57	\$500.00		\$35,659.57

* To indicate definition of Work to be completed in the renewal period.

COST SUMMARY

CSP906113

SAGAMORE STAFF LABOR:

	Hein	Sherman	Cate	Christensen	Lindell	Pitzer	Owen	Haag	Saddler	Dyer	Snyder
Cost Per Hour	113.08	74.16		36.89			25.16	27.53	20.31		
Hours	96	40		140			174	250	25		
Cost	\$10,855.68	\$2,966.40		\$5,164.60			\$4,377.84	\$6,882.50	\$507.75		

Deliverable	Hours Per Deliverable	Labor Cost	Non-Labor Direct Costs (e.g.; travel for events)	Subcontractor Cost	Totals
3	Hein (writing): 32 hrs Sherman (support and editing): 20 hrs Haag (tech, e-book): 40 hrs Saddler (graphics and formatting): 24 hrs Total Hours: 116	\$3618.56 \$1483.20 \$1101.20 \$487.44 Total: \$6690.40			\$6690.40
4	Sherman (Protocols and interview framework): 10 hrs Christensen (Data collection and submission review): 20 hrs Owen (Implementation): 80 hrs Total Hours: 110 hours	\$741.60 \$737.80 \$2012.80 Total: \$3492.20			3492.20
5	Hein (presentation & narrative): 40 hrs Sherman (consultation & presentation): 10 hrs Haag (recording & technology): 80 hrs Total: 130 hours	\$4523.20 \$741.60 \$2202.40 Total: \$7467.20			\$7467.20
6	Hein (meeting): 24 hrs Haag (presentation prep): 10 hrs Saddler (admin asst): 1 hr Total: 35 hours	\$2713.92 \$275.30 \$20.31 Total: \$3009.53	Hein two trips: Mileage \$215.00 Meals \$35.00 Total =\$500.00		\$3509.53
7	Christensen (data): 120 hrs Haag (programming & site maintenance): 280 hrs Owen (data gathering & site maintenance): 94 hrs Total: 494 hours	\$4426.80 \$7708.40 \$2365.04 Total: \$14500.24			\$14500.24
Totals	885 hours	\$35,159.57	\$500.00		\$35,659.57

COST SUMMARY (CONT'D)

NON-LABOR DIRECT COSTS BY DELIVERABLE

Deliverable 1 =	\$0.00
Deliverable 2 =	\$0.00
Deliverable 3 = Printing of Final Report	\$0.00
Deliverable 4 = Video Hosting with Vimeo Pro = \$200 Domain registration, web hosting (12 mos.) = \$130 Plug-ins, stock photos as needed = \$100 Sherman travel to Clay Productions (May) = \$478 Flight = \$300, M&I = 84, Lodging = \$94	\$0.00
Deliverable 5 = 3 events in Ohio (cost per event) Audio Visual = \$300 Travel (Hein + Saddler) Mileage reimbursement (Columbus) = \$185 x 2 = \$370 Mileage reimbursement (Cinci) = \$115 x 2 = \$230 Hotel (Saddler – 1 night @ \$94) = \$94.00 Meals (Saddler \$68 + Hein \$34) = \$102.00 \$1,096.00 X 3 =	\$0.00
Deliverable 6 (Meeting in Columbus with GOFBCI) Travel – Sherman = \$478 Flight = \$300, Lodging = \$94, M&I=\$84, Travel – Hein = \$210 Mileage = \$185 Meals = \$25	\$500.00
Deliverable 7 (Web site) Mapping software at \$50/month subscription for 5 mos.	\$0.00
Subtotal, non-labor direct costs	\$500.00

SUBCONTRACTOR COSTS

Deliverable 2 = Subcontractor (Bliss Institute University of Akron) Dr. John Green (\$2,300) Bliss Institute Staff (\$7,450.00) Subcontractor (Clay Productions) (\$7,200.00)	
Subtotal, Subcontractor Costs	\$0.00

OPTIONAL LABOR FOR ADDITIONAL WORK, IF DESIRED BY GOFBCI:

Agency reserves the right to negotiate this rate, dependent on the type of Work required.

Labor Rate per Hour for any additional Work after completion of the deliverables named above:	
Fixed Rate Per Hour	\$80.00 per hour

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

BID CONTRACT NO.: CSP906113-1

209430
Sagamore Institute, Inc.
2902 N. Meridian St.
Indianapolis, IN 46208

TERMS: Net 30

*CONTRACTOR'S CONTACT(S):

Laurel Christensen
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Mobile: (317) 472-2052
Fax: (317) 925-0679
E-mail: laurelc@sagamoreinstitute.org

*Indicates change 04/01/15.

SUMMARY OF AMENDMENTS

Amendment Number	Effective Date	Description
3	4/1/16	Notice of contract expiration.
2	4/1/15	To indicate renewal of the Contract effective April 1, 2015 through March 31, 2016, change the Contractor's Contact and change the contract analyst.
1	4/1/14	To indicate renewal of the Contract effective April 1, 2014 through March 31, 2015 with minor revisions defining the Work to be completed in the renewal period.