

REQUEST FOR PROPOSALS

ADDENDUM # 1

ISSUED: 09/23/2016

**RFP NUMBER: CSP904017
INDEX NUMBER: DOH076**

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

Tobacco Disparities Demonstration Projects

Attached are pages 1 and 4 to this Request for Proposal (RFP). Remove the corresponding pages from the existing RFP and replace with the attached pages 1 and 4.

Reason for Addendum. This addendum is issued to extend the Proposal Due Date due to Web-site problems.

**PROPOSAL DUE DATE:
OPENING LOCATION:**

*** October 5, 2016
Department of Administrative Services
General Services Bid Desk
4200 Surface Road
Columbus, Ohio 43228-1395**

*See asterisks for changes.

REQUEST FOR PROPOSALS

RFP NUMBER: CSP904017
INDEX NUMBER: DOH076
UNSPSC CATEGORY: 85000000

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

THIS SOLICITATION CONTAINS AN EMBEDDED MINORITY SET-ASIDE COMPONENT

Tobacco Disparities Demonstration Projects

RFP ISSUED: August 31, 2016
INQUIRY PERIOD BEGINS: August 31, 2016
INQUIRY PERIOD ENDS: September 21, 2016 at 8:00 a.m.
PROPOSAL DUE DATE: * October 5, 2016 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, nine (9) attachments and two (2) Supplements, totaling 58 consecutively numbered pages. Please verify that you have a complete copy.

*Change the Proposal Due Date.

- c. The Community Preventive Services Task Force’s Guide to Community Preventive Services, Reducing Tobacco Use and Secondhand Smoke Exposure (<http://www.thecommunityguide.org/tobacco/Index.html>)

MINORITY BUSINESS ENTERPRISE PROGRAM. The State is committed to making more State contracts and opportunities available to minority business enterprises (MBE) certified by the Ohio Department of Administrative Services pursuant to Section 123.151 of the Ohio Revised Code and Rule 123:2-15-01 of the Ohio Administrative Code. This RFP contains a sheltered solicitation requirement, which encourages the Offeror to seek and set aside a portion of the Work to be exclusively performed by Ohio certified MBE businesses. For more information regarding Ohio MBE certification requirements, including a list of Ohio certified MBE businesses, please visit the DAS Equal Opportunity Division web site at:

<http://das.ohio.gov/Divisions/EqualOpportunity/MBEEDGECertification/tabid/134/default.aspx>

To search for Ohio certified MBE businesses, utilize the following search routine published on the DAS Equal Opportunity Division website:

1. Select “Locate MBE Certified Providers” as the EOD Search Area selection;
2. Select “MBE Certified Providers” link;
3. On the subsequent screen select “All Procurement Types” as a search criterion;
4. Select “Search”; and
5. A list of Ohio MBE Certified Service Providers will be displayed.

In seeking solicitations from Ohio certified MBE businesses, the Offeror must:

1. Utilize a competitive process to which only Ohio certified MBEs may respond;
2. Have established criteria by which prospective Ohio MBEs will be evaluated including business ability and specific experience related to the Project requirements; and
3. Require the Ohio certified MBE maintain a valid certification throughout the term of the Contract, including any renewals.

After award of the RFP, the Contractor must submit a quarterly report(s) and/or form to the agency representative or designee, and a copy to the DAS Procurement Analyst, documenting the work performed by and payments made to the MBE subcontractor(s). This RFP provides details on the report(s) and/or form and the timing on filing.

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.

DATES:

Firm Dates

| | |
|------------------------|---------------------------------|
| RFP Issued: | August 31, 2016 |
| Inquiry Period Begins: | August 31, 2016 |
| Inquiry Period Ends: | September 21, 2016 at 8:00 a.m. |
| Proposal Due Date: | * October 5, 2016, by 1:00 p.m. |

Estimated Dates

| | |
|------------------------------|-----|
| Contract Award Notification: | TBD |
|------------------------------|-----|

NOTE: These dates are subject to change.

There are references in this RFP to the Proposal due date. Prospective Offerors must assume, unless it is clearly stated to the contrary, that any such reference means the date and time (Columbus, OH local time) that the Proposals are due.

Proposals received after 1:00 p.m. on the due date will not be evaluated.

*Change the Proposal Due Date.