



**Department of
Job and Family Services**

John R. Kasich, Governor
Michael B. Colbert, Director

To: Prospective Vendors and Interested Parties
From: Linette Alexander, A.P.O., Deputy Director, Office of Contracts and Acquisitions
Subject: RLB#: R-1213-09-8014 Amendment #1: Procurement Timetable Extension
Date: May 13, 2011

On April 25, 2011, the Ohio Department of Job and Family Services issued a Request for Letterhead Bid (RLB) to obtain one qualified vendor to perform certain project evaluation services for a federally funded demonstration project designed to educate and assist low-income non-custodial parents, and other low-income individuals, in building financial assets and improving financial literacy skills. This amendment is being used to revise the following provisions as specified in Section III and any applicable time/date deadlines stated in any section of the RFP. The timetable amendment is as follows:

ORIGINAL DATE	REVISED DATE	EVENT/ACTIVITY
April 25, 2011	(Unchanged)	ODJFS Releases RFP to Potential Vendors on ODJFS Web Site; Q&A Period Opens - RFP becomes active - Vendors may submit inquiries for RFP clarification
May 4, 2011	(Unchanged)	Vendor Q&A Period Closes, 10 a.m. (for inquiries for RFP Clarification) - No further inquiries for RFP clarification will be accepted
May 6, 2011	(Unchanged)	ODJFS provides Final Vendor Question & Answer Document (estimated)
May 12, 2011	May 27, 2011	Deadline for Vendors to Submit Proposals to ODJFS (3 p.m.) - This is the proposal opening date, beginning the ODJFS process of proposal review
May 23, 2011	June 13, 2011	Vendor selection is made and each responding vendors is notified of the ODJFS decision regarding its submitted bid
July 11, 2011	July 25, 2011	Controlling Board Review of Contract
July 15, 2011	July 29, 2011	Evaluator Contract work begins* (ESTIMATED, pending all contract approvals and a fully approved Purchase Order*)
June 30, 2013	(Unchanged)	Initial contract period ends. Contract terminates no later than the end of the State Fiscal Year 2013
July 1, 2013 – June 30, 2014	(Unchanged)	Possible renewal term, from July 1, 2013 to June 30, 2014. Any renewal is contingent upon satisfactory contractor performance, all funding and contract approvals, and at the discretion of ODJFS.

All other provisions of the RLB as issued remain unchanged at this time. ODJFS apologizes for any confusion this revision may create. Thank you again for your interest in this ODJFS RFP project.

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