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*CHILD SUPPORT ENFORCEMENT AGENCY*  
*PUBLIC CHILDREN'S SERVICES AGENCY*  
**Katie Adams, Director**

**ADDENDUM 1**  
**INDEPENDENT LIVING RFP**  
**SPRING 2017**

**RFP Pages 16-17, Section 2.0 (Provider Proposal) Paragraph #1 currently reads:**

“All proposal pages will be numbered sequentially throughout the entire proposal beginning with – Section 2.1 – Cover Sheet and ending with Section 2.4 – Personnel Qualifications. The last sentence in paragraph 1 states that the proposal must contain all the specified elements listed below without exception, including all subsections therein:

- Section 2.1 – Cover Sheet
- Section 2.2 – Service and Business Deliverables:
  - Section 2.2.1 – Program Components
  - Section 2.2.2 – System and Fiscal Administration Components
- Section 2.3 - Personnel Qualifications

**Paragraph #1 has been changed to read as follows:**

“All proposal pages will be numbered sequentially throughout the entire proposal beginning with – Section 2.1 – Cover Sheet and ending with Section 2.4 – Personnel Qualifications. The last sentence in paragraph 1 states that the proposal must contain all the specified elements listed below without exception, including all subsections therein:

- Section 2.1 – Cover Sheet
- Section 2.2 – Service and Business Deliverables:
  - Section 2.2.1 – Program Components
  - Section 2.2.2 – System and Fiscal Administration Components
- Section 2.3 – Cost Consideration
- Section 2.4 – Personnel Qualifications

**QUESTION:**

What is the Highland County DJFS website?

**ANSWER:**

Highland County does not yet have a website dedicated to JFS, however, we have posted a .pdf of the RFP's on the Highland County website. The link is as follows: <http://co.highland.oh.us/legal-notices/> This week I will be sending out a document to all inquiring counties with the Questions and Answers posed by potential vendors. It will likely include an addendum due to the error in labeling Section 2. For those questions that are specific to a page, sentence, section etc., I will reference those points of reference. After I send a group email to all responding providers, I will be posting future addenda/questions and answers to the website above.

**QUESTION:** Attachment B-1, pg. 2 - What is the contract date for all 3 RFP's?

**ANSWER:**

The contract begin date for all providers with whom we have a current placement and a child-specific contract, is 7/1/17; for those providers (such as Oesterlen) who we do not have a current contact with, we are willing to accept RFP's on an ongoing basis. As noted in the RFP, Section 2.3 (Cost Considerations) Sub-Item A. and Sub-Item B:

A. "2.3 **Cost Considerations**

The Highland County JFS anticipates services will begin 7/1/2017.

B. The Unit Rate for each service proposed for the contract year must be listed on the Cover Sheet, Attachment A."

**QUESTION:**

**Attachment B1, Article V, pg 2.** "Provider Responsibilities **A and I** are deleted in their entirety." It is assumed this is a typo

**ANSWER:**

This is not a typo. Sub-Item A and Sub-Item I of Article V of Attachment B-1 reference the Case Plan services and the responsibility of the provider in the development and amendment of the case plan. These two sections are deleted from Attachment B and are essentially replaced by Article XXXIII of Attachment B-1.

**QUESTION:**

**Section 1.3 Employee Qualifications, last paragraph, “Employees who have been convicted” (pg 16 of the Residential RFP):** Will Highland DJFS be allowing a provision for Ohio’s Rehabilitation laws?

**ANSWER:**

Highland County will allow a provision for the rehabilitation standards outlined in OAC/ORC. The verification that the employee has met the rehabilitation standards should be included in the RFP.

**QUESTION:**

**Contract Language Negotiation--**Will there be an opportunity to discuss / negotiate Contract Language prior to Signing contracts—assuming one is offered? Or, do you wish for questions, issues or concerns regarding the Contract language to be a part of the RFP responses?

**ANSWER:**

The language of the contract is negotiable, however, if there is something specific the provider cannot/does not provide as it relates to the service components in the RFP, please include those details in the proposal.