

ADDENDUM TO SUPERVISED VISITATION RFP# 01-CY14

The following sections of the RFP have been revised as follows:

SECTION I. GENERAL PURPOSE & PROVIDER INFORMATION

1.12 Contract Period and Funds Available

The language in this section shall be deleted in its entirety and in its place, the following language shall be inserted:

County is seeking award contracts to be effective April 1, 2014 and will conclude no later than March 31, 2016. County may, at its discretion, amend the contract for one additional year effective April 1, 2016 concluding no later than March 31, 2017.

This program will be funded at no more than \$100,000 per year and will be supported by Title IV-E (ProtectOhio Waiver), which is a federal funding source, under Code of Federal Domestic Assistance (CFDA) Number 93.658, and Emergency Services Assistance Allocation (ESAA), which is also a federal funding source, under Code of Federal Domestic Assistance (CFDA) Number 93.556. This RFP and all agency contracts are contingent on the availability of funds. If, during the RFP process, funds are not available for the proposed services, the RFP process will be canceled. The providers will be notified at the earliest possible time. County is not required to compensate any provider for any expenses incurred as a result of the RFP process.

SECTION IV. LIMITATIONS AND OTHER REQUIREMENTS

4.4 Certifications

The language in this section shall be deleted in its entirety and in its place, the following language shall be inserted:

Proposers are not required to submit insurance certificates in order for their proposals to be considered. **However, the provider whose proposal is selected shall be required to present current insurance certificates prior to the commencement of the contract.** In the event that the winning bidder fails to present satisfactory insurance certificates when the proposed contract is submitted to the Board of County Commissioners for approval, County, in its sole discretion reserves the right to (1) select another provider's proposal or (2) cancel and/or reissue the RFP. The following are the standard requirements of insurance for providers who hold contracts with Clark County. Providers must provide, in their proposals, assurances regarding the items outlined below:

1. Worker's Compensation Insurance as required by Ohio law and any other state in which work will be performed, or letter of exemption.

2. Commercial General Liability Insurance for a minimum of \$1,000,000 per occurrence with an annual aggregate of at least \$2,000,000, including coverage for subcontractors, if any are used.
3. Umbrella or Excess Liability* insurance (over and above Commercial General Liability and Auto Liability) with a limit of at least \$2,000,000.
4. Auto Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work of Clark County, or its departments, with limits of at least \$1,000,000 Combined Single Limit
5. The Board of Clark County Commissioners (not the Department of Job & Family Services) must be named as "Additional Insured" on the policies listed in paragraphs b, c, and d above. The Board of Clark County Commissioners must also be named as the Certificate Holder at 50 E. Columbia St., Springfield, Ohio 45502.
6. Liability coverage for abuse and molestation in the amount of \$1,000,000 per occurrence and \$2,000,000 annual aggregate.
7. Professional liability or errors and omissions insurance for a minimum of \$1,000,000 per incident, which may be waived by the Board, in its sole discretion, if no licensed professionals will be employed to perform services under the contract.

*Note: Umbrella/Excess Liability coverage may be waived if the following limits are carried for Commercial General Liability and Auto Liability:

1. Commercial General Liability Insurance for a minimum of \$3,000,000 per occurrence with an annual aggregate of at least \$4,000,000, including coverage for subcontractors, if any are used.
2. Auto Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work of Clark County, or its departments, with limits of at least \$3,000,000 Combined Single Limit

Providers must disclose any circumstances of which the providers know or reasonably should know, including, but not limited to financial, legal, administrative, or safety risks, which might prevent them from meeting the insurance requirements by the time the contracts are signed. Providers shall have an ongoing duty to disclose any such circumstances that could foreseeably result in loss of coverage or denial of a claim during or after the duration of any contracts entered into pursuant to this RFP.

The successful bidders will also be required to agree to the following terms in the contracts awarded by the Board of County Commissioners:

Provider's failure to maintain current insurance certificates at any time during the duration of the contract awarded pursuant to this RFP shall be deemed a breach of the contract. In the event of such breach, the County shall have the right to withhold any further payment(s) due to Contractor and to terminate the contract immediately without liability for any such payment(s).

In lieu of termination, the County may, at its option, choose to withhold any further payment(s) due to the Contractor until the Contractor presents current certificates. In the event that the Contractor fails to present current certificates to the County's satisfaction, the County may exercise its right to terminate the contract in accordance with the above paragraph.

See Section 5.2, Format for Organization of the Proposal/Proposal Content, of this RFP for specific instructions regarding inclusion of these documents in proposals. Failure to provide proper certifications as part of the proposal submitted to CCDJFS may result in the disqualification of the provider's proposal from consideration.

SECTION V. PROPOSAL FORMAT & SUBMISSION

5.2 Format for Organization of the Proposal/Proposal Content

SECTION III – METHODOLOGY (20 points)

The language in this section shall be deleted in its entirety and in its place, the following language shall be inserted:

Methodology

1. Describe the methodology you would use to carry out this project, and the reason for selecting this methodology. Detail the tasks to be undertaken.
2. Detail how you plan to transition children currently being served by our existing provider to your program, if necessary.

Project Schedule

1. Provide a chart showing project activities that includes the achievement milestones upon which progress payment will be claimed.

Evaluation Plan

How will you assess the progress of the project while it is underway?