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August 11, 2008

HCJFS Request for Proposals - Children's Services Visitation Services

RFP08-010

Addendum 1

To All Potential Providers:

Section 2.5 has been changed to add additional language.

2.5 Personnel Qualifications

For key clinical and business personnel who will be working with the program, please submit resumes with the following:

- A. Proposed role;
- B. Industry certification(s), including any licenses or certifications and, if so, whether such licenses or certifications have been suspended or revoked at any time;
- C. Work history; and
- D. Personal reference (company name, contact name and phone number, scope and duration of program).

Provider's program manager must have an MSW and a minimum of three (3) years experience as a program manager with a similar program. Staff supervising and monitoring visits must have a Bachelor's degree in social work or a related field.



Added language:

RFPs and all attachments are posted on the Hamilton County Board of County Commissioner's website for general viewing. It is the proposing agency's responsibility to redact all personal information from resumes. Please make sure the resume reflects the person's position title instead of their name so we can tie the position back to the budget.

Attachment A – Proposal Cover Sheet

The back of the cover sheet is a checklist to aid you in ensuring all items and actions have been completed. This page need not be turned in with your proposal.

Addenda – all addenda to this RFP will be posted to www.hcifs.hamilton-co.org and www.rfpdepot.com

The below listed attachments were sent via email to all registered providers

Attachment A – Cover Sheet (ms word, .doc)

Attachment C – Budget forms (excel, .xls)

Attachment E – Declaration of Property Tax Delinquency (ms word, .doc)

Attachment F – Terrorist Declaration (ms word, .doc)

Attachment G – Campaign Contribution Declaration (ms word, .doc)

