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May 14, 2008

**HCJFS REQUEST FOR PROPOSAL  
GROUP HOME SERVICES RE-RELEASE RFP 08-007**

**ADDENDUM 1**

**To All Potential Providers:**

HCJFS is committed to ensuring capacity needs are met for all children in HCJFS' custody. In an attempt to ensure bids submitted by potential providers are deemed qualified and are able to move on to the stage 2 review process, we are offering a new service to interested bidders. HCJFS will host two (2) Proposal Help Days. These days will be used to complete a high level pre-review of your proposal to ensure all required items are included for the proposal to be deemed qualified.

**The review will not be for substance or quality** – it is just to verify the required checklist documentation is present.

You must call the HCJFS Contact Person – Beverly Donald (513-946-2231) to schedule an appointment to have your proposal reviewed. The appointments will be allotted in 15 minute increments. The dates and times available for a pre-review of your proposal are listed below:

Monday, June 2, 2008 between the hours of 1:00 p.m. and 3:00 p.m.

Wednesday, June 4, 2008 between the hours of 10:00 a.m. and 12:00 p.m.

**Questions**

1. What is viewed by HCJFS as an acceptable per diem range for this level of service?

We do not have a pre-set per diem range for services. The budget you submit must support the per diem requested and should not exceed your IV-E ceiling rate approved by ODJFS.

