

October 8, 2021

**HCJFS REQUEST FOR PROPOSAL
FOR THE OFFICE OF FAMILY VOICE
RFP SC07-21R**

ADDENDUM #1

Section 2.3 (A) of the RFP currently reads:

HCJFS anticipates services will begin approximately March 1, 2022 – June 1, 2022. Provider must submit a Budget and a calculation of the Unit Rate for the initial Contract term that Provider understands will be used to compensate Provider for services provided. In addition, if Provider is requesting an increase in costs for renewal years 2 and 3, they must complete the data sheet in the budget that lists each budget line item with an estimated expense amount and percentage increase from the prior year. Budgets and Unit Rates must be submitted in the form provided as Attachment C. Contracts will be written for the initial term of one (1) year with two (2) one-year options for renewal.

For renewal years, any increases in Unit Rates will be at the sole discretion of HCJFS, subject to funding availability and Contract performance, and will be limited to no more than 3% of the Unit Rate of the prior term. HCJFS does not guarantee that the Unit Rate will be increased from one Contract term to the next. Nothing in the RFP shall be construed to be a guarantee of any Unit Rate increase.

Change to read:

HCJFS anticipates services will begin approximately March 1, 2022 – June 1, 2022. Provider must submit a Budget for one (1) year based on cost reimbursement (initial Contract term) that Provider understands will be used to compensate Provider for services provided. For renewal year one (1), Provider must submit a Budget and a calculation of the Unit Rate. In addition, if Provider is requesting an increase in costs for renewal year two (2), they must complete the data sheet in the budget that lists each budget line item with an estimated expense amount and percentage increase from the prior year. Budgets, Cost Reimbursement and Unit Rates must be submitted in the form provided as Attachment C. Contracts will be written for the initial term of one (1) year with two (2) one-year options for renewal.

For renewal years, any increases in Unit Rates will be at the sole discretion of HCJFS, subject to funding availability and Contract performance, and for year two (2) will be limited to no more than 3% of the Budget of the prior term, and for year three (3) limited to no more than 3% of the cost of Unit of prior term. HCJFS does not guarantee that the Unit Rate will be increased from one Contract term to the next. Nothing in the RFP shall be construed to be a guarantee of any Unit Rate increase.

CHANGE REGARDING PAYMENT STRUCTURE RATIONALE:

Hamilton County Job & Family Services (HCJFS) and the Office of Economic Inclusion and Equity recognize that the RFP SC07-21R “Office of Family Voice” is a new concept for child welfare and interested Providers. In order to take into account the minimal information regarding programmatic and administrative costs, the decision has been made to ask for Providers to submit a budget for one year based on cost reimbursement, and unit rates for renewal years 1 and 2.

HCJFS and the Office of Economic Inclusion will monitor progress and preparedness of chosen Provider to deliver services in the community at a mutually agreed upon time.

***PLEASE NOTE – Cover Sheet Attachment A and the budget with narrative have been updated and attached with Addendum 1.

Section 1.1, paragraph 1 of the RFP currently reads:

The Board of County Commissioners, Hamilton County, Ohio (BOCC) reserves the right to award Contracts for these services to multiple Providers and to award Contracts for all or any portion of the services requested herein. The Contract(s) shall be for an initial term of one (1) year (“Initial Term”) with two (1), one (1) year renewal Options (“Optional Renewal Terms”) at the sole discretion of HCJFS.

Change to read:

The Board of County Commissioners, Hamilton County, Ohio (BOCC) reserves the right to award Contracts for these services to multiple Providers and to award Contracts for all or any portion of the services requested herein. The Contract(s) shall be for an initial term of one (1) year (“Initial Term”) with two (2), one (1) year renewal Options (“Optional Renewal Terms”) at the sole discretion of HCJFS.

