



**Board of Commissioners:**

Dennis Deters, Chris Monzel, Todd Portune  
**County Administrator:** Jeff Aluotto, Interim  
County Administrator  
**Director:** Moira Weir  
**General Information:** (513) 946-1000  
**General Information TDD:** (513) 946-1295  
[www.hcjfs.org](http://www.hcjfs.org)  
[www.hcadopt.org](http://www.hcadopt.org)  
[www.hcfoster.org](http://www.hcfoster.org)

222 E. Central Parkway • Cincinnati, Ohio 45202  
(513) 946-1408 • Fax: (513) 946-2384  
E-mail: carsos01@jfs.hamilton-co.org

April 27, 2016

**H CJFS REQUEST FOR PROPOSAL  
COMPREHENSIVE CASE MANAGEMENT  
AND EMPLOYMENT PROGRAM (CCMEP)**

**ADDENDUM 1**

**Providers in attendance at RFP Conference:**

Dynamic Educational Systems, Inc.  
ResCare, Inc.  
Ross Innovative Employment Solutions

Santa Maria Community Services  
T & C Services  
Talbert House  
YWCA of Greater Cincinnati

**Questions asked during RFP Conference:**

**Q1.** What is the total amount of the CCMEP contract under this proposal for the selected contractor to administer?

**A.** Six Million (\$6,000,000.00).

**Q2.** How many service locations are to be staffed and where are they located?

**A:** As many as the vendor would like, however, only 1 staffed location is necessary. The vendor may choose their location, based upon availability, but are reminded that they must be able to serve and be accessible to all Hamilton County youth.

**Q3.** Do services provided by other contracted vendors (in WIOA youth) and partner agencies count under CCMEP to fulfill required components (i.e. 14 youth elements) and outcomes (education, job placement, etc.)?

**A:** Yes.

Adult Services/421-LIFE • Cash Assistance • Child Care Services  
Child Support Services • Children's Services/241-KIDS • Employment and Training  
Food Stamps • Medicaid •



**Q4.** Will the CCMEP contractor staff even serve as point of entry to services; or will all participants be referred by other vendors/service Providers and agencies?

**A:** Yes. The CCMEP contractor will serve as the point of entry as well as receive referrals.

**Q5.** Are there other services to be delivered in addition to intensive case management?

**A:** Yes. The 14 WIOA Youth Elements.

**Q6.** How is “subcontractor” defined?

**A:** HCJFS defines a “subcontractor” as a person or organization who provides services agreed to in the Contract between HCJFS and the selected primary Provider, on behalf of the primary Provider. The selected primary Provider will have a signed Contract with the subcontractor defining the services and expectations for performance, including any shared and separate responsibilities with the primary Provider. All proposed subcontractors are to be submitted in writing to and approved by HCJFS prior to engagement.

Privity of contract:

The doctrine of privity in the common law of contract provides that a contract cannot confer rights or impose obligations arising under it on any person or agent except the parties to it. The premise is that only parties to contracts should be able to sue to enforce their rights or claim damages as such.

**Q7.** Do any partner organizations need to be considered a subcontractor?

**A:** Partner organizations only need to be considered a subcontractor if those organizations are providing a service for CCMEP in an arrangement as defined in the answer to Q6, above.

**Q8.** Are letters of references needed from subcontractors, or simply a list of references?

**A.** Yes. Please refer to Section 2.8 B-3 of the RFP for further details.



**Q9.** Is the CCMEP Provider the first step in connecting to a WIOA or TANF work participation Provider; or can the connection go either way: CCMEP Provider to WIOA Provider; CCMEP to TANF Provider; WIOA to CCMEP Provider; TANF to CCMEP Provider?

**A:** It could go either way, depending on the needs of the youth and the door of entry.

**Q10.** Will all tracking of CCMEP be captured in OWCMS for WIOA and TANF populations or other databases?

**A:** The WIOA and CCMEP services, eligibility and outcomes will be captured in the OWCMS system.

Note: “While CCMEP participants will be excluded from county work-participation reports, countable hours will still be counted and reported by the state to HHS. Therefore, activities that work-eligible individuals are engaged in must still be verified and tracked in CRISE (including good cause hours, etc.) to ensure integrity in reporting and that proper notices are issued from CRISE in the event that a sanction of OWF benefits is proposed.”

**Q11.** Will there be the WIOA ISS and JFS03004; or will WIOA Provider have ISS and CCMEP Provider have JFS03004?

**A:** This will depend on which door the youth enters. If they come in through the CCMEP vendor then they will need to complete the ISS and the JFS 3004. If they come in through the WIOA provider then that provider would complete the ISS and the JFS 3004.

**Q12.** Can TABE be used from partner agency – WIOA and/or ABLE?

**A:** Yes.

**Q13.** Any idea or indication on performance standards?

**A:** Yes. Please see #25 on pages 26-27 of the RFP. There are seven primary performance measures.

