



Department of
Job and Family Services

Ted Strickland, Governor

Douglas E. Lumpkin, Director

February 27, 2009

Dear Vendor:

This letter is to announce the release of the Ohio Department of Job and Family Services' (ODJFS) Request for Letterhead Bids (RLB)#: R-89-07-0924 for the purpose of obtaining a qualified vendor to perform Quality of Life (QoL) Surveys of seniors and persons with disabilities transitioning from institutions to home and community-based settings under Ohio's Money Follows the Person (MFP) Demonstration Project. The selected vendor will be responsible for administering the required survey (up to two times per program participant over a period of thirteen (13) month intervals during the five year period of the demonstration project) to up to 2231 individuals, and submitting the completed surveys quarterly to ODJFS for review and approval. Interested vendors are advised to refer to **Appendix A** of the RLB for estimated participant enrollment per State Fiscal Year (SFY).

Subject to approval by the Controlling Board, the contract period is expected to run from approximately July 1, 2009 through June 30, 2011, with three (3) one-year renewal contracts to be in effect, contingent upon satisfactory performance, continued availability of funding, and all required approvals, from July 1, 2011 through June 30, 2014 (SFYs 12, 13 and 14). Since state law prohibits ODJFS from making financial commitments beyond the fiscal biennium (e.g., 7/01/11 through 6/30/13), the contract with the selected vendor will be subject to renewal for the final 12-month period of the project. Renewal may be subject to approval by the Controlling Board.

If you are interested in submitting a bid for this important project, please obtain the RFGA through the ODJFS web site at <http://www.jfs.ohio.gov/rfp/>. If you do not have Internet access to this document or experience problems opening the above referenced ODJFS URL, please contact the RFP/RLB Unit at the following telephone number:

ODJFS, Office of Contracts and Acquisitions
30 East Broad Street, 31st Floor
Columbus, Ohio 43215-3414
PH: (614) 728-5693

Responses must be prepared and submitted in strict accordance with the requirements and time frames given in the RFGA. Thank you for your attention to this request.

Sincerely,

Signature on File

Douglas E. Lumpkin
Director

30 East Broad Street
Columbus, Ohio 43215
jfs.ohio.gov

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