

**OHIO DEPARTMENT OF HEALTH  
REQUEST FOR PROPOSAL (RFP) AMENDMENT**

1. PURPOSE OF AMENDMENT TO THE RFP.

The purpose of this Amendment is to share additional information for the Pre-Proposal Conference. 1. Project Information 1.2.1 as detailed below.
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2. AMENDMENTS AND EFFECTIVE DATE. The effective date of this Amendment is 4/25/2023.

1.2.1	<u>Pre-Proposal Conference Date: <b>May 8, 2023, at 2 p.m.</b> Optional Conference Call, Phone Number +1 614-721-2972, Phone Conference ID: 484 550 584#</u>
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3. ATTACHMENTS. The above-referenced RFP is attached as “Exhibit A” and incorporated herein by reference.

4. Except as expressly modified by this Amendment, the RFP shall be and remain in full force and effect in accordance with its terms and shall constitute the legal, valid, binding and enforceable obligations to the Parties. This Amendment and the RFP (including any written amendments thereto), collectively, are the complete agreement of the Parties and supersede any prior agreements or representations, whether oral or written, with respect thereto.

## OHIO DEPARTMENT OF HEALTH SUBRECIPIENT REQUEST FOR PROPOSAL (RFP)

The Ohio Department of Health (ODH) is soliciting proposals for professional services.

### 1. PROJECT INFORMATION.

1.1 Project Title: DOH51860 BEHRP-FSS-SFY24-25-Lead-Safe Housing Fund Community Primary Prevention-ODH Subrecipient RFP

1.2 Posting and Due Dates: **Posting: April 20, 2023. Due: Thursday, May 18, 2023, by 4 p.m.**

1.2.1 Pre-Proposal Conference Date: **May 8, 2023, at 2 p.m.**

1.3 Inquiry Start and End Dates: **Thursday, April 20, – Thursday, May 4, 2023, by 4 p.m.**

1.4 All questions must be submitted via email to [Procurement@odh.ohio.gov](mailto:Procurement@odh.ohio.gov) by **Thursday, May 4, at 4 p.m.** Questions received after this date will not receive a response.

### 1.5 Project Background.

In 2019, Governor Mike DeWine established the Lead Advisory Committee, a group of experts from public health, medicine, real estate, construction, local government, and other interested groups. The committee was asked to develop recommendations that built upon his initial monetary investments to address the consequences of lead poisoning. Funding was allocated in the FY22-23 state biennial budget to implement lead primary prevention activities. Seven communities were able to use the funds for various lead primary prevention projects in high-risk areas.

The Governor has further proposed funding in FY24-25 to continue support to local communities for lead primary prevention activities. It is anticipated that \$10 million will be allocated for the Ohio Lead-Safe Home Fund with \$9.2 million dedicated to community projects. With this funding, ODH seeks partners in high-risk communities to advance childhood lead poisoning prevention efforts at the local level.

### 1.6 Project Objective.

The objective of this project is to reduce lead exposure to children in high-risk communities through primary prevention activities conducted at the local level.

### 1.7 Project Justification

When a child is exposed to lead through ingestion, the toxin can affect a child's development and health. ODH has taken many steps to eliminate lead from all sources in a child's environment. The agency, with support from the Governor's office, continues efforts to reduce childhood lead poisoning in Ohio.

With this funding, ODH seeks to further community efforts to combat lead poisoning by supporting various primary prevention activities in high-risk communities. ODH is seeking proposals that are evidence-based and

demonstrate successful outcomes. Organizations, agencies, or entities located in high-risk communities as determined in Attachment A shall be considered for this funding opportunity. Proposals deemed ineligible will not be reviewed.

1.8 Project Budget. \$10,000,000.00

1.9 Project Award. Multiple awards with varying funding amounts

1.10 Agreement Term. Saturday, July 1, 2023-Monday, June 30, 2025

1.11 Project Period.

ODH reserves the right to execute multiple agreements with awarded provider to fulfill the entire project period, subject to, and contingent on the discretionary decision of the Ohio General Assembly to appropriate funds (if needed) for the biennium, satisfactory performance of the awarded providers, and the needs of the Ohio Department of Health.

## 2. PROJECT REQUIREMENTS.

### 2.1 Subrecipient Experience Requirement:

The subrecipient must demonstrate/document through recent experiences that they have the ability and capacity to provide the required level of service to perform the activities as outlined in their proposal and defined through this RFP.

### 2.2 Candidate Expertise Requirement:

- The subrecipient must describe, in its Proposal Staffing Plan, the proposed project team, and organizational structure, including all key staff.
- The subrecipient's staff must have experience to administer and oversee health and/or housing-related programs, non-profit or advocacy programs, or other programs that implement strategies and activities that promote disease prevention. Specific experience in administering lead poisoning prevention programs is preferred.
- The subrecipient must include name, title, education, certifications, current responsibilities, and experience of all key staff the Subrecipient will assign to the Contract.
- The subrecipient must designate a project manager who will be responsible for project oversight and communication with ODH. The project manager shall have previous program supervisory or management experience.
- The subrecipient must describe the capacity of each staff member and their ability to perform the activities in a timely manner relative to the contract period.
- Subrecipient must be knowledgeable of licenses, certifications, and laws required for all job descriptions covered under this contract. For example, lead abatement activities must be performed by Ohio licensed lead abatement Subrecipients and workers.

2.3 Notice of Award Requirements: None2.4 Mandatory Licenses &/or Certifications Required:

Selected vendor shall utilize Ohio licensed lead abatement contractors and workers when conducting lead hazard control activities; certified Renovation Repair and Painting contractors shall conduct renovation, repair and painting activities if proposed.

3. SCOPE OF WORK AND DELIVERABLES.3.1 Scope of Work.

SCOPE OF WORK:	
The subrecipient will ensure the following:	
Designation of a project manager responsible for communicating with the ODH contract manager, ensuring implementation and administration of Lead-Safe Home Fund project activities, and reporting project progress to ODH.	
The subrecipient will convene bi-monthly conference calls with ODH to provide status regarding project progress.	
The subrecipient must describe in detail, using the form in Attachment C, its work plan, the methods, policies, and procedures that will be used to implement a Lead-Safe Home Fund project in a designated high-risk community or communities. The work plan must incorporate at least three primary prevention strategies listed in Attachment B and shall provide a detailed description of how the plan will be implemented, staff involved in the project, a mechanism for monitoring the project, and project measures and outcomes.	
Provide to the ODH contract manager, on a form provided by ODH, an annual FY24 report detailing project progress for each activity included in the work plan. The report shall be submitted no later than 15 days after the end of the year.	
Submit a final project report to the ODH contract manager no later than 30 days after the end of the final quarter of the project.	

3.2 Deliverables and Due Dates.

DELIVERABLES		DUE DATE
3.2.1	Designate a project manager responsible for communicating with the ODH contract manager, ensuring project workflow and compliance with project metrics and timelines. This individual should be trained on the use of the project database and be responsible for updating the database with project related data.	Upon contract execution
3.2.2	Submit the final work plan to the ODH contract manager for approval.	Thirty days after contract execution
3.2.3	Shall ensure the subcontractors identify and obtain required permits.	Throughout the contract period
3.2.4	Review and approve all invoices submitted by subcontractors.	Throughout the contract period
3.2.5	Submit to ODH monthly an invoice for deliverables.	Monthly throughout the contract period

4. TECHNICAL EVALUATION CRITERION:

SUBRECIPIENT PROFILE		WEIGHT
4.1	The subrecipient must describe, in its Proposal Staffing Plan, the proposed project team and organizational structure, including all key staff.	10
4.2	The subrecipient's staff must have administrative experience in program management as well as documented knowledge of public health structure, lead poisoning prevention knowledge preferred.	5
4.3	The subrecipient must include name, title, education, certifications, current responsibilities, and experience of all key staff the subrecipient will assign to the contract.	5
4.4	The subrecipient must describe the capacity of each staff member and their ability to perform the work in a timely manner relative to present workload.	5
4.5	The subrecipient must be knowledgeable of licenses, certifications, and laws required for all subcontractors under this contract. For example, any lead abatement work shall be conducted by a licensed lead abatement worker and/or contractor; lead testing by a licensed lead risk assessor; and lead safe renovation or rehabilitation conducted by and individual with US EPA's Renovation, Repair and Painting (RRP) certification.	5
4.6	Subrecipient shall designate a project manager responsible for communicating with the ODH contract manager, ensuring project workflow and compliance with project metrics and timelines.	5

STAFFING PLAN (PERSONNEL PROFILE)		WEIGHT
4.7	Staff have experience in project management.	5
4.8	Staff shall have management background and knowledge of public health programs, local housing programs or advocacy programs.	10

WORK PLAN		WEIGHT
4.9	Subrecipient provided detail of how requirements specific to this project will be implemented and included for proposed activities to meet program requirements.	50

<b>TOTAL</b>	<b>100</b>
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5. PROPOSAL SCORING

CRITERIA	MAXIMUM ALLOWABLE POINTS
Technical Proposal	500
Cost Proposal	200
MBE Set -Aside	50
Total	750

COMPENSATION	COST
Within 30 days of contract execution, submit final Ohio Lead Safe Home Fund work plan to ODH for review and approval.	Amount
Plan, coordinate, implement, or complete lead poisoning prevention primary prevention activities as outlined in the subrecipient's approved work plan.	Monthly

6. INSTRUCTIONS

- 6.1. Scope of Work and Specifications. ODH is authorized to prepare scope of work and specifications to obtain supplies and services. The purpose of the scope of work or deliverables is to describe the supplies or services to be purchased and will serve as a basis for comparison of proposal responses.
- 6.2. Technical Proposal Format. Subrecipient's technical proposal shall address all items in the scope of work and deliverables and be submitted as the "Technical Proposal." Failure to sufficiently address each item may result in ODH's determination that the proposal does not provide sufficient detail to adequately evaluate the proposal and is, therefore, incomplete, and nonresponsive. If the proposal contains elements that exceed the requirements of the RFP, the proposal should state the degree to which the requirement will be exceeded and how this will be accomplished. Proposals should be prepared simply and economically, providing a straightforward, concise, and complete description of the subrecipient's proposal and capabilities to perform the agreement. Emphasis should be on completeness, specificity, and clarity of content.
- 6.2.1. Company Narrative. Responses to the RFP shall include a short narrative describing the following:
- 6.2.1.1. Description of the Subrecipient's experience and expertise conducting projects of similar size and scope.
  - 6.2.1.2. Subrecipient's ability to meet minimum requirements.
  - 6.2.1.3. Subrecipient's capacity to provide the services required.
  - 6.2.1.4. Documentation of Subrecipient's soundness and financial capability to perform the work.
  - 6.2.1.5. List of three (3) references for whom the subrecipient has performed similar services and deliverables. ODH may, but is under no obligation to, contact the references.
- 6.2.2. Project Narrative. Responses to the RFP shall include a detailed project narrative describing the following:
- 6.2.2.1. Identification of the objectives, strategies, methodology, services, and deliverables that subrecipient proposes to provide.

- 6.2.2.2. Use of evidence-based practices, if applicable.
  - 6.2.2.3. Timeline for completion of services and deliverables.
  - 6.2.2.4. Ability and experience of key project personnel intended to work on the project and their responsibilities to the project. Include resumes.
  - 6.2.2.5. Identification and description of any proposed subcontractors. Subrecipient may not subcontract any work or services of the type described in project scope of work and deliverables without ODH prior written approval.
- 6.2.3 Project Work Plan. Responses to the RFP shall include a detailed project implementation plan describing the following:
- 6.2.3.1. Clearly identify and discuss with specificity how the subrecipient will perform the requirements specific to this project, including each item under scope of work and deliverables.
  - 6.2.3.2. Description of the location and principal office from which the work is to be performed.
  - 6.2.3.3. Identification of the amount of time that lead, and key project personnel will be expected to work on the project.
  - 6.2.3.4. Description of contingency plans for completing the project, should the lead or key project personnel become unavailable for any reason.
  - 6.2.3.5. Identification of any anticipated difficulties in meeting the project specifications and a description of proposed solutions to these difficulties.
- 6.3. Subrecipient's Compensation. Subrecipient's proposed compensation by deliverable shall be submitted as the "Cost Proposal". If in the event an agreement ensues as a result of this RFP, the subrecipient will be required to fulfill the agreement obligations at the amount proposed. The proposed cost must include all costs associated with performing the work, including travel, shipping, overhead, etc.
- 6.4. Proposal Submittal. Subrecipient must submit both a "Technical Proposal" and a "Cost Proposal" as a part of its proposal package. These are two separate components which shall be submitted as separate electronic documents, clearly identified as either "Technical Proposal" or "Cost Proposal" and the RFP number.
- 6.5. When Proposals May Be Emailed. ODH must receive proposals via email by no later than 3 p.m., the day the proposals are scheduled to be due. Proposals received after 3 p.m. on the scheduled opening date will not be opened.
- 6.6. Where Proposals Must Be Emailed. Proposals must be emailed (no fax, mailed, or hand-delivered proposals will be accepted) to the following email address: [procurement@odh.ohio.gov](mailto:procurement@odh.ohio.gov).
- 6.7. Proposals are a Public Record. Once proposals have been reviewed, they will be forwarded to the ODH Project Evaluation Committee to begin the evaluation process. After proposals are opened, they are public records as defined in Ohio Revised Code Section 146.43 and are subject to all laws relevant thereto. Subrecipient may request that certain information, such as trade secrets or proprietary data, be designated as confidential and not considered as public records. Pricing is not considered as confidential. The decision as to whether such trade secrets or proprietary data shall be disclosed shall rest solely with ODH.
- 6.8. Withdrawal of Proposal Prior to Scheduled Opening. Subrecipient may withdraw a proposal by written request any time after ODH receives the proposal and before scheduled opening.
- 6.9. Withdrawal of Proposal After Scheduled Opening. Subrecipient may by written request withdraw its proposal after scheduled opening if there is reasonable proof that an inadvertent mistake was made, and the correction cannot be determined with reasonable certainty.
- 6.10. Correction of Proposal Before Scheduled Opening. If a subrecipient withdraws its proposal and resubmits it with revisions, the revisions should be clearly identified and initialed by the subrecipient. Any corrections must be completed off the ODH premises.

- 6.11. Correction after Scheduled Opening. ODH may permit a subrecipient alleging an inadvertent error to correct its proposal after opening, only if the mistake and the correction are clearly evident from the proposal and correction does not affect the amount of the proposal or otherwise give the Subrecipient an unfair competitive advantage.
- 6.12. Proposals are Firm for 90 Days. Unless stated otherwise, once opened all proposals are irrevocable for ninety (90) days. Beyond ninety (90) days, the subrecipient will have the option to honor their proposal or make a written request to withdraw their proposal from consideration.
- 6.13. Rejected Proposals. ODH may reject any proposal in whole or in part, if any of the following circumstances are true:
- 6.13.1. Proposals are not in compliance with the required format stated in the RFP.
  - 6.13.2. Proposals do not address all the requirements of the RFP.
  - 6.13.3. The price is excessive in comparison with market conditions or with the available funds of the agency.
  - 6.13.4. ODH determines that awarding any item is not in the best interest of the agency.
- 6.14. Alternative Proposals. A subrecipient may desire to submit an alternative proposal that achieves the purpose, specifications, and scope of ODH's request. A subrecipient submitting an alternative proposal shall clearly identify and quantify the advantages of the alternative.
- 6.15. Proposal Preparation. ODH assumes no responsibility for costs incurred by the subrecipient prior to the award of the agreement resulting from this RFP. Proposals may not include any amounts attributable to its preparation.
- 6.16. Subrecipient May Request Clarification. If a subrecipient discovers an inconsistency, error, or omission in this RFP, the subrecipient should request clarification from ODH Office of Procurement Services. Such clarification may be made only through email. No other form of clarification is acceptable. Failure of subrecipient to comply may result in the subrecipient being deemed not responsive.
- 6.17. Communication Prior to the Response Due Date. From the release date of this RFP until the date of the agreement award, there shall be no communications concerning this RFP between any subrecipient who may ultimately submit a proposal and any employee of ODH involved in the issuing of the RFP, or any other state employee who is in any way involved in the ODH project, except as follows:
- An ODH employee may send communications to potential subrecipients with a link to ODH's RFP announcement after the release rate to encourage a diversity of subrecipients to submit a proposal.
- 6.18. ODH Modifications to the RFP. When it is necessary to modify an RFP prior to the RFP opening, ODH does so by written addendum only. Revisions to an RFP, after the RFP opening, shall be distributed to only those subrecipients that submitted a proposal. A subrecipient may elect to withdraw the proposal, provided that the subrecipient files a written request within ten (10) calendar days of DOH's distribution of the addendum.
- 6.19. Unit Costs. Subrecipients shall not insert a unit cost of more than two (2) digits to the right of the decimal point. Digits beyond the two (2) will be dropped and not used in the evaluation of the proposal.
- 6.20. Responsive Subrecipient. A subrecipient is responsive if its proposal responds to the RFP completely and contains no irregularities or deviations from the RFP that would affect the proposal or otherwise give the subrecipient an unfair advantage.
- 6.21. Responsible Subrecipient. ODH will determine if a subrecipient is responsible using the following factors:
- 6.21.1. Experience of the subrecipient.
  - 6.21.2. Subrecipient's financial condition.
  - 6.21.3. Subrecipient's conduct and performance on previous agreement.
  - 6.21.4. Subrecipient's facilities.
  - 6.21.5. Subrecipient's management skills.
  - 6.21.6. Subrecipient's ability to execute the agreement properly.
  - 6.21.7. Review of federal and state debarment lists.



- 6.22. Information Requested. ODH may request additional information to evaluate a subrecipient's responsiveness to the RFP or to evaluate a subrecipient's responsibility. If a subrecipient does not provide the requested information, it may adversely impact ODH evaluation of the subrecipient's responsiveness or responsibility.
- 6.23. Samples. ODH may require subrecipients to provide samples or examples of work, at the subrecipient's expense. Samples must be clearly identified by the subrecipient, the RFP number, and the item the sample represents. ODH will return samples that are not destroyed in testing, at the subrecipient's expense, upon the subrecipient's timely request. ODH may keep the samples of the subrecipient awarded the agreement until the completion of the agreement.
- 6.24. Estimated Usage. Unless otherwise stated, the usage indicated for each item(s), if applicable, are to be considered as estimates only and should be considered as information relative to potential purchases that may be made from the agreement. ODH makes no representation or guarantee as to the actual amount of the item(s) to be purchased.
- 6.25. Technical Proposal Evaluation. Proposals submitted by subrecipients that do not meet the minimum requirements will not be evaluated. Proposals determined by ODH to lack completeness, specificity, or clarity of content may be deemed nonresponsive and, therefore, will not be evaluated. The remaining proposals will be evaluated, scored, and ranked by a committee of selected staff. Proposals will be evaluated by the technical review criteria.

The evaluation committee will assign a numerical rating to each technical competency in the above section 7 table of the RFP based upon a review of that subrecipient's proposal. The ratings are to be awarded as follows:

0 Points	Does Not Meet	Proposal does not comply with the requirements.
1 Point	Weak	Response does not substantially meet the requirements.
2 Points	Moderate	Proposal meets most of the requirements but is weak in some areas.
3 Points	Meets	Proposal meets all requirements.
4 Points	Strong	Proposal substantially exceeds requirements.
5 Points	Greatly Exceeds	Proposal significantly exceeds requirements.

The value assigned to each criterion is only a value used to determine which proposal is the most advantageous to the agency in relation to the other proposals that ODH received.

The evaluation committee will evaluate each proposal and award up to the maximum amount specified for each criterion. A proposal must receive a total technical score of at least 300 points (60 percent of the maximum total technical score of 500) for ODH to consider awarding an Agreement for that proposal.

- 6.26. Presentations and Interviews. ODH may require top subrecipients to be interviewed. Such interviews will provide a subrecipient with an opportunity to present its proposal and to ensure a mutual understanding of the proposal's content. This will also allow ODH an opportunity to test or probe the professionalism, qualifications, skills, and work knowledge of the proposed candidates. The interviews will be scheduled at the convenience and discretion of ODH. ODH may record any presentations and interviews. The one (1) to three (3) highest scoring subrecipients; but no more than the top three (3) may be required to participate. Interviews will be scheduled to be held in Columbus, Ohio at the subrecipient's expense, if applicable.
- 6.27. Cost Proposal Evaluation. ODH will calculate the subrecipient's Cost Proposal points after the subrecipient's total technical points are determined, using the following method:

Cost Points = (Lowest Subrecipient's Cost/Subrecipient's cost) x Maximum Allowable Cost Points as indicated in the "Scoring Breakdown" table. In this method, the lowest cost proposed will receive the maximum allowable points.

The number of points assigned to the cost evaluation will be prorated, with the lowest accepted Cost Proposal given the maximum number of points possible for this criterion. Other acceptable Cost Proposals will be scored as the ratio of the lowest Cost Proposal to the proposal being scored, multiplied by the maximum number of points possible for this criterion.

- 6.28. Final Stages of Evaluation Subrecipient with the highest point total from all phases of the evaluation (Technical Points + Cost Points) will be recommended for the next phase of the evaluation.

Technical Score: \_\_\_\_\_ + Cost Score: \_\_\_\_\_ + MBE Score \_\_\_\_\_ = Total Score: \_\_\_\_\_

If ODH finds that one or more proposals should be given further consideration, ODH may select one or more of the highest-ranking proposals to move to the next phase, which may include a Best and Final Offer (BAFO). ODH may alternatively choose to bypass any or all subsequent phases and make an award based solely on the proposal evaluation phase.

- 6.29. Clarifications & Corrections. During the evaluation process, ODH may request clarifications from any potential subrecipient under active consideration and may give any subrecipient the opportunity to correct defects in its proposal if ODH believes doing so does not result in an unfair advantage for the subrecipient and it is in ODH's best interests. Any clarification response that is broader in scope than what ODH has requested may result in the subrecipient's proposal being disqualified.
- 6.30. Agreement Negotiation. It is at the discretion of DOH whether to permit negotiations. A Subrecipient must not submit a proposal assuming there will be an opportunity to negotiate any aspects of the RFP. When it has been determined that it is in the agency's best interest to conduct negotiations, ODH may request a submission of a best and final quotation.
- 6.31. Agreement Award. The ODH Project Committee evaluating the proposals and, if applicable, the presentations will recommend to the Director of Health the award of an agreement based upon the total subrecipient score and whether awarding an agreement will result in obtaining the best value and advantage to ODH. The Director's award of an agreement will be identified by the Director's signature on the agreement. The Director's award is final and not appealable. ODH at any time may determine that award of an agreement is not in the best interest of ODH and may reject, cancel, or re-issue this RFP in whole or in part.
- 6.32. Agreement Contents. If this RFP results in an agreement award, the agreement will consist of this RFP, along with attachments, addenda, purchase orders, change orders, and terms and conditions. ODH reserves the right to award multiple agreements under this RFP.
- 6.33. Subrecipient Start Date. ODH expects the subrecipient to commence work upon agreement execution. If the subrecipient is unable or unwilling to commence work, ODH reserves the right to cancel the award and resume the evaluation process with the next most advantageous proposal.
- 6.34. Non-Collusion Certification. The subrecipient certifies that he/she is (sole owner, partner, president, secretary, etc.) of the party making the forgoing proposal, that such proposal is genuine and not collusive or sham; that subrecipient has not colluded, conspired or agreed, directly or indirectly, with any subrecipient or person, to submit a sham proposal; or colluded or conspired to have another not proposal; and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person to fix the proposal price of its proposal or any other subrecipient, or to fix any overhead, profit or cost element of the proposal price, or of that of any other subrecipient, to secure any advantage against any Subrecipient or any person or persons interested in the Agreement and that all statements contained in the proposal are true; and further, that the subrecipient has not, directly or indirectly, submitted this proposal, or the contents thereof, or divulged any related information or data to any association or to any member or agent of any association.
- 6.35. ODH Withdrawal of the RFP. ODH reserves the right to withdraw the RFP at any time prior to the award the Agreement.
- 6.36. Damages Arising from RFP Specifications. A subrecipient may not be compensated for damages arising from inaccurate or incomplete information in the RFP, specifications, or from inaccurate assumptions based upon the specifications.
- 6.37. Protests. Objections to the agreement award may be filed through a protest. Such protest must comply with the following information:

6.37.1. The protest must be filed by a prospective or actual subrecipient objecting to the award of an agreement resulting from this RFP. The protest must be in writing and contain the following information:

- 6.37.1.1. Name, address, and telephone number of the protester.
- 6.37.1.2. Name and number of the RFP being protested.
- 6.37.1.3. Detailed statement of the legal and factual grounds for the protest, including copies of any relevant document.
- 6.37.1.4. Request for a ruling by ODH.
- 6.37.1.5. Statement as to the form of relief requested from ODH; and
- 6.37.1.6. Any other information the protester believes to be essential to the determination of the factual and legal questions at issue in the written request.

6.37.2. A timely protest will be considered within the following periods:

- 6.37.2.1. A protest based on alleged improprieties in the issuance of the RFP, or any other event preceding the closing date for receipt of proposals which are apparent or should be apparent prior to the closing date for receipt of proposals, must be filed not later than five (5) business days prior to the proposal due date.

6.37.2.2. If the protest relates to the recommendation of the evaluation committee for an award of the agreement, the protest must be filed within fifteen (15) business days of the award communication.

6.37.3 All protests must be filed at the following location:

Ohio Department of Health  
Office of Procurement Services, 4<sup>th</sup> Floor  
Attention: Frederick Miller  
246 North High Street

6.38. Minority Business Enterprise Program. ODH is committed to making more agreement and opportunities available to minority business enterprises (MBE) certified by the Ohio Department of Administrative Services pursuant to Section 123.151 of the Ohio Revised Code and Rule 123:2-15-01 of the Ohio Administrative Code. This RFP contains a sheltered solicitation requirement, which encourages the Subrecipient to seek and set aside a portion of the work to be exclusively performed by Ohio certified MBE businesses. For more information regarding Ohio MBE certification requirements, including a list of Ohio certified MBE businesses, please visit the DAS Equal Opportunity Division website at <http://das.ohio.gov/Divisions/EqualOpportunity/MBEEDGECertification/tabid/134/default.aspx>

To search for Ohio certified MBE businesses, utilize the following search routine published on the DAS Equal Opportunity Division website.

- 6.38.1 Select "Locate MBE Certified Providers" as the EOD Search Area selection.
- 6.38.2 Select "MBE Certified Providers" link.
- 6.38.3 On the subsequent screen select "All Procurement Types" as a search criterion.
- 6.38.4 Select "Search"; and
- 6.38.5 A list of Ohio MBE Certified Service Providers will be displayed.

6.39. MBE Set-Aside. ODH has included in the Evaluation Scoring Formula of this RFP, a provision for the subrecipient to seek and set aside work for MBE subcontractors. In seeking proposals, the subrecipient must:

- 6.39.1 Utilize a competitive process to which only Ohio certified MBEs may respond.
- 6.39.2 Have established criteria by which prospective MBEs will be evaluated including business ability and specific experience related to the work requirements.
- 6.39.3 Require the MBE subcontractor to maintain their certification throughout the term of the agreement, including any renewals; and,
- 6.39.4 Propose the awarded MBE as a subcontractor under this RFP.
- 6.39.5 The following chart details the participation ranges and values that would be awarded to the subrecipient for MBE participation.

MBE Participation Value Range
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Percentage of Work Offered	Percentage of MBE Points Available
0%	0
1% - 5%	10 Points
6% - 10%	20 Points
11% - 15%	30 Points
16% - 24%	40 Points
25% or greater	50 Points

- 6.39.6 For this RFP, Ohio certified MBEs that are the prime must subcontract with an Ohio certified MBE to meet the above requirement.
- 6.39.7 For purposes of calculating the MBE Set-aside points, the state will not award any points for proposed MBE services that are optional elements of the Scope of Work.

- 6.40. MBE Reporting. After award of the RFP, the subrecipient must submit a quarterly report to the Procurement Manager or designee documenting the work performed by and payments made to the MBE subcontractor. These reports must reflect the level of MBE commitment agreed to in the agreement. The reports must be filed at a time and in a form prescribed by the Procurement Manager or designee.
- 6.41. Veteran-Friendly Business Enterprise (VBE) Program. The State of Ohio's Veteran-Friendly Business Enterprise (VBE) Procurement program provides preference to certified companies that compete to agreement with the state to supply the goods or services it needs, including eligible construction services. To be eligible for certification, the applicant business must satisfy one of the following criteria:
- 6.41.1 At least 10% of its employees are veterans or on active service.
  - 6.41.2 At least 51% of the applicant business is owned by veterans or persons on active service.
  - 6.41.3 If the applicant business is a corporation 51% of which is not owned by veterans or persons on active service, at least 51% of the board of directors are veterans or persons on active service; or
  - 6.41.4 The business is certified by the United States Department of Veterans Affairs as a Service-Disabled Veteran-Owned Small Business or a Veteran-Owned Small Business and the owner(s) of the business meets the definition of veteran as defined in Rule 123:5-1-01(II) of the Ohio Administrative Code. Information regarding how to obtain this Business Certification can be located at the following link [http://das.ohio.gov/Divisions/EqualOpportunity/BusinessCertification/Veteran-FriendlyBusinessEnterprise\(VBE\)Program.aspx](http://das.ohio.gov/Divisions/EqualOpportunity/BusinessCertification/Veteran-FriendlyBusinessEnterprise(VBE)Program.aspx).

## Attachment B

### Examples of Primary Prevention Strategies and Activities

This guidance is provided to assist local communities in selecting strategies and activities that build upon the state's current investments in lead hazard control and primary prevention. Applicants are to include one or more primary prevention strategies/activities from one or more of the four objective areas or develop activities that complement existing lead poisoning prevention work in the applicant's area of service.

This document is based on the *"Building Blocks for Primary Prevention; Protecting Children from Lead-Based Paint Hazards"* (found at the following link <https://stacks.cdc.gov/view/cdc/5255>). Applicants are encouraged to utilize the information from the document when developing funding proposals.

#### EDUCATION AND OUTREACH STRATEGIES/ACTIVITIES

- Educate the public of potential lead hazards and the availability of lead-free alternatives to prevent lead exposure from occurring.
- Promote the statewide Lead Safe Rental Registry. The Registry is available to serve as a trusted, comprehensive resource for consumers seeking information about lead safe rental housing.
- Build awareness of the federal Renovation, Repair, and Painting (RRP) program, and the requirements of individual and firm certification.
- Educate physicians, health care providers, and other medical providers of the requirement for lead testing children under six years of age for lead exposure, with a priority focus on children living in high-incidence communities and those enrolled in the Medicaid program, as required by state and federal law.
- Publicize activities and outcomes funded by the Lead-Safe Home Fund dollars awarded to the applicant.
- Promote lead safety in child care homes through education and outreach to child care operators.
- Train home visitors to complete a lead visual assessment while in the home. ODH has developed the Environmental Visual Assessment that is designed to be completed by home visitors who are not trained as lead specialists.
- Expand lead safety education to expectant and new parents.
- Require local social service agencies to disseminate lead poisoning prevention education and outreach information to clients.
- Teach code inspectors about lead safety.

- Train and employ low-income community residents in hazard control.
- Train painters, remodelers, and maintenance staff in lead-safe work practices.
- Create a “Demonstration Home” to educate policy makers and the public on lead safety.
- Educate tenants and community-based organizations to take action to address substandard housing conditions.
- Promote the Ohio Lead-Safe Housing Registry to local landlords through education and outreach. This is a statewide rental housing registry where renters can search for lead safe rental housing by zip code, city, or county.  
<https://www.ohiohousinglocator.org/LeadSafe.html>
- Educate and inform rental property owners of federal lead hazard disclosure requirements.

#### **DATA COLLECTION AND SHARING STRATEGIES/ACTIVITIES**

- Develop short, intermediate, and long-term goals for lead poisoning reduction, and develop steps toward accomplishing 2022, 2025, and 2028 targets.
- Leverage federal, state, and local data sources to identify the prevalence of lead hazards and poisoning to ensure funding resources are targeted within the applicant’s communities to those most in need.
- Use data from lead investigations to advocate for policy solutions within the high-risk community.

#### **LEAD HAZARD CONTROL AND IDENTIFICATION STRATEGIES/ACTIVITIES**

- Conduct lead stabilization activities, including window, door, and porch replacement.
- Collaborate with the county Department of Jobs and Family Services to ensure lead hazards in child care settings are identified and controlled or eliminated.
- Add Lead Safety (USEPA RRP) to weatherization programs and practices.
- Create incentives to integrate lead safety into housing rehabilitation.
- Incorporate RRP into all covered activities and performing a lead clearance at the conclusion of the work to ensure no lead hazards are present.
- Perform building-wide hazard assessments in multi-unit buildings following identification of lead hazards in one unit.
- Require an inspection for lead-based paint hazards at tenant turnover.
- Adopt local lead hazard disclosure laws.
- Require rental property registration/licensing.
- Offer resources to assist landlords of low-income properties and owner-occupants, including free trainings in lead-safe work practices and/or grants and low- or no-interest loans.

- Require rental property owners to inform tenants how to report deteriorating paint.
- Share risk assessment and lead inspection services. Departments within the same community, or communities within the same geographic area can share in the purchase and use of XRF lead analyzers, laboratory contracts, and staff that are licensed to perform lead risk assessments.

#### **WORKFORCE DEVELOPMENT STRATEGIES/ACTIVITIES**

- Identify opportunities for small to medium-sized contractors to participate in lead hazard reduction activities funded by these funds to broaden and strengthen the local lead hazard control workforce.
- Coordinate, subsidize, and facilitate lead training classes for homeowners and professionals who perform work in their geographic area. These can be USEPA one-day RRP training, Lead Abatement worker and Contractor training, one-day Lead Clearance Technician classes.

#### **OTHER STRATEGIES/ACTIVITIES**

- Create a special lead court to expedite enforcement of lead-related violations.
- Create a special real estate funding mechanism (Funding for local or regional lead poisoning prevention activities can be generated through the addition of a fixed fee to the annual property tax bills for each dwelling unit in pre-1978 residential properties).
- Impose fees on real estate transactions (fee levied on real estate transactions e.g. for the recording of deeds).
- Attach property-specific lead hazard information to property deeds (to ensure that buyers are informed of these lead hazards, copies of lead hazard violations, repair orders, and clearance reports could be attached to the property deed and available for review through the title search).

## High-Risk ZIP Codes Ranked by County

The State of Ohio High-Risk ZIP codes for lead poisoning are ranked from most at-risk to least at-risk by county based on elevated blood lead rate, total population, and proportion of housing built before 1980. These ZIP codes will be considered for funding for primary lead poisoning prevention activities based on their rank. Some ZIP codes span multiple counties and appear under each county they span. If a ZIP code does not appear on the list, there was not sufficient data for ranking.

<b>Allen</b>	<b>12.</b> 43718	<b>5.</b> 44431	<b>33.</b> 44114	<b>24.</b> 43212	<b>20.</b> 45236
<b>1.</b> 45805	<b>13.</b> 43747	<b>6.</b> 44609	<b>34.</b> 44116	<b>25.</b> 43203	<b>21.</b> 45224
<b>2.</b> 45804	<b>Brown</b>	<b>Coshocton</b>	<b>35.</b> 44131	<b>26.</b> 43140	<b>22.</b> 45230
<b>3.</b> 45801	<b>1.</b> 45167	<b>1.</b> 43812	<b>36.</b> 44147	<b>27.</b> 43231	<b>23.</b> 45220
<b>4.</b> 45887	<b>2.</b> 45130	<b>2.</b> 43840	<b>Darke</b>	<b>28.</b> 43217	<b>24.</b> 45202
<b>5.</b> 45806	<b>Butler</b>	<b>Crawford</b>	<b>1.</b> 45331	<b>29.</b> 43215	<b>25.</b> 45208
<b>6.</b> 45808	<b>1.</b> 45011	<b>1.</b> 44820	<b>2.</b> 45390	<b>30.</b> 43054	<b>26.</b> 45225
<b>Ashland</b>	<b>2.</b> 45013	<b>2.</b> 43302	<b>3.</b> 45382	<b>Gallia</b>	<b>27.</b> 45240
<b>1.</b> 44903	<b>3.</b> 45044	<b>3.</b> 44833	<b>4.</b> 45347	<b>1.</b> 45631	<b>28.</b> 45213
<b>2.</b> 44691	<b>4.</b> 45003	<b>4.</b> 44887	<b>5.</b> 45303	<b>2.</b> 45614	<b>29.</b> 45232
<b>3.</b> 44805	<b>5.</b> 45014	<b>5.</b> 44875	<b>Defiance</b>	<b>Geauga</b>	<b>30.</b> 45251
<b>4.</b> 44842	<b>6.</b> 45042	<b>6.</b> 44818	<b>1.</b> 43545	<b>1.</b> 44057	<b>31.</b> 45248
<b>5.</b> 44851	<b>7.</b> 45015	<b>7.</b> 44827	<b>2.</b> 43517	<b>2.</b> 44021	<b>32.</b> 45218
<b>Ashtabula</b>	<b>8.</b> 45241	<b>8.</b> 44865	<b>Delaware</b>	<b>Greene</b>	<b>33.</b> 45244
<b>1.</b> 44004	<b>9.</b> 45246	<b>9.</b> 44825	<b>1.</b> 43015	<b>1.</b> 45424	<b>34.</b> 45209
<b>2.</b> 44030	<b>10.</b> 45062	<b>10.</b> 44854	<b>Erie</b>	<b>2.</b> 45385	<b>35.</b> 45243
<b>3.</b> 44041	<b>Carroll</b>	<b>Cuyahoga</b>	<b>1.</b> 44870	<b>3.</b> 45324	<b>36.</b> 45242
<b>4.</b> 44057	<b>1.</b> 43988	<b>1.</b> 44108	<b>2.</b> 44889	<b>4.</b> 45459	<b>37.</b> 45233
<b>5.</b> 44047	<b>2.</b> 44621	<b>2.</b> 44102	<b>Fairfield</b>	<b>5.</b> 45431	<b>38.</b> 45226
<b>6.</b> 44082	<b>3.</b> 44730	<b>3.</b> 44112	<b>1.</b> 43130	<b>6.</b> 45432	<b>39.</b> 45241
<b>Athens</b>	<b>4.</b> 43903	<b>4.</b> 44105	<b>2.</b> 43113	<b>7.</b> 45458	<b>40.</b> 45255
<b>1.</b> 45701	<b>5.</b> 43908	<b>5.</b> 44109	<b>3.</b> 43062	<b>8.</b> 45440	<b>41.</b> 45246
<b>2.</b> 45782	<b>6.</b> 44675	<b>6.</b> 44127	<b>4.</b> 43155	<b>9.</b> 45433	<b>42.</b> 45247
<b>3.</b> 43728	<b>Champaign</b>	<b>7.</b> 44120	<b>Fayette</b>	<b>10.</b> 45387	<b>43.</b> 45249
<b>4.</b> 45764	<b>1.</b> 45365	<b>8.</b> 44111	<b>1.</b> 43160	<b>11.</b> 45434	<b>44.</b> 45052
<b>5.</b> 45732	<b>2.</b> 43078	<b>9.</b> 44103	<b>Franklin</b>	<b>12.</b> 45384	<b>45.</b> 45203
<b>6.</b> 45766	<b>3.</b> 45502	<b>10.</b> 44107	<b>1.</b> 43229	<b>Guernsey</b>	<b>46.</b> 45252
<b>7.</b> 45740	<b>Clark</b>	<b>11.</b> 44110	<b>2.</b> 43204	<b>1.</b> 43725	<b>Hancock</b>
<b>8.</b> 45761	<b>1.</b> 45505	<b>12.</b> 44106	<b>3.</b> 43224	<b>2.</b> 43973	<b>1.</b> 45840
<b>9.</b> 45711	<b>2.</b> 45506	<b>13.</b> 44118	<b>4.</b> 43207	<b>Hamilton</b>	<b>2.</b> 44830
<b>10.</b> 45716	<b>3.</b> 45503	<b>14.</b> 44113	<b>5.</b> 43206	<b>1.</b> 45207	<b>3.</b> 43516
<b>11.</b> 45780	<b>4.</b> 45504	<b>15.</b> 44130	<b>6.</b> 43228	<b>2.</b> 45205	<b>4.</b> 44802
<b>Auglaize</b>	<b>5.</b> 45324	<b>16.</b> 44128	<b>7.</b> 43232	<b>3.</b> 45013	<b>5.</b> 45841
<b>1.</b> 45895	<b>6.</b> 43078	<b>17.</b> 44104	<b>8.</b> 43230	<b>4.</b> 45238	<b>Hardin</b>
<b>2.</b> 45887	<b>7.</b> 43140	<b>18.</b> 44121	<b>9.</b> 43205	<b>5.</b> 45211	<b>1.</b> 43310
<b>3.</b> 45806	<b>8.</b> 45502	<b>19.</b> 44135	<b>10.</b> 43223	<b>6.</b> 45231	<b>Harrison</b>
<b>4.</b> 45306	<b>9.</b> 45387	<b>20.</b> 44125	<b>11.</b> 43201	<b>7.</b> 45229	<b>1.</b> 43988
<b>Belmont</b>	<b>Clermont</b>	<b>21.</b> 44144	<b>12.</b> 43211	<b>8.</b> 45212	<b>2.</b> 44683
<b>1.</b> 43906	<b>1.</b> 45244	<b>22.</b> 44119	<b>13.</b> 43202	<b>9.</b> 45204	<b>3.</b> 44621
<b>2.</b> 43912	<b>2.</b> 45255	<b>23.</b> 44134	<b>14.</b> 43209	<b>10.</b> 45214	<b>4.</b> 43973
<b>3.</b> 43935	<b>3.</b> 45245	<b>24.</b> 44124	<b>15.</b> 43214	<b>11.</b> 45216	<b>5.</b> 43907
<b>4.</b> 43917	<b>4.</b> 45130	<b>25.</b> 44137	<b>16.</b> 43227	<b>12.</b> 45215	<b>6.</b> 43977
<b>5.</b> 43947	<b>Clinton</b>	<b>26.</b> 44122	<b>17.</b> 43213	<b>13.</b> 45223	<b>7.</b> 43901
<b>6.</b> 43943	<b>1.</b> 45177	<b>27.</b> 44146	<b>18.</b> 43222	<b>14.</b> 45219	<b>8.</b> 43974
<b>7.</b> 43719	<b>Columbiana</b>	<b>28.</b> 44117	<b>19.</b> 43220	<b>15.</b> 45237	<b>Henry</b>
<b>8.</b> 43971	<b>1.</b> 43920	<b>29.</b> 44115	<b>20.</b> 43221	<b>16.</b> 45217	<b>1.</b> 43545
<b>9.</b> 43977	<b>2.</b> 44601	<b>30.</b> 44123	<b>21.</b> 43235	<b>17.</b> 45206	<b>2.</b> 43535
<b>10.</b> 43716	<b>3.</b> 43968	<b>31.</b> 44070	<b>22.</b> 43210	<b>18.</b> 45239	<b>3.</b> 43516
<b>11.</b> 43901	<b>4.</b> 44432	<b>32.</b> 44132	<b>23.</b> 43219	<b>19.</b> 45227	<b>4.</b> 43524



5. 43534	5. 44074	Meigs	Morrow	Sandusky	20. 44307
Hocking	6. 44044	1. 45760	1. 44903	1. 43420	21. 44321
1. 43155	7. 44889	2. 45769	2. 44833	Scioto	Trumbull
2. 45764	8. 44012	Mercer	3. 43050	1. 45662	1. 44504
Holmes	9. 44851	1. 45887	4. 44904	2. 45638	2. 44505
1. 44842	Lucas	2. 45882	Muskingum	3. 45663	3. 44485
2. 44627	1. 43610	Miami	1. 43701	4. 45694	4. 44438
Huron	2. 43608	1. 45424	2. 43812	Seneca	5. 44446
1. 44865	3. 43609	2. 45356	3. 43777	1. 44883	6. 44425
2. 44889	4. 43620	3. 45373	Noble	2. 44830	7. 44430
3. 44851	5. 43607	4. 45371	1. 43711	3. 44818	8. 44481
Jackson	6. 43605	Monroe	2. 43724	4. 44802	9. 44440
1. 45601	7. 43613	1. 43793	3. 43717	Shelby	10. 44403
Jefferson	8. 43612	2. 43716	4. 43779	1. 45356	Tuscarawas
1. 43952	9. 43606	3. 43754	Ottawa	2. 45365	1. 44663
2. 43938	10. 43611	4. 43747	1. 43408	3. 45306	2. 44683
3. 43917	11. 43614	Montgomery	Perry	Stark	3. 44621
4. 43964	12. 43604	1. 45405	1. 43777	1. 44601	4. 44675
5. 43943	13. 43615	2. 45424	2. 43764	2. 44646	5. 43840
6. 43907	14. 43623	3. 45403	3. 45732	3. 44703	Union
7. 43953	15. 43617	4. 45410	4. 43731	4. 44708	1. 43302
8. 43963	Madison	5. 45417	Pickaway	5. 44705	2. 43015
9. 43971	1. 43140	6. 45406	1. 43113	6. 44720	Van Wert
10. 43901	Mahoning	7. 45420	Pike	7. 44706	1. 45891
11. 43948	1. 44507	8. 45429	1. 45601	8. 44709	2. 45887
12. 43903	2. 44601	9. 45409	Portage	9. 44707	3. 45894
13. 43939	3. 44502	10. 45342	1. 44312	10. 44704	4. 45882
14. 43944	4. 44504	11. 45419	2. 44266	11. 44714	5. 45874
15. 43908	5. 44511	12. 45402	3. 44288	12. 44647	Vinton
Knox	6. 44506	13. 45404	4. 44449	13. 44710	1. 45766
1. 43050	7. 44505	14. 45414	5. 44411	14. 44702	Warren
2. 43005	8. 44512	15. 45415	Preble	15. 44730	1. 45044
Lake	9. 44509	16. 45459	1. 45003	16. 44721	2. 45042
1. 44077	10. 44515	17. 45449	2. 45042	17. 44640	3. 45342
2. 44094	11. 44471	18. 45431	3. 45321	18. 44718	4. 45458
3. 44092	12. 44510	19. 45432	4. 45320	Summit	5. 45241
4. 44041	13. 44672	20. 45416	5. 45311	1. 44310	6. 45066
5. 44057	14. 44425	21. 45426	6. 45382	2. 44302	7. 45249
Lawrence	15. 44405	22. 45458	7. 45347	3. 44203	Washington
1. 45638	16. 44514	23. 45325	8. 45338	4. 44305	1. 45750
Licking	17. 44503	24. 45440	Richland	5. 44221	2. 43787
1. 43055	18. 44406	25. 45371	1. 44902	6. 44314	3. 45786
2. 43062	19. 44609	26. 45439	2. 44903	7. 44312	4. 45711
3. 43056	20. 44436	27. 45433	3. 44805	8. 44720	Wayne
4. 43025	21. 44481	28. 45066	4. 44833	9. 44306	1. 44691
5. 43008	22. 44449	Morgan	5. 44907	10. 44320	2. 44667
Logan	23. 44440	1. 43756	6. 44906	11. 44301	3. 44230
1. 43311	Marion	2. 43728	7. 44875	12. 44313	4. 44627
2. 45895	1. 43302	3. 43758	8. 44905	13. 44319	Williams
3. 43310	2. 44833	4. 43787	9. 44827	14. 44311	1. 43517
Lorain	Medina	5. 43724	10. 44865	15. 44303	Wood
1. 44035	1. 44203	6. 45732	11. 44904	16. 44333	1. 43605
2. 44052	2. 44333	7. 45786	Ross	17. 44223	2. 44830
3. 44055	3. 44230	8. 43731	1. 45601	18. 44304	3. 43516
4. 44053	4. 44321	9. 45711	2. 43160	19. 44308	