

**CUYAHOGA COUNTY BOARD OF HEALTH**

**REQUEST FOR PROPOSALS**

**RFP # 2022-05**

**ISSUED** November 8, 2022

**RFP TITLE:** **Advancing Regional Community Health Improvement and Health Equity - Sustainability Consultant**

**Issuing Department:** Administration  
Cuyahoga County Board of Health  
5550 Venture Drive  
Parma, Ohio 44130  
(216)201-2000

**Sealed proposals will be received until:** December 6, 2022 at 10:30 a.m.

**All inquiries should be directed to:** Judy V. Wirsching, CFO  
Cuyahoga County Board of Health  
5550 Venture Drive  
Parma, Ohio 44130  
(216) 201-2001 ext. 1103

**ALL RESPONSES SHALL BE MARKED AS**

**“SEALED BID”**

**“REQUEST FOR PROPOSALS”**

**ADVANCING REGIONAL COMMUNITY HEALTH IMPROVEMENT AND  
HEALTH EQUITY - SUSTAINABILITY CONSULTANT**

**PROPOSALS ARE TO BE MAILED OR HAND-DELIVERED DIRECTLY TO THE ISSUING DEPARTMENT SHOWN ABOVE. ANY PROPOSAL RECEIVED AFTER THE TIME AND DATE SPECIFIED ABOVE WILL BE RETURNED UNOPENED.**

**PUBLIC NOTICE  
REQUEST FOR PROPOSALS FOR**

**HealthComp Grant**

**RFP # 2022-05**

The Cuyahoga County Board of Health is now soliciting sealed proposals for a consultant to assist program staff with developing and implementing plans to sustain the Healthy Northeast Ohio website ([www.healthyneo.org](http://www.healthyneo.org)), and the collaborative Cuyahoga County Community Healthy Needs Assessment (CHNA) and Community Health Improvement Plan (CHIP)/Implementation Strategy (IS) processes. Completed proposals must be submitted to the Cuyahoga County Board of Health, 5550 Venture Drive, Parma, Ohio 44130 no later than 10:30 A.M. local time on December 6, 2022.

A pre-proposal conference is scheduled for November 17, 2022 at 10:30 A.M. utilizing the CCBH Microsoft Teams platform. Attendance is strongly recommended but not mandatory.

Pre-proposal conference details along with this notice and proposal may be viewed at the following Board website: [www.ccbh.net](http://www.ccbh.net) by clicking on the “Business” tab on the home page. Questions prior to the pre-proposal conference must be emailed to [bidquestions@ccbh.net](mailto:bidquestions@ccbh.net).

Judy V. Wirsching, CFO

Published in the Cleveland Plain Dealer on Tuesday, November 8, 2022.

## I. PROPOSAL INFORMATION

### A. Background Statement

The Advancing Regional Health Improvement and Health Equity program includes two main components: (1) the Healthy Northeast Ohio website and (2) the collaborative Cuyahoga County Community Health Needs Assessment (CHNA) and Community Health Improvement Plan (CHIP)/Implementation Strategy (IS) efforts. The program is currently funded by a three-year grant (2022-2024) from the HealthComp Foundation, as well as through contributions from partnered local hospitals and public health departments. This grant is led via a partnership between The Cuyahoga County Board of Health (CCBH), the direct awardee who serves as the fiscal agent, and The Center for Health Affairs, who provides project management. Sustaining both the website and collaborative efforts beyond the current grant funding cycle is a top priority to ensure long-term impact.

CCBH will be applying for additional grant funding from the HealthComp Foundation in early 2023, for the specific purpose of engaging a consultant to develop and implement plans to sustain the Healthy Northeast Ohio website and the collaborative CHNA and CHIP/IS efforts. The funding for this Request for Proposal is contingent upon CCBH being awarded these grant funds from the HealthComp Foundation.

#### *Healthy Northeast Ohio:*

Healthy Northeast Ohio, available at [www.healthyneo.org](http://www.healthyneo.org), is a publicly available online resource for regional population health data in Northeast Ohio that launched in December 2019. The mission of Healthy Northeast Ohio is to improve and support community health across a 9-county region by providing stakeholders with access to vetted population health data and resources through a publicly available platform. This 9-county region includes Ashland, Ashtabula, Cuyahoga, Geauga, Lake, Lorain, Medina, Portage, and Summit counties. Healthyneo.org provides users with access to more than 300 health and quality of life indicators, other indices and dashboards, as well as other resources to support local health improvement activities. The site is hosted by Conduent Healthy Communities Institute, and administered by CCBH.

Healthy Northeast Ohio is utilized by the community and partners seeking data for grant applications, reports, publications, and presentations, as well as to inform policy and program planning, and support CHNA and CHIP/IS processes. In addition, Healthy Northeast Ohio offers regional convening events to bring together partners for programmatic and CHNA updates, as well as shared learning opportunities.

#### *Collaborative Cuyahoga County CHNA and CHIP/IS:*

The collaborative Cuyahoga County CHNA and CHIP/IS processes are jointly conducted every three years by hospitals and public health departments within Cuyahoga County. The CHNA process involves systematic, comprehensive data collection and analysis about the community's current health status and issues, including direct community input, to identify current community

health needs. The CHIP/IS process uses data from the CHNA to identify priority issues, develop goals, and plan and implement health improvement strategies to address identified needs. The [2022 Cuyahoga County Collaborative CHNA](#) has been largely completed and the full report release is anticipated in December 2022.

Certain hospitals are required to complete a CHNA and corresponding IS every three years, in accordance with 501(r) regulations developed by the Internal Revenue Service, as a result of the Patient Protection and Affordable Care Act (ACA). Similarly, public health departments are required to conduct a CHNA and corresponding CHIP, per accreditation requirements from the Public Health Accreditation Board (PHAB). Our work has helped align cycles and encourage collaborative assessment and implementation planning locally, supporting cost sharing and collective impact, while elevating focus on health equity.

The hospital systems and public health departments that are partnering on the 2022 Cuyahoga County CHNA and CHIP/IS include:

- Cleveland Clinic\*
- Cleveland Department of Public Health
- Cuyahoga County Board of Health
- The MetroHealth System
- Southwest General Health System
- St. Vincent Charity Medical Center
- University Hospitals

*\*Conducted an independent CHNA for 2022*

## **B. Proposal Format**

The Board discourages overly lengthy and costly proposals. In order for the Board to evaluate proposals fairly and completely, bidders should follow the format set forth herein and provide all of the information requested.

Proposals that do not adhere to these formatting requirements may be considered non-responsive. Proposals should be submitted in a sealed envelope with the name of the bidder and the relevant RFP name and number on the front.

Responses must be submitted with one (1) original and five (5) copies in addition to one (1) electronic document of the proposal with all required information. All proposals submitted will become the property of the Board and will not be returned.

Proposals must remain open and valid for two hundred forty days (240) days from the opening date, unless the time for awarding the contract is extended by mutual consent of the Board and the bidder.

### **C. Need Statement**

The Cuyahoga County Board of Health is accepting proposals for up to a 12-month budget period, beginning June 1, 2023, to work with program staff to design and implement a sustainability plan focused on revenue generation strategies for sustaining Healthy Northeast Ohio and the collaborative Cuyahoga County CHNA and CHIP/IS efforts. The consultant will be expected to collaborate with program staff on all deliverables. Implementation of the sustainability plan/revenue generation strategies developed must begin by November 1, 2023.

Proposal funding is contingent upon the Cuyahoga County Board of Health receiving grant funding from the HealthComp Foundation. The total amount available for all proposals is up to \$50,000. Projects with total costs below \$50,000 are preferred. Total cost should reflect the amount necessary to successfully complete the scope of work. The funding period is anticipated to be 12 months or less. The Board will select one applicant to lead building and implementing a revenue generation plan to sustain both the collaborative approach to community health needs assessment/health improvement and the Healthy Northeast Ohio data platform. The selected applicant will also be expected to track and report progress.

## **II. PROJECT SPECIFICATIONS**

### **SECTION I – INTRODUCTION (5 points)**

#### **A. Cover Page**

This must include the RFP title, RFP number, complete bidder name and mailing address as shown in Appendix 3.

#### **B. Cover Letter**

Proposal Cover Letters should include a brief overview of the services being proposed and must include the telephone number of the person the Board should contact regarding the proposal.

Proposals must confirm that the bidder will comply with all the provisions of this RFP. Any exceptions to the Board contract general terms and conditions should be discussed here.

The bidder must provide a brief description of the organization including history; number of years your organization has been in business; type of services you provide; legal status of bidder organization, i.e. corporation, partnership, sole proprietor; Federal Tax ID and Unique Entity ID.

**An agency representative authorized to make contractual obligations must sign the cover letter.**

#### **C. Executive Summary**

Provide a high-level overview of your services, the distinguishing characteristics of your proposal and the ability of you/your agency to provide accompanying services related to revenue generation planning and implementation for sustainability.

## **SECTION II - PROJECT NARRATIVE (20 points)**

### **A. Description of Applicant/Experience/Qualifications:**

Description of relevant experience, including subject matter expertise and experience in designing sustainability plans supporting revenue generation from a variety of funding sources.

Describe history of successful efforts in assisting clients with generating revenue from a variety of sources.

Discussion of your approach to fact-finding and learning from key stakeholders (local and national). This should include interviews with all current funders and conversations with other organizations elsewhere that perform similar roles to learn about how they fund/sustain these efforts.

Describe the adequacy of staff, equipment, research tools and administrative resources; quality and appropriateness of technical or support staff. Note any personnel or equipment deficiencies that will need to be addressed in order to carry out this project. Describe plans for hiring and training as necessary. Delineate all personnel who will be directly involved in program activities. Include position descriptions for these staff.

Does the applicant have demonstrated experience in completing similar projects on time? Do the individuals assigned to the project have experience on similar projects? How extensive is the applicable education and experience of the assigned personnel?

### **B. Problem/Need**

Identify and describe potential strategies for how the Healthy Northeast Ohio and the collaborative Cuyahoga County CHNA/CHIP/IS efforts can be sustained outside of primary grant funding.

Describe strategies for approaching and obtaining funding from a variety of sources, in particular non-traditional sources, that will be implemented as part of the consulting engagement and can later be sustained by program staff.

## **SECTION III – METHODOLOGY (40 points)**

### **A. Methodology Description**

Describe how the applicant will carry out deliverables as identified in the following sections, please include additional activities to support the success of implementation strategies. Include a timeline outlining the proposed activities. Designate a lead that will be responsible for all day-to-

day interactions with CCBH. This team member is responsible for coordinating all communication within the contracted agency.

All sections must be addressed. The deliverables and activities listed must be included at a minimum. Deliverables must be written as SMARTIE objectives (Specific, Measurable, Achievable, Realistic, Time-bound, Inclusive, and Equitable).

### **Section 1: Developing a Revenue Generation Plan for Program Sustainability**

The consultant should have expertise in creating and implementing successful revenue generation strategies, and have a business and/or philanthropic lens. Previous experience working with public health or healthcare clients is preferred but not required.

Selected vendor will carry out the following during this development phase (up to 5 months):

- a. Development of a sustainability plan focused on revenue generation strategies
- b. Development of a new partnership packet document and Healthy Northeast Ohio and CHNA/CHIP/IS funding structure
- c. Development of value proposition language and related documents

#### *a. Sustainability Plan and Revenue Generation Strategies*

The selected consultant will work with program staff to develop a Sustainability Plan that outlines how the Healthy Northeast Ohio website and collaborative Cuyahoga County CHNA and CHIP/IS processes will move from being primarily grant funded, to a more sustainable model, to ensure these projects are maintained long-term.

This will include exploring and defining what sustainability looks like for these efforts. The consultant will help program staff determine what resources are needed to sustain the website and CHNA & CHIP/IS processes, including outlining costs and an optimal support infrastructure. Short and long-term sustainability strategies for both projects will be developed.

Additionally, the consultant will develop revenue generation strategies to obtain funding from a variety of potential funding sources, including but not limited to:

- Traditional partners: public health and hospitals
- Non-traditional partners: Federally Qualified Health Centers (FQHCs), insurance companies, managed care organizations, banks (Community Reinvestment Act funds), state of Ohio (e.g., departments of health, education, transportation, etc.), corporate sponsors, academia, consulting firms, community development corporations, etc.
- Philanthropy/Foundations (including assistance with proposal development, if applicable)
- Other Sources: annual fund campaign, private donors, earned revenue, fee for service opportunities, etc.

#### *b. Partnership Packet and Healthy Northeast Ohio and CHNA/CHIP/IS Funding Structure*

The selected consultant will use the existing Healthy Northeast Ohio Partnership Packet, and the Healthy Northeast Ohio and CHNA/CHIP/IS funding structure as a reference of the current funding strategy to expand upon.

The current CHNA/CHIP/IS funding structure relies on funding from the two health departments in Cuyahoga County and partnering hospitals whose funding amounts are based on regional or sub-regional footprints (see Appendix 6). The selected consultant will work with program staff to revise this funding structure.

The Healthy Northeast Ohio Partnership Packet has been used when approaching regional partners for funding requests and includes details on the platform, and partnership levels and benefits (see Appendix 7). The consultant will work with program staff to develop a new Partnership Packet for Healthy Northeast Ohio that will convey the value of the site, and be used for approaching potential partners and funders. This Partnership Packet will include components such as:

- Partner types and definitions
- Partnership contribution levels
- Partner and website user benefits
- Partner expectations
- On the horizon (outlines strategic plan, expected goals and outcomes, etc.)
- Partner Agreement Form

*c. Value Proposition Language and Related Document(s)*

The consultant will work with program staff to develop value proposition language and business cases for obtaining additional funding from partners and other sources. This language will be included in the new Partnership Packet and other related documents, as well as on the Healthy Northeast Ohio website. This language will also be used to make the case for the long-term funding and sustainability of Healthy Northeast Ohio and the CHNA/CHIP/IS efforts, as well as to show the impact of this work.

**Please answer or provide the required documentation to address the following:**

Describe your approach to sustainability planning and developing revenue generation strategies for this project.

Describe your approach to creating products that will show the value proposition of this project.

Describe how you will communicate and manage follow-up to action items with program staff in between planning meetings.

**Section 2: Sustainability Plan Implementation and Tracking**

In addition to working with program staff to develop a revenue generation plan, the consultant will also be expected to assist program staff with implementing it, and systematically tracking efforts related to implementation. The sustainability plan will need to begin implementation no later than November 1, 2023.



Selected vendor will carry out the following:

- Support the implementation of the sustainability plan/revenue generation strategies.
- Provide updated content about the sustainability plan/revenue generation strategies and other deliverables to program staff, grant core team members, and funding agency.
- Develop a mechanism to track activities pertaining to the creation of deliverables outlined in the scope of work to show implementation progress for funding agency.
- Systematically track implementation efforts, including successes and failures.

**Please answer the following questions:**

Describe how the applicant agency will support and train program staff in fundraising from various sectors for program sustainability.

Describe in detail how your agency will collaborate with program staff to develop a plan to track implementation efforts.

#### **SECTION IV – PROJECT MANAGEMENT (20 points)**

##### **A. Meetings**

The consultant will be expected to:

1. Participate in calls, virtual meetings, or in person meetings with CCBH
2. Attend meetings with funder (HealthComp Foundation), as needed
3. Attend required program or fiscal meetings established by CCBH
4. Attend required trainings conducted by CCBH

##### **B. Reporting**

The consultant will be expected to assist program staff with developing content pertaining to sustainability efforts for required grant reports (grant report dates to be determined by funder).

**Proposed project management narrative should:**

Describe your project management approach including:

- The method used in managing the project.
- How will the project be monitored to ensure that the project is implemented as planned?

Describe your methodology for ensuring timeliness of program and fiscal reporting.

#### **SECTION V – PRICING AND INVOICING (15 Points)**

Provide a narrative that outlines the pricing, including total cost of the project, and a breakdown of each activity, specifying if the cost is per deliverable or based on an hourly rate. Agencies should ensure costs are reasonable. One awardee will be selected under this announcement.

- Total amount available for this project is up to **\$50,000.00**, for up to a 12-month period. This time period may be shorter as determined by the funder. Projects with total costs under \$50,000 are preferred. Total cost should reflect the amount necessary to successfully complete the scope of work, and will be considered as part of proposal evaluation. The total award amount and funding period length will be determined by the funder (HealthComp Foundation).
- Payment for contracted services will be made based on monthly invoices (quarterly invoicing is an option) and compliance with reporting requirements and meeting deliverables.

**SECTION VI – REQUIRED FORMS**

**The agency must complete and submit the following forms:**

- Non-Collusion Affidavit (requires notarization).
- Certification of Compliance with Section 3517.13 of the Ohio Revised Code.

Ohio Revised Code Section 3517.131(3) and J(3) requires that no agency or department of this state or any political subdivision shall enter into any contract for the purchase of goods costing more than five hundred dollars or services costing more than five hundred dollars with a corporation, individual, partnership or other unincorporated business, association, including, without limitation, a professional association organized under Chapter 1785 of the Revised Code, estate, or trust unless the contract includes a certification that the individuals named in Revised Code Sections 3517.13(1)(1) and (J)(1) are in compliance with the aforementioned provisions. Any questions you may have as to whether or not you are in compliance should be directed to your legal counsel.

Blank copies of the above are included in Appendices 1 and 2 of this RFP.

**Original signatures required as indicated on the forms. Copies of the proposal documents will be acceptable only if they contain original signatures and required notarization on all documents.**

**SECTION VII – ADMINISTRATIVE INFORMATION**

**A. RFP Contact**

All vendor communications concerning the RFP must be directed to the contact person listed below. Any oral communication will be considered unofficial and non-binding on the agency. Vendors should only rely on written statements issued by the Board.

Name	Judy Wirsching, CFO
Department	Administration
Address	5550 Venture Drive, Parma, OH 44130

Phone 216.201.2001 x 1103

Fax 216.676.1311

Email [Jwirsching@ccbh.net](mailto:Jwirsching@ccbh.net)

## **B. Location of work**

Work to be performed, completed and managed at agency's place of business and/or service area.

## **C. Pre-proposal conference**

The pre-proposal conference for all participating agencies scheduled as indicated below.

Date: November 17, 2022

Time: 10:30 A.M

Location:

### **Microsoft Teams meeting**

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 270 138 987 560

Passcode: ZgxX7X

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 469-208-1353,,85895969#](#) United States, Dallas

Phone Conference ID: 858 959 69#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

The purpose of the conference is to discuss the work to be performed with prospective agencies and allow them the opportunity to ask questions concerning the RFP. It is encouraged that interested organizations attend. Questions prior to the pre-proposal conference must be emailed to [bidquestions@ccbh.net](mailto:bidquestions@ccbh.net). No questions will be accepted or answered after the pre-proposal conference. Questions and answers will be posted and may be viewed on the Board's website: [www.ccbh.net](http://www.ccbh.net) by clicking on the "Business" tab on the home page.

Prospective participants needing ADA accommodations should contact Judy V. Wirsching at (216) 201-2001 ext. 1103 prior to the date set for the pre-proposal conference so that reasonable accommodations can be made.

#### **D. RFP Addenda**

The Board reserves the right to issue addenda to the RFP at any time. The Board also reserves the right to cancel or reissue the RFP. If an addendum is issued less than seventy-two hours prior to the proposal due date, the closing date will be modified accordingly.

#### **E. Proposal Response Date and Location**

The applicants' proposal, in its entirety, must be received at the location, by the date and time specified on the cover page of this RFP. Proposals arriving after the deadline will be returned unopened, to the agency. The official closing time will be determined by the time clock located in Board Administrative offices. All proposals and accompanying documents will become the property of the Board and will not be returned. Proposals should be submitted in a sealed envelope with the name of the vendor and the relevant RFP name and number on the front.

Applicants assume the risk of the method of dispatch chosen. The Board assumes no responsibility for delays caused by any delivery service. Postmarking by the due date will not substitute for actual proposal receipt. Late proposals will not be accepted nor will additional time be granted to any vendor. Proposals may not be delivered by facsimile transmission or other telecommunication or electronic means.

Hand-delivered proposals may be delivered ONLY between the hours of 8:30 a.m. and 4:30 p.m., Mondays through Fridays, excluding holidays observed by the Board.

#### **F. Proposal Opening**

Proposals will be publicly opened at the Administration Office, Cuyahoga County Board of Health, 5550 Venture Dr., Parma, OH 44130. At this time, all proposals will be opened, the bidder name and dollar amount read from the proposal cover page, and logged. The submittal of a proposal will be considered by the Board as constituting an offer to perform the required services at the stated costs.

#### **G. Required Review**

Applicants should carefully review this RFP for defects and questionable or objectionable matter. Comments concerning defects and objectionable material should be made in writing and received by the RFP contact at least ten days before proposal opening. This will allow for issuance of any necessary addenda. Protests based on any omission or error, or on the content of the solicitation, will be disallowed if these faults have not been brought to the attention of the RFP contact before the time set for opening.

#### **H. Multiple Proposals**

The submission of multiple proposals for the same service will be considered noncompliant and those proposals will be disqualified. We are relying on the applicant as expert, to identify in its proposal the approach which the bidder believes will be the most effective to produce the required services on time and within budget. A potential bidder submitting a proposal for direct

services cannot submit a proposal for administrative and quality management support for the grantee.

### **I. Proposal Rejection**

The Board reserves the right to reject any or all proposals at any time without penalty. Bidders may withdraw a proposal that has been submitted at any time up to the proposal closing date and time, by submitting a written request to the RFP contact.

### **J. Response Property of the Board**

All materials submitted in response to this request become the property of the Board. Selection or rejection of a response does not affect this right.

### **K. No Obligation to Buy**

The Board reserves the right to refrain from contracting with any bidder. The release of this RFP does not compel the Board to purchase. The Board is not bound to accept the lowest priced proposal or any of the proposals submitted.

### **L. Cost of Preparing Proposals**

The Board is not liable for any costs incurred by bidders in the preparation and presentation of proposals submitted in response to this RFP.

### **M. Acceptance of Terms**

All the terms and conditions of this RFP are deemed to be accepted by the bidder and incorporated in its proposal except those conditions and provisions that are expressly excluded by the vendor in the proposal.

### **N. Disclosure of Proposal Contents**

All documents submitted to the Board as part of the proposal become public information after the contract is awarded, and available for review and inspection by anyone requesting to do so. The Board does not encourage the submission of confidential/proprietary information in response to this proposal. However, written requests for confidentiality can be submitted to the RFP contact. Neither a proposal in its entirety, nor proposal price information will be considered confidential or proprietary. Under Ohio Revised Code Section 149.43, the BOARD will make a determination of application for disclosure on an ad hoc basis.

### **O. Equal Opportunity**

Prospective bidders must comply with the applicable contract compliance procedures for equal employment opportunity as stipulated by the Board. It is the policy of the Board, to assure equal

employment opportunity. Discrimination against any person in the recruitment, training, examination, appointment, promotion, retention, discipline or any other aspect of personnel administration because of race, religion, national origin, sex, ancestry, age, disability, sexual orientation, or veteran status is prohibited.

Words of the masculine gender used in proposals shall be deemed and construed to include correlative words of the feminine gender.

## **P. Evaluation Process**

All proposals will be reviewed to determine if they are responsive. They will then be evaluated by an Evaluation team. The team will evaluate and numerically score each proposal in accordance with the following evaluation criteria:

- Introduction (5 points)
- Project Narrative (20 points)
- Methodology (40 points)
- Project Management (20 points)
- Pricing and Invoicing (15 points)

The evaluation process is designed to award the contract to the bidder with the best combination of attributes based upon the evaluation criteria.

Further details on how the proposal will be scored can be found in Appendix 4.

## **Q. Contract Negotiations**

The option of whether or not to initiate contract negotiations rests solely with the Board. If the Board elects to initiate contract negotiations, these negotiations cannot involve changes in the Board's requirements or the bidder's proposal which would, by their nature, affect the basis of the source selection and the competition previously conducted. The terms of the proposed contract will be negotiated based upon the merit of the application, availability of funding, and conditions of award. Failure of a selected bidder to satisfactorily negotiate a contract within a reasonable time may result in the bidder forfeiting its award.

The bidder is responsible for their travel and per diem expenses during contract negotiations.

## **R. Failure to Negotiate**

If any contract cannot be negotiated within fifteen (15) days of notification to the designated bidder, the Board may terminate negotiations with the bidder and negotiate a contract with the next highest ranked bidder.

## **S. Recommendation of Award**

Once the Board evaluation team has made its selection, a Notice of Recommendation of Award letter will be issued to the recommended bidder(s), advising of the expected award date.

#### **T. Notice of Intent to Award**

Prior to approval of the award by the Board, the Administration will issue a written Notice of Intent to Award and send copies to all unsuccessful bidders. The scores and placement of bidders will not be part of the notice. A tabulation of all bidders' names and addresses submitting proposals will be available upon request from the RFP contact person.

#### **U. Debriefing**

Bidders who submitted an unsuccessful proposal may request a meeting for debriefing and discussion of their proposals after receiving a Notice of Intent to Award letter. The request must be in writing addressed to the RFP contact. The debriefing is not to be seen as an opportunity to challenge the decision, nor will it include any comparisons of the bidder's unsuccessful proposal with any other bidder's proposals. The Board will attempt to respond to questions and concerns in this debriefing.

#### **V. Protests**

A bidder may protest the recommendation of award of a contract by filing in writing to the RFP contact person, as outlined in the Notice of Intent to Award letter. The protest letter shall include the following information:

1. Name, address and telephone number of the protester;
2. The signature of the protester;
3. Identification of the contract at issue;
4. A detailed statement of the legal and factual grounds of the protest;
5. The form of relief requested.

#### **W. Contracting Requirements**

The successful bidder shall, upon notification of award, be required to enter into a contract with the Board and must comply with the contract terms and conditions defined herein. If the bidder is unwilling to agree to a proposed clause or term, then your cover letter must reference an appendix which identifies these clauses in dispute and should:

- a. Suggest a specific alternative term, clause or approach;

b. Provide an explanation of your reasons.

### **X. Contract Processing**

The Board's Administrative Counsel shall prepare the contract required by this RFP specification. This contract shall be fully responsive to the requirements defined in these RFP specifications.

### **Y. Proposal as Part of the Contract**

Part or the entire successful proposal may be incorporated into the contract.

### **Z. Commencement of Contract Performance**

In order to protect the interests of the Board, a contract must be approved by the Board at a regularly scheduled Board meeting after which it must be executed by the Health Commissioner and approved by Administrative Counsel before the goods or services as set forth in this RFP specification can be provided.

## **SECTION VIII – CONTRACT INFORMATION**

### **A. Terms and Conditions**

The following terms and conditions shall apply to the contract between the contractor and the Board:

1. The contract shall be subject to interpretation under the laws of the State of Ohio, and subject to the review of the Board's Administrative Counsel as to legal form and correctness.
2. The successful contractor shall agree to indemnify and save the Board harmless from suits or actions of every nature and description brought against it, for or on account of any injuries or damages received or sustained by a party or parties or from any act of the contractor, his servants or agents.
3. The Board shall not assume responsibility for the payment of any personal property taxes for any materials not owned by the Board, nor shall the Board pay any insurance premiums for any coverage of any property not owned by the Board. No conditions shall alter this statement.
4. The Board is a tax-exempt No. 29 political subdivision of the State of Ohio (Federal Tax ID No. 34-6000817). Necessary tax exemption blanks will be furnished to the contractor when the contract is signed.



5. Acceptance of performance is a condition of the contract. It shall be understood and agreed that an agent for the Board shall determine finally the satisfactory quality of the services and/or materials furnished under the contract. Failure to meet performance requirements is a reason for termination of the contract, and the contractor shall be liable to the Board for any excess cost and/or expenses incurred by the Board thereafter.

6. In the event that the contract is terminated by the Board, advance written notice shall be given to the contractor as provided in contract. The contractor shall provide all services and/or materials required by the contract and the specifications to the date of termination. Under no circumstances shall the Board be responsible for any type of penalty payment upon the cancellation of the contract. The contractor, however, shall be paid for all services and/or materials provided to the date of termination.

7. Anti-discrimination: The contractor agrees that in the employment of labor, skilled or unskilled, under this contract, there shall be no discrimination exercised against any person because of race, religion, national origin, sex, ancestry, age, disability, sexual orientation, or veteran status, and that violation thereof shall be deemed a material breach of said contract.

8. Social Security Act: The contractor shall be and remain an independent contractor with respect to all services performed hereunder and agrees to and does hereby accept full and exclusive liability for payment of any and all contributions or taxes for social security, unemployment insurance, or old age retirement benefits, pensions, or annuities now or hereafter imposed under any Local, State or Federal Law which are measured by the wages, salaries, or other remuneration paid to persons employed by the contractor for work performed under the terms of this contract and further agrees to obey all lawful rules and regulations and to meet all lawful requirements which are now or hereafter may be issued or promulgated under said respective laws by and duly authorized State or Federal officials; and said contractor also agrees to indemnify and save harmless the Board from such contributions or taxes or liability.

9. Labor and Material: The contractor shall well, truly and promptly pay or satisfy the just and equitable claims of all persons who have performed labor or furnished materials or equipment for said contractor in the execution of this contract, and all bills, costs or claims of whatever kind which might in law or equity become a lien upon said work.

10. Assignment: The contractor shall not assign, transfer, convey or otherwise dispose of this contract, or his right to execute it, or his right, title or interest in or to it or any part thereof, or assign, by power of attorney or otherwise, any of the monies due or to become due under this contract without approval of the Board.

11. Ownership of Contract Products: All products produced in response to the contract will be the sole property of the Board.

12. If applicable, the successful Respondent will comply with the provisions of the Ohio Revised Code (4115.03 through 4115.16) requiring the payment of prevailing wage. Information on prevailing wage may be obtained from the Prevailing Wage Coordinator of Cuyahoga County, 2079 East 9<sup>th</sup> Street, Cleveland, Ohio 44113, (216) 443-5530.

13. Respondent's Warranty against an Unresolved Finding for Recovery: Ohio Revised Code Section 9.24 prohibits the award of a contract to any Respondent against whom the Auditor of State has issued a finding for recovery, if the finding for recovery is "unresolved" at the time of the award. By submitting a bid, the bidder warrants that it is not now, and will not become subject to an "unresolved" finding for recovery under Ohio Revised Code Section 9.24, prior to the award of any contract arising out of this RFP, without notifying the Board of such finding.

14. Suspension and Debarments: The Board will not award contracts for services funded in whole or part with Federal funds, to an entity who has been suspended or debarred from doing business or who appears on the Federal Excluded Parties Listing System at [www.sam.gov/](http://www.sam.gov/).

15. Criminal Background Checks (If applicable): Prior to entering into a contract with the Board the successful Respondent shall conduct background checks on all applicants for employment in direct service positions in accordance with applicable requirements so as to not knowingly employ staff who have been convicted or plead guilty to any of the crimes specified in ORC 3319.39(B) or other section of the ORC applicable to the Agency. Failure to conduct such background checks may result in termination of this contract.

16. Disbursement of Funds: The Board shall make payments to the contractor on a reimbursement basis based on actual, reasonable and necessary costs in the contractor's Board-approved budget. The contractor shall submit invoices supported by such documentation as requested by the Board. The contractor may be required to provide the Board with copies of time sheets, receipts or contracts as validation of expenditures when submitting requests for payment.

17. Confidential Information: During the term of this contract, confidential information shall be held by the contractor in the strictest confidence and shall not, without the prior written consent of the Board, be disclosed to any person other than in connection with contractor's assigned projects and activities hereunder. All of the documents and information transmitted and communicated to the contractor shall be considered as sensitive material and shall be held in the strictest confidence by the contractor. Upon termination of contractor's engagement or at any time at the request of Board, or its designees, the contractor shall promptly return or destroy all confidential information in the possession or under the control of contractor and shall not retain any copies or other reproductions or extracts thereof. Nothing contained herein shall be construed as granting or conferring any rights by license or otherwise in any confidential information.

18. Books and Records: Funded agencies will be expected to keep records of their activities related to funded projects and services to permit the Board, the federal funding source, or their agents access to those records, including fiscal, medical and client records, where appropriate and with respect for client rights to privacy and confidentiality.

19. Payment: Payment for contracted services will be made on a line-item reimbursement basis based on monthly invoices (quarterly invoicing is an option) and compliance with reporting requirements.

20. Projections and Revisions: Funded agencies will be held accountable for meeting their programmatic projections or, when fitting, for revising projections with the Board. Failure to make progress as projected or to revise projections in conjunction with the Board staff will jeopardize the funded agency's current and/or future funding. Corrective action may include contract amendment or termination of contract.

21. Amendments: Contracts may need to be amended from time to time throughout the funding cycle based on program performance, and other contracted requirements.

22. Change in Services: If awarded a contract, providers will be reimbursed for defined services delivered as outlined in the service contract. Any change of staffing, service location, or service protocols is not permitted without the written consent of the Board. Any such change in service delivery is not eligible for reimbursement and may result in termination of the service contract.

23. Reporting: All funded providers and programs will be required to collect and report data reports to the grantee. This report may include program, quality, and fiscal data. The format in which these reports will be submitted will be determined by the grantee. Completion and submission of these reports must be in compliance with the guidance of the reports.

## **B. Required Contract Documents**

In addition to the contract agreement furnished by the Board, the successful contractor shall provide the following documents within fourteen (14) calendar days of the RFP award date. Failure to provide these documents within this time frame may result in a rescission of the award.

1. Signature Authorization
2. Worker's Compensation Certificate (if required)
3. Certificates of Insurance (if required)
4. Letter of Indemnification in Lieu of Worker's Compensation Certificate and/or Certificate of Insurance
5. IRS Form W-9: Request for Taxpayer ID and Certification
6. Certification of Personal Property Tax
7. Suspension and Debarment
8. Warranty against Unresolved Finding for Recovery

These documents are described in the following paragraphs.

### **C. Signature Authorization**

The contractor shall provide one of the following signature authorizations:

- a. For a corporation, including but not limited to non-profit organizations, a notarized certificate of power of attorney authorizing the individual's signature to bind the entity or a notarized certificate of corporate resolution authorizing the signature of the document.
- b. For the sole owner, a notarized statement indicating that the individual is the sole owner and is authorized to sign for and bind the company.
- c. For a partnership, a certificate of partnership agreement showing the names and address of all partners and authorizing the signatures to bind the partnership.

### **D. Worker's Compensation Certificate**

A Worker's Compensation Certificate is required from corporations and partnerships with employees. Sole proprietors and individual contractors are not required to submit this document.

The contractor shall provide a Certificate of Premium Payment for Ohio State Worker's Compensation Insurance, or equivalent Worker's Compensation Insurance or letter of indemnification in lieu thereof. This document shall be current for the entire period of the contract.

### **E. Certificate of Insurance**

During the full term of the contractual agreement, the contractor shall have in effect and maintain such insurance as defined herein. Where applicable, to be determined by the Board's Administrative Counsel, the applicable insurance shall name the Board and its employees as a co-insured or additional insured.

This insurance shall protect the contractor, the Board and its employees and any subcontractor performing work covered by the contractual agreement against: 1) general auto liability claims; 2) professional liability claims; 3) personal injury claims; 4) accidental death claims; 5) property damage claims; 6) economic loss claims; 7) general liability claims; and such other types of claims including but not limited to D&O, employee dishonesty, workers compensation claims which may arise from operations under the contractual agreement whether such operations be by the contractor or by any subcontractor or by anyone directly or indirectly employed by either of them.

An exact copy of such insurance policy or policies and any declarations pages shall be made available to the contracting authority for review at or before the time of execution of the contract. Such insurance shall include coverages for general liability, professional liability (where deemed necessary), workers compensation, D&O coverage and employee dishonesty (if deemed applicable) in such reasonable and adequate amounts as shall be determined by the Administrative Counsel at the time of negotiation of the contract.

**F. Letter of Indemnification in Lieu of Worker’s Compensation Certificate and/or Certificate of Insurance (if either document is required above)**

If the contractor cannot provide a workers compensation certificate and/or certificate of insurance as requested, the contractor must, at the time of submission of the RFP, substitute a letter of indemnification for a worker’s compensation certificate and/or certificate of insurance.

Only in those circumstances where the contractor verifies being self-insured by means of documentation will the Board consider the substitution of a letter of indemnification for a worker’s compensation certificate and/or certificate of insurance. Such documentation, together with the letter of indemnification, must be submitted with the RFP proposal. Such a request will not be considered after the contract has been awarded.

**G. Performance bond**

If applicable, a Performance Bond or certified check, made payable to the Board, in a sum equal to 100% of the total contractual award shall be provided by the contractor should the total amount of the contractual award be in excess of \$25,000.

Such bond or check shall be conditional on the faithful performance of the work in accordance with the specifications, and shall remain in the possession of the Board for the term of the contract and material warranties, whichever is concluded last. Such bond or check shall also indemnify the Board, Ohio, against such damages as may be suffered by failure to perform such contract according to the provisions thereof and in accordance with the specifications. If a bond is submitted, it shall be executed by a surety company authorized to do business in the State of Ohio. The bond shall be notarized with the corporate seal and the bonding company seal. Accompanying the bond shall be:

A. A certified power of attorney for the agent to sign the bond.

B. A certificate of compliance for the bonding company for the State of Ohio, Department of Insurance.

If the contractor fails to satisfactorily perform the contract, the bonding company which provided the performance bond will be required to obtain timely performance of the contract.

**H. Liquidated Damages**

If applicable, liquidated damages shall be assessed in the amount of \$800.00 per calendar day for each and every day that the Contractor fails to meet the agreed upon deadline requirements for deliverables under the negotiated contract.

**I. Letter of Credit in Lieu of Performance Bond/Certified Check**

If a performance bond is required, the following will be in effect:

If the contractor cannot provide a performance bond or a certified check in the amount requested, the contractor must, at the time of entering into a contract, substitute a letter of credit for a performance bond or certified check.

Only in those circumstances where the contractor verifies by documentation from insurance and/or bonding companies that a performance bond is not available because of the new, unusual or unique nature of the product or the service being purchased will the County consider the substitution of a letter of credit for the performance bond or certified check requirement. Such documentation, together with the letter of credit in the amount requested for the performance bond, must be submitted during the writing of the contract with the successful contractor.

#### **J. IRS Form W-9: Request for Taxpayer Identification Number and Certification**

An Internal Revenue Service Form W-9 (Request for Taxpayer Identification Number and Certification) is required to be completed by the contractor, prior to the execution of the contract with the Board.

#### **K. Certification of Personal Property Tax**

A Certificate of Compliance with Section 5719.042 of the Ohio Revised Code, which requires a certification of delinquent personal property tax by the contractor prior to the execution of the contract of a political subdivision, must be completed.

#### **L. Suspension and Debarment**

The Board will not award a contract for services funded in whole or part with Federal funds, to an entity who has been suspended or debarred from doing business or who appears on the Federal Excluded Parties Listing System at [www.sam.gov/](http://www.sam.gov/).

#### **M. Warranty against Unresolved Finding for Recovery**

Ohio Revised Code Section 9.24 prohibits the award of a contract to any Respondent against whom the Auditor of State has issued a finding for recovery, if the finding for recovery is “unresolved” at the time of the award. By submitting a bid, the bidder warrants that it is not now, and will not become subject to an “unresolved” finding for recovery under Ohio Revised Code Section 9.24, prior to the award of any contract arising out of this RFP, without notifying the Board of such finding.

**APPENDIX 1**

**NON-COLLUSION AFFIDAVIT**

\* THIS AFFIDAVIT MUST BE EXECUTED FOR THIS BID TO BE CONSIDERED

STATE OF OHIO )  
 ) SS.  
 COUNTY OF CUYAHOGA )

\_\_\_\_\_ being first duly sworn, deposes and says that he/she is \_\_\_\_\_ of the party making the foregoing proposal: that such proposal is genuine and not collusive or sham: that said Respondent has not colluded, conspired, connived or agreed, directly or indirectly, with any contractor or person to put in a sham proposal, or that such other person shall refrain from bidding and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the price of affiant or any other contractor, or to fix any overhead, profit or cost element of said price, or of that of any other contractor, or to secure any advantage against the Cuyahoga County Board of Health or any other persons interested in the proposed contract; and that all statements contained in said proposal are true; and further that all statements contained in said proposal are true; and further that such contractor has not, directly or indirectly submitted this proposal, or contents thereof, or divulged information relative thereto to any association or to any member or agent thereof.

\_\_\_\_\_

AFFIANT

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_

NOTARY PUBLIC

## APPENDIX 2

### CERTIFICATION OF COMPLIANCE WITH SECTION 3517.13 OF THE O.R.C. RFP # 2022-05

CONTRACTS AWARDED TO INDIVIDUAL, PARTNERSHIP, OTHER UNINCORPORATED BUSINESS, ASSOCIATION (INCLUDING A PROFESSIONAL ASSOCIATION ORGANIZED UNDER CHAPTER 1785), ESTATE, OR TRUST MUST CONTAIN THE FOLLOWING CERTIFICATION:

Any contract for goods or services costing more than five hundred dollars must contain a certification by the contracting entity (vendor) that all of the following persons are in compliance with 3517.13(1)(1), limiting campaign contributions to the holder of the public office having the ultimate responsibility for the award of the contract:

- THE INDIVIDUAL
- EACH PARTNER OR OWNER OF THE PARTNERSHIP OR UNINCORPORATED BUSINESS
- EACH SHAREHOLDER OF THE ASSOCIATION
- EACH ADMINISTRATOR OF THE ESTATE
- EACH EXECUTOR OF THE ESTATE
- EACH TRUSTEE OF THE TRUST
- EACH SPOUSE OF ANY OF THE PRECEEDING PERSONS
- EACH CHILD SEVEN YEARS TO SEVENTEEN YEARS OF AGE OF ANY OF THE PRECEEDING PERSONS
- ANY COMBINATION OF THE PERSONS LISTED ABOVE

CONTRACTS A WARDED TO A CORPORATION OR BUSINESS TRUST (EXCEPT A PROFESSIONAL ASSOCIATION ORGANIZED UNDER CHAPTER 1785) MUST CONTAIN THE FOLLOWING CERTIFICATION:

Any contract for goods or services costing more than five hundred dollars must contain a certification by the contracting entity (vendor) that all of the following persons are in compliance with 3517. 13(J)(1), limiting campaign contributions to the holder of the public office having the ultimate responsibility for the award of the contract:

- EACH OWNER OF MORE THAN TWENTY PER CENT OF THE CORPORATION OR BUSINESS TRUST
- EACH SPOUSE OF AN OWNER OF MORE THAN TWENTY PER CENT OF THE CORPORATION OR BUSINESS TRUST
- EACH CHILD SEVEN YEARS TO SEVENTEEN YEARS OF AGE OF AN OWNER OF MORE THAN TWENTY PER CENT OF THE CORPORATION OR BUSINESS TRUST
- ANY COMBINATION OF THE PERSONS LISTED ABOVE

It is hereby certified that all of the persons listed above are in compliance with section *3517.13(1)(1) or 3517.13(J)(1)* of the Ohio Revised Code.

IF CONTRACTING ENTITY IS A NONPROFIT CORPORATION ESTABLISHED UNDER ORC CHAPTER 1702, THE UNDERSIGNED CERTIFIES THAT SECTIONS 3517.13(1)(1) AND 3517.13(J)(1) ARE NOT APPLICABLE TO THE CONTRACTING ENTITY.

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE



**APPENDIX 3**

**SAMPLE PROPOSAL COVER PAGE**

(Use this as the format for preparing the proposal Cover Page)

**RFP # 2022-05**

**PROPOSAL FOR ADVANCING REGIONAL COMMUNITY HEALTH  
IMPROVEMENT AND HEALTH EQUITY - SUSTAINABILITY  
CONSULTANT**

**Agency Name  
Agency Street Address  
Agency City, State, Zip Code**

**CEO/Executive Director:** \_\_\_\_\_

**Board President:** \_\_\_\_\_

**Individual who will sign contract:** \_\_\_\_\_

**Agency EIN:** \_\_\_\_\_

**Agency accounting basis:** \_\_\_\_\_

**Total Amount Requested:** \_\_\_\_\_

**Proposal Contact:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

## APPENDIX 4

### RFP EVALUATION FORM

Agency: \_\_\_\_\_ Service: \_\_\_\_\_

Reviewer: \_\_\_\_\_ Total Score: \_\_\_\_\_

CRITERIA	POINT VALUE	SCORE	REVIEWER COMMENTS
<p>1. Cover Letter and Introduction-Executive Summary</p> <ul style="list-style-type: none"> <li>◆ Is there a concise description of the consultant/agency;</li> <li>◆ Is there a concise description of the proposed service;</li> <li>◆ Does the agency have experience with this service;</li> <li>◆ Does proposal identify total cost;</li> <li>◆ Does the proposal provide an overview of the consultant's/agencies' unique approach to providing services?</li> </ul>	<b>5</b>		
<p>2. Project Narrative</p> <ul style="list-style-type: none"> <li>◆ Conveys understanding of purpose and scope of project.</li> <li>◆ Demonstrates ability to meet each of the deliverables.</li> <li>◆ Provides qualifications for deliverables identified in RFP.</li> <li>◆ Does the consultant/agency have experience with developing and implementing sustainability plans and revenue generation strategies?</li> <li>◆ Does the consultant/agency have a history of successfully generating revenue from a variety of funding sources?</li> </ul>	<b>20</b>		
<p>3. Methodology</p> <ul style="list-style-type: none"> <li>◆ Description of how deliverables will be met including a timeline for the planning and implementation phases.</li> </ul>	<b>40</b>		

<ul style="list-style-type: none"> <li>◆ Activities in Section 1: Developing Sustainability Plan and Revenue Generation Strategies addressed, including: <i>Describes how the agency/individual will work with program staff to: (1) develop a sustainability plan focused on revenue generation strategies; (2) revise the existing Healthy Northeast Ohio Partnership Packet, and Healthy Northeast Ohio and CHNA/CHIP/IS funding structure; and (3) create value proposition language and related documents for obtaining funding.</i></li> <li>◆ Activities in Section 2: Sustainability Plan Implementation and Tracking addressed, including: <i>Describes how they will guide and assist program staff in implementing the sustainability plan and revenue generation strategies, and how they/their agency will systematically track implementation efforts.</i></li> </ul>			
<p>4. Project Management</p> <ul style="list-style-type: none"> <li>◆ Describes method(s) for managing the project;</li> <li>◆ Describes method(s) for ensuring the project is implemented as planned;</li> <li>◆ Describes method(s) for reporting project status updates for grant reports.</li> </ul>	<b>20</b>		
<p>5. Pricing and Invoicing</p> <ul style="list-style-type: none"> <li>◆ Is pricing data complete and accurate;</li> <li>◆ Is cost reasonable for services being provided;</li> <li>◆ Are actual costs (i.e., not estimates) with detailed breakdown provided;</li> <li>◆ Do staffing patterns match services proposed;</li> <li>◆ Authorized individual to make contractual obligations must sign the pricing document.</li> </ul>	<b>15</b>		
<b>TOTAL</b>	<b>100</b>		

**APPENDIX 5**  
**CUYAHOGA COUNTY BOARD OF HEALTH**  
**REQUEST FOR PROPOSALS**  
**RFP # 2022-05**  
**CHECKLIST**

Proposal should include the following components submitted in the following order:

**A. INTRODUCTORY PAGES**

\_\_\_\_\_ 1. Cover Page (see Appendix 3 – Sample Cover Page).

**B. SCORED NARRATIVE SECTION**

- \_\_\_\_\_ 2. Cover Letter
- \_\_\_\_\_ 3. Introduction – Executive Summary (5 points)
- \_\_\_\_\_ 4. Project Narrative (20 points)
- \_\_\_\_\_ 5. Methodology (40 points)
- \_\_\_\_\_ 6. Project Management (20 points)
- \_\_\_\_\_ 7. Pricing and Invoicing (15 points)

**C. REQUIRED ATTACHMENTS**

- \_\_\_\_\_ 8. Non-Collusion Affidavit – *Appendix 1* (must be notarized)
- \_\_\_\_\_ 9. Certification of Compliance with Section 3517.13 of the O.R.C.- *Appendix 2*
- \_\_\_\_\_ 10. Resumes/bios of all proposed project staff
- \_\_\_\_\_ 11. Current W-9
- \_\_\_\_\_ 12. Additional supporting attachments (*Optional*)

**APPENDIX 6**

**Existing Funding Structure for Healthy Northeast Ohio and  
Cuyahoga County Collaborative CHNA/CHIP**

<b>Funding Source</b>	<b>Contributions (2022-2024)</b>
*HealthComp Foundation	\$608,657.00
*Hospital Partner Contributions <ul style="list-style-type: none"> <li>• <b>Regional Systems:</b> Cleveland Clinic University Hospitals</li> <li>• <b>Sub-Regional Systems:</b> Southwest General</li> <li>• <b>Additional Hospital Partners:</b> St. Vincent Charity Medical Center The MetroHealth System</li> </ul>	\$333,500.00
Public Health Partner Contributions <ul style="list-style-type: none"> <li>• <b>*Healthy NEO &amp; CHNA/CHIP Support:</b> Cleveland Department of Public Health Cuyahoga County Board of Health</li> <li>• <b>+County Population &gt;= 100,000:</b> Lake County General Health District Lorain County Public Health Medina County Health Department Portage County Health District Summit County Public Health</li> <li>• <b>+County Population &lt;100,000:</b> Ashland County Health Department Ashtabula County Health Department Geauga Public Health</li> </ul>	\$190,000.00
<b>TOTAL</b>	\$1,132,157.00

*Please note: Contribution amounts are 3-year totals and subject to change.*

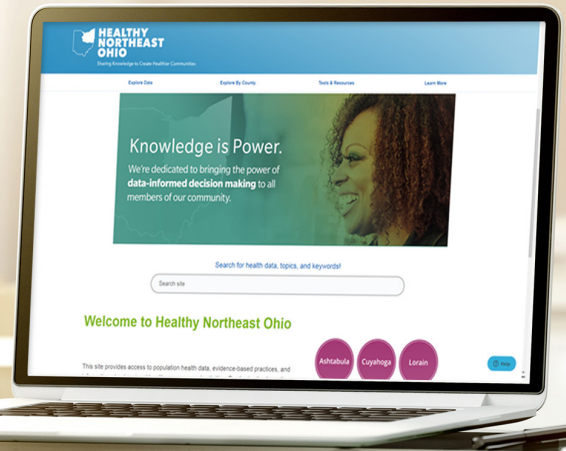
*\*These funding amounts reflect support for both Healthy Northeast Ohio and the Cuyahoga County Collaborative CHNA/CHIP.*

*+These funding amounts reflect support for Healthy Northeast Ohio.*

# Appendix 7



Sharing Knowledge to Create Healthier Communities



## PARTNERSHIP PACKET

### OVERVIEW

Healthy Northeast Ohio provides hospitals, public health departments, community-based organizations, philanthropic agencies, and other stakeholders with data and resources to support regional and community health improvement activities and strengthen collaboration in the region.

Healthy Northeast Ohio serves as a neutral repository of de-identified health information that highlights collective impact toward positive health outcomes. The website allows for easy identification of health outcomes where communities are thriving, as well as opportunities to improve health. Vetted and verified data comes from more than 20 sources, including the American Community Survey, Centers for Disease Control and Prevention, Centers for Medicare and Medicaid Services, U.S. Bureau of Labor Statistics, and Ohio Department of Health.

The Healthy Northeast Ohio website, available at [healthyneo.org](https://healthyneo.org), allows users to:

- ✓ View over 150 health and quality-of-life data indicators;
- ✓ Map and visualize data, and generate tailored data reports;
- ✓ Examine zip-code level maps of socioeconomic need;
- ✓ Browse through a database of over 2,000 evidence-based practices and programs;
- ✓ Access county-specific pages with local data, priorities, health improvement strategies, and resources;
- ✓ Track progress towards county goals;
- ✓ Access a tool for creating a community health needs assessment;
- ✓ Contribute local reports and publications, that can be uploaded to the Resource Library;
- ✓ Submit programs & interventions, that could be uploaded to the Promising Practices database;
- ✓ Access COVID-19 data and community-based resources.

## PARTNERSHIP OPPORTUNITIES

Healthy Northeast Ohio can benefit individuals working in a variety of sectors and can help decrease duplicative data collection efforts and spending from organizations in our region.



### Healthcare Professionals

Easily obtain access to data indicators, find out about proven health promotion and disease management programs, and submit your own program to the promising practices database.



### Community-Based Organizations

Learn about health priorities in your county, create custom reports, review resources on evaluation, and search for potential funding opportunities.



### Philanthropic Communities

Use data to assist with strategic planning decisions and share with prospective grantees to help with proposals.



### Other Stakeholders

Learn about regional, county, and local health data and trends over time, create reports for multiple audiences, and upload relevant resources.

## PARTNERSHIP LEVELS

### Visionary

\$40,000

### Innovator

\$30,000

### Leader

\$20,000

### Promoter

\$10,000

### Contributor

\$5,000

### Supporter

\$1,000

## PARTNERSHIP BENEFITS

- Ability to request and receive customized reports to aid in federal and/or state reporting, grant submissions and other supportive documents to achieve health priority goals.
- Identification of grant funding available to address health issues.
- One-on-one training session on Healthy Northeast Ohio features.
- Ability to host a customized mini-dashboard on organization website.
- Organization logo on customized community dashboard page.
- Ability to upload local data to a community dashboard that will include the partner's logo.
- Exclusive "Partner Spotlight" on Healthy Northeast Ohio website.
- Organization logo listed on the Healthy Northeast Ohio home page and organization mission statement listed on the Partners page.
- Organization name/logo identification as partner in media materials, email announcements, and invitations.
- Announcement of partnership with Healthy Northeast Ohio on multiple social media platforms.



**HEALTHY  
NORTHEAST  
OHIO**

Sharing Knowledge to Create Healthier Communities

## CURRENT PARTNERS

- ✓ Ashtabula County Health Department
- ✓ Ashtabula County Medical Center\*
- ✓ Cleveland Clinic\*
- ✓ Cleveland Department of Public Health\*
- ✓ Conneaut City Health Department
- ✓ Cuyahoga County Board of Health\*
- ✓ HealthComp Foundation\*
- ✓ Health Improvement Partnership-Cuyahoga
- ✓ Lorain County Public Health
- ✓ Medina County Health Department
- ✓ Mercy Health Lorain Hospital
- ✓ Portage County Combined General Health District
- ✓ St. Vincent Charity Medical Center\*
- ✓ Southwest General Hospital\*
- ✓ The Center for Health Affairs\*
- ✓ The MetroHealth System\*
- ✓ University Hospitals\*

\*Financial contributors, current as of June 2020

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## CONTACTS

### Data Analyst – Sarah Szabo, MSSA, LSW

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### Program Manager – Patricia Terstenyak, MPH

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The Center for Health Affairs  
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216.219.4829

