

CUYAHOGA COUNTY

BOARD OF HEALTH

YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

5550 Venture Drive Parma, Ohio 44130
216-201-2000 www.ccbh.net

RFP #2022-05 Pre-Proposal Conference
Advancing Regional Community Health Improvement and Health Equity –
Sustainability Consultant
November 17, 2022
10:30 am

Presenters: Judy Wirsching, CFO, Libby McGraw, Program Manager, Sarah Szabo,
Data Analyst

Overview

- Important Dates
- Proposal Requirements
- Project Purpose / Background / Cost Proposal
- Questions & Answers

Important Dates

- All questions submitted and asked during the pre-proposal conference will be posted on the Board of Health website by C.O.B. Wednesday, November 23, 2022
- Addenda will be posted on the CCBH website by C.O.B. Wednesday, November 23, 2022
- Sealed proposals must be submitted by Tuesday, December 6, 2022 at 10:30am

Proposal Requirements

Proposal Submission

- Proposals should be mailed or hand-delivered
- Submit one (1) original and five (5) copies in addition to one (1) electronic document of the proposal with all required information.
- Any proposal received after the time and date specified will be disqualified and returned unopened
- The official closing time will be determined by the time clock located in the CCBH Administrative Office – mail area

Proposal Requirements Cont'd.

Proposal Submission

- Vendors assume the risk of the method of dispatch chosen
- CCBH assumes no responsibility for delays caused by any delivery service
- Postmarking by the due date will not substitute for actual proposal receipt
- Proposals may NOT be delivered by facsimile transmission, email or other telecommunication or electronic means.

Proposal Requirements Cont'd.

- Vendor's Reference Sheet [Addendum will be added to be included]
- Non-Collusion Affidavit with signature and **must** be notarized (Refer to Appendix 1)
- Certification of Compliance with ORC Section 3517.13 (Refer to Appendix 2)

Proposal Requirements Cont'd.

- Bid Guaranty – NOT Required for this project.

Project Purpose/Background & Cost Proposal

- Project Purpose/Background
- Cost Proposal

Advancing Regional Health Improvement and Health Equity Program

- Includes two main components:
 - Healthy Northeast Ohio website
 - Collaborative Cuyahoga County Community Health Needs Assessment (CHNA) and Community Health Improvement Plan (CHIP)/Implementation Strategy (IS) efforts
- Currently funded by a three-year grant (2022-2024) from the HealthComp Foundation and contributions from partnered local hospitals and public health departments
- Grant is led via a partnership between the Cuyahoga County Board of Health (direct awardee and fiscal agent) and The Center for Health Affairs (project management)

Advancing Regional Health Improvement and Health Equity Program

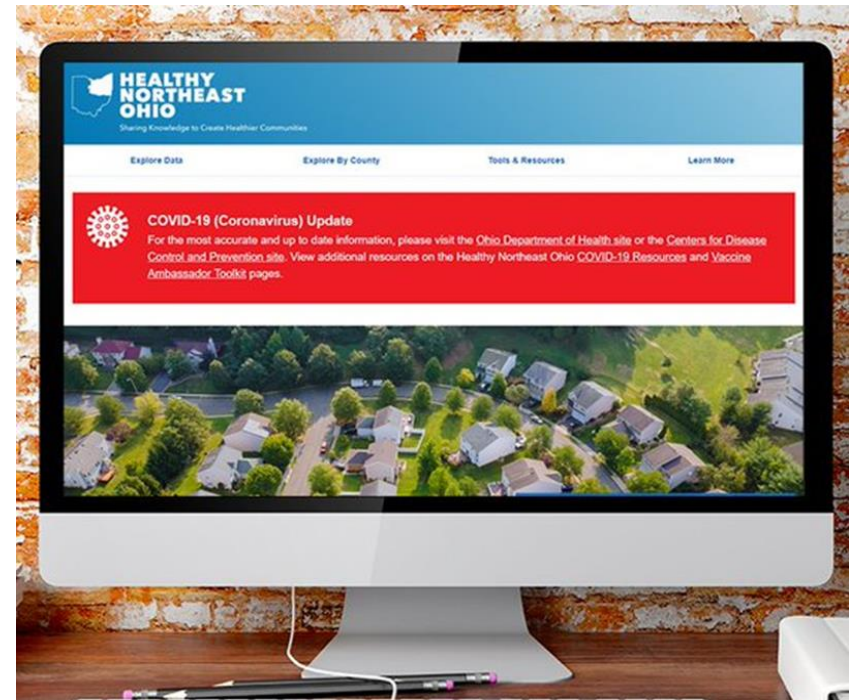
- Sustaining [healthynco.org](https://www.healthynco.org) and the collaborative CHNA/CHIP efforts beyond the current grant funding cycle is a top priority to ensure long-term impact
- The Cuyahoga County Board of Health will apply for additional grant funding from the HealthComp Foundation in early 2023, for the specific purpose of engaging a sustainability consultant
- This RFP is contingent upon the Cuyahoga County Board of Health being awarded these additional grant funds from the HealthComp Foundation

Healthy Northeast Ohio (www.healthyneo.org)

Healthy Northeast Ohio is a publicly available online resource for regional population health data in Northeast Ohio that launched in December 2019.

The website provides users with access to 300+ health and quality of life indicators, and other tools and resources to support local health improvement activities.

Healthy Northeast Ohio is utilized by the community and partners for grant applications, reports, publications, presentations, policy and program planning, and CHNA and CHIP/IS processes.



Collaborative Cuyahoga County CHNA & CHIP/IS Efforts

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.



Request for Proposals

- On November 8, 2022, CCBH released a competitive RFP to identify a sustainability consultant to develop and implement plans to sustain the Healthy Northeast Ohio website and the collaborative Cuyahoga County CHNA and CHIP/IS efforts
- Applications due December 6, 2022 by 10:30am to CCBH

Program Period and Award Amounts

- Total amount available is up to **\$50,000.00**. Projects with total costs below \$50,000 are preferred.
- The project period for this application will begin on 6/1/2023 and will be up to 12 months in length.
- The total award amount and funding period length will be determined by the funder (HealthComp Foundation).

Program Deliverables

The Sustainability Consultant will:

- Develop a sustainability plan focused on revenue generation strategies
- Develop new partnership and funding structure documents
- Develop value proposition language and related documents
- Work with program staff to implement the sustainability plan/revenue generation strategies
- Assist program staff with tracking implementation efforts

Program Requirements

- Implementation of the Sustainability Plan/ Revenue Generation Strategies must begin no later than November 1, 2023
- Consultant will:
 - Participate in calls and meeting with CCBH
 - Attend meetings with funder, as needed
 - Assist program staff with preparing content for grant reports required by funder
- Monthly/Quarterly invoicing

Application Requirements

A. Introductory Pages

- Cover Page

B. Program Narrative

- Cover Letter
- Executive Summary
- Project Narrative
- Methodology
- Project Management
- Pricing and Invoicing
- Attachments

C. Required Attachments (Appendices 1, 2, and others identified in RFP)

Questions?



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