Healthy Lucas County contracted with the Hospital Council of Northwest Ohio for the Lucas County Health Assessment with the goal of collecting survey data that reflects the demographics of Lucas County. Randomly selected adults and parents of young children in Lucas County will receive surveys on a variety of topics in the mail in early 2020. The anonymous surveys ask questions about general physical health, mental health, nutrition, exercise, living conditions and other topics.

In order to ensure a representative sampling from all zip codes in Lucas County, a two-method process was developed to help ensure that there would be enough responses from traditionally underrepresented areas. This process first involves survey data collection and then follows with a purposeful sampling process through the collection of intercept (in-person) surveys in areas that were underrepresented in the mailed survey. This intercept surveying will take place at select community locations in spring 2020. It is estimated that approximately 150-250 surveys will need to be collected at various community locations across the county and will be guided based on the distribution of responses from the mailed survey. Previously underrepresented areas in 2017 were 43412, 43445, 43504, 43528, 43558, 43571, 43606, 43608, 43612, and 43617. The Hospital Council of Northwest Ohio is releasing this request for proposals for an Independent Contractor for Data Collection Services for Purposeful Sampling. The successful contractor will conduct in-person intercept surveys under the guidance of HCNO staff and Dr. Joseph Dake. The exact populations to be sampled will be identified after analysis of the mail survey respondents. The contract will be awarded by the Hospital Council of Northwest Ohio.

Please respond to this Request for Proposals with the following information:

- Describe the process you would anticipate using to collect approximately 150-250 surveys for the general population in specific zip codes or geographic areas determined by HCNO.
- Describe similar projects and/or experiences with comparable organizations.
- Describe your experience communicating with diverse populations, especially communities of color.
- Provide a complete budget and a per completed survey cost for the data collection services requested.
- List any persons within your firm or through contractual relationships who may be performing these services, including resume of key personnel as an attachment.
- Provide 3 references from clients for whom you have performed services.
- Note any potential conflicts of interest you may have with Lucas County or the agencies that make up Healthy Lucas County.
Submitted proposals will be reviewed and considered based on the ability to be responsive to the full scope of the project, stated cost to perform the services, and experience with serving similar populations, and experience working with non-profit and/or government agencies.

The length of contract to gather surveys is approximately four months, beginning approximately April 1, 2020 with a projected end date of July 31, 2020. The maximum contract award is $12,000.

Applicants can ask questions via email to mwielinski@hcno.org through February 14, 2020. The Evaluation Committee will consist of select members of the Healthy Lucas County Executive Committee members, the Hospital Council of Northwest Ohio Health Improvement Division and Dr. Joseph Dake. The Evaluation Committee will rank proposals based on all requested criteria.

The Evaluation Committee reserves the right to not accept any proposal.

*Please return your completed proposal via email to mwielinski@hcno.org no later than noon, Friday, March 6, 2020.*