

Request for Quotes

From: Ottawa County Department of Job and Family Services

Attn: Tamara Gibson

8043 West State Route 163

Oak Harbor, OH 43449

FAX: (419)898-2048

Email: tamara.gibson@jfs.ohio.gov

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Ottawa County Department of Job and Family Services is requesting quotes for services listed below. Please provide individual prices by January 18, 2019. Quotes may be provided to above contact by fax, email, or hard copy delivery (US mail or in person).

Service: Alternative Demand-Response Transportation.

Description:

- Provide alternate transportation when transportation needs cannot be met through OCTA or prepaid fuel cards, per County Transportation Plan.
- Provide pre-scheduled and pre-authorized transportation to eligible Ottawa County clients, to/from approved locations, to meet program and/or case plan requirements, visitation, job search, non-emergency medical appointments, employment and training, or as a supportive service to agency clients. All transportation and clients are subject to authorization and approval by OCDJFS staff.
- Ensure that all applicable Department of Transportation and Department of Medicaid requirements for transportation services are met by Vendor and vendor staff.
- Ensure vendor staff providing direct service to clients have successfully passed a BCI and FBI background check, and a copy of the results of that background check are provided to the Ottawa County Department of Job and Family Services.
- Upon approval by OCDJFS, and based on distance of trip, include wait time of driver between drop-off of client and return trip, as part of billing.
- Maintain client records for review by OCDJFS or Auditor of State, as part of monitoring process.
- By the 30th day after the last day of the service month, provide monthly invoice, with total cost, date/time of service, client name, pick up point, drop off point, and if applicable, paid waiting period and cost per participant per trip.