



**Delaware County Board of  
Developmental Disabilities**

***Environmental Accessibility Adaptation Evaluation Services  
#24-08-02***

# **Request for Expressions of Interest (ROI)**

***Issue Date: 08.12.2024  
Submission Deadline: 09.10.2024***

The Delaware County Board of Developmental Disabilities (“Board”) is accepting informal Requests of Interest (ROI) for Environmental Accessibility Adaptation Evaluation providers, with contract terms to begin January 1, 2025 and extend through December 31, 2025.

Services provided under this contract will be funded through local levy dollars.

### MINIMUM QUALIFICATIONS

- Be a licensed occupational or physical therapist in the State of Ohio, in good standing, that meets the requirements of R.C. §§ 4755.04 to 4755.13 or R.C. §§ 4755.40 to 4755.56; and
- Be able and willing to provide formal evaluations and recommendations for environmental accessibility adaptations, performed pursuant to OAC Rule 5123-9-23 and the Ohio Individual Service Plan (OISP), for people with developmental disabilities in Delaware County; and
- Be willing and able to enter into and maintain compliance with the terms and conditions of a written agreement which includes, but is not limited to, having and maintaining commercial general liability, professional liability, and other applicable insurances in accordance with Ohio law, and maintaining a current BCI/FBI background check; and
- Be a registered business entity whose business legal structure is incorporated in accordance with Federal and Ohio law (i.e., Limited Liability Company [LLC], Limited Partnership, Partnerships, Corporations, Limited Liability Partnership, or S-Corp); and
- Be willing to collaborate with the individual’s Service & Support Administrator and team and provide explanations of recommendations, as needed, to ensure everyone is aligned and understands the individual’s needs; and
- Have a least two (2) years of experience working with people with developmental disabilities and making recommendations for environmental accessibility adaptations (***strongly preferred***).

### SUBMISSION REQUIREMENTS

Applicants are asked to submit the following:

1. Statement of Interest and Experience (*2 page maximum*)
  - a. A brief history of the organization including years of operation.
  - b. Describe any experience you have evaluating and making recommendations for environmental accessibility adaptations to individuals with developmental disabilities.
  - c. Describe your level of knowledge/experience with local building codes and regulations, and accessibility guidelines, like the Americans with Disabilities Act (ADA).
  - d. Why are you (or your organization) interested in becoming a service provider for DCBDD?
2. Current Service Rates (Include all relevant costs associated with the evaluations and cancellation policies, if applicable).
3. A copy of your business’s general liability and professional liability insurance policy.

Interested organizations are asked to submit the required documents as listed above to [Contracts@dcbdd.org](mailto:Contracts@dcbdd.org) **no later than 4:30p.m. on Tuesday, September 10, 2024.**

Thank you for your interest in supporting the people of Delaware County.