

**PUBLIC NOTICE  
REQUEST FOR PROPOSAL**

Lucas County Children Services (LCCS) is extending the deadline for the Request for Proposals (RFP) for the migration of the Case Review PowerBuilder application and base classes.

LCCS is seeking proposals for the migration of the Case Review PowerBuilder application and Base Classes. RFP materials are available at 301 Adams Street, Toledo, OH 43604. To pick up an RFP packet, contact Lara Burkett at 419-213-3252 or [Lara.Burkett@jfs.ohio.gov](mailto:Lara.Burkett@jfs.ohio.gov). The revised dates for the RFP are also available via the LCCS website, [www.lucaskids.net](http://www.lucaskids.net).

Proposals must be submitted by March 30, 2026, at 11:59 PM EST to:

Lucas County Children Services  
Attn: Information Services  
301 Adams Street  
Toledo, OH 43604

Or

They may be submitted by email with the subject line "Migration of Case Review PowerBuilder Application" to [Johnnie.HannahJr@jfs.ohio.gov](mailto:Johnnie.HannahJr@jfs.ohio.gov) or [Aimee.Fox@jfs.ohio.gov](mailto:Aimee.Fox@jfs.ohio.gov).

Proposals will not be accepted via fax, and no proposal will be accepted after the deadline.

By:   
Randy Muth, Executive Director  
Lucas County Children Services

**Lucas County  
Children Services  
301 Adams  
Toledo, Ohio 43604**

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**REQUEST FOR PROPOSALS (RFP)**

**Migration of PB ADSTF (Case Review) and Base Class Items**

Release Date 1/28/2026

**Proposals shall be accepted until 11:59 PM EST, 3/30/2026 at:**

Lucas County Children Services  
Attn: Information Services  
301 Adams Street  
Toledo, Ohio 43604

## Mission Statement

Our mission is to lead the community in the protection of children at risk of abuse and neglect. This is accomplished by working with families, service providers and community members to assess risk and coordinate community-based services resulting in safe, stable, and permanent families for children.

## About the Mission Statement / Preserving Families

The agency's current mission statement was written in 1999 by a consortium of more than 100 community child welfare stakeholders and Lucas County Children Services (LCCS) staff. The group felt strongly that LCCS should take a leadership role in protecting abused and neglected children.

In assuming this responsibility, we also try our best to preserve families. Children belong in families, hopefully the one they are born into. We prefer that a child remain at home while we provide services to stabilize the family. If a child cannot live safely at home, we first look for an appropriate relative to care for the child for as long as necessary. If a relative is not available, the child will go into foster care or other placement. In every case, the safety of the child is our main concern.

We also believe in permanence for children. Children need stability, and they need permanence. If the crisis in a birth family cannot be resolved, it is our responsibility to seek an alternative, permanent family for those children in a timely manner.

## Our Mandate

Lucas County Children Services gets its mandate from state of Ohio law. According to the Ohio Revised Code, public children services agencies shall do all of the following:

- Investigate allegations of child abuse, neglect or dependency
- Make reasonable efforts to prevent the removal of children from their homes
- Accept custody of children from courts with juvenile jurisdiction
- Provide temporary emergency shelter when necessary
- Find family foster homes for children
- Implement a system for assessing risk to children
- Administer federal adoption assistance funds

## Scope of Services

Specifically, the Agency requests a qualified vendor to provide migration to the best suited modern programming language of the vendor's choosing for the following PowerBuilder applications:

- PB ADSTF (Case Review) and the base class items needed to support its functioning.

In addition, the scope of migration shall include:

- The Target language choice and reasoning.
- The application should be a client/server application to interface with SQL Server database Version 2012.
- The new application should replicate the current application with only upgraded façade changes to the application for ease in transition for the user.
- Migration should be a collaboration between the vendor and LCCS for purposes of testing and code conversion to hand off maintenance smoothly.

- Current Application Metrics: PB ADSTF (Case Review) and Base class

File Type	Object Count
SRA	2
SRD	390
SRF	63
SRM	5
SRP	1
SRS	6
SRU	34
SRW	101
<b>Total</b>	<b>602</b>

Application	LOC
PB ADSTF	13,736
Base Class	72,095
<b>Total</b>	<b>85,831</b>

Current PowerBuilder Environment:

- Current application was developed in the 90's to interface with SQL database to track client data
- PowerBuilder version: Version 9.0 Build 5507
- Uses PowerFrame objects (pframeo & pframew base class pbls) modified for our use.
- Desktop integration/external interfaces:

Object or Action Type	Notes
Global External Function	SUBROUTINE _getenv(ref string n,ref string b) LIBRARY "FUNCKy32.DLL" (used in Base Class)
Global External Function	SUBROUTINE GetKeyboardState(REF char s[256]) Library "user32.dll" (used in Base Class)
Global External Function	FUNCTION uint SetCapture (uint a) LIBRARY "USER32.dll" (used in Right Click)
Global External Function	FUNCTION uint ReleaseCapture () LIBRARY "USER32.dll" (used in Right Click)
Global External Function	FUNCTION int GetWindowsDirectory (REF string WinDir, int CBSysPath) LIBRARY "kernel.exe" (declared in Base Class)
FileExists	Used in PB Board Bill, PB Fiscal, PB GFM, PB Human Resources, PB Records Inventory, PB System Operations, Right Click, Base Class
GetFileSaveName	Used Base Class (via w_dw_print_options in LCCSMISC.pbl)
Open WORD documents	FUNCTION ulong ShellExecuteA(ulong hwnd, string lpOperation, string lpFile, string lpParameters, string lpDirectory, long nShowCmd) LIBRARY "shell32.dll" used in PB Clearing, PB Records Inventory, and Right Click

## **Proposed Timeline**

Timeline dates are tentative and may be changed to meet the Agency's needs.

Issue RFP for the software - 1/28/2026.

Final day for submitting written questions for the RFP 3/18/2026.

Agency provides answers to all questions submitted by 3/25/2026.

Proposals are due by 11:59 pm EST 3/30/2026.

Complete evaluation of the proposals and vendor reference checks 4/10/2026.

Potential for presentation the week of 4/13/2026.

Vendor and Agency commence contract execution 5/1/2026.

## **Questions**

All questions are to be addressed to the project manager (see below). All questions must be submitted in writing prior to 5:00 pm EST, 3/18/2026. All questions and answers will be provided directly to those who have expressed an interest in submitting a proposal for this project. Contact the Project Manager if you'd like to schedule a site visit.

## **Project Manager**

Project Managers are:

Johnnie Hannah, Jr, Aimee Benoit, Lara Burkett

Attn: Information Services

Lucas County Children Services

301 Adams Street Toledo, Ohio 43604

E-mail: [Johnnie.HannahJr@jfs.ohio.gov](mailto:Johnnie.HannahJr@jfs.ohio.gov), [Aimee.Fox@jfs.ohio.gov](mailto:Aimee.Fox@jfs.ohio.gov), [Lara.Burkett@jfs.ohio.gov](mailto:Lara.Burkett@jfs.ohio.gov)

## **Proposal Submittal Instructions**

Proposals must be received by no later than 11:59 pm EST on 3/30/2026.

(Emailed proposals must be in MS Word or PDF format and cannot exceed 10MB).

As an alternate to email, proposals can be mailed or delivered to:

Lucas County Children Services

Attn: Johnnie Hannah, Jr

301 Adams Street Toledo, Ohio 43604

If submitting a paper proposal, the original plus four (4) copies of all proposals in printed form must be submitted in a sealed envelope or box with the following words clearly marked on the outside of the envelope: PB ADSTF (Case Review) and Base Classes RFP. The vendor's name and address must be clearly indicated on the envelope.

## Proposal Requirements

The sections and appropriate information described below must be included with any proposal.

### SECTION A: Company/Product Information

This section will provide information about the vendor/company. Hereinafter vendor and company will have the same meaning.

### SECTION B: Scope

This section will detail a description of the migration capabilities. The vendor should be able to describe how the vendor will meet the requirements of the Scope of Work.

### SECTION C: Costs

In this section, the vendor is to detail all costs associated with the migration requested in this RFP. This is to include any additional costs associated the any annual maintenance or improvement fees.

### SECTION D: References

References are to be organizations wherever possible that have utilized a similar scope of software within the past year.

### SECTION E: Interviews

If necessary, the Agency may conduct interviews as part of the final selection process. Interviews will be scored separately.

## Evaluation Criteria

Proposals will be evaluated according to the following criteria, listed in order of importance:

1. Ability of software to meet the needs detailed under scope of services.
2. Proposed cost of software.
3. Ability to integrate the software and provide explanatory training within a reasonable timeframe, considering the firm's current and planned workload.
4. Past record of performance on contracts with Lucas County, other government agencies or public bodies, and with private industry, including such factors as control of costs, quality of work, ability to adhere to schedules, cooperation, responsiveness, and other management and attitudinal considerations.

<b>Component</b>	<b>Score</b>
Responsiveness to RFP instructions	5 points
Migration Design	40 points
Proposed Cost	20 points
Experience with PowerBuilder	20 points
Ability to meet the schedule (implementation and training)	5 points
Similarity to Existing App and Presentation	5 points
References	5 points
<b>Total</b>	<b>100 points</b>

## **Communications Prohibitions**

From the issuance date of this RFP, until an actual grant is awarded, there may be no communications concerning this RFP between any applicant which expects to submit an application and any employee of LCCS or any other individual regardless of their employment status, who is in any way involved in the development of the RFP or the selection of the grants.

The only exceptions to this prohibition are as follows:

- A. Communications conducted pursuant to Q & A Period;
- B. As necessary in any pre-existing or on-going business relationship between LCCS and any grantee which could submit an application in response to this RFP;
- C. As part of any applicant interview or application clarification process initiated by LCCS, which LCCS deems necessary in order to make final selections;
- D. If it becomes necessary to revise any part of this RFP, LCCS will post those revisions, amendments, etc. to the webpage dedicated to this RFP;
- E. Any Public Records Request made to LCCS made through the LCCS Records Department.

Any attempts at prohibited communications by applicants may result in the disqualification of those applications.

## **Addendum to Request for Proposals**

If LCCS determines it is necessary to revise any part of an RFP, an Addendum will be provided to all potential applicants who have filed a Letter of Intent. Any clarifications will become an Addendum and no other sources of responses or clarifications are considered valid.

## **Notification of Awards and Contract Development**

Selection and notification of the applicant(s) is targeted for approximately **5/1/2026**. It is the intent of LCCS to award contracts for services to be provided. Delays in complying with LCCS contract requirements may result in the awarding of a contract to another applicant, or re-issuance of the RFP.

## **Availability of Funds**

This RFP is budgeted for the 2026 fiscal year.

## **Right to Cancel**

LCCS reserves the right to cancel all or any part of this RFP at any time without prior notice. LCCS also reserves the right to modify the proposal process and timeline as deemed necessary. Applicants who have filed a Letter of Intent will receive notification by LCCS of any such changes.

## **Vendor Responsibility for Proposal Costs**

The applicant is fully responsible for all costs associated with the development and submission of the proposal. LCCS assumes no contractual or financial obligation as a result of the issuance of this RFP, the preparation and submission of a proposal by an applicant, the evaluation of an accepted proposal, or the selection of approved proposals.

## **Confidentiality and Ownership of Proposals**

Any proposal or other material submitted will become the property of LCCS and may be returned only at LCCS' option. Proprietary information should not be included in a proposal or supporting materials because LCCS will have the right to use any materials or ideas submitted in a proposal without compensation to the applicant. Additionally, all applications shall, in their entirety, be made a part of the public record, pursuant to ORC 149.43.

## **Proposal Acceptance/Rejection**

LCCS reserves the right to seek clarification regarding responses to the RFP prior to making an award.

LCCS reserves the right to reject any or all proposals, to accept or reject any or all of the items in the proposal, to waive any informality in the received, and to award the contract in whole or in part if it is deemed to be in the best interest of LCCS.

## **Applicants' Disclosure**

Applicants must provide a disclosure of any pending or threatened court actions and/or claims against the applicant, parent company or subsidiaries. This information will not necessarily be cause for rejection of the proposal; however, withholding the information may be cause to reject the proposal.

Applicants must disclose whether any person currently affiliated with or likely to be affiliated with the applicant's organization as a result of this RFP, is an LCCS Board or staff member, or is related in anyway or has a personal relationship with any LCCS Board or staff member. This disclosure must identify the related individuals from both organizations and the nature of the relationship. This information will not, necessarily, be cause for rejection of the proposal; however, withholding the information may be cause to reject the proposal.

## **Procedures for Making Awards**

The Executive Director will submit and present recommendations to the Finance Sub-Committee of the Board of Directors of LCCS.

Following the approval of the Program and Services Sub-Committee, the recommendation will be presented to the Board of Directors of LCCS for approval. Final approval will be made by the Board.

Applicants will receive a written notice of approval or denial. Date of the notification will be dependent upon approval date by LCCS Board members.

## **Contract Terms**

LCCS will negotiate contracts with the successful applicant(s). LCCS' contract will define the terms and conditions and will serve as the basis for contractual negotiations.

LCCS is not responsible for oversights in this RFP which are not brought to the attention of LCCS prior to the start of contract negotiations. If any contract terms are required by the applicant, they must be included or attached to the proposal.

The contents of the RFP and the commitments set forth in the selected proposals shall be considered contractual obligations, if a contract ensues. Failure to accept/comply with these obligations may result in cancellation of the award.

This Agreement is not assignable, delegable, sublicensable or otherwise transferable by any party in whole or in part without the prior consent of the other party. Any transfer, assignment, delegation or sublicense by a party without such prior written consent is invalid and could result in immediate termination of the contract.

## **Liability Insurance Requirements**

The following outlines liability insurance requirements for all LCCS Provider Contracts:

I. General (excluding Professional Liability) The Provider shall purchase and maintain such insurance as will protect it from claims set forth below which may arise out of or result from the Provider's operations under the contract, whether such operation be by the Provider or by any sub-provider(s) or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable including but not limited to claims for indemnification – See Article V.

II. Insurance Limits – the minimum limits of insurance required under this contract shall not be less than:

A. Worker's Compensation – Statutory

1. (Elective) Employers' Liability including Ohio Stop Gap -- \$100,000 each accident, \$100,000 disease - policy limit, \$100,000 disease – each employee

2. The Provider waives any common law or statutory subrogation rights it may have against the County of Lucas, its officials, agents, servants or employees arising out of any workers' compensation law.

B. Commercial General Liability -- \$1,000,000 Bodily injury and property damage combined per occurrence and aggregate.

1. The County of Lucas, its officials, officers and employees shall be named as an additional insured – form ISO "CG20 26" or other similar endorsement acceptable to the County

2. The Provider's insurance coverage shall be primary insurance as respects to the County. Any insurance or self-insurance maintained by the County shall be excess of the Provider's insurance and shall not contribute with it.

3. Any self-insured retention or deductible insurance plans shall be the sole responsibility (without contribution or set off from the County) of the Provider.

C. Comprehensive Automobile Liability \$500,000. Bodily injury and property damage

combined per occurrence (no aggregate).

### III. Professional Liability Insurance

A. The Provider and any sub-provider(s) employed by it shall be responsible to obtain and maintain their own Professional Liability Insurance in which they shall be the named insured.

B. INSURANCE LIMITS - Minimum \$1,000,000 each claim and \$2,000,000 aggregate.

### IV. Certificate of Insurance

A. A Certificate of Insurance shall be filed with the County of Lucas acceptable to the County.

B. A copy of the Provider's current Certificate of Premium Payment issued by the State of Ohio, the Industrial Commission and Bureau of Worker's Compensation, shall be provided to the County.

C. The Provider shall be responsible to maintain all required insurance and to see that the county receives renewal certificates a minimum of ten (10) days in advance of any policy expiration date.

### V. Indemnity

#### A. Professional Liability

1. Relative to any and all claims, losses, damages, liability and costs, the Provider agrees to indemnify and save the County of Lucas, its officials and employees (herein after "County") harmless from and against any and all suits, actions or claims for property losses, damages or personal injury claimed to arise from a negligent act, error or omission by the Provider or it employees.

#### B. Non-Professional Liability (General)

1. To the fullest extent permitted by law, the Provider shall indemnify and hold harmless the County of Lucas, its officers, officials and employees (herein after "County"), or any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees arising out of the acts or omissions of the Provider, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of property (other than the Work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by the acts or omissions of the Provider, any sub-provider(s) of the Provider, its agents, or anyone directly or indirectly employed by them or anyone for whose acts they may deem liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this paragraph B 1. It is understood and agreed that this indemnification obligation is enforceable to the full extent permitted by Ohio Revised Code Section 2305.31.

2. It is expressly understood and agreed that these indemnification obligations are enforceable to the full extent permitted by Ohio Revised Code Section 2305.31. In any and all claims against the County by any employee of the Provider, any sub-provider(s) of the Provider, agent, or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. Provider hereby expressly waives the immunity provided to Provider by Article II, Section 35, of the Ohio Constitution and Ohio Revised Code Section 4123.74 and 4123.74I, all regarding workers' compensation immunity, so that this indemnification obligation

may be enforced by the County of Lucas against Provider in those instances.

C. If the Provider subcontracts any part of its contract with the County, the Provider shall require its sub-provider(s) to indemnify the County of Lucas in accord with Article V.

VI. Provider Responsible - the Provider expressly understands that the insurance requirements as outlined above are minimum requirements to be met under the contract and does not in any manner represent that the limits, coverage or policy forms are sufficient or adequate to protect the interest or liabilities of the Provider and/or its subcontractor(s).

**The contract shall be terminated and the obligations hereunder extinguished immediately upon written notice to the provider by the Executive Director of LCCS in the event the provider:**

- Fails to maintain any licensure, certification, or eligibility for certification required by the contract and/or state law;
- Engages in any activity likely to impair or damage the credibility and reputation of the provider and/or LCCS in the community;
- Willfully fails to perform the obligations of the contract or fails to be timely available for such performance.

### **Contract Requirements**

The successful Vendor will provide instruction on installation and integration of the upgraded program