

Entity Name: South Dakota State Government
Event Number: 10473
Event ID: 24RFP10473
Event Name: Division of Child Protection Services Post Adoption Services
Requested By: Missy Schuetzle
Created By: Missy Schuetzle
Due By Date: 04/24/2024 05:00 PM Central Time
Q&A Cutoff Date: 03/20/2024 2:54 PM Central Time
Invitation Type: Invitation Only
Assigned Commodities: 952-47 Foster Home and Adoption Services
Allow Supplier Terms and Conditions: No
Public Responses: No
Display Awardee: Display
Posting Board Status: Published
Event Status: Event Under Review

Section #: Name:

1 Section 1 - 24RFP10473

Do not submit responses through ESM Sourcing; please submit your response as specified in the RFP document.

The Invitation Type for this RFP, designated as "Invitation Only," indicates that vendors who have chosen the applicable NIGP codes for the requested services will receive an autogenerated system email notification. The Invitation Only designation does not impose exclusivity or restrictions on access; it does not limit who can respond. Also, the RFP document is accessible to all interested parties for download via the Central Bid Exchange on OPM's website: <https://sourcing.esmsolutions.com/postingboard/entities/3444a404-3818-494f-84c5-2a850acd7779>.

All vendors are encouraged to download the RFP and submit their proposals following the instructions outlined in the RFP document.

1.0 GENERAL INFORMATION

1.1 PURPOSE OF REQUEST FOR PROPOSAL (RFP)

The purpose of this request for proposal is to select an offeror that can provide post adoption services to families that have adopted children from the Division of Child Protection Services. And, to other adoptive families that without such help, disruption of an adoption may occur. Offeror would complete an assessment on adoptive families to determine their areas of need and would provide adoptive placement recommendations and services to stabilize adoptive placements that are referred by the Department of Social Services. Offeror would create a directory of services available statewide to assist in supporting adoptive families. Offeror would develop a statewide network of adoption competent service providers that can be accessed by adoptive families for therapy and support.

1.2 ISSUING OFFICE AND RFP REFERENCE NUMBER

The Division of Child Protection Services is the issuing office for this document and all subsequent addenda relating to it, on behalf of the State of South Dakota, Department of Social Services. The reference number for the transaction is RFP10473. Refer to this number on all proposals, correspondence, and documentation relating to the RFP.

Please refer to the Department of Social Services website link <http://dss.sd.gov/keyresources/rfp.aspx> for the RFP, any related questions/answers, changes to schedule of activities, amendments, etc.

1.3 LETTER OF INTENT

All interested are requested to submit a non-binding Letter of Intent to respond to this RFP. While preferred, a Letter of Intent is not mandatory to submit a proposal.

The letter of intent must be received by email in the Department of Social Services by no later than March 27, 2024, and must be addressed to Kirsten.Blachford@state.sd.us. Place the following, exactly as written, in the subject line of your email: Letter of Intent for RFP10473. Be sure to reference the RFP number in any attached letter or document.

1.4 SCHEDULE OF ACTIVITIES (SUBJECT TO CHANGE)

RFP Publication March 20, 2024

Letter of Intent to Respond Due March 27, 2024

Deadline for Submission of Written Inquiries April 3, 2024

Responses to Offeror Questions April 10, 2024

Request for SFTP folder April 23, 2024

Proposal Submission April 24, 2024

Oral Presentations/discussions (if required) TBD

Deadline for Completion of Site Visits (if required) TBD

Proposal Revisions (if required) TBD

Anticipated Award Decision/Contract Negotiation May 15, 2024

1.5 SUBMITTING YOUR PROPOSAL

All proposals must be completed and received by the Department of Social Services by the date and time indicated in the Schedule of Activities.

Proposals received after the deadline will be late and ineligible for consideration. Proposals must be submitted as PDF's via Secured File Transfer Protocol (SFTP). Offerors must request an SFTP folder no later than April 23, 2024, by emailing Kirsten Blachford at the email indicated on page one.

The subject line should be RFP10473 SFTP Request. The email should contain the name and the email of the person who will be responsible for uploading the document(s).

Please note, offeror will need to work with their own technical support staff to set up an SFTP compatible software on offeror's end. While the State of South Dakota can answer questions, State of South Dakota is not responsible for the software required.

All proposals may be signed in ink or digitally by an officer of the offeror legally authorized to bind the offeror to the proposal, and sealed in the form intended by the respondent. Proposals that are not properly signed may be rejected.

No proposal may be accepted from, or any contract or purchase order awarded to any person, firm or corporation that is in arrears upon any obligations to the State of South Dakota, or that otherwise may be deemed irresponsible or unreliable by the State of South Dakota.

Terms and Conditions

ESM Sourcing Terms

None

General Terms and Conditions

None

Event Specific Terms and Conditions

See attached RFP Document