

**Entity Name:** South Dakota State Government  
**Event Number:** 11616  
**Event ID:** 25RFP-25-0904004-005  
**Event Name:** Breastfeeding Peer Counseling Services  
**Requested By:** Missy Schuetzle  
**Created By:** Missy Schuetzle  
**Due By Date:** 01/10/2025 05:00 PM Central Time  
**Q&A Cutoff Date:** 09/30/2024 10:08 AM Central Time  
**Invitation Type:** Invitation Only

**Assigned Commodities:** 918-06 Administrative Consulting; 961-02 Administrative Services, All Kinds (Incl. Clerical, Secretarial Services, etc.)

**Allow Supplier Terms and Conditions:** No

**Public Responses:** No

**Display Awardee:** Display

**Posting Board Status:** Published

**Event Status:** Event Under Review

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**Section #: Name:**

**1 Section 1 - 25RFP-25-0904004-005**

"Response to Offeror Questions" document attached.

Addendum #1: Attachments, A, B, C, D, E, F, G, H, I, J, K, L and M have been attached.

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)

Manage the Breastfeeding Peer Counseling Program within the South Dakota Department of Health Special Supplemental Nutrition Program for Women, Infants and Children (WIC) Program. Subrecipient agrees to carry out all administrative and supervisory responsibilities and provide fiscal management for this contractual agreement. Subrecipient will work with the Breastfeeding Coordinator if disciplinary action is needed. The BFPC responsibility is to provide basic breastfeeding education/support and encouragement to WIC pregnant and/or breastfeeding mothers. The purpose of this program is to provide mother to mother support mainly through electronic interactions that include text, phone, emails, virtual consultation, virtual help desk and/or face-to-face visits. The goal of the program is to increase the number of WIC mothers who breastfeed and increase the duration of time in which they breastfeed. Additionally, the BFPC will assist the WIC Program in the overall promotion, protection and support of breastfeeding through breastfeeding support groups, special projects, attendance at trainings and meetings and word of mouth.

1.2 ISSUING OFFICE AND RFP REFERENCE NUMBER

The Office of Family Nutrition 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 Health. The reference number for the transaction is RFP #25-0904004-005. This number must be referred to on all proposals, correspondence, and documentation relating to the RFP.

1.3 SCHEDULE OF ACTIVITIES (SUBJECT TO CHANGE)

**RFP Publication September 30, 2024**

**Offeror Questions Due November 20, 2024**

**Responses to Offeror Questions December 13, 2024**

**Proposal Submission January 10, 2025**

**Proposal Revisions (if required) February 7, 2025**

**Anticipated Award Decision/Contract Negotiation February 21, 2025**

1.4 SUBMITTING YOUR PROPOSAL

An electronic copy must be submitted via email to [SDWIC@state.sd.us](mailto:SDWIC@state.sd.us) by the date and time indicated in the Schedule of Activities. It must include a wet signature, signed in blue ink, by an officer of the responder, legally authorized to bind the responder to the proposal. Proposals that are not properly signed may be rejected.

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Proposals received after the deadline will be late and ineligible for consideration.

No proposal shall be accepted from, or no contract or purchase order shall be 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.

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## Terms and Conditions

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### ESM Sourcing Terms

None

### General Terms and Conditions

None

### Event Specific Terms and Conditions

See attached RFP Document