

**Entity Name:** South Dakota State Government  
**Event Number:** 11660  
**Event ID:** 24RFP11660  
**Event Name:** South Dakota Central Prevention Resource Center Development  
**Requested By:** Missy Schuetzle  
**Created By:** Missy Schuetzle  
**Due By Date:** 12/04/2024 05:00 PM Central Time  
**Q&A Cutoff Date:** 10/16/2024 9:33 AM Central Time  
**Invitation Type:** Invitation Only  
**Assigned Commodities:** 952-21 Counseling; 475-49 Instructional Aids and Training Programs, Medical (See Class 345 and/or Class 785 for Manikins and Models); 918-38 Education and Training Consulting  
**Allow Supplier Terms and Conditions:** No  
**Public Responses:** No  
**Display Awardee:** Display  
**Posting Board Status:** Expired  
**Event Status:** Event Under Review

**Section #: Name:**

**1 Section 1 - 24RFP11660**

"Response to Offeror Questions" document 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)

The Department of Social Services (DSS), Division of Behavioral Health is soliciting proposals from qualified offerors to establish a Central Prevention Resource Center (CPRC). The CPRC must be in one of the following counties in its catchment area: Corson, Dewey, Ziebach, Sully, Haakon, Stanley, Hughes, Jones, Jackson, Lyman, Mellette, Bennett, Todd, Tripp, and Gregory. The CPRC will be expected to provide regional support to students, parents, educators, community groups, community agencies, law enforcement and any other interested entities looking for prevention resource materials or support. The CPRC will maintain a resource library of materials (videos, books, curricula, et al) available to the public for use. CPRC staff will be trained in evidence-based programming to provide universal prevention interventions as well as training and technical assistance throughout their catchment area as delineated above.

1.2 ISSUING OFFICE AND RFP REFERENCE NUMBER

The Division of Behavioral Health 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 RFP11660. This number must be referred to on all proposals, correspondence, and documentation relating to the RFP.

1.3 LETTER OF INTENT

All interested offerors 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.

Be sure to reference the RFP number in your letter.

The Letter of Intent must be submitted to Kirsten Blachford via email at [Kirsten.Blachford@state.sd.us](mailto:Kirsten.Blachford@state.sd.us) no later than October 22nd, 2024 by 5:00pm CST. Please place the following in the subject line of your email: "Letter of Intent for RFP11660".

1.4 SCHEDULE OF ACTIVITIES (SUBJECT TO CHANGE)

RFP Publication 10/15/2024

Letter of Intent to Respond Due 10/22/2024

Offeror Questions Due 10/29/2024

Responses to Offeror Questions 11/12/2024

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Request for SFTP folder and Proposal Submission 12/03/2024

Proposal Submission 12/04/2024

Anticipated Award Decision/Contract Negotiation 01/07/2025

#### 1.5 SUBMITTING YOUR PROPOSAL

All proposals must be completed and received in 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 PDFs via Secured File Transfer Protocol (SFTP). Offerors must request an SFTP folder no later than the date indicated in the Schedule of Activities by emailing Kirsten Blachford at [Kirsten.Blachford@state.sd.us](mailto:Kirsten.Blachford@state.sd.us).

The subject line should read "RFP11660 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.

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## Terms and Conditions

### ESM Sourcing Terms

None

### General Terms and Conditions

None

### Event Specific Terms and Conditions

See attached documents