

**Entity Name:** South Dakota State Government

**Event Number:** 8299

**Event ID:** 22RFP23-0904004-006

**Event Name:** Office of Child and Family Services Quality Improvement Coordinator

**Requested By:** Missy Schuetzle

**Created By:** Missy Schuetzle

**Due By Date:** 01/20/2023 05:00 PM Central Time

**Q&A Cutoff Date:** 12/19/2022 11:22 AM Central Time

**Invitation Type:** Invitation Only

**Assigned Commodities:** 948-07 Administration Services, Health; 918-67 Human Services Consulting (To Include Mental Health Consulting Services); 209-67 Professional: Hospital/Pharmacy, Legal, Computer Training, etc.

**Allow Supplier Terms and Conditions:** No

**Public Responses:** No

**Display Awardee:** Display

**Posting Board Status:** Expired

**Event Status:** Awarded

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**Section #: Name:**

**1 Section 1 - 22RFP23-0904004-006**

"Response to Offeror's Questions" Document attached.

Do not submit response through ESM Sourcing as this section is for informational purposes only. Please download this RFP document and follow submittal instructions to respond.

The South Dakota Department of Health Office of Child and Family Services (OCFS) is seeking proposals from organizations to provide a quality improvement coordinator for clinical and public health services and programs. This position will lead quality improvement efforts across OCFS and work closely with overall South Dakota Department of Health quality efforts to ensure alignment with Public Health Accreditation Board Standards. This position will also lead staff training and facilitate the OCFS quality improvement workgroup. This position will work closely with the OCFS data team on data monitoring and reporting for quality improvement projects.

**1.2 ISSUING OFFICE AND RFP REFERENCE NUMBER**

The South Dakota Department of Health is the issuing office for this document and all subsequent addenda relating to it, on behalf of the South Dakota Department of Health, Office of Child and Family Services. The reference number for the transaction is RFP #23-0904004-006. 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                                 | 12/19/2022           |
| Deadline for Submission of Written Inquiries    | 12/28/2022           |
| Responses to Vendor Questions                   | 1/5/2023             |
| Proposal Submission                             | 1/20/2023 5:00PM CST |
| Anticipated Award Decision/Contract Negotiation | 3/1/2023             |

**1.4 SUBMITTING YOUR PROPOSAL**

All proposals must be completed and received in the South Dakota Department of Health, Office of Child and Family Services by the date and time indicated in the Schedule of Activities.

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

An original paper proposal and 1 identical electronic copy of the proposal shall be submitted.

The electronic proposal should be submitted to [Katelyn.Strasser@state.sd.us](mailto:Katelyn.Strasser@state.sd.us)

The cost proposal must be in a separate sealed envelope and labeled "Cost Proposal".

All proposals must be signed, in ink, by an officer of the responder, legally authorized to bind the responder to the proposal, and sealed in the envelope sent by the respondent. Proposals that are not properly signed may be rejected. The sealed envelope must be marked with the appropriate RFP Number and Title. The words "Sealed Proposal Enclosed" must be prominently denoted on the outside of the shipping container. Proposals must be addressed and labeled as follows:

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**REQUEST FOR PROPOSAL #23-0904004-006**  
**PROPOSAL DUE 1/20/2023**  
**KATELYN STRASSER, MATERNAL CHILD HEALTH EPIDEMIOLOGIST**  
**SOUTH DAKOTA DEPARTMENT OF HEALTH**  
**4101 W. 38TH STREET, SUITE 102**  
**SIOUX FALLS, SD 57106**

All capital letters and no punctuation are used in the address. The Department of Health address as displayed should be the only information in the address field.

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**

### **ESM Sourcing Terms**

None

### **General Terms and Conditions**

None

### **Event Specific Terms and Conditions**

See attached RFP Document.