

Entity Name: South Dakota State Government
Event Number: 8437
Event ID: 23RFP23-0907001-015
Event Name: Telephone and Web-Based Cessation Services for the SD Quitline
Requested By: Missy Schuetzle
Created By: Missy Schuetzle
Due By Date: 03/07/2023 05:00 PM Central Time
Q&A Cutoff Date: 02/07/2023 2:38 PM Central Time
Invitation Type: Invitation Only
Assigned Commodities: 725-28 High Volume, Call Answering Telephone Systems (See 725-53 for Low Volume Equipment) (EFFECTIVE 3-1-07 THIS CLASS-ITEM INACTIVATED FOR NEW USE, REFER TO 839-31)
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 - 23RFP23-0907001-015

"Response to Offeror's Questions" document and "Quitline Cost Proposal Template" document attached.

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

1.1 PURPOSE OF REQUEST FOR PROPOSAL (RFP)

The South Dakota Department of Health (SD DOH), Tobacco Control Program (TCP) is seeking proposals for a SD QuitLine vendor to provide an array of tobacco cessation services and resources to South Dakotans. Tobacco types may include smoking tobacco, spit tobacco, and e-cigarette/vaping tobacco. We seek to engage as many South Dakota tobacco users in the quitting process as possible, with the ultimate goals of increasing quit attempts population-wide, fostering successful quitting and driving down adult tobacco use in the state.

We are striving for a service configuration in which any person living in South Dakota will have the ability to access all SD QuitLine Services for which they are eligible by making a phone call to the SD QuitLine or by visiting the SD QuitLine website.

Desired Scope of Services

The vendor will provide the following for anyone living in South Dakota:

1. Telephone registration for all SD QuitLine services, including telephone counseling, to receive a SD Quit Booklet, and/or to receive cessation email and/or text- messaging support.
2. SD QuitLine telephone counseling (for all South Dakotans)
 - a. Mailing of SD Quit Booklets and any other tobacco control educational material.
 - b. Use of email and text-messaging technology as a support to the SD QuitLine telephone counseling program.
3. Mailing of SD Quit Booklets (independent from SD QuitLine telephone coaching)
4. Email support program (independent from SD QuitLine telephone coaching)
5. Text-messaging support program (independent from SD QuitLine telephone coaching)

Desired SD QuitLine program components are described graphically in *Appendix A: SD QuitLine Services Flow Chart*. Specific relationships and links between the services are described more fully in the Detailed Scope of Work (see page 12). Due to the nature of changing technologies, it is anticipated that the selected SD QuitLine Services contractor will work with the SD DOH, TCP to further develop and refine these services throughout the contract term.

Services will be based on the recommendations contained in the CDC's QuitLine Interventions and the Community Preventive Services Task Force ([Tobacco: Quitline Interventions | The Community Guide](#)) and the U.S. Public Health Service Clinical Practice Guideline on Treating Tobacco Use and Dependence (<http://www.ncbi.nlm.nih.gov/books/NBK63952/>). In addition to these guidelines, South Dakota has additional requirements that must be fulfilled.

As appropriate to each individual's readiness to quit, the SD QuitLine will provide assessment, proactive (counselor-initiated) follow-up counseling, screening related to the use of FDA approved pharmacotherapy, which will be provided through SD QuitLine's Central

Pharmacy (another contract) and support materials.

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 State of South Dakota, Department of Health, Tobacco Control Program. The reference number for the transaction is RFP #23-0907001-015. This number must be referred to on all proposals, correspondence, and documentation relating to the RFP.

1.3 LETTER OF INTENT

All interested offerors must submit a **Letter of Intent** to respond to this RFP.

The letter of intent should be received in the mail, email, or fax by no later than February 14, 2023. If submitted by mail the envelope should be addressed to:

RFP # 23-0907001-015

Sierra Phelps, Tobacco Control Program Director

Tobacco Control Program

615 4th Street

PIERRE, SD 57501

Be sure to reference the RFP number in your letter.

The Letter of Intent may be submitted to Sierra Phelps via email at Sierra.Phelps@state.sd.us. Please place the following in the subject line of your email: "**Letter of Intent for RFP 23-0907001-015**".

1.4 SCHEDULE OF ACTIVITIES (SUBJECT TO CHANGE)

RFP Publication	February 7, 2023
Letter of Intent to Respond Due	February 14, 2023
Deadline for Submission of Written Inquiries	February 21, 2023, 5:00PM CST
Responses to Vendor Questions	February 24, 2023
Proposal Submission	March 7, 2023, 5:00PM CST
Proposal Revisions (if required)	March 21, 2023
Anticipated Award Decision/Contract Negotiation	May 5, 2023

1.5 SUBMITTING YOUR PROPOSAL

All proposals must be completed and received in the South Dakota Department of Health, Office of Disease Prevention and Health Promotion 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 and three (3) identical copies of the proposal shall be submitted.

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 form intended by the respondent. Proposals that are not properly signed may be rejected. The sealed envelope should be marked with the appropriate RFP Number and Title. Proposals should be addressed and labeled as follows:

REQUEST FOR PROPOSAL #23-0907001-015
PROPOSAL DUE March 7, 2023, 5:00PM CST
Sierra Phelps, Tobacco Control Program Director
Tobacco Control Program
615 East 4th Street
Pierre, SD 57501

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.

Terms and Conditions

ESM Sourcing Terms

None

General Terms and Conditions

None

Event Specific Terms and Conditions

See attached RFP Document.