

**Entity Name:** South Dakota State Government  
**Event Number:** 8443  
**Event ID:** 23RFP8443  
**Event Name:** Independent Living Services Program- Community Resource People  
**Requested By:** Missy Schuetzle  
**Created By:** Missy Schuetzle  
**Due By Date:** 03/28/2023 05:00 PM Central Time  
**Q&A Cutoff Date:** 02/14/2023 2:59 PM Central Time  
**Invitation Type:** Invitation Only  
**Assigned Commodities:** 952-47 Foster Home and Adoption Services; 952-95 Youth Care Services  
**Allow Supplier Terms and Conditions:** No  
**Public Responses:** No  
**Display Awardee:** Display  
**Posting Board Status:** Expired  
**Event Status:** Event Under Review

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**Section #: Name:**

**1 Section 1 - 23RFP8443**

Addendum #1: The RFP document has been replaced and updated with Addendum #1-RFP Document. Please download and note date corrections.

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.

**1.1 PURPOSE OF REQUEST FOR PROPOSAL (RFP)**

The purpose of this request for proposal is to select an offeror to support the program areas and eligibilities set forth by the John H. Chafee Foster Care Program for Successful Transition to Adulthood (SEC. 477. [42 U.S.C. 677]). The South Dakota Independent Living Program will oversee this program, known as the Community Resource People Program (CRP Program). The CRP Program will provide support to youth who have experienced foster care at age 14 or older in their transition to adulthood through transitional services such as assistance in obtaining a high school diploma and post-secondary education, career exploration, vocational training, job placement and retention, training and opportunities to practice daily living skills (such as financial literacy training and driving instruction), substance abuse prevention, and preventive health activities (including smoking avoidance, nutrition education, and pregnancy prevention). The CRP Program will help children who have experienced foster care at age 14 or older achieve meaningful, permanent connections with a caring adult and help the children engage in age or developmentally appropriate activities, positive youth development, and experiential learning that reflects what their peers in intact families experience. The CRP Program will provide case management services for youth between 18 and 21 years of age to complement their own efforts to achieve self-sufficiency and to assure that program participants recognize and accept their personal responsibility for preparing for and then making the transition from adolescence to adulthood. The CRP Program will assist in collection of data for the National Youth in Transition Database, remaining in contact with youth until age 21. The CRP Program will assist in the Educational and Training Voucher Program, supporting participating youth up to the age 26 or as eligibility allows. The services will be provided in the seven (7) Division of Child Protection Services' Regions that cover South Dakota's 66 counties.

**1.2 ISSUING OFFICE AND RFP REFERENCE NUMBER**

The Department of Social Services is the issuing office for this document and all subsequent addenda relating to it, on behalf of the State of South Dakota, Division of Child Protection Services. The reference number for the transaction is RFP #23RFP8443. 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 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.

The letter of intent should be received by email in the Department of Social Services by no later than 02.24.23 and addressed to [Kirsten.Smart@state.sd.us](mailto:Kirsten.Smart@state.sd.us). Place the following, exactly as written, in the subject line of your email: Letter of Intent for RFP #23RFP8443. Be sure to reference the RFP number in any attached letter or document.

Be sure to reference the RFP number in your letter.

**1.4 SCHEDULE OF ACTIVITIES (SUBJECT TO CHANGE)**

RFP Publication: 02.14.23

Letter of Intent to Respond Due: 02.28.23

Deadline for Submission of Written Inquiries: 02.28.23

Responses to Offeror Questions: 03.14.23

Proposal Submission: 03.28.23 by 5pm CST

Proposal Revisions (if required): To be announced if needed

Anticipated Award Decision/Contract Negotiation: 04.18.23

#### 1.5 SUBMITTING YOUR PROPOSAL

All proposals must be completed and received by the Division of Child Protection 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 March, 28 2023, by emailing Kirsten Smart at [Kirsten.Smart@state.sd.us](mailto:Kirsten.Smart@state.sd.us).

The subject line should be "RFP 22RFP8443 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

Please see attached RFP.