

Entity Name: South Dakota State Government

Event Number: 8462

Event ID: 23RFP23-0904006-018

Event Name: Chronic Disease Program Evaluation Services

Requested By: Missy Schuetzle

Created By: Missy Schuetzle

Due By Date: 03/17/2023 05:00 PM Central Time

Q&A Cutoff Date: 02/15/2023 3:16 PM Central Time

Invitation Type: Invitation Only

Assigned Commodities: 961-20 Customer Service Evaluation Services; 952-77 Research and Evaluation, Human Services (Including Productivity Audits)

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 - 23RFP23-0904006-018

"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.

1.0 GENERAL INFORMATION

1.1 PURPOSE OF REQUEST FOR PROPOSAL (RFP)

Chronic diseases are among the most prevalent, costly, and preventable of all health problems in South Dakota. Health-damaging behaviors such as tobacco use, lack of physical activity and poor nutrition are major contributors to obesity, diabetes, and heart disease. As reported in the 2021 SD Vital Stats Report, the top two causes of death were Cancer and Heart Disease, of which the Office of Disease Prevention and Health Promotion (ODPHP) has specific programs to address.

The South Dakota Department of Health, ODPHP has institutionalized the evidence-based public health framework within all program interventions. A large component of that framework is evaluation and dissemination of evaluation findings. We are seeking a contractor that will assist in accomplishing these components. The successful contractor will build and conduct the activities of the evaluation plan for identified programs and will provide reports showing success, failures and barriers of program interventions.

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, Office of Disease Prevention and Health Promotion. The reference number for the transaction is RFP #23-0904006-018. 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 Office of Disease Prevention and Health Promotion by no later than February 24th, 2023 by 5:00 pm CST. If submitted by mail the envelope should be addressed to:

RFP # 23-0904006-018
LAURA STREICH, DEPUTY ADMINISTRATOR
OFFICE OF DISEASE PREVENTION AND HEALTH PROMOTION
615 EAST 4TH STREET
PIERRE SD 57501

Be sure to reference the RFP number in your letter.

The Letter of Intent may be submitted to Laura Streich via email at Laura.Streich@state.sd.us. Please place the following in the subject line of your email: "Letter of Intent for RFP 23-0904006-018".

1.4 SCHEDULE OF ACTIVITIES (SUBJECT TO CHANGE)

RFP Publication	February 15, 2023
Letter of Intent to Respond Due	February 24, 2023 at 5:00 pm CT
Responses to Offeror Questions	March 1, 2023 at 5:00 pm CT
Proposal Submission	March 17, 2023 at 5:00 pm CT
Anticipated Award Decision/Contract Negotiation	May 16, 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 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 #23-0904006-018
PROPOSAL DUE MARCH 17, 2023 BY 5:00 PM CT
STATE POC LAURA STREICH, DEPUTY ADMINISTRATOR
OFFICE OF DISEASE PREVENTION AND HEALTH PROMOTIONS
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