

Public Health Consulting

RFP#23-0904002-019

Response to Inquires

1. I am inquiring about the 1.0 FTE outlined in the RFP. Is that expected as part of the role or is there opportunity for a .5 FTE?
1.0 FTE is an estimate of what the staffing need is within the Division of Family and Community Health, between the two offices. So that FTE could vary depending on the need between the two offices from year to year.
2. Section 1.1 Purpose of RFP indicates FCH seeks a 1.0 FTE, but section 7.0 Cost Proposal indicates personnel costs should be for a 0.5 FTE for the position. Can you clarify which FTE is correct?
Refer to Question 1 regarding the 1.0 FTE expectation and to clarify the personnel costs within section 7.0 should reference 1.0 FTE not 0.5 FTE.
3. Does the state have a preferred cloud storage system for the secure electronic location where the State can access the electronic copy of the proposal? For example, Google Drive, OneDrive, DropBox, etc.?
The state does not have a preferred electronic submission location.
4. Is the consultant position expected to work on-site at FCH offices, or will they complete the scope of work remotely?
The consultant would be able to work remotely but would be required to provide onsite training and technical assistance when requested.
5. Can FCH provide an estimate of the number of trips to Sioux Falls and Pierre that they expect to be necessary during the one-year period of work?
The number of trips to Sioux Falls and Pierre may vary from year to year but on average would be around 5 trips.
6. What is the budget maximum for this contract?
There is not a maximum budget for this contract.
7. Does FCH have any strategic plans, grant project plans, or other documents they can share that might provide additional detail on the tasks and projects the selected consultant would be responsible for?

Additional information about the Division of Family and Community Health programs can be found at the below websites.

<https://doh.sd.gov/family/>

<https://doh.sd.gov/prevention/chronic-disease.aspx?>

<https://goodandhealthysd.org/>

<https://www.cancersd.com/>