STATE OF SOUTH DAKOTA
OFFICE OF PROCUREMENT MANAGEMENT
523 EAST CAPITOL AVENUE
PIERRE, SOUTH DAKOTA 57501-3182

Division of Child Protection Services Post Adoption Services

PROPOSALS ARE DUE NO LATER THAN April 24, 2024

RFP 10473   **BUYER**:   **POC**: Kirsten Blachford
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Q1: What is the budgeted amount available in the FY25 state budget?
Is there a ceiling for the amount to be awarded for this contract?

A1: Proposals are sought outlining the costs proposed to complete the work. The last contract was for $172,560.00, however, the services outlined in the amended scope of work are different in this RFP.

Q2: With the requirement that Medicaid funds first be used if they apply, what do you foresee being the priority of funds provided within this RFP?

A2: Any services eligible under Medicaid claiming (examples are therapy or individual family therapy) would utilize Medicaid funds. The proposals are sought for services beyond these, as outlined in the scope of work. Some of the key areas of focus are direct services, support services, education, training, family development, and service coordination.

Q3: In previous years, Trauma Informed Parenting and Education in addition to an annual Adoption Conference were requirements of the RFP. Will these opportunities for education and growth continue to be an expectation?

A3: The services to be provided in this contract are outlined in section 3.2.

Q4: What are the expectations for the yearly youth camp?

A4: At a high level, the purpose for an annual youth camp is to provide an opportunity for adopted youth to connect with other adopted youth. The "camp" does not necessarily need to be overnight or a multi-day event. The proposal should include your ideas or suggestions to facilitate a gathering for adopted youth.

Q5: What do you foresee being appropriate timelines for the items listed in 3.2 of the RFP? Will offerors be allowed the opportunity to submit a proposed timeline, given that these special events will take intentional planning and preparation from a trauma-informed perspective.

A5: Yes, the timeline can be included in the proposal.

Q6: Is the SFTP submission required? Can proposals be submitted via encrypted emails?

A6: The SFTP process is the required process for submission and questions on the process can be directed to the contact person identified in the RFP.

Q7: Our vendors (payroll, finances/foundation) are SOC compliant. Our ERS management system was developed by OmniTech. The system is tested, however, we have yet to prove

the level of SOC compliance. Should we still apply for this RFP? If we can apply and were awarded the RFP, would we be allowed to do the work towards SOC compliance or is it an expectation to be SOC compliant at the start of the contract, June 1, 2024?

A7: As stated in the RFP, page 5, item. 2.0, it is stated vendors must follow the ITSP requirements.

Q8: How many adoptive families are in SD?

A8: There are 1,285 adoptive families on adoption assistance and 958 families residing in the state with 327 families located out of state at the time of publishing. Within these families there are 2,351 children involved.

Q9: How many adoptive families have historically been served through Post-Adoption Services?

A9: The scope of the work in the prior contract focused on providing direct services to families in the Sioux Falls and Rapid City areas. In state fiscal year 2023 there were 37 children and 24 families who received direct therapy or case management. The scope of work in the new contract will promote more coordination of services statewide and be less direct service-based.

Q10: Where / what areas of the state have the families served been located?

A10: The scope of work in this contract compared to past versions has a statewide focus rather than providing direct services in the Sioux Falls and Rapid City areas.

Q11: Would the services and supports provided through this contract be available to any adoptive family in SD?

A11: Yes.

Q12: Are there limitations to who can receive the post adoption services?

A12: Services are open to families who are at risk for the adoption disrupting with a primary focus on children adopted through the child welfare system.

Q13: Are these services only available to adoptions finalized in SD?

A13: The scope of work of this contract focuses on the 958 adoptive families located in SD.

Q14: Item 3.2.1 references an assessment of adoptive families and their post adoption needs. Is there a specific assessment or formal assessment model that the state would like used? Or will the contractor determine and/or develop the assessment?

A14: The assessment will be developed collaboratively between DSS and the contractor.

Q15: Item 3.2.10 Coordinate respite care: What will the contract agency's responsibilities be in regard to respite care? Are there limits on which families qualify for respite care? Is there funding associated with respite care? Does funding for respite care need to be included in the cost proposal submitted by the agency?

A15: Responsibilities of the vendor include promotion of natural supports and connecting families with other agencies, as well as connections with other programs in the state who assist with respite assistance for families.

Q16: Item 3.2.9 Support Services: Does the colon after "Support Services" indicate that more information should be included in this section?

A 16: Support Services was meant to be a Header. 3.2.10 through 3.2.16 were meant to be sub-points.

Q17: Item 3.2.12 24/7 Crisis Stabilization. Is there a history of 24/7 crisis management being provided? If so, what is the volume of families using this service? How often is 24/7 crisis management being used? What has this service entailed, e.g. a statewide crisis hotline for adoptive families, a specially trained intervention specialist, or other supports?

A17: The expectation for crisis stabilization is to assist families with accessing crisis management services where available in their areas.

Q18: Does the online directory required in 3.2.19 meet the requirements of resources to be included on DSS website in 3.2.21 section?

A18: The information in 3.2.19 is specifically required. Elements sought within 3.2.21 may include additional information possibly geared towards resources, referral sources, websites, etc.

Q19: Would the quarterly newsletter in 3.2.22 go through the list serve mentioned in 3.2.23, and therefore be available to all adoptive families? (Not just DSS adoptive families as listed in 3.2.22?)

A19: Yes.