



Procurement and Contracting Services

PART A Solicitation Document

|   |  |   |   |
|---|--|---|---|
| <b>Invitation for Bid (IFB)</b>   |  |   |   |
| Check one: <input checked="" type="checkbox"/> Formal <input type="checkbox"/> Informal   |  |   |   |
| <b>Solicitation No.:</b>  | <b>Solicitation Post Date:</b>   | <b>Response Due Date:</b>   | <b>Response Due Time:</b>                                 |
| HHS0004307  | 02-21-2019   | 03-07-2019  | 2 p.m.  |
| <b>Responses may be mailed to the address below or emailed to pcsbids@hhsc.state.tx.us.</b><br><b>Responses may NOT be submitted by Fax.</b>  |  |   |   |
| <b>Point of Contact for Questions:</b><br>Buyer: Lori Ashworth<br>Telephone: 512-406-2462<br>Email: lori.ashworth@hhsc.state.tx.us  | <b>Mail Response:</b><br>Health and Human Services Commission<br>ATTN: Response Coordinator<br>1100 W 49 <sup>th</sup> St MC 2020<br>Austin, Texas 78756<br><br><b>Email Response:</b><br><a href="mailto:pcsbids@hhsc.state.tx.us">pcsbids@hhsc.state.tx.us</a> | <b>Ship to:</b><br>Health and Human Services Commission<br>4900 N Lamar Blvd<br>Austin, Texas 78751 |   |
| Source of Authority:  | <input type="checkbox"/> CPA/SPD   | <input type="checkbox"/> DIR  | <input checked="" type="checkbox"/> Other: TGC § 2155.144 |
| <b>See Excel Price Sheet tab two (Line Details) for listed item(s). Bidder must bid Unit Price and bid referenced part number(s) or equal. If bidding equal, bidder must provide specifications and descriptive literature with bid. Sign Part A (this document) and return Excel Price Sheet in XML format. Bid may be disqualified if Price Sheet is not returned in XML or Excel format. If emailing a bid, include the following information in the email: Email Subject Line: Event #, Vendor Name, Buyer Name, Due Date and Time.</b> |  |   |   |
| <b>Early Payment Discount</b> [ ] % [ ] Days  |  | <b>Total</b>  | [ ]   |
| <b>NOTE:</b> Quote F.O.B. Destination Freight Prepaid & Included, otherwise show exact delivery cost and terms. Unless stated otherwise, delivery is considered to be 14 days after receipt of order (ARO).   |  | <b>Estimated Delivery Date:</b>   | [ ]   |

By signing this document, respondent certifies that prices shown on this quote or Excel price sheet are true and correct. Should this bid/offer result in a Purchase Order, respondent agrees to comply with all "Terms and Conditions," which are attached and incorporated into this document.

Check below if preference claimed under Texas Administrative Code (TAC), Title 34, Part 1, Chapter 20, Subchapter D, Division 2, Rule § 20.306:

- Goods produced or offered by a Texas bidder that is owned by a Texas resident service-disabled veteran
- Goods produced in Texas or offered by a Texas bidder that is not owned by a Texas resident service-disabled veteran
- Agricultural products grown in Texas
- Agricultural products offered by a Texas bidder
- Services offered by a Texas bidder that is owned by a Texas resident service-disabled veteran
- Services offered by a Texas bidder that is not owned by a Texas resident service disabled veteran
- Texas Vegetation Native to the Region
- USA produced supplies, materials or equipment
- Products of persons with mental or physical disabilities
- Products made of recycled, remanufactured, or environmentally sensitive materials including recycled steel
- Energy Efficient Products
- Rubberized asphalt paving material
- Recycled motor oil and lubricants
- Products produced at facilities located on formerly contaminated property
- Products and services from economically depressed or blighted areas
- Vendors that meet or exceed air quality standards
- Recycled or Reused Computer Equipment of Other Manufacturers
- Foods of Higher Nutritional Value.

**VENDOR / RESPONDENT MUST COMPLETE ALL ITEMS:**

**X**

Signature of Vendor or Authorized Representative (Must be signed; failure to sign may disqualify response.)

Print Name: [Redacted]

Texas Vendor Identification No. (or Federal Employer's ID):

[Redacted]

Name of Business: [Redacted]

Street Address: [Redacted]

City-State-Zip Code: [Redacted]

Telephone Number: [Redacted]

Fax Number: [Redacted]

E-Mail Address: [Redacted]

*By signing this bid, bidder certifies that if a Texas address is shown as the address of the bidder, bidder qualifies as a Texas Bidder as defined in Tex. Gov't Code § 2155.444(c)(2)*

**AWARD NOTICE:** The State reserves the right to make an award on the basis of low line item bid, low total of line items, or in any other combination that will serve the best interest of the State and to reject any and all bid items in the sole discretion of the State.

## Solicitation HHS0004307

Requisition 64252 Proprietary/Sole Source Procurement

Estimated value with renewals: \$500,000.00

Contract term: Date of award to 08-31-2022, with two (2) one-year renewal options

### **Description**

This Sole Source procurement is for Applied Behavior Analysis (ABA) treatment in San Antonio, Texas, for a juvenile client. Services shall include evaluation, assessment, and development of an individualized treatment plan by a licensed Board Certified Behavior Analyst (BCBA) or Board Certified Behavior Analyst-Doctoral (BCBA-D). Services shall also include providing the client with the recommended treatment plan. The treatment plan must be informed by the principles in the Behavior Analyst Certification Board's *Applied Behavior Analysis Treatment of Autism Spectrum Disorder: Practice Guidelines for Healthcare Funders and Managers*.

HHSC has on file an approved justification for this Sole Source procurement.

If a competing vendor believes it can satisfy these specifications, it should respond by 2:00 p.m. 03-07-2019 with its product or service and explain how the specifications will be adequately met. All responsible sources may submit to the person identified below a capability statement, proposal, or quotation which shall be considered by the Health and Human Services Commission (HHSC). Information submitted shall be sufficient to determine capability in providing the required goods/services. Telephone responses and requests will not be received. A determination by HHSC not to compete this requirement based on responses to this notice is solely within the discretion of HHSC. HHSC has determined that subcontracting opportunities are probable for this solicitation. As a result, the respondent must submit a HUB Subcontracting Plan (HSP) with its proposal. The HSP is required whether a respondent intends to subcontract or not.

*"These specifications are being advertised under Section 2155.067 of the Texas Government Code. Only bids on items conforming exactly to these specifications, which include proposing only the brand name(s), make and model number(s) specified, will be considered in determining an award."*