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Vendor Pre-bid Conference

Women's Health Program: Breast and Cervical Cancer Services

RFA #HHS0007351

Vendor Pre-bid Conference Agenda

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- Procurement Activities
- Project Overview
- Questions
- Closing Commentary

Introductions

Speakers

- **Kristen Thatcher**, Procurement Contact, HHSC Procurement and Contracting Services (**PCS**)

- **Michelle Mattalino**, HHSC Health Developmental and Independence Services (**HDIS**) Procurement & Contracts (**PAC**)

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Procurement Roles

HHSC Procurement Team

- Procurement and Contracting Services (**PCS**) - Responsible for procurement activity.

- Health, Developmental and Independence Services (**HDIS**) Procurement & Contracts (**PAC**) Programs, Planning and Policy - Responsible for project scope.

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Schedule of Events

Upcoming Events

Deadline for Submitting Questions	
April 22, 2020	2:00 PM Central Standard Time

HHSC Posts Responses to Vendor Questions
April 28, 2020 (estimated)

Deadline for submission of Solicitation Responses	
May 21, 2020	2:00 PM Central Standard Time

Anticipated Operations Start Date
September 1, 2020

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Solicitation Access

HHSC will post all official communication regarding this RFA on the following websites, including the notice of award:

- The HHS Grant website is located at https://apps.hhs.texas.gov/pcs/rfa.cfm
- The Texas Egrants is located at https://hhs.texas.gov/doing-business-hhs/grants

HHSC reserves the right to cancel this RFA, or to make no award if it determines such action is in the best interest of the State. HHSC may, in its discretion, reject any and all proposals or portions thereof.

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RFA Overview

HHS0007351 Breast and Cervical Cancer Services (BCCS)

Proposal Highlights

- Health, Developmental and Independence Services (HDIS) Department is posting 3 RFAs for Breast and Cervical Cancer Services (BCCS), Healthy Texas Women (HTW) and Family Planning Program (FPP).
- The Program Policy Handbooks for BCCS, HTW and FPP have been aligned and consolidated into one handbook to alleviate duplicative information and provide consistent messaging.
- The forms in the RFA are similar across the 3 programs to minimize the administrative burden on applicants.

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Proposal Highlights

- Applicants may choose to apply for all three, a combination of two or only one RFA.
- Any program or combination of programs that an applicant chooses to apply for will result in one contract. For example, Contractor X is awarded BCCS and FPP grant, they will have one contract to sign.
- Successful applicants for this RFA will have new contracts starting in FY 2021.
- The existing contracts for FPP, BCCS and/ or HTW will be terminated starting in FY 2021.

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Proposal Highlights

The proposal includes, but is not limited to, the following:

Estimations of clients to be served has expanded to the following:

1. Clients to be served are estimated for:
    1. Each supply or service that might be provided
    2. Overall unduplicated clients to be served
        1. Per Month
        2. Per Year

Selecting services that the applicant may provide during the contract year.

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Proposal Highlights

The proposal includes, but is not limited to, the following:

Budget Information: Average cost per client is automatically calculated based on the number of unduplicated clients served and the fee for service amount estimated to be collected for the contract year.

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Sole Point of Contact

- ***All*** communications relating to **HHS0007351 Breast and Cervical Cancer Services (BCCS)** ***must*** be directed to the HHSC Sole Point of Contact:

  Kristen Thatcher
  Kristen.thatcher@hhsc.state.tx.us

- ***All*** communications between respondents and other HHSC staff members concerning this RFA are ***strictly prohibited.***

- Failure to comply with these requirements may result in proposal disqualification.

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Sole Point of Contact

Contact Information

Kristen Thatcher, Grants Specialist

HHS0007351 Sole Point of Contact

Email: Kristen.Thatcher@hhsc.state.tx.us

Procurement and Contracting Services (PCS) - Grants Division

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Questions and Answers

All questions must be submitted in writing to the Sole Point of Contact using the formatting below from **Section 3.4.2, Questions** of the HHS0007351 RFA:

A. Identifying Solicitation number:

B. Section number:

C. Paragraph number:

D. Page number:

E. Text of passage being questioned:

F. Question:

Submit via email to:
kristen.thatcher@hhsc.state.tx.us

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Questions Deadline

- Reminder: All additional questions, requests for clarification, etc., are due in writing no later than 5pm Central Standard Time on April 22, 2020.

- An addendum will be posted to the posting location with the answers to questions by April 28, 2020. This date is estimated.

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Addenda Requirements

- Respondents are responsible for meeting the RFA requirements, including any addenda.
- Respondents must check the HHS Grants Website frequently for any addendums that may have been added to this solicitation:

  https://apps.hhs.texas.gov/pcs/HHS0007351/
- All Addendums must be signed and submitted with the Original Solicitation Response.

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Submission Tips

- Review Article IX, Submission Checklist of the RFA and use as a guide
- Assure documents are submitted in the correct format with matching file names
- Organize documents on USB drives into folders to match the Submission Checklist
- Assure documents are not password protected or locked
- Plan ahead of the deadline
- Review the approved submission method: **Section 3.6.3, Delivery**

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Thank you!

Breast and Cervical Cancer Services (BCCS)

RFA No. HHS0007351