TEXAS Health and Human Services

Solicitation Title: **Resource Specialist & STAP Outreach Services**
Solicitation Number: **HHS0009536**

Vendor Questions and Answers

Question #	RFA Section #	Paragraph #	Page #	Text of Passage being questioned	Question	Response
1	3.5 SOLICITATION RESPONSE COMPOSITION	h.	13	"Signed by an authorized official in each place a signature is needed (copies must be signed but need not bear an original signature)."	Is an electronic signature by an authorized official (e.g., Adobe Sign) acceptable?	An electronic, i.e, Adobe sign signature from the authorized official is an acceptable signature for this RFA.

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2	4.1 GENERALLY & 4.4 FINAL SELECTION	c. & 1st paragraph	16 & 17	"c. Final Selection based upon State priorities." & "a selection committee will look at all eligible applicants to determine which proposals should be awarded in order to most effectively accomplish state priorities."	Can the State point to the resource, URL, or public document to guide vendors on the "State's priorities" related to funding the Specialist Program and STAP? The HHS website lists goals of the programs (https://hhs.texas.gov/services/disability/deaf-hard-hearing) that are useful.	The state priorities for these two programs are within the General Appropriations Act related to number of persons receiving communication access services and vouchers issued under the Health and Human Services Commission strategy for Deaf and Hard of Hearing Services. The program funding for STAP is established in the Public Utilities Code, Chapter 56, Telecommunications Assistance and Universal Service Fund. The priorities of the STAP Program equipment and service needs are based on the number individuals who have a disability which impairs his or her ablity to effectively access the telephone network and who have applied for, and been assessed as needing, assistance to gain access to the telephone network

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3	Exhibit F 2.2 Contract Compliance	2.2.1	2	"identify the specialist to be the main staff person for the corresponding services to be provided and establish a designated office for the specialist;"	Can HHS explain the expectation of 'a designated office' for the specialist? Prior to and since the pandemic a decentralized approach whereby the specialist going to or meeting consumers in temporary or borrowed space in or nearby their community has shown to be successful in meeting all contractual goals. Is an administrative office space sufficient to manage the contract?	The designated office, either physical or mailing address, will be posted to the HHSC, ODHHS webpage to assist clients to identify the location of services with the closest contractor. The address will also be used in applying the out-of-area travel fee which is determined by the distance from the office. An administrative office is sufficient to manage the contract.

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4	General Question				The currently grant provides for: Technology Specialists: 7 Access Specialists: 11 STAP Specialists: 6 Are these positions and the corresponding locations pre-determined by the state? (Is this part of the State's Priorities"?) Funding allocations indicate that about 6 STAP positions likely will be funded. However, will the evaluation process consider different locations of those positions?	The current number of specialists and locations are not pre-determined. Applications will be evaluated based on the evaluation criteria. All contracts awarded will be determined based on best value to the state.
5	General Question regarding Form D and Form D-1				A separate Form D and D-1 should be used when vendors are applying for more than one region. Is there any special notation that should be provided on either the of the forms or elsewhere in other documents of the application?	Form D asks for the applicant to provide which specialist, Access or Technology Specialist, services the application is applying for and both forms request HHSC Region to be served.