NC Department of Health and Human Services

Office of Procurement, Contracts and Grants

DHHS ARPA PRE-QUALIFICATION CONFERENCE

December 14, 2021

NC Department of Health and Human Services Participants

- **Office of Procurement, Contracts and Grants**
  - **Donna Blyskal, Esq., Director**
  - **Belinda Preacher, Operations Manager**
  - **Odessa McGlown, Senior Policy Advisor**
  - **Darlisa Bryant, Business Systems Analyst**

Agenda

- **Background and Vision**

- **Target Audience and Purpose**

- **The NC Interactive Purchasing System**

- **The Pre-Qualification Announcement and Process**

- **Questions**

Background and Vision

In accordance with the American Rescue Plan Act of 2021, signed into law by President Biden, the North Carolina Department of Health and Human Services (NCDHHS) seeks to address systemic public health and economic challenges that have contributed to the impact of the COVID-19 pandemic.

NCDHHS is seeking to create a pool of qualified vendors and organizations that may support NCDHHS's response to the public health crisis created by COVID-19.

- This pre-qualification process will enable the Department to contract for various health services funded with ARPA dollars. Task Order (TO) requirements may call for solutions that cross over multiple UNSPSC codes to meet the needs of North Carolinians and coordinate contract management efforts.

Background and Vision

- **ARPA Projects for this effort:**
  - Divisions will determine project scopes of work within the designated commodity codes
  - Types of Projects Anticipated:
    - Public Health Services
    - Mental Health Services
    - Developmental Services
    - Employment Services
    - Child and Family Services
    - Emergency Preparedness

Target Audience and Purpose of the Pre-Qualification Conference

- **This Pre-Qualification conference is targeted to organizations who may be interested in submitting a questionnaire to be considered as part of the pre-qualified vendor pool**

- **The goal is to provide organizations with a better understanding of the process**

- **With this understanding, you will be better prepared to submit a responsive, comprehensive questionnaire**

- **There will not be a demo of the ARPA Portal, website, or questionnaire during this session. A demo will be held at the Vendor Education Session on January 6, 2022, at 10:00AM ET**

IPS

- **The Announcement was posted on the State's Interactive Purchasing System (IPS) on December 8, 2021**

- **IPS is the official site for North Carolina bid opportunities**

- **Until pre-qualification questionnaires are submitted, the Department will communicate with you via addendum posted on IPS**

- **It is your responsibility to check IPS regularly to make sure you stay aware of any addenda issued**

- **IPS is located at: https://www.ips.state.nc.us/ips/**

IPS

IPS

IPS

- There are six (6) postings for this effort on IPS; one (1) post for each UNSPC Group.
- Vendors may use any single Announcement to complete their pre-qualification questionnaire. Vendors are not required to respond to each of these individual IPS postings.

Addenda

- **The Department will communicate via addenda, and addenda are posted on IPS**

- **What are Addenda? They are official information related to the ARPA Pre-Qualification Announcement. For example, the registration information for this session, the registration information for the Vendor Education Session to be held on January 6, 2022, and any updated information the Department wishes to communicate**

A WALK THROUGH THE ARPA PRE-QUALIFICATION OPPORTUNITY

The Announcement

- **Section 1.0 (p 1) of the Announcement provides an overview of the opportunity**

- **NCDHHS is seeking to create a pool of qualified vendors and organizations that may support NCDHHS's response to the public health crisis created by COVID-19**

- **This pre-qualification process will enable the Department to contract for various health services funded with ARPA dollars**

- **Task Order (TO) requirements may call for solutions that cross over multiple UNSPSC codes to meet the needs of North Carolinians and coordinate contract management efforts**

- **NCDHHS is committed to sustaining diverse pre-qualified vendor pools**

- **Competition is critical to public procurement, and we welcome questionnaires from all organizations who provide the services needed**

General Information

- **Section 2.0 GENERAL INFORMATION of the Announcement (p 2) includes important information about this opportunity. For example:**

  - **There are NO opportunities for IT services and equipment at this time**

  - **Pre-qualified organizations will be eligible to compete only for Task Orders issued under the commodity code(s) for which they were pre-qualified**

SCHEDULE

- **Section 2.5 SCHEDULE of the Announcement (p 2) is important parts of the RFPQ for your planning**

KEY ACTIVITY	DATE
Posting of Announcement to IPS	December 8, 2021 (Solicitation **Open** date)
Pre-questionnaire Conference (via Zoom)*	December 14, 2021 at 10:00AM ET
Submit Written Questions to NCDHHS	December 21, 2021 by 5:00PM ET
DHHS Issues Responses to Questions	In the ARPA Portal
Vendor Education Session #2 (via Zoom)*	January 6, 2022 at 10:00AM ET
Vendors Submit Response to Announcement	January 24, 2022 by 8:00AM ET (Solicitation **Closing** date)
Complete Approval Process for Vendor Applications and Notify Vendors	Not later than February 28, 2022. Vendors will be notified as prequalification is determined.

All instructions for event registrations will be provided via Addendum on the Interactive Purchasing System.

The Schedule

- **The due dates for you to submit your information are not flexible**

- **It is your responsibility to ensure questions are received by December 21, 2021, by 5:00PM ET unless changed via addendum**

- **It is your responsibility to ensure your pre-qualification questionnaire is submitted by January 24, 2022 by 8:00AM ET unless changed via addendum**

- **Plan in advance! Electronic does not mean instantly!**

Submitting Questions

- **Section 2.7: Announcement Questions (p 2)**
  - **Again, questions are due on or before December 21, 2021 by 5:00PM ET**

  - **Questions must be submitted to:**
    ARPA.Projects@dhhs.nc.gov

  - **Again, remember electronic doesn't mean immediate, so provide yourself with enough time for transmission!**

Scope of Services

- **Section 3.0 (p 2) explains the scope of services anticipated for this pre-qualification process**

- **The ARPA Prequalification Opportunity comprises many areas of expertise and includes the requirements needed to form a total professional services solution necessary to meet Healthcare, Social Services, Public Health Services, and other related services**

- **The State reserves the right to offer multiple prequalification opportunities throughout the term of the Master Agreement**

Master Agreement

- **Section 4.0 (p 2) explains the intent and performance period of the Master Agreement**

- **The intent is to use this pre-qualification process to identify a pool of vendors that can provide the identified healthcare services resulting in a multiple award, indefinite delivery/indefinite quantity Master Agreement**

- **The Master Agreement will have a base period of performance from the date the Applicant is added to the pre-qualified vendor pool ("Execution Date") through June 30, 2025, with two (2) optional one-year renewals**

- **Organizations will complete and sign a Master Agreement after they are pre-qualified**

Pre-Qualification Process

- **Section 5.0 (p 3) explains the pre-qualification process**

- **Vendor prequalification is an information gathering and assessment process that facilitates the Department's determination of an organization's capability, capacity, resources, management processes, and performance**

- **The ARPA Projects Portal is a web presence on the NCDHHS website developed to provide a one-stop resource for organizations to learn about and apply for prequalification**

- **A Service Now application was developed to efficiently collect the information the Department requires to assess each organization's questionnaire**

- **Organizations will complete the application by commodity code, and organizations must submit an application for each commodity code**

- **Commodity Codes are in Attachment A of the Announcement**

Pre-Qualification Process (continued)

- **The Pre-Qualification Process is 2-step:**
  - **Responsibility Determinations are either pass or fail based on whether the vendor has answered required questions acceptably and/or submitted required documentation. The Responsibility test must be passed before the organization's application can progress to Technical Evaluation**
  - **Technical Evaluations are conducted by Subject Matter Experts with specific knowledge and expertise relevant to the commodity code**

Procedures and Requirements

- **Section 6.0 (p 5) details the Department's instructions and requirements for your submittal. The Department reserves the right, in its sole discretion, to reject any response that fails to comply with the instructions**

- **It is your responsibility to follow all steps to complete your pre-qualification questionnaire**

- **Remember to review all addenda when preparing your response to ensure you complied with any changes**

- **Submission of late questionnaires, regardless of cause, is not supported by the Service Now application, and therefore, cannot be accepted, opened or considered**

- **The solicitation document in the Service Now application will be unavailable after the closing date**

Attachment A – Eligible Commodity Codes

- **Attachment A details the eligible Commodity Code Groups as follows:**

Comprehensive Health Services Group

Disease Prevention and Control

Medical Practice

Food and Nutrition Services

Humanitarian Aid and Relief Services
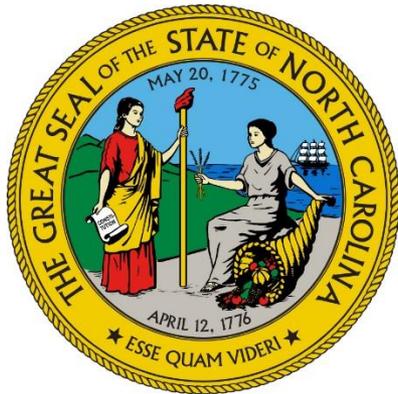
Community and Social Services

Other Important Items and Reminders

- **Statements made during this conference are informational only and do not replace reading, reviewing and complying with the Announcement and all issued Addenda**

- **Successful pre-qualification does not, in any way, guarantee an organization will be issued a Task Order or be awarded a contract at any time during the term of the Master Agreement**

- **The due dates and times are strict**

- **Keep the Opportunity documents handy; the relevant links are included!**

Questions ???

We look forward to receiving your questionnaire!

Tell your colleagues and other businesses about this

ARPA-tunity!

Thank you.