

From: Erica Brown <Erica.Brown@scdhhs.gov>  
To: Soura, ChristianChristianSoura@gov.sc.gov  
Date: 8/12/2013 5:07:51 PM  
Subject: RE: Updates on Procurement & Questions

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Hi Christian,

Thanks for the quick feedback! To address your questions:

- I was unaware there that the committee was composed of both voting and non-voting members. I will clarify with Vicki and let you know about this in regards to the chain of command.
- As far as compressing the time window, Jay and I did press Patti hard on getting this process completed ASAP. She seemed comfortable with the timeline I provided as going "on paper". She did stress that if we complete steps earlier, that the time can be pushed up (but once it's on paper, we can't extend out). For example, if we complete the evaluation process sooner than expected, the award can be issued. Jeff suggested that we definitely give 3 weeks-1 month for response time but again, I can double check with Patti to see how much time is actually required by law and we can go with the minimums.
- Thanks for the feedback on the legislative timeline. I'll try to incorporate that wording. And yes, hopefully Sally confused the presentation. I just wanted to ensure that if ICS is continuing with a service provider capacity assessment that we are aware.

Erica

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From: Soura, Christian [mailto:ChristianSoura@gov.sc.gov]  
Sent: Monday, August 12, 2013 4:51 PM  
To: Erica Brown; John Supra  
Subject: RE: Updates on Procurement & Questions

Thanks. When it comes to the chain of command issues on the evaluation committee...do those rules only apply for voting members of the evaluation committee, or do they also apply to non-voting members? Would it be possible for me to be a non-voting member and for Jay to serve as a voting member?

Also, can we further compress the posting window at all? Can the question deadline be brought into late August and/or can we go from 2 weeks to 10 days between our posting of answers and the deadline for submissions? For instance, could we do something like this:

8/19 – RFP release

8/29 – Deadline to submit written questions ( we are required to have a formal, written Q&A period)

9/6 – Responses to all written questions complete

9/16 – Applications Due

9/24 – Panel finishes evaluations

10/1 – Award Issued

10/11 – Contract finalized (protest period ends)

On question #1...maybe you could just be a little squirrely with it? You could indicate when the House and Senate budget hearings for HHS have traditionally been and then just note that the interim and final report will be completed and shared with key decision-makers while the agency's FY 2014-15 budget is taking shape in parallel.

On #2, John's gonna know the potential players/participants at HHS better than I will, so I'm deferring to his judgment.

I may be wrong, but I suspect the capacity assessment is ICS/Megan's work. Their public unveiling is at the very end of this month, so it's not hard to imagine someone rounding that to "September." Thanks again.

CLS

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From: Erica Brown [<mailto:Erica.Brown@scdhhs.gov>]  
Sent: Monday, August 12, 2013 4:24 PM  
To: John Supra; Soura, Christian  
Subject: Updates on Procurement & Questions

Hi John and Christian,  
Jay and I met with Vicki and Patti to discuss the RFP and we plan to have a final draft for you both to review by Thursday. Please see the anticipated timeline and a couple questions below:

#### Timeline

8/19 – RFP release  
9/3 – Deadline to submit written questions ( we are required to have a formal, written Q&A period)  
9/9 – Responses to all written questions complete  
9/23 – Applications Due  
10/1 – Panel finishes evaluations  
10/7 – Award Issued  
10/17 – Contract finalized (protest period ends)

#### Questions:

- 1.) Please clarify which report will be used in the legislative budget presentations in Jan/Feb (i.e. interim or final). The current wording states “initial reports will be completed prior to the budget presentations”, but I wanted to clarify
- 2.) Vicki’s suggestions for the Evaluation Committee:
  - a. John NOT part of evaluation committee as he should be available for subject matter expertise
  - b. If Jay is part of the evaluation committee, Christian cannot be (due to Chain of Command restrictions) and vice versa
  - c. It was recommended that we identify 2 additional individuals who can provide some neutral feedback. Jay and I suggested Sam Head and Jen Greenwell from the Public Information Office or Maudra Brown from the Birth Outcomes Initiative. Please advise us if you have other recommendations.

Finally, on an unrelated note, I reached out to Sally Badgett who is the Program Director for Healthy Families America (Sue Williams of the Children’s Trust referred me to her) and she mentioned a capacity assessment related to the SIB project that is scheduled in Sept. Do either of you know anything about this, or perhaps it is part of Megan Golden / ICS work?

Thanks!  
Erica

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