

RHTP-Montana Community Health Aide Program (CHAP) Technical Assistance

The Department of Public Health and Human Services is seeking a vendor to assist with developing a Community Health Aid Program (CHAP) under the Rural Health Transformation Program (RHTP).

Open	9/3/2026, 2:00 PM MDT	Type	Request for Proposal
Close	10/1/2026, 2:00 PM MDT	Number	DPHHS-RFP-2027-0700NAV
		Currency	US Dollar
Sealed Until	10/1/2026, 2:00 PM MDT	Payment Terms	0% 0, Net 30

Contacts

Patrick Navarro

Patrick.Navarro@mt.gov

Commodity Codes

Commodity Code	Description
2620	Health Related - Rural Health Transformation Program
2602	Health Related - Dental
2618	Health Related - Services
5705	Mental Health - Mental Health Counseling
5707	Mental Health - Severe Disabling Mental Illness

The State of Montana, State Procurement Services Division (SPSD), on behalf of the Department of Public Health and Human Services (DPHHS), is issuing this Request for Proposal (RFP) under the Rural Health Transformation Program (RHTP), to help develop a statewide Community Health Aid Program (CHAP).

A more complete description of the **SERVICES** is provided in the **Scope of Services (found in the Questions tab)**. Responses submitted to this RFP must comply with the instructions and procedures.

For assistance with eMACS functionality, such as Vendor registration, how to respond to a bid (IFB) or Proposal (RFP), How to videos, see the eMACS Vendor Handbook. Additional resources can be found at: <https://spb.mt.gov/eMACS-Resources>

For additional eMACS help not found within the Handbook or website, contact the eMACS Help Desk at 406-444-2575.

Offerors having questions or requiring clarification or interpretation of information presented in this RFP shall use the Q & A Board to submit them by the Question Submission Close Date deadline stated. Issues or questions received after the Question Submission Close Date may not be considered.

Be sure to review and submit your response upon completion.

Prerequisites

- ★1. Review and Acknowledge Amendment #1
- ★2. Review and accept the Single Point of Contact information.
- ★3. Review and accept the conflict-of-interest notice.
- ★4. Review and accept the Optional Pre-Proposal Conference.
- ★5. Review and accept the Q & A Board information.
- ★6. Review and accept the Draft Contract as provided.
- ★7. Review and accept the RFP Evaluation Process information.
- ★8. Review and accept Exhibit A- State Terms and Conditions as provided.
- ★9. Review and accept the requirement for Financial Stability
10. Review and accept the requirement for Communications.
- ★11. Review and accept Exhibit B-Federal Terms and Conditions as provided.
- ★12. Review and accept Exhibit H-Informational.
13. Review and accept Exhibit I-Reporting Requirements
14. Review and accept Exhibit K-Downstream Obligations Reporting Template.
15. Review and accept Exhibit J-RHTP Communications from External Partners as provided
- ★16. Review and accept the Montana Prevailing Wage Requirements information.
17. Review and accept Exhibit L-Subrecipient Reporting Template
- ★18. Review and accept the insurance requirements. Offeror requesting change(s) or exception(s) to these requirements must submit the request(s) using the Contract Exception form. This form must be submitted by the deadline as listed on the Schedule of Events. The State will not consider any changes after the deadline. The State reserves the right to not accept any or all contract exceptions.
- ★19. Federal funds are involved in this project. The awarded Contractor is required to have a Unique Entity ID # (UEI #; Register @ SAM.GOV) AND complete the Federal Form NDA889.
- ★20. Review and accept the Vendor Registration information.
- ★21. Review and accept the Montana Time Zone information.
- ★22. Review and accept the Registration with the Secretary of State information.
- ★23. Review and accept the Debarment information.
- ★24. Review and accept the RFP General Information.
- ★25. Review and accept the Submitting a Proposal information.
- ★26. Please review and accept the eMACS Handbook - Responding to Events. Additional resources are available at <https://spb.mt.gov/eMACS-Resource>

Buyer Attachments

There are no Buyer Attachments added to this event.

Group 1: Mandatory Requirements

Instructions: To be eligible for consideration, an offeror must meet all mandatory requirements. The State will determine whether an offeror's proposal complies with the requirements. Offerors receiving a Fail in any of the mandatory requirements will be removed from further consideration.

- 1.1 Offeror must complete and upload the attached Business Information document. ★
- 1.2 Offeror must download and review the attached Scope of Services document. Thoroughly address each item in the document and upload it to this question. ★
- 1.3 Offeror must download and review the attached Offeror Qualifications document. Thoroughly address each item in the document and upload it to this question. ★
- 1.4 Offerors must complete the cost proposal and upload your answers to this question. ★

Group 2: Contract Exceptions

Instructions: An offeror may submit proposed contract exceptions to the draft contract issued with the RFP. Offerors must use the Contract Exception template attached to this question. Offerors must detail why the exception is being sought and what specific effect it will have on the offeror's ability to respond to the RFP.

- 2.1 An offeror's proposed contract exceptions will be made available to the evaluation committee. The contract exceptions requested will not be scored separately, but the evaluation committee may consider an offeror's proposed contract exceptions when assigning points for scored criteria. A proposal may be deemed nonresponsive if the offeror's proposed contract exceptions: demonstrate the proposal does not satisfy RFP requirements; would violate law or materially alter the material provisions of the contract or RFP terms; or would alter or replace all or substantially all of the contract.
- 2.2 If the RFP is intended to result in the award of a contract to only one offeror, offerors requesting additions or exceptions to the contract terms shall submit them with their proposals. Exceptions submitted after deadline will not be considered.

Group 3: Confidential Information

Instructions: The State of Montana is required by both the Montana Constitution and its laws to permit the public to examine documents that are kept or maintained by the public agencies, other than those legitimately meeting the provisions of Montana Constitution, Mont. Code Ann. §§2-6-1001, et seq., Montana Procurement Act §§18-4-401, et seq., and Montana's Uniform Trade Secrets Act, Mont. Code Ann. §§ 30-14-401, et seq.

- 3.1 Does your proposal contain confidential information? If you select Yes, another question will be generated, requiring an upload of your Trade Secret Affidavit. Offerors MUST also upload a copy of the response with all areas claimed as confidential or proprietary redacted under Supplier Attachments. ★
- 3.2 Offerors must upload a completed Trade Secret Affidavit.

Group 4: Verification of Nondiscrimination Against Firearms Entities/Trade Associations

Instructions: Offeror's certification is made in compliance with and in reference to 30-20-301, MCA and the terms defined therein. If Offeror determines the provisions of 30-20-301, MCA do not apply to Offeror or the contract to be awarded under this RFP, Offeror shall submit a statement setting forth in detail the basis for such determination.

- 4.1 Offeror does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association during the term of any contract it is awarded under this solicitation; and b. Offeror will not discriminate against a firearm entity or firearm trade association during the term of any contract it is awarded as a result of this solicitation. ★
- 4.2 The Contractor determines the provisions of 30-20-301, MCA do not apply to the contract, the Contractor shall submit a statement setting forth in detail the basis for such determination. ★
- 4.3 Please confirm whether you are a governmental entity, are not a "company" that exists to make a profit, or are a company with fewer than 10 full-time employees. ★

Group 5: Artificial Intelligence Disclosure

Instructions:

- 5.1 Was artificial intelligence technology used in the development or completion of any portion of this proposal? ★
- 5.2 I certify that all AI-generated content has been reviewed and validated by a named human subject-matter expert who claims responsibility for accuracy.

Group 6: Pre-Existing Partnerships

Instructions:

6.1

Offerors must address pre-existing partnerships and upload your answers to this question



There are no Items added to this event.

Service Line Items

★ Service Line Items

1

#	Item Name, Commodity Code, Description	Allow Alternates	Qty.	UOM	Requested Service Delivery
S1	Lump Sum Total Lump Sum Total for Services requested in RFP over 5 years	★	1	LS - Lump Sum	