

APPLICATION FOR GRANTS AND SUBSIDIES (PP OBJECT CLASS)

Key RFR Information All Potential Bidders must read

COMMBUYS REGISTRATION

It is the responsibility of the prospective Bidder and awarded Contractor to maintain an active registration in COMMBUYS and to keep current the email address of the Bidder's contact person and prospective contract manager, if awarded a contract, and to monitor that email inbox for communications from the Purchasing Department, including requests for clarification. The Purchasing Department and the Commonwealth assume no responsibility if a prospective Bidder's/awarded Contractor's designated email address is not current, or if technical problems, including those with the prospective Bidder's/awarded Contractor's computer, network or internet service provider (ISP) cause email communications sent to/from the prospective Bidder/Awarded contractor and the Purchasing Department to be lost or rejected by any means including email or spam filtering. To register review the COMMBUYS Job Aide [COMMBUYS Vendor Registration](#) or go to www.COMMBUYS.com.

QUOTE SUBMISSION

This BID requires the submission of electronic quotes. **All Bidders are advised to allow adequate time for submission of their quotes by considering potential online impediments like Internet traffic, Internet connection speed, file size, and file volume.** DPH is not responsible for delays encountered by Bidders or their agents, or for a Bidder's local hardware failures, such as computers or related networks, associated with bid compilation or submission. Bids submitted via COMMBUYS are time stamped by the COMMBUYS system clock which is considered the official time of record.

If you plan to submit a quote to this RFR "No Bid" **should not be checked** anywhere in your quote in COMMBUYS. This includes on the General Screen and the Items tab. Checking No Bid sends your quote to a different location in COMMBUYS than the rest of the quotes for that Bid and you run the risk of the Department not receiving your response. The department will not guarantee that a bid received with a "No Bid" checked will be reviewed.

Title of Grant RFR: Massachusetts Abortion Training Program for Out of State Residents

DPH RFR Document File Number: 273730

COMMBUYS BID Number: BD-27-1031-BCHAP-BCH01-134502

Contact Name: Jessica Monmaney

E-mail: jessica.monmaney@mass.gov

Section A: Procurement Overview

A1: Procurement Description or purpose

The Massachusetts Department of Public Health (DPH) Sexual and Reproductive Health Program (SRHP) is offering an opportunity for funding for hospitals in the Commonwealth to provide out-of-state medical residents with reproductive health care training, including, but not limited to, abortion care training. This opportunity is open to hospitals in the Commonwealth that provide abortion care training to medical residents. Applicants must create and implement an application process for medical residents from states with abortion restriction laws and deliver training to successful applicants within Massachusetts prior to June 30, 2027. DPH will award a total of \$250,000 to 2 – 3 programs.

A2: Program Background Information

The FY27 state budget included a provision in line 4513-1005 as follows:

provided further, that not less than \$250,000 shall be expended for a reproductive health care training grant program to be administered by the department of public health for hospitals in the commonwealth to provide out-of-state medical residents with reproductive health care training consistent with residency programs in the commonwealth, including, but not limited to, abortion care training if they cannot receive such training in the state where they are employed as a medical resident due to abortion restriction laws in place in such state; provided further, that grants shall be issued to hospitals in the commonwealth that provide abortion care training to medical residents; provided further, that each hospital grant recipient shall create and implement an application process for medical residents from states with abortion restriction laws, which prevent the out-of-state medical resident from receiving reproductive health care training, including abortion care training, in the state where they are employed as a medical resident; provided further, that notwithstanding section 9A of chapter 112 of the General Laws, a medical student who has creditably completed not less than 2 years of study in a legally-chartered medical school may practice medicine in a licensed health care facility in the commonwealth where reproductive health care may be lawfully provided under the supervision of a health care provider licensed in the commonwealth who, acting within the scope of that license, may provide such reproductive health care; and provided further, that not later than April 1, 2027, the department of public health shall collect data and submit a report to the joint committee on public health, the joint committee on health care financing, the house and senate committees on ways and means and the clerks of the house and senate that shall include, but not be limited to, (i) the number of applicants to each grant recipient program; (ii) the number of applicants accepted into each program; and (iii) at least 1 program description for a hospital providing training funded by the grant;

This procurement will provide the mechanism for disbursing this funding.

Section B: Procurement Information

B1: Applicable Procurement Law

Check Appropriate Box ("X"):	Type of Purchase	Applicable Laws
	Executive Branch Goods and Services	
☐	Goods and Services	MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00
☐	Human and Social Services	MGL c. 7, § 22, § 22N; c. 30, § 51, § 52; 801 CMR 21.00; 808 CMR 1.00
☐	Legal Services	MGL c. 30, § 51, § 52 and § 65; c. 7, § 22; and 801 CMR 21.01(2) (b)
☒	Grants	MGL c. 7A, § 7; St. 1986 c. 206, § 17; 815 CMR 2.00

B2: Anticipated Payment Methodology:

Check One ("X"):	Category
☒	Lump Sum
☐	Periodic Scheduled Installments
☐	Cost Reimbursement
☐	Other:

B3. Whether Single Or Multiple Grantees Are Required For Grant(s)

Check One ("X"):	
☐	Single Grantee
☒	Multiple Grantees

B4. Expected Duration of Grant (Initial Duration and Any Options to Renew)

(Subject to appropriation or the availability of sufficient non-appropriated funds under the grant funding authority)

Anticipated Initial Duration 0 year(s) 6 month(s)

Anticipated Renewal Options 3 option(s) to renew for 1 year(s) each option

Final End Date of this Contract 6/30/2030 (equals the initial duration plus all renewal options)

B5: Anticipated Expenditures, Funding Or Compensation For Expected Duration

	Dollar Amount
Estimated total value of procurement including all potential renewals	\$1,000,000
Estimated annualized amount	\$250,000

Will Federal Funds be used to fund any part of Contract(s)?	
☒	No
☐	Yes*

Section C: Performance and Contract Specifications**C1: Eligibility**

The legislative language authorizing this funding restricts eligibility to non-profit hospitals in the Commonwealth that provide abortion care training to medical residents.

C2: Scope of Services

Hospitals awarded under this RFR must create and implement an application process for medical residents from states with abortion restriction laws, which prevent the out-of-state medical resident from receiving reproductive health care training, including abortion care training, in the state where they are employed as a medical resident.

Each awarded vendor is expected to provide reproductive health care training, including procedural abortion care training, to at least one medical resident currently employed in a medical school located in a state with abortion restrictions. These states are defined as those categorized as “hostile” or “illegal” by the Center for Reproductive Rights at <https://reproductiverights.org/maps/abortion-laws-by-state>.

Training offered to out-of-state medical residents under this program must be completed by June 30, 2027. Due to the short period of performance for this program, the Department is soliciting creative solutions for allowing out-of-state residents to train in Massachusetts. Options may include but are not limited to hands-on patient management, didactic sessions, short-term

rotations, compressed or intensive training programs, conferences, grand rounds, and virtual training. Funds may also be used for transportation and lodging as well as direct training activities.

DPH anticipates making awards to 2 – 3 hospitals implementing training programs.

C3: Performance Requirements and Contract Monitoring

Performance requirements will include:

- A budget and description of how the planned program will be organized (with the application, and updated—if necessary—within two weeks of award)
- A copy of the application for interested out-of-state medical residents and a description of how it will be disseminated to appropriate applicants
- The number of applications received
- The number of applications accepted
- A description of the planned content of training for out-of-state medical residents
- The number of medical residents completing training by June 30, 2027

Contract monitoring will include:

- At least monthly calls with DPH SRHP staff
- A reconciliation of the planned budget against actual expenses after the completion of the program

C4: Contract Invoicing

DPH will provide the vendor with a single Payment Voucher for the full amount of the award. At the end of the performance period, vendors will submit a reconciliation and return any unspent funds.

Payment through Electronic Funds Transfer (EFT) is required for any contract awarded through this solicitation. If awarded a contract vendors not already enrolled will be required to sign up for EFT as a contract requirement by completing and submitting the Authorization for [Electronic Funds Transfer](#) Form to the Department. Additional information will be sent at the time of contract.

Section D: RFR Evaluation

D1: Evaluation Criteria

- Experience of the vendor in providing reproductive health care training, including abortion care training.
- A clear and feasible plan for resident training, including the opportunity for meaningful exposure to training content within the timeframe of the grant.
- The extent to which the proposed training program may address health disparities by prioritizing individuals underrepresented in health care professions or training health care providers that will serve populations experiencing health disparities.
- Appropriate supervision for trainees.
- A clear and cost-effective budget.

Section E: Estimated Procurement Calendar

Event	Date	Time	Contact Information
RFR Release Date	October 16, 2026		
Bidder's Conference	October 20, 2026	4-5pm	Join the bidder's conference by Zoom
Deadline for Submission of RFR Q&A. ¹	November 6, 2026	5pm	Submit questions to Jessica Monmany at jessica.monmaney@mass.gov with subject line "Abortion Residency Training RFR Question"
<u>Deadline for Submission of Responses</u> Also known as the BID Opening Date in COMMBUYS	November 20, 2026	5pm	
Anticipated Contract Start Date	January 15, 2027		

¹All Questions must be received in writing. Questions can be sent by email no later than the date and time indicated in the Procurement Calendar. All questions should be sent to the email listed in the calendar and should include the RFR title and number in the subject of the email. All Questions with answers will be posted on the COMMBUYS Attachment section for this procurement.

Section F: Instructions for Submission of Responses

F1: Bidder Response Requirements

Applicants should answer the following questions on an 8.5"x11" page and submit electronically as an Acrobat or Microsoft Office (Word, Excel) document. Applications should not exceed 5 pages. The page limit includes the budget and budget justification but excludes any CVs.

1. Provide the legal name and vendor ID number or tax ID number of the applicant, as well as the contact person, with email and phone number, for the application.
2. Describe the history/experience of the hospital in providing reproductive health care training, including abortion care training.
3. Describe the proposed resident training program, including the modalit(ies) of training offered and the rationale for selecting that modality. Include timeframes for creating an

application and the proposed start date for accepted trainees as well as the duration and content of the proposed training program.

4. Describe how the proposed training program will reduce health disparities by prioritizing trainees who are themselves from underserved populations or seek to provide care to underserved populations (people of color, rural residents, LGBTQ populations, and others).
5. All trainees must be supervised by a health care provider licensed in the Commonwealth who, acting within the scope of that license, may provide reproductive health care. Provide the name(s) and CV(s) of providers offering this supervision.
6. Provide a budget and budget justification for the proposed program. Applicants may use their own format for the budget. The recommended range for budgets is between \$83,000 and \$125,000 and must not exceed \$250,000.

F2: COMMBUYS Submission Instructions

All responses are to be submitted electronically using the online submission tools available to Vendors registered in COMMBUYS. There is no charge to register in COMMBUYS. To Register go to www.COMMBUYS.com and click on the "Register" link on the front page. [COMMBUYS Vendor Registration](#) Job Aide is also available.

All Quotes must be received by the Department of Public Health before the specified date, month, year and time of the Bid Opening Date displayed on COMMBUYS. Times are Eastern Standard/Daylight Savings (US), as applicable.

All Bidders are advised to allow adequate time for submission by considering potential online submission impediments like Internet traffic, Internet connection speed, file size, and file volume. DPH is not responsible for delays encountered by Bidders or their agents, or for a Bidder's local hardware failures, such as computers or related networks, associated with bid compilation or submission. Bids submitted via COMMBUYS are time stamped by the COMMBUYS system clock which is considered the official time of record.

Bidders are encouraged to upload attachments well in advance of the Bid Opening Date. This will help to reduce disqualified submissions that can occur if upload is not fully completed or if an attachment is missing at the deadline. Prior to the Bid Opening Date listed in the Procurement Calendar above, documents can easily be deleted and revised versions can be uploaded. If you wish to revise or delete a quote after submission, you may do so **prior** to the bid opening date. Please review the [Withdraw, Reopen, and Resubmit a Quote in COMMBUYS Job Aide](#) for additional instructions.

No Bid in COMMBUYS Quote If you plan to submit a quote to this RFR "No Bid" **should not be checked** anywhere in your quote in COMMBUYS. This includes on the General Screen and the Items tab. Checking No Bid sends your quote to a different location in COMMBUYS than the rest of the quotes for that Bid and you run the risk of the Department not receiving your response. The department will not guarantee that a bid received with a "No Bid" checked will be reviewed.

Electronic Signatures

Quotes submitted via COMMBUYS must be signed electronically by the Bidder or the Bidder's Agent by accepting the terms and conditions of the bid on the "Terms & Conditions" tab in COMMBUYS. Bidders do this by selecting "Save & Continue" on the "Terms and Conditions" tab

after accepting the terms and conditions of the bid. By agreeing to this the submitter attests that s/he is an agent of the Bidder with authority to sign on the Bidder's behalf, and that s/he has read and assented to each document's terms.

File Format and Naming Conventions

Scanned documents will be accepted and must be scanned in such a way that they can be read on a computer monitor and printed on 8 1/2" x 11" paper, unless otherwise specified. Attachments must be uploaded individually and cannot be combined in a zipped file.

DPH is requiring that all response attachments that are uploaded in COMMBUYS include the company name of the Bidder, the RFR number and the name of the document. (e.g. Company Name _ RFR Number _ Doc Name).

F3: RFR Attachments

To assist bidders in identify the purpose of the attachments for this procurement; the forms posted on the COMMBUYS attachment section have a prefix according to the following chart:

REQ	Required	Must complete and upload document to COMMBUYS as part of quote
READ	Read Only	Read only documents and do not need to be returned with the application.
INFO	Informational	For informational purposes. Documents may be required at the time of contract and do not need to be returned with the application.

F4: COMMBUYS Support

A link to a job aid on [How to Submit a Quote on COMMBUYS](#)

COMMBUYS Resource Information at www.mass.gov/osd/commbuys

Email: Send inquiries to the COMMBUYS OSD Help Desk at OSDHelpDesk@mass.gov

Telephone: Call the COMMBUYS Help Desk at 1-888-627-8283 or 617-720-3197. The Help Desk is staffed from 8:00 AM to 5:00 PM Monday through Friday Eastern Standard or Daylight time, as applicable, except on federal and state holidays.

Technical assistance is available during the procurement process. Every effort is made to respond to inquiries within one business day.

Bidders are advised that COMMBUYS will be unavailable during regularly scheduled maintenance hours of which all users will be notified.

Section G: Other Requirements Pertaining to this RFR

Additional RFR requirements can be found in the document "Additional Requirements for Grants" found in the READ folder in the attachments section of COMMBUYS for this RFR.

Fraud Risk Management and Reporting Requirements: Fraud is defined as any intentional illegal act characterized by deceit, concealment, or violation of trust, committed by an individual

or organization to obtain money, property, or services; to avoid payment or loss of property or services; or to secure personal or business advantage.

DPH requires that all providers have a zero-tolerance policy for fraud. All DPH providers must maintain internal fraud risk management policies and procedures that include regular risk assessments, internal controls, and a process for reporting and investigating incidents of suspected fraud. Such policies and procedures shall be made available to DPH for review upon written request.

Additionally, in connection with their work for DPH, providers are required to comply with the following obligations related to incidents of suspected fraud:

- Notification to DPH. Written notification of any incident of suspected fraud must be made as soon as possible, but no less than 5 business days, following discovery to your DPH program contract manager.
- Responsibility for Personnel. Providers are solely responsible for the actions of any individuals or entities it employs, contracts with, or otherwise uses in connection with the provision of the work under this RFR to DPH, including, without limitation, any actions by such personnel that may result in an incident of suspected fraud and/or misuse and/or abuse of Commonwealth funds.
- Cooperation. Irrespective of any actions taken by the provider, providers are expected to cooperate fully in any investigation, litigation, or other action deemed necessary by the Commonwealth in connection with an incident of suspected fraud.
- Corrective Measures. Immediately upon becoming aware of an incident of suspected fraud, the provider shall, at its own expense, take all reasonable and appropriate action necessary to mitigate, to the extent practicable, any harmful effect of the incident. Upon request, the provider, at its own expense, shall take such further actions as the Commonwealth may reasonably request, or shall take such additional action to assist the Commonwealth to further mitigate any harmful effect of the incident and prevent recurrence, including, without limitation, strengthening internal controls.

Failure to report incidents of suspected fraud in a timely manner may result in adverse consequences, including, but not limited to, any of the following: recoupment of funds, suspension of payments, required corrective action plans, suspension/termination of program participation and/or any contract with DPH, or civil or criminal penalties.

MDPH use of DocuSign for Execution of Contracts: Contracts and Engagements for the Department are sent through DocuSign. Vendors will be able to use DocuSign to electronically sign and return all applicable contract forms to DPH. A web browser and valid email are all that are needed to access the documents through DocuSign. A DocuSign account is not required. Contracted vendors will be expected to keep their contract contact information updated through the life of their contract with the Department. The Job Aide “How to Sign MDPH Contracts and Engagements” is available in the attachment section for this RFR on COMMBUYS.

MBTA Communities Compliance Grant Policy: The receipt of grant funds is contingent upon the grantee being able to certify that it will comply with the Massachusetts General Laws, including G.L. c. 40A, § 3A, the MBTA Communities Act. Compliance with the MBTA Communities Act is determined by the Executive Office of Housing and Livable Communities.”

Public Records: All information, documents, and attachments submitted as a response to this RFR are considered a public document subject to the Massachusetts Public Records Law, M.G.L., c. 66, s. 10, and to c. 4, s. 7, ss. 26. **Please be aware that checking the “confidential” box in COMMBUYS does not bar these documents from being released as a public record pursuant to these statutes once the procurement is awarded, unless statutorily exempt from disclosure.**

Vendor Activation Requirements: To receive a contract with state an awarded vendor must be active in The Massachusetts Management Accounting and Reporting System (MMARS). MMARS is the official accounting system of the Commonwealth and once registered a vendor will be issued a Vendor Code number or a “VC” number. This VC number is used for all contracts that a vendor has with state agencies. An organization with existing state contracts or a vendor who has had state contracts with any state agency in the past has been registered in MMARS and does not need to re-submit paperwork again unless existing information in MMARS will need to be updated. Upon notification of a contract award to this RFR, awarded vendors not already registered in MMARS will be sent the required paperwork to be completed before a contract will be awarded which includes a W-9 form, Electronic Funds Transfer (EFT) and Contractor Authorized Signatory Listing.

Virtual Gateway Business Services: The Executive Office of Health and Human Services (EOHHS) operates a number of online business services through the Virtual Gateway. These include but are not limited to, Provider Data Management (PDM), Common Intake (IE&R), Enterprise Invoice / Service Management (EIM/ESM), Home and Community Service Information System (HCSIS), Senior Information Management System (SIMS) Service and Transition Planning System (STARS).

These services permit users to access a variety of EOHHS programs and services. Virtual Gateway business services are accessible by end users with web browsers such as Internet Explorer (6.0 or above), and a broadband Internet connection that is capable of high-speed data transmission, such as a Local Area Network (LAN), a cable modem, or DSL.