



pennsylvania

DEPARTMENT OF HUMAN SERVICES

DIVISION OF PROCUREMENT AND CONTRACT MANAGEMENT

October 16, 2017

SUBJECT: Request for Application (RFA) 14-17 Health Information Organizations Onboarding Grants

Dear Prospective Offeror:

You are invited to submit a proposal for the above subject RFA for the Commonwealth of Pennsylvania, Department of Human Services in accordance with the attached Request for Application (RFA) 14-17.

All proposals must be submitted as follows:

Hardcopy:

- Technical Submittal: one (1) original and two (2) copies;
- Cost Submittal: two (2) copies (sealed separately from the Technical)

CD-ROM/Flash Drive:

- Two (2) separate CD-ROM/Flash Drives, each containing complete and exact copies of the proposed submittals; in Microsoft Office or Microsoft Office compatible format and a PDF copy of the Technical (excluding Financial Capability), Cost; and
- One (1) CD-ROM/Flash Drive containing a copy of the redacted version of the Technical Submittal in PDF format.

Proposals must be submitted to the Pennsylvania Department of Human Services, Division of Procurement and Contract Management, Room 402, Health and Welfare Building, 625 Forster Street, Harrisburg, PA 17120. **Proposals must be received at the above address no later than two o'clock P.M. (2:00 P.M.) on December 15, 2017. Late proposals will not be considered regardless of the reason.**

All questions should be directed to the Project Officer, Heather Lemmon, Department of Human Services, via e-mail RA-PWBIDQUESTIONS@pa.gov **no later than Friday December 1, 2017.** Offerors will be provided with answers to questions asked by any one offeror.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel R. Boyd".

Daniel R. Boyd
Procurement Administration Section

Attachments