

Applicant Questions and Answers

RFA Number		RFA/Grant Name		
HHS0015504		Hospital Preparedness Program (HPP), Emergency Medical Task Force (EMTF), EMTF State Coordinating Organization (SCO)		
PCS Grant Specialist Name			PCS Grant Specialist Email	
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+/- Row	#	Reference	Applicant Question	Agency/Program Response
+ -	1	Exhibit H Trauma Service Areas	Exhibit H has Franklin County listed under TSA-G, However, it was moved to TSA-F in 2023.	Refer to Exhibit K, Emergency Medical Task Force (EMTF) Regions, for the EMTF breakdown. Franklin County remains in EMTF-4.
+ -	2	Section 5.3 Grant Funding Prohibitions [T], Page 36	Section Language: T. Employing an individual who receives funds or benefits under from funding sources under HPP, EMTF or EMTF SCO during the Grant Term; Could you please clarify what is prohibited here? Not understanding what is actually prohibited.	Refer to Addendum 3.
+ -	3	Section 6.2 Requested Budget, Page 37	Section Language: Attached Exhibit C-1, Requested Budget Template, of this RFA is the template for submitting the proposed Budget. Applicants must develop the proposed Budget to support their proposed Project and in alignment with the requirements described in this RFA... Are we allowed to submit multiple budget documents meeting the requirements stated? For example, one budget document for each HCC and or EMTF?	Refer to Section 3.1 (Legal Authority to Apply) of the Solicitation and Addendum 3.
+ -	4	Form C, Executive Summary and Narrative Proposal, Section 1 - Executive Summary, A.1.	States "provide an overview.... with a maximum of ten (10) additional pages may be attached" What number of pages are already allowed prior to the ten (10) additional pages to Form C?	Refer to Section 8.5 (Application Composition), 8.6 (Application Organization) of the Solicitation and each Exhibit or Form.
+ -	5	Form C, Executive Summary and Narrative Proposal, Section 2 - Narrative Proposal, B.	States "A maximum of ten (10) additional pages may be attached if needed." Is this in addition to the ten pages noted in Section 1? What is the total maximum number of pages allowed in Form C?	Refer to Section 8.5 (Application Composition), 8.6 (Application Organization) of the Solicitation and each Exhibit or Form.
+ -	6	Form D, Consideration Submission Form for Emergency Medical Task Force State Coordinating Organization	States "By signing and submitting Form D, you are requesting consideration for the SCO award." Is the intention of the System Agency to select the SCO via oral presentation and not a written EMTF SCO proposal?	Refer to Subsection B of Section 3.2 (Application Screening Requirements) of the Solicitation regarding the requirements to be eligible for EMTF SCO Funding Opportunity #2, and Section 9.5 (Evaluation Criteria - Funding Opportunity #2 EMTF SCO - Oral Presentations) of the Solicitation regarding evaluation criteria for EMTF SCO Funding Opportunity #2.
+ -	7	Form H, Administration for Preparedness and Response Hospital Preparedness Program Transition Plan Guidance	Is Form H a requirement for an acceptable submission to RFA HHS0015504 or will this Form only be used if a "move [of] the Administration" of the program occurs?	Refer to Sections 2.12 (Transition Plan) and 2.15 (Turnover Services) of the Solicitation regarding use of Form H.
+ -	8	RFA Page 6	States "Funding Opportunity #2: EMTF SCO" For organizations interested in submitting for the SCO award, should a separate (second) application be submitted?	Refer to Subsection B of Section 3.2 (Application Screening Requirements) of the Solicitation regarding the requirements to be eligible for EMTF SCO Funding Opportunity #2.

+	-	9	RFA Page 6	States EMTF SCO "Estimated Max Award: \$4,611,111.11 per Budget Period"	This RFA only includes funding from the FY25 Texas Legislative Appropriation.
				Is this "budget period" defined as the current contract budget period? If so, what funding has been appropriated to increase this amount to \$4.6M per Budget Period?	
+	-	10	Section 2.4.1 HCC Funding Opportunity #1 (D), Pg 14 and Section 2.5.1, HCC (L), Pg 20	States "lead organization for each HCC within its region" and "(MRSE) in each HCC in their region" whereas page 13 states "the jurisdiction has a sustainable HCC", page 14 - Section D states "active participation in the HCC" and Section E states "integrated into the HCC", page 15 Section G states "their awarded HCC/EMTF region", which each suggest a single HCC per "HPP/EMTF Eligible Service Areas" as outlined in Section 2.3 on page 12 and 13. Does this System Agency expect one (1) HCC for each of the "eight (8) HPP EMTF services areas, as outlined in Section 2 - Eligible Services Areas?	No, refer to Section 2.3 (Eligible Service Areas) of the Solicitation and Addendum 3.
+	-	11	Section 2.4.1 HCC Funding Opportunity #1, (K), Page 15	States "...DSHS and in the designated platform." What is the designated platform?	Refer to Addendum 3.
+	-	12	Section 2.4.3 EMTF SCO Funding Opportunity #2, (I), Page 19	States "staging operations in San Antonio (per established state plan)" Can HHSC provide a copy of the state plan that requires staging operations to be established and maintained in San Antonio?	The requested information pertaining to a copy of the state plan is outside the scope of this Solicitation. The state plan referenced in Section 2.4.3 (EMTF SCO Funding Opportunity #2) is providing DSHS' requirement that Grantee, as a coordinating entity, must deploy resources from the Alamo Regional Command Center in San Antonio, in coordination with TDEM.
+	-	13	Section 2.5.3 EMTF SCO, O. 1., Page 23	Does SMOC leadership intend to meet with RCOs quarterly with the SCO vs. meeting with SCO independently?	Refer to RFA Subsection Q of Section 2.5.3 (EMTF SCO) of the Solicitation.
+	-	14	Section 2.5.2 EMTF RCO, Page 21	This Section is duplicative and in conflict with Section 2.4.2. Please provide clarification of the different sections and the expectation.	Refer to Section 2.4.2 (EMTF RCO Funding Opportunity #1) of the Solicitation for eligible activities and Section 2.5.2 (EMTF RCO) of the Solicitation for program requirements related to EMTF RCO.
+	-	15	Section 2.5.3 EMTF SCO, Page 22	This Section is duplicative and in conflict with Section 2.4.3. Please provide clarification of the different sections and the expectation.	Refer to Section 2.4.3 (2 (EMTF RCO Funding Opportunity #1) of the Solicitation for eligible activities and Section 2.5.2 (EMTF RCO) of the Solicitation for program requirements related to EMTF RCO.) of the Solicitation for eligible activities and Section 2.5.3 (EMTF SCO) of the Solicitation for program requirements related to EMTF SCO.
+	-	16	Section 2.9 Final Billing Submission, Page 28	States "...not later than 30 calendar days following..." Is the close-out period being decrease from the current 45-days to 30-days?	Refer to Sections 4.2 (Project Closeout) and 2.9 (Final Billing Submission) of the Solicitation regarding the project close out date.
+	-	17	Exhibit B, Health and Human Services (HHS) Uniform Terms and Conditions – Grant Article VII. Property Page 15	States "Grantee is prohibited from using State Property for any purpose other than performing Services authorized under this Grant Agreement... (e.g....any System Agency-issued software....and any other resources of the System Agency" Does this include use of TxETN and patient evacuation tracking software or non-evacuation purposes?	Refer to Subsection B of Section 7.1 (Use of State Property) of Exhibit B (Health and Human Services (HHS) Uniform Terms and Conditions – Grant v. 3.5) regarding items that are fall under "State Property."

+ -	18	Section 4.1 Project Period, Page 32	<p>States "subsequent periods under each potential Grant Agreement are expected to be from December 1, through January 31 for a period of 14-months," which are inconsistent with Federal Project and Budget Periods.</p> <p>Can HHSC please confirm the period of February - November 2026? Additionally, can HHSC define the Project Period, Budget Period, and Budget Years?</p>	Per Section 4.1 (Project Period) of the Solicitation, the Project Period is anticipated period and the "start date of the Project Period may change based on transition, operation and turnover services that may occur." Refer to Section 1.2 (Definitions and Acronym) of the Solicitation for definitions and see table in Section 1.1 (Introduction) for length of a budget period.
+ -	19	Section 5.1 Grant Funding Source and Available Funding, Page 33	<p>Section States "..."</p> <p>Question: Specify "select up multiple awards to"</p>	Refer to Addendum 3.
+ -	20	Section 5.3 Grant Funding Prohibitions, T, Page 36	<p>States "funds or benefits under from funding" Statement in unclear.</p> <p>Please provide clarification.</p>	Refer to Addendum 3.
+ -	21	Exhibit F, Federal Funding Accountability and Transparency Act Certification Form, Page 1	<p>States "federal funds"</p> <p>HPP/EMTF includes federal and state sourced funding. Are the potential awards under this procurement (including each of the potential separate contracts for HPP, RCO, and SCO awards) deemed federal or state funding?</p>	Refer to Addendum 3.
+ -	22	Exhibit O, Data Use Agreement	Is Exhibit O a requirement for an acceptable submission to RFA HHS0015504 or will this Exhibit be negotiated during contracting?	Per Section 2.10 (Data Use Agreement) of the Solicitation, "by submitting an Application in response to this RFA, Applicant agrees to be bound by the terms of Exhibit O (HHS Data Use Agreement v8.5)." Additionally, refer to Section XIII (Submission Checklist) of the Solicitation for the documents that are required to be submitted as part of the Application and Section 7.7 (Exceptions and Assumptions) regarding exceptions.
	23	Exhibit O, Article 2. Definitions, Page 1	<p>States "Authorized User means a person who is authorized to create....Confidential Information"</p> <p>Is it the intent of the System Agency to require DUA or BAA agreements to be executed with all "users" and/or all HPP/EMTF sub-contractors and their partners, subsidiaries, or data holders (e.g. ePCRs, EMRs) that may "create, receive, maintain, have access to, process, view, handle, examine, interpret, or analyze Confidential Information" through the use of state-funded systems (e.g. ETN, WebEOC) or any other system that contains Confidential Information pursuant to the deliverables associated with this procurement?</p>	Refer to definition of "Subcontractor" in Article 2 (Definitions) of Exhibit O (HHS Data Use Agreement v8.5) and refer to Section 3.01(C)(3) of Exhibit O regarding subcontractor and Grantee obligations regarding Subcontractor(s) under the Grant Agreement.
	24	Form F, Internal Controls Questionnaire 3 C.1	<p>Grantee expenditure reports will be due by the 15th of each month. (If the 15th falls on a Saturday, Sunday, or State of Texas holiday, expenditure reports are due the next business day.)</p> <p>To ensure that timely submission of expenditure reports, please respond to the following, if Applicant plans to subcontract for any TTF service: What are TTF services? Is the expenditure report due on the 15th of each month? Can you please provide a copy of the expenditure report template.</p>	Refer to Addendum 2.

25	Exhibit O-2 Security and Privacy Inquiry (SPI), Page 1 & 2	<p>States "The timeline for compliance with HIPAA-related requirements for safeguarding Protected Health Information is 30 calendar days from the date this form is signed" and " 10. Subcontracts. Does the Applicant/Bidder require subcontractors to execute the DUA Attachment 1 Subcontractor Agreement Form"</p> <p>Does the System Agency expect all hospitals and EMS agencies to have completed these DUA requirements with the HPP/EMTF awardee, since they provide patient information during MCIs, and activations, or PII as a part of EMTF reimbursement packets? Or, are agreements with all hospitals and EMS agencies only required of the SCO, as a provision of the Pulsara agreement?</p>	<p>Yes, refer to Section XIII (Submission Checklist) of the Solicitation, which provides that the Exhibit O-2, Texas HHS System-Data Use Agreement-Attachment 2-Security and Privacy Inquiry (SPI), must be submitted as part of the Application to be considered for funding opportunities under the Solicitation.</p> <p>Refer to Article 2 (Definitions) Exhibit O (HHS Data Use Agreement v8.5) for definitions of "Confidential Information" and "Subcontractor", refer to Exhibit O regarding Grantee's obligations as the "Contractor" under the DUA, and refer to refer to Section 3.01(C)(3) of Exhibit O regarding subcontractor and Grantee obligations regarding Subcontractor(s) under the Grant Agreement.</p>
26	Form A, Face Page, #6	<p>Please clarify the "Proposed budget period" reference on Form A (Face Page), #6.</p> <p>The RFA lists different project periods, but no budget period. Page 32 Section IV 4.1 the project period is listed as 2/1/2026 - 6/30/2030 but further down in the same section the 1-year period is listed as 2/1/2026 - 11/30/2026 (which is not a year).</p>	Refer to the table in Section 1.1 (Introduction) of the Solicitation regarding length of budget period.
27	Data Use Agreement (DUA)	In regard to the DUA associated with the RFP, if an end user or agency who holds the confidential data (i.e.: hospital or EMS agency) refuses to sign the DUA, what are the implications to the awardee of the RFP?	Pursuant to Section 3.01(C)(3) of Exhibit O (HHS Data Use Agreement v8.5), the "Contractor [Grantee] is directly responsible for its Subcontractors' compliance with, and enforcement of, this DUA". Additionally, refer to Section 3.01(B)(7) of Exhibit O wherein Contractor must certify that its Authorized Users have each agreed in writing to be bound by the disclosure and use limitations pertaining to the Confidential Information contained in the DUA.
28	Exhibit O, HHS Data Use Agreement	If the contractor will not be utilizing any subcontractors for this work - does this form still need to be completed? If we are not utilizing a subcontractor, do we just write N/A and sign?	No, if no subcontractors are being utilized, Attachment 1 does not need to be completed. Refer to Exhibit O (HHS Data Use Agreement v8.5).
29	Data Use Agreement (DUA)	Regarding DUA - Data that could be shared with the Contractor would be coming from a third party that is not a party to this agreement. Does HHSC plan to obtain DUAs from all participating hospitals, EMS agencies, nursing homes, etc.?	No, refer to Article 3 of Exhibit O (HHS Data Use Agreement v8.5) regarding Grantee's duties and responsibilities as the "Contractor" under the Data Use Agreement and refer to Article 2 of Exhibit O regarding definitions of "Subcontractor" and "Confidential Information". Additionally, refer to Sections 2.4 (Eligible Activities) and 2.5 (Program Requirements) of the Solicitation regarding coordination with stakeholders.
30	Exhibit O-2, Texas HHS System - Data Use Agreement - Attachment 2 Security and Privacy Inquiry (SPI)	In regard to Exhibit O-2. Does the SPI and all the requirements apply to the EMTF reimbursement packets that DSHS requires us to review and upload on their behalf? If this is the only PII the contractor receives, transmits, etc... how is Question 1 to be answered - yes or no?	Refer to Section 2.10 (HHS Data Use Agreement v.8.5) of the Solicitation regarding Grantee compliance with the DUA and SPI for the resulting Contract(s). Refer to Article 3 of Exhibit O (HHS Data Use Agreement v8.5) regarding Grantee's duties and responsibilities under the Data Use Agreement and refer to Article 2 of Exhibit O regarding definitions of "Subcontractor" and "Confidential Information".
31	Exhibit O-2, Texas HHS System - Data Use Agreement - Attachment 2 Security and Privacy Inquiry (SPI)	If the answer to question 5 is yes - is it expected that HHSC/DSHS will execute DUA agreements with all EMTF MOU holders and personnel associated with the EMTF MOU, or will the chosen SCO be expected to amend the current MOUs to include the DUA language?	Refer to Article 3 of Exhibit O (HHS Data Use Agreement v8.5) regarding Grantee's duties and responsibilities under the Data Use Agreement; refer to Article 2 of Exhibit O regarding definitions of "Subcontractor" and "Confidential Information".
32	Data Use Agreement (DUA)	How does the DUA apply in a disaster when there is a state or federally declared disaster and the information is shared with the contractor for assistance, in response to that disaster?	Refer to Section 2.10 (Data Use Agreement) of the Solicitation regarding Grantee compliance with the DUA and SPI. Additionally, refer to Section 5.04(C) of Exhibit O (HHS Data Use Agreement v8.5) regarding survival.
33	Section VI. Application Exhibits and Forms for	Applicants are instructed to "identify all Budget line items and matching costs for the first contract period." Section IV. Project Period defines the	Refer to Sections 4.1 (Project Period) and 6.2 (Requested Budget) of the Solicitation regarding the budget period, and Addendum 3.

		Submission; Subsection 6.2 Requested Budget; Paragraph 3, Page 37	anticipated year 1 period as February 1, 2026 – November 30, 2026. Can you confirm that this RFA is requesting applicants to submit a budget that only covers the ten month period of February 1, 2026 – November 30, 2026? If so, applicants who are currently Grantees under the System Agency for HPP and EMTF contracts until June 30, 2026 would have a 5 month period where the current HPP and EMTF contracts overlap with this new RFA contract period (February 1, 2026 – June 30, 2026). Should such applicants respond to this RFA as if the existing Grantee contracts for HPP and EMTF will not be funded from February 1, 2026 – June 30, 2026?	
	34	Section VI. Application Exhibits and Forms for Submission; Subsection 6.2 Requested Budget; Paragraph 3, Page 37	How should applicants build Exhibit C-1, Requested Budget Template for this RFA in regards to aggregation vs separation of EMTF and HPP funding and HPP funding for different Trauma Service Areas? That is, if an applicant is applying for an HPP/EMTF Region that encompasses 2 Trauma Service Areas, should the applicant submit 3 separate versions of Exhibit C-1 (one budget for the HPP in TSA-1, one budget for the HPP in TSA-2, and one budget for EMTF) or should the applicant submit a single version of Exhibit C-1 that includes the aggregate combined budget for all HPP TSAs and EMTF?	Per Section 3.1 (Legal Authority to Apply) of the Solicitation, which provides that “each Applicant must submit a separate Grant Application for each HPP and EMTF region.” Also, refer to Addendum 3.
	35	Form C, Executive Summary and Narrative Proposal, Section 1 – Executive Summary; Item A	Is the 10-page limit inclusive of the questions themselves (so 10 pages total) or are the questions considered outside of the 10-page limit (so 11 pages total)? A similar 10-page limit is mentioned in Section 2 – Narrative Proposal; Item B. Are these 10-page limits separate (so 10 pages for Section 1 – Executive Summary and an additional 10 pages for Section 2 – Narrative Proposal) or are they combined (so 10 pages total for both Section 1 – Executive Summary and Section 2 – Narrative Proposal combined)?	Refer to Section 8.5 (Application Composition) and 8.6 (Application Organization) of the Solicitation and each Exhibit or Form.
	36	Exhibit O, HHS Data Use Agreement (DUA), Pages 1 and 2	Article 2. Definitions, Term 1 “Authorized Purpose” and Term 4 “Confidential Information”. Does the Authorized Purpose described in the Base Contract for HCC Funding Opportunity #1 and/or EMTF RCO Funding Opportunity #1 require the Grantee/Contractor to access, create, disclose, receive, transmit, maintain, or store “Confidential Information” as defined in Exhibit O on behalf of HHS? If so, what types of “Confidential Information” will the Grantee/Contractor be required to access, create, disclose, receive, transmit, maintain, or store on behalf of HHS?	Circumstances of emergencies or disasters vary, and Confidential Information involved (e.g., HIPAA, SSN, PII, PHI, SPI) are circumstance-specific; refer to Section 2.4 (Eligible Activities) and 2.5 (Program Requirements) of the Solicitation regarding activities and obligations for emergency or disaster response.
	37	Exhibit O-2, Tx HHS System – Data Use Agreement – Attachment 2 Security and Privacy Inquiry (SPI), Page 3	Section A: Application/Bidder Information, Question No. 11 Are applicants required to have the “Optional Insurance” described in Question No. 11 to be eligible for this contract?	Per Section 11.15 (Insurance and Bonds) of Exhibit B of the Solicitation, “Grantee shall acquire and maintain for the duration of this Contract, insurance coverage necessary to ensure proper fulfillment of this Contract and potential liabilities thereunder with financially sound and reputable insurers licensed by the Texas Department of Insurance, in the type and amount customarily carried within the industry.”