 **Texas Department of Family and Protective Services**

**ADDENDA**

#### To

**Open Enrollment**

**HHS0016016**

**For**

**In-State Adoption Services**

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Notice is hereby given to prospective applicants to the above referenced open enrollment that changes have been made to requirements or information in the open enrollment, as noted in the addenda below.

**(Note**: In the column with the heading "Open Enrollment Reference", the references to "Package" refer to the link, as listed on the HHSC Open Enrollment Opportunities webpage posting of this open enrollment.)

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| **Addendum #2****August 5, 2025** |
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| **Item** | **Open Enrollment****Reference**  | **Previous**  | **Revised Language**  |

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| 1 | Open Enrollment | N/A | New Section Added:* + 1. The Contractor must review and sign the DFPS Vendor Certifications and Affirmations (Form 4543). See Appendix B of the Application.
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| 2 | Application and Required Forms  | 1. **EXECUTIVE ORDER 48 COMPLIANCE**

On November 19, 2024, Governor Greg Abbott issued [Executive Order No. GA-48](https://gov.texas.gov/uploads/files/press/EO-GA-48_Hardening_State_Government_FINAL_11-19-2024.pdf) relating to the hardening of state government (EO 48). By submitting this application, the Applicant certifies that it is not, and, if applicable, any of its holding companies or subsidiaries, is not: 1. Listed in Section 889 of the 2019 National Defense Authorization Act (NDAA);
2. Listed in Section 1260H of the 2021 NDAA;
3. Owned by the government of a country on the U.S. Department of Commerce’s foreign adversaries list under 15 C.F.R. § 791.4; or
4. Controlled by any governing or regulatory body located in a country on the U.S. Department of Commerce’s foreign adversaries list under 15 C.F.R. § 791.4.

In addition, the Applicant must provide DFPS with a copy of its corporate structure, which should include any owners, holding companies, and subsidiaries, and any relevant documents to show that it does not meet any of the above-listed criteria.  | 1. **DFPS VENDOR CERTIFICATIONS AND AFFIRMATIONS**

The Applicant must review and sign the DFPS Vendor Certifications and Affirmations (Form 4543), which are incorporated by reference to the Contract. See Appendix B.  |
| 3 |  | **Appendix B – Required Forms**File Folder 1: Application

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| Electronic File Name | Description | Required or If Applicable |
| Application | Application for Enrollment | Required |
| Insurance | Insurance Documentation  | Required |
| DBA | Assumed Name Certificate Attachment | If applicable |
| Incorporation | Certificate of Incorporation Attachment | If applicable |
| LLC | LLC Articles of Formation Attachment | If applicable |
| Partnership  | Partnership Agreement Attachment | If applicable |
| Partners | Names and addresses and for each partner | If applicable |
| HUB  | HUB Certification Form | If applicable |

 | **Appendix B – Required Forms**File Folder 1: Application

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| Electronic File Name | Description | Required or If Applicable |
| Application | Application for Enrollment | Required |
| Insurance | Insurance Documentation  | Required |
| Certifications and Affirmations | Texas Department of Family and Protective Services Vendor Certifications and Affirmations (Form 4543) | Required |
| DBA | Assumed Name Certificate Attachment | If applicable |
| Incorporation | Certificate of Incorporation Attachment | If applicable |
| LLC | LLC Articles of Formation Attachment | If applicable |
| Partnership  | Partnership Agreement Attachment | If applicable |
| Partners | Names and addresses and for each partner | If applicable |
| HUB  | HUB Certification Form | If applicable |

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| **Addendum #1****July 22, 2025** |
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| **Item** | **Open Enrollment****Reference**  | **Previous**  | **Revised Language**  |

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| 1 | Open Enrollment | **1.3 Open Enrollment HHS and ESBD Enrollment Posting, Amendments and Announcements.** HHSC Procurement and Contracting Services (PCS) will post all official communication on behalf of DFPS for this Open Enrollment on the HHS Enrollment and Electronic State Business Daily (ESBD) site at:[HHS Enrollment](file:///C%3A%5CUsers%5Cwillial6%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CBHVFUC3W%5CHHS%20Enrollment) (<https://apps.hhs.texas.gov/pcs/openenrollment.cfm>)[ESBD](file:///C%3A%5CUsers%5Cwillial6%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CBHVFUC3W%5CESBD) (<http://www.txsmartbuy.com/sp>) * + 1. DFPS reserves the right to revise this Open Enrollment at any time, including the closing date of this Open Enrollment. Applicants must comply with any changes, amendments, or clarifications posted to the HHS Enrollment and ESBD site by HHSC PCS.
		2. It is the responsibility of the potential Applicant to check the HHS Enrollment and ESBD site periodically for any updates to this Open Enrollment and to comply with these requirements. The Applicant’s failure to periodically check the HHS Enrollment and ESBD site will in no way release them from any responsibility or additional costs to meet the requirements of complying with the Open Enrollment and resulting Contract.
 | **1.3 Open Enrollment HHS Enrollment Posting, Amendments and Announcements.** HHSC Procurement and Contracting Services (PCS) will post all official communication on behalf of DFPS for this Open Enrollment on the HHS Enrollment site at:[HHS Enrollment](file:///C%3A%5CUsers%5Cwillial6%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CBHVFUC3W%5CHHS%20Enrollment) (<https://apps.hhs.texas.gov/pcs/openenrollment.cfm>)* + 1. DFPS reserves the right to revise this Open Enrollment at any time, including the closing date of this Open Enrollment. Applicants must comply with any changes, amendments, or clarifications posted to the HHS Enrollment site by HHSC PCS.
		2. It is the responsibility of the potential Applicant to check the HHS Enrollment site periodically for any updates to this Open Enrollment and to comply with these requirements. The Applicant’s failure to periodically check the HHS Enrollment site will in no way release them from any responsibility or additional costs to meet the requirements of complying with the Open Enrollment and resulting Contract.
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| 2 |  | * + 1. All adjustments to this Open Enrollment will be posted on the HHS Enrollment and ESBD site (See Section 1.3).
 | 1.4.2 All adjustments to this Open Enrollment will be posted on the HHS Enrollment site (See Section 1.3). |
| 3 | Open Enrollment  | Section 2.15.4 Trauma-Informed Training B. Training may be accessed on the following DFPS website: [**http://www.dfps.state.tx.us/training/trauma\_informed\_care/**](http://www.dfps.state.tx.us/training/trauma_informed_care/)  | Section 2.15.4 Trauma-Informed Training B. Training may be accessed on the following DFPS website: [**https://www.dfps.texas.gov/training/trauma\_informed\_care/**](https://www.dfps.texas.gov/training/trauma_informed_care/) |
| 4 | Open Enrollment | 1. **ATTACHMENTS TO THIS OPEN ENROLLMENT**

The following Attachments to this In-State Adoption Services Open Enrollment are located on the HHS Enrollment or ESBD Site (See Section 1.3). | 1. **ATTACHMENTS TO THIS OPEN ENROLLMENT**

The following Attachments to this In-State Adoption Services Open Enrollment are located on the HHS Enrollment Site (See Section 1.3). |
| 5 | Open Enrollment | 1. **Definitions**

Electronic State BusinessDaily ([ESBD](http://esbd.cpa.state.tx.us/)) - The electronic marketplace described in Texas Government Code, Section 2155.083, where state agency procurement opportunities over $25,000 are posted. | 1. Definitions

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| 6 | Application | File Folder 2: Required FormsThe following forms are located on the DFPS public website, Doing Business with DFPS, Contracting Forms: https://www.dfps.state.tx.us/Doing\_Business/forms.asp | File Folder 2: Required FormsThe following forms are located on the DFPS public website, Doing Business with DFPS, Contracting Forms: <https://www.dfps.texas.gov/Doing_Business/forms.asp> |
| 7 | Application | The following form is located on the DFPS public website, Doing Business with DFPS, Contracting Forms, Regional CPS Contracting Forms, General Documents: <https://www.dfps.state.tx.us/Doing_Business/Purchased_Client_Services/Regional_CPS_Contracts/forms.asp> | The following form is located on the DFPS public website, Doing Business with DFPS, Contracting Forms, Regional CPS Contracting Forms, General Documents: <https://www.dfps.texas.gov/Doing_Business/Purchased_Client_Services/Regional_CPS_Contracts/forms.asp> |

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