



**BOARD OF CONTRACT AND SUPPLY  
CITY OF PROVIDENCE, RHODE ISLAND**

# REQUEST FOR INFORMATION

**Item Description:** RFI For DOULA PROGRAMMING TO IMPROVE MATERNAL HEALTH

**OUTCOMES Procurement/MinuteTraq #: 42202**

**Date to be opened:** 10/10/2023

**Issuing Department:** Healthy Communities Office

## **QUESTIONS**

- Please direct questions related to the bidding process, how to fill out forms, and how to submit a bid (Pages 1-8) to the Purchasing Department.
  - Email: [purchasing@providenceri.gov](mailto:purchasing@providenceri.gov)
    - Please use the subject line “**Solicitation Question**”
- Please direct questions relative to the specifications outlined (beginning on page 14) to the issuing department’s subject matter expert:
  - Name: Sussy Santana
  - Title: Program Manager
  - Email Address: [ssantana@providenceri.gov](mailto:ssantana@providenceri.gov)

## **Pre-bid Conference**

There is no pre-bid conference scheduled for this item.

## **Deadline for questions submissions:**

09/28/2023



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**INSTRUCTIONS FOR SUBMISSION**

**Meeting Date: 10/10/2023**

Responses may be submitted up to **2:15 P.M.** on the above meeting date at the **Department of the City Clerk, Room 311, City Hall, 25 Dorrance Street, Providence.** At 2:15 P.M. all responses will be publicly opened and read at the Board of Contract Meeting in Conference Room 305, on the 3<sup>rd</sup> floor of City Hall.

- Vendors must submit **2 copies** of their response in sealed envelopes or packages labeled with the captioned **Item Description** and the **City Department to which the solicitation is related and must include the company name and address on the envelope as well.** (On page 1).
- Communications to the Board of Contract and Supply that are not competitive sealed bids (i.e. product information/samples) should have “**NOT A BID**” written on the envelope or wrapper.
- Only use form versions and templates included in this solicitation. If you have an old version of a form do not recycle it for use in this request.
- The envelope and information relative to the solicitation must be addressed to:

**Board of Contract and Supply  
Department of the City Clerk – City Hall, Room 311  
25 Dorrance Street  
Providence, RI 02903**

**All responses submitted to the City Clerk become public record. Failure to follow instructions could result in information considered private being posted to the city’s Open Meetings Portal and made available as a public record. The City has made a conscious effort to avoid the posting of sensitive information on the City’s Open Meetings Portal, by requesting that such sensitive information be submitted to the issuing department only at their request.**



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**Certificate Regarding Public Records**

Upon behalf of \_\_\_\_\_ (Firm or Individual),

I, \_\_\_\_\_ (Name of Person Making Certification),

being its \_\_\_\_\_ (Title or "Self"), hereby certify an

understanding that:

1. All documents submitted in response to Requests for Proposals (RFP's), Requests for Information (RFI's) and Requests for Qualification (RFQ's), documents contained within, and the details outlined on those documents become public record upon receipt by the City Clerk's office and opening at the corresponding Board of Contract and Supply (BOCS) meeting.
2. The Purchasing Department and the issuing department for this RFP/RFI/RFQ have made a conscious effort to request that sensitive/personal information be submitted directly to the issuing department and only at request if verification of specific details is critical the evaluation of a vendor's bid.
3. The requested supplemental information may be crucial to evaluating submissions. Failure to provide such details may result in disqualification, or an inability to appropriately evaluate responses.
4. If sensitive information that has not been requested is enclosed or if a vendor opts to enclose the defined supplemental information prior to the issuing department's request in the bidding packet submitted to the City Clerk, the City of Providence has no obligation to redact those details and bears no liability associated with the information becoming public record.
5. The City of Providence observes a public and transparent solicitation process. Information required in the response packet may not be submitted directly to the issuing department at the discretion of the vendor in order to protect other information, such as pricing terms, from becoming public. Vendor who makes such an attempt will be disqualified.

I affirm by signing below that I am duly authorized on behalf of vendor, on

this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Signature of Representation

\_\_\_\_\_  
Printed Name



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## **BID PACKAGE SPECIFICATIONS**

The City of Providence Healthy Communities Office seeks information from doula service providers and/or key stakeholders on how the City of Providence can assist in reducing perinatal health disparities to improve maternal health outcomes for Providence residents.

### **Background Information**

The Healthy Communities Office (HCO) leads the City of Providence's health policy and promotion efforts with a mission to ensure that Providence residents have equitable access to the resources they need to lead healthy lives ([www.providenceri.gov/healthy](http://www.providenceri.gov/healthy)).

Perinatal health disparities and poor birth outcomes continue to disproportionately affect women of color and those of low-socio economic status<sup>1</sup>. Infant mortality rates are higher among all minority groups than white infants in Rhode Island which can be associated with multiple problems including poverty, decreased access to quality medical care and public health practices. But early pre-natal care and access to support throughout the birthing process has been shown to have positive impacts on maternal and infant outcomes<sup>1</sup>. Doulas are non-medical professionals who provide physical, emotional, and informational support to individuals/families throughout pregnancy, during birth, and in the post pregnancy period. Research supports that Doula services have high impact in positive outcomes for individuals of low-income and individuals of color specifically. As of August 2021, doula services are eligible for reimbursement via Medicaid and private insurance plans increasing access to doula support.

### **Responses**

This RFI seeks responses from doulas and other key stakeholders. The Healthy Communities Office aims to use feedback from this RFI for future Requests for Proposals aimed at reducing perinatal health disparities to improve maternal health outcomes for Providence residents.

<sup>1</sup> Rhode Island Department of Health. (2022) *Pregnant women maternal and child health facts (The Rhode Island Department of Health)* <https://health.ri.gov/publications/factsheets/MCHPregnantWomen.pdf>



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**Guidelines for Submission**

RFI respondents should provide a general overview of services currently being offered and the solutions they would provide to better support their work toward the intended goals and outcomes. RFI respondents are also encouraged to answer any number of questions below to assist the City of Providence in better understanding the gaps and barriers currently associated with improving maternal outcomes via doula work.

1. What do doulas and key stakeholders need to improve maternal health outcomes for Providence individuals?
2. What are the obstacles you are facing in providing services and how do these obstacles impact Providence residents?
3. What is currently being done to encourage low-income and minorities to use doulas during the birthing process, if anything?
4. What is your capacity to take on additional clientele, if any?
5. What supports or programming could alleviate or ease this work, either one-time supports or on an on-going basis?
6. What type of supplies or training would be beneficial to support your work?
7. Are there any partnerships the City should be looking into to better support doula's work?

**Due Date for Responses**

October 10, 2023

**DISCLAIMER**

This RFI is issued solely for information and planning purposes; it does not constitute a Request for Proposals, applications, proposal abstracts, or quotations. This RFI does not commit the City of Providence to contract for any supplies or services. Further, The City is not seeking proposals through this RFI and will not accept unsolicited proposals. The Healthy Communities Office is not obligated to enter any financial or legally binding relationships with respondents. Responders are advised that The City will not pay for any information or administrative costs incurred in response to this RFI; all costs associated with responding to this RFI will be solely at the interested party's expense. Not responding to this RFI does not preclude participation in any future



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procurement, if conducted. It is the responsibility of the potential responders to monitor this RFI announcement as such, any information gathered through the RFI process will be considered public information and the respondent should not include any information which they deem confidential.