

DATE: April 13, 2026

TO: ALL OFFERORS

**FROM: Su Webb-Buie
Management Analyst III**

**SUBJECT: ADDENDUM: - CONTRACT NO. HSS 27 001 RFP Medical Provider Education
on Human Papilloma Virus (HPV) Immunization**

ADDENDUM #1

Please Note:

THE ATTACHED ADDEDNUM HEREBY BECOMES A PART OF THE ABOVE SOLICITATION.

Reponses to questions received by the deadline of April 3, 2026 and asked at the Pre-bid meeting on April 9, 2026.

If you have any questions, please contact me at su.webb@delaware.gov.

Introduction

Delaware is seeking a vendor to provide provider education to increase HPV vaccination rates. The ideal candidate would apply evidence-based practice to deliver real-world education and solutions for immunization providers, record successes and challenges, incorporate provider feedback, and demonstrate increased vaccination rates.

VENDOR QUESTIONS

RFP HSS-27-001: Medical Provider Education on Human Papilloma (HPV) Immunization

DPH/RFP Rep: Su Webb

Date: 4/13/26

Q1) Do you have preference for Delaware based contractors?

No, there is no preference for Delaware-based contractors in this RFP.

Q2) Is there a budget or budget range for this work?

The budget range for this project is \$ 20,000 – \$25,000.

Q3) Will any of the training need to offer continuing education for providers (CMEs)?

Ideally, all training would offer continuing education units for physicians, physician assistants, nurse practitioners, nurses, and pharmacists. This is not mandatory but highly encouraged.

Q4) Will the vendor be responsible for disseminating the training or only developing?

The vendor will be responsible for disseminating and developing training.

Q5) What is the review process for the training curriculum?

Training materials, along with rationales, for current evidence-based/best-practice methodologies will need to be submitted for review by the Immunization Program. Please allow time for the State to review and comment.

Q6) Will the vendor need to set up an Learning Management System (LMS) to house the trainings?

There is no requirement to set up a Learning Management System (LMS). DE TRAIN may be available to provide this service.

Q7) Is the training limited to providers, or should it also include nurses, assistants, and office managers?

The training should include any team members involved in the immunization process.

Q8) Is there previous data available regarding parent concerns and questions in Delaware?

The program monitors relevant data from external sources to maintain awareness. The program would encourage the vendor to research the current best practices and methodologies to increase HPV immunization rates and address parent concerns.

Q9) Is there existing data about provider challenges and questions related to the IIS?

No.

Q10) Are there any prior data available on provider challenges with recommending HPV to parents in Delaware?

No, the program would encourage vendors to review recent studies on vaccine hesitancy.

Q11) Is the training only for VFC providers?

No, it is for all providers and staff administering HPV vaccination.

Q12) What are the recommended start and end dates for the training?

Training should be available once approved, for the duration of the contracting period.

Q13) Are there any restrictions on where recorded training sessions can be posted, such as on YouTube?

If approved, DE TRAIN is the preferred LMS to host the training. If, for some reason, DE TRAIN is not available, the program's preference is to provide training sessions through an alternative Learning Management System. YouTube will not be accepted.

Q14) Should the training method include in-office provider training?

No, that is not an expectation of the program. The program would ideally be like a combination of asynchronous and Live internet-based training.

Q15) Should this training be incorporated into the VFC provider site visit?

While that is certainly an option, that is not an expectation and would have to be planned carefully to ensure the clinic staff is available.

Q16) What evaluation component are you looking for? Do you want evaluation of individual providers (as in to know if they are increasing HPV vax rates in their individual practices) in addition to evaluation of the training program itself?

The ideal application would include the following evaluations:

- A knowledge self-evaluation from the providers (pre and post-education).
- An implementation component of the evaluation assessing how likely providers are to implement the proposed methodology changes.
- A feedback portion of the evaluation to determine how to improve the training, as well as techniques for sharing effective methodologies.
- An HPV vaccination rate for the practice prior to the training and 6 months after.

Q17) Please explain what you mean by "coverage level assessment".

An HPV vaccination rate for the practice's adolescent population prior to the training and 6 months after.