



**Health and
Human Services**

**Iowa Department of Health and Human Services
Request for Information**

Child Protection Center Training and Consultation

**FWBPCWP27025
Posted: September 29, 2026**

Issuing Officer:

Melanie Mathes
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The Iowa Department of Health and Human Services
("Agency")
will receive responses to this Request for Information until:

2 PM, October 30, 2026

Section 1.0 Overview

1.1 Purpose for the Request for Information (RFI).

The Iowa Department of Health and Human Services (hereafter “Agency”) released this RFI to welcome input from the contractor community and industry experts (hereafter “Respondents”) on various aspects of Child Protection Center Training and Consultation. This RFI is issued to obtain information only and will not result in a contract or vendor agreement with any Respondent.

The Agency encourages Respondents with experience in particular segments of the services or products described herein to respond to Agency questions with information related to best practices, industry standards, technology issues, qualifications and capabilities of potential vendors, and any other information the respondent deems responsive.

Respondents are asked to complete the attachment titled Attachment A Response to RFI# FWBPCWP27025 and submit it to the Agency’s Issuing Officer by the due date.

This RFI does not commit the Agency to publish a procurement, such as a request for response, or award any contract. Should the Agency issue a procurement at a later time, it will be open to all qualified Respondents, whether or not those Respondents chose to submit a response to this RFI. This RFI is not a pre-qualification process for any future contract or solicitation.

1.2 Background.

Child Protection Centers (CPC) and Child Advocacy Centers (CAC) are specialized programs that provide comprehensive, child-focused evaluation and support services in cases of suspected child maltreatment. CPCs and CACs typically employ multidisciplinary teams with expertise in medical evaluation, forensic interviewing, advocacy, and coordination with child welfare and law enforcement partners. Their role is to ensure that children receive trauma-informed, developmentally appropriate assessments while supporting consistent, high-quality, objectively-sound practices across agencies involved in child protection.

The Agency is exploring the development of a statewide consultation service designed to support qualified healthcare providers in conducting child abuse medical assessments for children referred by Agency child protection workers. This initiative would involve partnering with a CPC or CAC to establish and maintain a network of trained healthcare providers strategically located throughout Iowa. The goal is to ensure children, families, and child welfare staff have timely access to geographically convenient medical evaluations, reducing the need for extensive travel. Under this model, the selected CPC would be responsible for identifying and recruiting qualified providers, delivering specialized training, and offering ongoing clinical consultation when assessment questions arise. The intent of this project is to enhance the consistency, quality, and accessibility of child abuse medical assessments statewide.

1.3 Definitions.

“**Child Protection Center**” or “**Child Advocacy Center**” means a comprehensive, child-focused program, designed by communities to meet their needs, based in a facility that

allows law enforcement, child protection professionals, prosecutors, and the mental health and medical communities to work together to handle child abuse cases as described in Iowa Administrative Code 641-94.1(135). “Child Advocacy Center” is synonymous with “Child Protection Center.”

“Respondent” means the entity that submits a response to this RFI.

1.4 RFI Timetable.

Below is the anticipated timeline for this RFI. The Agency reserves the right to alter, modify, or delete activities and deadlines at its sole discretion. These times are provided in Central Standard Time.

Agency releases RFI	September 29, 2026	Posted on Bid Opportunities: bidopportunities.iowa.gov
Event	Due Date	Manner
Respondent submits questions regarding the RFI	October 9, 2026, by 2 PM	Submit via email to the Issuing Officer
Agency posts answers to submitted questions	October 16, 2026	Posted on Bid Opportunities
RFI response due to the Agency	October 30, 2026, at 2 PM	Submit via email to the Issuing Officer

Section 2.0 RFI Responses and Activities

2.1 Response Submission.

Respondents are requested to utilize the documents posted with this RFI to submit written responses to the Agency’s questions. Responses will be accepted through the date and time posted in the timetable above.

The electronic word document must be in a format that is compatible with Microsoft Word software. Respondents are encouraged to request confirmation of receipt of the emailed response from the Issuing Officer.

Responses shall be concise, but with enough detail to facilitate clear understanding. Respondents are not obligated to address each question. Interested parties may submit more than one response prior to the submission deadline. Please only include new information in subsequent submissions.

2.2. Questions and Communication About the RFI.

This RFI contains a written question and answer process to address questions or clarifying information provided in this RFI and the process of responding to this RFI. Note that the Agency is using this process to seek feedback to assist with making future decisions and cannot address questions related to future plans at this time. Any clarifying or procedural questions related to responding to this RFI must be received by the Issuing Officer by the date and time provided in the RFI timetable.

Written questions related to the RFI must be submitted via email to the Issuing Officer no later than the dates specified in the table above.

All communications about this RFI should be directed to the Issuing Officer. Should a potential respondent attempt to contact an employee of the Agency other than the Issuing Officer in an attempt to gather information about a future procurement, it may be grounds for that respondent's disqualification in that future procurement process.

2.3 RFI Reserved. (Presentations)

Section 3.0 General Terms and Conditions

3.1. Not a Competitive Procurement or Purchasing Instrument.

The purpose of this RFI is solely to gather information on potential methods, approaches, and solutions related to anticipated outcomes. Note that:

- Issuing this RFI does not commit the Agency to solicit services, award a contract, or make any purchase;
- The State of Iowa and the Agency will not form a contract with any entity based on responses to this RFI;
- Responses will not influence future competitive awards. Any subsequent bidding opportunity will be publicly announced in accordance with applicable procurement notice requirements; and
- If pricing is requested, it will be reviewed for informational purposes only. This RFI is not a request for a formal quote from any Respondent.

3.2 Costs of Responding to RFI.

The Agency is not responsible for any costs the Respondent incurs related to the preparation or delivery of the response, any presentation, or any other activities related to this RFI.

3.3 Right to Modify.

The Agency reserves the right to modify this RFI at any time or to reject responses, in whole or part.

3.4 Clarification of Responses.

The Agency reserves the right to contact a Respondent for the purpose of clarifying a response to ensure mutual understanding.

3.5 Ownership of Information and Copyrights.

By submitting a response, the Respondent agrees that the Agency:

- Owns Information submitted in response to this RFI,

- May copy and distribute the response for purposes of reviewing the response or to respond to requests for public records and such copying does not violate the rights of any third party, and
- Has the right to use ideas or adaptations of ideas that are presented in the responses and such usage does not violate the rights of any third party.

3.6 Public Records and Respondent Requests for Confidential Treatment.

Information submitted by a Respondent may be treated as public information by the Agency unless the Respondent properly requests that information be treated as confidential at the time of submitting the Response. The Agency's release of information is governed by Iowa Code Chapter 22 and Iowa Admin Code 7—2506.102, Respondents are encouraged to familiarize themselves with these rules before submitting information in response to this RFI. The Agency will share public records as required to comply with public records laws.

3.6.1 Confidential Treatment of Information

A Respondent may request confidential treatment of any portion of its Response. The Agency will treat information marked confidential only to the extent such treatment is supported under Iowa Code chapter 22 or other applicable law, as determined by a court of competent jurisdiction.

By submitting a Response and completing Form 22– Request for Confidential Treatment of Proposal, the Respondent acknowledges and agrees to the following:

1. **Public Records Requests:**
If the Agency receives a public records request for information marked confidential, the Agency will provide the Respondent written notice seventy-two (72) hours prior to release so the Respondent may seek injunctive relief under Iowa Code §§ 22.5 or 22.8. If the Respondent does not pursue such relief, the Agency may release the information with or without further notice. See section 3.6.3 below.
3. **Waiver and Responsibility:**
Failure to request confidential treatment through Form 22 constitutes a waiver of any confidentiality rights. Agency personnel are not responsible for maintaining the confidentiality of information for which no proper request was submitted.
4. **Information That Cannot Be Kept Confidential:**
Respondents may not request confidential treatment for pricing, including costs or budget information, or transmittal letters.

3.6.2 Instructions for Requesting Confidential Treatment of Information

If a Respondent wishes to request confidential treatment of any portion of its Response, the Respondent must submit two Responses: (1) a complete, unredacted Response containing the confidential information, and (2) a redacted Response with all confidential information removed.

Form 22 – Request for Confidential Treatment must be completed. Full completion of this form is required only when the Respondent is requesting confidential treatment. For each item the Respondent designates as confidential, the form must (1) identify the portion of the Respondent's Response where confidential treatment is requested, (2) identify the specific legal basis under Iowa Code chapter 22 or other applicable law, (3) describe why the material should be kept confidential, (4) explain why disclosure would not be in the public's best interest, and the Respondent must also provide contact information for the individual

authorized to respond to inquiries about the confidentiality request. Requests to designate an entire Response as confidential will be rejected as non-responsive.

The Respondent must submit to the Issuing Officer:

- One complete, unredacted Response. This version will be evaluated.
- One redacted Response labeled “Redacted Copy.” The redacted version must use the exact title with the word “Redacted” added at the beginning. In the redacted version, all confidential information must be removed, and the Respondent must insert the word “redacted” in the affected fields. Redactions must be made in a way that allows the public to understand the general nature of the removed material and preserves as much of the response as possible.

Both the complete Response and the redacted Response must be submitted to the Issuing Officer by the deadline listed in the Timetable.

3.6.3 Public Requests

If the Agency receives a public records request for information marked confidential, the Agency will provide written notice to the Respondent seventy-two (72) hours before releasing the information, allowing the Respondent to seek injunctive relief under Iowa Code section 22.8. Information marked confidential will be treated as confidential only to the extent a court of competent jurisdiction determines such information is protected under Iowa Code chapter 22 or other applicable law.

If a court or administrative agency initiates a proceeding to compel release of material the Respondent has marked confidential, the Respondent must, at its own expense, appear and defend its confidentiality request. If the Respondent does not do so, the Agency may release the information with or without further notice.

If the Respondent fails to properly follow the confidentiality request process, submits an unreasonable request, or withdraws the request, the Agency may release the information with or without advance notice.

Failure to request confidential treatment as outlined in this section will be deemed a waiver of any right to confidentiality.

3.7 Release of Claims.

With the submission of a response each Respondent agrees it waives any and all rights to bring any all claims or legal action against the Agency or State of Iowa or any employee of the Agency or State, based on any misunderstanding concerning the information provided herein or concerning the Agency’s failure, negligence, or otherwise, to provide the Respondent with pertinent information as intended by this RFI.

3.8 Governing Law and Forum.

This RFI shall be governed by and construed in accordance with the laws of the State of Iowa. Respondents are responsible for identifying and complying with all relevant legal requirements. Any litigation or other legal action arising from this RFI shall be brought exclusively in a court of competent jurisdiction in the State of Iowa.