



**COUNTY OF ALAMEDA
PUBLIC HEALTH DEPARTMENT**

QUESTIONS & ANSWERS

to

RFP No. **FY22-MPCAH-1008**

for

Home Visiting and Family Support

Summary of Q&A Submitted

Networking/Bidders Conferences held on **April 25 and April 26, 2023**

NOTICE TO BIDDERS

THIS COUNTY OF ALAMEDA, ACPHD QUESTIONS & ANSWERS (Q&A) DOCUMENT HAS BEEN ELECTRONICALLY ISSUED TO POTENTIAL BIDDERS VIA E-MAIL BASED ON THE BIDDERS CONFERENCE SIGN-IN SHEETS OR FROM OTHER SOURCES. THIS Q&A DOCUMENT WILL ALSO BE POSTED ON THE GENERAL SERVICES AGENCY (GSA) CONTRACTING OPPORTUNITIES WEBSITE LOCATED AT [HTTPS://WWW.ACGOV.ORG/GSA_APP/GSA/PURCHASING/BID_CONTENT/CONTRACTOPPORTUNITIES.JSP](https://www.acgov.org/gsa_app/gsa/purchasing/bid_content/contractopportunities.jsp)

Bid/Contract Questions

Q1: Has this RFP been awarded before?

A1: This contract opportunity has not been previously awarded by Alameda County Public Health Department (ACPHD).

Q2: Can you send the previous winning bid's proposal?

A2: There are no previous winning proposals.

Q3: Is the County open to receiving another electronic form of the proposal other than a USB drive (ie email, dropbox, etc.)?

A3: The electronic copy of the proposal must be in a single file (PDF with Optical Character Recognition preferred) and must be an exact scanned image (including signatures) of the original hard copy Exhibit A (Bid Response Packet), including additional required documentation. The electronic, single file must be on a USB flash drive and enclosed in a sealed envelope with one (1) original hardcopy (with original ink signatures) and four (4) copies of the bid. Please see RFP No. FY22-MPCAH-1008 – Addendum 1., III. Instructions to Bidders, S. Submittal of Proposal, S.1. Document Submittal, sections a.-j. (pp. 28-31) for additional details.

Scope of Work Questions

Q4: For the two client visits per month, is one required to be in person?

A4: Services must be provided on a continual basis throughout the contract period with at least two (2) face-to-face contacts per month; however, one face-to-face visit may be supplemented by a virtual contact once per month. Please see RFP No. FY22-MPCAH-1008 - Addendum 1., I. Statement of Work, E. Specific Requirements (pp. 9-10) for additional details.

Q5: Does this RFP allow the prime contractor to subcontract with other CBOs?

A5: Yes, the Awarded Bidder (prime contractor) may subcontract. Please see RFP No. FY22-MPCAH-1008 - Addendum 1., Exhibit A – Bid Response Packet Instructions, 4.c. (pp. 1-2), Bidder Acceptance (pp. 3-4), Debarment and Suspension Certification (p. 5), Small Local Emerging Business (SLEB) Information Sheet (pp. 6-7), Bid/Budget Form(s) (p. 11), and Table of Key Personnel (p. 13) for additional details.

Q6: Does the funding request have a maximum limit?

A6: The maximum funding amount for the entire RFP is \$1,425,000 during the contract award term October 1, 2023, to June 30, 2024. The maximum amount may be awarded to one (1) proposal or across multiple proposals – up to six (6). Please see RFP No. FY22-MPCAH-1008 – Addendum 1., I. Statement of Work, A. Intent (p.4) for additional details.