COUNTY OF ALAMEDA

Questions & Answers

to

RFP No. 901796

### for

**AB109 Direct Services: Therapy Services and Legal Services**

**in Support of Family Reunification**

**Networking/Bidders Conference Held on October 29, 2019**

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| **This County of Alameda, General Services Agency (GSA), RFP Questions & Answers (Q&A) has been electronically issued to potential bidders via e-mail. E-mail addresses used are those in the County’s Small Local Emerging Business (SLEB) Vendor Database or from other sources. If you have registered or are certified as a SLEB, please ensure that the complete and accurate e-mail address is noted and kept updated in the SLEB Vendor Database. This RFP Q&A will also be posted on the GSA Contracting Opportunities website located at** [**http://acgov.org/gsa\_app/gsa/purchasing/bid\_content/contractopportunities.jsp**](http://acgov.org/gsa_app/gsa/purchasing/bid_content/contractopportunities.jsp)**.** |

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1. Page 5 of the RFP, Section A (INTENT), Item 3, states the target population is as follows:
	* + 1. *Post-Release Community Supervision (PRCS). Individuals released from prison for non-serious and non-violent offenses and are not classified as high-risk sex-offenders and supervised by the local probation agency.*
			2. *Individuals charged and/or under supervision with an 1170(h)-eligible offense, including:*
				1. *Individuals sentenced to local prison and placed on mandatory supervision (also known as a split sentence); and*
				2. *Individuals granted deferred entry of judgement in lieu of an AB109-eligible offense.*
			3. *Individuals on formal probation.*
			4. *Individuals on pre-trial status (Note: Eligibility to be determined after State program and funding parameters have been determined).*
			5. *Participants in specialty courts with felony convictions.*

Other County bids and projects have defined the AB109 population differently. Can the County please confirm that this is the correct target population for this RFP? In addition, can the County address if the target population could change over the course of the contract awarded under this RFP?

* 1. **The target population defined in the RFP is correct. In addition, while the County does not expect the defined target population to change over the course of the contract, the County cannot guarantee it will not change either. Contractors will be expected to work with the County should the defined target population change.**
1. There is a currently funded contract for Family Reunification (Master Contract No. 901654). Are the performance measurements already standardized or are they still being developed? Can the County provide any information and/or clarification on what the performance measurements are or will be?
	1. **Performance measurements for these services are provided in the RFP [please see page 24 of the RFP, Section G (DELIVERABLES), Item 2.a. – 2.m., for the entire list].**
2. Page 18 of the RFP, Section E (ADMINISTRATIVE REQUIREMENTS), Item 3.a.(1), states that clients can be referred to the Contractor from:
	* + - 1. One or all of the three Family Reunification Case Management Agencies:

Centerforce;

Chinese for Affirmative Action; and

Tri-Cities Community Development Center.

Have any of the three currently funded Family Reunification contractors had any challenges getting referrals of the AB109 population?

* 1. **Contracts do not have challenges getting referrals (although, as is often the case with new contracts, the initial ramp-up did take some time). For example, last month, there were approximately 30 referrals.**

**Also, please note that Contractors under this RFP are allowed “to self-identify eligible clients” [see Item 3.a.(3) of the section referenced above). Contractors are encouraged, through their intake process, to find out if any of their clients are being supervised by ACPD so a reverse referral can be made. In that way, Contractors can utilize the client base they are already working with so as not to be solely dependent on direct referrals from ACPD or other contracted vendors.**

1. If a Contractor has clients that are part of its current caseload, is it possible to invoice for those clients.
	1. **As stated previously, Contractors are allowed and encouraged “to self-identify eligible clients.” If a Contractor is serving a client that it believes needs family reunification services, they would advise ACPD to confirm the client is eligible for services and request a reverse referral. However, services rendered prior to the contract start date are not billable.**
2. If a Bidder currently has a similar contract with another County agency/department funded with AB109 monies, will it be a conflict to bid on this RFP as well? If not, could a client be serviced under both contracts, or would that be considered supplanting?
	1. **Vendors who currently have a County contract funded through AB109 monies can, and are encouraged to, bid on this RFP (i.e., there is no conflict).**

**Should a vendor have two contracts funded through AB109 monies, a client may be serviced under both contracts. However, a client cannot be billed for the exact/specific service twice. For example, if a client is provided legal representation at a hearing on specific date, a vendor cannot bill both programs for that same representation. Bidders should only bill both programs for services provided to a client that are separate and distinct. Ultimately, the County will have sole determination as to whether or not supplanting of funds occurs.**

1. For any contract resulting from this RFP, would the Contractor only bill for work done on a monthly basis?
	1. **Contractors are expected to invoice the County on a monthly basis.**
2. Is there a minimum number of hours to maintain this contract, or a minimum amount of work to bill for each month?
	1. **No. The County does not guarantee any minimum or maximum—either in terms of referrals or funding/payment. The County expects to enter into contracts with vendors that have a program/services already in place and that also have the capacity to take on clients, either through direct referrals or reverse referrals. As such, there is no minimum requirement for clients or billable hours (monthly or otherwise).**