COUNTY OF ALAMEDA

Questions & Answers

to

RFP No. 901906

### for

**PERINATAL MENTAL HEALTH CLINICAL CONSULTING SERVICES**

**Networking/Bidders Conference Held on June 1, 2020**

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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. Is this Contract a new requirement, or is there a vendor currently providing these services? If so, what is the vendor name and contract number?
	1. **This Request for Proposal (RFP) 901906 is a rebid to a current contract. The incumbent is Dr. Angela Vincent Polk and Procurement Contract No. 19298**
2. Are the services described in this RFP continually needed, even beyond the term of the contract, and therefore may be bid out once again?
	1. **The services requested in this RFP is expected in the next three years as allowed by the grant. The County is not able to confirm that if the services requested will be required beyond the term of the contract.**
3. Does the County anticipate extending the bid due date?
	1. **No. The County does not anticipate in extending the bid due date.**
4. What additional details is the County willing to provide, if any, beyond what is stated in the bid documents concerning how you will identify the winning bid?
	1. **There is no additional detail beyond what is stated in the RFP document concerning bid award.**
5. Was this bid posted to the nationwide free bid notification website at [www.mygovwatch.com](http://www.mygovwatch.com)?
	1. **No. The bid was not posted on the nationwide free bid notification website.**
6. Other than the County’s website, where was this bid posted?
	1. **An EGOV bulletin was sent to subscribers of GSA Professional Services – Current Contracting Opportunities. The advertisement for the RFP was advertised in the Inter-City Express on May 19, 2020 and the Oakland Post on Monday 20, 2020.**
7. Is the 2,600 annual hours for one (1) clinician or shared amongst two (2) clinicians?
	1. **The 2,600 annual hours will be shared amongst two (2) clinicians. However, the hours listed in the Bid Form are estimates and are not to be construed as a commitment. No minimum or maximum is guaranteed or implied.**
8. Must the Bid Response Pack pages (except the removed pages) be included in the page count for the table of contents?
	1. **Yes. Please include the page count for the Table of Contents.**
9. Is the Bidder allowed to upload the Excel Bid Form and Exhibit A early and then make corrections to them before the deadline?
	1. **Yes. The Bidder is allow to upload their bid response (Exhibit A) along with the Excel Bid Form early and update the documents as long as it is before the deadline of July 7, 2020 before 2 p.m. Please be sure to click “Submit Bid” button again if previously submitted.**
10. In the last page of the RFP, Insurance Requirements, it states a minimum insurance coverage limit of 1 million per occurrence. If the Bidder does not transport clients nor visit clients in their homes, does the Bidder need this much coverage for bodily injury or property damage?
	1. **The County will consider changing the auto insurance requirement to a lower amount if minimal driving is required under the contract.**
11. Is the County open to building community based coalitions, which address maternal mental health?
	1. **No. This RFP requires the Contractors to provide mental health services to identified clients. The County is not open to above mentioned services.**
12. Is the expectation that the two (2) clinicians will be housed within the County during COVID-19? Also, what will happen after COVID-19 is over?
	1. **The Contractors will be oriented on individual and group telehealth interventions and case conferencing will be encouraged during COVID-19. After COVID-19, the two Contractors are expected to come into the Alameda County Public Health office. However, further details will be determined in the future by Alameda County Health Officer’s Order. Please refer to 901906 Addendum 1 for further clarification.**
13. Can the contract include a 10-15% admin cost therefore including program management and evaluation?
	1. **Please provide all costs including administration and etc. as one quote and additional clarification if needed in the Description of Proposed Services section.**
14. Does the Bidder have the option of providing an addendum which breaks down the expenses given that the template is an one lined item budget?
	1. **The Bidder shall provide the quotation as requested on the separate excel Bid Form. No alternations or changes of any kind are permitted. If the Bidder wishes to provide further clarification on quotation breakdown, please include them in the Description of Proposed Services section.**
15. Page 4 of the Bid Response Packet, Section (Bidders Acceptance), Signature Page.



If a Bidder unable to apply an electronic signature, are they able to print out the signature page to sign?

* 1. **Yes. The Bidder may print page 4 of the Bid Response Packet, have an original wet signature, and scan it as PDF to combine with the rest of the Exhibit A - Bid Response Packet.**
1. Is the County soliciting for two (2) Perinatal Health Clinicians?
	1. **Yes. Page 5, I. STATEMENT OF WORK, B. (SCOPE) states:**

***The MPCAH unit of the ACPHD is soliciting two clinicians who will provide therapy interventions to a caseload of 12-20 African American female clients with perinatal mood disorders including perinatal depression, postpartum blues, anxiety symptoms, perinatal obsessive compulsive disorder (OCD), post-traumatic stress disorder (PTSD), perinatal trauma histories, postpartum psychosis and other depressive disorders.***

1. Does the Bid Form have to be uploaded to the EZSourcing Portal as well as the Bid Response Packet?
	1. **Yes. Pages 22-23, III. INSTRUCTIONS TO BIDDERS, S. (SUBMITTAL OF BIDS), 2 and 3 states:**

***2. Bidders must submit an electronic copy of their proposal. The electronic copy must be in a single file (PDF with Optical Character Recognition (OCR) preferred), and shall be an exact scanned image of the original hard copy Exhibit A – Bid Response Packet, including additional required documentation.***

***3. Bidders must submit pricing on the Excel Spreadsheet – Bid Form in EZSourcing Supplier Portal.***

The following participants attended the Bidders Conference:

|  | **Company Name / Address** | **Representative** | **Contact Information** |
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|  | **Angela Vincent Polk****5605 Ocean View Drive****Oakland, CA 94618** | **Angela Vincent Polk** | Phone: **510-395-5083** |
| E-Mail: **angela@wonderfultherapy.com** |
| Prime Contractor: **Yes** |
| Subcontractor: **No** |
| Certified SLEB: **N/A** |
|  | **California Health Collaborative**  | **Alexandra Addo-Boateng** | Phone: **510-520-0928** |
| E-Mail: **aaddoboateng@healthcollaborative.org** |
| Prime Contractor: **Yes** |
| Subcontractor: **No** |
| Certified SLEB: **N/A** |