**COUNTY OF ALAMEDA**

**HEALTH CARE SERVICES AGENCY (HCSA)**

QUESTIONS & ANSWERS REPORT 1

**to  
RFP No. HCSA-900520**

**for**

County Behavioral Health Care Operations and Revenue Cycle Management System

**Summary of Q&A Related to Contracting/SLEB Program Questions Submitted**

**Virtual Networking/Bidders Conferences held on September 2 & 3, 2020**

**Notice to Bidders**

This County of Alameda, HCSA Questions & Answers (Q&A) Document has been electronically issued to potential bidders via e-mail based on the virtual 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>

**Bid/Contract Questions**

**Q1: Do you anticipate extending the bid due date?**

*A1: The Calendar of Events reflects an October 21, 2020 deadline at 2:00 pm. The County intends to keep this deadline. Should any changes be made to the bid due date, this will be documented in any issued Addendum.*

**Q2: What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?**

*A2: All available information regarding this bid opportunity is provided at the following weblink:* [*https://www.acgov.org/gsa\_app/gsa/purchasing/bid\_content/contractingdetail.jsp?BID\_ID=2292*](https://www.acgov.org/gsa_app/gsa/purchasing/bid_content/contractingdetail.jsp?BID_ID=2292)

**Q3: Page 24 of the RFP states “Bidders must meet the County’s Small and Emerging Locally Owned Business requirements”.**

1. **Can you confirm 20% of the bid amount is required to be subcontracted to a small or emergency local business if the Prime vendor is not a SLEB?**
2. **Can a link or list of small or emerging local business be provided to potential bidders?**
3. **Can SLEB’s be proposed on multiple bids in response to this RFP?**
4. **Does the bid preference only apply to SLEB’s priming the bids?** **Does inclusion of a SLEB subcontractor in a bid allow for the awarding of SLEB preference points to the prime bidder?**

*A3.a: The County policy for contracting requires for a Prime Bidder who is neither a Certified SLEB nor exempt from the SLEB program to subcontract at least 20 percent of the total contract value to a Certified SLEB. Please also see A7 below.*

*A3.b:* *The list of Bidders Conference attendees was made available on Tuesday, September 8, 2020 on the GSA website referenced in A2 above. Information regarding any SLEB vendor in attendance was also included on this list. Prime Bidders may also locate a SLEB partner at the following the link:* [*https://acgov.org/sleb\_query\_app/gsa/sleb/query/slebmenu.jsp*](https://acgov.org/sleb_query_app/gsa/sleb/query/slebmenu.jsp)

*Bidders may use the NAICS codes provided on page 24 of the RFP (Section III. N. Award, Item 2) to search for a potential SLEB partner. It is not required that a SLEB subcontractor have attended the Bidders Conferences to be included in a Prime Bidder’s bid response. Mandatory attendance at one of the Bidders Conferences is applicable to Prime Bidders only.*

*A3.c: Yes, SLEB subcontractors may be included as part of more than one bid response. The County will only accept one bid response from a SLEB Prime Bidder.*

*A3.d: Only the Prime Bidder (lead agency) is eligible to receive SLEB or Local preference points. Inclusion of a SLEB subcontractor in a bid response to meet contracting requirements does not allow for the awarding of SLEB preference points. Bidders should use their discretion in forming subcontracting relationships. The Prime Bidder must be the entity that will directly perform and lead the vast majority of the scope of work and deliverables under contract with the County. Bid responses may not include a Certified SLEB as the Prime Bidder if the Certified SLEB will not perform the vast majority of the scope of work as outlined in the RFP and any accompanying Addenda.*

**Q4: The SLEB preferential point/percentage is only for local Alameda County, correct?**

*A4: Yes, the SLEB program cited in the RFP is only for businesses certified or local within Alameda County and not those certified under local preference programs in other jurisdictions.* *The County will apply preference points for certified SLEBs as well as for local companies. See also Exhibit A page 42, Item 10 and A3.d above.*

**Q5: If as a primary contractor, we plan to include a Certified SLEB vendor as a subcontractor, are we precluded from including a subcontractor who did not attend/participate in either of the Networking/Bidder Conferences?**

*A5: See A3.b above. No, Bidders may subcontract with any Certified SLEB for the purpose of meeting contract award requirements and not just SLEBs in attendance at the Bidders Conferences. Mandatory attendance applies only to Prime Bidders.*

**Q6: Based on the bidder roll calls during the Networking/Bidder Conferences, we identified Health Roads as the only Certified SLEB vendor, who was not a primary contractor. Please confirm that Health Roads is able to be included as a Certified SLEB subcontractor in as many proposal responses as they choose without harmful effect to the primary contractors?**

*A6: See A3.c above. Yes, this is correct.*

**Q7. If a Bidder cannot locate or submit a subcontractor on this RFP or otherwise meet the SLEB requirement, can the Bidder request a SLEB waiver?**

*A7.  To take any exception to the County provisions in the RFP, such as the SLEB requirements, Bidder must use the Exceptions, Clarifications, Amendments form on Exhibit A, page 58. The Bidder must cite each particular instance in the RFP which the Bidder takes exception to and provide a description of the nature of the exception requested (e.g., an exception to the SLEB subcontract requirement or amount).*

*The County is under no obligations to accept any exceptions and such exceptions may be a basis for bid disqualification. Nonetheless, due to the depth of scope of work and the deliverables and expertise expected by County, it is acknowledged by HCSA that exceptions to this requirement may be necessary.*

*If Bidders are having difficulties finding a SLEB subcontractor or meeting the SLEB requirement, the County suggests contacting Auditor-Controller Agency, Office of Contract Compliance & Reporting (OCCR) for assistance. Contact information can be found at the following link:* [*https://acgov.org/auditor/sleb/contactus.htm*](https://acgov.org/auditor/sleb/contactus.htm)

*See also A3.b. above.*

**Q8: Was this bid posted to the nationwide free bid notification website at** [**www.mygovwatch.com/free**](http://www.mygovwatch.com/free)**? Other than your own website, where was this bid posted?**

*A8: No. Posting is available at the County GSA website cited in A2 above, though the bid opportunity may have been circulated to other networks by third parties.*