**COUNTY OF ALAMEDA**

**HEALTH CARE SERVICES AGENCY (HCSA)**

QUESTIONS & ANSWERS

**to  
RFQ No. HCSA-900221**

**for**

**Subject Matter Expert (SME) Pool**

**Summary of Q&A Submitted**

**Virtual Networking/Bidders Conferences held on February 3 and 4, 2021**

**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 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>

**Q1: Are you only accepting hard copies at your offices? Or can we email response packets? Previously some RFQs were being accepted via email during the COVID-19 pandemic.**

*A1: For RFQ No. HCSA-900221, all bids must be SEALED and must be received at the Health Care Services Agency of Alameda County by 2:00 p.m. on the due date specified in the Calendar of Events . Bidders are to submit one (1) original hardcopy bid (Exhibit A – Bid Response Packet, including additional required documentation), with original ink signatures, and an electronic copy of their quotation on disk or USB flash drive and enclosed with the sealed original hardcopy of the bid. Please refer to the RFQ, page 18, Section IV.R. INSTRUCTIONS TO BIDDERS, SUBMITTAL OF BIDS for instructions on the submission of bids. Bids will not be accepted via email.*

**Q2: Does Alameda County Health Care Services have Epic Installed? If they do, what application do they have?**

*A2: Alameda County Health Care Services Agency does not utilize EPIC.*

**Q3: Just wanted to know if there’s part in this RFQ that would need SMEs (IT contractors) who will help in any system that Alameda County has or will be developing.**

*A3: Bidders should review the RFQ in its entirety and use their discretion to determine if their areas of Subject Matter Expert (SME) meet the qualifications specified in the RFQ. The County encourages qualified SME to submit a response regarding their specific are(s) of experience and expertise for potential inclusion in the pool. The purpose of this procurement is to allow the County to have diverse expertise in the pool.*

**Q4: If approved to be part of the SME Vendor Pool, how long would that approval be in place?**

*A4: As of now, qualified SME Vendor Pool approval will be in place until June 2021 due to the availability of Whole Person Care (WPC) funding. The County is expecting to receive an extension of WPC funding from the State through December 31, 2021, and intends on extending the SME Pool term to December 31, 2021 pending Board of Supervisors approval.*

**Q5: I am currently part of the SME pool. If you wanted to add an additional SME as part of the original RFQ, would I submit a new proposal for the additional SME?**

*A5: No, vendors already qualified into the SME Pool do not need to submit a new proposal for additional SME. Please contact Marianne Morgado (refer to contact details provided in the RFQ document) for instructions on how to include additional SME to existing qualification.*

**Q6: Will we have access to the slides you’ve shown today?**

A6: The ppt slides from the Bidders Conferences will not be distributed as all the text from the slides were directly from the RFQ.