**COUNTY OF ALAMEDA**

**HEALTH CARE SERVICES AGENCY (HCSA)**

QUESTIONS & ANSWERS

**to  
RFP No. HCSA-900122**

**for**

**Consulting for Emergency Medical Services (EMS) System Redesign**

**Summary of Q&A Submitted**

**Networking/Bidders Conferences held on October 4 and 5, 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>

**Bid Submission & Requirements Questions**

**Q1: I wanted to confirm that the bids will not be accepted via email and that hard copies must be delivered to your office address.**

*A1: Bid submissions via email will not be accepted. Bidders are to submit one original hardcopy bid with original ink signatures, three copies of the original hardcopy, and an electronic copy on disk or USB flash drive. All bids, whether delivered by an employee of Bidder, U.S. Postal Service, courier, or package delivery service, must be received and time stamped at the stated address by 2 pm on October 21, 2021. Please refer to Section IV.S of the RFP, SUBMITTAL OF BIDS and Section IV.T of the RFP, RESPONSE FORMAT for instructions regarding bid submission.*

**Q2: The presentation slide in question states:**

**Local and SLEB Preference points shall apply to this procurement:**

**-5% additional for Certified SLEB**

**-5% additional for Local**

**-10% total possible preference point**

**My question relates to formatting. At first glance the hyphen (the sign -) was confused for minus (sign -) indicating a loss of 5%. For some reason it appeared that primary bidders that were not (and did not partner with) a SLEB would be allowed but would lose 5%. Upon further review this seems incorrect as it seems clear the county wants to engage with SLEB at some level.**

**Q2.1. Please clarify the requirement for bids as it relates to SLEB.**

**Q2.2. Please clarify the impact on points as it relates to SLEB engagement.**

*A2. The “-“ sign is meant to serve as a bullet, not as a minus sign. Local and Certified SLEB bidders receive additional preference points.*

*A2.1. Alameda County’s Small, Local and Emerging Business (SLEB) Program aims to promote the growth of small, local and emerging businesses. To be considered for the contract award, bidders must meet the County’s SLEB requirement. If a prospective bidder is not Certified SLEB, bidder may meet the SLEB requirement by subcontracting 20% of the bid amount to one or more Certified SLEB partner(s).*

*Bidders must indicate how they meet the SLEB requirement by filling out the SLEB PARTNERING INFORMATION SHEET (included in Exhibit A Bid Response Packet, p.8). Please refer to Section III.N of the RFP, AWARD for information on the SLEB requirement. Please visit* [*Alameda County’s SLEB Program website*](http://acgov.org/auditor/sleb/overview.htm) *for more information.*

*A2.2. If a bidder is Certified SLEB, the bid receives an additional 10% in preference points. For example, hypothetically, at the end of the County Selection Committee (CSC) evaluation, if a bid were to have 100 points, if the bidder was also a certified SLEB, the bid would receive 110 points.*

*In another hypothetical example, if a prospective bidder (X) were to partner with a proposed subcontractor (Y) (that is a Certified SLEB) to meet the SLEB requirement, if X holds more than 50% of the bid amount, then X would be the primary bidder. In this case, because the primary bidder is not Certified SLEB, the bid would not receive the 10% SLEB preference points.*

**Q3: My business is local to Alameda County but is not a Certified SLEB. Would we still get preference points for being local?**

*A3: If a bidder is not certified SLEB but local (holding a verifiable business license issued by the County of Alameda or a city within the County, and proof of six months of business residency), the bid would receive an additional 5% in preference points. For example, hypothetically, at the end of the County Selection Committee (CSC) evaluation, if a bidder were to have 100 points, if the bidder was local, the bid would receive additional 5 points. Bidders must indicate local status by checking the relevant checkbox under item 10 on the BIDDER INFORMATION AND ACCEPTANCE FORM (included in Exhibit A Bid Response Packet, p.3), and including the required documentation in their bid.*

**Q4: My organization is very interested in submitting a bid, but we are not a Certified SLEB. We will look for a Certified SLEB partner. If we are not successful, is it possible to submit a bid without a SLEB partner?**

*A4: Prospective bidders are expected to make every effort to meet the SLEB requirement. Please review the* [*Attendee List*](https://gsa.acgov.org/do-business-with-us/contracting-opportunities/current-bid/?bidid=2414) *for the Bidders’ Conferences, and the* [*Alameda County SLEB Program website*](https://acgov.org/sleb/overview.htm) *to identify Certified SLEB organizations for partnership. Subcontracted activities can be non-consultative but supporting/administrative.*

*If a prospective bidder makes every effort to meet the SLEB requirement and is not successful, within the bidder’s bid response, the bidder could request an exception to the requirement by filling out the EXCEPTIONS, CLARIFICATIONS, AMENDMENTS FORM (included in Exhibit A Bid Response Packet, p.11). Please refer to Exhibit A Bid Response Packet Page 1 for instructions regarding taking exceptions to policies or specifications of this RFP. The County is under no obligation to accept requests for exceptions.*

**Q5: Would the County consider waiving the SLEB requirement for this procurement?**

*A5: See A4.*

**Scope & Conflict of Interest Questions**

**Q6: I have an existing contract with the County, am I eligible to submit a bid?**

*A6: Yes. Organizations or individuals that have an ongoing contract with the County or have held a contract with County in the past, may submit a bid response for this RFP, provided they meet the Bidder Minimum Qualifications stated in the RFP.*

**Q7: The ACFCA is pursuing an assessment of the EMS system in Alameda County. How will that impact this RFP? How will/does the ACFCA's project on this same topic impact this RFP?**

*A7: A third party’s assessment of the EMS system, for example from ACFCA (Alameda County Fire Chiefs Association), that is not led by Alameda County, will have no impact on this procurement for consulting services, RFP No. 900122. As stated in the RFP, in Phase 1 of the contract term, the awarded contractor will facilitate and execute a comprehensive assessment of the current EMS system, taking into consideration stakeholders’ input facilitated and received by Alameda County* ***prior to the beginning of the contract resulting from RFP No. HCSA-900122.*** *Please refer to Section I.C of the RFP, STATEMENT OF WORK for more information.*

**Q8: If I am awarded a contract in this RFP, would my providing services to organizations interested in submitting bids for the 9-1-1 Ambulance RFP constitute a conflict of interest?**

*A8: Yes. The awarded bidder, that receives a contract as a result of this RFP must agree that the awarded bidder has no present or future conflict of interest between providing the services described in the RFP and any potential bidder on the 9-1-1 Ambulance Transport Services RFP, which has any interest adverse or potentially adverse to the County. Please refer to Section III.L of the RFP, TERM, TERMINATION, RENEWAL for information regarding possible sources of conflict of interest.*