COUNTY OF ALAMEDA

Questions & Answers

to

RFQ No. 902048

### for

INMATE APPAREL, LINENS, AND HYGIENE SUPPLIES

**Networking/Bidders Conference Held on January 14, 2022**

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| **This County of Alameda, General Services Agency (GSA), RFQ 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 RFQ Q&A will also be posted on the GSA Contracting Opportunities website located at** [**Alameda County Current Contracting Opportunities**](https://gsa.acgov.org/do-business-with-us/contracting-opportunities/)**.**  |

Alameda County is committed to reducing environmental impacts across our entire supply chain.

If printing this document, please print only what you need, print double-sided, and use recycled-content paper.

Thank you for your participation and interest in the County of Alameda.

All the questions are direct copy and paste from written questions emailed by Bidders. In the answers of these questions, the County of Alameda shall be noted as “County”. The Questions and Answers are the final stance of the County. Please consider this document in preparation of your bid response.

**Clarification Statement:**

1. Question No. 4 refers to “Submitting Your Bid: Do’s & Don’ts” on GSA website at: <https://gsa.acgov.org/do-business-with-us/submit-a-bid-dos-and-donts/>

**Questions and Answers:**

1. Can you please share your current or most recent pricing and vendor information for these line items?
	1. **The current incumbent is Bob Barker, Inc. For the pricing information, please submit a public record request online at** [**https://gsa.acgov.org/about-gsa/contact-us/public-records-request/**](https://gsa.acgov.org/about-gsa/contact-us/public-records-request/)
2. Will this contract be awarded by line item or in its entirety?
	1. **Bidders can submit a bid either for the Inmate Apparel and Linens category (Bid Form A-1 and A-2) or for the Hygiene Supplies category (Bid Form A-3), or both; but are required to bid on all items listed on the bid form for each category. The County intends to award a contract to the Bidder(s) selected as the lowest responsible Bidder(s) whose response meets the County’s requirements for each category.**
3. Does each line item require to be bid in order to be considered for award?
	1. **Bidders can submit a bid either for the Inmate Apparel and Linens category (Bid Form A-1 and A-2) or for the Hygiene Supplies category (Bid Form A-3), or both; but are required to bid on all items listed on the bid form for each category. Bid pricing on all line items are required. Partial bids are not acceptable. Bid responses that do not comply will be subject to rejection in total.**
4. Please explain: ‘Don’t Combine multiple line items into a single line item. All items must be bid separately.’
	1. **A single line item should contain a cost for the requested good or service. At no time should a Bidder merge or combine several line items in one. The County wants to see a cost for each line item.**
5. What is the complete item set for Hygiene specifically?
	1. **Items will be ordered individually as indicated on the Bid Form (A-3), not as a set.** **Every hygiene item has a different unit of measure and they are noted in the Bid Form (A-3).**
6. Are item needs different per: Institution (Juvenile vs. Adult); Gender (male vs. female items); Sexual Expression i.e. Trans?
	1. **Items will be ordered and distributed separately by each County department to meet the needs of their population.** **Alameda County Probation Department** **will accommodate to youth’s gender specific needs upon request.**
7. Young women’s bodies are different than Adult women's bodies. Is the agency invested in different products per age and issue?
	1. **Items will be ordered and distributed separately by each County department to meet the needs of their population.**
8. Are surveys taken of the inmates about the hygiene products so that we can better think out the selection(s)?
	1. **There are County’s processes in place for inmates to communicate their needs; a formal survey is not one of them.**
9. Is the agency invested in body continuous items such as organic, items with chemicals on the State of California Prop 65 list?
	1. **It is the intent of the RFQ specifications, terms and conditions to procure the safest and most environmentally preferable products with equivalent or higher performance and at equal or lower cost than traditional products. Specific requirements from the County’s Sustainability Program that are related to this Bid are included in the appropriate Bid sections. It is not the intent of the RFQ specifications, terms and conditions to procure items that require a Prop 65 warning.**
10. Costs are higher for organic and body-conscious items is the agency going for cheaper items or items that are safe and quality?
	1. **It is the intent of the RFQ specifications, terms and conditions to procure the most effective, the safest, and high quality products. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability. The determination may include an evaluation of certain sample items that may be identified by the County for evaluation of quality after bids are received. For more information on the inmate apparel and linens, please refer to the Specific Requirements section in the RFQ (page 6-7) and Appendixes 1 and 2 in Exhibit A, and for hygiene supplies please refer to the Bid Form (A-3).**
11. Are there any new emerging areas of hygiene that the agency wants to tackle but have not as it relates to Hygiene?
	1. **No.**
12. Historically, how often are reorders?
	1. **Quantities listed in the RFQ are annual estimates based on past usage and are not to be construed as a commitment. No minimum or maximum is guaranteed or implied. Orders will be placed for individual or multiple items on an ongoing basis at any given time depending on departments’ needs.**
13. Is the agency(Alameda County), okay with minimum order quantity?
	1. **Quantities listed in the RFQ are annual estimates based on past usage and are not to be construed as a commitment. No minimum or maximum is guaranteed or implied.** **The County should not be held to any minimum orders.** **Orders placed by the County shall be completed in full in a timely and accurate manner as often as needed. Please refer to page 7 of the RFQ Section E. (SPECIFIC REQUIREMENTS) Item 2.**
14. Documentation says three references but most of the work has been with a few. Please explain if there are fewer.
	1. **Bidders are to provide a list of three (3) current references. References must be satisfactory as deemed solely by County. Services or goods provided by Bidder to the references should have similar scope, volume and requirements to those outlined in these specifications, terms and conditions. Bidders must verify that the contact information for all references provided is current and valid.**
15. Are tampons or pads preferred? Are there preference differences per adult or child?
	1. **Bid Form A-3 Hygiene Supplies includes both items (items d.1 and d.4). The County does not have a specific preference. Depending on the users’ preference, the County will provide the choice of female hygiene products.**
16. Will this be awarded by Individual Line items within a group, By Individual Groups, or All or None for all the groups combined? For example, If we are the lowest price on just Blankets, Pillowcases, Washcloths, and Bath Towels, and Navy Sheets within the A-1 ACSO BEDDING AND LINEN Group, can we be awarded just these items? This is important as we do not stock most of the other items within the A-1 ACSO BEDDING AND LINEN Group
	1. **The bid responses will be evaluated by two categories – Inmate Apparel and Linens category and Hygiene Supplies category. Bidders can submit a bid either for the Inmate Apparel and Linens category (Bid Form A-1 and A-2) or for the Hygiene Supplies category (Bid Form A-3), or both; but are required to bid on all items listed on the bid form for each category. Bid pricing on all line items is required. Partial bids are not acceptable. Bid responses that do not comply will be subject to rejection in total.**
17. Do you have a previous bid tabulation for this bid with the awarded prices and vendors?
	1. **Please submit a public record request online at** [**https://gsa.acgov.org/about-gsa/contact-us/public-records-request/**](https://gsa.acgov.org/about-gsa/contact-us/public-records-request/)
18. Do you know how many times you place PO’s with each vendor throughout the year? For example, Monthly, Quarterly, every 6 months, etc? Essentially how many times will each vendor have to ship per year?
	1. **Quantities listed in the RFQ are annual estimates based on past usage and are not to be construed as a commitment. No minimum or maximum is guaranteed or implied.** **Orders will be placed on an ongoing basis depending on departments’ needs for individual or multiple items and can be made at any given time. It is difficult to estimate exactly how many orders would be made or how often orders are being delivered given a specific time period.**
19. Appendix 1. Page 1 of 5. Item #2. T-SHIRTS (Men). Is first quality require for these T-shirts? What is the minimum fabric weight required for these T-shirts? Knowing that the material states either 100% Cotton or 50/50 poly cotton, we want to point out that there is a large difference between the quality and price of these T-shirts. Would the County be able to able to state which one they want rather than make it an option?
	1. **There is no specific minimum or maximum fabric weight required. Currently, the County stocks t-shirts of different fabrics and weights. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability.**
20. Appendix 1. Page 1 of 5. Item #3. SWEAT SHIRT (Men and Women). Is there a weight requirement?
	1. **There is no specific minimum or maximum fabric weight required. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability.**
21. Appendix 1. Page 2 of 5. Item #5. SWEAT PANTS (Men and Women). Is there a weight requirement?
	1. **There is no specific minimum or maximum fabric weight required. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability.**
22. Appendix 1. Page 2 of 5. Item #6. MEN’S BOXERS. Is there a weight requirement?
	1. **There is no specific minimum or maximum fabric weight required. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability.**

Q23) Appendix 1. Page 2 of 5. Item #7. JACKET. How many pockets and button are required? Is there a weight requirement for Demin?

**A23)** **There is no specific minimum or maximum fabric weight. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability. There must be a sufficient number of buttons to keep the front of the jacket closed. Pockets are acceptable but not required.**

Q24) Appendix 1. Page 3 of 5. Item #12. BLANKETS. Is there a weight requirement?

**A24)** **There is no specific minimum or maximum fabric weight required. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability.**

1. Appendix 1. Page 3 of 5. Item #13. SHEETS. The material states bleached, and the color is navy. Do these have to be bleach white or navy?

**A25) Please see Addendum No. 1.**

1. Appendix 1. Page 4 of 5. Item #16. WOMEN’S NIGHTGOWN. Is the weight requirement for this garment 5 oz or higher?
	1. **There is no specific minimum or maximum fabric weight required. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability.**
2. Appendix 2. Page 1 of 2. Item #1. SWEAT PANTS (Men and Women). Is there a weight requirement?

**A27) There are no specific minimum or maximum fabric weight required. Items proposed must meet the County’s standard for acceptable quality, especially with regard to durability.**

1. Appendix 2. Page 1 of 2. Item #2. T- SHIRTS (Men and Women). Is there a weight requirement?

**A28)** **There is no specific minimum or maximum fabric weight required. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability.**

Q29) Appendix 2. Page 1 of 2. Item #3. POLO SHIRTS (Men and Women). Is there a weight requirement?

**A29)**  **There is no specific minimum or maximum fabric weight required. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability.**

Q30) Appendix 2. Page 1 of 2. Item #4. TROUSERS (Men and Women). Is there a weight requirement?

**A30)**  **There is no specific minimum or maximum fabric weight required. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability.**

1. Appendix 2. Page 1 of 2. Item #5. SHORTS (Men and Women). Is there a weight requirement?

**A31)** **There is no specific minimum or maximum fabric weight required. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability.**

Q32) Appendix 2. Page 1 of 2. Item #6. MEN’S BOXERS. Is there a weight requirement?

**A32) There is no specific minimum or maximum fabric weight required. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability.**

1. Appendix 2. Page 2 of 2. Item #8. ATHLETIC SHORTS. Are any pockets required?

**A33)** **No pockets are required. Please see Addendum 1.**

1. Appendix 2. Page 2 of 2. Item #14. SHORTS (Men and Women). Is there a weight requirement?

**A34)** **There is no specific minimum or maximum fabric weight required. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability.**

1. Appendix 2. Page 2 of 2. Item #15. SHORTS (Men and Women). Are any pockets required? Is there a weight requirement?

**A35) No pockets are required. Please see Addendum 1. There is no specific minimum or maximum fabric weight required. Items proposed must meet the County’s standards for acceptable quality, especially with regard to durability.**