**RFPQ QA TEMPLATE**

QC: DOC REV. DATE 9/2/21

COUNTY OF ALAMEDA

Questions & Answers

to

RFP No. SS-2022

### for

­­SUPPORTIVE SERVICES PROGRAMS

under

TITLES IIIB, IIID, AND VIIB, OLDER AMERICANS ACT, as amended in 2020

MELLO-GRANLUND OLDER CALIFORNIANS ACT of 1996

**Networking/Bidders Conference Held 1/27/2022 and 1/28/2022**

|  |
| --- |
| **This County of Alameda, Social Services Agency (SSA) RFP No. SS-2022 Questions & Answers (Q&A) will 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/)[<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.

**Questions and Answers:**

1. For Enhanced Fitness, is there a training, certification or guide that instructors have to obtain and or follow?
	1. [**https://projectenhance.org/enhancefitness**](https://projectenhance.org/enhancefitness) **has supplemental information on Enhanced Fitness.**
2. Please add the information on training fees and allowance to add that to our budgets.
	1. [**https://projectenhance.org/enhancefitness**](https://projectenhance.org/enhancefitness) **has supplemental information on Enhanced Fitness.**
3. Is there a reason that Enhance Wellness is not listed on this RFP? Can it be added?
	1. **Title IIID Health Promotion funding only supports Group Physical Activity programs. As an Individual Physical Activity program, Enhance Wellness cannot be added to SS-2022. Individual Physical Activity programs are included in RFP SIPP-2022.**
4. There is an overlap between some services under health promotion and senior injry prevention. If we are applying for Tai Chi and Walk with Ease, is it best to just apply to Senior Injury Prevention RFP (where tai chi or walk with ease is) rather than Supportive Services (Tai Chi) and Senior Injury (Walk with Ease)
	1. **All program performance, recording, and reporting requirements are identical for these services under both RFP’s. There are simply two separate streams of funding for these services, so these services are included under both RFPs.**
5. Can we print the RFP doublesided?
	1. **RFP SS-2022 Section III. Q. SUBMITTAL OF BIDS, Item 3 states, “It is preferred that all proposals submitted shall be printed double-sided.**
6. For Health Promotion, is in person or online acceptable?
	1. **RFP SS-2022 Section I. D. SPECIFIC REQUIREMENTS, Item 1 states, “Virtual Access to Services: In response to the Covid-19 Pandemic, virtual service access, hours, format, and/or delivery may be observed, allowing service provision via an online platform such as Zoom or Microsoft Teams.”**
7. Senior Centers must have a lunch time meal program available for senior center participants, but does this not mean that agency needs to apply to AAA Nutrition Services?
8. **Senior Centers are not required to respond to RFP NS-2022 to provide Nutrition Services. The requirement is to provide a lunch time meal program. The means of provision is the decision of the Senior Center.**
9. Can we can add multiple letters of intent to the same email?
	1. **Yes, you can add multiple letters of intent to the** **aaarfp@acgov.org** **email.**
10. Do we submit letter of intent to this same email?
	1. **Yes,** **aaarfp@acgov.org** **should be used for all RFP correspondence.**
11. What part of the bidders’ response do we need to submit for each one of the service categories?
	1. **A complete Bid Response is required for each proposed service category.**
12. For government agencies - not non for profit agencies, what additional documents are required?
	1. **Organizational Chart, City Council Roster, Copies of minutes of two most recent City Council meetings.**
13. Since I am the primary contact for the Bid Response Packet and manager of the contract, can I list my contact information and just have the City Manager sign for terms and conditions?
	1. **Yes.**
14. Since I am the primary contact for the Bid Response Packet and manager of the contract, can I list my contact information and just have the City Manager sign for terms and conditions?
	1. **Yes.**
15. RFP Page 13, CalFresh Expansion: Does the "1,250 service units" include outreach activities? And re: applications, is it new applications only, OR new and renewal applications?
	1. **The 1,250 is for new and renewal applications.**
16. 1/27/2022 Bidders Conf: There was discussion of binders and tabs. What sections would tabs delineate?
	1. **The individual sections of the proposal as included on the Bid Response Table of Contents.**
17. AAA staff mentioned using binder clips instead of 3-ring binders. Would tabs be needed if binder clips are used?
	1. **Yes.**