**RFPQ ADDENDUM TEMPLATE**

QC: DOC REV. DATE 8/25/21

COUNTY OF ALAMEDA

ADDENDUM No. 1

to

RFP No. SIPP-2022

### for

­­SENIOR INJURY PREVENTION PROGRAMS

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| **This County of Alameda, Social Services Agency (SSA), RFP No. SIPP-2022, Addendum No. 1 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 RFP No. SIPP-2022, Addendum No. 1 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/) [<https://gsa.acgov.org/do-business-with-us/contracting-opportunities/>]**.** |

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**The following Sections have been modified or revised as shown below.** Changes made to the original RFP document are in **bold** print and highlighted, and deletions made have a ~~strike through~~.

**Page 5 of the RFP, Section I (STATEMENT OF WORK), Item B (INTENT)(first paragraph) is revised as follows:**

 B. INTENT

It is the intent of these specifications, terms and conditions to describe the needs and requirements soliciting proposals from public, nonprofit, or for-profit organizations qualified to provide senior injury and fall-prevention programs that include home modifications; group and individual physical activity; **and** individual medication management~~; and other County-Funded Services~~. Funding for this Request for Proposals (RFP) has been allocated to the Alameda County, Area Agency on Aging (AAA) by the County’s Board of Supervisors and is administered by the Alameda County Public Health Department (ACPH), Measure A Funding. This funding helps provide a comprehensive and coordinated system of services for elders.

**Page 22 of the RFP, Section II (COUNTY PROCEDURES, TERMS, AND CONDITIONS), Item G (EVALUATION CRITERIA/SELECTION COMMITTEE)(F)(3) is revised as follows:**

3. Using the instructions and template provided in Exhibit B, please submit **one Line-Item Budget that includes all service categories selected on the Bid Response Form.** ~~a separate Line-Item Budget for each service category for which a bid is submitted.~~

**Page 32 of the RFP, Section III (INSTRUCTIONS TO BIDDERS), Item Q (SUBMITTAL OF BIDS)(2) is revised as follows:**

2. Bidder’s name, return address, RFP number and title must appear on the sealed package. Bids are to be addressed and delivered as follows:

RFP No. SIPP-2022

~~SIPP AND COUNTY-FUNDED SERVICES~~ **SENIOR INJURY PREVENTION PROGRAMS**

Jennifer Stephens-Pierre, Director

Alameda County, Area Agency on Aging

6955 Foothill Blvd., Suite 143

Oakland, CA 94605

Email: AAARFP@acgov.org

**\*PLEASE NOTE** that on the bid due date, a bid reception desk will be open between 8:30 a.m. – 2:00 p.m. and will be located in the 1st floor lobby at 6955 Foothill Boulevard, Suite 143, Oakland, CA.

**Page 35 of the RFP, Section III (INSTRUCTIONS TO BIDDERS), Item S (ADDITIONAL REQUIRED DOCUMENTATION) is revised as follows:**

S. ADDITIONAL REQUIRED DOCUMENTATION

All **ORIGINAL** BID RESPONSE PACKETS must include these additional documents:

1. An organizational chart

2. Copy of Adult Day Care License or status of application (if applicable)

**ORIGINAL** BID RESPONSE PACKETS for Nonprofit Agencies must also include:

1. Nonprofit Determination Letter (501[c][3])

2. Articles of Incorporation

3. Most recent Bylaws

4. Roster of Board of Directors

5. Copies of minutes of the two most recent Board of Director’s meetings

**ORIGINAL BID RESPONSE PACKETS for Bidders seeking 5% Local Bid Preference must also include:**

**1. Copy of a verifiable business license, issued by the County of Alameda or a City within the County; and**

**2. Proof of six months business residency, identifying the name of the vendor and the local address. Utility bills, deeds of trust or lease agreements, etc., are acceptable verification documents to prove residency.**

**Page 3 of the EXHIBIT A – BID RESPONSE PACKET, Section BIDDER ACCEPTANCE, Item 2 is revised as follows:**

1. The undersigned is authorized, offers, and agrees to furnish the articles and/or services specified in accordance with the Specifications, Terms & Conditions of the Bid Documents of RFP No. SIPP-2022 – SENIOR INJURY PREVENTION PROGRAMS ~~and COUNTY-FUNDED SERVICES~~.

**Page 7 of the EXHIBIT A – BID RESPONSE PACKET, Section BID RESPONSE NARRATIVE (ADMINISTRATIVE AND FISCAL QUALIFICATIONS), Item 3 is revised as follows:**

1. Using the instructions and template provided in Exhibit B, please submit **one Line-Item Budget** **that includes all services categories selected on the Bid Response Form**. ~~a separate Line-Item Budget for each service category for which a bid is submitted.~~ (5 points)