**COUNTY OF ALAMEDA**

**HEALTH CARE SERVICES AGENCY (HCSA)**

**ADDENDUM No. 2**

**to
RFP No. HCSA-900522**

**for**

**COVID-19 LAB PROCESSING SERVICES**

**Specification Clarification/Modification**

**Notice to Bidders**

This County of Alameda, HCSA Addendum has been electronically issued to potential bidders via e-mail based on the bidders conference sign-in sheets or from other sources. This Addendum 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>

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

Page 1 of the RFP is hereby modified as follows:

**RESPONSE DUE**

 by

**2:00 p.m.**

on

**March ~~14~~ 21, 2022**

#

Page 5 of the RFP, Section I. A. STATEMENT OF WORK, INTENT, is hereby modified as follows:

1. **STATEMENT OF WORK**

## INTENT

It is the intent of these specifications, terms and conditions to describe **COVID-19** **laboratory** **processing services** being requested by Health Care Services Agency’s (HCSA) Alameda County Public Health Department (ACPHD) to provide COVID-19 lab services for Alameda County residents.

Alameda County seeks to contract with a **qualified laboratory (ies) (lab(s))** to provide COVID-19 laboratory services for both diagnostic and surveillance testing to Alameda County Public Health Department (ACPHD) COVID-19 testing contractors, such as Community-Based Organizations (CBOs), Community Health Centers (CHCs) and/or Federally Qualified Health Centers (FQHCs) (see definitions below) that serve communities, including those who have limited English proficiency, lack of access to technology or phones or stable address, low literacy, and/or other access barriers to their COVID-19 testing results.

Under this Request for Proposal (RFP), the County intends to award an initial ~~3-~~**2.5-**month contract(s) for the approximate term of April 1**5**, 2022-June 30, 2022 (with an option to renew or extend up to an additional 57**.5** months) to the Bidder(s) selected as the most responsible Bidder(s) whose response(s) conform(s) to the RFP and meets the County’s.

As the situation with the COVID-19 pandemic evolves, the County reserves the right to amend the contract(s) to add funds and extend the term, pending availability and applicability of funds, in accordance with the scope of work described in this RFP. The total term(s) will not exceed 5 years.

The initial source of funding for services provided under this RFP is Federal. Future sources for services provided under this RFP may include other federal, state, local, or private funds

Page 11 of the RFP, Section II. CALENDAR OF EVENTS, is hereby modified as follows:

|  |  |
| --- | --- |
| **EVENT** | **DATE/LOCATION** |
| Request Issued | February 14, 2022 |
| Networking/Bidders Conference #1 | February 22, 2022, 2:00p.m. (PST)Microsoft Teams meeting **Join on your computer or mobile app** [Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_YzRiYTVjMDktN2NiYi00MTg3LWE4N2YtZDE2N2RkZTU0NmZi%40thread.v2/0?context=%7b%22Tid%22%3a%2232fdff2c-f86e-4ba3-a47d-6a44a7f45a64%22%2c%22Oid%22%3a%22db133300-351f-4336-818f-8dc8c8612a19%22%7d) **Or call in (audio only)** +1 415-915-3950,,81971048#   United States, San Francisco (888) 715-8170,,81971048#   United States (Toll-free) Phone Conference ID: 819 710 48#  |
| Networking/Bidders Conference #2 | February 23, 2022, 10:00a.m. (PST)Microsoft Teams meeting **Join on your computer or mobile app** [Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_NTcxMzI2MWItNjE4Yi00YTM3LWJhYzUtYmJkODc2YzZhYjI5%40thread.v2/0?context=%7b%22Tid%22%3a%2232fdff2c-f86e-4ba3-a47d-6a44a7f45a64%22%2c%22Oid%22%3a%22db133300-351f-4336-818f-8dc8c8612a19%22%7d) **Or call in (audio only)** +1 415-915-3950,,822545494#   United States, San Francisco (888) 715-8170,,822545494#   United States (Toll-free) Phone Conference ID: 822 545 494#  |
| **Written Questions Due via Email: aarroyo@acgov.org** | **February 23, 2022 BY 5:00 p.m. (PST)** |
| List of Attendees | February 28, 2022 |
| Q&A Issued | March 4, 2022 |
| **Q&A V2 Issued (replaces original Q&A)** | **March 11, 2022** |
| Addendum **No.1** Issued [only if necessary to amend RFP] | March 4, 2022 |
| **Addendum No. 2 Issued**  | **March 11, 2022** |
| **Response Due** | **~~March 14, 2022, BY 2:00 p.m. (PST)~~** **March 21, 2022, by 2pm (PST)** |
| Evaluation Period | ~~March 14, 2022-March 29,2022~~**March 22, 2022-April 8, 2022** |
| ~~Board Letter Recommending~~ **Notice of Intent to** Award Issued | ~~April 5, 2022~~**April 11, 2022** |
| Board Consideration Award Date | ~~April 19, 2022~~**April 26, 2022** |
| Contract Start Date | ~~April 1, 2022~~**April 15, 2022** |

Page 20 of the RFP, Section III. L. COUNTY PROCEDURES, TERMS AND CONDITIONS, TERM / TERMINATION / RENEWAL, is hereby modified as follows:

1. **COUNTY PROCEDURES, TERMS AND CONDITIONS**

## TERM / TERMINATION / RENEWAL

* + 1. The term of the contract, which may be awarded pursuant to this RFP, will be initially ~~3-~~**2.5-** months with an option to renew or extend up to an additional 57**.5** months.
		2. The County has and reserves the right to suspend, terminate or abandon the execution of any work by the Contractor without cause at any time upon giving to the Contractor prior written notice. In the event that the County should abandon, terminate or suspend the Contractor’s work, the Contractor shall be entitled to payment for services provided hereunder prior to the effective date of said suspension, termination or abandonment. The County may terminate the contract at any time without written notice upon a material breach of contract and substandard or unsatisfactory performance by the Contractor. In the event of termination with cause, the County reserves the right to seek any and all damages from the Contractor.  In the event of such termination with or without cause, the County reserves the right to invite the next highest ranked Bidder to enter into a contract or re-bid the project if it is determined to be in its best interest to do so.
		3. The County may, at its sole option, terminate any contract that may be awarded as a result of this RFP at the end of any County Fiscal Year, for reason of non‑appropriation of funds. In such event, the County will give Contractor at least 30 days written notice that such function will not be funded for the next fiscal period. In such event, the County will return any associated equipment to the Contractor in good working order, reasonable wear and tear excepted.
		4. By mutual agreement, any contract which may be awarded pursuant to this RFP, may be extended up to an additional 57**.5** months at agreed prices with all other terms and conditions remaining the same.

Page 8 of the Exhibit A, REQUIRED DOCUMENTATION AND SUBMITTALS, Cost and Support Narrative is hereby modified as follows:

# **Cost and Budget Narrative (1 single-spaced page):** Bidder shall use the Budget Form in Exhibit B to detail proposed costs for a ~~three~~-**2.5** months period. The Bidder’s proposed budget shall state cost per test. In addition to the Budget Table, Bidder shall provide a budget narrative to aid the reader in evaluating the budget. The budget information presented in the budget table and budget narrative combined shall include only the following allowable costs:

* + 1. Lab processing per test fee (may include shipping to and from site, test kit, lab processing, portal development & management).

Disallowed costs include start-up costs, insurance fees, indirect, incentives, food, and vehicles.

Page 1 of the Exhibit B, BUDGET FORM is hereby modified as follows:

Cost can be submitted using one of the applicable budget formats below. Alterations and changes are permitted but must clearly show all line item costs. This quote should state all costs associated with service provision over a ~~three (3~~**~~)~~ 2.5** month contract period. Final pricing will be subject to further negotiation and based on agreed scope of services.

# Bidder shall use the Budget Form in Exhibit B to detail proposed costs for a ~~three (3~~**~~)~~ 2.5** -month period. The Bidder’s proposed budget shall state cost per test. In addition to the Budget Table, Bidder shall provide a budget narrative to aid the reader in evaluating the budget. The budget information presented in the budget table and budget narrative combined shall include only the following allowable costs:

1. Lab processing per test fee (may include shipping to and from site, test kit, lab processing, portal development & management).

 Disallowed costs include start-up costs, insurance fees, indirect, incentives, food, and vehicles.

|  |  |  |  |
| --- | --- | --- | --- |
| **Budget Item** | **Cost per Test** | **Quantity** | **Total** |
| **Lab Processing Test**  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Lab Test Sub-Total** |  |
| **Total Budget Request** |  |