**COUNTY OF ALAMEDA**

**HEALTH CARE SERVICES AGENCY (HCSA)**

**ADDENDUM No. 1**

**to
RFP No. HCSA-901123**

**for**

**Recipe4Health Health Coaching/Nutrition Education Service Provider**

**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 (RFP No. HCSA-901123) are in **bold** print and highlighted, and deletions made have a ~~strike through~~.

Section I., Statement of Work, Item B., Background, (p.5) is hereby modified as follows:

As of 2020, the number of County residents who were food insecure was 154,830, which represented approximately 9.3% of the population and roughly half the number of certified Medi-Cal eligible individuals in Alameda County (source: feedingamerica.org). Furthermore in 2021, Medi-Cal eligible individuals have been told they have pre or borderline diabetes (13.6%), hypertension (32.4%), lipid problems (20.3%), and heart disease (6.6%) to name a few chronic conditions (2021 California Health Interview Survey). In 2017, ALL IN Alameda County (ALL IN), which was spearheaded by Supervisor Wilma Chan and adopted as an initiative of the Board, designed to address issues at the

intersection of poverty and health, and launched a series of food as medicine pilot programs intended to address these high levels of food insecurity and chronic conditions. Following the success of these pilot programs, ALL IN created the Recipe4Health (R4H) program in 2019 to provide medically supportive foods to low-income residents experiencing food insecurity and/or are diagnosed with, or at risk of developing, nutrition-related chronic conditions such as obesity, diabetes, and hypertension. As of July 1, 2022, Alameda County’s Recipe4Health program was transferred to Health Care Services Agency (HCSA) to ensure support and alignment of its current programs with other services.

The Alameda County Recipe4Health initiative is an integrative model for healthcare that addresses the social determinants of health (specifically food insecurity and social isolation) and chronic conditions. This nationally recognized, award-winning model advances health and racial equity by transforming the healthcare system’s capacity to increase access to and utilization of affordable, nutrient-rich, medically supportive food and to provide ongoing behavioral change support to improve the overall health of communities. Recipe4Health is one of the first “food as medicine” programs in California to become a Medi-Cal (Medicaid) covered service. The Recipe4Health model has three “ingredients”:

1. Food Farmacy: Patients receive produce prescription for 12 weeks (plus refills as medically necessary) of regenerative organic produce that is local, seasonal, without pesticides, and nutrient dense, delivered weekly to their homes.
2. Health Coaching/Nutrition Education: Patients receive group/individual health coaching/nutrition education (e.g., movement, nutrition education, stress reduction and social connection) to integrate food interventions into daily life habits.
3. Food as Medicine training: Healthcare clinic staff receive clinical nutrition training and electronic health record workflow integration support.

Recipe4Health works with Alameda County clinics to implement its “food as medicine” program to address nutrition-related chronic conditions and food insecurity, generating referrals to the Food Farmacy and for Health Coaching/Nutrition Education.

Recipe4Health currently operates in five clinic sites across Alameda County: 1) Native American Health Center; 2) Lifelong Medical Center – Ashby; 3) Bay Area Community Health – Liberty; 4) Hayward Wellness Center; and 5) Tiburcio Vasquez Health Center; with expansion plans to add clinic locations in 2023 (based upon sufficient funding available for program expansion). A total of 8 health coaching/nutrition education groups, 2 in-person and 6 virtual, are currently active.

Health coaching/nutrition education services are currently **projected to be** provided to approximately ~~300~~ **765** patients ~~annually~~ **in this fiscal year,** across groups **and individual coaching**~~, with a goal to reach approximately 875 patients~~. Patients must have a qualifying chronic condition to be referred to health coaching/nutrition education.

Section I., Statement of Work, Item G., Deliverables / Reports, is hereby modified as follows:

* + 1. Contractor shall be required to deliver services to a minimum of ~~250~~ **450** unique and unduplicated patients in a 6-month period.
		2. Contractor shall provide weekly and monthly reports to Recipe4Health including referral data, enrollment data, utilization data (e.g. service dates), and extension request data as follows:
			1. Weekly reporting of enrollment data shall be completed ~~each Monday~~ in a shared dashboard and include:
				1. Number of unduplicated referrals, by clinic, for the previous week
				2. Number of unduplicated enrollments, by clinic, group and individual coaching/nutrition education, for the previous week
				3. Number of unduplicated redemptions of services, by clinic, group, and/or individual coaching/nutrition education, for the previous week
				4. Number of patients attending each group, for the previous week
				5. Number of patients seen by the clinic provider for the previous week (for groups with a provider only)
				6. Additional information, as agreed upon between contractors and Recipe4Health

Section II., County Procedures, Terms, and Conditions, Item I., Evaluation Criteria / Selection Committee, 4. is hereby modified as follows:

1. Price Discrepancy. In the case of a discrepancy between the ~~unit price~~ **budget form** and ~~an extension~~ **budget narrative**, the ~~unit price~~ **budget form** will be used for evaluation purposes.

Section III., Instructions to Bidders, Item T., Submittal of Proposals 3.b. is hereby modified as follows:

1. Only one bid response will be accepted from any one person, partnership, corporation, or other entity~~; however, several alternatives may be included in one response~~. For purposes of this requirement, “partnership” shall mean, and is limited to, a legal partnership formed under one or more of the provisions of California or other state’s Corporations Code or an equivalent statute.

RFP Exhibit A – Bid Response Packet, BUDGET FORM (page 19) is hereby modified as follows:

Instructions: Bidder must use the Budget Form provided below. The proposed budget should state costs, including personnel, supplies and materials, administrative, indirect costs, etc. to provide the proposed services for 8 health coaching/nutrition education groups (4 virtual Clinic-based GMVs at minimum of 10 patients per group, 2 in-person Clinic-based GMVs at minimum of 10 patients per group, and 2 County-wide groups at minimum of 10 patients per group) and ~~150~~ **275** individual coaching/nutrition education patients for the 6-month contract period.

COST MUST BE SUBMITTED AS REQUESTED ON THE BUDGET FORM. NO ALTERATIONS OR CHANGES OF ANY KIND ARE PERMITTED.

Bid proposals that do not comply may be rejected.

Bid pricing on all line items is required. Line items may be marked with $0 if there is no cost for a particular line item. If there are any line items that are not priced, the bid may be considered a partial bid and disqualified. Partial bids are not acceptable.

|  |  |
| --- | --- |
| **Budget Item** | **Expense** |
| **Operating Expenses** |   |
| *Clinic-based health coaching/nutrition education Group Medical Visits Virtual* *(4 groups at minimum patient capacity of 10 patients per group)* |   |
| Personnel | $ |
| Materials and Supplies | $ |
| Other Expenses | $ |
| *Clinic-based health coaching/nutrition education Group Medical Visits - In-person (2 groups at minimum patient capacity of 10 patients per group)* |   |
| Personnel | $ |
| Materials and Supplies | $ |
| Other Expenses | $ |
| *County-wide health coaching/nutrition education Groups* *(2 groups at minimum patient capacity of 10 patients per group)* |   |
| Personnel | $ |
| Materials and Supplies | $ |
| Other Expenses | $ |
| *Individual health coaching/nutrition education infrastructure (~~150~~* ***275*** *patients)* |   |
| Personnel | $ |
| Materials and Supplies | $ |
| Other Expenses | $ |
| ***Referral Intake/Outreach*** |  |
| **Personnel** | **$** |
| **Materials and Supplies** | **$** |
| **Other Expenses** | **$** |
| **Operating Expenses Subtotal** | **$** |
| Indirect Costs (not to exceed 14.9% of total budget) | $ |
| **Program Total** | **$** |

RFP Exhibit A – Bid Response Packet, BUDGET NARRATIVE (page 20) is hereby modified as follows:

Instructions: Bidder is to provide a Budget Narrative.

The Budget Narrative must provide a breakdown of the cost(s) listed in the BUDGET FORM. All costs attributed to the project under the awarded contract MUST be listed and described in the Budget Narrative.

The budget justification should include:

1. A breakdown of the cost(s) listed in the budget form;

2. Additional details about the number of staff required as well as a staff to patient ratio for the each of the proposed services;

3. Any projected additional revenue (i.e. billing revenue, leveraged funds) as well as expenditures over the anticipated 6-month contract term; and

4. If Bidder has capacity to serve more than the minimum number of clients per group **and/or individual sessions**, please provide additional details about the maximum group size **and/or number of individual sessions** the Bidder can accommodate as well as any additional costs that may be required to accommodate the maximum ~~group size~~ **number of patients**.