**COUNTY OF ALAMEDA**

**HEALTH CARE SERVICES AGENCY (HCSA)**

**ADDENDUM No. 1**

**to
RFP No. HCSA-901223**

**for**

**Center for Healthy Schools and Communities (CHSC) Mental Health Consultation in School for Tri-Valley School Districts**

**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, COVER PAGE, is hereby modified as follows:

**COUNTY OF ALAMEDA**

REQUEST FOR PROPOSAL No. HCSA-901223

For

Center for Healthy Schools and Communities (CHSC) Mental Health Consultation in School for Tri-Valley School Districts

|  |  |
| --- | --- |
| **Bidders Conference #1: Wednesday, March 8, 2023, 1:00pm (PST)**Microsoft Teams meeting**Join on your computer, mobile app or room device**[Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_MDVlYTVlYzItNzc1Ni00NWI0LWEzNTctNjUyZjMzZTE1ODAz%40thread.v2/0?context=%7b%22Tid%22%3a%2232fdff2c-f86e-4ba3-a47d-6a44a7f45a64%22%2c%22Oid%22%3a%22436db069-6522-4827-b2b6-5e512a53d806%22%7d)Meeting ID: 256 026 540 371 Passcode: T8UisS[Download Teams](https://www.microsoft.com/en-us/microsoft-teams/download-app) | [Join on the web](https://www.microsoft.com/microsoft-teams/join-a-meeting)**Or call in (audio only)**+1 415-915-3950,,185726854#   United States, SFPhone Conference ID: 185 726 854#[Find a local number](https://dialin.teams.microsoft.com/c44e85b4-06d5-44f1-aa66-048146aad930?id=185726854) | [Reset PIN](https://dialin.teams.microsoft.com/usp/pstnconferencing)  | **Bidders Conference #2: Thursday, March 9, 2023, 11:00am (PST)** Microsoft Teams meeting**Join on your computer, mobile app or room device**[Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_Yjc3NTJmNzQtNjkzZC00NzU3LWFhOGEtNDRhMzE0N2FhMTgw%40thread.v2/0?context=%7b%22Tid%22%3a%2232fdff2c-f86e-4ba3-a47d-6a44a7f45a64%22%2c%22Oid%22%3a%22436db069-6522-4827-b2b6-5e512a53d806%22%7d)Meeting ID: 217 069 728 936 Passcode: egJL4G[Download Teams](https://www.microsoft.com/en-us/microsoft-teams/download-app) | [Join on the web](https://www.microsoft.com/microsoft-teams/join-a-meeting)**Or call in (audio only)**+1 415-915-3950,,752928769#   United States, SFPhone Conference ID: 752 928 769#[Find a local number](https://dialin.teams.microsoft.com/c44e85b4-06d5-44f1-aa66-048146aad930?id=752928769) | [Reset PIN](https://dialin.teams.microsoft.com/usp/pstnconferencing) |
| Additional Information: Bidders Conferences are virtual and can be accessed by clicking on the meeting links provided above at the scheduled dates and times. |
| **For complete information regarding this project, see Request for Proposal (RFP) posted 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/**](https://gsa.acgov.org/do-business-with-us/contracting-opportunities/)**]****or contact the County representative listed below.****Thank you for your interest!****Contact Person: ~~Angela Cai~~ Alexandra Arroyo****Phone Number: ~~(510) 618-3371~~ (510) 618-3364E-mail Address:** **~~acai@acgov.org~~****aarroyo@acgov.org** |

**RESPONSE DUE**

**By** **2:00 p.m.
on**

**April 7, 2023**

**at**

**Alameda County, Health Care Services Agency**

**1000 San Leandro Blvd, Suite 300, San Leandro, CA 94577**

Page 2 of the RFP, Section CALENDAR OF EVENT, is hereby modified as follows:

CALENDAR OF EVENTS

REQUEST FOR PROPOSAL No. HCSA-901223

CHSC Mental Health Consultation in School for Tri-Valley School Districts

|  |  |
| --- | --- |
| **EVENT** | **DATE/LOCATION** |
| **Request Issued** | **March 3, 2023** |
| **Networking/Bidders Conference No. 1** | **Wednesday, March 8, 2023, 1:00pm (PST)**Microsoft Teams meeting**Join on your computer, mobile app or room device**[Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_MDVlYTVlYzItNzc1Ni00NWI0LWEzNTctNjUyZjMzZTE1ODAz%40thread.v2/0?context=%7b%22Tid%22%3a%2232fdff2c-f86e-4ba3-a47d-6a44a7f45a64%22%2c%22Oid%22%3a%22436db069-6522-4827-b2b6-5e512a53d806%22%7d)Meeting ID: 256 026 540 371 Passcode: T8UisS[Download Teams](https://www.microsoft.com/en-us/microsoft-teams/download-app) | [Join on the web](https://www.microsoft.com/microsoft-teams/join-a-meeting)**Or call in (audio only)**+1 415-915-3950,,185726854#   United States, San FranciscoPhone Conference ID: 185 726 854#[Find a local number](https://dialin.teams.microsoft.com/c44e85b4-06d5-44f1-aa66-048146aad930?id=185726854) | [Reset PIN](https://dialin.teams.microsoft.com/usp/pstnconferencing)  |
| **Networking/Bidders Conference No. 2**  | **Thursday, March 9, 2023, 11:00am (PST)** Microsoft Teams meeting**Join on your computer, mobile app or room device**[Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_Yjc3NTJmNzQtNjkzZC00NzU3LWFhOGEtNDRhMzE0N2FhMTgw%40thread.v2/0?context=%7b%22Tid%22%3a%2232fdff2c-f86e-4ba3-a47d-6a44a7f45a64%22%2c%22Oid%22%3a%22436db069-6522-4827-b2b6-5e512a53d806%22%7d)Meeting ID: 217 069 728 936 Passcode: egJL4G[Download Teams](https://www.microsoft.com/en-us/microsoft-teams/download-app) | [Join on the web](https://www.microsoft.com/microsoft-teams/join-a-meeting)**Or call in (audio only)**+1 415-915-3950,,752928769#   United States, San FranciscoPhone Conference ID: 752 928 769#[Find a local number](https://dialin.teams.microsoft.com/c44e85b4-06d5-44f1-aa66-048146aad930?id=752928769) | [Reset PIN](https://dialin.teams.microsoft.com/usp/pstnconferencing) |
| **Written Questions Due via Email:** ~~acai@acgov.org~~**aarroyo@acgov.org** | **March** ~~9~~ **10, 2023 by 5:00 p.m.** |
| **List of Attendees** | **March 15, 2023**  |
| **Questions & Answers Issued** | **March 27, 2023** |
| **Addendum No .1 Issued** ~~(only if necessary)~~ | **March ~~27~~ 9, 2023** |
| **Bid Response Due1000 San Leandro Blvd, Suite 300 San Leandro, CA 94577** | **April 7, 2023 by 2:00 p.m.**  |
| **Evaluation Period** | **April 7, 2023 - May 17, 2023** |
| **Notice of Intent to Award Issued** | **May 18, 2023** |
| **Board Consideration Award Date** | **June 20, 2023** |
| **Contract Start Date** | **July 1, 2023** |

***NOTE: All dates are tentative and subject to change.***

Page 3 of the RFP, Section TABLE OF CONTENT (header only), is hereby modified as follows:

COUNTY OF ALAMEDA

REQUEST FOR PROPOSAL No. **HCSA-**901223

SPECIFICATIONS, TERMS & CONDITIONS

for

Center for Healthy Schools and Communities (CHSC) Mental Health Consultation in School for Tri-Valley School Districts

TABLE OF CONTENTS

Pages 10-11 of the RFP, Section I.G. STATEMENT OF WORK, BIDDERS CONFERENCE(S), is hereby modified as follows:

G. BIDDERS CONFERENCE(S)

* + 1. The Bidders Conference(s) held on the date(s) specified in the Calendar of Events will be online via Microsoft Teams. Bidders can participate via a computer with a stable internet connection (the recommended Bandwidth is 512Kbps) by clicking on the meeting links provided in the Calendar of Events.
		2. Information regarding the RFP will be presented during the conference(s). To get the best experience, the County recommends that Bidders who participate remotely use equipment with audio output such as speakers, headsets, or a telephone.
		3. Bidders Conference(s) will be held to:
			1. Provide an opportunity for Small Local Emerging Businesses (SLEBs) and large firms to network and develop subcontracting relationships to participate in the contract(s) that may result from this RFP.
			2. Provide an opportunity for Bidders to request clarification on this RFP and ask specific questions about the project, goods, and services.
			3. Provide the County with an opportunity to receive feedback related to this RFP.
		4. The Bidders Conference(s) Attendees List will be released in a separate document.
		5. Written questions submitted via email by the stated deadline will be addressed in a posted RFP Questions and Answers (Q&A) following the Bidders Conference(s). Should there be a need to amend or revise the RFP, an Addendum will be issued. Any verbal statements, including at any Bidders Conference(s) are not binding. Only the written documents will be binding.
		6. Questions regarding these specifications, terms, and conditions are to be submitted in writing via email by 5:00 p.m. on the date specified in the Calendar of Events to:

~~Angela Cai~~ **Alexandra Arroyo**, ~~Senior~~ Program Specialist

**Alameda County, Health Care Services Agency**

**Email:** ~~acai@acgov.org~~ **aarroyo@acgov.org**

* + 1. Attendance at the Bidders Conference(s) is highly recommended but are not mandatory. Potential bidders are strongly encouraged to attend to further facilitate subcontracting relationships. Vendors who attend the Bidders Conference(s) will be added to the Vendor Bid List.

Pages 24 of the RFP, Section III.R. INSTRUCTIONS TO BIDDERS, COUNTY CONTACTS, is hereby modified as follows:

R. COUNTY CONTRACTS

* + - 1. HCSA - Special Projects Office is managing the competitive process for this project on behalf of the County. All contact during the competitive process is to be through the HCSA - Special Projects Office only. Any communication regarding this RFP with other County personnel may result in disqualification.
			2. The evaluation phase of the competitive process shall begin upon receipt of sealed bid proposals and continue until a contract has been awarded.
			3. Contact Information for this RFP:

~~Angela Cai~~ **Alexandra Arroyo**, ~~Senior~~ Program Specialist

Alameda County, Health Care Services Agency

1000 San Leandro Blvd, Suite 300, San Leandro, CA 94577

Email**:** ~~acai@acgov.org~~ **aarroyo@acgov.org**

Phone: ~~(510) 618-3371~~**(510) 618-3364**

* + - 1. The GSA Contracting Opportunities website will be the official notification posting place of all bid documents related to this RFP. Each Bidder is responsible for checking the website for any Addendums and other notices related to this RFP. Go to [**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/>] to view the posting for this RFP and other current contracting opportunities.

Pages 25 of the RFP, Section III.S. INSTRUCTIONS TO BIDDERS, SUBMITTAL OF PROPOSALS, is hereby modified as follows:

S. SUBMITTAL OF PROPOSALS

1. Document Submittal
	* + 1. All bids must be SEALED and RECEIVED at the Health Care Services Agency of Alameda County by 2:00 p.m. on the due date specified in the Calendar of Events. The County strongly recommends early submittal; UNSEALED OR LATE BIDS CANNOT BE ACCEPTED.
			2. No email (electronic) or facsimile bids will be considered.
			3. Bids will be received ONLY at the address shown below, and by 2:00 p.m. on the due date specified in the Calendar of Events. Any bid received after said time and/or date or at a place other than the stated address cannot be considered and will be returned to the bidder unopened.
			4. All bids, whether delivered by an employee of Bidder, U.S. Postal Service, courier or package delivery service, must be received and time stamped at the stated address prior to the time designated. The Health Care Services Agency’s timestamp shall be considered the official timepiece for the purpose of establishing the actual receipt of bids. If hand delivering bids, please allow time for parking and entry into secure building.
			5. Bids are to be addressed and delivered as follows:

Alameda County Health Care Services Agency

RFP No. HCSA-901223 Center for Healthy Schools and Communities (CHSC) Mental Health Consultation in School for Tri-Valley School Districts

ATTN: ~~Angela Cai~~ **Alexandra Arroyo**

1000 San Leandro Blvd, Suite 300

San Leandro, CA 94577

For questions:

Email**:** ~~acai@acgov.org~~ **aarroyo@acgov.org**

Phone: ~~(510) 618-3371~~**(510) 618-3364**

Bidder’s name and return address must also appear on the mailing package.

\*PLEASE NOTE that on the bid due date, a bid reception desk will be open between 9:00 a.m. – 2:00 p.m. and will be located on the 3rd Floor at 1000 San Leandro Blvd, Suite 300.

Pages 26 of the RFP, Section III.S. INSTRUCTIONS TO BIDDERS, SUBMITTAL OF PROPOSALS, is hereby modified as follows:

1. Submissions Processes
	* + 1. All costs required for the preparation and submission of a response shall be borne by the Bidder.
			2. 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.
			3. The final award information will be posted on the County’s “Contracting Opportunities” website.
			4. The County reserves the right to reject any bid response.
			5. All bid responses shall remain open to acceptance and irrevocable for a period of not less than 180 days unless otherwise specified in the bid documents.
			6. All other information regarding the bid responses will be held as confidential until the contract(s) has been fully negotiated with the recommended awardees named in the recommendation to award/non-award notification(s). The submitted proposals shall be made available upon request no later than five (5) calendar days before the recommendation to award and enter into contract is scheduled to be heard by the Board of Supervisors. All parties submitting proposals, either qualified or unqualified, will received emailed recommendation to award/non-award notification(s), which will include the name of the bidder to be recommended for award of this project. In addition, award information will be posted on the County’s “Contracting Opportunities” website, mentioned above.