COUNTY OF ALAMEDA

Questions & Answers

to

RFP No. 902279

### for

STATE LEGISLATIVE ADVOCACY SERVICES

**Networking/Bidders Conference Held on March 22, 2023**

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| **This County of Alameda, General Services Agency (GSA), RFP Questions & Answers (Q&A) has been electronically issued to potential bidders via email. Email addresses used are those in the County’s Small Local Emerging Business (SLEB) Vendor Database or other sources. If you have registered or are certified as a SLEB, please ensure that the complete and accurate email address is noted and kept updated in the SLEB Vendor Database. This RFP Q&A 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/)**.** |

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Thank you for your participation and interest in the County of Alameda Request for Proposal (RFP) for State Legislative Advocacy Services.

All the questions are taken verbatim from written questions emailed by potential Bidders. The County of Alameda shall be noted as “County” in the answers to these questions. The Questions and Answers are the final stances of the County. Please consider this document in preparation for your bid response.

**Questions and Answers:**

1. Regarding the Small Local Emerging Business (SLEB) requirement: if the responding entity is not a certified SLEB and is not subcontracting with a certified SLEB, is an exception allowed? And would the respondent explain the rationale for the need for that exception in the exceptions and clarifications found in exhibit A to meet the requirements of the RFP?
   1. **Yes. Page 2 of the Exhibit A - Bid Response Packet, Item 9, states:**

***Any clarifications or exceptions to policies or specifications of this RFP, including all Addenda and other documents must be submitted in the Exceptions and Clarifications form of the Bid Response Packet.***

**Bidder must list all exceptions and clarifications on page 15 of the Exhibit A - Bid Response Packet. However, the County is under no obligation to accept any exceptions and clarifications; any such exceptions and clarifications may be a basis for bid proposal disqualification.**

1. In the RFP (page 7) it states: "Bidders must have had successful state legislative service contracts in California with at least one (1) public agency, for at least two (2) years.  Bidder is required to provide references and be verified in demonstrating experience. Bidder is to provide (e.g., draft of proposed new or amended legislation, position letters, samples of introduction of new legislation, example of State Budget analysis of county program, service and revenue impacts, letter of support and opposition on legislation, legislative update reports) in Exhibit A – Bid Response Packet, Description of Proposed Services.” My company has not been in existence for two years.  Can I request a waiver for this provision based upon my time in business?  I do have a public agency contract.
   1. **Bidder is required to meet the Minimum Qualifications to be considered to pass the initial Evaluation Criteria.**

**Page 12 of the RFP, Section H. (EVALUATION CRITERIA / SELECTION COMMITTEE), Item 1, states:**

***Initial Evaluation (Completeness of Response and Debarment and Suspension). All proposals will first be reviewed to determine if they pass the initial Evaluation Criteria (Section A), which are determined on a pass/fail basis.***

**Page 15 of the RFP, Section Section H. (EVALUATION CRITERIA / SELECTION COMMITTEE), Item 14. A., states:**

***Responses to this RFP must be complete. Responses must address all the requirements identified within this RFP and all related documents, including any Addenda. Failure to meet the Bidder Minimum Qualifications may also be considered an incomplete response and may result in the disqualification of the Bidder.***

VENDOR BID LIST

**RFP No. 902279 – State Legislative Advocacy Services**

This Vendor Bid List is being provided for informational purposes to assist bidders in contacting other businesses as needed to develop local small and emerging business subcontracting relationships to meet the [Small Local Emerging Business (SLEB) Program](https://gsa.acgov.org/do-business-with-us/vendor-support/small-local-and-emerging-businesses/) requirement.

This Q&A is being issued to all vendors on the Vendor Bid List; the following revised vendor bid list includes contact information for each vendor attendee at the Networking/Bidders Conference.

| **RFP No. 902279 - State Legislative Advocacy Services** | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Business Name** | **Contact Name** | **Contact Phone** | **Address** | **City** | **State** | **Email** |
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