COUNTY OF ALAMEDA

Questions & Answers

to

RFP No. 2023-SSA-CFS-TSCS

### for

**Transitional Shelter Care Services**

**Networking/Bidders Conferences held**

**Thursday, November 16, 2023 and Friday, November 17, 2023**

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| **This Questions & Answers document will 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)

No. 2023-SSA-CFS-TSCS for Transitional Shelter Care Services.

All the questions are taken verbatim from written questions provided by potential Bidders via email or questions provided during the Bidders Conferences. 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. Pg. 5 - The RFP states that the contract may be awarded to 1-2 contractors. Does that allow for two primary contracts or mean 1 primary contractor and a subcontractor?
	1. **There will only be 1 contractor. We initially believed there would be a need for 2 contractors; however, we don’t have enough youth under the age of 13 to have 2 contractors.**
2. Pg. 5 says youth are separated by age groups “whenever possible” (0-12/sibs) and (13-NMD).

What circumstances allow for young children to be placed with older children, e.g., a 3 y.o. placed with a 17 y.o.?

* 1. **If there are less than 6 youth over age 13 and 2 youth under age 13, we would ask that both houses be used for placement. If there are more youth present of either age, both homes would need to be used. They would not be in the same bedroom, however, unless they were siblings.**
1. Pg. 6 states that placement staff are solely responsible for securing appropriate placements,

whereas pg. 7 minimum qualifications #2 states the bidder will be expected to place youth within 72 hours. Please clarify.

* 1. **The County’s intention is to place youth within 72 hours.**
1. What is the maximum occupancy of each house?
	1. **The larger house occupancy is 6, the second house occupancy is 4.**
2. The budget form on pg. 19 says the contract period is from July 1, 2023 to June 30, 2025.

Please clarify.

* 1. **Page 27 of the RFP, Section III (County Procedures, Terms, and Conditions), Item E(1) (Term/Termination/Renewal) states: “The term of the contract, which may be awarded pursuant to this RFP, will be two (2) fiscal years.”**

**The submitted budget form must include an estimated budget for both years of the two-year contract period.**

1. Is there design or programming consideration for youth that may stay beyond 72 hours?

For example, is the provider expected to take youth to school, religious services, etc.? If so, should we include these as expenditures?

* 1. **Your organization may include expenditures for enrichment activities (e.g. gardening, outdoor activities, educational support, etc.). If a youth is enrolled in school, transportation *may* be required. However, it is likely support for online school will be needed.**
1. Indirect costs tend to be 15-18%. Is the 10% limit subject to negotiation? Is this a

county, state or federal limitation?

* 1. **If you have a letter from the federal government approving a federally qualified rate that is higher than 10% or a letter from another government agency, we will honor that written documentation. Another option is to submit financial documentation during contract negotiations to identify how a higher indirect rate was calculated.**
1. If using an alternative to ProAct, what are the requirements for an alternative model?
	1. **The County is looking to make sure that given the population we work with at the Assessment Center, staff are trained and feel comfortable responding to escalations with crisis communication such as behavioral techniques and self-protection in the case of physical threat.**
2. Can references include partner organizations that can attest to our work but for whom we do not provide services, e.g. a community-based partner but not a contracting agency? “References should be able to address and describe their knowledge of your organization’s ability to provide the services listed in the RFP. Services or goods provided by Bidder to the references should have similar scope, volume and requirements to those outlined in these specifications, terms and conditions”.
	1. **Yes, references can include community based organizations or foundations that can attest to your organization’s work, even if they are not contracting agencies for whom your organization has provided services.**
3. % of youth who exited to appropriate housing type - provider does not have placing authority (is this referring to AWOLs)?

**A10) Contractor does not have placing authority, but contractor is expected to encourage youth to go to placement when identified.**

1. Target goal of 125 CANS completed: this is not described elsewhere in the RFP. Please

clarify.

**A11) Page 13 of the RFP, Section II (Statement of Work), Item F (Deliverables/Reports), disclaimer statement below the RBA data table states: “Above are general performance measures subject to modification once the Bidder is selected and the specific program design and interventions have been identified.”**

1. Youth who receive stabilization services within 15 days of the initial assessment. Stabilization services are not described elsewhere in the RFP. Should those be included in the budget? Please clarify.

**A12) Page 13 of the RFP, Section II (Statement of Work), Item F (Deliverables/Reports), disclaimer statement below the RBA data table states: “Above are general performance measures subject to modification once the Bidder is selected and the specific program design and interventions have been identified.”**

1. Stability or improvement in functioning in 6 months - What entity is conducting CANS at 6 months, how will that data be collected? What are the assumptions about services received within 72 hours that would have an impact on stability at 6 months?
	1. **Page 13 of the RFP, Section II (Statement of Work), Item F (Deliverables/Reports), disclaimer statement below the RBA data table states: “Above are general performance measures subject to modification once the Bidder is selected and the specific program design and interventions have been identified.”**
2. What is the exact CCL license for the facility?
	1. **The current license for the Assessment Center is for a transitional shelter care facility for up to 72 hours before youth at the Assessment Center become overstays.**
3. How many beds or spaces are available at a time?
	1. **The location will have a capacity of 10 beds.**
4. Is the rate per bed? Is it paid regardless if the bed has any youth/children in it? So flat rate to operate?
	1. **It is a flat rate to operate. Staffing should be available based upon agreed ratios of staff to children, as it is expected the census will fluctuate.**
5. Can references include community based organizations or foundations that can attest to our work or do they all need to be contracting agencies for whom we've provided services?
	1. **Yes, references can include community based organizations or foundations that can attest to your organization’s work, even if they are not contracting agencies for whom your organization has provided services.**
6. If any repairs are needed to the houses, like just in terms of property damage and anything like that, would it be the provider that's managing that or the county?
	1. **For anybody who is providing milieu care, there is a Social Services Agency facilities management team available to handle repairs.**
7. If we have a higher indirect rate with another county entity, is that what you mean by if you can submit that?
	1. **See answer to question #7.**
8. Is the requirement to have operated a transitional shelter care facility or a shelter of any type?
	1. **There should be experience in operating a group home, shelter, Short Term Residential Therapeutic Program (STRTP), or Transitional Shelter Care Facility.**
9. On the deliverables or RBA performance measures: If I recall the statement was we could propose which outcome we wanted to reach. Is that correct?
	1. **The program department determines the data they would like to collect. During the contract negotiation period, a discussion and negotiation can happen around the actual units your organization will be required to supply. The program’s decision is driven by the data that is required to report to the state as well as data they would like to collect to make sure that the program is performing at a satisfactory level.**