

**County of Alameda Behavioral Health Care Services  
RFP No. R18-05, Addendum No. 1**

**COUNTY OF ALAMEDA BEHAVIORAL HEALTH CARE SERVICES (BHCS)  
ADDENDUM No. 1**

**to**

**RFP No. R18-05 AFRICAN AMERICAN REENTRY MENTAL HEALTH PROGRAM**

**Specification Clarification/ Modification and Recap of the Networking/ Bidder's Conferences held on  
Tuesday, October 2, 2018 and Wednesday October 3, 2018**

This County of Alameda, General Services Agency (GSA), RFP/Q Addendum has been electronically issued to potential bidders via e-mail. E-mail addresses used are those in the County's Small Local Emerging Business (SLEB) Vendor Database or from other sources. If you have registered or are certified as a SLEB, please ensure that the complete and accurate e-mail address is noted and kept updated in the SLEB Vendor Database. This RFP/Q Addendum will also be posted on the GSA Contracting Opportunities website located at [https://www.acgov.org/gsa\\_app/gsa/purchasing/bid\\_content/contractopportunities.jsp](https://www.acgov.org/gsa_app/gsa/purchasing/bid_content/contractopportunities.jsp)

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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~~.

**CLARIFICATIONS & CORRECTIONS/CHANGES THAT PERTAIN TO...**

**I. RFP**

- Section III. F. Bid Submission Checklist on page 53, list of attachments have been revised:

**d. Attachments:**

Bidders must submit all Attachments as part of their bid packet.

- ~~Exhibit A: Bidder Information and Acceptance Form~~
- ~~Attachment 1A: Organizational Chart~~
- ~~Attachment 1B: Program Chart~~
- ~~Attachment 2A: Organizational Staff Demographics~~
- ~~Attachment 2B: Board Members~~
- ~~Attachment 2C: Consumer Demographic Data~~
- ~~Attachment 3: Data Reporting or Tracking Tool~~

- Exhibit A: Bidder Information and Acceptance Form**
- Attachment 1: Consumer Demographic Data**
- Attachment 2A: Organizational Chart**
- Attachment 2B: Program Chart**
- Attachment 3: Data Reporting or Tracking Tool**

**II. Budget**

RFP #R18-05 FSP Budget Template REVISED is deleted and replaced with **RFP #R18-05 Budget Template REVISED**

The revised budget template has the following updates:

1. Formula issues with the Administration Tab have been resolved.

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**RESPONSES TO BIDDERS QUESTIONS**

**General Questions**

Q1) How do you define SMI?

**A1) Please refer to Section III. A. Glossary on page 41, BHCS defines a Serious Mental Illness (SMI) to be a condition associated with a diagnosis within the DSM-IV-TF (or latest authorized and required version of the DSM) that meets the medical necessity criteria as specified in the California Code of Regulations, Title 9, Chapter 11, Sections 1820.205(a)(1) for Psychiatric Inpatient Hospital Services and 1830.205(b)(1) for Specialty Mental Health Services. Same definition as Major Mental Disorder. BHCS will provide support to the awarded Contractor in training on assessments to identify SMI and medical necessity for program services.**

Q2) Does the Bidder currently have to be providing services in Alameda County to meet the minimum qualifications for this RFP?

**A2) Bidder does not have to be a current service provider in Alameda County. Bidders must demonstrate how they meet the Minimum Qualifications in order to be eligible to participate in the RFP. Per Section I. D. Bidder Minimum Qualifications on page 5 of the RFP below are the Minimum Qualifications:**

- **Have at least two years of experience providing services to reentry populations;**
- **Have at least one year of experience providing case management and/or support services to adults with SMI; and**
- **Demonstrated experience providing services that are culturally congruent to African Americans populations in Alameda County.**

Q3) Will Telemedicine companies be considered for this RFP?

**A3) Yes, please see response above (Q2). Agencies that meet Bidder Minimum Qualifications are eligible to participate in the RFP.**

Q4) Is BHCS looking primarily for new providers who do not currently have contracts in place with BHCS? Is that the preference?

**A4) This RFP process is open to all bidders that meet Bidder Minimum Qualifications. BHCS encourages new bidders to participate, however, BHCS is looking for the most qualified bidder whose response conforms to the RFP and meets County requirements.**

**Program Specific Questions:**

Q5) Does the Bidder need to serve the entire indicated geographic area?

**A5) Yes. The awarded Contractor is expected to focus on serving clients in the North and Central regions of Alameda County.**

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- Q6) Can you provide the age range or average age of individuals who will be served under this RFP?  
**A6) Per Section I.F.1. Clinical Understanding and Experience with Priority Population Needs on page 6, the priority includes adults, 18 and over.**
- Q7) With this is one to locate their own locale (building)?  
**A7) Yes. Per Section I. F.2. Service Delivery Approach on page 8, in order to meet clients where they are at, the awarded Contractor shall provide services in a combination of field based and office based settings. Services should be centrally located, ideally co-located with other services. Bidders shall propose service location/s.**
- Q8) Will Access refer clients or will provider be required to generate their own referrals?  
**A8) Per Section I.F.2. Service Delivery Approach, the successful bidder will conduct outreach to recruit clients into services. The awarded contractor may also receive referrals from ACCESS, ACPD, CBOs, law enforcement, and other BHCS programs. Bidders may also propose additional agencies or sources for referrals.**
- Q9) Will the awarded Contractor be required to pay for any of the required trainings?  
**A9) Per Footnote #5 on page 6 of the RFP, there are no costs to Contractors for participating in BHCS QA trainings. BHCS related trainings required to provide services will be provided at no cost. Provide will incur the cost for staff attendance only.**
- Q10) If provider is set up already to bill for specialty mental health, can they start billing before FY 2019-2020 or will that not start before that date?  
**A10) Yes, the awarded Contractor may start to bill upon approval from BHCS. The site must also be ready to be Medi-Cal certified.**
- Q11) Will having the capacity to also bill Medicare be needed down the line or only Short-Doyle Medi-Cal?  
**A11) The awarded Contractor is only expected to bill Short-Doyle Medi-Cal at this time. However, all adult providers are supposed to be Medicare certified.**
- Q12) Can the Bidder propose staff time to be spent inside the jail (for outreach purposes)?  
**A12) Bidders cannot propose staff time be spent inside the jail for outreach purposes with this funding. BHCS encourages the awarded Contractor to collaborate with BHCS Adult Forensic Behavioral Health (AFBH) staff and contractors providing pre-release services in jail as well as other entities (such as ACPD, courts, law enforcement, etc.) to receive referrals and conduct outreach to recruit clients into services. However, Bidders may propose staff time be spent in the jail as needed for case management of clients opened to services. Bidders shall propose how services will be delivered to clients, and services should be provided both in field based and office based settings.**

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Q13) When you put grants on budget, does that mean grants given or received?

**A13) Per Budget Instructions tab, bidders may include any revenue the bidder will use to support the proposed program. This may include grants received, donations, in-kind, etc. that will be used to offset or contribute to the program.**

**Bid Submission**

Q14) What if you want to drop off (the bid) in person?

**A14) Per Section II. E. Submittal of Proposals/ Bids, all proposals, 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 delivery address PRIOR to the time designated.**

Q15) The required attachments listed in the Bid Submission Checklist in the RFP (page 53) are different than the attachments listed in the Program Bid Template (page 2). Specifically, the RFP lists 2A Organizational Staff Demographics and 2B Board Members and those attachments are not listed in the corresponding section of the Program Bid Template. Please confirm which attachments are required for this RFP and the order/ numbering of attachments.

**A15) Please see revisions to III. F. Bid Submission Checklist above, below are a list of attachments to be included as part of the RFP:**

- **Exhibit A: Bidder Information and Acceptance Form**
- **Attachment 1: Consumer Demographic Data**
- **Attachment 2A: Organizational Chart**
- **Attachment 2B: Program Chart**
- **Attachment 3: Data Reporting or Tracking Tool**

Q16) The attachments listed on the RFP seem to be conflated with the attachments listed on the checklist. For example, the Bid Checklists Attachment 1A as Consumer Demographic Data; however, in the RFP outline, Attachment 1A is the Organizational Chart, and Client Demographics are rolled up into Table 1, Can you be a bit more clear about exactly what you want and what you want it called?

**A16) Please see revisions to III.F Bid Submission Checklist above and response to question 15.**

Q17) Are Table 1: Agency Leadership, and Client Demographics and Attachment 1: Client Demographics the same attachment?

**A17) Table 1 is not applicable for this RFP. Please see responses to questions 15 and 16.**

Q18) Budget worksheet: Fund Program Budget (worksheet/ tab 2): Cell C16 is not calculating C7:C15, cells C17 and E16-17 are locked, Cell E42 Felton's administrative line item mirrors its indirect cost allocation percentage; the former is utilized in lieu of the latter. As such. Felton's rate with the City/County of San Francisco is 15%. Budget Worksheet: Admin Expense Detail Opt (worksheet/ tab3): multiple cells are locked and are not calculating.

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**A18) A revised budget will be posted to resolve issues mentioned above. However some cells will remain locked.**

**Oral Interviews and Notifications**

Q19) When are notifications sent for Oral Interviews?

**A19) Per the Section II. B. Calendar of Events, we ask that bidders please save the date of Wednesday, December 5 for oral interviews as needed. Bidders may receive a request for oral interviews on Tuesday, December 4.**

Q20) Are all bidders advanced to interviews who meet the minimum requirements?

**A20) Oral interviews are conducted as appropriate based on Section II. G. Evaluation Criteria/ Selection Committee on page 25, if oral interviews are conducted, only Bidders meeting the short list of criteria based on scoring and the Evaluation Panel shall proceed to the next stage.**

Q21) When are agencies notified if they do not meet minimum qualifications?

**A21) Agencies will receive notification if they do not meet minimum qualifications or have been disqualified from the process when award and notification letters are sent.**

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**BIDDERS CONFERENCES**

The following participants attended the Bidders Conferences:

<b>Company Name and Address</b>	<b>Representative Name</b>	<b>Contact Information</b>
<b>B.O.S.S. 1918 University Ave., #2A Berkeley, CA 94704</b>	<b>Sonja Fitz</b>	Phone: <b>(510) 649-1930</b>
		E-Mail: <b>sfitz@self-sufficiency.org</b>
		SLEB Certified: Yes <input checked="" type="checkbox"/>
<b>Tri-Cities Community Development Center</b>	<b>Pastor Jones</b>	Phone: <b>(925) 812-0878</b>
		E-Mail: <b>pastorjones@tricitescdc.com</b>
		SLEB Certified: Yes <input type="checkbox"/>
<b>Kevi-Dem's Straighter Path Foundation 1025 Aileen St. Emeryville, Ca 94608</b>	<b>Cheryl Diston</b>	Phone: <b>(510) 575-6635</b>
		E-Mail: <b>cheryldiston@gmail.com</b>
		SLEB Certified: Yes <input type="checkbox"/>
<b>Urban Catalyst 1700 Norbridge Castro Valley, CA 94546</b>	<b>Brandy Gadson</b>	Phone: <b>(510) 698-1100</b>
		E-Mail: <b>brandygadsonlcs@gmail.com</b>
		SLEB Certified: Yes <input type="checkbox"/>

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Company Name and Address	Representative Name	Contact Information
<b>Pathways to Wellness</b> <b>5674 Stoneridge Dr., #207</b> <b>Pleasanton, CA 94588</b>	<b>Neisha Becton</b>	Phone: <b>(925) 520-0005</b>
		E-Mail: <b>NBecton@bhrcorp.org</b>
		SLEB Certified: Yes <input checked="" type="checkbox"/>
<b>Pathways to Wellness</b> <b>5674 Stoneridge Dr., #207</b> <b>Pleasanton, CA 94588</b>	<b>Sean Becton</b>	Phone: <b>(925) 520-0005</b>
		E-Mail: <b>SBecton@bhrcorp.org</b>
		SLEB Certified: Yes <input checked="" type="checkbox"/>
<b>Pathways to Wellness</b> <b>5674 Stoneridge Dr., #207</b> <b>Pleasanton, CA 94588</b>	<b>Lonella Ilog</b>	Phone: <b>(925) 520-0005</b>
		E-Mail: <b>lonella.ilog@bhrcorp.org</b>
		SLEB Certified: Yes <input checked="" type="checkbox"/>
<b>Pathways to Wellness</b> <b>5674 Stoneridge Dr., #207</b> <b>Pleasanton, CA 94588</b>	<b>Cedric Hurskin</b>	Phone: <b>(925) 520-0005</b>
		E-Mail: <b>CHurskin@bhrcorp.org</b>
		SLEB Certified: Yes <input checked="" type="checkbox"/>
<b>Roots Community Health Center</b>	<b>Jessica Travenia</b>	Phone: <b>(510) 424-1907</b>
		E-Mail: <b>jessica@rootsclinic.org</b>
		SLEB Certified: Yes <input checked="" type="checkbox"/>



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Company Name and Address	Representative Name	Contact Information
Roots Community Health Center	Noha Aboelate	Phone: <b>(510) 777-1177</b>
		E-Mail: <b>drnoha@rootsclinic.org</b>
		SLEB Certified: Yes <input checked="" type="checkbox"/>
Felton Institute	Candy Marie Wikert	Phone: <b>(510) 697-4182</b>
		E-Mail: <b>cwikert@felton.org</b>
		SLEB Certified: Yes <input type="checkbox"/>
Genesis Worship Center	George Matthews	Phone:
		E-Mail:
		SLEB Certified: Yes <input type="checkbox"/>
Alameda County Network of Mental Health Clients	Katrina Killian	Phone: <b>(510) 652-7451</b>
		E-Mail: <b>kkillian@acnetmhc.org</b>
		SLEB Certified: Yes <input checked="" type="checkbox"/>
La Familia	Patrick Leonard	Phone: <b>(734) 904-2848</b>
		E-Mail: <b>pleonard@lafamiliacounseling.org</b>
		SLEB Certified: Yes <input type="checkbox"/>

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Company Name and Address	Representative Name	Contact Information
Youth Advocate Programs	Elizabeth Sabel 2007 N 3 <sup>rd</sup> Street Harrisburg, PA 17102	Phone: (510) 219-3653
		E-Mail: esabel@yapinc.org
		SLEB Certified: Yes <input checked="" type="checkbox"/>
West Oakland Job Resource Center	Monique Brown for Joyce Guy (Executive Director)	Phone: (510) 361-8514
		E-Mail: brown.monique012012@gmail.com
		SLEB Certified: Yes <input type="checkbox"/>
Alameda County Behavioral Health Care Services 1900 Embarcadero Cove, Suite 205 Oakland, CA 94606-5235	Liz Delph	Phone: (510) 777-2146
		E-Mail: elizabeth.delph@acgov.org
		SLEB Certified: Yes <input type="checkbox"/>
Alameda County Behavioral Health Care Services 1900 Embarcadero Cove, Suite 205 Oakland, CA 94606-5235	Rachel Garcia	Phone: (510) 383-1744
		E-Mail: rachel.garcia2@acgov.org
		SLEB Certified: Yes <input type="checkbox"/>
Alameda County Behavioral Health Care Services 1900 Embarcadero Cove, Suite 205 Oakland, CA 94606-5235	Fiona Branagh	Phone: (510) 567-8126
		E-Mail: Fiona.Branagh@acgov.org
		SLEB Certified: Yes <input type="checkbox"/>

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<b>Company Name and Address</b>	<b>Representative Name</b>	<b>Contact Information</b>
<b>Alameda County Behavioral Health Care Services</b> <b>2000 Embarcadero Cove, Suite 400</b> <b>Oakland, CA 94606-5300</b>	<b>Javarré Wilson</b>	Phone: <b>(510) 777-2118</b>
		E-Mail: <b>javarre.wilson@acgov.org</b>
		SLEB Certified: Yes <input type="checkbox"/>
<b>Company Name and Address</b>	<b>Representative Name</b>	<b>Contact Information</b>
<b>Alameda County Behavioral Health Care Services</b> <b>1900 Embarcadero Cove, Suite 205</b> <b>Oakland, CA 94606-5235</b>	<b>Fonda Houston</b>	Phone: <b>(510) 777-2143</b>
		E-Mail: <b>fonda.houston@acgov.org</b>
		SLEB Certified: Yes <input type="checkbox"/>
<b>Alameda County Behavioral Health Care Services</b> <b>1900 Embarcadero Cove, Suite 205</b> <b>Oakland, CA 94606-5235</b>	<b>Michiko Ronné</b>	Phone: <b>(510) 383-2874</b>
		E-Mail: <b>michiko.ronne@acgov.org</b>
		SLEB Certified: Yes <input type="checkbox"/>
<b>Alameda County Behavioral Health Care Services</b> <b>2000 Embarcadero Cove, Suite 400</b> <b>Oakland, CA 94606-5300</b>	<b>Sophia Lai</b>	Phone: <b>(510) 567-8146</b>
		E-Mail: <b>sophia.lai@acgov.org</b>
		SLEB Certified: Yes <input type="checkbox"/>
<b>Alameda County Behavioral Health Care Services</b> <b>2000 Embarcadero Cove, Suite 400</b> <b>Oakland, CA 94606-5300</b>	<b>Todd Stephenson</b>	Phone: <b>(510) 567-8241</b>
		E-Mail: <b>todd.stephenson@acgov.org</b>

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<b>Company Name and Address</b>	<b>Representative Name</b>	<b>Contact Information</b>
		SLEB Certified: Yes <input type="checkbox"/>