



Finance Department
Purchasing Division

REQUEST FOR PROPOSALS (RFP)
Specification No. 22-11472-C
FOR
Community Crisis Response
PROPOSALS WILL NOT BE OPENED AND READ PUBLICLY

ADDENDUM "A"
October 15, 2021

Dear Proposer:

Questions received from proposers along with answers are attached.

Proposals/bids must be received no later than 2:00 pm, on Tuesday , October 19, 2021 All responses should be sent via email to purchasing@cityofberkeley.info and have "**COMMUNITY CRISIS RESPONSE**" and **Specification No. 22-11472-C** indicated in the subject line of the email. Please submit one (1) PDF of the technical proposal. Corresponding cost proposal shall be submitted as a separate PDF document.

Proposals will not be accepted after the date and time stated above.

We look forward to receiving and reviewing your proposal.

Sincerely,

Darryl Sweet
General Services Manager

Addendum "A"

Questions and Answers for Specification No. 22-11472-C COMMUNITY CRISIS RESPONSE

The City of Berkeley has received questions from some potential respondents regarding **Specification No. 22-11472-C, COMMUNITY CRISIS RESPONSE**. In an effort to provide the same information to all, listed below are the questions received to date, with responses from City staff.

1. Q. I am filling out the budget spreadsheet and since it asks for salaries 17/18 and 18/19, I'm wondering if that is a mistake and it really requires more recent salaries.

1. A. Thank you for identifying this error. The salaries listed should be from 21/22 and 22/23.

2. Q. The spreadsheet says that the budgets are due 10/12 but the RFP says to submit them with the responses on 10/19. Please clarify.

2. A. Please disregard the submission information in the spreadsheet and submit the pricing spreadsheet with the RFP response by 10/19.

3. Q. As an already City-contracted org, do we need to do all the forms that we just did for our regular budget?

3. A. Yes. The City's procurement process requires the submission of these forms.

4. Q. As this is one year contract, we would not be able to afford to hire employees -- are we able to contract folk for these positions? Such positions may not qualify as contractor positions as per <https://www.irs.gov/businesses/small-businesses-self-employed/independent-contractor-self-employed-or-employee>

4. A. Vendors may choose to hire contractors, permanent, temporary or hourly employees to provide the proposed service. Vendors are responsible for ensuring their compliance with all applicable local, state and federal laws as well as their internal policies.

5. Q. We understand it is important to include information about our partnerships and collaborations - Since the nature of collaborations has shifted due to the pandemic, do you want us to include pre-COVID collaborations?

5. A. Relatively recent pre-COVID and current partnerships and collaborations will all be considered relevant.

6. Q. Will these proposals be scored by the City staff or a community panel?

6. A. Proposals will be scored by a combination of City staff and community members.

7. Q. Do you foresee Specialized Care Unit (SCU) bridge services collaborating with the Warmline?

7. A. It is not clear what warmline is being referenced. Collaboration with existing resources is a positive in all proposals.

8. Q. Will a collaborative of chosen organizations be created?

8. A. The City intends to convene the contracted organizations on a regular basis to support coordination and collaboration.

9. Q. Will calls for the SCU/SCU bridge services come through dispatch or collaborating agencies?

9. A. Calls for services for organizations awarded contracts under this RFP will not come through dispatch. It is expected that collaborating agencies will coordinate outreach efforts. It is also expected that outreach efforts will be pro-active to help prevent crisis situations.

10. Q. Will the City provide funding for the extensive training needed to do bridge services (i.e. cross training to ensure a standardization of care)?

10. A. Training costs are an eligible cost for inclusion in the proposal submitted. The City will not provide training directly or additional funds outside this RFP for training. Generally it is expected that agencies have their own training and expertise. Organizations will be convened regularly to help support coordination and collaboration.

11. Q. Is there plans to integrate the funded organizations into the established SCU for future ongoing sustainable funding?

11. A. There are no current plans to do so. The design of the Specialized Care Unit is still being finalized.

12. Q. Given that we are still in the midst of a pandemic, will Covid-19 have an impact on the provision of these bridge services, if so, what will they be?

12. A. No potential impacts of the pandemic specific to these services have been identified. Applicants should consider how the impact of the pandemic on their operations might affect their provision of the proposed services.

13. Q. In looking at this proposal we see a couple options for how we could roll out services, each with very different budgetary needs. 1. Would be to expand hours, without offering overnight services; 2. Would be to offer 24/7 on-call services. In establishing 24/7 on call services, employee costs and insurance costs increase greatly, and we are having challenges creating a budget that aligns with the \$1.2 million shared budget constraints. Do you foresee

multiple agencies offering 24/7 and/or overnight services, and if not will there be collaboration and/or transportation for folx who need to be moved from day-time respite to reserved beds somewhere else for overnight respite care.

13. A. While it is the intention that the SCU is a 24/7 model, this RFP is for supportive services in the interim while the SCU is coming to fruition. Service providers responding to this RFP should consider their current capacity and assets in light of the program requirements, with the understanding that awards will most likely go to more than one organization.

Except as provided herein all other terms and conditions remain unchanged.