

Question and Answer (Q&A) Set # 2

Item	RFP Section	Question	State's Response
1.		We are working on our customer reference forms for the Outreach proposal, and we asked a State Agency to fill out the form. They shared that they cannot fill out the rating portion of the form because they are state agency.	Some State agencies are unable to complete and rate the Customer Reference form. If the State Agency can provide a letter or recommendation, and include the contract term, dollar amount, and overview of the scope of the agreement, the CCC Office will accept this in lieu of the Customer Reference form, Attachment 5.
2.		In the " <u>Census 2020 Funding FAQs</u> ", the question "Will CBOs receiving funds from a statewide ACBO or regional ACBO be able to re-grant those funds?" is answered "Yes. There are some subcontracting limitations that are outlined in the RFP." However, on the Question and Answer (Q&A) Set #1 around the statewide ACBO RFP, item #14, it was reinforced that subcontractors would <i>not</i> be able to subcontract. Can you confirm whether subcontractors can subcontract funds? Will subcontractors be able to <i>re-grant</i> , but not <i>subcontract</i> ? If so, can you explain the difference between subcontracting and re-granting?	ACBOs or CBO Prime Contractors may subcontract funds. Subcontractors may not subcontract, subgrant, or pass through funds.
3.	3.2.4	Under Section 3.2.4, under title "Customer Reference" when stating that the reference shall: <ul style="list-style-type: none"> • "Be valued at or above \$250,000.00. An accumulation of orders from a single customer entity meeting the applicable minimum value is acceptable. " Is it acceptable if the accumulation of orders range over the 5 year period? Our organization has a number of contracts with tribes throughout California ranging from Childcare, Elder Health, etc. , but due to the limited funding 	State may consider an accumulation of orders over the five (5) year period satisfying this requirement; or, within the five (5) year period, in which the scope of work is similar to the Statement of Work, Exhibit A. Similar does not necessarily require outreach to a "hard-to-count" group.

	<p>offered to the California tribal nations, our contracts with the tribes would not reach the valued \$250,000 minimum.</p> <p>If not, we request a change that this value level be reduced for Hard-To-Count communities as historically they do not receive funding or contracts up to those levels.</p>	
4.	<p>What are the main differences between a "partner" and a "subcontractor"? Specifically, how does the relationship and funding differ?</p>	<p>A partner is a joint bidder who shares responsibility with the bidder for adhering to the terms and conditions of the entire contract. A subcontractor is responsible for the portion of the work subcontracted, not the entire contract. Partners may agree upon who to subcontract funding to; subcontractors may not further subcontract funding or responsibilities.</p>
5.	<p>If submitting a joint proposal, do the partners altogether qualify as the "Bidder"? For which bidder requirements is only the Lead Contractor responsible, and which are all or at least one partner responsible?</p>	<p>See response to question 4 above.</p>
6.	<p>Would the state consider funding a CBO for an organization that has less than 5 years experience if we can demonstrate unique and effective similar outreach activities for the target population?</p> <p>If not, we request the following change:</p> <p>We request the state allow CBOs with less than 5 years experience to apply if they can demonstrate unique and effective outreach activities for the target population.</p>	<p>The State may consider the proposal and will weigh the scoring and evaluation section accordingly.</p>
7.	<p>The RFP indicates start date of March 1 (page 1, section 1.1) and is clear there are no pre-award costs (section 1.1), but timeline says contract start date is April 1. Which is accurate?</p>	<p>The contract start date will begin once an agreement has been signed and executed. The specific language is: "The term of the contracts resulting from this RFP will be from March 1, 2019 (or upon execution, whichever occurs later) through December 31, 2020. The State reserves the</p>

			<p>option, at its sole discretion, to extend the term of the contract under the same terms and conditions.</p> <p>The contract term may change if the State makes an award earlier than expected or if the State cannot execute the agreement due to unforeseen delays.</p> <p>The resulting contract will be of no force or effect until signed by both parties. The Contractor shall not commence performance until a valid contract has been executed between the successful Bidders and the State. The State will not pay for any services performed prior to the execution of a valid contract.” (Emphasis added).</p>
8.		Final report is due Sept. 30, 2020; however, Section 1.1 lists term as running through Dec. 2020. How is final report due at end of Q3 2020?	The purpose of the final report being due September 30, 2020 is for the State to receive feedback once the outreach period has been completed.
9.		We know some but not all partners/sub-contractors. Can we submit an initial/anticipated list and add additional partners later?	Yes.
10.	1.3	Page 22, narrative section 1.3. states that bidders shall identify unique resources available to enhance outreach efforts. Are these financial resources or other outreach support resources, or both?	Resources shall include both financial and outreach support or any other type of resources that may be available to the Proposer. The State encourages creativity.
11.		What kinds of specific data will need to upload to SWoRD?	The type of data to be uploaded into SwORD is not yet determined. Once available, the State will inform the Contractor of what information is required.
12.		If bidders are awarded a contract and additional funds become available through the state budget, can existing contractors apply for additional funding if it becomes available?	If additional funding becomes available, the State, at its sole option, may choose to augment existing contracts to add additional funds, or the State may award additional contracts.

13.	3.2.6	Section 3.2.6 requests team qualifications and resumes for executive team members for the CBO/bidder. What constitutes acceptable “team qualifications” – individual bios, summary statement of combined professional experience?	Yes.
14.	3.2.4	Can contract reference for Requirement 3.2.4 “Customer Reference” be a private foundation that has granted us an amount greater than \$250,000 for work performed within the past five years?	Yes.
15.		<p>WORKERS' COMPENSATION CERTIFICATION: we do NOT currently have Worker's Compensation. We currently have the necessary General Liability and EDD Insurance requirements.</p> <p>Does that Disqualify us from submitting a proposal for this RFP?</p>	<p>No, it is not a disqualifying factor. The certification states:</p> <p>“I am aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers’ compensation or to undertake self-insurance in accordance with such provisions <u>before</u> commencing the performance of the work of this contract.” [Emphasis added]</p>
16.		Does a partner organization on a joint proposal that will NOT be the Prime (Responsible) Contractor need to meet the bidding requirements? Specifically, could a fiscally-sponsored organization with less than five years experience partner with an organization that does meet all of the requirements to submit a joint proposal.	All parties receiving 25% or more of the awarded contract must meet ALL requirements.
17.	3.3.1.6	<p>On the Language Access Plan detailed in Exhibit A is approved, pages 42-43 highlight a time-specific process to solicit “feedback from awarded demographic community members for any additional niche/unique languages.”</p> <p>Is this process to be implemented only with members of the HTC population we are awarded to serve (i.e. farmworkers, African Americans, seniors/older adults)? Can the awardee (and/or subcontractor) determine where in the state to solicit feedback through</p>	Yes.

		this process? Or must the awardee conduct this process statewide?	Yes, as long as such efforts are representative of the different geographic areas of the State.
18.		If we submit an application to reach HTC populations such as immigrants and refugees or seniors/older adults, for example, must we provide Language and Communications Access (i.e. printed and verbal communications, educational/informational brochures, etc.) in as many non-English languages as there are non-English language speakers in that particular HTC group? Or, can we target our language access and outreach activities based on our organization's particular expertise such as monolingual Spanish Speakers, older Chinese immigrants, etc?	For Statewide, Contractor must cover English AND Spanish, except when they can prove their group does not speak a non-English language. Nothing requires or precludes Contractor from targeting additional languages. However, it is encouraged to target outreach communications and materials in the languages used by the HTC populations.
19.		Responses to this RFP are to be submitted "under sealed cover". Does this mean, in a sealed envelope? Can we submit both the Master Copy and the 4 copies in the same, large envelope? Or must they be in separate envelopes?	A sealed envelope or box is required. All copies and master may be provided in the same envelope or box together.
20.		As a local non-profit (located in Alameda County), could we receive funds via multiple funding streams, such as via local county funding as well as a subcontractor to an organization applying for the Statewide CBO Outreach funds?	Local/grassroots CBOs may potentially sub-contract with either a County and/or the regional ACBO, or the statewide CBO; however, note that duplication of work in the same location and to the same population is not allowed and will be monitored closely to avoid duplication of efforts and resources. It is expected that subcontractors will not be paid more than once from State funding for the same work.
21.		Can one CBO apply to the statewide funding for more than one HTC population? <ul style="list-style-type: none"> If so, does this require us to submit two different proposals for each? Or can we submit one proposal and includes both HTC populations and budgets? 	Yes, a CBO may submit a proposal for various demographic populations. Separate proposals are required for each demographic population.