

California Reducing Disparities Project Phase 2
Questions & Answers from OHE.Solicitations.
(Posted 09/24/2015)

1. *Could you elaborate on the intellectual property of CDEPs. Please clarify that only the developer can take the idea to scale rather than the state.*

Answer: Please see Exhibit D(S), Provision 8 for more detail on Intellectual Property requirements. The scale of a pilot project is understood to mean the capacity of the project in terms of individuals who are recipients or targets of the CDEP. The sample size must be adequate to permit evaluation. CRDP solicitations require that CDEPs have been in existence and implemented in the target population. Under the terms of the agreement, the Contractor or third party maintains ownership over any pre-existing intellectual material. CDPH is granted a license for the use of this pre-existing material, but only to the extent it is incorporated in the Intellectual Property resulting from the Agreement. The Intellectual Property resulting from the Agreement (the data collected, reports generated, final evaluation analysis, and any other deliverables) will be owned by CDPH and will be made publicly available. The Pilot Project will cooperate with CDPH and the Statewide Evaluator to reach agreement on adequacy of scale.

It should be kept in mind that any deliverables required by the contract will be subject to California Public Records Act requests. If a CDEP involves cultural practices that are known only to traditional healers, these may not need to be described in detail in order to evaluate their effectiveness. In the logic model, describe broadly what will be done and why that is expected to yield results. The results of the CDEP are of interest, not the skills of the practitioner. Upon commencement of the grant period, if a question arises as to whether specific practices must be revealed, it is possible to negotiate a written agreement with CDPH, agreed to by both parties, that proprietary or secretive practices need not be revealed. However, the goal of evaluation must be met.

2. *On page 23 of the IPP Solicitation, under Organization, letter f, it states “If the applicant is a County, evidence of collaboration with local CDEPs in their provision of services, beyond financial support.” Since our organization is not a county, will we automatically be given the 5 points allocated to this section? If not, how will these points be distributed among a-e of the Organization section?*

Answer: Yes, non-counties will automatically be given the 5 points allocated in this section.

3. *Is Attachment 9 of the IPP to be used to describe the evaluation approach and timeline as mentioned under D. Goals, 1. Goal 1, A. Evaluation Plan, #1& 4? If not, can you clarify how Attachment 9 should be used in writing up the Proposed Evaluation Plan?*

Answer: Attachment 9 is a model template that applicants have the option of using to describe the evaluation as described on pages 8 – 10. Please follow the guidance provided under A. Evaluation Plan 1 – 9. Applicants are responsible for ensuring all

components described in A. Evaluation Plan are fully included within the Evaluation Plan.

4. *Is Attachment 9 of the IPP to be counted as part of the 20 page narrative?*

Answer: No, the 20 page narrative limit is in reference to the Evaluation Plan Narrative, a separate and distinct document.

5. *In the IPP Program and Organization sections, there is a breakdown on how many points each subsection will contribute to the total for that section in the Narrative section (pages 22-25). However there is not a similar breakdown for the elements to be included in the Proposed Evaluation Plan and the Workplan sections of the Narrative. Is there a similar breakdown for the Proposed Evaluation Plan and Workplan sections?*

Answer: The Proposed Evaluation Plan and Workplan sections will be scored holistically. Key factors will include the thoroughness and level of detail included in the Plans and the effectiveness of the Plans in implementing the proposed Pilot Project and fulfilling the goals of CRDP, Phase 2.

6. *On page 44 of the IPP it states that Direct Costs “need to be explicitly connected to IPP activities and not just routine costs.” Does this mean that costs such as rent or phones for the staff on this grant cannot be included in the non-personnel costs?*

Answer: Rent may be included, so long as it does not supplant existing funding and is germane to the implementation of the CDEP. If additional space is required for additional staff or services provided as a result of this grant, rent for this space may be included and will be approved in advance by the CDPH contract manager. Telephones and other similar overhead would be included in the “Indirect” budget line.

7. *For the IPP do you have a preferred format for the budget narrative? Also, does the 5 pages for the budget narrative count against the 20 pages allotted to the Program Narrative?*

Answer: The format is at the applicants’ discretion. The budget narrative and the line-items must contain a detailed description. The budget narrative is separate from the program narrative.

8. *Can we include more than 3 letters of support? If the primary language of the person writing the letter is not English, would it be acceptable to provide a translation along with the letter written by the population member?*

Answer: We will only accept three (3) letter of support. If more than three letters are submitted, only the first three will be evaluated. If you include a letter that is not in English, we ask that you indicate the language it is written in. You may provide a translation, but it is not required.

9. *Should the population member be a person served by our CDEP or someone we have worked with as part of our CDEP?*

Answer: We will accept letters of support by either a person served by your CDEP, someone from the community that you have worked with as part of your CDEP or any other community member who can attest to your ability to provide CDEP services in a manner that is culturally and linguistically competent.

10. *In Attachment 7 under legal form of organization, we are to check one box. We are a non-profit (501c3), which category applies to us (Sole Proprietorship, Corporation, LLC, General Partnership, Sub-Chapter S Corporation, Limited Partnership, or Other)?*

Answer: You may check Corporation if you are none of the others.

11. *If we are not participating in the DVBE, then how should we answer the two questions under # 4 in Attachment 7? Do we mark Yes to “I certify that I have read and understand the requirements of DVBE participation and understand my obligations in regard to DVBE. I also understand that failure to meet the requirements of the DVBE will cause my proposal to be rejected before evaluation.” and no to “DVBE Incentive Participation??”?*

Answer: That would be a correct response.

12. *Will you be sharing the PowerPoint presentation from the September 9th bidders meeting? If so, where can I find it?*

Answer: Yes, it has been posted on the CRDP website at <http://www.cdph.ca.gov/programs/Pages/BiddersConferenceInformation.aspx>, and on BidSync.

13. *Each IPP is budgeted for \$228,000 per year. Of this amount how much is to be budgeted for the evaluator? I believe in a past OHE presentation this amount was set at \$60,000. Please clarify the budget line for the IPP evaluator.*

Answer: The amount budgeted for evaluation must total at least 20% of the overall budget.

14. *Is the kick-off meeting and final convening required by grantees going to be open for other stakeholders to attend?*

Answer: The kick-off meeting will not be open to the public. This meeting is for contractors and grantees to organize their work. The final convening will be open, but in order to facilitate planning there will be advance registration required so that the venue will safely accommodate interested parties. Late registrants may find that capacity has been reached and attendance will not be possible.

15. *Page 17 - May a CBPP applicant currently be using the non-profit Tax ID number of the original parent organization and in the process of obtaining its own Tax ID#?*

Answer: Yes. Grants will be awarded to the legal entity as it exists at the point of award. That legal entity is responsible for meeting all terms and conditions of the grant and is the legal recipient of the monies. If an independent legal entity, separate from the parent awardee, is created during the pilot project term, then that new entity may only perform on the grant in one of two ways: 1) subject to the approval of CDPH and the Parent awardee, it may be able to work through the original parent organization as a subcontractor for the duration of the grant, or, 2) Subject to the DGS General Terms and Conditions Provision 3. Assignment, the approval of CDPH (which would only be granted after careful review and consideration of the particular circumstances) and the approval of the parent awardee, the Agreement may be assignable to the new legal entity.

16. Page 17 - May a CBPP grantee which is currently operating under the Tax ID number of its original parent organization start the process of obtaining its own non-profit Tax ID number during the 6 month period?

Answer: Yes. Grants will be awarded to the legal entity as it exists at the point of award. That legal entity is responsible for meeting all terms and conditions of the grant and is the legal recipient of the monies. If an independent legal entity, separate from the parent awardee, is created during the pilot project term, then that new entity may only perform on the grant in one of two ways: 1) subject to the approval of CDPH and the Parent awardee, it may be able to work through the original parent organization as a subcontractor for the duration of the grant, or, 2) Subject to the DGS General Terms and Conditions Provision 3. Assignment, the approval of CDPH (which would only be granted after careful review and consideration of the particular circumstances) and the approval of the parent awardee, the Agreement may be assignable to the new legal entity.

17. Page 17 - May a CBPP grantee currently operating under the non-profit Tax ID number of its original parent organization start the process of obtaining its own non-profit Tax ID number during the 5 year IPP period?

Answer: Yes. Grants will be awarded to the legal entity as it exists at the point of award. That legal entity is responsible for meeting all terms and conditions of the grant and is the legal recipient of the monies. If an independent legal entity, separate from the parent awardee, is created during the pilot project term, then that new entity may only perform on the grant in one of two ways: 1) subject to the approval of CDPH and the Parent awardee, it may be able to work through the original parent organization as a subcontractor for the duration of the grant, or, 2) Subject to the DGS General Terms and Conditions Provision 3. Assignment, the approval of CDPH (which would only be granted after careful review and consideration of the particular circumstances) and the approval of the parent awardee, the Agreement may be assignable to the new legal entity.

18. CBPP- Page 17 What is the definition of "Organizational Infrastructure Practices" in words and with examples. Would you please add this to the Definition of terms section (page 64)?

Answer: This phrase is included as an example of ways that the applicant may have “Significant experience working to prevent mental illness.” These examples are derived from “Community-Defined Evidence: A Bottom-Up Behavioral Health Approach to Measure What Works in Communities of Color” by Ken Martinez, Linda Callejas and Mario Hernandez (*Emotional & Behavioral Disorders in Youth*, Winter 2010). The authors describe Organizational Infrastructure Practices as:

“Organizational infrastructure practices are implemented within organizations to enhance their administrative functions and/or other aspects of their organizational infrastructure in support of a program developed specifically for the local Latino/Hispanic population. An example is a multicultural relational approach that has been developed by a community-based mental health organization in a northeastern state to recognize, explore and ascertain consumers’ expectations with regard to treatment, to develop culturally relevant treatment methods, and to diminish cultural misunderstandings in the development of programs.”

19. CBPP- Page 17 What is the definition of "Locally Adapted Evidence-Based Practices", in words and examples. Would you please add this to the "Definition of Terms" section (p. 64)?

Answer: This phrase is included as an example of ways that the applicant may have “Significant experience working to prevent mental illness.” These examples are derived from “Community-Defined Evidence: A Bottom-Up Behavioral Health Approach to Measure What Works in Communities of Color” by Ken Martinez, Linda Callejas and Mario Hernandez (*Emotional & Behavioral Disorders in Youth*, Winter 2010). The authors describe Locally Adapted Evidence-Based Practices as:

“Local adaptations of EBPs have been modified to address behavioral health needs in local Latino/Hispanic communities. An example is a local adaptation of Cognitive Behavioral Therapy (CBT) in a U.S.-Mexico border community in Texas to address the mental health needs of a largely Mexican immigrant population.”

CBPP - Page 18 - III. Narrative. In the following: "Provide a description of your program..." what is the definition of the word "program?" Is it the CDEP itself? CBPP- Is it the way(s) in which the CDEP is implemented in the organization's approach to one specific project? If yes, please define by example.

Answer: Yes, the program is the CDEP and the means by which it is implemented. Please detail the organization’s approach to providing the CDEP. There is no single example that is adequate to capture how a CDEP must be implemented. The applicant is expected to know their CDEP well and be able to explain how they are doing their work. If the applicant is not currently providing the CDEP and selects an existing CDEP from another source, then that practice is presumably chosen because it has features

that the applicant finds desirable. The applicant must be competent to apply that CDEP and explain it will be implemented.

CBPP- Is it the program the CBPP plans to create if it advances to become an IPP grantee?

Answer: The program is the CDEP that the CBPP will evaluate during the IPP stage. The capacity building stage gives the opportunity to build capacity for the business operations and evaluation planning for the CDEP. It will be the same CDEP in both stages.

20. CBPP- Page 19 III.1.c. Is the meaning of "program" the same here as in the text on page 18?

Answer: Yes. The program is the CDEP is the program that the pilot project proposes to implement under the guidelines established by the CRDP program.

21. Page 27 V.B.1. Is "66 months" correct?

Answer: Yes. This includes 6 month during the CBPP funding period and 60 months during the IPP funding period for a total of 66 months.

22. Page 32 Attachment 2: Application Cover Box I. If an organization serves consumers from multiple counties in the Central Valley, Sacramento Valley and Bay Area can that be stated in the Box I. Geographic Target? If not, how should the box be completed?

Answer: Yes. List all geographic areas served.

23. Page 34 Budget: May an applicant sub-contract with a grant writer to help fulfill the goals of this grant?

Answer: The applicant can determine the best means to meet the requirements of the grant. Work done by a grant writer to apply for this grant is not reimbursable. Only work done in the fulfillment of the goals of the grant that are performed while under contract with CDPH are reimbursable.

24. May an applicant sub-contract with a qualitative research design expert to fulfill the goals of this grant?

Answer: The applicant can determine the best means to meet the requirements of the grant.

25. May an applicant sub-contract with a quantitative research design expert or expert in research design to establish a practice as evidence-based to fulfill the goals of this grant?

Answer: The applicant can determine the best means to meet the requirements of the grant.

26. *May an applicant sub-contract with a statistician to fulfill the goals of this grant?*

Answer: The applicant can determine the best means to meet the requirements of the grant.

27. *May an applicant sub-contract with an expert evaluation consultant for up to \$8,000 of the CBPP budget?*

Answer: Capacity building pilot projects can utilize the grants allotted to help them fulfill the requirements. They may subcontract with an expert evaluation consultant to the extent necessary. A minimum of 20% of the overall budget must be allocated for evaluation during the Implementation stage.

28. *Re: "...attach a 5-page budget narrative to detail the line-items in this budget." Are 5-pages the minimum or the maximum length of the budget narrative?*

Answer: It is the maximum length.

29. *Page 35 Letters of Support. May an applicant organization supply more than three Letters of Support? If yes, is there a maximum number of Letters of Support which may be submitted?*

Answer: No. We will only accept three (3) letter of support. If more than three letters are submitted, only the first three will be evaluated.

30. *If a Letter of Support is in a language other than English does the applicant need to provide a translation into English?*

Answer: No a translation is not needed, but please indicate the language that the letter of support is in.

31. *May a Letter of Support be in MSWord?*

Answer: The letter of support should have an original signature, but the author of the supporting letter is free to use the most convenient means to write the letter.

32. *May a Letter of Support be in another software which supports the language and script of the language of the letter?*

Answer: Yes. The letter of support should have an original signature, but the author of the supporting letter is free to use the most convenient means to write the letter.

33. May a Letter of Support be typed?

Answer: Yes. The letter of support should have an original signature, but the author of the supporting letter is free to use the most convenient means to write the letter.

34. May a Letter of Support be handwritten?

Answer: Yes. The letter of support should have an original signature, but the author of the supporting letter is free to use the most convenient means to write the letter.

35. Page 64-70 If we use terms and acronyms just as they are defined and spelled out in the RFP attachments "Definition of Terms" and "Acronyms" do we need to use space & words to define or spell out the first time we use? That seems unnecessary.

Answer: Yes. It is recommended that the proposer follow standard conventions of writing to complete the application process.

36. Page 66. "Mental illness" is defined. Within the definition of "Early intervention" the phrase "serious mental illness or emotional disturbance with psychotic features" is used but is not defined. Would you please provide a definition in words and with examples?

Answer: This definition is derived from the MHSOAC Proposed Prevention and Early Intervention Regulations, which states:

"'Serious mental illness or emotional disturbance with psychotic features' means, schizophrenia spectrum and other psychotic disorders including schizophrenia, other psychotic disorders, disorders with psychotic features, and schizotypal (personality disorder). These disorders include abnormalities in one or more of the following five domains: delusions, hallucinations, disorganized thinking (speech), grossly disorganized or abnormal motor behavior (including catatonia), and negative symptoms."
(http://www.mhsoac.ca.gov/Laws_Regs/docs/PEI%20Regs-060415.pdf)

37. Page 67. What is the definition of the word "stock" in the definition of the word "race." Would you please provide a definition in words and with examples?

Answer: We believe the information contained within the definition is self-explanatory. While the term "race" is difficult to define, two broad examples were included within the definition. The examples are provided by the National Center for Cultural Competence,

38. Page 12 How will the TA provider be chosen to work with the CBPP awardee? Will the CBPP awardee have input in selecting the TA provider?

Answer: CDPH is currently seeking proposals to provide capacity building and implementation pilot projects with technical assistance in a manner that is culturally and linguistically competent. CDPH will award five contracts, one for each designated

population group. The capacity building pilot projects will work with the technical assistance provider for their respective population groups.

39. CRDP IPP RFP: *If promising CDEPs are not in the projects listed in the population reports how likely will they be funded or not? Is there a preference for those included? Will they be more competitive?*

Answer: There is no distinction made in the scoring process as to whether the CDEP is listed in the population group reports or not.

40. *If a promising CDEP is a small project right now to prevent depression in the elderly could we apply for this funding opportunity to expand it and scale up to evaluate its effectiveness?*

Answer: Yes, the intent of CRDP is to provide that type of opportunity.

41. *What is considered a small project, medium, or large project that is at the right scale for evaluation of effectiveness?*

Answer: CDPH has not defined small, medium and large projects. An appropriate scale for evaluation will be determined by the pilot project in consultation with the Technical Assistance Provider.

42. *Are there limits on how many projects may be awarded in a City?*

Answer: Geographic diversity is a consideration for selecting pilot projects.

43. *Does an agency/organization need to propose using a CDEP that is already in place at that organization, or may we propose using a CDEP that has been identified by the strategic planning workgroup and shows great relevance and promise for our organization?*

Answer: The CDEP does not have to be currently in operation with the proposing agency. However, the proposer must provide evidence that the CDEP has been proven effective for its population group.

44. *Our organization has existing partnerships that would be extremely beneficial to this kind of project. May we partner with that entity through the subcontract mechanism?*

Answer: Yes, contractors may utilize subcontractors to meet the requirements of the CDEP and the CRDP solicitation.

45. *On page 61 it says: Proposers may respond to multiple CRDP Phase 2 component solicitations. However, no organization shall be awarded multiple CRDP Phase 2 grants/contracts.*

Please clarify: is this restriction within each population? Or across all populations? For example, could one organization be awarded an IPP for the Latino population AND an IPP for the African American population?

Answer: This restriction is across all populations. One organization could not be awarded an IPP for the Latino population and an IPP for the African American population.

46. *Will the contract for local education outreach & awareness consultants described in the CA Reducing Disparities Project - Phase 2 Solicitations be open for bidding?*

Answer: Yes, the local education, outreach & awareness consultant will be awarded on a competitive basis.

47. *Can you advise where we can find the Q&A from the Sep. 2 RFP webinar?*

Answer: The Q&A from the September 2 webinar can be found on the CRDP web page at <http://www.cdph.ca.gov/programs/Documents/Bidders%20Conference%20FAQs%209-17-15%20Combined.pdf> or on BidSync.

48. *I was reviewing CRDP Statewide Evaluator & Technical Assistance Provider Solicitations Bidders Conference presentation and noticed that the final bullet of Slide 4 states “sign-in sheets and list of webinar participants will be shared”. I do not see that list on the California Department of Public Health website or in BidSync. Can you let me know when that information will be available? Thank you for your time and attention.*

Answer: The Bidders Conference sign-in sheets and list of webinar participants continues to be compiled. An OHE Announcement E-blast notification will be sent in the near future.

49. *Will you be making the required templates for attachments 1-8 available on either Microsoft word or PDF form filler?*

Answer: The applicant may complete the attachments using 1) handwriting, 2) computer applications that convert our files into fillable forms, 3) computer applications that convert our files into other file types, or, 4) other means such as a typewriter. It is the responsibility of the applicant to ensure that the information in the forms does not change in content or differ substantially in appearance. Applicant generated forms should have no discernible differences in the page layout.

50. *Please advise on the due dates to submit proposals for the following CDCP programs; Capacity building projects; Implementation projects. The OHE CDCP website includes links but does not show on the website due dates for the various projects. I have had questions from local health departments regarding the due dates, and suggestions to clearly add the due dates for both the solicitations and the bidders conference on the main website*

Answer: Please review the Capacity Building Pilot Project (CBPP) and the Implementation Pilot Project (IPP) Solicitation(s) in the following section: F. Administrative Section 1. Key Action Dates - Table 1.2. The description “Final date for application submission” is located in the table. In addition there are other key action dates. The Office of Health Equity is encouraging the thorough review of the solicitations. However, we will consider your suggestion.

51. *On page 9 of the CBPP solicitation, Table 1.2 (Requirements) states that "8. Cost Form" is required for an IPP Application and will be part of the Grant Fulfillment for the CBPP grant. Where is a copy of the Cost Form located in the IPP Application? Does it have a different title in the IPP Application?*

Answer: This item has been removed from the CBPP solicitation in Addendum 1, dated 9/1/2015.

52. *I believe there are one, and possibly two, “cut & paste” errors in some or all of the TAP RFPs. On p. 46 of the LGBTQ & p. 44 of the Native American TAP RFP, it reads: “Deliverable 13: IPP Technical Assistance and Training (5 points) Proposer shall describe in detail its proposed approach to provide effective TA and ongoing support for each CBPP. This deliverable will be scored based on a holistic assessment of the Proposer’s plan and its ability to effectively build capacity of CBPPs, meeting their unique needs and operating in a culturally and linguistically competent manner.”*

Answer: Thank you. We confirm that these are typographical errors and were corrected in Addendum 1, dated 9/1/2015.

53. *On p. 45 of the LGBTQ & p. 44 of the Native American TAP RFP, it reads: “Deliverable 11: IPP Assessment (3 points) Proposer shall describe in detail its proposed approach to provide a thorough assessment of the needs of each IPP. The plan includes an assessment of Administrative, Business/Programmatic Development and Sustainability and Regulatory Compliance capabilities and a vehicle for assessing other technical assistance that CBPPs may require. The plan includes an effective mechanism for annual review and update.”*

Answer: Thank you. We confirm that these are typographical errors and were corrected in Addendum 1, dated 9/1/2015.

- a. If not known, what approximate start date should the Proposer assume when developing timelines, etc.?

Answer: The proposed award date for the Capacity Building Pilot Projects (CBPP) and the Implementation Pilot Projects (IPP) is contained in the Solicitations (Section F.1). For CBPP the proposed Award Date is February 19, 2016. Work will begin as soon as contracts are executed. IPP grants will be awarded December 29, 2015, but will not begin until 6 months after the CBPP grants are awarded when the CBPPs have completed the requirements to become IPPs.

54. *In Section 2, iv (p. 36), the TAP RFP states: “CDPH will not assign points for letters that cannot be validated.” a. Can CDPH staff clarify what is meant by “validated”? b. What if the contact person is out of the office during the “validation” period? Will that cause the Proposer’s application to be discarded? c. Will the Proposer be contacted if the author of the Letter of Support cannot be reached in order to provide alternate contact information? d. How can stakeholders be assured that CDPH made a thorough attempt to “validate” a Letter of Support prior to assigning zero points?*

Answer: CDPH will contact references in the event that there are any questions regarding the reference or to the specifics mentioned in the reference in order to validate the reference. CDPH will make reasonable attempts to reach the references. The individual providing the reference must provide current contact information that CDPH will utilize to contact the individual. The applicant should inform the reference about the criticality to be available and to return messages from CDPH.

55. *In Section 2, v (p. 36), the TAP RFP states: “The Proposer shall complete the Reference Form (Attachment 4). The Proposer shall provide three references...” a. Can CDPH staff clarify if only Attachment 4 is required and not individual letters from the referring agency? b. Attachment 4 (p. 69) asks for a “Brief description of the working relationship.” Is there a word or page limit for this description and can the description be included as an attachment?*

Answer: The applicant must complete Attachment 4 and also provide letters of reference. There is not a word or page limit to the letters and attachments may be included.

56. *If the Proposer has contracted with CDPH/OHE in the past, can the Proposer list OHE staff as a Reference? a. If yes, who should the Proposer list as the contact person?*

Answer: The Office of Health Equity will not provide Letters of Reference due to conflict of interest concerns.

57. *For the TAP RFP, can an agency provide both a Letter of Support and be listed as a Reference?*

Answer: Yes, an agency may provide both a letter of support and be listed as a reference.

58. *In Section V, D, 2 Population Letters of Support (p. 43), the TAP RFP states: “...provides understanding of customer value...” Can a Letter of Support come from an agency or organization that has had a strong collaborative or working relationship with the Proposer, but has not paid the Proposer for services?*

Answer: Yes, a letter of support can come from an agency or organization that has had a strong collaborative or working relationship with the proposer, but has not paid the proposer for services.

59. *For the TAP RFP, if the Proposer has a contract similar in size and scope with a government statewide agency other than CDPH, can the Proposer use that government statewide agency as a Reference?*

Answer: Yes the proposer can use another statewide government agency as a reference.

60. *During the Bidders Conference held on September 2, 2015, the following question was asked: Section III, B: Desired Qualifications (pp. 31-32): Can the Proposer utilize (proposed) subcontractor experience for specific items in order to meet the desired qualifications for those items (e.g., including a subcontractor’s experience in “(3.k.) data collection” and “(3.p.) obtaining IRB approvals” in order to meet the desired qualifications)? During the Bidders Conference, the verbal answer to the above question was “No, the Proposer must be able to meet all the requirements on their own.” However, during another question there was an indication from the Panel that multiple subcontractors—or “forming a team”—would be allowed in order to meet all the many requirements of the TAP RFP. The ability to utilize skilled subcontractors could create a substantially stronger proposal and, therefore, provide the best possible service to OHE, CDPH, and the CBPPs/IPPs. Could CDPH staff please revisit this question? As an example, if a Proposer has some evaluation experience, but believes the project would be better served by subcontracting with a consultant or agency who specializes in evaluation, can the Proposer meet the desired requirements for evaluation by listing not only their own evaluation knowledge, but also the experience and expertise of the subcontracting consultant/agency?*

Answer: Subcontractor qualifications can be utilized to meet established requirements.

61. *If a national agency offers a unique population-specific training and/or capacity building service, and has served population-specific agencies in California, but does not have an office in California, can a Proposer/Contractor subcontract with such an out-of-state agency?*

Answer: Yes, subcontracting with out-of-state agencies is permitted.

62. *To whom should the Letters of Support be addressed, the Proposer or a CDPH staff member? (If a CDPH staff member, please include their name and title.)*

Answer: Letters of support should be addressed to the California Department of Public Health, Office of Health Equity.

63. *Exhibit D(C), 7a(3)(i) (p. 7) states: Entities whose name and budgeted costs have been submitted to CDPH in response to a competitive...Request for Proposal.” Exhibit D(C), 7b(1) (p. 7) states: If the total amount of all subcontracts exceeds 25% of the total agreement amount of \$50,000, whichever is less and each subcontract is not with an entity or of a service type described in paragraph a(3) herein...” Can CDPH staff please clarify if the*

subcontractor(s) submitted with the TA Provider RFP are considered to meet the requirement in 7.a.(3) and are therefore exempt from the bidding and sole source justification requirements?

Answer: Yes, subcontractor(s) submitted in the Proposer's response to the solicitation will be considered to meet these requirements and are therefore exempt from the bidding and sole source justification requirements.

64. *When will CDPH post the questions and answers from both the Bidders Conference and the submitted written questions?*

Answer: The FAQs corresponding to the first bidders conference and emails received up to September 8 were posted on September 18. The remaining FAQs corresponding to the September 9 bidders' conference and emails submitted up to September 15 are included in this posting along with the previously unanswered question.