

**California Reducing Disparities Project
Frequently Asked Questions
(March 25, 2016)**

1. Who participated in the Bidders Conference?

Answer: In addition to CDPH staff and contractors, the following potential bidders were present:

- Roland Moore – Pacific Institute for Research and Evaluation
- Gary Bess – Gary Bess & Associates
- Suzanne Chen – Amber Systems Technology
- Carol Oliva – National Indian Justice Center
- Ellen Benedict – Phillips Health Care
- Stacey Kennedy – California Rural Indian Health Board
- Alana Perez-White – California Rural Indian Health Board
- Paul Masotti – Native American Health Center
- Janet King – Native American Health Center

Only the individuals/organizations included on this list are eligible to apply.

2. Is there a required DVBE set aside for this contract?

Answer: No.

3. If an organization is awarded an IPP grant does that disqualify it from being an applicant for the TAP?

Answer: Yes.

As stated in the solicitation:

“Applicants may respond to multiple CRDP Phase 2 component solicitations. However, no entity shall be awarded multiple CRDP Phase 2 grants/contracts. A single entity may hold subcontracts from multiple prime contractors within a single contractor/grantee level. For example, an entity might subcontract to multiple TA Providers, but it could not subcontract to the Statewide Evaluator or to a Pilot Project. Proposers should be aware of the potential that planned subcontractors may become unavailable because they are included on a contract in a different contractor/grantee level that is awarded earlier in the process. If planned subcontractors become unavailable, proposers should be prepared to provide a proposed replacement promptly.

“For purposes of this rule, an entity refers to a private legal entity, a single local government or a single UC, CSU or community college campus.”

4. May an organization that is awarded an IPP grant partner on a TAP application as well?

Answer: No.

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5. May applicants partner with others in order to fulfill the requirements, as was discussed through the Phase 1 process?

Answer: Yes, we anticipate many organizations may need to subcontract to fulfill the full range of services required.

However, they must adhere to the requirements laid out in the solicitation to avoid a conflict of interest:

“Applicants may respond to multiple CRDP Phase 2 component solicitations. However, no entity shall be awarded multiple CRDP Phase 2 grants/contracts. A single entity may hold subcontracts from multiple prime contractors within a single contractor/grantee level. For example, an entity might subcontract to multiple TA Providers, but it could not subcontract to the Statewide Evaluator or to a Pilot Project. Proposers should be aware of the potential that planned subcontractors may become unavailable because they are included on a contract in a different contractor/grantee level that is awarded earlier in the process. If planned subcontractors become unavailable, proposers should be prepared to provide a proposed replacement promptly.

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6. For itemized cost for the billing period – can you clarify if the contract is required to submit hours worked in the cost proposal?

Answer: No. Hours are required for each deliverable to assess the price being charged for the deliverable and to ensure the proposal is realistic. Contractors may bill for the quoted price of the deliverable once it is completed.

7. Are IPPs required to engage in TTA (training and technical assistance) as part of their projects? If so, what are the requirements?

Answer: Yes. It is a requirement of IPP grants. The specific requirements are available in the IPP solicitations, which have been uploaded to the Bidders Library (https://www.cdph.ca.gov/programs/Documents/CRDP%20IPP%20Native%20American%20Solicitation%2009162015_updated%20100615.pdf). It is critical that the TAP understand there may be tensions between understandings of Pilot Projects in terms of roles, responsibilities and timelines. The TAP should be prepared to effectively work through these issues.

8. To what extent should the proposer rely on information contained in the project pilots survey results data contained in the bidder library when designing its TTA approach?

Answer: The data collected is a reflection of the individuals who participated in that survey and is not necessarily representative. In addition, a minority of the responses are from Native American CBOs. Applicants are expected to supplement this information with their own expertise regarding California's Native American population.

9. What is the role of the state once the TAP is selected? Will there be a liaison to work with the grantees and what would be the expectation of the TAP in communicating issues they may observe at the grantee level?

Answer: The state plays a pivotal role. There will be a Contract Manager assigned to each population, generally at the HPS1 level.

The Contract Managers are responsible for monitoring progress and ensuring that contractors and grantees meet all requirements of their contracts and grant. The state will provide oversight and expectations as well as facilitation services and intermediary work to call people together, etc. The Contract Manager will rely upon the TAP and SWE to help us inform on the process.

We will have a high-touch member working with the process at all times. We will do a kickoff meeting so everyone knows their roles. We will do site visits and be very present—not to take the lead but to play a supportive role to help the TAPs when necessary.

10. Will the IPP proposals be available to the TAP?

Answer: Yes. The state will provide each TAP with documentation for the Pilot Projects that they are responsible to serve.

In addition, any member of the public may request the proposals through the Public Records Act request process, once the awards have been announced.

11. Do we have a date set for the kickoff meeting and who comes to that? Is there just one kickoff meeting for all contractors and grantees?

Answer: No, the dates have not been set. There will be multiple kickoff meetings. The Kickoff Meeting will likely be held shortly after the contract is finalized.

12. Regarding Deliverable 4 – will CDPH provide the platform for knowledge management of the contractor or will the contractor provide it?

Answer: The contractor is responsible for providing it.

13. Regarding Deliverable 6 – what are the number of days for the closeout meeting?

Answer: One day.

14. What are the exact start and end dates of the Native American TAP project for budgeting purposes?

Answer: The tentative target for the start date is August 1, 2016. This will allow time for the TAP to complete required steps prior to IPPs beginning in November. The end date is January 8, 2022.

15. Are we limited to three letters of support?

Answer: Yes. We only consider three. Additional letters will not be read or scored.

16. How do we get to the bidder's library?

Answer: It is on Cal eProcure as well as the CRDP website:

<https://www.cdph.ca.gov/programs/Pages/OHECaliforniaReducingDisparitiesProjectPhaseII.aspx>.

17. Question for the reference calls: is there a guide that's public that will be used for the calls or should we just share with them what qualifications should be highlighted?

Answer: There is not a public guide. However, it may be beneficial for references to know that it will be scored in accordance with the following standards:

Reference (Mandatory)	Pass/Fail
Three (3) References for work similar in size and scope	
Reference (Desirable)	Maximum Score
Reference demonstrates Proposers' ability to effectively fulfill a contract to provide TA services, on time and on budget.	10 points
Reference demonstrates Proposers' history and deep experience working with California's Native American population in a culturally and linguistically appropriate manner.	10 points
Total	20 points (Average of 3 references, rounded to nearest whole number)

18. Can you tell us when the announcements would be made for the IPP?

Answer: No, there is a vetting/approval process in progress. The recommendations have been forwarded to our leadership.

19. How have the CBPPs and IPPs addressed the recommendations provided by the Native American Health Center in their SPW Population Report?

Answer: The Department of Public Health did not receive any applications for Capacity Building Pilot Projects. The Department will announce the Implementation Pilot Projects soon and their proposals will be available for review..

20. Have the CBPPs' findings for the Native American Population been consistent with the CRDP Phase 2 survey results under Appendix E?

Answer: The Department of Public Health did not receive any applications for Capacity Building Pilot Projects.

21. Are any of the CBPPs extending their involvement in the program as IPPs?

Answer: The Department of Public Health did not receive any applications for Capacity Building Pilot Projects.

22. If the geographic of the IPP and TA should be as team instead of random selection through process with proper time frame for the measurable outcome.

Answer: We are unsure what this question is asking. Please restate the question and we will provide a response.

23. During interview procedures will all qualified candidatew be interviewed for selection.

Answer: Only the top three candidates will be interviewed.

24. Is it possible for an agency that is awarded a Native American IPP grant to work in an advisory capacity to the Native American TA awardee? Boundaries can be clarified so the IPP awardee is not providing its own oversight.

Answer: No. Contracts and subcontracts may only be awarded within the same contractor/grantee "level."

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The 'one contract' rule is intended to insure that funding is spread among a large number of qualified organizations. Proposers should not include proposed subcontractor relationships counter to this intent.