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ADDENDUM NO. 1

April 4, 2023

Title: Naloxone Landscape and Policy Analysis
RFP # H23-0020

1. General

This addendum revises RFP documents. This addendum is issued to respondents of record prior to execution of contract and forms a part of contract documents and modifies previously issued documents. Insofar as previously issued contract documents are inconsistent with modifications indicated by this addendum, modifications indicated by this addendum shall govern. Where any part of the contract documents are modified by this addendum, all unaltered provisions shall remain in effect.

2. Addendum Acknowledgement Form

Acknowledge receipt of this addendum in the space provided on the Addendum Acknowledgement Form. Proposers must include the signed form with their response. Failure to do so will subject Proposers to disqualification.

3. Changes and Clarifications

- A. **Proposal due date has been changed from April 6, 2023, to April 11, 2023, by 2:00 P.M. CST.**
- B. Response to Questions received on or before 03/29/2023.

4. Attachments

None

Responses to Vendor Questions

| | Section of the RFP | Question | CCH Response |
|---|---------------------------|--|---|
| 1 | | <p>I am writing with a clarifying question: For RFQ-H23-0020-NALOXONE LANDSCAPE AND POLICY ANALYSIS, could you please clarify whether it is required or a goal (according to section 5.4, p 7-8) that the respondent have a subcontract with a M/WBE, if the respondent is a sole organization (in this case, university) that is not a M/WBE? That is, is this the goal for respondents overall, or the goal if the respondent has a subcontract?</p> | <p>It is the policy of the County of Cook to prevent discrimination in the award of or participation in County Contracts and to eliminate arbitrary barriers for participation in such Contracts by local businesses certified as a Minority Business Enterprise (MBE) and Women-owned Business Enterprise (WBE) as both prime and sub-contractors.</p> <p>The Office of Contract Compliance has determined that the participation for this specific contract is 35% MBE/WBE participation. A Bidder or Proposer shall document its commitment to meeting the Contract specific MBE and WBE participation goals by submitting a Utilization Plan with the Bid or Proposal. The Utilization Plan shall include (1) one or more Letter(s) of Intent from the relevant MBE and WBE firms; and (2) current Letters of Certification as an MBE or WBE. Alternatively, the Bidder or Proposer shall submit (1) a written Petition for Reduction/Waiver with the Bid, Quotation or Proposal, which documents its preceding Good Faith Efforts and an explanation of its inability to meet the goals for MBE and WBE participation. Please see the MWBE Utilization forms for more information.</p> |
| 2 | | <p>While this is stated as a potential goal, the following statement seems to indicate this is a requirement: "The Office of Contract Compliance has determined that the participation for this specific contract is 35% MBE/WBE participation"</p> | <p>See Question 1 for CCH Response</p> |

| | Section of the RFP | Question | CCH Response |
|----|--------------------|--|--|
| 3 | 2.a | Under Terms of Service, it states the contract will be three months ending in June and it indicates an anticipated timeframe of March 15, 2023 and a submittal due date of April 6, 2023, but the RFQ was released March 23, 2023. When do you anticipate making an award? | We anticipate making the award in April and the end date will be the end of June. |
| 4 | 2.a | Can you confirm if you will be answering questions the week of 3/29/2023 or if this date will be delayed? | NA |
| 5 | 2.a | How will you be sharing answers to questions? | By Email and it will post to the website. |
| 6 | 2.a | Are you considering extending the deadline for submission if answers to questions are delayed beyond week of 3/29/2023 in light of requirement to submit original hard copies? | Proposal due date has been changed to April 11, 2023, by 2:00 P.M. CST. |
| 7 | 4 | Will the contract end June 30, 2023 regardless of when it starts, or will be it be three months from the date of award? | Yes, the contract will end June 30, 2023. |
| 8 | 4 | Would you consider a post-award no cost extension beyond June 30 to ensure a full three months of performance and/or to provide additional time to complete the work as scheduling interviews can take time or is June 30 th a fixed date? | It has not been determined at this time. |
| 9 | 4 | Do you anticipate the need for any in person activities or can the full statement of work activities be performed remotely? | We do not anticipate the need for any in person activities with CCDPH. However, in order to complete the scope of work with community members and providers may need to be done in person. |
| 10 | 4 | Who is the primary audience for the landscape analysis? | The primary audience for the landscape analysis is Cook County Department of Public Health. |
| 11 | 4 | Will the landscape analysis be released publicly? | It may be released publicly. |
| 12 | 4 | Will the consultant complete graphic design for the landscape analysis? | Yes, the vendor will complete the graphic design. |

| | Section of the RFP | Question | CCH Response |
|----|--------------------|--|---|
| 13 | 4 | Do you want the landscape analysis to consider practices in other counties and states? | No, the landscape analysis should focus solely on suburban Cook County. |
| 14 | 4 | Can you provide a rough estimate of the number of informational interviews to be conducted with current DOPP programs in suburban Cook County and interviews with SUD treatment providers? | The vendor should calculate the number of informational interviews needed to ensure as representative sample as possible. |
| 15 | 5.4 | Per 5/4 MBE/WBE Participation, are respondents required to use subcontractors to bid or is the MBE/WBE goal only relevant if the prime contractor respondent is unable to complete the SOW requirements independently? | See Question 1 for CCH Response |
| 16 | 5.4 | What are the commodity codes for this work for MBE/WBE goals to identify relevant potential subcontractors? | Consulting: Healthcare Consulting (54161) |
| 17 | 5.9 | Do you anticipate providing access to PHI as part of this contract per Section 5.9 Confidentiality of Information requiring a BAA? | We will not be providing access to PHI. |
| 18 | N/A | Is there preference for businesses located in Illinois or Cook County? | Yes. |

ADDENDUM ACKNOWLEDGEMENT FORM

As required by the RFP, Proposers must submit this acknowledgement form with their response. One acknowledgement form per response, listing all addenda, is appropriate.

Addendum No.: _____

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Addendum No.: _____

Addendum No.: _____

Addendum No.: _____

Company Name: _____

Representative's Name: _____

Signature: _____

Date: _____

END OF ADDENDUM