E-MAIL QUESTIONS AND ANSWERS
March 6 through March 13, 2020
for
RFP 14-2020

City and County of San Francisco, Department of Public Health

Request for Proposals (RFP) 14-2020

Release of Information and Record Release Services

Proposals are due on or before 12:00 Noon
April 1, 2020

Mail Hard copies to:
Mahlet Girma, Contracts Office
1380 Howard, Room 421
San Francisco, CA 94102

Email copy to: Mahlet.Girma@sfdph.org
1. As a company headquartered in a Covered State, is the contract from this RFP subject to any of the exceptions of Sec. 12X.5(b)?

   **Answer:** We will not know whether any of the legally acceptable exceptions available under Chapter 12X of the SF Administrative Code will be applicable until a contract is awarded under the RFP. If your company is selected, the Department will need to determine if there is justification for an exception to Chapter 12X. Please note that the acceptable justifications provided for under Chapter 12X are as follows:
   - Needed services are available only from one source. (with an approved sole source waiver request).
   - Contract is necessary to respond to an emergency which endangers public health or safety and no compliant company is immediately available to perform required services.
   - There are no compliant/qualified responsive bidders and the Contract is for a service, project, or property that is essential to the City or the public.
   - Public interest warrants the granting of a waiver because application would have an adverse impact on services or a substantial adverse financial impact on the City.
   - Services to be purchased are available under a bulk purchasing arrangement with a federal, state, or local government entity or a group purchasing organization, which will substantially reduce the City’s cost.
   - Violates or inconsistent with the terms or conditions of a grant, subvention, or agreement with a public agency, provided that the contracting officer has made a good faith attempt to change the terms or conditions.

**Follow the guidelines of the RFP for Submission Requirements and Submission Details.**

**Letters of Intent (LOI) are due on or before 12:00pm on March 20, 2020**
Email LOI to Mahlet.Girma@sfdph.org using the template provided in Appendix A-1

**Proposals are due on or before 12:00 pm on April 1, 2020**