



San Mateo County Sheriff's Office

Request for Proposals (RFP) for Inmate Phone Services

Addendum No. 2

May 6, 2021

NOTICE TO ALL POTENTIAL PROPOSERS

Notice is hereby given to all potential Proposers that this is an addendum to the Request for Proposals for Inmate Phone Services. Note the following changes to the proposal before submitting your offer.

A. Request for Proposal (RFP Modifications)

1. Cover page has been revised to reflect the new proposal deadline – May 20, 2021 at 4:00 p.m.
2. Section IV, Request for Proposals Procedure, has been revised as follows:
 - The Tentative Schedule of Events table has been updated as follows:

Tentative Schedule of Events

Event	Date
Release Request for Proposals	April 8, 2021
Deadline for Submitting Questions to County	April 28, 2021
Release Responses to Questions	May 5, 2021
Proposer's Conference	May 6, 2021
Proposal Deadline	May 20, 2021
Formal Review of Proposals (1)	May 24, 2021
Notification of Funded Proposals (1)	May 27, 2021
Contract Negotiations Begin (1)	June 1, 2021
Protest Deadline (1)	June 4, 2021
Recommendation to Board of Supervisors (1)	August 3, 2021

3. Section V, Proposal Submission Requirements has been revised as follows:

- Tab 2 – Philosophy and Service Model, has been revised as follows:

TAB 2 – Philosophy and Service Model (13 pages max)

This section describes your philosophy and service model for meeting the services required by this RFP. Relevant considerations include the quality and feasibility of your approach to meeting these needs, the manner in which you plan to provide adequate staffing (including planning for absences and back-up coverage, training, background checks, and staff monitoring, etc.) and equipment or other resources provided by you (if applicable). Keep these considerations in mind as you respond to the following:

1. Describe how you will fulfill the needs of the County described in this RFP. Attach a project plan, if appropriate.
2. List your needs for physical space and/or equipment at the County during this engagement, if any, aside from space or equipment that would be provided by the County as an obvious aspect of the requested services.
3. Identify how you will meet all other aspects of the scope of work and related requirements stated above. List any items that you cannot provide.
4. In the event of a routine problem, who is to be contacted within your organization?
5. In the event of the identification of a problem by the County, describe how you will address such problems and the timeframe for addressing them.