



Finance Department
Purchasing Division

REQUEST FOR PROPOSALS (RFP)
Specification No. 24-11659-C
FOR
Gun Violence Intervention and Prevention Program
PROPOSALS WILL NOT BE OPENED AND READ PUBLICLY

ADDENDUM "B"
April 10, 2024

Dear Proposer:

Questions received from proposers along with answers are attached.

Also, [view the recording of the Bidder's Conference](#) from Friday, April 5 for more information.

Proposals/bids must be received no later than 2:00 pm, on Tuesday, April 16, 2024. All responses should be sent via email to purchasing@berkeleyca.gov and have "Gun Violence Intervention and Prevention Program" and **Specification No. 24-11659-C** indicated in the subject line of the email. Please submit one (1) PDF of the technical proposal and have "**Proposal - Vendor Name Spec. No. 24-11659-C.**" Corresponding cost proposal shall be submitted as a separate PDF document and have file name, "**Price - Vendor Name Spec. No. 24-11659-C.**"

Proposals will not be accepted after the date and time stated above.

We look forward to receiving and reviewing your proposal.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Sweet'.

Darryl Sweet
General Services Manager

Internal
Addendum "B"

Questions and Answers for Specification No. 24-11659-C
Gun Violence Intervention and Prevention Program

The City of Berkeley has received questions from some potential respondents regarding **Specification No. 24-11659-C**, Gun Violence Intervention and Prevention Program. In an effort to provide the same information to all, listed below are the questions received to date, with responses from City staff.

1. **Q. Where can I find the RFP and the associated documents, including the budget template, for the Gun Violence Intervention and Prevention Program?**
 1. A. These documents can be found on the City website at this link:
<https://berkeleyca.gov/doing-business/working-city/bid-proposal-opportunities/gun-violence-intervention-and-prevention>

2. **Q. When are questions due?**
 2. A. Questions must be submitted by Monday, April 8, 2024. Answers are expected to be posted:
<https://berkeleyca.gov/doing-business/working-city/bid-proposal-opportunities/gun-violence-intervention-and-prevention>

3. **Q. The RFP mentions there will be a bidder's conference on April 5th. Can you tell me where and when the conference will take place, and how to register for it?**
 3. A. The information related to the non-mandatory bidder's conference is publicly available and can be found on the City website at this link and within Addendum A:
 - <https://berkeleyca.gov/doing-business/working-city/bid-proposal-opportunities/gun-violence-intervention-and-prevention>
 - <https://berkeleyca.gov/sites/default/files/documents/24-11659-C%20-%20Addendum%20A.pdf>

4. **Q. Can I share the RFP with my network?**
 4. A. The RFP is publicly available and can be found on the City website at this link:
<https://berkeleyca.gov/doing-business/working-city/bid-proposal-opportunities/gun-violence-intervention-and-prevention>

5. **Q. I am curious if the City requires that applicants are operating under a 501(c)(3) in order to apply. Is a consultancy or "DBA" adequate for application? We are considering applying as a team and we are unclear what organizational umbrella we need.**
 5. A. 501(c)(3), 501(c)(4), and 501(c)(6) nonprofit organizations are eligible to apply. Additionally, organizations without a nonprofit exempt status can team up with an existing 501(c)(3) nonprofit fiscal sponsor to apply. For submissions involving multiple members and organizations, the proposal must clearly designate the leading organization.

6. **Q. If we are not currently registered as a vendor or contractor with the City, are there any steps we need to take either prior to submission or immediately after?**

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6. A. All interested vendors may register to receive notifications about available opportunities at [Vendor Sign-Up for Bid/RFP Notification](#). If selected for this RFP, vendor will work with the department to fill out new [Vendor Application & W-9](#).
7. Q. **Regarding the orientation towards the ceasefire model in the literature review, does the City have a preference for this model, or are variations/modifications considered?**
7. A. The program maintains an open approach to implementing a gun violence intervention and prevention model, acknowledging its effectiveness while recognizing the need for adaptations tailored to Berkeley's unique context. The flexibility in the program design allows for the incorporation of variations or modifications of the traditional ceasefire model that might better suit local needs. This approach is rooted in research and direction from the City Council, ensuring that the strategies employed are evidence-based and have a strong likelihood of success in Berkeley. Proposals are encouraged to propose innovative adaptations that align with the program's goals while considering the specific challenges and opportunities within the Berkeley community.
8. Q. **Can violence interrupters and those delivering custom notifications be the same person?**
8. A. Yes, the same individuals can fulfill the roles of violence interrupters and custom notifications deliverers. However, it's crucial that clear policies and procedures are established to govern this dual function, particularly concerning the sharing of information and collaboration with the Berkeley Police Department. These policies aim to preserve the trust of the community while ensuring the effective delivery of both aspects of the program.

Custom Notifications are a *collaborative* strategy by law enforcement and community-based organizations to mitigate gun violence and target high-risk individuals with simultaneous "hard" and "soft" messaging.

A critical aspect of **Street Outreach** operation is the *unidirectional flow of information* from police to outreach workers, keeping them informed about recent incidents without compromising their neutrality and community trust. It is essential for individuals serving in both capacities to understand their responsibilities and the importance of maintaining confidentiality and trust within the community, as these are critical components of the program's success.

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9. Q. What type of institutional resources and staff will be available from the City to support collaboration and evaluation, especially considering this is a first-year initiative?

9. A. The City is committed to providing resources and support for the initiative. This includes data and analytical support from the Police Department and collaboration with the Health, Housing, and Community Services Department for social services. The City Manager's Office will serve as a central coordinating body, ensuring cohesive management and support across the program's components. For evaluation purposes, the initiative will leverage partnerships, data resources, and existing City infrastructure to build an effective, data-driven evaluation framework. This framework will be designed collaboratively with the Gun Violence Intervention and Prevention Program Service Providers and Departments to assess program outcomes, identify areas for improvement, and support continuous adaptation to meet the community's needs effectively.

10. Q. Regarding the social services and place-based components, what is the staffing model, and how can organizations collaborate on these pieces?

10. A. The social services and place-based components of the program are staffed by designated City personnel in the Berkeley Police Department Community Services Bureau and The Health, Housing, and Community Services Department, with roles and responsibilities clearly defined to support the initiative's objectives. These teams are structured to facilitate effective implementation and collaboration with external organizations. External organizations interested in collaborating on these components are encouraged to engage directly with city representatives to explore partnership opportunities. Collaboration may include sharing best practices, coordinating on service delivery, and participating in joint community engagement efforts. The city is open to innovative collaboration approaches that enhance the program's impact and reach within the community.

11. Q. Are the area coordinators and social services staff trained in gun violence intervention and reduction? How can organizations collaborate on training and implementation?

11. A. The program is keen to broaden its training scope to include specialized strategies for

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gun violence intervention, aiming to equip all personnel with comprehensive skills in this area. External organizations with expertise in gun violence prevention are encouraged to partner with the City to enhance training and implementation efforts. This collaboration could involve shared training programs, exchange of best practices, and the development of targeted strategies suited to Berkeley's needs.

Except as provided herein all other terms and conditions remain unchanged.