

San Francisco Department of Public Health

RFQ 22-2013

1. Service Category #1 Fiscal Intermediary Services

2. Service Category #2 Professional Consultant Services for Short Term Projects

Introduction/Overview: The City and County of San Francisco Department of Public Health (SFDPH), is issuing a **Request for Qualifications (RFQ)** to provide support for SFDPH Programs in the Fiscal Administration, Development, Technical Assistance, Research and Professional Consultation development of Short Term Projects.

This is a “**Request for Qualification’s**” (RFQ) only. This will allow the SFDPH Programs to create a qualified list of vendors that may be eligible to support future specialized projects. These projects generally require specialized services in order to support the development or completion of SFDPH short term projects.

Funding:

- Depending on the availability of funds, through various Federal, State, Private and Local Grants.
- Funds for this solicitation may be renewable annually, depending on the availability of funds, successful performance of contract obligations, and compliance with SFDPH Community Program mandates. Annual funding may increase or decrease depending on availability of funding.

Evaluation:

- Proposals will be reviewed, evaluated, and scored by a Technical Review Panel using the criteria specified in the RFQ.
- At any time during the Evaluation Process, the City may require a Proposer to provide oral or written clarification of the proposal submitted.
- No Proposer shall have any legal or equitable right or obligation to enter into a contract or to perform the work as a result of such Proposer being selected.

ACTIVITY	TIMES	DATES
Publication of RFP		May 22, 2013
Mandatory Letter of Intent	By 12:00 Noon	Wednesday – June 12, 2013
Emailed Questions		June 12, 2013 until Noon on June 19, 2013
Proposals Due*	By 12:00 Noon	Wednesday – July 10, 2013
Technical Review		July 2013
Invitation to Negotiate		TBD
Start Date of Services		TBD

**Proposals will be accepted only from Proposers that have submitted a Letter of Intent (LOI).*

For questions please contact Irene Carmona, SFDPH Contracts Unit, at (415) 554-2652.

To download a complete copy of the application, please point your browser to the RFP page of the SF Department of Public Health at:

<http://www.sfdph.org/dph/comupg/aboutdph/insideDept/Contracts>