COUNTY OF ALAMEDA

REQUEST FOR INFORMATION No. HCSA-0120

Alameda County’s Homeless Housing, Assistance and Prevention (HHAP) Program

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| **Any Request for Proposal/Quotation (RFP/RFQ) issued as a result of this Request for Information (RFI) will be issued electronically via e-mail. Please immediately update the County Contact noted below of any e-mail address changes. This RFI and any RFP/RFQ issued as a result of this RFI will be posted on the General Services Agency Current Contracting Opportunities website located at:** [**http://www.acgov.org/gsa\_app/gsa/purchasing/bid\_content/contractopportunities.jsp**](http://www.acgov.org/gsa_app/gsa/purchasing/bid_content/contractopportunities.jsp)**. Please visit the website for further information regarding this project, or contact the person listed below.**  **Contact Person: Erika Adams, Administrative Specialist II**  **Phone Number: 510-667-3174**  **E-mail Address:** [**Erika.Adams@acgov.org**](mailto:Erika.Adams@acgov.org) |

**RFI Response Due Date:**

**by**

**2:00 p.m.**

**on**

**February 7, 2020**

**through online form only:**

[**https://forms.gle/eobY18mfGGBERBKH8**](https://forms.gle/eobY18mfGGBERBKH8)

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1. **INTENT**

The intent of this Request for Information (RFI) is to gather information from local jurisdictions, service providers, and other groups on potential projects that could be deployed quickly to serve people experiencing homelessness in Alameda County. The information gathered will inform the development and scope of Alameda County and the Oakland, Berkeley/Alameda County Continuum of Care (CoC) applications for one-time funds provided under the state of California’s Homeless Housing, Assistance, and Prevention Program (HHAP). Funds awarded to the County and the CoC may be awarded to partners through future procurements.

The purpose of the state’s HHAP application is for applicants to provide a plan for how HHAP funding will be utilized during a 5-year grant period (July 1, 2020-June 30, 2025). In planning for HHAP, Counties and CoC’s must provide predictions for the annual amounts of funding that will be spent within each of a menu of the following eligible use categories:

1. Rental Assistance/Rapid Rehousing;
2. Operating Subsidies and Reserves: Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves;
3. Landlord Incentives: Incentives to landlords, including, but not limited to, security deposits and holding fees;
4. Outreach and Coordination: Outreach and coordination, which may include access to job programs, to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing;
5. Systems Support to Create Regional Partnerships: Systems support for activities necessary to create regional partnerships and maintain a homeless services and housing delivery system particularly for vulnerable populations including families and homeless youth;
6. Delivery of Permanent Housing: Delivery of permanent housing and innovative housing solutions such as hotel and motel conversions;
7. Prevention and Shelter Diversion to Permanent Housing;
8. New Navigation Centers and Emergency Shelters (based on demonstrated need); and
9. Innovative Solutions: Innovative programs serving people who are currently unsheltered or staying in shelters.

As such, it is imperative that applications take into account the capacity and interest of potential partners under the HHAP opportunity to support regional coordination, and expand or develop local capacity to address immediate homelessness challenges.

Therefore, this RFI is intended to collect information from potential partners regarding the services and projects they may propose to provide under Alameda County and CoC HHAP in response to subsequent procurements issued by the County of Alameda. Upon successful award of HHAP funds to the County and CoC, the County of Alameda may issue subsequent procurements to award contracts to fund HHAP projects.

All potential partners that respond to this RFI will be included on the vendor list to receive any subsequent bid documents, if issued. The Health Care Services Agency (HCSA) will use the contact information provided by the potential partner in their response to the RFI. Potential partners are responsible for providing HCSA with accurate contact information.

The County of Alameda does not guarantee that a subsequent, or any, procurement will be issued, nor does the County of Alameda guarantee any awarded contracts should a procurement take place. Partners who respond to this RFI must be capable of responding to subsequent procurements issued by the County of Alameda. Should subsequent procurements be issued, the terms and conditions described in this RFI are not guaranteed to remain exactly the same.

1. **BACKGROUND**

**Health Care Services Agency (HCSA)** is the health authority in Alameda County whose mission is to provide fully integrated health care services to its residents. These services are provided through a comprehensive network of public and private partnerships that ensure optimal health and well-being and respect the diversity of all residents. HCSA recognizes that to achieve this mission, it must develop high quality services and operations that are consistent with any changes in relevant economic and policy environments.

**Continuum of Care (CoC)** is an integrated system of care organized to carry out the responsibilities of addressing homelessness required by the McKinney-Vento Homeless Assistance Act, the HEARTH Act, and the 2012 Interim Rule in order to receive federal homeless assistance funding. It was designed to promote communitywide commitment to the goal of ending homelessness, provide funding for efforts by nonprofit providers, promote access to and utilization of mainstream programs by homeless individuals and families, and optimize self-sufficiency among individuals and families experiencing homelessness. EveryOne Home is the lead agency for the Alameda County Continuum of Care.

**The Homeless Housing, Assistance and Prevention Program (HHAP)** is a $650 million block grant program designed to support regional coordination and expand or develop local capacity to address immediate homelessness challenges throughout the state of California. Spending must be informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and ensuring those individuals and families maintain their permanent housing.

Eligible applicants who may apply for HHAP program funds include the 44 CoCs, 58 counties, and 13 largest cities with populations greater than 300,000 in the state.

The funding allocation for each eligible entity is predetermined, calculated based on the official 2019 US Department of Housing and Urban Development (HUD) Point-In-Time (PIT) counts. Using this method the final HHAP allocations for Alameda County and Alameda County CoC are:

1. Alameda County: $8,815,938;
2. Oakland, Berkeley/Alameda County CoC: $9,449,958.

Note: HHAP funding amounts will be allocated geographically over five designated Alameda County regions (North, Central, South, East and County-wide) as identified below. Funding amounts for each region will be calculated based on the percentage of homeless residents living in each of these five designated areas as documented by the official Alameda County 2019 PIT count:

1. North County (excluding Oakland): Albany, Berkeley, Emeryville;
2. Central County: Unincorporated areas of Ashland, Castro Valley, Cherryland, Fairview, and cities of Alameda, Hayward, San Leandro, and San Lorenzo;
3. South County: Fremont, Newark, and Union City;
4. East County: Dublin, Livermore, Pleasanton, and Sunol; and
5. County-wide: Projects that serve any eligible Alameda County resident.

Note: The City of Oakland is designated as one of the 13 large cities in the state. As such, Oakland is eligible to submit an application for its own separate funding allocation which will NOT be informed by information collected through this RFI. However, potential partners who propose projects that serve residents County-wide can include estimated information regardless of clients’ County region of residence.

For more information on the HHAP opportunity, please visit the state’s Homeless Housing, Assistance and Prevention webpage: <https://www.bcsh.ca.gov/hcfc/hhap_program.html>.

1. **REQUESTED INFORMATION**

For the purpose of the County of Alameda and CoC’s HHAP applications planning and development, the County requests the following information from potential partners regarding the services and projects partners may propose to provide under Alameda County and CoC HHAP during subsequent procurements, or any, issued by the County of Alameda.

**Potential partners must use the provided online form (see Section D. on page 7 for hyperlink to online form) to provide the following information to HCSA and the CoC:**

1. Official Name of Potential Partner
2. Street Address
3. City
4. State
5. Zip Code
6. Primary Contact Name
7. Primary Contact Email Address
8. Primary Contact Phone Number
9. As a respondent of this RFI, I understand that in order to be eligible for inclusion in subsequent procurements, my organization must demonstrate the ability to provide a responsible bid in any subsequent procurements issued by the County of Alameda, including but not limited to, Request for Qualification No. HCSA-900419, Housing Solutions for Health Vendor Pool (please respond yes or no).
10. Project Type (select one; see Section A. on page 2 for project type definitions):
11. Rental Assistance/Rapid Rehousing;
12. Operating Subsidies and Reserves;
13. Landlord Incentives;
14. Outreach and Coordination;
15. Systems Support to Create Regional Partnerships;
16. Delivery of Permanent Housing;
17. Prevention and Shelter Diversion to Permanent Housing;
18. New Navigation Centers and Emergency Shelters; and
19. Innovative Solutions.
20. Project description. Please provide a short description of the project including proposed services, target population (i.e. age, gender, etc.), and any known specific locations (1000 characters max).

**Project Region:** HHAP funding amounts will be allocated geographically over five designated Alameda County regions (North, Central, South, East and County-wide) which are identified below. Funding amounts for each region will be calculated based on the percentage of homeless residents living in each of these five designated areas as documented by the official Alameda County 2019 PIT count. As noted above, since the City of Oakland will be submitting a separate HHAP application, projects solely based in Oakland should NOT be included in this RFI. However, potential partners who propose projects that serve residents County-wide can include estimated information regardless of clients’ County region of residence.

1. Would your project serve residents in North County? Select yes or no.

North County (excluding Oakland): Albany, Berkeley, Emeryville

1. Would your project serve residents in Central County? Select yes or no.

Central County: Unincorporated areas of Ashland, Castro Valley, Cherryland, Fairview, and cities of Alameda, Hayward, San Leandro, and San Lorenzo

1. Would your project serve residents in South County? Select yes or no.

South County: Fremont, Newark, and Union City

1. Would your project serve residents in East County? Select yes or no.

East County: Dublin, Livermore, Pleasanton, and Sunol

1. Would your project serve residents County-wide? Select yes or no.

County-wide: Projects that serve any eligible Alameda County resident

1. Would your project primarily focus on serving youth (ages 12-24) experiencing homelessness (which could include pregnant and parenting youth)? Select yes or no.
2. What is the estimated number of unduplicated clients to be served each year? Enter numbers only. Enter the number "0" if the project would not provide services to clients in a particular year. As previously noted, since the City of Oakland will be submitting a separate HHAP application, projects solely based in Oakland should NOT be included in this RFI. However, potential partners who propose projects that serve residents County-wide can include estimated information regardless of clients’ County region of residence.
3. July 1, 2020-June 30, 2021
4. July 1, 2021-June 30, 2022
5. July 1, 2022-June 30, 2023
6. July 1, 2023-June 30, 2024
7. July 1, 2024-June 30, 2025
8. What is the total estimated number of unduplicated clients to be served during July 1, 2020-June 30, 2025? Enter numbers only.
9. **RESPONSE FORMAT**
   * + 1. **All submissions will be received only through the online form (link provided below), and by 2:00 p.m. on February 7, 2020**. The form’s timestamp shall be considered the official timepiece for the purpose of establishing the actual receipt of form entries.

**Link to Online Form:** [**https://forms.gle/eobY18mfGGBERBKH8**](https://forms.gle/eobY18mfGGBERBKH8)

* + - 1. Only one project may per proposed per form entry. Potential partners may submit more than one proposed project by submitting a subsequent form entry. While the deadline is by 2:00 p.m. on February 7, 2020, potential partners are encouraged to submit form entries as soon as possible, as they will be reviewed on a rolling basis.

1. **COUNTY PROVISIONS**
2. [Small Local Emerging Business Program](http://acgov.org/auditor/sleb/overview.htm): The County is vitally interested in promoting the growth of small and emerging local businesses by means of increasing the participation of these businesses in the County’s purchase of goods and services.

As a result of the County’s commitment to advance the economic opportunities of these businesses, **Bidders must meet the County’s Small and Emerging Locally Owned Business requirements in order to be considered for the contract award.** These requirements can be found online at:

<http://acgov.org/auditor/sleb/overview.htm>

For purposes of this bid, applicable industries include, but are not limited to, the following NAICS Code(s): 53110, 531190, 531311, 531390, 561311, 611710, 621330, 621420, 621610, 621999, 624110, 624120, 624190, 624210, 624221, 624229, 624230, 813110, 813212, 813319.

A small business is defined by the [United States Small Business Administration](http://www.sba.gov/) (SBA) as having no more than the number of employees or average annual gross receipts over the last three years required per SBA standards based on the small business's appropriate NAICS code.

An emerging business is defined by the County as having either annual gross receipts of less than one-half that of a small business OR having less than one-half the number of employees AND that has been in business less than five years.

1. [First Source Program](http://acgov.org/auditor/sleb/sourceprogram.htm): Information regarding the County’s First Source Program can be found online at: <http://acgov.org/auditor/sleb/sourceprogram.htm>.
2. **COUNTY CONTACTS**
   * + 1. Questions regarding this RFI must be submitted in writing via email to Erika Adams, Administrative Specialist II, at [Erika.Adams@acgov.org](mailto:Erika.Adams@acgov.org).
3. **PARTNER QUALIFICATION CRITERIA:**
4. To be eligible for inclusion in subsequent procurements, partners who respond to the RFI (i.e., by completing an online form entry) must demonstrate the ability to provide a responsible bid in subsequent procurements issued by the County of Alameda, including but not limited to, Request for Qualification No. HCSA-900419, Housing Solutions for Health Vendor Pool.
5. **ESTIMATED CALENDAR OF EVENTS:**

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| --- | --- |
| Event | **Date** |
| Request for Information (RFI) Issued | January 24, 2020 |
| RFI Response Due | **By 2:00 p.m. on February 7, 2020** |
| Anticipated HHAP Award date from state to the County and CoC | April 15, 2020\* |

**Note:** Dates indicated are approximate.

\*Subsequent procurements may be released following HHAP grant award to the County of Alameda and CoC.

1. **CONTACT LIST FOR ANY FUTURE PROCUREMENTS**

All potential partners that respond to this RFI will be included on the vendor list to receive any subsequent bid documents, if issued. HCSA will use the contact information provided by the potential partner in their response to the RFI. Potential partners are responsible for providing HCSA with accurate contact information.

1. In addition, the County encourages any **new vendors that are local to Alameda County** to register and be added to the County SLEB database. More information on how to register can be found on the County’s website at: <http://acgov.org/auditor/sleb/newvendor.htm>.
2. Both local and non-local can subscribe to any or all Contracting Opportunities Categories and/or Calendar of Events for automatic updates. Subscribers will receive an e-mail announcing when the latest information has been updated on our website. More information on how to [Get e-mail updates when this information changes.](http://acgov.org/gsa/purchasing/esubscribe.htm) [Subscribe](http://acgov.org/gsa/purchasing/esubscribe.htm) can be found on the County’s website at: <http://acgov.org/gsa/purchasing/esubscribe.htm>.