



Contra Costa Health, Housing, and Homeless Services
**Contra Costa Homeless Emergency Aid Program (HEAP) –
Transition Age Youth Rapid Rehousing**

Bidders' Teleconference October 29, 2019

Questions & Answers

Q1. Are you looking for partnerships? For additional services such as employment?

A: Additional services would be leverage. The more wraparound services you can provide, the better. The main goal of the program is to connect youth to housing that they can sustain. Let us know your plan.

Q2. Page 3 of the RFP says “contracts”. Are you anticipating one or more contracts/providers?

A: We envisioned, and prefer, one provider but are open to more than one.

Q3. Page 5 of the RFP states the standard definition of homelessness. Are couch-surfing TAY eligible?

A: Review item 1.b. for persons “imminently at risk”. Couch surfing is typically not a stable living situation. Otherwise, no, we cannot serve folks outside the standard definition of homelessness.

Q4. Page 6 of the RFP has the definition of homeless youth. Where is 24 cut off?

A: Any time until their 25th birthday. Once they are in the program, eligibility will not be reevaluated.

Q5. Page 7 of the RFP #8 talks about housing placement meetings and case conferences. Who schedules those? Is the provider expected to coordinate those?

A: The Coordinated Entry (CE) manager at Contra Costa Health, Housing, and Homeless Services (H3) will facilitate those meetings. The plan is to mirror Rapid Rehousing (RRH) placement like Permanent Supportive Housing. H3 is working to formally integrate RRH into CE with a meeting on November 5th to look at the process.

Q6. Also on page 7, #9 talks about a survey. Is that something created by H3, or something for the applicant to discuss/propose?

A: It is up to the applicant to include any existing survey or plans to create their own.

Q7. Page 8 of the RFP asks for “recent audits” from agencies currently providing RRH. What is “recent”? Is 2016 ok?

A: Please provide your most recent audit. If that is 2016, then yes, 2016 is ok.

Q8. On page 9, Section E of the RFP, are points allocated within the budget sections, like the previous point allocations?

A: We will review the scoring and release any changes by Monday. Please see the Amended RFP for details of changes in red.

Q9. Do you want a 12 or 18-month budget? What about ramp up/ramp down?

A: Please see the posted budget template as a guide. The contract period will be for 18 months, and thus the template is broken out into a 12-month column and a 6-month column. The template can be used as a starting point. If you'd prefer to submit an 18-month inclusive budget, that is allowable, just be sure to indicate the time period.

Q10. On page 9, Section E2 of the RFP you mention leverage and additional points. What will the scoring panel be instructed?

A: Leverage is not required, however, programmatically, leverage will be evaluated on how your proposal is integrated with other programming to meet the goals of RRH and serve the target population.

Q11. On page 10, Section E3 of the RFP you mention funding allocations of 60% direct financial assistance, 30% personnel and direct operating expenses and up to 10% admin. How will points be assigned? What will the scoring panel be instructed?

A: The 60/30/10 reflects goals of similar RRH programs, and the intended use of the funds primarily is to house people. For points, please see the Amended RFP for details of changes in red.

Q12. Is it safe to assume that a pre-approved indirect rate above 10% will not be penalized?

A: True. An approved rate above 10%, with documentation, will not be penalized.

Q13. Will the Program Summary be scored?

A: The Program Summary is intended as an executive summary and will not be scored. For points, please see the Amended RFP for details of changes in red.

Q14. There are discrepancies with page limits between page 2 and pages 7-9 of the RFP. Is the evaluation a 3-page maximum?

A: Either of the references to page numbers will be honored. As long as you are within range of the 10-page limit, we will accept it. The intention is for this not to be a huge proposal for our reviewers. Please see the Amended RFP for details of changes in red.

Q15. Who all is on the call?

A: Leslie from Shelter, Inc., Deanne from CCIH, Trinity, Stephanie from LSS, and then Eric, Jenny and Juliana from H3

Q16. Question again about age. Was it confirmed that before their 25th birthday, TAY can get all services?

A: Yes. Confirmed.

Q17. How will CE identify TAY to be referred? Will the provider need to do outreach?

A: We will be using the VI and housing queue. We will also have 2 CORE teams dedicated to TAY. There is also an existing youth by-name-list which is a long list of youth that already qualify.