



# DENVER

## HOUSING STABILITY

### Pre-Proposal Conference - Request for Proposals (RFP) HOST-80-2024 Rapid Rehousing Programs for the Department of Housing Stability (HOST)

For attendance purposes, please put your name, title, company representing and email address in the chat feature. This information will be posted on the bid site.

We ask that everyone please mute themselves.

If you have any questions, please submit them in the chat function.

## Good Morning. Welcome and Thank You for joining us.

- All requests for information, clarifications and/or questions must be emailed to [HOSTProcurements@denvergov.org](mailto:HOSTProcurements@denvergov.org) throughout this process. They are to be received in accordance with the Schedule of Events.
- Deadline to submit additional questions is July 16th, 2024, by 5:00 PM, MST
- Responses to written questions will be posted on July 18th, 2024, by 5:00 PM,
- Questions and responses received throughout this event will be published as an addendum on Zengine.

Other HOST Participants: Midori Higa, Gaelyn Feeney Coyle, Christy Marquez, Rosemary McQuiggan, Kelsey Antun

# Schedule of Events:

<b>RFP Issued</b>	July 8th, 2024	10:00 AM
<b>Virtual Pre-Proposal Conference/General Information Meeting</b>	July 15th, 2024	10:30 AM
<b>Deadline to Submit Additional Questions</b>	July 16th, 2024	5:00 PM
<b>Response to Written Questions</b>	July 18th, 2024	5:00 PM
<b>Proposal Due Date</b>	August 2nd, 2024	5:00 PM
<b>Evaluation Period (Tentative)</b>	August 5th – 23rd, 2024	
<b>Award Date (Tentative)</b>	September 6th, 2024	

# Rapid Rehousing (RRH)

Through this RFP, HOST will direct RRH resources to households who meet the definition of literal homelessness and ensure all qualifying populations are connected to supportive case management, affordable housing navigation, and time-limited financial assistance to end their episode of homelessness and through obtaining and maintaining permanent housing with the goal of increasing income for households to stabilize. HOST will ensure that all populations—adults, families, and youth—will be supported through RRH Programs. Households will be referred through OneHome, Metro Denver’s Coordinated Entry System. HOST is particularly interested in applications that demonstrate effective RRH best practices and speak to historical success in working with households transitioning out of homeless situations and into successful permanent housing placements using the RRH model.

# Rapid Rehousing

Proposers may apply individually or as a collaborative group with a lead agency submitting the proposal. Collaborative proposals should describe this structure and the ability to manage navigators in multiple locations.

The Rapid Rehousing program works to quickly end a person's episode of homelessness by connecting to housing navigation services, housing stabilization case management, and time-limited financial assistance while the household receive ongoing support to continue their path towards permanent housing stability.

# Rapid Rehousing

To measure the positive impact of this RRH program, and to highlight the system support in the City of Denver, HOST will base this RFP on a set of practice standards and benchmarks established by National Alliance to End Homelessness (NEAH). Applicants will be expected to:

1. Illustrate a reduction in the length of time program participants are homeless.
2. Record 80% of households who exit the RRH program transition to permanent housing
3. Ensure 70% of enrolled households obtain and maintain cash/non-cash benefits.

These measurements will be assessed through programmatic data entered through the Homeless Management Information System (HMIS).

# Rapid Rehousing Eligible Activities

- Housing search and placement
  - Find housing units that are desirable and sustainable to program participants
  - Actively recruit and retain landlords willing to rent to program participants who might otherwise fail to pass typical tenant screening criteria
  - Respond to landlords to preserve and develop partnerships for future housing placements
- Housing stability case management
  - Assist participants in obtaining housing by helping to identify housing and resolve/mitigate tenant screening barriers
  - Case management after move-in should be home-based and focused on stabilizing the participant in housing.
  - Case management must be client-driven, voluntary, progressive,
  - strengths-based, trauma informed and focused on housing obtainment and retention through an individually tailored rent plan
  - Preferred ratio for participant per case manager is 15 households for every one case manager

# Rapid Rehousing Eligible Activities cont.

- Employment and Benefit Acquisition
  - Focus on stabilizing the participant in housing by increasing employment/income, minimizing housing retention barriers, and resolving issues or conflicts that may lead to tenancy problems.
- Rent and Move-in Financial Assistance
  - Providing individually tailored short- to medium-term (up to 24 months) financial assistance to the varying and changing needs of a household, while providing the assistance necessary for a household to immediately move out of homelessness and stabilize in permanent housing.
  - Financial assistance is paid directly to a third party on behalf of the participant household.



# Rapid Rehousing Eligible Activities cont.

- Requirements for tenant lease-up
  - Prior to distributing any housing financial assistance, programs are required to complete a rent reasonableness assessment and an approved habitability inspection.
- Program Administration Responsibilities.
  - Award recipients will be required to attend a monthly HOST facilitated Rapid Rehousing Work Group. At least one representative from each program is required to attend to remain engaged in the community's impact through RRH and provide shared insight and lessons learned.

# RFP Evaluation Criteria

## ➤ Areas of review:

- a. Agency capacity & experience
- b. Proposed services
- c. Response to the City's proposed questions
- d. Technical review of proposal requirements
- e. Proposed outcomes
- f. Program Budget Plan
- g. Response to the City's proposed Sample Contract provisions in Contract Certification
- h. Other Requirements (as applicable)

**No weighting or relative importance of criteria is intended or implied by the list**

# Contract Requirements

## Required provisions and documentation

- **Secretary of State:** All contractors must be registered with the Colorado Secretary of State and have an active Certificate of Good Standing prior to award.
- **Insurance:** Certificates of Insurance are required of all City Contractors evidencing the following policies:
  - Workers' Compensation and Employer's Liability
    - Waivers for Sole Proprietors
  - Commercial General Liability
    - Sexual Abuse and Molestation Exclusion (SAME) language: Any contractor working with youth and/or a vulnerable population will require SAME coverage as a part of the contractor's commercial general liability coverage.
  - Business Automobile Liability
    - Exception for Sole Proprietors
  - Cyber Liability Insurance
    - Any contractor responsible for retaining Personally Identifiable Information (PII)

# Questions

- Questions will be accepted until the deadline of July 16, 2024, by 5:00 P.M. MST. All questions and answers will be posted in an addendum.
- Submission of proposals for this solicitation may only be done electronically through Zengine. Proposals must be submitted at: [https://webportalapp.com/sp/rrh\\_rfp\\_application](https://webportalapp.com/sp/rrh_rfp_application) no later than the date and time indicated in the proposal schedule of events.

# Questions and Answers?



For the time remaining in this event, you may type your questions in the **chat function**. The City will attempt to respond them. This feature can be found at the top right of your screen.

These questions and answers will be made available on the bid site.

[HOSTProcurements@denvergov.org](mailto:HOSTProcurements@denvergov.org) – to submit additional questions

Any change(s) to the RFP and/or its scope will be posted in an addendum. Do not rely on any oral interpretation.