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City of Sacramento

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Housing Authority of the
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Sacramento Housing and Redevelopment Agency

Request for Information

Permanent Homeless Housing Efficiency Units

RFI # 2018010-WW

Issued: February 22, 2018

Revised: March 12, 2018

Submittal Deadline

@ 2:00 PM – Thursday, March 29, 2018

Sacramento Housing and Redevelopment Agency
Procurement Services – 2nd Floor
801 12th Street
Sacramento, CA 95814

Pre-Proposal Meeting

10:00 A.M. – Thursday, March 1, 2018

Sacramento Housing and Redevelopment Agency
SHRA Commission Room – 2nd Floor
801 12th Street
Sacramento, CA 95814

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TABLE OF CONTENTS

I. INTRODUCTION..... 1

II. OVERVIEW AND CONCEPT..... 1

III. TIMELINE AND POTENTIAL RESOURCES 2

IV. SUBMISSION PROCEDURES, REQUIREMENTS, AND SELECTION PROCESS..... 4

I. INTRODUCTION

On any given night in Sacramento County, it is estimated that approximately 3,665 individuals experience homelessness. Over one half of these people are unsheltered. Over the past two years, homelessness in Sacramento has increased by over 37% and unsheltered homelessness has more than doubled. The very real human and community crisis of homelessness necessitates an urgent and focused response that looks beyond the typical homeless system of care and challenges the community at large to bring new and innovative solutions to help address homelessness. As part of these efforts, the Sacramento Housing and Redevelopment Agency (SHRA), in conjunction with the City of Sacramento, is soliciting innovative ideas and proposals to create permanent housing units to serve homeless.

This Request for Information (RFI) is part of the City of Sacramento's commitment to working in partnership with other jurisdictions, as well as private and public partners, to develop innovative solutions to ending homelessness. Given the limited resources available, the City is committed to making choices, setting policies, and funding programs that best align with the needs of our homeless community and to working with local public and private partners to do the same. The City recognizes that no one approach or solution will end homelessness in Sacramento, and continues to look for new opportunities, including this RFI. Other efforts that the City has led focus on expanding access to supportive services and creating triage emergency shelters. Specifically, the City has:

- Developed the Pathways to Health + Home (Pathways) program in partnership with health care partners to offer intensive services to 3,200 homeless and at-risk individuals over three years; and
- Partnered with Sacramento County to leverage existing Mental Health Services Act (MHSA) to expand intensive services to serve homeless individuals with severe mental health needs; and
- Opened the first of its kind in Sacramento Triage Shelter, offering low-barrier shelter coupled with intensive wrap around services to help move people out of homelessness

Sacramento Housing and Redevelopment Agency

The mission of SHRA is to revitalize communities, provide affordable housing opportunities, and to serve as the Housing Authority for the City and County of Sacramento. SHRA was created to ensure the ongoing development of affordable housing and to continuously fuel community redevelopment projects in Sacramento. SHRA meets these goals by creating safer neighborhoods and a more robust economy, so individuals, families, and children in our community have the opportunity for a better life. Further information can be found on SHRA's website at <http://www.shra.org>.

II. OVERVIEW AND CONCEPT

As the City and SHRA seek to expand permanent housing opportunities through this RFI and other initiatives, these programs and services will be purposefully linked to new housing opportunities, ensuring that people experiencing homelessness are provided the support they need to help them successfully secure and maintain permanent housing.

SHRA and the City are seeking information that will inform future project development including ongoing services and operating costs for permanent homeless housing units. The City's goal is to produce at least 1,000 efficiency housing units for people exiting homelessness over the next two years. Proposals may include construction of new housing, efficiency units, conversion of non-regulated housing units, adaptive re-use for housing, or other ideas. Proposals may not include transitional or temporary housing options. The objective of this RFI is to solicit for innovative, traditional and non-traditional, yet feasible project concepts to house homeless individuals and families as quickly as possible to address the shortage of available housing units. SHRA and the City intend to evaluate all proposals received to collect feasible concepts that will be explored in more detail for possible implementation.

This RFI is intended to solicit information regarding the timeline, cost, and feasibility to develop and operate permanent homeless housing units. The development should meet the immediate housing and enhanced service needs of those experiencing homelessness. The City encourages the development

community to collaborate with the non-profit and social service providers to deliver units expeditiously and to consider new, innovative construction materials, housing types, and approaches to housing. Housing models should be easily replicated throughout the City to reach the goal of 1,000 efficiency units.

Design and Construction Elements

When developing concepts keep in mind that permanent homeless housing units must include the following elements:

- Accommodate any who are homeless;
- Comply with Federal and State ADA accessibility requirements;
- Units shall be approved for occupancy by the local building department or authority having jurisdiction at the conclusion of the work and prior to occupancy;
- Units must be permanent housing, not temporary or transitional;
- Useful life of 15 years for all systems located within the approved project proposal;
- Necessary infrastructure to provide water, sewer, etc. to the units;
- Necessary land use entitlements;
- Appropriate on site space or space within close proximity to provide supportive services;
- Furnishings and equipment to operate the facility for the designated number of residents.

Service Model

All housing proposals must be designed and operated following the “Housing First” approach. In Housing First programs, shelter and housing must be offered to those experiencing homelessness without preconditions such as sobriety, mental health treatment, medication compliance, or service participation requirements. Housing built and operated with a Housing First approach offers individuals and families experiencing homelessness immediate access to permanent affordable and supportive housing without clinical prerequisites like completion of a course of treatment or evidence of sobriety and with a low-threshold for entry. Housing First programs yield higher housing retention rates, lower returns to homelessness, and significant reductions in the use of crisis service and institutions.

Community Outreach

Community outreach will be essential in developing proposals for permanent homeless housing. Proposals should detail how the project team plans to incorporate engagement, community input, concerns regarding safety, and ongoing strategies for engaging and communicating with the community.

III. TIMELINE AND POTENTIAL RESOURCES

Press Conference and RFI Release

Concept Pre- Proposal Meeting

- 801 12th Street, Sacramento

Concept Proposals Due

Preliminary Evaluation Complete

Presentation of Concepts to City Council

February 22, 2018

March 1, 2018

at 10:00 A.M.

March 29, 2018

April 30, 2018

May, 2018

Issue Project Based Voucher (PBV) Request for Proposals (RFP)

Pre-Proposal Meeting

Proposals Due

Evaluation Complete

Recommendation/Selection

Report to SHRA Commission and City Council

June, 2018

June, 2018

July, 2018

August, 2018

September, 2018

October, 2018

Potential Resources

Project Based Voucher (PBV)

While development proposals are encouraged to incorporate multiple funding sources, one of the sources available may be Project Based Vouchers (PBV). It is anticipated that SHRA will release Request for Proposals (RFP) for PBV in the Summer of 2018. All proposals must apply separately for the PBV RFP and award of PBV is granted on a competitive basis.

Sites selected for PBV assistance must be consistent with HUD's goal of deconcentrating poverty (24 CFR 983.57) and expanding housing and economic opportunities for the families, meeting Housing Quality Standards (HQS) and meeting HUD regulations for site and neighborhood standards. In order to be eligible for PBVs, the owner must have site control, and no construction work must have commenced on new and rehabilitation projects.

All units within development proposals seeking Project Based Vouchers must also meet the Department of Housing and Urban Development's (HUD) basic housing quality standards (HQS). The units must be safe and sanitary meeting various criteria including (but are not limited to) ensuring that:

- The unit is sanitary with adequate running water.
- Food preparation and refuse disposal must be available. A refrigerator must be provided of appropriate size for the unit in addition to an oven and a stove/range.
- Space and security is provided including exterior doors that are lockable.
- Thermal environment which provides a safe system for heating the dwelling unit.
- Illumination and sufficient electricity to utilize electrical appliances.
- Structure and materials must be devoid of defects, holes, loose surfaces. Unit must have a structurally sound roof.
- Interior air quality must be free from dangerous air pollution levels from carbon monoxide, sewer gas, dust.
- Water supply must be free from contamination.
- HUD lead-based paint standards must be met.
- Unit must be free of vermin and rodent infestation.
- Well operating smoke detectors.

The information provided in this RFI is a summary overview of the PBV Program. All proposers are encouraged to read the relevant HUD regulations. The implementation of PBV shall be in compliance with Section 8(o)(13) of the U.S. Housing Act of 1937; Title 24 of the Code of Federal Regulations, Part 983 (<https://www.gpo.gov/fdsys/pkg/CFR-2000-title24-vol1/content-detail.html>); and SHRA's Administrative Plan at <http://www.shra.org/wp-content/uploads/2018/01/171016-Admin-Plan-FINAL-final.pdf>.

Complementary Resources

Separate from this RFI, the City intends to make \$20 million of additional private financing available for complementary resources including landlord incentives, triage, and rental assistance funds. In addition, the City, SHRA, and the Redevelopment Agency Successor Agency (RASA) own sites which may be considered when developing concepts. Information regarding SHRA properties available through Request for Proposals is located on SHRA's website at <http://www.shra.org/doing-business-with-shra/>. Information regarding available sites will be presented at the Pre-Proposal Meeting on March 1, 2018.

Projects seeking financial assistance from SHRA must follow its Multifamily Lending and Mortgage Revenue Bond Policies, including the Minimum Construction Standards. Current funding available from SHRA may be found on SHRA's website <http://www.shra.org/multi-family-housing-financing-lending-resources/>. The next Pre-Application deadline for funding is August 1, 2018.

IV. SUBMISSION PROCEDURES AND REQUIREMENTS FOR THIS RFI

Contact

All questions concerning submittal procedures, requirements, and selection procedures are to be directed in writing to **Wayne Whitley** at ps@shra.org.

Please refer all questions regarding the RFI to Wayne Whitley. All responses will be coordinated with the appropriate staff to ensure your questions are answered.

Pre-Proposal Meeting

A Pre-Proposal Meeting will be held on Thursday, March 1, 2018 at 10:00 A.M. in the SHRA 2nd Floor Commission Room at 801 12th Street, Sacramento, CA 95814. This meeting is not mandatory; however, those interested in submitting proposals are highly encouraged to attend. Information regarding available City, SHRA, and RASA owned sites will be presented at the Pre-Proposal Meeting.

Time and Place for Submission of Proposals

Those interested in submitting proposals shall closely examine the specific submittal requirements and questions below, and submit six hard copy and one USB drive (no CDs) of their proposals to:

Sacramento Housing and Redevelopment Agency
RFI #2018010-WW – Permanent Homeless Housing
Attn: Wayne Whitley – Procurement Services
801 12th Street
Sacramento, CA 95814

All submissions must be received no later than 2:00 P.M. on Thursday, March 29, 2018. If the submission is late or lacking in the number of copies required, that firm may be eliminated from consideration. Postmarks, e-mails, and faxed proposals will not be accepted.

After selection, all information and materials provided in each submittal received is subject to disclosure through a Public Records Request pursuant to the California Public Records Act.

Proposal Format

The six Proposals are to be bound, single sided standard sized (8.5" x 11") pages. Brevity is encouraged; however, be sure to fully address each item listed below as part of your RFI submittal. To facilitate review, please submit information in accordance with the following format, identifying each item, in order, by the appropriate number. Number each page.

The total allowable length of all submission materials may not exceed 30 single sided standard sized (8.5" x 11") pages; exclusive of your cover letter.

On the five items below, please provide as much detail as possible so we may fairly evaluate the feasibility of the development concept you are proposing.

1. Cover Letter

A cover letter addressed to La Shelle Dozier, Executive Director, Sacramento Housing and Redevelopment Agency, signed by an authorized signatory of the proposing team (maximum two pages). The letter should state your interest in the project and introduce your team and experience. Please also include the name of the project's primary point of contact, address, phone number, and email address.

2. Project Concept

A. Written Narrative. Provide a general narrative that describes the following for each proposal:

- Location.
- Unit quantity, type, and size.
- Description of how the design complements the proposed use of permanent homeless housing, as well as the surrounding neighborhood and population(s).
- Description of population(s) served and services offered.
- What barriers do you see that could interfere with executing your concept.
- Is there anything the City could do to address these barriers.

B. Project Design. The design proposal should contain sufficient detail to show the scale, scope, size, and mix of project elements through conceptual drawings.

C. Proposed Development Schedule. Include a preliminary schedule for preparation of plans, projected plan approval dates, permitting, financing, construction/construction milestones (if applicable), and occupancy.

3. Site Information

Provide as much detailed information as possible regarding the proposed development site's control/ownership. If you do not already own the land, please provide as much detail as possible regarding your plan and timeline for obtaining site control.

In addition, the City, SHRA, and the Redevelopment Agency Successor Agency (RASA) own sites which may be considered when developing concepts. Information regarding available sites will be presented at the Pre-Proposal Meeting on March 1, 2018.

4. Development Costs

Provide as much detail as possible regarding:

- A. Total cost to develop on a per unit basis
- B. If any, the level of public subsidy needed to complete the project
- C. How do you anticipate covering the cost of operations

5. Community Outreach Strategy

Describe how community stakeholders such as adjacent property owners, residents, and neighborhood and business associations will be involved during the design and planning process of the selected site.