



# The County of El Dorado

*Chief Administrative Office*  
 Don Ashton, Chief Administrative Officer

*Procurement & Contracts Division*  
 Phone (530)621-5830 Fax (530)295-2537

**DATE:** February 17, 2021

**TO:** All Prospective Proposers

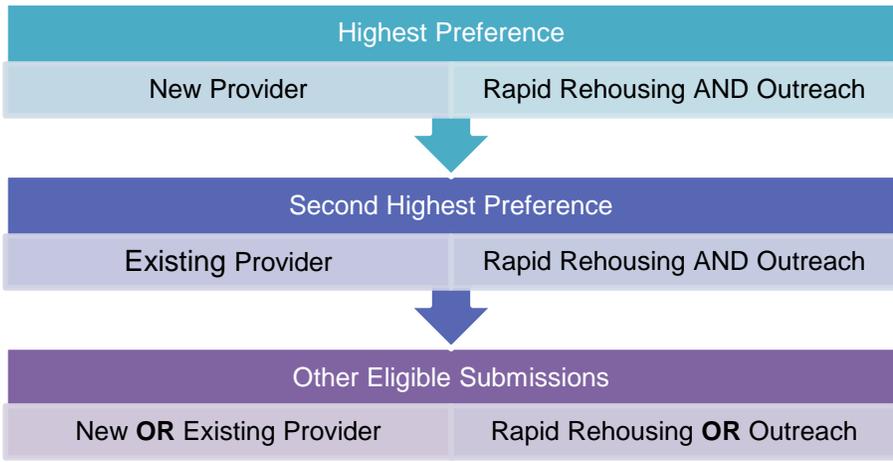
**SUBJECT:** **Addendum No. 1**  
**RFP #21-961-022**  
**Rapid Rehousing Homeless Outreach Services**

**PROPOSALS DUE: 3:00 p.m., March 12, 2021**

Submit Proposals for this work with the understanding and full consideration of this Addendum No. 1. The revisions declared in this Addendum are essential parts of the RFP.

ITEM NO.	SECTION, TITLE, OR PAGE NO.	DESCRIPTION OF CHANGE								
1.01	Title Page	<p><b>RFP Title is amended to read as follows:</b></p> <p>Rapid Rehousing and Homeless Outreach Services</p>								
1.02	Title Page and Section 1.0, INTRODUCTION, Page 5	<p><b>Submittal Deadline is amended to read as follows:</b></p> <p><b>Title Page:</b> Submittal Deadline: March 12, 2021, not later than 3:00 PM (PST)</p> <p><b>Section 1.0 INTRODUCTION</b></p> <table border="1" data-bbox="537 1614 1430 1772"> <tr> <td>RFP Issuance</td> <td>January 8, 2021</td> </tr> <tr> <td>Deadline for Questions</td> <td>January 22, 2021</td> </tr> <tr> <td>Answers Posted on or about</td> <td>January 29, 2021</td> </tr> <tr> <td>Due Date for Submissions</td> <td>March 12, 2021</td> </tr> </table>	RFP Issuance	January 8, 2021	Deadline for Questions	January 22, 2021	Answers Posted on or about	January 29, 2021	Due Date for Submissions	March 12, 2021
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1.03	Section 1.0, INTRODUCTION, Overview	<p><b>Overview section is amended to read as follows as Prevention Services are no longer being solicited:</b></p> <p>Overview:</p> <p>The County of El Dorado (County) is soliciting sealed proposals from highly qualified firms (Contractor, Proposer, respondent, or firm) to provide Rapid Rehousing (RRH) and Homeless Outreach services for homeless citizens throughout the County. Rapid Rehousing services will prioritize those homeless clients currently housed in non-congregate shelter settings as a result of the COVID-19 pandemic and homeless outreach services will be directed at citizens impacted as a result of the COVID-19 pandemic.</p> <p>The County of El Dorado acts as the Administrative Entity for the El Dorado County Continuum of Care (CoC), El Dorado Opportunity Knocks (EDOK). In support of the CoC, the County submitted an application for funding to the California Department of Housing and Community Development (HCD), in response to a solicitation for projects related to the Emergency Solutions Grant (ESG) funded through the Coronavirus Aid, Relief, and Economic Stimulus (CARES) Act (ESG-CV).</p> <p>Subsequent to an Executive Order issued by Governor Newsom on May 29, 2020 (N-66-20), the ESG-CV allocation was streamlined for direct distribution to the County, acting as an Administrative Entity for EDOK. As the Administrative Entity, the County has assumed the role typically reserved for HCD, making the County responsible for soliciting service providers on behalf of the EDOK, consistent with the approved proposal submitted to the HCD.</p> <p>The approved proposal submitted for ESG-CV budgeted \$200,000 for Rapid Rehousing (RRH) of homeless individuals, and \$113, 000 for Street Outreach. Because the CARES Act funding available through ESG-CV is specific to the Coronavirus pandemic, all services and activities provided with the funding must be directly related to and in support of responding to the needs of homeless individuals directly impacted by COVID-19.</p> <p>El Dorado County and EDOK are in the process of building a comprehensive network to support the homeless within the County, with a focus on building the capacity for homelessness response within the community. As a result, the County is seeking both current and new service providers to help support the system of providers. Leveraging this opportunity to recruit additional/new service providers could add service capacity to the existing system and greatly benefit the community.</p> <p>The County will accept proposals for both services (Rapid Rehousing and Homeless Outreach services) as well as proposals for any one (1) of these services, with preference given to providers not currently established in El Dorado County who can perform both services. In the event a proposal is not received for an appropriately qualified, new provider capable of providing both services, the County will evaluate and select proposals from any eligible provider serving El Dorado County, with preference given to a provider who can perform both services. Lastly, if no local provider can perform both services, the County will accept proposals for any one (1) of the two (2) services solicited by either a new or existing provider. In all</p>

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		<p>cases, Proposers responding to this solicitation will be required to provide services throughout El Dorado County; regional approaches to services that limit proposed services to a geographic portion of the County will not be evaluated.</p> 
1.04	Section 2.1, ESG-CV Service Descriptions, C, Page 7	<p><b>Subsection 2.1, C. Homeless Prevention is removed entirely as prevention services are no longer being solicited.</b></p> <p><del>C. Homeless Prevention</del></p> <p><del>Anecdotal evidence also suggests individuals and families may be at imminent risk of homelessness as a result of the financial impacts of COVID-19. Activities and efforts that can be taken to prevent these individuals and families from entering homelessness would result in stabilizing any increase to the number of homeless persons seeking services.</del></p> <p><del>Any landlord incentives or rental assistance proposed as a part of Prevention services must be consistent with the Allowable Costs/Limits Section, identified in Section 2.4 "A".</del></p>
1.05	Section 2.4, A. Allowable Costs/Limits, Page 9-10	<p><b>Section 2.4, A. Allowable Costs/Limits is amended to read as follows in order to clarify that funding used for Rental Assistance cannot be used for Homeless Prevention Services.</b></p> <p>A. Allowable Costs/Limits</p> <p>Because Rapid Rehousing is a fairly broad area of services, which may include Landlord Incentives, Rental Assistance, and a myriad of other costs, ESG-CV funding has identified several limits and constraints governing how this funding may be used. Allowable costs for RRH include:</p> <ul style="list-style-type: none"> <li>• Arears payments for both utilities and rent;</li> <li>• Up to twelve (12) months of rental assistance for properties at or below Fair Market Rent (FMR), consistent with those rates identified in Attachment "B";</li> </ul>

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		<ul style="list-style-type: none"> <li>• Signing bonuses for Landlords in a value up to two (2) months of rent;</li> <li>• Security deposits for properties in a value up to three (3) months of rent;</li> <li>• Costs for repairs and damages incurred by a client receiving services as a result of this funding when those damages or repairs are not covered under the security deposit;</li> <li>• Costs for extra cleaning or required maintenance of the rental unit; and;</li> <li>• Any funding for Rental Assistance must be used exclusively for those individuals requiring Rapid Rehousing (who are currently experiencing homelessness and not those who are at imminent risk of homelessness)</li> </ul>
1.06	Section 2.4, Other Considerations, C, Page 11	<p><b>Paragraph 2 is amended to read as follows as prevention services are no longer being solicited.</b></p> <p>For the purposes of outreach, the selected Proposer will also be required to coordinate and collaborate with existing providers, including ensuring clients are referred to the other homeless service organizations in the community, when services or resources available at these organizations may help create better outcomes for clients. The selected Proposer will also be required to attend all Coordinated Entry meetings.</p>
1.07	Section 4.3, A. Executive Summary, Page 14	<p><b>Subsection 4.3, A. Executive Summary is amended to read as follows as prevention services are no longer being solicited.</b></p> <p>A. Executive Summary:</p> <p>The Executive Summary section of the proposal should address the Proposer's overall approach to providing Rapid Rehousing and Outreach Services related to COVID-19 impacted homeless clients in El Dorado County. At a minimum, the Executive Summary should:</p> <ol style="list-style-type: none"> <li>1. Describe the Proposer's understanding of the need for services for homeless citizens in El Dorado County; and</li> <li>2. Describe the Proposer's overall intent and approach for meeting the need for services, including its ability and capacity to do so, and whether it is proposing both services (Rapid Rehousing and Homeless Outreach) or one (1) of the two (2) services.</li> </ol>
1.08	Section 4.3, B. Plan for Services, Page 14-15	<p><b>Subsection 4.3, B. Plan for Services is amended to read as follows as prevention services are no longer being solicited.</b></p> <p>B. Plan for Services</p> <p>The plan for services should address the Proposer's plan for providing Rapid Rehousing and Homeless Outreach services. All descriptions of plans should be detailed and include measurable outcomes, defined timelines, a</p>

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		<p>clear discussion of the staff/resource requirement to provide the services, and the activities/steps that will be taken to achieve the outcomes identified. At a minimum, the plan for services should clearly:</p> <ol style="list-style-type: none"> <li>1. Describe the Proposer's plan for Rapid Rehousing homeless clients currently housed in NCS sites on both the West Slope and East Slope of El Dorado County;</li> <li>2. Describe the Proposer's plan for providing outreach for homeless persons in El Dorado County on both the West Slope and East Slope of the County;</li> <li>3. Describe the Proposer's plan for working with current case managers to address each client's unique needs in order to assist with rehousing efforts;</li> <li>4. Describe the Proposer's plan for collaborating with existing homeless services providers in order to ensure continuity and collaboration within the existing homeless service provider community;</li> <li>5. Describe the Proposer's plan for addressing data metrics capturing and reporting requirements;</li> <li>6. Describe the Proposer's plan for ensuring all services are provided consistent with Housing First principles;</li> <li>7. Describe the Proposer's plan for identifying additional housing locations and property owners to increasing housing capacity for those clients currently housed in NCS who are in need of permanent housing;</li> <li>8. Describe the Proposer's plan for measuring outcomes proposed in order to ensure those outcomes are met through the course of the contract; and</li> <li>9. Describe the Proposer's plan for increasing Rapid Rehousing services, should additional funds become available.</li> </ol>
1.09	Section 4.5, Budget and Budget Narrative, Page 16	<p><b>Subsection 4.5, Budget and Budget Narrative, #4 is amended to read as follows as prevention services are no longer being solicited.</b></p> <p>4. How costs related to each of the activities will be separately tracked in order to ensure funding limits in each approved category (Rapid Rehousing and Outreach) are not exceeded and can be adequately tracked by category to meet reporting requirements.</p>
1.10	Section 7.0, EVALUATION PROCESS, Page 19	<p><b>The Evaluation Criteria table is amended as follows as prevention services are no longer being solicited.</b></p>

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			Evaluation Criteria	Maximum Points Possible
		A.	Executive Summary	24
		B.	Plan for Services	72
		C.	Capabilities and Experiences	48
		D.	Budget and Budget Narrative	48
			<b>Total Possible Points</b>	<b>192</b>

Except as herein amended, all other parts and sections of RFP #21-961-022 shall remain unchanged and in full force and effect.

Proposers who have already mailed their proposal may contact Matthew Potter (email: matthew.potter@edcgov.us) to arrange return or pick up of their proposal as needed.

The Chief Administrative Office is only sending this addendum by posting on the following website:

<http://edcapps.edcgov.us/contracts/invite.asp>

### END OF ADDENDUM NO. 1

Michele Weimer  
Michele Weimer (Feb 17, 2021 15:43 PST)

Approved by:  
Michele Weimer  
Chief Administrative Office  
Purchasing Agent

02/17/2021

Date