

RFSQ: SAFE CAMPING OR PARKING OPERATOR AND HOMELESS SERVICE PROVIDER

City of Stockton

Bidders Conference: PUR 22-008

April 12, 2022



I.0 BACKGROUND / SUMMARY

Goal: Homeless is rare, brief and non re-occurring

- **RFSQ Objective:**
 - Create a pre-qualified “list” of organizations with the interest, capacity, and vision to serve as the management operator and service provider for one or more safe camping or parking sites that are currently being vetted.
- **Intent to Contract:**
 - Submit an informal request for quotes
 - Develop work plan and agreement
- **Funding**
 - American Rescue Plan Act – One time allocation to the City of Stockton
 - Contract Intent – Spread one-time allocation out over multiple years to sustain services

2.0 SCOPE OF SERVICES

- **Target Population**
 - Individuals or families experiencing literal, unsheltered homelessness
 - Are likely looking for a safe place to stay while seeking to exist homelessness that accommodates their pets, allows them to stay with partners, provides a way to safely store possessions, and offers privacy
 - Voluntary, based on referrals
- **Scope of Services**
 - Program services for clients – pathway out of homelessness
 - Referral and reporting through the Coordinated Entry System (CES) and the Homeless Management Information System (HMIS)
 - Manage and oversee vendors related to operations
 - Maintain site and program services in a manner that is safe, trauma informed and client centered
 - Maintain good neighbor relations

2.0 SCOPE OF SERVICES, CONT.

- **Project Location**
 - City selected site (to be determined)
 - Three sites are being reviewed
 - *Anticipated* to serve 15-30 householder tents or vehicles, not to exceed 50 people
- **OPTIONAL**
 - Proposal of private site
 - Level, paved (non-permeable surface), water, power, sewage
 - Location meets current zoning requirements

3.0 PROJECT SCHEDULE OF EVENTS

• Bidders Conference	TODAY
• Questions	April 14 / April 21, 2022
• DUE Date	May 5, 2022 at 3:00pm
• Interviews	May 19, 2022
• Notice of Qualification	May 26, 2022
• Request for Quotes	June 7, 2022
• Project Award	June 20, 2022
• Project Start	October 31, 2022
• First Quarter Report Due	December 31, 2022

4.0 SUBMITTAL REQUIREMENTS

- Letter of Interest
- Resumes
- References
- Financial Capacity
- Qualifications
 - Capacity to Provide Services
 - Project Vision
- OPTIONAL – Site Location Plan
- OPTIONAL – Other information
- Separate Cover
 - Cost Rate
- Attachments (see page 22)
 - Cover Page
 - Required Forms
- Submit by May 5, 2022 at 3:00pm
 - 1 – Original with signatures
 - 4 – Copies of the submission
 - 1 – Cost Proposal in separate sealed envelope
 - Email to:
 - Stocktonbids@stocktonca.gov

4.0 SUBMITTAL REQUIREMENTS, CONT.

Cover Letter Expressing Interest

Resumes and References

- Resumes or Biographical Summaries
 - Key Project Staff
 - Describe any related lived experiences
- References
 - 2-3 current references

Financial Capacity and Cost Rate

- Statements of Financial Capacity – 3 years
 - Balance Sheet
 - Income Statement
- Fiscal Partnership Agreements
- Cost Rate (separate sealed envelope)
 - Personal Costs (hourly or annual)
 - Service Costs
 - Operating Costs

4.0 SUBMITTAL REQUIREMENTS, CONT.

Section I: Agency/Capacity to Provide Service

- Purpose / Mission
- Experience
- Capacity
- Data Management

Section II: Project Vision and Implementation Plan

- Approach to Services
- Implementation Plan
- Operations
- Safety
- Outcomes

Qualifications statement may not exceed twelve (12) pages.

4.0 SUBMITTAL REQUIREMENTS, CONT.

Attachments

- Submission Cover Page
- A. Project Submittal Checklist
- B. Respondents Covenant
- C. Insurance Limits
- D. Non-Collusion Affidavit

- Attachment E – Sample Contract
 - Updates will be released April 21, 2022
 - Includes full ARPA subcontract (Exhibit G)

Contract only needs to be signed if contract is awarded.

5.0 SELECTION CRITERIA

Item	Maximum Points Available
Technical Proposal	80
Qualifications	30
Approach	20
References	20
Clarity of response	10
Cost Proposal	20
Total	100

6.0 ADDITIONAL CONSIDERATIONS AND 7.0 GENERAL TERMS

ADDITIONAL CONSIDERATIONS

- Local Business Preference
- Contract Forms and ARPA
- Insurance Requirements
- Confidentiality
- Protest Policy

GENERAL TERMS AND CONDITIONS

- No obligation to respond or contract
- Any and all proposals may be rejected
- Selected proposals will result in separate negotiations to develop an agreement
- Special terms for ARPA subawards

CONCLUSION

NEXT STEPS

- Submit questions by April 14, 2022 at 5:00pm
- Post responses and updates by April 21, 2022
- Submit qualifications by **May 5, 2022 at 3:00pm**
- Save the date for interviews on May 19, 2022

QUESTIONS

