

**GLENN COUNTY HEALTH AND HUMAN SERVICES
REQUEST FOR QUALIFICATIONS: HOUSING DEVELOPMENT SPONSOR**

NO. 2020-03



Proposals must be received no later than 3:00 P.M., June 19, 2020

County of Glenn
Health and Human Services Agency
Kendall Wilson, Administrative Services Analyst
420 East Laurel Street
Willows, CA 95988
530-934-1490

INTRODUCTION

The purpose of this Request for Qualifications (RFQ) is to select a Housing Development Sponsor to partner with Glenn County to construct housing funded by the State of California No Place Like Home Program (NPLH). NPLH provides funding for permanent supportive housing that serves persons with serious mental illness who are chronically homeless, homeless, or at-risk of being chronically homeless. Under the program, the California Department of Housing and Community Development (HCD) may make loans to reduce the initial cost of acquisition and/or construction of housing and may set funds aside to subsidize extremely low rent levels over time. The selected developer will apply to the NPLH Program jointly with Glenn County in the 3rd NPLH funding round, with NOFA issuance anticipated for the Fall of 2020. It is recommended that respondents to this RFQ refer to NPLH Guidelines found on the HCD website at <https://www.hcd.ca.gov/grants-funding/active-funding/nplh.shtml>.

The housing project that will ultimately be developed by the selected Housing Development Sponsor will meet NPLH threshold criteria, will adhere to Housing First principles as described in Attachment A, and will be planned and implemented in collaboration with the Dos Rios Continuum of Care (the CoC), which will include coordination with the CoC's Coordinated Entry system and Homeless Management Information System (HMIS). This RFQ review process will prioritize development sponsors with experience delivering housing and supportive services for homeless individuals in rural California communities that propose a development process that addresses Glenn County's goals and needs as described in the Glenn County 10 Year Plan to End Homelessness, posted on the County's website at <https://www.countyofglenn.net/dept/community-action/resources> .

DEVELOPER QUALIFICATIONS AND SELECTION CRITERIA

Minimum Threshold Qualifications

In order to submit a Statement of Qualifications, Housing Development Sponsors must meet the following minimum threshold qualifications:

- Developed and own at least one permanent supportive housing project serving homeless individuals; and
- Developed and own at least one rental housing project in a rural California community.

Selection Criteria

Glenn County will use the following selection criteria to evaluate potential Housing Development Sponsors, as presented in Statements of Qualifications submitted in response to this RFQ:

- A. Overall affordable housing development track record, experience of staff assigned to work on the project, and capacity to deliver the project— 30 points
- B. Experience in developing housing-first permanent supportive housing for NPLH populations— 30 points

- C. Strength of services, partnerships, collaborations, and community outreach— 10 points
 - D. Development process approach that meets Glenn County goals and needs— 10 points
 - E. Strategy to secure NPLH funding— 10 points
 - F. Demonstration of long-term project sustainability and community integration— 10 points
- Total Possible Points— 100

BACKGROUND INFORMATION

Glenn County Characteristics, Affordable Housing Need, and Homelessness

Overall Characteristics: Glenn County is 1,327 square miles, located on the I-5 corridor north of Sacramento and south of Redding. It is generally bordered by the Sacramento River on the east and the Mendocino National Forest and Coastal Mountain Range on the west. The I-5 freeway runs north to south about 10 miles west of the Sacramento River, and most of the county’s population resides along this corridor. Adjacent counties are Colusa on the south, Lake on the southwest, Mendocino on the west, Tehama on the north, and Butte on the east. Glenn County is mostly rural, with a population of 29,132. Almost half of the County’s population lives in its two largest towns— Orland and Willows. Within the county, about 41% of the population identifies as Hispanic or Latino, which is slightly higher than the State as a whole (38% Hispanic or Latino). In terms of race, Glenn County has a much larger proportion of the population that is White than the rest of the state, at 86% (California is 59% White). The foundation of Glenn County’s economy is agriculture, with over 1,188 farms. The median household income in the County in 2018 was \$47,395.

Data on Homelessness: The primary quantitative data source on homelessness is the Continuum of Care Point-in-Time Survey (PIT) that was most recently conducted in January 2019. The PIT was able to count 58 persons in total; this is acknowledged to be an undercount due to limitations on the resources available to conduct the count and the willingness of individuals to participate in the survey.

Household Category	Emergency Shelter	Transitional Housing	Unsheltered	Totals
Persons in Households with Children	4		10	14
Persons in Households without Children	1		43	44
Total	5	0	53	58
Subsets of Numbers Above:				
Veteran Households			2	2
Unaccompanied Youth (ages 18-24)			3	3
Parenting Youth Households (Parents ages 18-24 with children under age 18)				0

Chronically Homeless			16	16
Adults with a Mental Illness			6	6
Adults with a Substance Abuse Issue			6	6
Adults with HIV/AIDS			10	10
Victims of Domestic Violence				0

Affordable Housing Need: The county has a tremendous need for subsidized affordable housing.

Availability:

- The County’s 50% of Area Median Income (AMI) is just above \$25,000 for a three-person household and just below \$25,000 for a two-person household. There are an estimated 2,953 households in the County with incomes less than \$25,000. By comparison, there are 181 HUD-subsidized units (including 65 Section 8 vouchers), and 331 tax credit units, for a total of 512 affordable, rent-restricted units in the County. Therefore, there is a significant shortfall of at least 2,441 units that are affordable to Low-Income households. (Sources: 2014-2018 American Community Survey; LIHTC, HUD and USDA Databases, 2019)

Affordability:

- In 2020, the Fair Market Rent for a 2-bedroom unit in the county is \$883 (Source: HUD User Data Sets, 2020 FMRs). The affordable rent for a 3-person 60% AMI household is \$876; for a 50% AMI household the it is \$730; for a 30% AMI household it is \$438 (Source: Census Bureau, ACS 2018 Estimates)
- An estimated 35% of all renter households in the county pay more than 35% of their monthly income towards housing costs, with 26% of all renter households paying more than 50% of their monthly income towards housing costs, and are therefore cost burdened. (Source: Census Bureau, 2014-2018 American Community Survey)

10-Year Plan to End Homelessness and Site Feasibility Analysis

In July 2019, the County’s consultant for the No Place Like Home Program, Housing Tools, completed the County’s 10 Year Plan to End Homelessness (The Plan). The Plan describes the existing homelessness resources and partnerships within the County, as well as the County’s 10- Year Goals and Objectives to address and end homelessness, which includes the development of Permanent Supportive Housing. In April 2020, Housing Tools completed a Site Feasibility Study to identify sites appropriate for the development of Permanent Supportive Housing. The Plan and the Site Feasibility Analysis are posted under Housing on the County’s Community Action website at <https://www.countyofglenn.net/dept/community-action/resources> .

Potential Local Funding Sources

The County has secured the following funding sources, which may be used to leverage NPLH funds:

- No Place Like Home Non-Competitive Allocation: \$500,000

While no firm decisions have been made, the County may also elect to apply for funding from: the Homeless, Housing Assistance and Prevention Program (HHAP), both the non-competitive and competitive funding made available through the Permanent Local Housing Allocation (PLHA), and State of California HOME funds. The Housing Authority of the County of Butte is also willing to engage in discussions regarding the provision of Project-Based Section 8 vouchers for NPLH units.

County Organizational Structure and Developer Coordination

The Glenn County Health and Human Services, Mental Health Division are partnering with staff from the Glenn County Community Action Department (CAD). CAD is responsible for the application for No Place Like Home funding. The County's NPLH consultant, Housing Tools, will assist the County, as needed, in communications with potential developers.

NPLH Goals and Guidelines

The No Place Like Home (NPLH) Program was established in order to address the State's escalating homelessness crisis by providing funding to develop Permanent Supportive Housing for those who are homeless, chronically homeless or at risk of chronic homelessness, and who also have a serious mental health condition. All NPLH-assisted housing must use Housing First principles with low-barrier tenant selection practices that offer voluntary and individually customized support services. Counties that receive NPLH funding must commit to providing mental health services and connections to other needed community services which foster well-being and independence. Glenn County desires to apply for NPLH funds in order to address the housing needs of chronically homeless individuals with a serious mental illness, and is committed to providing the necessary and required mental health services for a minimum of 20 years.

The NPLH Program provides deferred payment loans to counties applying with a Development Sponsor for the development of Permanent Supportive Housing (minimum of 5 units) for persons who meet the definition of the NPLH target population. NPLH funds may be used to acquire, design, construct, rehabilitate, or preserve permanent supportive housing, which may also include a capitalized operating subsidy reserve.

Glenn County intends to collaborate with a qualified developer with relevant experience in affordable housing development, property management and asset management, to compete for NPLH funds in the Round 3 Competitive Allocation, small County set-aside, anticipated for October 2020. The County is seeking developers that will be ready to apply for No Place Like Home Round 3 funds for their own projects, identified in collaboration with the County. The Developer will be designated as the Development Sponsor. The Developer will coordinate with the County on all aspects of the application to HCD, and will apply jointly with the County. If awarded NPLH funds, the Development Sponsor will assume responsibility for all aspects of the development, property operations and maintenance, in accordance with applicable federal, state and local laws and all applicable financing regulations

The NPLH Program furthers the purposes of AB 1618, (Chapter 43, Statutes of 2016), as amended by AB 1628, (Chapter 322, Statutes of 2016, effective September 13, 2016), and the

2018 No Place Like Home Act (AB 1827, Assembly Budget Committee). If selected by the County as the project Development Sponsor, applicants submitting their qualifications for consideration under this RFQ should be prepared to comply with the purpose and all requirements of the NPLH Program, including the NPLH Program Guidelines, dated September 2019 (the Guidelines), and any subsequent updates.

The HCD Program Guidelines establish terms, conditions, and procedures for the award of funds under the Competitive Allocation. Except as otherwise provided in the NPLH Program Guidelines, multifamily rental housing projects which may be negotiated as a result of responding to this RFQ are also subject to HCD’s current Uniform Multifamily Regulations (UMRs), and may be subject to California competitive bidding and prevailing wage law. Additionally, all applications and projects must comply with the requirements of the to-be-issued NPLH 2020 Notice of Funding Availability (NOFA) Round 3 Competitive Allocation of Funds.

For access to the documents referenced above and new information as it becomes available, please follow the link to HCD’s No Place Like Home website: <https://www.hcd.ca.gov/grants-funding/active-funding/nplh.shtml>

Prospective Applicants should review and familiarize themselves with the above-mentioned documents prior to responding to this Request for Qualifications.

TIMELINE

RFQ Released	May 18, 2020
Deadline for RFQ questions	May 28, 2020
Questions and answers posted	June 2, 2020
Statements of Qualifications Due	June 19, 2020
Applicant Interviews (at County’s option)	June 24-26, 2020
County Selects Housing Development Sponsor	July 2, 2020
Exclusive Negotiating Rights Agreement Approval by County Board of Supervisors	July 21, 2020
Housing Development Sponsor Secures Site Control	July, 2020
Housing Development Sponsor Applies for Land Use Permits	September, 2020
Local Funding Commitment Approvals	November, 2020
Application for Competitive NPLH	January, 2021

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SUBMISSION REQUIREMENTS

The submitted Statement of Qualifications in response to this RFQ should include the following elements, organized in the following order:

- A. Cover Letter identifying Housing Development Sponsor's principal point of contact with contact information.
- B. A description of overall affordable housing development track record, experience of staff that will be assigned to the project, and capacity to deliver the project.
- C. A description of experience developing and owning housing-first permanent supportive housing for NPLH populations, including examples of such housing.
- D. A description of the proposed approach to developing permanent supportive housing in Glenn County, including project development steps and timeline, collaborations with the County and other entities, and community engagement strategy.
- E. A description of how Competitive NPLH funding will be secured.
- F. A description of the operations plan for after the permanent supportive housing project is placed in service, including property management and staffing, delivery of supportive services, and financial strategy for long-term sustainability. Describe the entities that will be involved and what their roles will be. If a potential Lead Service Provider has been identified, describe how many years of experience they have in providing services to special needs populations in Permanent Supportive Housing, or helping persons address barriers to housing stability.
- G. Three referrals, including name, title, entity, mailing address, email address, and phone number.
- H. Resumes of key staff.

Respondents are requested to direct questions to:

Glenn County Health and Human Services
Kendall Wilson, Administrative Services Analyst
420 E. Laurel Street
Willows, CA 95988
Or emailed to: admin@countyofglenn.net

Questions should be submitted in writing or emailed by **May 28, 2020** at 3:00 P.M. Questions will not be accepted by telephone, facsimile (FAX), or orally, the County reserves the right to decline a response to any question if, in the County's assessment, the information cannot be obtained and shared with all potential bidders in a timely manner. The County will post responses to questions to all bidders **by June 2, 2020** on the County of Glenn website.

The County reserves the right to request any firm submitting a Statement of Qualifications to clarify the submittal or to supply additional information necessary to assist in the selection process.

The County may deem it necessary to interview applicants and retains the right to interview applicants as part of the selection process.

The County reserves the right to reject any and/or all submittals at its discretion for any reason.

Proposal Delivery

The Statement of Qualifications must be no more than 10 pages (not including resumes) on letter-sized paper, typed with 12 point font, single-side printed, and stapled. One (1) original and four (4) copies of the Statement of Qualifications shall be delivered in a sealed package. Packages shall be clearly marked with the firm's Name and "NO PLACE LIKE HOME PROGRAM DEVELOPMENT SPONSOR" shall be delivered to the County in person or by mail at the following location:

Glenn County Health and Human Services
Attn: Kendall Wilson, Administrative Services Analyst
420 E. Laurel St.
Willows, CA 95988
Or emailed to: admin@countyofglenn.net

Proposals may also be emailed to the above address. If emailed, proposers must specify the order in which the documents should be printed, or should send the attachment in a single PDF. **Proposals will be received at that prescribed location until 3:00 p.m., June 19, 2020.** Proposals received after the time and date specified above will not be considered and will be returned unopened to the proposer. Any proposal received prior to the time and date specified above may be withdrawn or modified by a written request from the proposer. To be considered, however, the modified proposal must be received prior to the time and date specified above.

ADDITIONAL INFORMATION

This RFQ does not commit the County to award a contract, to pay any costs incurred in the preparation of a proposal for this request, or to procure a contract for services. The County reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with any qualified firm or to modify or cancel in part or in its entirety the Request for Proposal if it is in the best interests of the County to do so.

The prospective contractor is advised that should this RFQ result in recommendation for award of a contract, the contract will not be in force until it is approved by the Board of Supervisors and fully executed by the County.

All products used or developed in the execution of any contract resulting from this RFQ will become public domain.

Contract award as a result of this RFQ will be made without discrimination based on race, color, religion, age, sex, or national origin.

This RFQ and relevant project documents are available at the Glenn County website at (<https://www.countyofglenn.net/govt/bids>).

Attachment A

HOUSING FIRST PRINCIPLES

HOUSING FIRST

Programs using Housing First generally fall into two categories:

- Supportive housing, which is an apartment made affordable through long-term rental assistance, paired with intensive services promoting housing stability.
- Rapid re-housing, which connects a family or individual to an apartment affordable through short to medium-term rental assistance, along with moderate services designed to allow that household to increase their income sufficiently to be able to afford the apartment over the long-term.

While Housing First recognizes housing is a necessary precursor to treatment, Housing First does not mean “housing only.” On the contrary, Housing First acknowledges social services and care coordination are necessary elements of housing stability and quality of life.

CORE COMPONENTS OF HOUSING FIRST UNDER CALIFORNIA LAW

In 2016, the California Legislature passed Senate Bill 1380 (Mitchell). It required all housing programs to adopt the Housing First model. The Legislation defined Housing First with these “core components”:

- Tenant screening and selection practices promote accepting applicants regardless of their sobriety or use of substances, completion of treatment, or participation in services.
- Applicants are not rejected on the basis of poor credit or financial history, poor or lack of rental history, criminal convictions unrelated to tenancy, or behaviors that indicate a lack of "housing readiness."
- Housing providers accept referrals directly from shelters, street outreach, drop-in centers, and other parts of crisis response systems frequented by vulnerable people experiencing homelessness.
- Supportive services emphasize engagement and problem solving over therapeutic goals and service plans that are highly tenant-driven without predetermined goals.
- Participation in services or program compliance is not a condition of housing tenancy.
- Tenants have a lease and all the rights and responsibilities of tenancy.
- The use of alcohol or drugs in and of itself, without other lease violations, is not a reason for eviction.
- Funding promotes tenant selection plans for supportive housing that prioritize eligible tenants based on criteria other than "first-come-first-serve," including, but not limited to, the duration or chronicity of homelessness, vulnerability to early mortality, or high utilization of crisis services.
- Case managers and service coordinators are trained in and actively employ evidence-based practices for engagement, including motivational interviewing and client-centered counseling.
- Services are informed by a harm-reduction philosophy that recognizes drug and alcohol use and addiction as a part of tenants' lives, where tenants are engaged in nonjudgmental communication regarding drug and alcohol use, and where tenants are offered education regarding how to avoid risky behaviors and engage in safer practices, as well as connected to evidence-based treatment if the tenant so chooses.

- The project and specific apartment may include special physical features that accommodate disabilities, reduce harm, and promote health and community and independence among tenants.

EVIDENCE BASIS

The federal and State government recognize Housing First as an evidence-based practice. In fact, a settled and growing body of evidence demonstrates:

- Tenants accessing Housing First programs are able to move into housing faster than programs offering a more traditional approach.
- Tenants using Housing First programs remain more stable and stay housed longer than with other programs.
- Over 90% of tenants accessing Housing First programs are able to retain housing stability.
- In general, tenants using Housing First programs access services more often, have a greater sense of choice and autonomy, and are far less costly to public systems than tenants of other programs.