



Office of Homeless Services

# Application Workshop

## Homeless Housing, Assistance and Prevention Round-4 Continuum of Care

RFA OHS 24– 01

Tuesday, January 30, 2024

[www.SBCounty.gov](http://www.SBCounty.gov)

- **RFA CONTACT**

Stephanie Navarro

(909) 501-0642

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- **QUESTIONS**

- Questions will be answered at the end of the presentation. Please submit questions via the chat.
- Deadline for submission of written questions is **Tuesday, January 30, 2024 by 4:00 P.M.** (Local Time). Questions are to be submitted to the RFA Contact.

- Background
- Location of Services
- Application Timeline
- Application Instructions
- Application Submission
- Requirements
- Package
- Contract Requirements
- Questions

- Homeless Housing, Assistance and Prevention Program
- Project Objectives
- Project Deliverables

Services are to be provided, completed, and managed throughout San Bernardino County. The five regions to be served are:

- Central Valley Region: Encompasses the cities of Colton, Fontana, Grand Terrace, Highland, Loma Linda, Redlands, Rialto, San Bernardino, Yucaipa, and the surrounding unincorporated communities.
- Desert Region: Encompasses the cities of Adelanto, Apple Valley, Barstow, Hesperia, Victorville, and the surrounding unincorporated communities.
- East Valley Region: Encompasses the cities of Needles, Twentynine Palms, Yucca Valley, and the surrounding unincorporated communities.
- Mountain Region: Encompasses the cities of Big Bear and the unincorporated communities which include Blue Jay, Cedar Glen, CedarpinesPark, Crestline, Forest Falls, Green Valley Lake, Lake Arrowhead, Rimforest, Running Springs, Skyforest, Sugarloaf, and Twin Peaks.
- West Valley Region: Encompasses the cities of Chino, Chino Hills, Montclair, Ontario, Rancho Cucamonga, Upland, and the surrounding unincorporated communities

Homeless Youth Services shall be Countywide

- Please follow the instructions on:
  - Article VI Application Submission (pages 12-14)
- Carefully read the entire RFA and attached documents
- Answer all questions – incomplete Applications will **not** be accepted
- If proposing services for more than one region, submit a separate Application for **each** region
- A detailed budget is required for **each** Application

## DEADLINE FOR SUBMISSION OF QUESTIONS

- Tuesday, January 30, 2024 by 4:00 PM (Local Time)

## DEADLINE FOR SUBMISSION OF APPLICATIONS

- Tuesday, February 20, 2024 by 4:00 PM (Local Time)  
**Late Submissions will not be accepted.**

## RECOMMENDATIONS TO ICH

- Spring 2024

## CONTRACT AWARD

- Spring 2024

## APPLICATIONS ARE TO BE SUBMITTED VIA EMAIL TO [HOMELESSRFP@HSS.SBCOUNTY.GOV](mailto:HOMELESSRFP@HSS.SBCOUNTY.GOV)

- By submitting electronically, Proposer acknowledges electronic signature is legally binding.
- ⓘ Proposals are due by 4:00 P.M., Tuesday, February 20, 2024 (Local Time). **Late Proposals will not be accepted.**



- Proposal Conditions (pages 5-9)
- Background (pages 9-10)
- Project Description and Requirements (page 10-12)
- Application Submission (pages 12-14)



- Cover Page/Checklist **with AUTHORIZED SIGNATURE** (Attachment A)
- Statements of Certification (Attachment B)
- Licenses, Permits, and/or Certifications (Attachment C)
- Certification Regarding Debarment or Suspension (Attachment D)
- Budget (Attachment E)
- Exceptions to RFP (Attachment H)
- Public Records Act Exemptions (Attachment I)

- All information submitted is subject to disclosure under the provisions of the California Public Records Act.
- Any information provided in the Application Package that is deemed “Confidential” should be indicated on Attachment I.
  - Attachment I – Public Records Act Exemptions: Please indicate what portion of the application is confidential and include citation supporting legal authority to support the exemption.
- The County will use reasonable means to ensure that such information is safeguarded but will not be held liable for inadvertent disclosure of information.

**Note: Do not include personal information.**

- Compliance with County Policy (page 18)
- Nondisclosure (page 24)
- Indemnification and Insurance (pages 25)
- Right to Monitor and Audit (pages 28)

Type of Insurance	Limits	Aggregate
Worker's Compensation	\$250,000	
General Liability	\$1,000,000/occurrence	\$2,000,000 aggregate
Automobile Liability	\$1,000,000/occurrence	\$2,000,000 aggregate If transporting clients
Directors and Officers Insurance (Nonprofit Org.)	\$1,000,000	
Professional Liability and/or Errors & Omissions	\$1,000,000/occurrence	\$2,000,000 aggregate
Abuse/Molestation	\$1,000,000/occurrence	\$2,000,000 aggregate

ⓘ Proof of insurance required by Contract start date

# Questions?

