

Department of Social Services
Safe Haven RFP
Questions and Answers

- 1. If the grantee uses less than \$2 million on acquisition/construction/rehab, can any remaining funds be used towards the operating and supportive service budgets?*

Answer:

No. The Department of Social Services (DSS) will have two contracts for this project. There will be a Construction Contract and a Service Contract. Funds are not transferable from one contract to another.

- 2. Please clarify the 5 year time frame reference for the operating and supportive service budgets. Does Year 1 for the operating and supportive service budgets commence at the same time as the Year 1 Construction budget? Or does Year 1 of the OP/SS budgets start after the construction project is complete or at least 90% complete?*

Answer:

Year 1 for the operating and supportive service budgets will start after the construction project has been completed. This is the time when the local governing agency issues a "Certificate of Occupancy."

- 3. If a property is leased instead of rehabilitated/constructed, what are the parameters of the leasing budget including cap for the leasing budget and time frame?*

Answer:

Construction funds are not to be used for leasing. Since there will not be a construction contract in place, only a Service contract will be executed. The leasing cost will be included in the proposed Service budget as an operating expense. Contractors awarded this grant will be required to enter into a property use-restriction that requires the site/building to continue its use to serve homeless individuals for at least 15 years and/or a fifteen year lease agreement. A copy of the lease must be submitted before the DSS Service contract is signed. In terms of a leasing cap, DSS evaluation team will review the proposed budget to determine the cost effectiveness and reasonableness of the lease and the overall budget.

- 4. On page 23, the RFP specifically references a male population. Is the RFP limited to male Safe Haven?*

Answer:

No, the RFP is not limited to a male Safe Haven.

5. *Could a project sponsor of the proposed Safe haven share supportive services with an existing Safe Haven? In other words, can some of the funded services through this RFP be shared with another Safe Haven in order to leverage funding for both program?*

Answer:

The intent of the construction contract in this RFP is to improve and/or to expand an existing facility and/or to create a new facility and provide new services. Supportive services funds are to be used to support the Safe Haven that is being funded with the CDBG funds and no other existing project.

6. *We are considering a site that could house a men's Safe haven on one side/floor and the existing women's Safe haven on another side/floor. Would this be allowed? Would construction/rehab costs for an entire building be allowed even though a portion of the building will benefit other participants from another Safe Haven program that will be relocated there?*

Answer:

The new Safe Haven Project shall be separate -- both physically and programmatically -- from any other Safe Haven Project. If the Safe Haven under this contract and other Safe Haven(s) is/are located in the same building, construction/rehab costs for the entire structure are allowed, as long as those costs DO NOT exceed 50% of the cost to construct/rehab the particular space where the Safe Haven under this contract will be located. The Proposer shall demonstrate that the extent of the work proposed for the entire structure will directly benefit the Safe Haven that will be built under this contract.

DSS evaluation team will require that all zoning and permits are approved for any Safe Haven project, including a new Safe Haven selected in close proximity of another Safe Haven.

DSS evaluation team requires the scope of work for the construction, construction drawings, permits, and related construction costs and or requirements to be submitted with the proposal. If a lease is/will be in place, the lease agreement must also be submitted before the contract(s) under this RFP is/are executed.

7. *On page 25, the RFP states, "The proposer should submit a letter from the local government endorsing the proposal, or a local government should submit a letter of endorsement from the local continuum of care organization. Is the letter of endorsement specific to the proposer's organization and proposal itself or more broadly for the need for a Safe haven without necessarily endorsing any particular agency/proper?"*

Answer:

The letter of endorsement should compliment the work of the Proposer and the Proposer's community planning efforts and involvement with other community and local leaders to address homelessness issues. The letter should also demonstrate that a Safe Haven is consistent with the overall community plan.