

Cahill Place RFP

RFP Release Date: 2/8/19

Question and Answer: 2/19/19

Proposals Due: 3/8/19

Advertised/Posted: State Register, DC Works, Emailed housing mail list

Services Description: To secure a vendor(s) to provide services for Cahill Place, a housing development supporting families located in Inver Grove Heights, MN. Cahill Place is a 40-unit apartment building which will be located at 6070 Cahill Ave (approximately) in Inver Grove Heights scheduled to open in fall of 2020. Center City Housing Corp will develop and own the building and will contract out the property management services to CommonBond Housing.

Primary Deliverables:

- Front desk staff 365 days per year, 24-hours per day.
- On-site case management services and whole-family programming provided
- Request and process referrals through the Coordinated Entry System for High Priority Homeless (HPH) units; pre-screening eligibility determination.
- Maintain waitlist for non-HPH units.
- Jointly shared responsibilities to communicate resident issues in a timely and effective manner to appropriate parties.
- Services and programming that includes, but is not limited to: Independent Living Skills groups and materials, social and recreational activities, database administration, housing stability supports, and client assistance.
- Access to mainstream funding sources to pay for ongoing services.
- Outreach to community agencies to develop strong working relationships, specifically schools and other local community agencies.
- Services that meet the needs of disenfranchised communities.

Public Engagement: Two vendors came to the Q and A

Schedule: Plan for on-boarding staff to provide services when Cahill Place opens in fall of 2020

Solicitation Selection Criteria:

Services:

- Organization's name, address, phone number, and name and e-mail of contract person
- Brief background on ability and experience providing support services to High Priority Homeless families and families with service needs.
- Brief background on ability and experience providing on-site supportive housing services

- Experience with Coordinated Entry Systems and the Homeless Management Information System (HMIS)
- Willingness and ability to enroll as an MA provider to bill Housing Stability Services for eligible participants. Housing Stabilization Services is a proposed set of services to Minnesota's Medicaid State Plan. If approved by the federal government, these services would be available January 1, 2020.
- Experience in compliance with local, state and federal housing and service programs
- Organizational and housing services philosophies
- Ability to meet diverse needs of clients (culture, service needs, etc.)
- Process to respond to complaints or issues related to culture, race, treatment or service
- Proposal for specific services for families at Cahill Place
- Plan for and experience with outreach to community agencies to develop strong working relationships, specifically schools and other local community agencies
- Proposed budget and description of fundraising plan if service budget exceeds the amount available in this RFP.
- Plan for on-boarding staff to provide services when Cahill Place opens in fall of 2020.
- Proposed outcomes in the following format:
 - o How much? (#s served)
 - o How well? (Quality assurance measures)
 - o Is anyone better off? (Outcome/success measures)
- Please provide three (3) references

Proposals Received: Center City, IMD Ramsey

Solicitation Review Team Makeup: Dakota County Community Development Agency: 1 member, Dakota County Social Services: 5 members

Date of Review: 3/14/19

Evaluation Results: Unanimously recommended Center City.

Ranking of vendors:

Center City: 88.7

IMD Ramsey: 65.3

Rationale of Selected Vendor:

- Strong experience with homeless population, coordinated entry, and housing first
- Programing recommendations for children
- Knowledge of HMIS and funding streams
- Has provided onsite services in several locations

Contract Recommendations: Staff recommends full funding of the services contract.