

IMPORTANT NOTICE TO SERVICE PROVIDERS

The City of Tacoma's 2009 – 2012 Homelessness Prevention and Rapid Re-Housing (HPRP) funding is now available at www.TacomaPurchasing.org for programs interested in providing homelessness prevention and rapid re-housing services. ***The process for applying for these funds is through a Request for Proposals (RFP) and is significantly different from the Common Application, so please carefully review the information below.***

Steps to access the Request for Proposals (Homelessness Prevention RFP and Rapid Re-Housing RFP):

1. Go to the City of Tacoma Purchasing website: www.TacomaPurchasing.org
2. Click on the "Current Contracting Opportunities" button
3. Click on the "Sealed Solicitations" button
4. Scroll down the page and click on the applicable RFP
 - a. Homelessness Prevention: Specification No. HSO9-0320F
 - b. Rapid Re-Housing: Specification No. HSO9-0319F
5. Click on the "Specifications" button to access the RFP Document (pdf)
6. Click on the "Supplemental Information" button to access the Project Budget Form in Excel

A second pre-proposal meeting will be held on Wednesday, May 27 from 9:00 – 12:00pm at the Tacoma Municipal Building in Room 1444. We strongly recommend that all interested parties attend this meeting to learn more about the available funding and proposal process.

Additional information on the funding areas (Homelessness Prevention Services and Rapid Re-Housing Services) is provided below, as well as attached to this email. Please contact Stacey Gillette at (253) 591-5057 or sgillette@ci.tacoma.wa.us for help accessing the documents. All other questions pertaining to the RFP process must be submitted in writing to either the Marie Holm via fax (253-502-8372) or email (marie.holm@ci.tacoma.wa.us) in the Purchasing Department or Stacey Gillette by Tuesday, June 2, 2009. Responses to questions will be posted on the Purchasing website by Monday, June 8, 2009.

All proposals (one original and five copies) must be submitted to the Tacoma Purchasing Department by 11:00am PST on Tuesday, June 16, 2009.

HOMELESSNESS PREVENTION SERVICES

REQUEST FOR PROPOSALS (RFP): Specification No. HSO9-0320F

- Approximately \$700,000 in Homelessness Prevention Funds are available over a three year period: 9/1/09 – 8/31/12
- Target population is households at risk of homelessness who are at or below 50% of Area Median Income (HUD Income Levels are attached)
- Four service categories are included in the RFP:
 - Centralized Intake, Assessment and Tracking (CIAT)
 - Housing Stabilization Services (HSS)

- Financial Stabilization Services (FSS)
 - Financial Assistance
- ***A full description of the purpose, background and information, timeline, requirements, questions and requested services is provided in pages 19-29 of the Homelessness Prevention RFP.***
- Interested applicants must register with the Tacoma Purchasing Department by clicking on the “Register for Bid Holders List” button
- All questions must be submitted to either Marie Holm via fax (253-502-8372) or email (marie.holm@ci.tacoma.wa.us) in the Purchasing Department or Stacey Gillette (sgillette@ci.tacoma.wa.us) by June 2, 2009; responses will be posted by June 8, 2009 on the website
- Please make sure to attach all required information and documents as identified in the Proposer’s Checklist on page 6 of the RFP Document

RAPID RE-HOUSING SERVICES
REQUEST FOR PROPOSALS (RFP): Specification No. HS09-0319F

- Approximately \$400,000 in Rapid Re-Housing Funds are available over a two year period: 9/1/10 – 8/31/12
- Target population is homeless households as defined in the McKinney-Vento Act who are at or below 50% Area Median Income (HUD Income Levels are attached)
- Three service categories are included in the RFP:
 - Housing Stabilization Services (HSS)
 - Financial Stabilization Services (FSS)
 - Financial Assistance
- ***A full description of the purpose, background and information, timeline, requirements, questions and requested services is provided in pages 19-28 of the Rapid Re-Housing RFP.***
- Interested applicants must register with the Tacoma Purchasing Department by clicking on the “Register for Bid Holders List” button
- All questions must be submitted to either Marie Holm via fax (253-502-8372) or email (marie.holm@ci.tacoma.wa.us) in the Purchasing Department or Stacey Gillette (sgillette@ci.tacoma.wa.us) by June 2, 2009; responses will be posted by June 8, 2009 on the website
- Please make sure to attach all required information and documents as identified in the Proposer’s Checklist on page 6 of the RFP Document