

Addendum No. 1

Request for Proposals (RFP) (Solicitation #4973)

Housing Locator Creating Moves to Opportunity (CMTO) Seattle and King County

Addendum Issued on Monday, June 12, 2017

The following information clarifies information in the above referenced RFP:

This Addendum lists questions for clarification of entries mentioned in the RFP and Seattle Housing Authority (SHA) responses.

Question 1. Will workspace be available at Seattle Housing Authority (SHA) or King County Housing Authority (KCHA)?

SHA Response: The firm should locate their workspace and state how much workspace they will need to operate activities.

Question 2. Where does the ratio of 350 families and 50 landlords come from? Are we only matching families up to 50 landlords?

SHA Response: Not all 350 families will lease up in opportunity areas. Hopefully engaging 50 landlords in opportunity areas.

Question 3. What happens if we serve more than the anticipated 50 families? Funding may be low and unsustainable during and possibly beyond the pilot.

SHA Response: We would reflect on success of program and refine strategies. Possible locate more funding.

Question 4. Will the project be finite?

SHA Response: We may expand the program if it is successful and we are able to locate more funding.

Question 5. How does CMTO envision funding being used?

SHA Response: Applicants will need to propose how funding will be used.

Question 6. How will we get participants, will we need to conduct outreach to find families?

SHA Response: Families will come through the SHA and KCHA Housing Choice Voucher waitlist. Selected firm will need to do some outreach to engage families, but it will not expand beyond the waitlist families.

Question 7. Is there a requirement to have an existing partnership or establish a new partnership?

SHA Response: We encourage applicants to apply even if they do not have a partnership but you would need to explain your partnership plan in the proposal. Ideally the proposal will be fully thought out and the partnership will submit one proposal as only one contract will be issued.

Question 8. What does the staffing structure look like?

SHA Response: The applicant will need to provide a proposed staffing structure.

Question 9. What is the profile of the ideal applicant – are you looking for a for a profit or a nonprofit agency?

SHA Response: There is no preference. However, the services provided by the selected firm should be professional, familiar with King County and Seattle real estate market and provides business to business services.

END OF ADDENDUM #1